

MINUTES

Meeting of Council

Held at the

Civic Centre

511 Burwood Highway

Wantirna South

On

Monday 25 September 2023

The Agenda for the Meeting of Council, Monday 25 September 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 Meeting of Council.



The meeting commenced at 7:07pm.

PRESENT:

<i>Cr M Timmers-Leitch (Mayor)</i>	<i>Collier Ward</i>
<i>Cr Y Allred</i>	<i>Baird Ward</i>
<i>Cr J Dwight</i>	<i>Chandler Ward</i>
<i>Cr S Grasso</i>	<i>Dinsdale Ward</i>
<i>Cr M Baker</i>	<i>Dobson Ward</i>
<i>Cr S Laukens</i>	<i>Friberg Ward</i>
<i>Cr D Pearce</i>	<i>Taylor Ward</i>
<i>Cr N Seymour</i>	<i>Tirhatuan Ward</i>

<i>Mr B Dobson</i>	<i>Chief Executive Officer</i>
<i>Mr G Curcio</i>	<i>Director - Customer and Performance</i>
<i>Mr G Thorne</i>	<i>Director – Infrastructure</i>
<i>Mr M Kelleher</i>	<i>Director - City Livability</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 and Risk</i>

THE MEETING OPENED WITH THE STATEMENT OF COMMITMENT

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

Order of Business

1	Apologies And Requests For Leaves of Absence.....	5
2	Declarations Of Conflict Of Interest.....	5
3	Confirmation Of Minutes	5
4	Presentations, Petitions And Memorials	5
5	Reports By Councillors	6
6	Planning Matters.....	11
6.1	Report of Planning Applications Decided Under Delegation 1 August 2023 to 31 August 2023	11
6.2	Consideration of submissions related to Amendment C192knox Boronia Renewal Strategy	12
7	Public Question Time	15
8	Officer Reports.....	21
8.1	Housing Monitoring Report for 2022.....	21
8.2	Minor Grants Program 2023-2024 Monthly Report.....	23
8.3	Climate Response Plan Annual Report 2022/23.....	26
8.4	Memorials Policy.....	27

8.5	Audit and Risk Committee Biannual Report	28
8.6	Ferntree Gully Cemetery Trust Annual Report for the Year Ended 30 June 2023	29
8.7	Council Meeting Schedule and Revised Meeting Structures & Cycle Policy	30
8.8	Revised Instruments of Delegation to Members of Council Staff	31
8.9	Response to Notice Of Motion 134 - Gifted and Bequeathed Land Holdings to Council....	33
9	Supplementary Items.....	35
10	Notices Of Motion.....	36
10.1	Notice of Motion No. 136 - Rescission - Knox Community Awards Program.....	36
10.2	Notice of Motion No. 137 - Knox Community Awards Program	38
11	Urgent Business	39
12	Questions Without Notice	39
13	Confidential Items.....	39

1 Apologies and Requests for Leaves of Absence

Apologies were received from Councillor Cooper.

2 Declarations of Conflict of Interest

Nil.

3 Confirmation of Minutes

The Chairperson, Councillor Timmers-Leitch advised there has been a request for more time to review the Minutes of the Council Meeting held on Monday 28 August 2023 - and consequently has agreed to defer confirmation of the Minutes to the next Council Meeting under Clause 62.2 of the Governance Rules.

4 Presentations, Petitions and Memorials

The Chairperson foreshadowed a presentation from the Chairperson of the Audit and Risk Committee for Knox City Council, Mr Geoff Harry, who will speak when Council considers Item 8.5 - Audit and Risk Committee Biannual Report.

5 Reports by Councillors

5.1.1 Councillor Seymour

- Thanked the Mayor and other Councillors for attending events in the Tirhatuan Ward while she was incapacitated.
- Attended Council's Dementia Friendly Plan Launch and noted that she chairs the Active Ageing Advisory Committee, who came up with the idea.
- Has received queries from residents as to when the Henderson Road/Kelletts Road intersection traffic lights will be made live. It was noted that there was a recent meeting involving with Council staff and the Department of Transport who advised that the delay with the lights going live is due to a hold-up with AusNet.
- Noted Council is advocating for the best possible outcomes for local neighbourhoods in relation to a George Street and High Street Road intersection upgrade, recognising that the upgrades must cater for local residents as well as the many developments around the area, including the State Basketball Centre, Boral Quarry site and Jenkins Orchards.
- Expressed pride for the Rowville Football Club who claimed the First Division Premiership in the Eastern Football Netball League, along with the Scoresby Football Club claiming the Second Division Premiership in the same League.

5.1.2 Councillor Grasso

- Attended the 'Women On the Go 2023' event facilitated by Council which was a great opportunity for women running businesses in Knox to network and address challenges in running a business as a woman, noting she campaigned for more local jobs.
- Attended the return of the 'Wonders of the Arboretum' at Tim Neville Arboretum with the theme of fantasy and fairytales for people of all ages.
- Participated in Storytime at Bayswater Library, acknowledging the programs at the libraries in Knox for people of all ages and encouraging people to enjoy them, particularly in the school holidays.
- Noted enquiries from residents regarding rubbish dumping and the kindergarten review.

5.1.3 Councillor Dwight

Councillor Dwight reported attending the following meetings:

- Official Opening of the Boronia Bowls Club Lighting Upgrade
- Bus Tour of Leisure Facilities
- Environment Advisory Committee Meeting
- Friends of Koolunga Native Reserve Habitat Restoration
- Aussie Veterans Op Shop Community Event
- Councillors Tour of Churchill-Waverley Golf Club/Intrapac Property
- Meet Your Councillor event at Millers Homestead

Councillor Dwight also:

- Noted that she submitted a question without notice regarding green waste generated through the maintenance of Council property at the August 2023 Council Meeting.

Councillor Dwight gave an overview of the response and noted that the answer has been provided on Council's website with the Minutes of the Meeting.

- Noted another issue that has re-emerged being the potential sale of the Salvation Army land at The Basin, acknowledging the recent petition on the matter, and:
 - Reiterated that safeguards exist for future development through zoning overlays and other planning controls in the Knox Planning Scheme, with the site located outside the urban growth boundary which limits the potential for more intense development. A change to the urban growth boundary requires majority support of both houses of Victorian Parliament.
 - Noted the intense subdivision and housing would require a full Planning Scheme Amendment process to change the zoning which cannot be contemplated without a change to the urban growth boundary and a planning scheme amendment requires the support of the Council and State Minister for Planning before proceeding to community consultation.
 - Noted Council is currently developing a Green Areas and Rural Strategy with a report on the latest round of community consultation to be provided later this year.

5.1.4 Councillor Baker

Councillor Baker reported attending the following meetings:

- Foothills Community Care R U OK Day Event at Ferntree Gully CFA
- Knox Historical Society Annual General Meeting- acknowledged the outgoing Committee and congratulated the new Committee.
- Wonders of the Tim Neville Arboretum- congratulated the Council Events team for their work.
- Bus Tour of Leisure Facilities
- Meeting with President of Ferntree Gully Traders Association
- Councillors Tour of Churchill-Waverley Golf Club/Intrapac Property
- Knox Active Ageing Advisory Committee Meeting

Councillor Baker also:

- Noted awareness of an emerging issue regarding a planning application within Yarra Ranges Shire, next to the Knox Council Boundary on 465 Lysterfield Road, Ferntree Gully/Lysterfield. Preliminary information has been sought with officers and the relevant Ward Councillor at Yarra Ranges Council. Encouraged anyone who is who has a view to share regarding this application to contact Yarra Ranges Council.

5.1.5 Councillor Pearce:

- Congratulated the Rowville Football Club for winning the Premier Division Grand Final of the Eastern Football Netball League, noting the flag was won through a plan developed 9 years ago and was forged through homegrown talent.
- Attended the 'Different Journeys' organisation which provides social outlets for people who have autism, which is a worthwhile organisation to whom Council is providing funding.

5.1.6 Councillor Laukens

Councillor Laukens reported attending the following meetings:

- Opening Celebration – Nido Early School, Ferntree Gully
- Bus Tour of Leisure Facilities
- VLGA and LGiU Global Executive Panel: Harmonious Council Decision-Making – Setting Up Councils for Success
- Reconciliation Action Plan Launch
- Women on The Go 2023
- Knox Churches Soccer Club Junior and Senior Presentations
- Knox Historical Society Annual General Meeting
- Tour of Knox Leisureworks
- Eastern Transport Coalition Meeting
- Hutsix BMX State Championships at Knox BMX Club
- Knox United Soccer Club 2023 Senior Presentation Night

Councillor Laukens also:

- Recognised that the Knox BMX Club held the State BMX Championships, noting this is a volunteer-run club and were only told they were hosting the event four months ago to cater for over 650 riders, highlighting the importance of investing in local facilities which creates income through tourism.
- Recounted a meeting with local rider and BMX world champion (in her class) Stephanie Alexander and her father, who was grateful to Council's sports sponsorships and financial contributions with the aim of making these contributions more visible to the public on a monthly basis.
- Noted feedback from elders regarding Council's Reconciliation Action Plan, with Knox being one of the first ten Councils to endorse such a Plan, which is about sharing, listening and caring with the Indigenous community.

5.1.7 Councillor Timmers-Leitch

Councillor Timmers-Leitch reported attending the following meetings:

- South East Business Conference
- Regency Park Primary School Year 6 Expo
- LGPro Emerging Leaders Program
- Joint Councillor and Officer VLGA Governance Advisory Network Meeting
- Bus Tour of Leisure Facilities
- Radio Eastern 98.1FM 'Midweek Magazine' Radio Interview
- CPP Climate Summit at RMIT University
- Wonders of the Arboretum at Tim Neville Arboretum
- Aussie Veterans Op Shop Community Event - 70's Theme
- Wantirna South Junior Football Club Best and Fairest
- Official Opening of Community Garden at Rowville Uniting Church and Share Space
- Tour of Churchill/Waverley Golf Club/Intrapac Property

- Reconciliation Action Plan Launch
- Wantirna College Gala
- Regency Park Primary School Production at Rowville Performing Arts Centre
- Boronia Suburban Revitalisation Board Meeting
- 'Women on the Go 2023' Event
- Early Years Advisory Committee Meeting
- National Citizenship Day Ceremony at Rowville Secondary College Performing Arts Centre
- Dementia Friendly Launch at Knox Community Arts Centre
- 'Beyond the Frame' Youth Photography Competition Opening at Knox Express Library
- City of Knox Scout District Annual Report and Presentation Night
- Tour of Knox Leisureworks

Councillor Timmers-Leitch also:

- Thanked Councillor Seymour for raising the meeting between Council's Manager Sustainable Infrastructure and the Department of Transport, noting that the matter of traffic lights at the intersection of Clarence Road and Wantirna Road in Wantirna was also on the Agenda.
- Attended the Climate Summit for Local Government to hear of the work being conducted in this area, including a panel discussion comprising the ALGA President Linda Scott, City of Melbourne, Mayor Sally Capp and Lily D'Ambrosio MP. Took this opportunity to advocate for more extensive tree mapping and thanked Director City Liveability, Matt Kelleher for his assistance.
- Had the pleasure of officiating the National Citizenship Day Ceremony at Rowville Secondary College Performing Arts Centre with nearly 500 conferees and was pleased that the Minister, The Hon Andrew Giles MP, attended for a second time.
- Echoed the importance of Council's Dementia Friendly Action Plan and Reconciliation Action Plan.
- Thanked the Council Waste team for their work in assisting with the changeover to the FOGO system, continuing to field enquiries.
- Mentioned the Council Waste team's new initiative, 'Make The Switch to Thrift' Trail, noting that the average Australian throws out 23kg of textile waste that goes into landfill and purchases another 27kg, whereas Victorian charity shops have diverted about 242,000 tonnes of waste from going to landfill. The 'Make The Switch to Thrift' trail includes 19 op shops throughout Knox and recommends the Mountain Gate Op Shop whose proceeds go to Foothill Community Care and the Knox Op Shop whose proceeds go to Knox Infolink.

5.1.8 Councillor Allred

Councillor Allred reported attending the following meetings between the Council Meetings held on 28 August 2023 and 25 September 2023:

- Environment Advisory Committee Meeting
- Wonders of the Arboretum at Tim Neville Arboretum
- Tour of Knox Leisureworks
- Citizenship Ceremony at the Rowville Secondary College Performing Arts Centre

Councillor Allred reported attending the following meetings between the Council Meetings held on 24 July 2023 and 28 August 2023:

- Environment Advisory Committee Meeting
- Meeting with Knox Infolink
- Knox Community Safety, Health and Wellbeing Advisory Committee Meeting
- Meeting between Mayor, Councillors and Australian Education Union regarding the Kindergarten Services Review
- Unveiling of the plaque commemorating the site of the first Fire station in Boronia
- Wattle Day plating on the Blind Creek Trail in Ferntree Gully

6 Planning Matters

6.1 Report of Planning Applications Decided Under Delegation 1 August 2023 to 31 August 2023

SUMMARY: Manager, City Planning & Building, Paul Dickie

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

RECOMMENDATION

That the planning applications decided under delegation reports (between 1 August 2023 to 31 August 2023) be noted.

RESOLUTION

MOVED: Councillor Baker

SECONDED: Councillor Grasso

That the planning applications decided under delegation reports (between 1 August 2023 to 31 August 2023) be noted.

CARRIED

6.2 Consideration of submissions related to Amendment C192knox Boronia Renewal Strategy

SUMMARY: Senior Strategic Planner, Patrick Dubuc

At its meeting on 23 August 2021, Council resolved to adopt the Draft Boronia Renewal Strategy 2019 – revised 2021 (BRS) for the purpose of placing the strategy on public consultation and to commence Amendment C192knox to the Knox Planning Scheme. Amendment C192knox seeks to implement a new Design and Development Overlay – Schedule 10 (DDO10) and make other policy, zoning and overlay changes to the Knox Planning Scheme to effect a change to the Boronia Major Activity Centre boundary and implement the findings of the BRS.

Following Ministerial authorisation, the Draft BRS was placed on public consultation and exhibited together with Amendment C192knox between 6 March 2023 and 13 April 2023. A total of 95 submissions, including 6 public authorities notification responses were received for the BRS and Amendment combined (either in support or opposition).

Key issues raised in the submissions include:

- Support for one or multiple components of the Strategy and/or Amendment.
- Support for the areas proposed to be removed from the Major Activity Centre boundary.
- Objection to the inclusion of additional areas to the proposed Major Activity Centre boundary, including planning controls that give effect to a transition in built form.
- Objection to the proposed zoning to be applied to the Bambury Street area and a request for it to be excluded from the Activity Centre boundary.
- A mixture of opposition and support in relation to height limits, increased density, or change of character of Boronia.
- A mixture of opposition and support regarding increased housing capacity within the Boronia Core Precincts.
- A mixture of objection and support regarding the proposed movement strategy.
- Feedback related to biodiversity and streetscape considerations.

This report focuses on those submissions that have implications for the Amendment, with the intention of progressing the Amendment to the planning panel stage. Officers have reviewed all submissions received and have provided a response to the points raised in relation to the Amendment in Attachment 1 to this report. Minor changes are recommended to the Amendment in response to the submissions received.

Officers will continue to review and respond to the consultation feedback that does not pertain to the Amendment, but may result in changes to the content of the BRS. It is appropriate that any changes to the BRS are confirmed after a Panel provides directions with regard to the Amendment, as there may be consequential changes to the BRS. Following the Panel process, a decision on the Amendment along with the final BRS will be presented at a future Council Meeting.

To enable the Amendment to proceed, it will be recommended that Council resolve to request that the Minister for Planning appoints an independent Planning Panel to consider all submissions received. If Council opts not to refer these unresolved submissions to an independent Planning Panel, Council will be required to abandon the amendment.

RECOMMENDATION

That Council:

1. Receive and note the submissions to Amendment C192knox to the Knox Planning Scheme in accordance with Section 22 of the *Planning and Environment Act 1987*.
2. Endorse the officers' response and recommendations regarding submissions to Amendment C189knox as shown in Attachment 1, noting that changes are proposed to the exhibited planning scheme documents as a result of submissions.
3. Note that officers' response and recommendations related to comments on the draft Boronia Renewal Strategy will be submitted at a later Council meeting, where these comments do not relate to or affect Amendment C192knox, with a request to adopt the Boronia Renewal Strategy with or without changes.
4. Request the Minister for Planning to appoint a Planning Panel under Section 153 of the *Planning and Environment Act 1987*, to consider all submissions to Amendment C192knox.
5. Refer the Amendment (as exhibited) and all submissions to Amendment C192knox to a Planning Panel in accordance with Section 23(1) of the *Planning and Environment Act 1987*.
6. Authorise the Chief Executive Officer (of such person nominated by the Chief Executive Officer) to undertake administrative changes to Amendment C192knox prior to the Panel Hearing where the changes do not affect the purpose or intent of the Amendment.

RESOLUTION

MOVED: Councillor Allred

SECONDED: Councillor Dwight

That Council:

1. Receive and note the submissions to Amendment C192knox to the Knox Planning Scheme in accordance with Section 22 of the *Planning and Environment Act 1987*.
2. Endorse the officers' response and recommendations regarding submissions to Amendment C192knox as shown in Attachment 1, noting that changes are proposed to the exhibited planning scheme documents as a result of submissions, with the exception of the officers' recommendation for Precincts 1 and 3 that recommends retention of the mandatory maximum 31.5 metres (10 storey) height limit as per the exhibited Amendment C192knox documentation.
3. Resolve to apply a discretionary 14 metre (4 storey) height limit on the sites proposed to be a mandatory maximum 31.5 metres (10 storey) height limit in the exhibited Design and Development Overlay Schedule 10 (DDO10) in response to submissions raising concerns about the extent of those proposed height controls and refer this decision to the independent Planning Panel for consideration.
4. Note that officers' response and recommendations related to comments on the draft Boronia Renewal Strategy will be submitted at a later Council meeting, where these comments do not relate to or affect Amendment C192knox, with a request to adopt the Boronia Renewal Strategy with or without changes, noting the change to the proposed 10 storey mandatory height control in points 2 and 3 of this resolution.
5. Request the Minister for Planning to appoint a Planning Panel under Section 153 of the *Planning and Environment Act 1987*, to consider all submissions to Amendment C192knox.

6. Refer the Amendment (as exhibited) and all submissions to Amendment C192knox to a Planning Panel in accordance with Section 23(1) of the *Planning and Environment Act 1987*.
7. Authorise the Chief Executive Officer (of such person nominated by the Chief Executive Officer) to undertake administrative changes to Amendment C192knox prior to the Panel Hearing where the changes do not affect the purpose or intent of the Amendment.

PROCEDURAL MOTION

MOVED: Councillor Pearce

SECONDED: Councillor Laukens

That Councillor Dwight be permitted an extension of time to speak under Section 42 of the Governance Rules of Knox City Council.

CARRIED

PROCEDURAL MOTION

MOVED: Councillor Baker

SECONDED: Councillor Pearce

That Councillor Seymour be permitted an extension of time to speak under Section 42 of the Governance Rules of Knox City Council.

CARRIED

The substantive motion was put and CARRIED unanimously.

7 Public Question Time

Councillor Pearce left the meeting at 8:20pm before the discussion on Public Question Time.

Councillor Pearce returned to the meeting at 8:22pm before the completion of Public Question Time.

Question Time commenced at 8:20pm.

The following questions were raised with Council:

7.1.1 Question One - Darren Wallace

What is Council's current plans for the Council owned property on the corner of Pine Road and Station Street Bayswater?

In the event of Council selling the property for housing, what mechanisms are available to Council to protect the site's significant and valued stand of Eucalyptus sideroxylon (Red Ironbark) trees whilst supporting appropriate housing densities at the site?

The Director Connected Communities, Judy Chalkley responded:

- As per the Council report on 20 December 2020, it was resolved to:
 1. Note that the initial policy assessment on property known as 58-60 Station Street, Bayswater, identified as Lot 17 on LP 3188 is not required to be retained, and consequently resolve to;
 2. Commence the statutory process under Section 114 of the Local Government Act 2020;
- Council is currently reviewing its options with this parcel of land. Council is working with its arborists to understand the health of the trees and their retention values.
- There are currently no planning controls, including overlays that apply to the trees that require their retention. Council is however looking at options for how any with high retention values could be integrated into any future proposals for the site. This is noting that would need to be balanced, as indicated, with the development of highest and best use of this site, at appropriate densities to make the most of its location adjacent to the train station. The mechanisms for any future protection, if that's what occurs will depend on a future option Council selects for the site, which could range from expectations for design concepts, through to agreements.

7.1.2 Question Two - Darren Wallace

Regarding the proposed Traffic lights at Colchester Road and Mountain Highway intersection, will a permit be required for removal of native vegetation and if so, is Council in a position to issue one requiring Tree replacements and or Net Gain offsets to be located in Knox, rather than outside the municipality?

The Director City Liveability, Matt Kelleher responded:

- Council Officers met with representatives of the Department of Transport and Planning (DTP) on site several weeks ago to discuss this State Government project. It is understood that the DTP representatives were open to retaining as much vegetation as possible. It is my understanding that no drawings have been provided to Council yet outlining a proposal for changes to the intersection.
- Given the above comments it is inappropriate to provide a comment as to if a planning permit is required for vegetation removal (as an assessment of the vegetation would be required), or whether Landscape and/or Net Gain Planting would be required as part of offsetting any loss of vegetation.
- As a general response, Council is not in a position to 'require' net gain offsets be provided in Knox, however any landscape planting would generally be provided in the vicinity of the removed vegetation.
- DTP officers have advised Council officers today that they would be looking to make amendments to the design of the intersection, which would look at significantly decreasing the amount of trees being removed.

7.1.3 Question Three - Dawn Powell

At last month's Council meeting, when asked about the gardens at Millers Homestead, Grant Thorne mentioned that grass clippings were the biggest contributor to landfill by the City of Knox.

According to the latest Knox News, the changes to our bin service have halved landfill. How much of the residents FOGO bin rubbish is actually being mulched rather than going into landfill?

Has the City of Knox changed its practice of putting grass clippings in landfill along with the changes to ratepayers' bins?

The Director Infrastructure, Grant Thorne responded:

- For clarity at the 2023 August Council meeting, the discussion was regarding the disposal of thatch from scarifying/de-thatching works and not related to grass clippings from mowing operations. Further, this discussion was in relation to the report to award the construction contract for the synthetic turf sportsfield proposed at Egan Lee Reserve and a Question Without Notice and not in relation to the question about the gardens at Millers Homestead.
- As Councillor Dwight detailed in her report by Councillors - the response to the Question Without Notice and what Council is doing to dispose of the thatch material is available on Council website and as read by Councillor Dwight earlier.
- The September – October edition of the Knox News provides information about the diversion of waste from landfill since the commencement of the FOGO service in July.

- In the first two full months since the FOGO service commenced, including the changing frequency of collection of the green bin and landfill bin changed, the Knox community have done an outstanding and magnificent job at changing how they dispose of waste. The weight of the waste in the landfill bin has halved and the weight of the material in the green bin has gone up effectively by the same amount as the landfill bin has reduced importantly without the contamination of the green waste bin increasing. This means that residents have embraced the significant change in the waste service and are diverting around 1000 tonnes of waste per month which was going to landfill to now being recycled as compost. 100% of the green waste collected (excluded any contamination) from the kerbside is converted into compost.

7.1.4 Question Four - Graham Crichton

Will the City of Knox make an objection to the Shire of Yarra Ranges regarding the application to dump 400,000 cubic metres of undetermined fill in the property of 465 Lysterfield Rd Ferntree Gully/Lysterfield. This is in the beautiful Lysterfield Valley which has the overlays of heritage, green wedge, fire, etc.

The site is on the opposite side of Lysterfield Rd to the City of Knox.

The dump will be over 3 years for five and a half days a week with approximately 50,000 truck movements on the narrow and dangerous winding roads in the area.

For the above reasons and many more, the application must be opposed.

The Director City Liveability, Matt Kelleher responded:

- The planning application referred to, YR-2023/98 is located in Yarra Ranges Council and is for the use of land for fill disposal (innominate use – understood to be soil), alter access to road in Transport Zone 2, earthworks and associated vegetation removal. Yarra Ranges is the responsible authority to make a decision on the application.
- Officers have looked over the application documents and have made enquiries with staff at Yarra Ranges Council and have referred the application to Melbourne Water and the Department of Transport.
- This Council lodging an objection outside of its municipal boundaries is not something that can be easily resourced, as planning staff need to be taken away from their primary duties and Council needs to also resource any appearance at a future Tribunal appeal. Knox Council is already investing considerable resourcing in environmental matters within its own boundaries, including the current planning appeal for the Development Victoria site and waterbody/Lake Knox in Knoxfield.
- Any person who believes they are materially affected by such an application can lodge an objection with Yarra Ranges Shire Council and if people have concerns, they are encouraged to contact Yarra Ranges to discuss the application and/or lodge an objection.

7.1.5 Question Five - Elizabeth Wieland

Can the Director of Planning please confirm to residents of Bambury St Boronia that the C192 Bambury St Topic 2.4.1 will be forwarded to an Independent Planning Panel for their review and recommendations?

The Director City Liveability, Matt Kelleher responded:

- The part of Amendment C192 referred to intends to remove the Design and Development Overlay Schedule 7 (DDO7) from Bambury Street and apply the General Residential Zone Schedule 3 (GRZ3), which introduces a mandatory maximum height limit of 11 metres. Submissions were received which object to the application of the GRZ3 to Bambury Street and request the subject properties be rezoned to Neighbourhood Residential Zone Schedule 1 (NRZ1), which would further restrict development on Bambury Street by capping the maximum height to 9 metres. In considering these submissions, officers are recommending that Council not support rezoning the subject properties on Bambury Street to NRZ1 as suggested by submitters due to the existing character of the street.
- Instead, officers consider that a new NRZ could be explored that allows future development on Bambury Street to be more consistent with the existing character of the street. At present the current suite of NRZs do not support an appropriate outcome. Officers therefore recommend that the GRZ3 be applied to Bambury Street in the interim and determination of the most appropriate residential zone to apply to Bambury Street be considered in the context of the Housing Strategy review that will soon commence.
- Council has resolved to refer to a Panel for consideration. The discussion included under section 2.4.1 of the Council report represents preliminary officer position and the final Council decision on this matter will be informed by the panel recommendation following the panel process.
- The submitter can attend the panel hearing and speak for or against and their submission will be considered as part of the process.
- The Planning and Environment Act 1987 provides a clear pathway for a Planning Scheme Amendment once conflicting submissions have been received to be referred to an Independent Planning Panel, appointed by the Minister and convened by Planning Panels Victoria. Council already has/had Panel dates pre-set for later this year. The Amendment in its current form, cannot proceed without being referred to a panel.
- Submitters can be assured they have opportunity to go to the panel and be a part of the process.

7.1.6 Question Six - Felice Lomuto

The current facilities at both Carrington Park are not female friendly for Knox United Soccer Club's many female footballers nor the future female cricketers of Knoxfield Cricket Club. In lieu of the growth of female football at Knox United Soccer Club (pre & post Matildas World Cup run) and the female cricket programs planned by Knoxfield Cricket Club, can Council please detail how it intends to meet the requirements of the State Government's Fair Access Policy for both Carrington Park by July 2024?

The Director Connected Communities, Judy Chalkley responded:

- Officers have meet with the executives of both clubs in the last month and discussed the facilities at Carrington and in particular the female change areas. Carrington is identified as part of Council's pavilion upgrades and there will be changes in the future.

7.1.7 Question Seven – Lucy Burt

Will those families enrolled in Council run Kindergartens in 2024 have priority access to the Kinder programs within new privately run facilities? Will there be an out of pocket charge?

How will Council ensure residents won't be under more financial pressure after the Council run Kindergartens close? For example having to seek programs outside the municipality, having to pay our off pocked for day care provided Kindergarten, loss of work and income from not having access to childcare programs.

The Director Connected Communities, Judy Chalkley responded:

- It is noted the submitter has had contact with the Mayor and Councillor Baker on this matter and I would like to reiterate that Council is working closely with the Department of Education in order to support and advocate for continuity of service and access for families in Knox as a priority. Planning for the expression of interest process is also underway with the Department but full details are not yet known. Council will update families and the community as soon as more information is available.
- It is Council's intention and that of the departments that sessional kindergarten remain an option for local families in Knox, in addition to other options such as long day care.
- Council will still have a role to play in kindergarten. For those families enrolled in kinder programs for 2024, they will be able to register for 2025.
- Council will collect registrations for 2025 and hand these over to the providers when they're selected. In addition, Council will support these other providers to set up and grow their services in Knox, continue to provide our buildings and will still be running two kindergarten services in our Children and Family Centres in Knox. Council is also looking at the option to centralise enrolments across all providers in future.

Question Time Concluded at 8:44pm.

PROCEDURAL MOTION

ADJOURNMENT

MOVED: Councillor Seymour

SECONDED: Councillor Dwight

That Council adjourn the Meeting for 5 Minutes.

CARRIED

The Meeting was adjourned at 8:45pm and resumed at 8:51pm with all Councillors present, except for the absent Councillor Cooper.

8 Officer Reports

8.1 Housing Monitoring Report for 2022

SUMMARY: Social Researcher, Seregius Be-ere

This report summarises the findings of Council's 15th Annual Housing Monitoring Program for the 2022 calendar year. The Housing Monitoring Program is intended to assess Knox's alignment with the six objectives of the Knox Housing Strategy 2015.

The following results are the key highlights of the 2022 report:

- Taking into consideration demolitions, the planning and subdivision permits approved in 2022 were 177. If enacted, this could potentially result in a net yield of 373 additional new dwellings in Knox. These figures are a little above the 2021 figure (of 334 dwellings), but are still generally lower than the housing approvals in the last seven years before 2021.
- The overall percentage of new dwellings approved in 2022 with a typology consistent with their Housing Strategy Area was 69%. This was a slight decline from the 2021 figure of 74%. This is however a significant improvement over the 2018 figure of 58%. This suggests that the Knox Housing Strategy 2015 is continuing to deliver positive results by encouraging appropriate development across the municipality.
- The approved planning permits by Housing Strategy Area in 2022 shows that the Bush Suburban area has 12 dwellings per hectare and 67 dwelling per hectare in Activity Areas. These outcomes are in line with the Knox Housing Strategy 2015.
- Approved planning permits in 2022 did not result in a single apartment or a residential aged care facility. These figures are down from 4 apartments and 214 beds in residential aged-care facilities, in 2021.
- Building permits issued in 2022 were lower than in the previous five years, with the exception of 2021.
- Rising housing costs, very low availability of affordable rental options, and an identified shortfall in social housing remain key policy concerns in 2022. Only 4 social housing projects were delivered in Knox during 2022. However, Council continues to pursue policies and partnership opportunities to help facilitate solutions that can help address the identified shortfall.
- VCAT decided 14 residential planning applications for Knox in 2022, similar to the 2021 number, but fewer than any other year since at least 2012.

RECOMMENDATION

That Council:

1. Note and adopt the 15th Housing Monitoring Program Annual Report for 2022.
2. Note the issues highlighted in the Annual Report regarding small dwelling housing supply in Knox and investigate opportunities to incentivise small dwelling housing provision as part of the Housing Strategy review.
3. Use the evidence in the Annual Report to continue to strongly advocate to State and Federal Government for an increase in resources for social and affordable housing in Knox as outlined in Action 2.1 of the adopted *Knox Social and Affordable Housing Strategy and Action Plan 2023 – 2027*.

RESOLUTION

MOVED: Councillor Laukens

SECONDED: Councillor Dwight

That Council:

- 1. Note and adopt the 15th Housing Monitoring Program Annual Report for 2022.**
- 2. Note the issues highlighted in the Annual Report regarding small dwelling housing supply in Knox and investigate opportunities to incentivise small dwelling housing provision as part of the Housing Strategy review.**
- 3. Use the evidence in the Annual Report to continue to strongly advocate to State and Federal Government for an increase in resources for social and affordable housing in Knox as outlined in Action 2.1 of the adopted Knox Social and Affordable Housing Strategy and Action Plan 2023 – 2027.**

CARRIED

8.2 Minor Grants Program 2023-2024 Monthly Report

SUMMARY: Community Partnerships Officer, Jade Mainwaring

This report summarises the grant applications recommended for approval in September for the 2023-2024 Minor Grants Program. All applications have been assessed against the criteria set out in the Minor Grants Program Procedure.

Applications under the Minor Grants Procedure are limited to a maximum of \$3,000.00 within the current financial year.

This report also outlines recent grants awarded under delegation for the Seniors Festival Minor Grant Program.

RECOMMENDATION

That Council:

1. Approve six applications for a total of \$13,370.77 as detailed below:

Applicant Name	Project Title	Amount Requested	Amount Recommended
Coonara Community House Inc.	Inspiring Greatness - Disability Social Group	\$3,000.00	\$3,000.00
St Simons Catholic Church Rowville	St Simons 2023 Fete	\$2,000.00	\$2,000.00
Wantirna South Probus Club Inc.	Colour Printer Purchase	\$1,099.00	\$1,099.00
Rowville Uniting Church	Community Garden Rainwater Tank	\$3,000.00	\$3,000.00
Knox Italian Community Club	Computer and Printer for Senior Citizens	\$3,000.00	\$2,119.00
Community Support Knox, Yarra Ranges and Surrounds	Christmas Celebration for Families in Need	\$2,152.77	\$2,152.77
Total		\$14,251.77	\$13,370.77

2. Defer four applications requesting a total of \$12,000, as detailed below:

Applicant Name	Project Title	Amount Requested
The Basin Cricket Club	Bringing back players and family to the club for meals after relocation (previously deferred August 2023).	\$3,000.00
Caribbean Speed Club Inc.	Uniform Replenishment (previously deferred August 2023).	\$3,000.00
The Local Spiritual Assembly of the Bahai's of Knox	Purchasing equipment and needs funds for booking halls for the Knox Community Gatherings (previously deferred August 2023).	\$3,000.00
Shishukunj Melbourne	Annual Kids Camp	\$3,000.00
Total		\$12,000.00

3. Refuse one application totalling \$3,000 as detailed below:

Applicant Name	Project Title	Reason for ineligibility	Amount Requested
Knoxfield Cricket Club	Replacement of Bar Fridge	Not aligned with the goals of the Council and Community Plan.	\$3,000.00
Total			\$3,000.00

4. Note that should the recommended grants be approved by Council, the remaining Minor Grants Program budget for 2023-24 will total \$111,520.39 before GST adjustments.
5. Note that one previous application, deferred at the August 2023 Ordinary Meeting of Council for Eastern Warriors Football Club Inc. is to be treated as withdrawn, as the applicant has not provided the requested additional information.
6. Note that the Knox Seniors Festival Minor Grant 2023 has awarded 11 grants totalling \$5,000.00 under delegation.

RESOLUTION**MOVED: Councillor Baker****SECONDED: Councillor Seymour****That Council:****1. Approve six applications for a total of \$13,370.77 as detailed below:**

Applicant Name	Project Title	Amount Requested	Amount Recommended
Coonara Community House Inc.	Inspiring Greatness - Disability Social Group	\$3,000.00	\$3,000.00
St Simons Catholic Church Rowville	St Simons 2023 Fete	\$2,000.00	\$2,000.00
Wantirna South Probus Club Inc.	Colour Printer Purchase	\$1,099.00	\$1,099.00
Rowville Uniting Church	Community Garden Rainwater Tank	\$3,000.00	\$3,000.00
Knox Italian Community Club	Computer and Printer for Senior Citizens	\$3,000.00	\$2,119.00
Community Support Knox, Yarra Ranges and Surrounds	Christmas Celebration for Families in Need	\$2,152.77	\$2,152.77
Total		\$14,251.77	\$13,370.77

2. Defer four applications requesting a total of \$12,000, as detailed below:

Applicant Name	Project Title	Amount Requested
The Basin Cricket Club	Bringing back players and family to the club for meals after relocation (previously deferred August 2023).	\$3,000.00

Caribbean Speed Club Inc.	Uniform Replenishment (previously deferred August 2023).	\$3,000.00
The Local Spiritual Assembly of the Bahai's of Knox	Purchasing equipment and needs funds for booking halls for the Knox Community Gatherings (previously deferred August 2023).	\$3,000.00
Shishukunj Melbourne	Annual Kids Camp	\$3,000.00
Total		\$12,000.00

3. Refuse one application totalling \$3,000 as detailed below:

Applicant Name	Project Title	Reason for ineligibility	Amount Requested
Knoxfield Cricket Club	Replacement of Bar Fridge	Not aligned with the goals of the Council and Community Plan.	\$3,000.00
Total			\$3,000.00

4. Note that should the recommended grants be approved by Council, the remaining Minor Grants Program budget for 2023-24 will total \$111,520.39 before GST adjustments.
5. Note that one previous application, deferred at the August 2023 Ordinary Meeting of Council for Eastern Warriors Football Club Inc. is to be treated as withdrawn, as the applicant has not provided the requested additional information.
6. Note that the Knox Seniors Festival Minor Grant 2023 has awarded 11 grants totalling \$5,000.00 under delegation.

CARRIED

8.3 Climate Response Plan Annual Report 2022/23

SUMMARY: Senior Program Lead – Sustainable Futures, Sam Sampanthar

This report provides the second annual report on the implementation of the Climate Response Plan 2021 – 2031 which was adopted by Council on 27 September 2021.

RECOMMENDATION

That Council note the Knox Climate Response Plan 2021-31 annual report (Attachment 1) which is reflective of implementation during the 2022/2023 financial year.

RESOLUTION

MOVED: Councillor Dwight

SECONDED: Councillor Grasso

That Council:

- 1. Note the Knox Climate Response Plan 2021-31 annual report (Attachment 1) which is reflective of implementation during the 2022/2023 financial year; and**
- 2. Receive a report no later than February 2024 (or later in consultation with the Mayor of the day) that outlines the implications, including the necessary resources required, to introduce a more frequent review cycle of the Climate Response Plan, to a cycle of every 3 or 4 years (instead of the current 5 year review cycle) noting the dynamism of climate change, mitigation and adaptation considerations.**

CARRIED

Councillor Laukens left the meeting at 9:21pm before the discussion and vote on item 8.3

Councillor Laukens returned to the meeting at 9:22pm before the vote on item 8.3

8.4 Memorials Policy

SUMMARY: Senior Governance Officer, Joyleen Mathias

In July 2022 Council requested officers prepare a framework or policy position for the management of memorials and commemorative plaques. The draft Memorials Policy has been developed and taken to public consultation for three weeks to understand the community's view about the draft Policy to help shape our framework. The consultation included subjective questions about the assessment and eligibility criteria and the tenure of any plaques to be installed.

The Memorials Policy seeks to balance the interests of broader community by providing guidance for the installation of such memorials. This report provides a draft Policy for Council consideration, incorporating a summary of the feedback received from the community and other stakeholders.

The Policy is designed to respond to current community demand, however it is noteworthy that no human or financial resources are allocated to managing external requests for the installation or maintenance of memorials. Officers will manage and prioritise any requests received according to available resources and monitor the number and impact of requests for Memorials, to inform a future report to Council on the resource impact and future of the service.

RECOMMENDATION

That Council:

1. Note the feedback received about the draft Memorials Policy.
2. Endorse the Memorials Policy as set out in Attachment 2.
3. Note that officers will monitor external demand for Memorials and present a further report to Council in due course regarding the resource impact of the service.

RESOLUTION

MOVED: Councillor Baker

SECONDED: Councillor Seymour

That Council:

1. **Note the feedback received about the draft Memorials Policy.**
2. **Endorse the Memorials Policy as set out in Attachment 2.**
3. **Note that officers will monitor external demand for Memorials and present a further report to Council in due course regarding the resource impact of the service.**

CARRIED

8.5 Audit and Risk Committee Biannual Report

SUMMARY: Governance Officer, Damian Watson

This report presents to Council the Audit and Risk Committee Biannual Report - September 2023, in accordance with the requirements of the Local Government Act 2020 (LGA 2020) and the Audit and Risk Committee Charter February 2023 (the Charter).

RECOMMENDATION

That Council receive and note the Audit and Risk Committee Biannual Report - September 2023, as set out in Attachment 1 to the report.

The Chairperson of the Knox City Council Audit and Risk Committee, Mr Geoff Harry spoke to the Item via Zoom.

RESOLUTION

MOVED: Councillor Laukens

SECONDED: Councillor Timmers-Leitch

That Council receive and note the Audit and Risk Committee Biannual Report - September 2023, as set out in Attachment 1 to the report.

CARRIED

8.6 Ferntree Gully Cemetery Trust Annual Report for the Year Ended 30 June 2023

SUMMARY: Senior Governance Officer, Joyleen Mathias

This report presents to Knox City Council, as Trustee for the Ferntree Gully Cemetery, relevant statutory documentation pertaining to the 2022-2023 financial year of operations for consideration and adoption, prior to submission to the Department of Health.

RECOMMENDATION

That Council, as the Trustee for the Ferntree Gully Cemetery Trust, resolve to:

1. Receive and note the audited financial statements for the Ferntree Gully Cemetery Trust for the year ended 30 June 2023 (Attachment 1);
2. Receive and note the Independent Auditor's Report to the Trustees of the Ferntree Gully Cemetery Trust (Attachment 2); and
3. Adopt the Abstract of Accounts from the Trust Members of the Ferntree Gully Public Cemetery for the 2022-2023 financial year (Attachment 3) and authorise three Councillors _____, _____ and _____ to sign the accounts on behalf of the Trust for submission to the Department of Health.

RESOLUTION

MOVED: Councillor Baker

SECONDED: Councillor Dwight

That Council, as the Trustee for the Ferntree Gully Cemetery Trust, resolve to:

1. **Receive and note the audited financial statements for the Ferntree Gully Cemetery Trust for the year ended 30 June 2023 (Attachment 1);**
2. **Receive and note the Independent Auditor's Report to the Trustees of the Ferntree Gully Cemetery Trust (Attachment 2); and**
3. **Adopt the Abstract of Accounts from the Trust Members of the Ferntree Gully Public Cemetery for the 2022-2023 financial year (Attachment 3) and authorise three Councillors Baker, Timmers-Leitch and Dwight to sign the accounts on behalf of the Trust for submission to the Department of Health.**

CARRIED

8.7 Council Meeting Schedule and Revised Meeting Structures & Cycle Policy

SUMMARY: Manager Governance and Risk, Andrew Dowling

The current arrangements for meetings are set out in the Meeting Structures and Cycles Policy which was last reviewed in October 2022, when setting the dates for the 2023 Council meeting cycle. This report outlines the proposed changes to this Policy along with the meeting schedule for the 2024 calendar year.

RECOMMENDATION

That Council:

1. Endorse the revised Meeting Structures and Cycles Policy set out in Attachment 3, and:
 - a. Note that consequential changes to the Governance Rules (undertaken prior to the end of 2023) will be required to give full effect to the revised Meeting Structures and Cycles Policy.
 - b. That the revised Meeting Structures and Cycles Policy comes into effect on 1 January 2024.
2. Resolve that unless or until the Council resolves otherwise, the order of business for the mid-month Council meetings shall exclude Public Question Time, and otherwise be determined in accordance with Rule 17 of the Council's Governance Rules.
3. Resolve to approve the proposed 2024 Council and Committee Meeting schedule set out in Attachment 1.
4. Approve the change of date for the 2023 Council meeting for election of the Mayor and Committee appointments to Tuesday, 14 November 2023.

RESOLUTION

MOVED: Councillor Pearce

SECONDED: Councillor Dwight

That Council:

1. **Endorse the revised Meeting Structures and Cycles Policy set out in Attachment 3, and:**
 - a. **Note that consequential changes to the Governance Rules (undertaken prior to the end of 2023) will be required to give full effect to the revised Meeting Structures and Cycles Policy.**
 - b. **That the revised Meeting Structures and Cycles Policy comes into effect on 1 January 2024.**
2. **Resolve that unless or until the Council resolves otherwise, the order of business for the mid-month Council meetings shall exclude Public Question Time, and otherwise be determined in accordance with Rule 17 of the Council's Governance Rules.**
3. **Resolve to approve the proposed 2024 Council and Committee Meeting schedule set out in Attachment 1, subject to the deletion of the mid-month Council Meeting on Monday 14 October 2024.**
4. **Approve the change of date for the 2023 Council meeting for election of the Mayor and Committee appointments to Tuesday, 14 November 2023.**

CARRIED

8.8 Revised Instruments of Delegation to Members of Council Staff

SUMMARY: Governance Officer, Damian Watson

Instruments of Delegation represent the formal delegation of powers by Council and enable the effective functioning of Council.

The Instrument of Delegation – Cemeteries and Crematoria and the Instrument of Delegation – Road Management Responsibilities have been revised to reflect changes to position titles within the organisation.

RECOMMENDATION

In the exercise of the powers conferred by the legislation referred to in the attached Instrument of Delegation – Cemeteries and Crematoria (Attachment 1) and Instrument of Delegation – Road Management Responsibilities (Attachment 2), Council resolves that:

1. There be delegated to the members of Council staff holding, acting or performing the duties of the offices or positions referred to in the attached, Instrument of Delegation – Cemeteries and Crematoria (Attachment 1) and Instrument of Delegation – Road Management Responsibilities (Attachment 2), the powers, duties and functions set out in the respective instrument, subject to the acceptance of tracked changes and the conditions and limitations specified in the Instrument;
2. Upon this resolution being made and, subject to the acceptance of tracked changes and the instruments being signed by Council’s Chief Executive Officer and the Mayor, the Instrument of Delegation – Cemeteries and Crematoria (Attachment 1) and the Instrument of Delegation – Road Management Responsibilities (Attachment 2) shall come into force;
3. On the coming into force of each instrument set out in Resolution 1 above, the respective previous Instrument of Delegation – Cemeteries and Crematoria and Instrument of Delegation – Road Management Responsibilities are revoked; and
4. The duties and functions set out in the instruments must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.

RESOLUTION

MOVED: Councillor Baker

SECONDED: Councillor Seymour

In the exercise of the powers conferred by the legislation referred to in the attached Instrument of Delegation – Cemeteries and Crematoria (Attachment 1) and Instrument of Delegation – Road Management Responsibilities (Attachment 2), Council resolves that:

1. **There be delegated to the members of Council staff holding, acting or performing the duties of the offices or positions referred to in the attached, Instrument of Delegation – Cemeteries and Crematoria (Attachment 1) and Instrument of Delegation – Road Management Responsibilities (Attachment 2), the powers, duties and functions set out in the respective instrument, subject to the acceptance of tracked changes and the conditions and limitations specified in the Instrument;**
2. **Upon this resolution being made and, subject to the acceptance of tracked changes and the instruments being signed by Council’s Chief Executive Officer and the Mayor, the**

- Instrument of Delegation – Cemeteries and Crematoria (Attachment 1) and the Instrument of Delegation – Road Management Responsibilities (Attachment 2) shall come into force;**
- 3. On the coming into force of each instrument set out in Resolution 1 above, the respective previous Instrument of Delegation – Cemeteries and Crematoria and Instrument of Delegation – Road Management Responsibilities are revoked; and**
 - 4. The duties and functions set out in the instruments must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.**

CARRIED

8.9 Response to Notice Of Motion 134 - Gifted and Bequeathed Land Holdings to Council

SUMMARY: Coordinator Property Management, Paige Kennett

At the Ordinary Meeting of Council held on 22 May 2023, Council considered 'Notice of Motion 134 – Gifted and Bequeathed Land Holdings to Council' and resolved to receive a report by September 2023 on this matter.

This report responds to Notice of Motion 134, which requires officers to detail gifted landholdings and propose a method for future management of a public register, guiding principles and consultation for gifted landholding management.

RECOMMENDATION

That Council note the response to Notice of Motion 134.

RESOLUTION

MOVED: Councillor Seymour

SECONDED: Councillor Baker

That Council resolve to:

- 1. Note the response to Notice of Motion 134.**
- 2. Request officers write to the Knox Historical Society (KHS) requesting KHS investigate whether they have records pertaining to the 5 known parcels of land referenced in the Discussion Section of the officers' report (under the heading Item 1) and or any other donated land; to inform a decision on whether further investigation is pursued through a specific allocation of resources in the 2024/2025 budget process, or on a case by case basis as properties are identified for possible divestment.**
- 3. Endorse the officers' suggested approach to implement a public register of land holdings gifted / bequeathed to Knox City Council as set out in the Discussion Section of the officers' report (under the heading Item 2) and note the register is expected to be in place by December 2023.**
- 4. Note officers have undertaken to conduct a review of property and land policies as set out in the Discussion Section of the officers' report (under the heading Item 3) and request that the outcome of the review be presented to Council no later than June 2024 (unless rescheduled in consultation with the Mayor).**

CARRIED

A Division was called by Councillor Seymour

For the motion: Councillor Allred, Councillor Baker, Councillor Laukens, Councillor Seymour and Councillor Timmers-Leitch

Against the motion: Councillor Dwight, Councillor Grasso and Councillor Pearce

Abstention: Nil

CARRIED 5:3

9 Supplementary Items

Nil.

10 Notices of Motion

10.1 Notice of Motion No. 136 - Rescission - Knox Community Awards Program



Council Meeting

knox your city

Notice of Rescission - No.136

Knox Community Awards Program

I hereby give notice that it is my intention to move the following motion at the Council Meeting on 25 September 2023.

That the following resolution of the Strategic Planning Special Committee meeting on 11 September 2023:

That the Committee:

- 1. Note the outcomes of the 2023 Australia Day Awards campaign.*
- 2. Resolve to discontinue Council's Australia Day Awards in their current format, noting the 2023 round as the final round of the awards in their current state.*
- 3. Note that a further report will be brought back regarding Council's community awards program, incorporating an updated Terms of Reference in preparation for a new award round to be held later in 2024.*

be rescinded.


Cr Darren Pearce
Taylor Ward


Cr Yvonne Allred
Baird Ward

11 September 2023

MOTION

MOVED: Councillor Pearce

SECONDED: Councillor Allred

LOST

A Division was called by Councillor Pearce

For the motion: Councillor Allred, Councillor Dwight and Councillor Pearce

Against the motion: Councillor Baker, Councillor Grasso, Councillor Laukens, Councillor Seymour and Councillor Timmers-Leitch

Abstention: Nil

LOST 3:5

10.2 Notice of Motion No. 137 - Knox Community Awards Program



18 September 2023

Notice of Motion No. 137

Knox Community Awards Program

Subject to Council passing the resolution in Notice of Rescission No. 136 dated 11 September 2023, I hereby give notice that it is my intention to move at the Council Meeting on 25 September 2023 the following motion.

That Council:

1. Note the report to the Strategic Planning Committee on 11 September 2023, providing the outcomes of a review of the Australia Day Awards in their current format.
2. Note the outcomes of the 2023 Australia Day Awards campaign.
3. Resolve to discontinue Council's Australia Day Awards in their current format, noting the 2023 round as the final round of the awards in their current state.
4. Resolve to pause Council's community awards program in 2024 with a further report to be brought to Council for consideration of a community awards program in 2025.

Cr Darren Pearce
Taylor Ward

Notice of Motion 136 lapsed for want of a mover under Rule 22.6 of the Governance Rules.

11 Urgent Business

Nil.

12 Questions Without Notice

Nil.

13 Confidential Items

Nil.

MEETING CLOSED AT 10:26pm

Minutes of Meeting confirmed at the
Meeting of Council
held on Monday, 23 October 2023

.....
Chairperson

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

AGENDA



Meeting of Council

To be held at the

Civic Centre

511 Burwood Highway

Wantirna South

On

Monday 25 September 2023 at 7:00 PM

This meeting will be conducted as a hybrid meeting

Order of Business

- 1 Apologies And Requests For Leave Of Absence.....4
- 2 Declarations Of Conflict Of Interest.....4
- 3 Confirmation Of Minutes.....4
- 4 Presentations, Petitions And Memorials4
- 5 Reports By Councillors.....4
- 6 Planning Matters5
 - 6.1 Report of Planning Applications Decided Under Delegation 1 August 2023 to 31 August 20235
 - 6.2 Consideration of submissions related to Amendment C192knox Boronia Renewal Strategy10
- 7 Public Question Time87
- 8 Officer Reports.....88
 - 8.1 Housing Monitoring Report for 2022.....88
 - 8.2 Minor Grants Program 2023-2024 Monthly Report143
 - 8.3 Climate Response Plan Annual Report 2022/23199
 - 8.4 Memorials Policy.....236

- 8.5 Audit and Risk Committee Biannual Report258
- 8.6 Ferntree Gully Cemetery Trust Annual Report for the Year Ended 30 June 2023270
- 8.7 Council Meeting Schedule and Revised Meeting Structures & Cycle Policy299
- 8.8 Revised Instruments of Delegation to Members of Council Staff315
- 8.9 Response to Notice Of Motion 134 - Gifted and Bequeathed Land Holdings to Council...381
- 9 Supplementary Items.....386
- 10 Notices Of Motion387
 - 10.1 Notice of Motion No. 136 - Rescission - Knox Community Awards Program.....387
 - 10.2 Notice of Motion No. 137 - Knox Community Awards Program388
- 11 Urgent Business389
- 12 Questions Without Notice389
- 13 Confidential Items.....389

Bruce Dobson
Chief Executive Officer

1 Apologies and Requests for Leave of Absence

2 Declarations of Conflict of Interest

3 Confirmation of Minutes

Confirmation of Minutes of Meeting of Council held on Monday 28 August 2023

4 Presentations, Petitions and Memorials

5 Reports by Councillors

6 Planning Matters

6.1 Report of Planning Applications Decided Under Delegation 1 August 2023 to 31 August 2023

SUMMARY: Manager, City Planning & Building, Paul Dickie

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

RECOMMENDATION

That the planning applications decided under delegation reports (between 1 August 2023 to 31 August 2023) be noted.

1.REPORT

Details of planning applications decided under delegation from 1 August 2023 to 31 August 2023 are attached. The applications are summarised as follows:

Application Type	No.
Building & Works: Residential	5
Other	2
Subdivision	10
Units	6
Tree Removal / Pruning	9
Single Dwelling	4
Change of Use	1
Liquor Licence	1
Childcare Centre	1
TOTAL	39

2.CONFIDENTIALITY

There is no content in this report that meets the definition of confidential information from the Local Government Act 2020.

Report Prepared By: Manager, City Planning & Building, Paul Dickie

Report Authorised By: Director, City Liveability, Matt Kelleher

Attachments

Nil

Knox City Council

Report of Planning Applications Decided Under Delegation

1 August 2023 and 31 August 2023

Ward	No/ Type	Address	Description	Decision
Baird	2023/6288	42 Woodvale Road BORONIA VIC 3155	Three (3) Lot Subdivision (approved development site)	22/08/2023 Approved
Baird	2023/6219	1/171 Boronia Road BORONIA VIC 3155	Use of the land for an indoor recreation facility	9/08/2023 Approved
Baird	2023/6158	6 Duncan Avenue BORONIA VIC 3155	Development of the land for four (4) double storey dwellings and two (2) single storey dwellings (total of six (6) dwellings)	18/08/2023 Notice of Decision
Chandler	2023/6308	12 Rome Beauty Avenue THE BASIN VIC 3154	Removal of one (1) Eucalyptus nicholii (Narrow leaved Black Peppermint)	10/08/2023 Approved
Chandler	2022/6560	2-4 Bambury Street BORONIA VIC 3155	Development of the land for 13 double storey dwellings, removal of vegetation, and reduction in visitor car parking	23/08/2023 Refused
Chandler	2023/6247	79 Torresdale Drive BORONIA VIC 3155	Buildings and Works (Dwelling addition)	14/08/2023 Approved
Chandler	2023/6316	25 Hillside Avenue BORONIA VIC 3155	Habitat pruning of one (1) Dead Eucalyptus sp and one (1) Dead non-native tree sp	10/08/2023 Approved
Chandler	2023/6324	4 Fleur Court BORONIA VIC 3155	Removal of one (1) Eucalyptus obliqua (Messmate), one (1) Eucalyptus cephalocarpa (Silver Stringybark) and the pruning of one (1) Eucalyptus obliqua (Messmate)	29/08/2023 Approved
Chandler	2023/6289	3 St Ives Court THE BASIN VIC 3154	Buildings and works (excavation of swimming pool) and alterations and additions to an existing dwelling	29/08/2023 Approved
Chandler	2023/6319	26 McDonald Crescent BORONIA VIC 3155	Removal of one tree and pruning of three trees	23/08/2023 Approved

Ward	No/ Type	Address	Description	Decision
Dinsdale	2023/9057	5 Neville Street WANTIRNA SOUTH VIC 3152	Two lot subdivision (approved development site)	8/08/2023 Approved
Dinsdale	2023/6343	Knox Ozone Sh 2209/509 Burwood Highway WANTIRNA SOUTH VIC 3152	Buildings and Works (shop front alterations and internally illuminated signage)	4/08/2023 Approved
Dinsdale	2023/6349	6 Elizabeth Street BAYSWATER VIC 3153	Two lot subdivision (approved development site)	9/08/2023 Approved
Dinsdale	2023/9074	Knox Ozone Sh 2217/509 Burwood Highway WANTIRNA SOUTH VIC 3152	Buildings and works to alter existing shop front	9/08/2023 Approved
Dinsdale	2023/6342	23 Neal Street BAYSWATER VIC 3153	Buildings and works (construction of an addition to the rear of the existing dwelling)	21/08/2023 Approved
Dinsdale	2023/9076	11 Wilga Court WANTIRNA SOUTH VIC 3152	Two lot subdivision (approved development site)	23/08/2023 Approved
Dinsdale	2023/6299	42 Elizabeth Street BAYSWATER VIC 3153	Three (3) lot subdivision (approved development site)	27/08/2023 Approved
Dinsdale	2023/6212	17 Kirrawee Avenue WANTIRNA SOUTH VIC 3152	Construction of two (2) double storey dwellings on a lot	25/08/2023 Approved
Dinsdale	2023/6137	52 Phyllis Street BAYSWATER VIC 3153	Development of the land for two (2) double storey dwellings	23/08/2023 Approved
Dinsdale	2023/6140	77 Coleman Road WANTIRNA SOUTH VIC 3152	Two lot subdivision (approved development site)	23/08/2023 Approved
Dobson	2022/6469	15 Mount Vlastic Drive LYSTERFIELD VIC 3156	Construction of a single storey dwelling and tree removal	1/08/2023 Approved
Dobson	2023/6303	28 The Avenue FERNTREE GULLY VIC 3156	Removal of one (1) dead Liquidambar styraciflua (Sweetgum)	2/08/2023 Approved
Dobson	2023/6230	19A Allora Avenue FERNTREE GULLY VIC 3156	Buildings and works (double storey dwelling)	22/08/2023 Approved

Ward	No/ Type	Address	Description	Decision
Dobson	2023/6168	34 Albert Street UPPER FERNTREE GULLY VIC 3156	Buildings and Works (Dwelling addition, deck and garage, associated earthworks and retaining wall)	14/08/2023 Approved
Dobson	2023/6120	161 Glenfern Road UPPER FERNTREE GULLY VIC 3156	Construction of a dwelling on the land and associated buildings and works	22/08/2023 Approved
Dobson	2023/6174	19 Talaskia Road UPPER FERNTREE GULLY VIC 3156	Development of a single dwelling	16/08/2023 Approved
Dobson	2023/6323	14 Hutton Avenue FERNTREE GULLY VIC 3156	Pruning of one (1) Eucalyptus melliodora (Yellow Box)	11/08/2023 Approved
Dobson	2023/6351	29 Roberts Street FERNTREE GULLY VIC 3156	The removal of one (1) Grevillea robusta (Silky Oak)	31/08/2023 Approved
Friberg	2023/6346	32 Gaydon Street FERNTREE GULLY VIC 3156	Two lot subdivision (approved development site)	3/08/2023 Approved
Friberg	2023/9077	12 Windermere Drive FERNTREE GULLY VIC 3156	Two lot subdivision (approved development site)	29/08/2023 Approved
Scott	2023/6297	1/77 David Street North KNOXFIELD VIC 3180	Pruning of one (1) Eucalyptus cephalocarpa (Silver Stringybark)	1/08/2023 Approved
Scott	2023/6236	500 Stud Road WANTIRNA SOUTH VIC 3152	15 Lot Subdivision (approved development site)	4/08/2023 Approved
Scott	2022/6686	478 Scoresby Road FERNTREE GULLY VIC 3156	Development of the land for two (2) double storey dwellings and one (1) single storey dwelling and the creation and alteration of access to a road in a Transport Zone 2	2/08/2023 Approved
Scott	2023/9078	200 Ridge Road WANTIRNA SOUTH VIC 3152	Buildings and Works to existing accommodation (retirement unit)	29/08/2023 Approved
Taylor	2023/6355	224 Dandelion Drive ROWVILLE VIC 3178	2 lot subdivision (approved development site)	9/08/2023 Approved
Tirhatuan	2023/6274	5 Lakeview Drive SCORESBY VIC 3179	Sale of packaged liquor (online sales) associated with a warehouse	1/08/2023 Approved

Ward	No/ Type	Address	Description	Decision
Tirhatuan	2023/6302	1332 Stud Road ROWVILLE VIC 3178	Pruning of one (1) Eucalyptus cephalocarpa (Silver Stringybark)	1/08/2023 Approved
Tirhatuan	2021/6652	708 & 710 Stud Road SCORESBY VIC 3179	The development and use of a childcare centre for up to 104 children and creation of access to a Transport 2 Zone	4/08/2023 Notice of Decision
Tirhatuan	2022/6565	1124 Stud Road ROWVILLE VIC 3178	Development of the land for four (4) triple storey dwellings and one (1) double storey dwelling and alter access to a road in a Transport Zone 2	25/08/2023 Notice of Decision

6.2 Consideration of submissions related to Amendment C192knox Boronia Renewal Strategy

SUMMARY: Senior Strategic Planner, Patrick Dubuc

At its meeting on 23 August 2021, Council resolved to adopt the Draft Boronia Renewal Strategy 2019 – revised 2021 (BRS) for the purpose of placing the strategy on public consultation and to commence Amendment C192knox to the Knox Planning Scheme. Amendment C192knox seeks to implement a new Design and Development Overlay – Schedule 10 (DDO10) and make other policy, zoning and overlay changes to the Knox Planning Scheme to effect a change to the Boronia Major Activity Centre boundary and implement the findings of the BRS.

Following Ministerial authorisation, the Draft BRS was placed on public consultation and exhibited together with Amendment C192knox between 6 March 2023 and 13 April 2023. A total of 95 submissions, including 6 public authorities notification responses were received for the BRS and Amendment combined (either in support or opposition).

Key issues raised in the submissions include:

- Support for one or multiple components of the Strategy and/or Amendment.
- Support for the areas proposed to be removed from the Major Activity Centre boundary.
- Objection to the inclusion of additional areas to the proposed Major Activity Centre boundary, including planning controls that give effect to a transition in built form.
- Objection to the proposed zoning to be applied to the Bambury Street area and a request for it to be excluded from the Activity Centre boundary.
- A mixture of opposition and support in relation to height limits, increased density, or change of character of Boronia.
- A mixture of opposition and support regarding increased housing capacity within the Boronia Core Precincts.
- A mixture of objection and support regarding the proposed movement strategy.
- Feedback related to biodiversity and streetscape considerations.

This report focuses on those submissions that have implications for the Amendment, with the intention of progressing the Amendment to the planning panel stage. Officers have reviewed all submissions received and have provided a response to the points raised in relation to the Amendment in Attachment 1 to this report. Minor changes are recommended to the Amendment in response to the submissions received.

Officers will continue to review and respond to the consultation feedback that does not pertain to the Amendment, but may result in changes to the content of the BRS. It is appropriate that any changes to the BRS are confirmed after a Panel provides directions with regard to the Amendment, as there may be consequential changes to the BRS. Following the Panel process, a decision on the Amendment along with the final BRS will be presented at a future Council Meeting.

To enable the Amendment to proceed, it will be recommended that Council resolve to request that the Minister for Planning appoints an independent Planning Panel to consider all submissions received. If Council opts not to refer these unresolved submissions to an independent Planning Panel, Council will be required to abandon the amendment.

RECOMMENDATION

That Council:

- 1. Receive and note the submissions to Amendment C192knox to the Knox Planning Scheme in accordance with Section 22 of the *Planning and Environment Act 1987*.**
- 2. Endorse the officers' response and recommendations regarding submissions to Amendment C189knox as shown in Attachment 1, noting that changes are proposed to the exhibited planning scheme documents as a result of submissions.**
- 3. Note that officers' response and recommendations related to comments on the draft Boronia Renewal Strategy will be submitted at a later Council meeting, where these comments do not relate to or affect Amendment C192knox, with a request to adopt the Boronia Renewal Strategy with or without changes.**
- 4. Request the Minister for Planning to appoint a Planning Panel under Section 153 of the *Planning and Environment Act 1987*, to consider all submissions to Amendment C192knox.**
- 5. Refer the Amendment (as exhibited) and all submissions to Amendment C192knox to a Planning Panel in accordance with Section 23(1) of the *Planning and Environment Act 1987*.**
- 6. Authorise the Chief Executive Officer (of such person nominated by the Chief Executive Officer) to undertake administrative changes to Amendment C192knox prior to the Panel Hearing where the changes do not affect the purpose or intent of the Amendment.**

1. INTRODUCTION

The Draft BRS was prepared following extensive background research and community engagement over 2017 to 2019. Council adopted a revised draft BRS (revised 2021) on 23 August 2021 together with proposed Amendment C192knox (the Amendment) for the purpose of consultation and seeking authorisation from the Minister for Planning to commence and exhibit a planning scheme amendment. The BRS sets out Council's vision, development expectations, objectives, actions and aspirations for the area included within the designated Boronia Major Activity Centre. The Amendment applies to the whole of the Boronia Major Activity Centre, including areas to be removed and areas to be included in the Major Activity Centre boundary (see Figure 1).

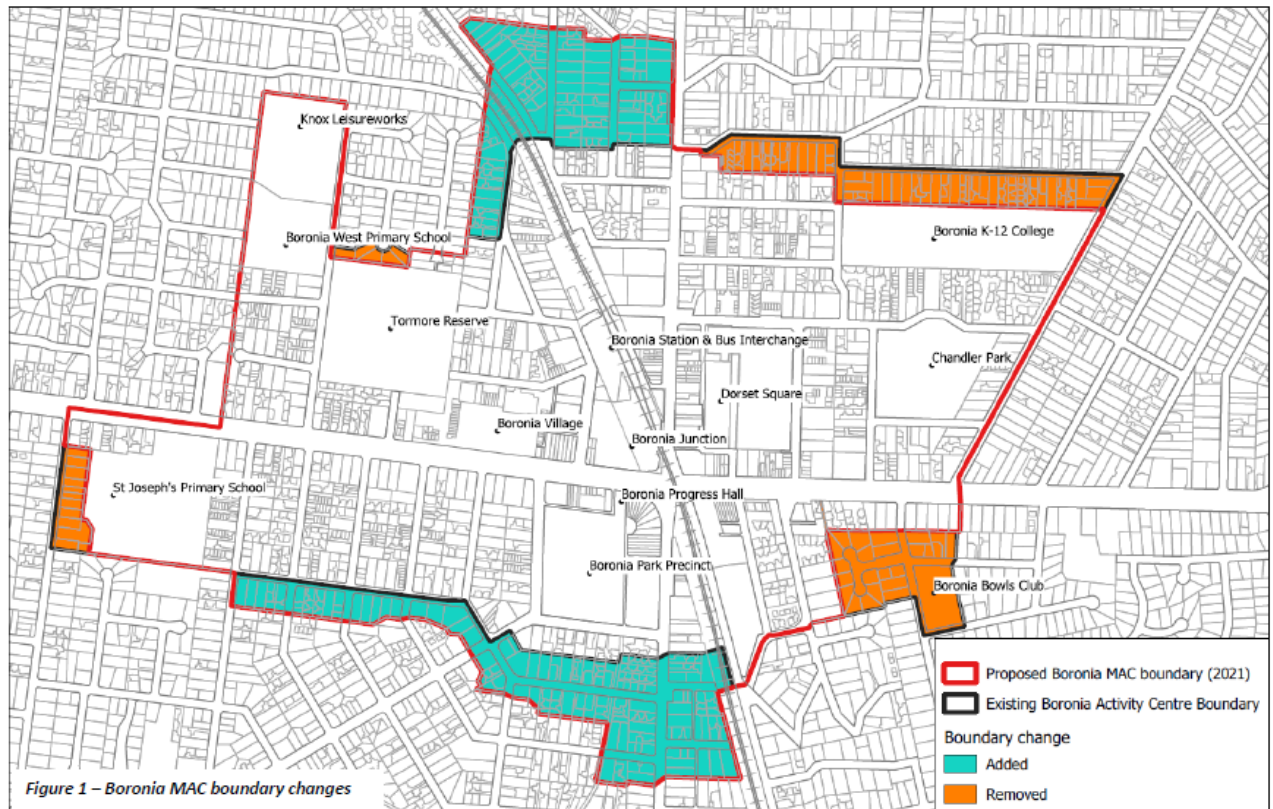


Figure 1. Boronia MAC boundary changes

The Minister for Planning authorised the Amendment with conditions on 3 June 2022. Once the conditions were satisfied and the exhibition documents prepared, the BRS was placed on exhibition together with the Amendment in accordance with the requirements of the Planning and Environment Act 1987 (the Act). The amendment documents, including the Strategy, as exhibited are available on the Department of Transport and Planning’s website.

2. DISCUSSION

2.1 Exhibition and Submissions

The BRS and Amendment C192knox were publicly exhibited and put on public consultation between 6 March 2023 and 13 April 2023, and interested parties were invited to make a submission.

A total of 89 community submissions/comments to the BRS and the amendment were received during this period including:

- 29 submissions exclusively directed at the strategy consisting of:
 - 15 opposing
 - 5 supporting
 - 9 comments for consideration
- 60 formal submissions to Amendment C192knox comprising:
 - 35 opposing
 - 9 supporting
 - 16 comments for consideration.

Additionally, 6 notification responses were received from public authorities in relation to the Amendment and BRS with none of the authorities objecting or requesting changes to either the BRS or the Amendment.

This report provides an overview of the submissions received, officers' responses, and subsequent actions in relation to this matter. A more detailed breakdown of the feedback received to the BRS and Amendment C192knox and officer comments are provided in Attachment 1 (*which also includes a summary version of submissions to Amendment C192knox*). The submissions received have been coded by themes, with the relevant submission number noted in brackets against each piece of feedback. It should be noted that where feedback relates specifically to the BRS or peripheral issues, officers have noted in some instances where a further review is pending. Submission feedback which result in officers recommending a change to the exhibited Amendment C192knox controls have been bolded.

2.2 Submissions to the Boronia Renewal Strategy (BRS only)

Officers will continue to review and respond to submissions to the content of the BRS and refer to this matter at a later Council meeting before seeking the final adoption of the BRS. Key submissions did particularly refer to the following:

- The general cleanliness of Boronia and the need to include strategies in relation to littering, and public waste/recycling bins.
- Questions in relation to the future of Boronia Park and the provision of future recreation within the park.
- General support for a multi-purpose community facility, preferably not in Boronia Park.
- Advocacy requests for an increase in public transport services, redevelopment of the Boronia Police Station, and more police presence.
- Comments in relation to the proposed vision for Boronia.
- Questions in relation to the movement strategy for the centre.

2.3 Submissions to the Planning Scheme Amendment C192knox and BRS

2.3.1 Change of character associated with the Major Activity Centre core through the proposed heights, consideration of viewlines and preferred design.

Commercial core heights (Precincts 1, 2, and 3) and character

It is important to note that Precinct 1, 2 and 3 are currently included within Design and Development Overlay Schedule 7 (DDO7) which establishes discretionary height limits of 14 metres. It is important to note that Precincts 1, 2 and 3 are currently included within Design and Development Overlay Schedule 7 (DDO7) which establishes discretionary height limits of 14 metres. DDO7 is due to expire on 15 December 2024 unless further extended by the Minister for Planning or replaced by the permanent controls proposed through Amendment C192knox.

Most submissions focused on the overall proposed change of character highlighted for Boronia, particularly maximum heights, increase in density, or change towards an urban character. The objections concerned heights on the four sites at the Dorset and Boronia Roads intersection (Precincts 1 and 3 – see figure 2) earmarked for a mandatory maximum height of 31.5 metres (up to 10 storeys), recommending that lower heights be considered for these sites. Other submissions also requested that heights be lower for the entirety of the Activity Centre.

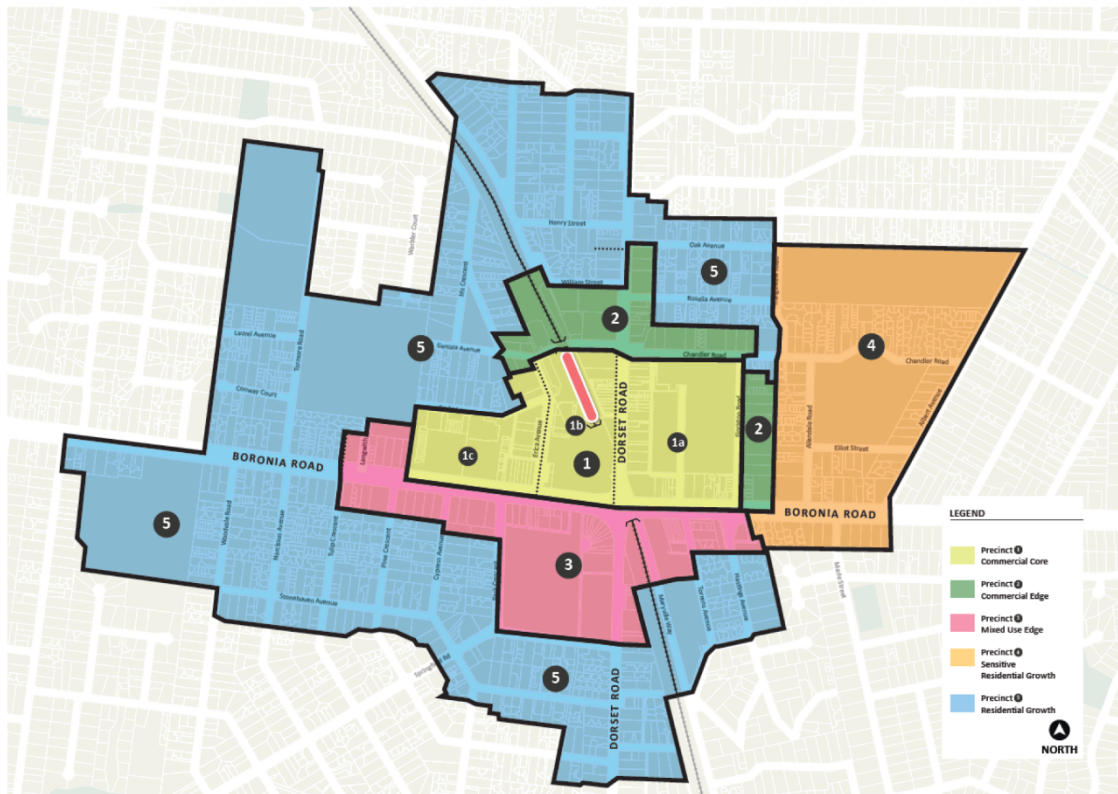


Figure 2. Boronia Precinct Plan

With respect to these objections, the following matters are considered:

- 31.5 metres (10 storeys) only applies to four sites within the activity centre, with a transition of maximum heights recommended elsewhere within the centre.
- A mandatory maximum height does not mean that a lower height cannot be considered. It rather sets the upper threshold for heights that could be considered through a planning application. Applying a mandatory height limit also means an application which directly exceeds this height would be automatically refused with no right of appeal available.
- The heights recommended in the planning scheme amendment were based on 3D-modelling, prepared by Hansen Partnership, identifying the maximum height for each site before it impacts on the identified key public viewlines, particularly that from Tormore Reserve.
- Given the role of Boronia as a Major Activity Centre, supporting higher scale development in appropriate locations would encourage renewal of the centre as the market matures.
- Additional design requirements are specified within the planning controls which would prevent development from achieving the maximum height nominated for some sites.

The alternative to a mandatory maximum height approach would be setting a lower *preferred* height. In this context, individual permit applicants could seek to vary the nominated preferred height, with a right of appeal to VCAT being available to them. A mandatory control does not enable any discretion by VCAT. This ultimately creates less certainty for both the community and developers and may allow heights to be approved that exceed the preferred scale specified within DDO7. Of note, the height could not be set lower than that of the current DDO7. It would be a difficult argument to run to seek maintaining the current DDO7 heights since the DDO7 was not approved as a permanent control, with the State Government requesting Council to review the controls.

This would also negate the principle set by the 3D-modelling which relies on protecting the viewlines which was the argument originally ran for the DDO7. It is considered that mandatory maximum heights are the preferred mechanism to protect the key viewlines as envisaged by the Boronia Renewal Strategy and to provide greater certainty about development outcomes. Otherwise more complex assessment criteria need to be investigated to achieve similar outcomes.

The advantage of a mandatory maximum height is that it allows future assessments to focus on the design details and the quality of internal and external amenity rather than debating the height.

Viewlines

Viewline objections primarily questioned Council's methodology in determining and choosing the key public viewlines and doubting that the maximum heights will not obstruct views. Objections referred to "views to the foothills" at general locations across the centre including where there are currently none, or where any development would remove the view.

The proposal maintains the key public viewpoints identified in the 2006 Boronia Structure Plan, notably those from Tormore Reserve and Boronia Park and views along the alignment of Boronia Road. The Boronia Renewal Strategy did not retain Boronia Village as a key viewpoint as it is privately-owned.

This approach aligns with the principles derived from the Administrative Appeal Tribunal case of *Tashounidis v Flinders SC (AATR 1987)* that there is no legal right to a view in the context of a private property. The strategy focuses on the community benefit of maintaining key viewlines from public spaces. The proposal also did not focus on other east-west street alignment sightlines or filtered views between buildings as such views should continue to exist.

Design and sustainability

Some objections provide general feedback that describe apartment typologies as cramped, unliveable "shoe boxes" bringing a negative connotation to what is a legitimate housing type. It is important to note that more detailed design considerations of apartment developments are considered through the standards and planning permit application process however the background reports to the strategy do highlight the consideration of a minimum 3 metres floor to floor height for residential above a 4.5 metres commercial ground floor height, which were used to inform the design and height criteria and are intended to facilitate sustainability outcomes and improved internal amenity for apartments. Additional submissions also referred to the inclusion of more green features in buildings (e.g., green roofs) to balance the green and leafy character of Boronia. It is acknowledged that the proposed Design and Development Overlay – Schedule 10 (DDO10) could be improved to address the concerns raised. Recommendations to this effect are proposed in Section 2.5 of this report.

2.3.2 Activity Centre boundary changes, residential precincts 4 and 5 heights and transition.

Precincts 4 and 5 heights

Seven submissions objected to three storey development being provided for within Precincts 4 and 5, requesting that only single or double storey development be allowed.

The current interim Design and Development Overlay - Schedule 7 (DDO7) allows the development of up to three storeys within most of Precinct 5 at a height of 9 metres. Three storey development has also already occurred under the DDO7.

The removal of the DDO7 from Precincts 4 and 5 through Amendment C192knox will result in a General Residential Zone height of 11 metres applying to these areas which allows for a maximum of three storeys.

The additional 2 metres increase will benefit the design of more sustainable internal amenity outcomes in dwellings in favour of increased floor-to-ceiling heights.

Recommendations regarding the above are proposed in Section 2.5 of this report.

Changes to the Activity Centre boundary and built form transition

Four submissions were received in support of the removal of the south side of Bambury/Elsie Streets from the Activity Centre and one submission in support of the removal of the Marie Street Boronia Bowls Club area (refer to Figures 1 and 3).

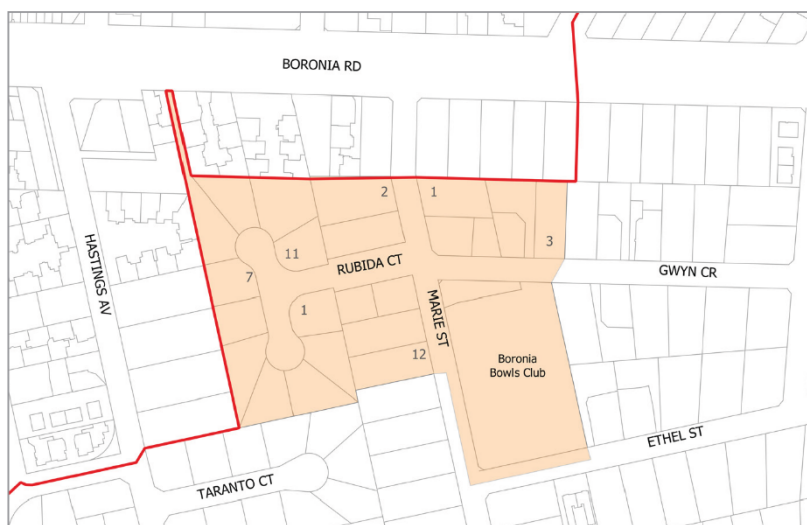


Figure 3. Marie Street Area

One objection opposed the extension of the Activity Centre boundary (Figure 1, as future areas to include in Precinct 5 and as highlighted in yellow on Figure 4) to include the west side of Iris Crescent and four submissions opposed the extension to include the southern area of Cypress Avenue, Alfred Street, and Pine Crescent. In that regard, the expansion of the Boronia Activity Centre boundary is primarily informed by the walkable catchment from the Train Station, based on a convenient walking time of 10 minutes or approximately 800 metres. This includes land to the north and south of Boronia that falls within this catchment due to their proximity to facilities and services.

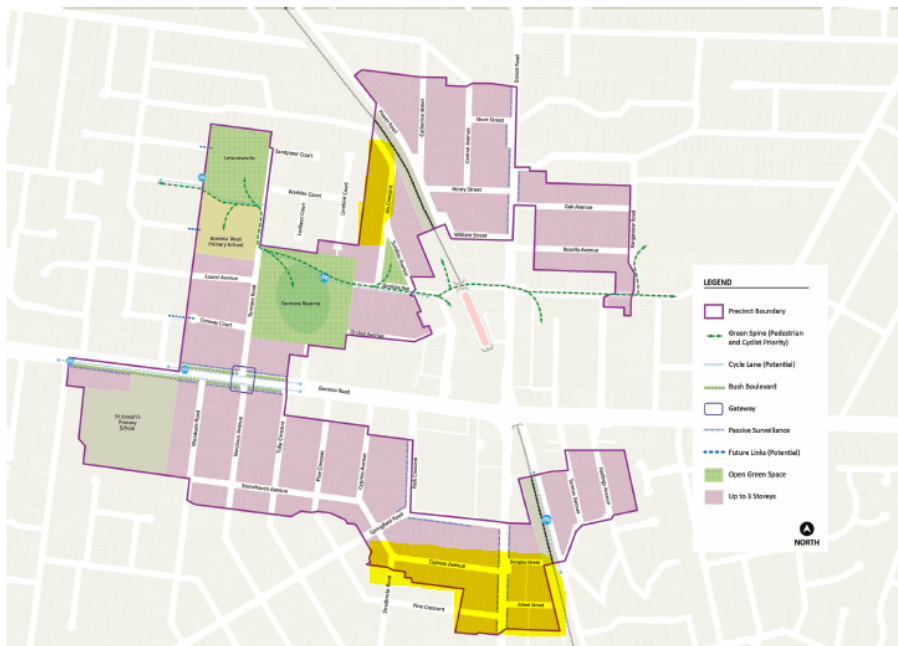


Figure 4. Proposed Precinct 5

Two submissions raised concerns about development transition and the interface with land outside the Activity Centre located in the surrounding Knox Neighbourhood housing character area.

It is acknowledged that the proposed Boronia Major Activity Centre Policy at Clause 21.10-3 could be improved to address the concerns raised to accentuate the intent that built form transition must be considered within the Activity Centre. Recommendations to this effect are proposed in Section 2.5 of this report.

2.3.3 Other items

Housing

Four submissions specifically objected to the provision of any social housing or the increase in higher population density while one of these submissions also requested the provision of homes for the homeless and veterans.

Equally, five submissions specifically supported the affordability that apartment living brings and the inclusion of social housing provisions, one submission also asked Council to require developers to provide social housing contributions as part of their development.

Economy

One submission opposed the consolidation of hospitality facilities into a nightlife precinct citing it will result in an increase in the rate of crime while four submissions supported the creation of a nightlife/hospitality precinct and consolidation as a means to address the issue of crime and safety.

At least four submissions in relation to investments, health and art-based industries, and economic development were supportive; and highlighted the provision of additional housing options in the area will help stimulate jobs and opportunities for residents.

Vegetation, water management, open space, and green and leafy character

Submissions related to this topic were more ambivalent on the protection of vegetation with objectors opposing the increase in density in relation to the proximity to the Dandenong Ranges National Park but including a mixture of support or objection to the proposed streetscaping and green linkages measures. One submission stated that more development will have a negative impact on vegetation, urban heat island, and the general leafy character of the area. Two submissions requested that Council increases open space by providing an urban forest on the site of Boronia Village car park.

Three submissions made recommendations or were concerned about the content in relation to stormwater and flood management. It is noted that the Knox Planning Scheme already includes content at Clause 21.09-3 in relation to Integrated Water Management and that there are currently no flood overlays affecting the Activity Centre. It is nonetheless acknowledged that the proposed Boronia Major Activity Centre Policy at Clause 21.10-3 could be improved to address the concerns raised. Recommendations to this effect are proposed in Section 2.5 of this report.

Amenity, congestion and parking

Submissions discussed concerns about congestion, noise, and pressure on parking spaces stating that an increase in density will result in more cars on local streets and less opportunity to move around, including on-street parking. Of note, it is part of the planning permit application for all development to provide traffic reports. If warranted, mitigating measures would be required and implemented as part of the development.

Submissions that referred to walkability and cycling connections were generally supportive of improvements highlighted across the centre. However, one submission objected to the provision of pedestrian links and public realm nodes/interface finding them to be too prescriptive and contrary to a car-centric outer suburban character.

Two submissions opposed the inclusion of the Green Spine with concerns it will redirect traffic to other streets and provide little gain to residents.

Two submissions opposed the provision of underground or multi-level car parks, while two submissions specifically supported this approach.

The management of car parking, pedestrian linkages and the Green Spine are key outcomes of the Boronia Renewal Strategy to change the character of the area from a car-centric centre to one that provides greater opportunities and movement options for residents.

One submission sought greater clarity in the inclusion of cyclist considerations in the drafting of the Boronia Major Activity Centre Policy at Clause 21.10-3. Recommendations to this effect are proposed in section 2.5 of this report.

2.4 Submissions to the Planning Scheme Amendment C192knox (only)

2.4.1 Proposed controls for the area of Bambury/Elsie Streets which will be excluded from the Activity Centre

Four submissions opposed applying the General Residential Zone – Schedule 3 (GRZ) to the area being excluded from the Activity Centre and requested a Neighbourhood Residential Zone (NRZ)

be applied, with further preference for the Neighbourhood Residential Zone – Schedule 1 (NRZ1) to make the zoning consistent with the properties on the north side of these streets (Figure 5).

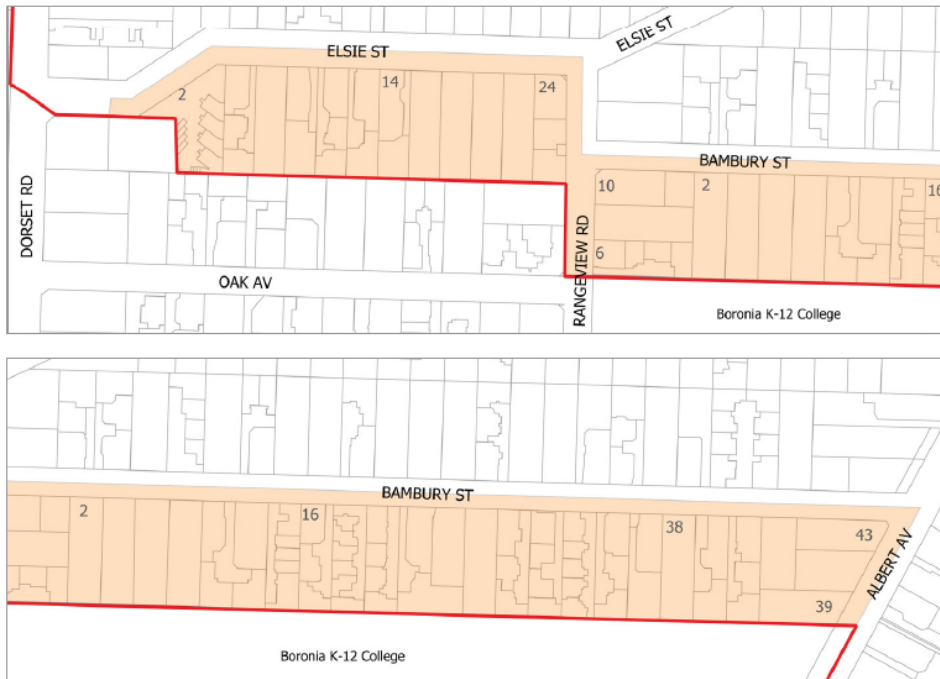


Figure 5. Bambury/Elsie Street

In this regard, the maximum height within the GRZ is 11 metres while the NRZ is 9 metres. Both sides of the street are also subject to the Significant Landscape Overlay – Schedule 2 which triggers a permit for any development above 7.5 metres.

The area in question is currently zoned GRZ4, which establishes a height limit of 11 metres, however, the interim Design and Development Overlay Schedule 7 (DDO7) which currently applies sets a discretionary height of 7.5 metres. The Amendment as exhibited will remove the DDO7 from this area as it will no longer be part of the Activity Centre (and the DDO7 will cease to exist) and apply the GRZ3, which means a mandatory height requirement of 11 metres will apply. The area was marked for removal from the Activity Centre in the BRS due to contradictory policies of the Foothills against the growth expectation of the Activity Centre. Maintaining the integrity of the Foothills was deemed an overriding consideration. In addition, the review of the boundary mostly found that the subject area was outside the 800 metres walkability catchment from the train station and acknowledged the unsuitability of having the Activity Centre boundary running in the middle of a local street.

In this respect, officers have considered the established character along Bambury Street by acknowledging the context and development of two-storey townhouses that have recently occurred on the south side of Bambury Street under the current GRZ4 zoning. The properties with future development/redevelopment potential have also been considered in terms of the likely built form outcomes. It is considered that applying the NRZ1 would result in inconsistent and incoherent streetscape and character outcomes along these streets. It is also considered that none of the existing NRZ schedules in the Planning Scheme would be able to provide the desired built form outcomes for this area.

To address the concerns raised in the submissions, a new NRZ schedule could be drafted specifically for this area, to limit the height to 9 metres, while making other built form outcomes more consistent with the previous GRZ zoning. It is recommended that such approach be investigated as part of the Knox Housing Strategy review or referred to Panel for additional recommendations.

2.5 Proposed Changes

Boronia Renewal Strategy

Officers will continue to review submissions and comments made in relation to the BRS, including improvements to the wording of the BRS before reporting the recommendations and a final draft to Council for a decision to adopt the Boronia Renewal Strategy.

Amendment C192knox

Under Section 23(1) of the *Planning and Environment Act 1987*, Council has three options in considering the submissions to Amendment C192knox:

- (a) change the amendment in the manner requested; or
- (b) refer the submission to a panel appointed under Part 8 of the Act; or
- (c) abandon the amendment or part of the amendment.

Considering the assessment of the submissions, minor changes to the amendment are proposed in accordance with point (a) and all submissions are recommended to be referred to a Planning Panel as per point (b). The proposed changes to the Amendment are intended to add further clarity to the proposed controls and are:

- Adding the phrase “Knox Neighbourhood” to the proposed Boronia Major Activity Centre strategy at Clause 21.10-3 under Objective 2 ‘built form’ related to new development transition and response to adjoining interfaces so that it reads as follows (new additions **in Bold**):
*“Design development to transition and respond to interfaces of adjoining residential areas by providing appropriate setbacks, noise attenuation, and landscaping, particularly that of Precinct 4, the Bush Suburban neighbourhood, **the Knox Neighbourhood**, and the Dandenong Foothills.”*
- Adding a new policy guideline to the proposed Boronia Major Activity Centre strategy at Clause 21.10-3 under Objective 2 ‘built form’ to consider as relevant key guidance on how development can achieve transition and respond to residential interfaces situated outside the activity centre boundary, which would read as follows:
“Providing significant upper floor level setbacks above a ground floor level as transition on the rear or side of a building that interfaces with residential areas outside the activity centre boundary.”
- Adding a new policy guideline to the proposed Boronia Major Activity Centre strategy at Clause 21.10-3 under Objective 2 ‘built form’ to consider as relevant key guidance for development that will occur within the identified overland flow path south of the Boronia Park retardation basin, which would read as follows:
“Minimising hard surfaces in areas impacted by surface flow paths in Precinct 5, particularly in the south of the Boronia Park retardation basin”
- Adding a new design guideline in Clause 2.3-2 the proposed Design and Development Overlay Schedule 10 under built form and facades to consider relevant criterion for internal amenity of future apartments typology, which would read as follows:

“The development provides minimum 3 metres residential floor-to-floor height above a minimum 4.5 metres commercial floor-to-floor height.”

- Including “cyclist” to the proposed Boronia Major Activity Centre strategy at Clause 21.10-3 under Objective 3 ‘movement and access’ related to improved pedestrian network and to the policy guideline under the same objective in relation to improved lighting so that they read as follows (new addition on **Bold**, includes fixing typo):

*“Plan for an improved pedestrian **and cyclist** network in the design of new development.”*

*“Providing well-lit environment with integrated safety measures and pathways to **facilitate** safe and secure pedestrian **and cyclist** movements.”*

- Adding a new design guideline to Clause 2.3-2 of the proposed Design and Development Overlay - Schedule 10 under landscape design to consider urban heat island and sustainability through green infrastructure, which would read as follows:

“Support increased sustainability and a leafy green outcome through the use of green roofs and walls.”

2.6 Next Steps

Subject to Section 8 of the Act, the Minister for Planning has the power to appoint a panel to consider amendment submissions. Hence, Council is recommended to change the amendment as outlined above and to make a request to the Minister to appoint a Planning Panel.

If Council resolves to refer submissions to an independent Planning Panel, the analysis in this report will inform Council’s submissions and input throughout the Panel process.

The recommendations of the Panel will be reported back to Council at a future Council meeting with a decision on whether to adopt the Amendment (with or without changes). The revised BRS (reflecting consultation feedback) will also be presented to Council alongside the Amendment. If the Amendment is adopted by Council, it will then be submitted to the Minister for Planning for approval.

3. CONSULTATION

The exhibition ran from 6 March to 13 April 2023 and included the following methods:

- Letters sent to all affected and adjoining property owners and occupiers, with a relevant information brochure.
- Letters sent to prescribed Ministers and authorities.
- Notices published in the Victorian Government Gazette and The Age newspaper.
- Notification in the Boronia/The Basin local paper.
- Information and documentation available online on a dedicated webpage on Council’s website, and a Knox ‘Have your say’ page.
- Five A1-size signs were erected across Boronia.
- Amendment material available online and at the Knox Civic Centre.
- Council’s social media channels were used to reach the broader Knox community beyond owners and occupiers of land within the activity centre.
- Two flyer handing sessions were undertaken in Boronia to reach pedestrians, commuters, shoppers, and retail workers.

- Four drop-in sessions were held in various locations across the Boronia Activity Centre to reach the community, answer questions, and provide information about the project. An attendance of between 20 to 50 people were present at each session.

Prescribed Ministers and authorities were also notified with the following authorities providing responses:

VicTrack	Reviewed the proposal in the context of the site and the rail corridor. VicTrack has no objection to the proposed amendment.
AusNet	As the Electricity Supply Authority, AusNet has no objection to the proposed amendment.
CFA	Confirmed the site is not located within a Bushfire Management Overlay or Bushfire Prone Area and agrees that the amendment will not increase the risk of bushfire to the local area. CFA supports the amendment in its current form.
SE Water	As the Water Supply and Sewage Authority, SEWater has no objection to the proposed amendment.
EPA	With no criteria listed under Ministerial Direction 19 being triggered in relation to this amendment, the EPA will not make a submission in relation to this amendment.
Melbourne Water	Reviewed the proposal in the context of flood information, waterways impact, and services. Melbourne Water has no objection or concerns with the amendment as proposed and provides in-principle support to the amendment. Melbourne Water does not wish to be involved in an independent planning panel.

If Council resolves to refer submissions to an independent Planning Panel, submitters will have the opportunity to appear at the public hearing and be heard at the Panel in support of their submission. Submitters that choose not to appear at the hearing will still have their written submission considered by the independent Panel.

4. CLIMATE CHANGE CONSIDERATIONS

Implementation of the recommendation of this report is considered to have no direct implications for or direct impacts upon Council's Net Zero 2030 target, the Community Net Zero 2040, exposure to climate risks or climate change adaptation.

In that regard, the BRS and the Amendment have been considered in the context of climate change and its relevance to the Knox Climate Response Plan 2021 – 2031. Implementation of the recommendation will:

- Favour sustainable living in proximity to key services and transport nodes to facilitate the use of sustainable transport modes.
- Create opportunities for inclusion of sustainability measures to new development to help the community adapt to climate change, notably through the proposed policy that supports the provision of electric vehicle charging points, green roofs, improved internal amenity, and landscaping/streetscaping.

5. ENVIRONMENTAL/AMENITY CONSIDERATIONS

There are no environmental/amenity risks arising from the referral of the submissions to an independent Planning Panel. The Panel will consider environmental/amenity risks as part of its assessment of the proposed Amendment and submissions received.

The BRS and Amendment include policy content and provisions that seek to protect environmental values and improve the amenity of the public realm and future development in Boronia. The BRS encourages development at a scale which complements that of Knox Central and in line with its status as a Major Activity Centre. In doing so it provides an area of significant change as part of Council's strategy to support the ongoing character and amenity of the different residential neighbourhood areas in Knox. The BRS supports development that has regard to internal amenity for new dwellings and appropriate interfaces to surrounding sensitive residential areas.

6. FINANCIAL & ECONOMIC IMPLICATIONS

The proposed planning scheme amendment process, including the panel fees, will be funded through the City Futures operational budget.

Opportunities for funding to implement projects identified in the Renewal Strategy may continue to exist through partnerships with a broad range of partners and State government agencies.

7. SOCIAL IMPLICATIONS

A key objective of the BRS is to create an activity centre with social-economic and cultural activities to service Boronia. It is envisaged that the Activity Centre will also attract visitors, residents and workers from across eastern Metropolitan Melbourne.

The provision of higher density housing options in Boronia will contribute to housing diversity for the Knox community and will establish a local community near the amenities and services located within the Activity Centre.

The improvements to walkability and cycling routes will provide alternative options for the community to move around the centre and commute elsewhere within Melbourne. The Amendment also aims to address the low perception of safety around the centre by ensuring future development provides visual interaction with the streets.

8. RELEVANCE TO KNOX COUNCIL PLAN 2021-2025

Opportunity & Innovation

Strategy 1.1 - Maximise the local economy by supporting existing businesses and attracting new investment.

Strategy 1.3 - Support organisations in Knox to navigate recovery and new ways of working.

Neighbourhoods, Housing & Infrastructure

Strategy 2.1 - Plan for and support diverse housing to meet changing community needs.

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

Strategy 2.3 - Provide, maintain and advocate for accessible and sustainable ways to move around Knox.

Natural Environment & Sustainability

Strategy 3.1 - Preserve our biodiversity and waterways, and enhance our urban landscape.

Strategy 3.2 - Prepare for, mitigate and adapt to the effects of climate change.

Connection, Resilience & Wellbeing

Strategy 4.1 - Support our community to improve their physical, mental and social health and wellbeing.

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

There is no content in this report that meets the definition of confidential information from the Local Government Act 2020.

Report Prepared By: Senior Strategic Planner, Patrick Dubuc

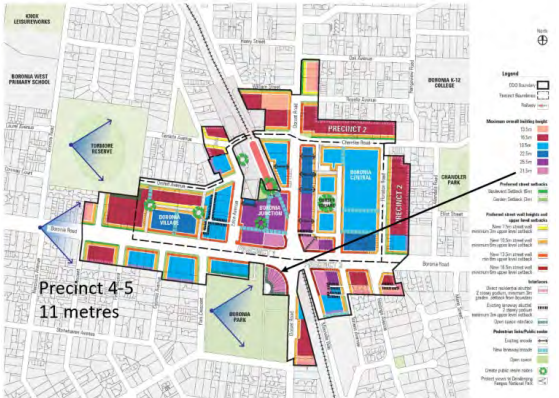

Report Authorised By: Director, City Liveability, Matt Kelleher

Attachments

1. Attachment 1 - Submissions to Boronia Renewal Strategy and Amendment C192knox [6.2.1 - 62 pages]

Submission #	Location of submitter	Under which topic may I find parts of my submission?
1	Boronia Major Activity Centre	Height; Boundary; Transport; Community
2	Boronia	Height; Community
3	Boronia Major Activity Centre	Height; Planning; Vegetation
4	Boronia Major Activity Centre	Planning; Transport; Vegetation; Community
5	Ferntree Gully	Height
6	Boronia	Bambury
7	Boronia	Boundary; Planning; Transport
8	Boronia Major Activity Centre	Boundary; Transport
9	Boronia	Height; Boundary; Transport; Vegetation; Community
10	Boronia Major Activity Centre	Height; Transport; Vegetation; Community
11	Bayswater	Height; Transport; Economy; Community
12	Ferntree Gully	Height; Community
13	Boronia	Height; Planning; Transport; Community
14	Ferntree Gully	Height; Planning; Transport; Economy; Vegetation; Community
15	Boronia	Bambury; Transport; Vegetation
16	Boronia Major Activity Centre	Height; Planning; Vegetation; Community
17	Boronia	Bambury
18	Boronia Major Activity Centre	Planning; Economy; Community
19	Bayswater	Height; Planning; Transport; Economy; Community
20	Boronia Major Activity Centre	Height; Planning; Transport; Economy; Community
21	Boronia	Boundary; Transport
22	Boronia	Height; Boundary; Transport; Community
23	Boronia	Height; Boundary; Planning; Transport; Vegetation
24	Anonymous - Wantirna	Height; Community
25	The Basin	Height; Community
26	Boronia Major Activity Centre	Height; Planning; Transport; Vegetation
27	Bayswater	Height; Planning; Transport
28	Boronia	Height; Planning; Transport; Economy; Vegetation
29	Upwey	Height; Vegetation; Community
30	Bayswater	Height; Planning; Transport; Economy; Vegetation; Community
31	Boronia Major Activity Centre	Height; Planning; Transport
32	Boronia	Height; Transport
33	Boronia Major Activity Centre	Height; Transport
34	Boronia	Height; Transport
35	Boronia	Height
36	Boronia	Height; Planning; Transport; Vegetation
37	Boronia Major Activity Centre	Height; Transport; Vegetation; Community
38	Boronia	Transport; Economy; Community
39	Boronia	Height; Community
40	Ferntree Gully	Height; Planning; Vegetation
41	Boronia	Height; Boundary; Transport
42	The Basin	Height
43	Boronia	Bambury
44	Kilsyth	Height
45	Boronia	Planning
46	The Basin	Height; Community
47	The Basin	Height; Planning; Transport; Vegetation

48	Boronia Major Activity Centre	Height; Planning; Transport; Vegetation; Community
49	Boronia Major Activity Centre	Transport; Economy
50	Boronia Major Activity Centre	Planning; Transport; Economy; Community
51	Wantirna South	Transport; Economy; Community
52	Boronia Major Activity Centre	Height
53	The Basin	Height; Planning; Transport; Economy; Vegetation
54	The Basin	Height; Transport
55	Boronia	Height; Economy; Vegetation
56	Anonymous	Height; Community
57	Boronia Major Activity Centre	Height; Planning; Economy; Vegetation; Community
58	Boronia Major Activity Centre	Height
59	The Basin	Height; Economy
60	Anonymous – Ferntree Gully	Height
61	Boronia	Height; Transport; Economy; Vegetation
62	Boronia	Economy; Community
63	Anonymous	Transport; Community
64	Anonymous – Ferntree Gully	Height
65	Anonymous	Height; Vegetation
66	Hawthorn	Height; Economy; Community
67	Boronia	Planning; Transport; Vegetation; Community
68	Anonymous – Ferntree Gully	Height; Transport; Economy; Community
69	Anonymous – Wantirna South	Height; Planning; Transport; Economy; Community
70	Anonymous – Boronia Major Activity Centre	Height; Transport
71	Anonymous – Boronia	Economy
72	Anonymous – The Basin	Transport
73	Anonymous – The Basin	Height; Transport
74	Anonymous	Community
75	Anonymous – Ferntree Gully	Economy; Community
76	Anonymous – Ferntree Gully	Transport
77	Anonymous - Rowville	Height; Transport; Economy; Vegetation; Community
78	Anonymous – Ferntree Gully	Height; Economy
79	Anonymous	Height
80	Anonymous – The Basin	Height; Vegetation; Community
81	Anonymous – Ferntree Gully	Height; Transport; Economy
82	Anonymous – The Basin	Height
83	Boronia	Height; Planning
84	Anonymous	Economy; Community
85	The Basin	Height
86	Anonymous	Transport; Economy; Vegetation
87	Boronia Major Activity Centre	Height; Planning; Transport; Vegetation
88	Anonymous – Boronia	Height
89	Boronia	Height; Community

[103 entries]	Theme: Height and Viewlines			Officers response		
Submission Topic	Seeks change to the Amendment	Makes change / recommendation to the Strategy	Submission	Boronia Renewal Strategy	Amendment C192knox	Notes
Height						
Precincts						
[Precinct 3] [Height limits]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	Precinct 3 - Mixed Use Edge - I am fully against of taller buildings in this area! From up to 4 till up to 10 storey buildings are ridiculous and I am fully against of those high buildings! [52]	No changes recommended	No changes recommended Refer submission to panel	Noted. Refer to line 15
						
[Precinct 5] [Extension] [Character] [Height limit]	No	No	[Refers to southern Precinct 5 extension] Above 2 storeys in the section I have highlighted would not only destroy the current neighborhood feel, 3 storeys would look highly out of place and have an extremely detrimental and negative impact on current residents. Block at 169 Dorset road is way too small for a 3 storey, and the one block at 45 Pine Crescent that is yet to be redeveloped is totally unsuitable and out of place for a 3 storey apartment block. This in turn would make the other side of Pine Crescent totally out of place and inappropriate for 3 storey developments. [01]	No changes recommended	No changes recommended Refer submission to panel	Noted, this is a matter that would be addressed as part of an application process through ResCode standards. A policy in relation to the direct interface between the Activity Centre and Knox Neighbourhood could be strengthened by way of a revised Objective in Clause 21.10-3. This is referred at line 21 under the tab 'boundary'
						

[Height and transition - Precinct 5] [Amenity]	No	Yes, seeks change to the Strategy	[Precinct 5 extension - height transition] changing the height regulations for the property adjoining the rear of my home to three stories. As a result, I will lose all natural light, privacy and the quiet space I currently have. Even two stories would impact me. My kitchen, family room and son's bedroom are at the back of my house and these are the rooms that will be severely impacted by the Boronia Renewal Strategy. [41]	No changes recommended	No changes recommended Refer submission to panel	Noted, this is a matter that would be addressed as part of an application process through ResCode standards. A policy in relation to the direct interface between the Activity Centre and Knox Neighbourhood could be strengthened by way of a revised Objective in Clause 21.10-3. This is referred at line 21 under the tab 'boundary'
[Height and transition - Precinct 5]	No	No	[Precinct 5 - Pine Crescent Extension of Boundary] one of the attractions of the area is the open space and the views of the Dandenongs. If you are allowed to build 3 storeys in the section I highlighted above, you will block the view and ruin the neighbourhood feel for current residents. As well as blocking sunlight and open space [01]	No changes recommended	No changes recommended Refer submission to panel	No significant views towards the Dandenong Ranges are identified in proximity to Pine Crescent, rezoning to RGZ within a walkable catchment is appropriate and consideration will remain to ensure no unreasonable overshadowing impacts occur to neighbouring residential properties. The approximately 6m wide drainage easement will form a logical boundary and point of transition and separation within the streetscape and assist in absorbing the scale in future built form scale and minimise overshadowing impacts in the morning hours. -- Western part of Pine Crescent: any views towards Chandler Peak are currently filtered through the gaps of existing and new buildings as well as vegetation. The current DDO7 has already approved the development of 3 storeys buildings in that locations. The filtered and framed views between buildings will likely remain as per the current situation. It is also noted that the topography on the south side of Boronia goes down and as such views to Chandler Peak National Park portion in the alignment of Pine Crescent will not be obstructed by new development. Only a small portion of the southern part of Pine Crescent is now included with most lots offering no current development opportunities due to already being subdivided in multi-units. This immediate portion of Pine Crescent is lower and currently does not offer public views.
[Character] [Precinct 5]	No	No	[Precinct 5] privacy - at the moment I look out my lounge window and see tranquility. Three story units, they will be able to look into my property I am in Tulip [36]	No changes recommended	No changes recommended Refer submission to panel	Noted, this is a matter that would be addressed as part of an application process through ResCode standards. A policy in relation to the direct interface between the Activity Centre and Knox Neighbourhood could be strengthened by way of a revised Objective in Clause 21.10-3. This is referred at line 21 under the tab 'boundary'
[Support] [Precinct 5] [Core]	No	No	[ToD and Precinct 5 - reluctant acceptance] I get the need to make planning changes to accommodate the growing population of Melbourne, to try and reduce the urban sprawl and reduce people's travelling times to work. Amendment will allow three-storey development, which might eliminate our view. However I understand that change is likely to happen living in a Major Activity Centre, in a burgeoning city like Melbourne and located only about 400 metres from a railway station. I realise that eventually we will be boxed in by blocks of units around us. [37]	No changes recommended	No changes recommended Refer submission to panel	Noted
[Height and views] [Core] [Precinct 5]	No	No	[from Oak Avenue - Precinct 2 and 5] view from my apartment of the hills will be completely obstructed by high rise buildings [10]	No changes recommended	No changes recommended Refer submission to panel	Precincts 2 and 5 propose up to 5 storeys (including properties within Oak Avenue and adjacent Rosella Avenue (Precinct 5) at a 3 storeys maximum). These heights are relatively modest and do not constitute 'high-rise' buildings. Views from private properties are not protected under the Planning Scheme. The Strategy identifies key public views and vistas towards the Dandenong Ranges National Park and seeks to ensure these important views are maintained. Topography of Oak and Rosella Avenues do not naturally provide unimpeded vistas to the foothills. Additionally, the proposed heights of Precinct 5 will not drastically change to what the current DDO7 allows; meaning that current development provisions could result in existing views being obstructed if adjacent land were to redevelop. Pursuant to Tashounidis v Flinders SC (1987), there is no legal right to a view.

[Height limits] [Precinct 5] [Core]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	Do not have high rise buildings. Zone 5 should only be single and double stories. Any thought of buildings more than 5 stories would risk high vacancy rates which in turn would harbour squatting and associated disjunction amongst the community. No buildings above 5 stories. [39]	No changes recommended	No changes recommended Refer submission to panel	Precinct 5 is proposed to have future building heights of up to 3 storeys, not 5 storeys. Any future buildings would be subject to contemporary design standards and must meet the planning provisions to be granted approval, which includes being of a high design standard. They should be well occupied by residents and appropriately secured by management arrangements and security systems. Squatting is highly unlikely to occur in new buildings. As for anywhere else within the core, developers would not build if there is no demand and sold units prior to construction as loans and finance would not be gained otherwise. If the demand is not there, then proposals will be of a smaller scale. Demographic provisions indicates that demand will grow over the next 20 years and this proposal is meant in anticipation. Double storeys residential is what the Knox Neighbourhood and Bush Suburban neighbourhood character provides for. As such, the residential areas within the Major Activity Centre boundary aims to provide a different outcome.
[Process for height] [Core] [Precinct 4]	No	Yes, seeks change to the Strategy	process used to determine visual impacts on the BAC is flawed, mostly being from higher vantage points (Tormore Road and Reserve) where such impacts are lessened. Although one location was lower in the landscape (from Boronia Park), the main visual and physical impacts of such building type and heights (shading and bulk form) need to be assessed where people currently walk and use facilities every day - namely in the vicinity of Erica Avenue and the main Boronia Junction intersection. community and Council working together to protect the visual access and character of the foothills (going right back to Gib Chandlers drive to protect and buy back properties from the western face terrible to destroy its unique location [Refers to old politician] [83]	No changes recommended	No changes recommended Refer submission to panel	The public vantage point locations are broadly consistent with and build on those already identified within DDO7 of the Knox Planning Scheme. Further, views towards the Dandenong Ranges from within Erica Avenue are currently not possible, with the existing 2 storey buildings of Boronia Junction obscuring the mountains from view. While, the large intersection of Boronia Road and Dorset Road is not an area of high amenity (being dominated by traffic) where people and pedestrians will gather and seek to appreciate the Dandenong Ranges from.
[Support] [Policy - character] [Precinct 4]	No	No	The Foothills Policy: this was intended to preserve view of the ridge line from a distance. That distance seems to have shortened greatly! People want to see the hills and this plan provides for the foothills to retain their dominance. As much as people like the "country town feel" Boronia is no longer a country town, if it ever was. People want the benefits of urban living but the country feel. It doesn't work. We are an urban centre required to adapt to increased population and demands for more complex services, retail and social. [30]	No changes recommended	No changes recommended Refer submission to panel	Noted The strategy addresses this and aligns with the spirit of previous strategy in place in Boronia.
[Support] [Character] [Core] [Precinct 4-5]	No	No	Developers will choose town-houses over apartments where their insufficient yield in an apartment building. It is more profitable to build 8 town-houses than 12 apartments. We do not want town houses in the core. [30]	No changes recommended	No changes recommended Refer submission to panel	The majority of proposed future heights seek to encourage apartment developments and should result in increased land values making apartments the more viable form of development. Townhouse are not encouraged within the core areas of the Activity Centre, 5 storey + mixed use developments incorporating apartments are.
[Height limits] [Future amendments] [Core] [Precinct 4-5]	No	No	As the previous Boronia Structure Plan 2006 set the height limit of two to three storeys in residential areas and up to four storeys in commercially zoned areas in order to protect views to the Dandenong Ranges and the new proposed Boronia Structure Plan allows up to 10 storeys height in the Boronia MAC, we need to ensure each new Structure Plan does not further increase the height limit. [19]	No changes recommended	No changes recommended Refer submission to panel	Noted, the previous Structure Plan did not comprise a detailed 3D model including terrain. This Structure Plan seeks to determine the ultimate built form for Boronia and comprises sufficient capacity to enable Boronia's future growth and development, will ensuring that key views to the Dandenong Ranges remain. The DDO7 relied primarily on discretionary rules/heights putting the onus on each applicant to provide their assessment on height which are nominated as indicative and being assessed on an individual approach rather than centre wide.
[Height and limits] [Core] [Precinct 4-5]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	do NOT at all support the changes (increase) to height limits proposed with the introduction of DDO10 strongly advocate for limiting maximum heights across the precincts to those already specified in the current planning scheme. [the DDO7] [12]	No changes recommended	No changes recommended Refer submission to panel	The current DDO7 is outdated and not consistent with State Planning policy and development expectations for land within an Activity Centre and serviced by fixed rail public transport provision. The current DDO7 is due to expire, not replacing the DDO7 with a new DDO would mean the absence of any DDO control over Boronia leaving a greater uncertainty and a lack of guidelines.

[Height limits] [Core] [Precinct 4-5]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	object to high rise buildings in Boronia. Up to 3 stories for commercial and 2 for residential would be acceptable. Hope you will consider the public opinion in this matter there are too many apartments in Boronia already. Views of beautiful Dandenong ranges will be spoiled by high rise apartments. Up to 3 stories for commercial and 2 for residential would be acceptable. [32]	No changes recommended	No changes recommended Refer submission to panel	Noted. Such scale would not fit with the expectations for a Major Activity Centre and result in undermining development control of other areas of Knox.
[Height and limits] [Character] [Core] [Precinct 4-5]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	see that Boronia can be developed more but there is no need for high rise in this area, three (3) storeys should be the upper limit of height for all developments and this would afford all resident views of the Dandenong Ranges and could help keep the character of the suburb. [13]	No changes recommended	No changes recommended Refer submission to panel	Retention or maintain of a private views of the Dandenong Ranges is not possible under the Planning Scheme. No one has a right for an existing view to be maintained. A maximum of 3 storeys is also not consistent with State Planning policy, which directs built form change and increased intensity to be located within and immediately surrounding Activity Centre, such as Boronia which are well serviced with infrastructure and services. The majority of the surrounding residential areas are to be protected and their prevailing character maintained.
[General height character] [Core] [Precinct 4-5]	No	Yes, seeks change to the Strategy	remains a low to medium density suburb with significant green canopies, open public spaces and sustainable green corridors. Over-development and/or inappropriate development will add to the heat island effect, diminish the green qualities of the area and put the biodiversity of the area at risk [23]	No changes recommended	No changes recommended Refer submission to panel	The Structure Plan seeks to maintain and enhance the 'green' canopies of Boronia, including its street tree provision. Increased built form intensity is focussed within the commercially zoned areas of the Activity Centre which are typically already developed with low-rise buildings occupying most of their site (or surface car parking) with limited landscape planting provision including canopy trees. While the Structure Plan does encourage the provision of 'green rooves' on new buildings. Therefore, any 'heat island effect' will be negligible or more probably improved. The centre of Boronia has been identified as a Major Activity Centre with access to services and transport. This comes with a level of development expectations. This expectation will match that of medium density through the proposed controls. This density will enable to relief pressure on areas of greater biodiversity (foothills, bush suburban etc) to ensure impacts are managed appropriately.
[General height character] [Precinct 4-5] [Core]	No	Yes, seeks change to the Strategy	many residents have already lost their view of the Dandenongs!! I strongly oppose the Boronia Renewal Strategy plan with its multi storey buildings. [26]	No changes recommended	No changes recommended Refer submission to panel	Noted Refer to line 8
[Character] [Housing] [Core] [Precinct 4-5]	No	Yes, seeks change to the Strategy	Simply want more open space to accommodate the people living in the high-rise accommodation you are building. They have nowhere to go but onto the streets. [24]	No changes recommended	No changes recommended Refer submission to panel	Boronia is currently served by three key public open space (Tormore, Chandler, and Boronia Park). The Strategy proposes to returning Boronia Park as a key open space providing more space for future residents. The strategy also provides for community facilities and other public space around the train station and Boronia Village as well as opportunity to provide public plaza at Dorset Square.
[Design] [Core] [Precinct 4-5]	No	No	Knox City Council should not be allowing buildings to be erected to the fence-line of a block (a good example is the garage at 192 Boronia Road). [26]	No changes recommended	No changes recommended Refer submission to panel	The Planning Scheme (including ResCode) permits buildings to be constructed on boundaries. Buildings within an Activity Centre (such as Boronia) should be built to their property boundaries to ensure an efficient use of the land. ResCode also sets the limits and restrictions in relation to these type of development. There are limits to building on a boundary within a residential setting.

[Design] [Core] [Precinct 4-5]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	[Proposed requirements] To preserve the convergence with the bushland behind the township, that buildings would have green rooves and green frontage. [29]	No changes recommended	Consider redrafting the proposed DDO10 landscape design at Clause 2.3-2 to include the following additional point: Landscape design: "Support increased sustainability and a leafy green outcome through the use of green roofs and walls." Refer submission to panel	Noted. The proposed policy at 21.10-3 includes strategy to "support development that demonstrates high quality design and high level of environmental sustainability" and "reinforce a green and leafy identity that provides space for significant landscaping retention and tree canopy planting". It also includes "Established a landscaped character that retains canopy trees and provide a green streetscape" with relevant policy guidelines related to streetscaping. While this would cover policy aspects for a green frontage outcome, sustainability could benefit for further clarity to address matters such as green roofs by adding an additional content within the DDO design guideline as the delivery of green roofs is more likely to occur on larger scale buildings within the core due to economic reasons.
[Design] [Core] [Precinct 4-5]	No	Yes, seeks change to the Strategy	[request]- buildings are placed to have minimal effect on the views of the Dandenong ranges [40]	No changes recommended	No changes recommended Refer submission to panel	Noted. Proposed DDO10 includes design guidelines to ensure articulation of buildings, which will ultimately create spacing to provide filtered views to the Dandenong Ranges at other locations than the key vantage points.
[Character] [Support] [Core] [Precinct 4-5]	No	No	Life in the core: high density. No more town houses. [30]	No changes recommended	No changes recommended Refer submission to panel	Noted. The Amendment seek to support the development of apartment typology, but townhouses would also remain allowable. Apartment development would be suitable on site with sufficient width (min 30m width) to ensure adequate amenity is achieved.
[General height character] [Height limits] [Core] [Precinct 4-5]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	Excessive building heights impact natural sunlight and wind patterns, something which the foothills landscape already deals with in storm events or shorter growing seasons, due to proximity to the Dandenong Ranges Detrimentially disrupting the natural sunlight and airflow, (along with dramatically increasing the density of human habitation and their associated consumption and pollution) beyond a reasonable point will throw our local environment out of balance. opposed to all of the maximum building height increases. Building height increases should be less than half the current maximums in the plan (at the very most, and only with significant justification of public benefit). [55]	No changes recommended	No changes recommended Refer submission to panel	The proposed maximum building heights, are consistent with State Planning policy and have been carefully devised to ensure key views are maintained and that sufficient daylight penetration is maintained to be public realm at street level. The building heights also allow for Boronia's forecast population and employment growth to be accommodated within walking distance of the public transport interchange (Station) to reduce the reliance on private vehicle trips and their associated environmental impacts.
[General height character] [Precinct 4-5] [Core]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	[object to] ALLOWING FOR BUILDINGS UP TO TEN STORIES HIGH START OF THE GATEWAY TO THE DANDENONG RANGES ,IT IS BAD ENOUGH NOW WITH THOSE HIDEOUS TOWNHOUSES BEING BUILT IN THE STREETS AROUND BORONIA IF ANY BUILDINGS ARE TO BE BUILT THEY SHOULD BE CAPPED AT 3 STORY HIGH AT THE MOST , KEEP THE SUBURBS RURAL [82]	No changes recommended	No changes recommended Refer submission to panel	A limit of 3 storeys would further promote hideous townhouses being built. Suburbs are by definition not rural and part of the city.
[General height character] [Core] [Precinct 4-5]	No	Yes, seeks change to the Strategy	not pleased with the 10-storey height limit, is this what the gateway to Boronia" will look like. This will be similar to the look of other suburbs located on hillsides, when approached by cars, including Box Hill, Glen Waverley and Ringwood prefer Boronia to have a country village aesthetic, with trees and small scale buildings, like The Basin or Sassafra or Belgrave. [61]	No changes recommended	No changes recommended Refer submission to panel	The Basin and Ferntree Gully are a Medium neighbourhood activity centre located within the foothills policy area. Which are smaller order than Boronia which is a Major Activity Centre and one amongst 5 Major Activity Centre within Knox (and one of the two along a train line) Box Hill, Glen Waverley, and Ringwood are Metropolitan Activity Centre (the highest order of activity centre). Each order of centers have a different level of expectations as to services and growth which are further based on their local context. That expectation for a Major Activity Centre is more than that of a country village.
[General height character] [Core] [Precinct 4-5]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	I am horrified at the proposed change to building heights. changes brought about by the ugly, inappropriate high rise buildings in those suburbs. I am fearful that if the proposed building heights are allowed in Boronia we will see similar development to that observed in Box Hill and that will have the effect of completely changing the character and feel of Boronia especially when you consider the close proximity to the Basin and foothills. suggest that building heights in Commercial Core and Commercial Edge and the Mixed Use Edge be restricted to five storeys. The two Residential Precincts 4 & 5 should be restricted to two storeys. [35]	No changes recommended	No changes recommended Refer submission to panel	Noted. Current height in Precinct 4-5 are already in the scope of 3 storeys and the proposal retains the status quo while imposing additional design requirements. Refer to line 34, 27, and 15.

[General height character] [Height limits and views] [Core] [Precinct 4-5]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	strongly oppose the plan to allow for up to 10 storey buildings in Boronia. what is being proposed is turning Boronia into a ghetto. do not want to be the next Flemington or North Melbourne, full of high rise commission housing apartments. plan should be to place maximum height restrictions of 3 storeys and certainly not in the residential streets. I already have 3 storey apartment buildings on my street and they are out of place and blocking the views to the Dandenongs. plan should be to place maximum height restrictions of 3 storeys in the streets which already have commercial buildings. The existing building height allowance should be restricted to 2 storeys for all residential streets. I already have 3 storey apartment buildings on my street and they are out of place and blocking the views to the Dandenongs. [57]	No changes recommended	No changes recommended Refer submission to panel	Noted Refer to line 85 and 34. Small height would not result in any redevelopment, rejuvenation or capital investment which would further accentuate the dilapidated status of Boronia. The heights are one of the element to address activity centre planning close to services and transport nodes as well as plan for the future character of Boronia by 2040. The proposal does not provide for the development of commission public housing as the majority of the land is private and not owned by the Department of Housing. While the strategy does support the inclusion of social housing as part of any mixed use development integrating a residential component, particularly where the development would occur on land owned by a public authorities, such element would aim at integrating a percentage of the yield being available for a housing provider/association. The remaining of the residential component would likely be available for private ownership which is not 'commission housing'.
[Height limits] [Housing] [Precinct 4-5] [Core]	No	No	appreciate Boronia retail area needs rejuvenating to attract shoppers, it saddens me to see such an increase in high rise buildings both in residential streets and the shopping area. there is a need for housing however the removal of multiple residences and gardens/trees and subsequent building of units and high rise apartments needs to be seriously considered by Council [53]	No changes recommended	No changes recommended Refer submission to panel	Noted. There is no planning approvals required for demolition or removal of existing residence and this is beyond the remit of Council. A demolition permit can be applied for by any landowners. An application for multiple dwellings can only consider the nature of the proposal against provisions that apply to the site and the nominated character.
General Character / Height						
[Character] [General height character] [Core]	No	No	the boronia junction and surrounding areas to being redeveloped, it's old and tired, and isn't aesthetically pleasing to the eye. However, we need to be mindful of the density in the area due to [...] We are on the verge of the Dandenongs, and is a generally green and leafy, and low to medium density area. This far out from the city does not warrant 10 story residential or commercial buildings. It is out of touch and out of place for the area and will ruin the overall feeling of the area. [71]	No changes recommended	No changes recommended Refer submission to panel	10 storeys is the maximum height set for four key sites within the core area of Boronia. The majority of proposed maximum heights are lower and range between 5 and 8 storeys. These heights limits have been carefully devised to protect and maintain key views towards the Dandenong Ranges, ensuring that the valued visual relationship remains. The heights are consistent with State Planning policy, which directs growth and built form change to occur within Activity Centre's such as Boronia, regardless of their distance from the Melbourne CBD, to create a network of '20 minute cities'.
[General height character] [Core]	No	No	10 storey we don't want another Box Hill [02]	No changes recommended	No changes recommended Refer submission to panel	Noted. Box Hill is a Metropolitan Activity Centre while Boronia is a Major Activity Centre, being a lower order of activity centre and growth expectation.
[General height character] [Core]	No	No	[cynical oppose] they wanted to avoid making Box Hill 2.0, that appears to be exactly what we are going to get. [10]	No changes recommended	No changes recommended Refer submission to panel	Noted. Refer to line 35.
[General height character] [Core]	No	No	[opposed] the building heights of between 3 and 10 stories. This idea by the state and local government that this is OK in Boronia is not. The beauty of Boronia is that it's always been a quiet outer suburb with the beauty of the Dandenong Ranges as a backdrop. This will be lost, both visually and as it already is becoming unpleasant to live in with the large number of people coming to the area the last 10+ years [22]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 80, 27, and 85
[General height character] [Core]	No	No	10 storeys is simply too high for what was once a leafy green outer suburban area [80]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 80
[General height character] [Core]	No	No	I cannot believe that such an increase in high density is even considered in an outer suburban area such as Boronia and so close to our beautiful Dandenong Ranges National Park. Why would 10 stories on the 4 corners of Boronia/Dorset Road be even considered? [81]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 80
[General height character] [Core]	No	No	you use words and talk of retaining our views, but you will turn our suburb into another Box Hill. [24]	No changes recommended	No changes recommended Refer submission to panel	Noted. Refer to line 35.
[General height character] [Core]	No	Yes, seeks change to the Strategy	Intend to allow or promote development such as is seen in Glen Waverley, Ringwood or Box Hill in Boronia? Such development, even on a smaller scale, is not appropriate to a suburb that is nestled against the Dandenong Ranges foothills development would be visually intrusive and increase human population and activity to a level that would destroy the area. Boronia abuts Dandenong Ranges National Park and is within the Foothills zone overlays that affect the adjacent suburbs of Ferntree Gully and The Basin [23]	No changes recommended	No changes recommended Refer submission to panel	Noted. The Activity Centre is not within the foothills policy area and not subject to the same restrictions to protect FTG and The Basin (refer to line 29).

[General height character] [Core]	No	Yes, seeks change to the Strategy	[previous structure plan protest] I believe the final outcome was that new dwellings could be no taller than a three storey building roughly a few years later Aldi was permitted to construct a five storey building in Erica Avenue, which is due to commence shortly. So, within ten years we've gone from three to five to ten storeys. ten storey buildings are appropriate in this town in the foothills of the Dandenongs? High rise buildings are for cities and for city dwellers. Boronia needs a revamp, a beautification project, not a total Jekyll and Hyde overhaul. [89]	No changes recommended	No changes recommended Refer submission to panel	The final outcome of this proposal retain a maximum of 3 storeys for dwellings within the residential zones of Precinct 4 and 5 which is generally a status quo for these precincts. The proposal particularly addresses height within the commercial area by clarifying the maximum height as a mandatory maximum that cannot be surpassed. The previous structure plan and interim controls provided only discretionary height as a guidance, meaning that development could always apply for greater heights regardless. A proposal such as the Aldi was always enable to apply and seek an approval. The proposal put a clear limit based on the identified viewlines, the limit for a site such as the Aldi will be 6 storeys. 10 storeys maximum has only been identified on four sites, with no guarantee that any development would ever contemplate or be able to achieve such height.
[General height character] [Core]	No	Yes, seeks change to the Strategy	but I am opposed to the over-development of Boronia, and high density buildings that are not in keeping with the character of the area and the needs of the community. I do not wish to see 10-storey developments, [77]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to response above at line 42
[General height character] [Core]	No	No	Do not build the ugly sky scraper [56]	No changes recommended	No changes recommended Refer submission to panel	The proposal does not allow for the development of skyscrapers. The highest mandatory building height is set at 31.5m at the intersection of Dorset and Boronia roads, far from the height of a skyscraper recognised as being a building with a minimum height of 100m.
[General height character] [Core]	No	Yes, seeks change to the Strategy	structures that are 10 storeys high are not within keeping to the foothills planning. 10 storey high buildings would take away the natural beauty of the landscape and the appearance of being so close to the mountains. It is completely unneeded. [64]	No changes recommended	No changes recommended Refer submission to panel	The Boronia Activity Centre and land on the western side of Dorset Road are not located within the 'Foothill' area as defined within the Planning Scheme. Therefore, the proposed heights are not subject to the 'Foothill' policy. Instead they are located within commercially zoned land, central to a Major Activity Centre, where built form change of a more intense nature is sought by State Planning provisions. The proposed heights have been carefully devised to ensure protection of key public views towards the nearby Dandenong Ranges are maintained.
[General height character] [Core]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	Height limits proposed are excessive. I am concerned that anything over four storeys in this area will dramatically change the neighbourhood in a negative way, impacting views to the Dandenong Ranges, creating wind tunnels in the local shopping village, increasing density to a ridiculous amount cannot imagine sitting in my car at the corner of Boronia Road and Dorset Road, surrounded by 10 storey buildings. I chose to live in the City of Knox, not the City of Melbourne/Stonnington/Yarra etc. understand development needs to occur, but it needs to be respectful of the area, and as it stands, the current proposal to increase height limits potentially up to 10 storeys in this area is unnecessarily excessive, inappropriate, and will severely change the neighbourhood feel of the Boronia Junction area. [47]	No changes recommended	No changes recommended Refer submission to panel	Neighbourhood character is a concept that relates to residential areas (or neighbourhoods) and therefore is a consideration when considering new development on residentially zoned land. Much of the Boronia Activity Centre is commercial zoned and comprises a built form character consisting of commercial buildings and consequently 'neighbourhood character' is not a relevant consideration. Within the surrounding residential fringe of the Activity Centre the proposed heights are tempered to balance considerations of neighbourhood character with those strategic requirements of enabling infill development to occur.
[General height character] [Core]	No	No	[opposed] development of 20 Storey dwellings in the business area of Boronia. [25]	No changes recommended	No changes recommended Refer submission to panel	Noted, proposal agrees as heights equivalent to 20 storeys would be prohibited.
[General height character] [Core]	No	Yes, seeks change to the Strategy	Boronia needs a lick of paint, council to regularly clean the rubbish, and halt the unregulated, out of control demolition of our backyards. 10 stories have no place at the foothills of the Dandenongs. [22]	No changes recommended	No changes recommended Refer submission to panel	Noted, both can be achieved
[General height character] [Core]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	proposing 10 storey buildings within the precinct greatly contradicts the aim to 'preserve Boronia's history' and the importance of it being 'at the foothills of the Dandenong Ranges'. Buildings of this size will completely obstruct any view of the Ranges upon approach of Boronia. It will also change the community feel and vibe of it being a village environment complete change in the look and feel 5+ storey buildings will have on Boronia, the maximum height should be 3-4 storeys [85]	No changes recommended	No changes recommended Refer submission to panel	The Strategy does not include any components to preserve Boronia's history, particularly not in the form of 'freezing' the centre in time. The centre does not include any heritage protected buildings. The Strategy mentions the importance of the public realm in reference to both the local history (aka the street patterns and local movement patterns of the arcades) to be reinforced in the future redevelopment; and in reference to the sustainability and proximity to the Ranges. Height and proximity to the foothills are not contradictory statements. As such, the proposal considers maintaining the views to the Dandenong from key public areas that offers vistas to the ranges. Buildings of 4 storeys would have the same impact as the height maximum heights highlighted as the its the first few storeys that blocks the views at street level, not the additional height. The 3D model addresses maintaining the view. Additionally, refer to line 80 and 85.

[General height character] [Core]	No	No	Multi storey buildings would detract from the natural beauty of Boronia being situated at the foothills. These multi-storey building do not allow for a canopy of trees and many wildlife will be displaced. [27]	No changes recommended	No changes recommended Refer submission to panel	Noted. The Strategy applies to the activity centre, not to the surrounding parks and wildlife areas.
[General height character] [Core]	No	No	16.5 and 31.5 metres is excessive and considering the proximity of the Foothills zone will have a significant impact on the aesthetics of the area [28]	No changes recommended	No changes recommended Refer submission to panel	Noted. Yes it will create its own urban aesthetics as an activity centre at the step fo the foothills.
[General height character] [Core]	Yes, seeks change to amendment	No	oppose the changes in the Design and Development Overlay Schedule 10 (DDO10 – Boronia) especially those that relate to the increase in the building height to up to 10 stories. Buildings of this height will significantly impact the foothills and create an eyecore that does not compliment the surrounding area or the Dandenong Ranges as the backdrop [28]	No changes recommended	No changes recommended Refer submission to panel	All the proposed heights have been carefully devised based on a 3D model to ensure the key viewlines and vistas towards the Dandenong Ranges National Park will be maintained and not impacted upon by the increased potential for building height. Any future development application for a building will be subject to a full planning assessment and will need to demonstrate a high quality architectural design to ensure its design and appearance appropriately responds to its context.
[General height character] [Core]	No	Yes, seeks change to the Strategy	Boronia Project information suggests that proposed ten storey buildings seem to be quite acceptable and will just slide on into the scene whilst protecting the key public views to the Dandenongs REALLY what does that even mean? Ten storey buildings WILL affect the view from many positions in Boronia! why Boronia? Who decided Boronia needed to be the next high rise city? What were the deciding factors for it being Boronia? Can't we stick to three storeys These new space age cheap looking buildings (boxes) usually look horrible within a couple of years, for example, the addition/renovations to Knox Private Hospital what an ugly look! [89]	No changes recommended	No changes recommended Refer submission to panel	Boronia is identified as a Major Activity Centre in both Plan Melbourne and the Knox Planning Scheme. It is earmarked as a centre to welcome growth and density in proximity to transport hub and services and as a means to relief development pressure on other parts of Knox earmarked as limited changes in character (i.e. Bush Suburban, Foothills, and Knox Neighbourhood). Boronia never had a limit of 3 storeys to begin with. These controls put a clear limitation for each sites with a maximum that cannot be surpassed. The proposed controls aim to raise the bar and ensure an improvement in built form quality with a maturity in the type of development application and designer.
[General height character] [Core]	No	Yes, seeks change to the Strategy	this is a town with history and beauty, nestled in the foothills of the Dandenong Ranges, most of us don't want to live in the city, if we did we would move into the city knowing very well that there is an abundance of empty apartments in there. It seems to me that the proposals will destroy Boronia not enhance it. This is not the City, or Collingwood, or Richmond or even Box Hill. Why not simply beautify Boronia so that people want to move here rather than people moving to Boronia simply because we have enough cheap boxes for everyone to come and live in? [89]	No changes recommended	No changes recommended Refer submission to panel	Noted, Boronia is part of Metropolitan Melbourne (aka the city). The proposal aim to manage development expectations towards the future (2040) within an area close to services and transport nodes and acknowledges that future character by 2040 will be as different as the character of Boronia in 2020 is different to the character of Boronia in the 1980s. The proposed policy and controls aim to help beautifying Boronia, addressing the errors/issues from the past that are noted today and make sure future development demand is planned adequately. The proposed policy does include strategies related to ensuring high quality and sustainable design in the future built form. Additionally refer to line 24 for proposed improvements in policy guidelines.
[General height character] [Core]	No	No	Boronia township nestles at the foot of Mt Dandenong. The approach to the township along Boronia Road from the west is lined with trees and canopy which blend with the forested slopes of the mountain behind. Cresting the last hill opens up the township. It is important that the visual amenity of Boronia from all aspects, with the view to the mountain be preserved. The draft strategy emphasis the view from Torore Park, however I believe that the view over the whole township should be preserved from inappropriate development around the intersection of Dorset and Boronia Roads, and in the shopping precinct [29]	No changes recommended	No changes recommended Refer submission to panel	Noted, one of the key public views identified by the underpinning Built Form report is that western approach along Boronia Road. The proposed built form heights have been carefully devised to maintain this view and longrange aspects towards the Dandenong Ranges National Park from along Boronia Road.
[General height character] [Core]	No	No	do not agree with 4-5 story buildings in Boronia!! It will become an eyecore like Box Hill. [60]	No changes recommended	No changes recommended Refer submission to panel	Noted. Box Hill is a metropolitan activity centre, which is a higher order of centre. The proposal for Boronia does not seek the same scale of development nor the same design as what Whitehorse applies to Box Hill
[General height character] [Core]	No	No	10-story buildings are not in line with the resident's desire for the area Residents live out here for the beautiful views and outdoor attractions and community. 10 story buildings would completely change the tone of the community and create a hostile environment, for flora and fauna, roads, and residents [68]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 80



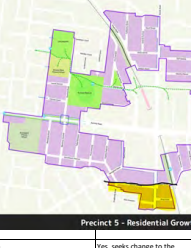
[General height character] [Design] [Core]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	the setbacks and treed verges and median strips along Boronia Road, one hardly notices many of the three storeyed town house developments leading into the township. For the central activity area, the height limits as outlined in the Boronia Renewal Strategy are, I consider to be excessive and will impact on the visual amenity of the district. In particular, the up to 10 storey towers on the Boronia and Dorset Road intersection would be an eyesore, and would negatively impact the view as one approaches Boronia from the west. regularly drives along Boronia when coming home, I always feel a sense of relief when I am looking at the forested slopes - this vista should be preserved! I also feel that the height limits within the Boronia centre of up to 6 storeys to be excessive for an outer urban suburb, which serves as a spring board to the beautiful natural forested areas of the Dandenongs. Within the township it self, I suggest that NO MORE than 4 storeys should be allowed - with set backs from the road, and again green buildings with green rooves [29]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to response above at line 55
[General height character] [amenity] [Core]	No	No	concerned about the high-rise buildings going up, overcrowding and lack of privacy [33]	No changes recommended	No changes recommended Refer submission to panel	Noted. Refer to line 15.
[General height character] [Height limits] [Core]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	The building height proposed is too high for the area and I oppose 10 story buildings. 31m high is obstructing and changes what boronia is a town by the foothills not a city like ringwood and box hill. Half this height is more suitable for the area and can be managed well enough. [54]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 80
[Character] [Core]	No	No	high-rise buildings. That imagine belongs into the city and not out here. What an ugly sight it would be. Tall buildings will destroy our view and change Boronia not for a better vision. No one will be attracted to this area [11]	No changes recommended	No changes recommended Refer submission to panel	Noted. The proposal is up-to medium rise. Boronia is part of Metropolitan Melbourne.
Height/Views						
[General height character] [Views] [Core]	No	No	do not agree with the much higher density living proposals and the up to 10 storey high building limit. Not only will they block the immediate view to the foothills from the Dorset rd area, the potentially higher buildings will create a darker atmosphere [69]	No changes recommended	No changes recommended Refer submission to panel	The view towards the Dandenong Ranges from the intersection of Dorset and Boronia Roads is not considered significant enough to warrant protection. Based on the current visual relationship between this intersection and the hills much lower building heights would also block the existing view available above the current 1-2 storey forms.
[General height character] [Core] [Views]	No	No	be sad chandler hill will now be obscured by these tall buildings at the intersection driving in from boronia Rd ... always felt like I had got home when I saw the hills from a distance. Now it's going to be like driving into a city like ringwood and box hill is with the giant buildings right next to the stations. [54]	No changes recommended	No changes recommended Refer submission to panel	Noted. Refer to line 75 and 85
[Height limits and views] [Core]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	We urge that any development within Boronia does not exceed 5 storeys and this is to only be within the commercial zones/Activity Centre in a manner that ensures the visual line to the Foothills are protected. Development on elevated sites must ensure that multi-storey buildings do not obstruct vision of the Foothills area or encroach into the current foothills area. [23]	No changes recommended	No changes recommended Refer submission to panel	Noted. Refer to line 75 and 85
[Height and views] [Core]	No	No	[opposed] Proposed height increases of building around Dorset – Boronia roads. 5 – 10 Stories, do you really think this is taking care of the view of our mountains. Currently one can walk along surrounding streets and gaze up to the mountains. [24]	No changes recommended	No changes recommended Refer submission to panel	The existing 1 and 2 storey buildings on the eastern side of Dorset Road already block the Dandenong Ranges from view. So, the increased heights are not impacting an existing appreciation of the hills. While, views along the alignment of Boronia Road will be maintained and inparticular the long range view from the western approach.
[Height and views] [Core]	No	No	[refer to objective] retaining the character of Boronia and its views to the Dandenong Ranges "This panoramic backdrop forms a significant and highly cherished visual identity of Boronia, and is identified as an exceptional circumstance that warrants consideration for mandatory maximum overall building height controls." but fails repeatedly to ensure this. But, the view from Tormore Reserve may well allow the top of the hills to be seen, but the view from Boronia Park as marked on Map 3 to Schedule 10 to Clause 43.02 will be the rear of a 31.5m block at the Boronia Road / Dorset Road intersection, rather than Mt Dandenong. [31]	No changes recommended	No changes recommended Refer submission to panel	The built form heights have been carefully formulated based on a 3D terrain and built form massing model to ensure that the Dandenong Ranges National Park (the tree covered area of the ranges) is maintained from the three identified public vantage points, including Tormore Reserve.



[Height limits and views] [Core] [Design]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	[Object to strategy - haven't gotten it right] So why would you consider allowing 10 storey buildings to be built in the future. Especially because it sits low, views would be obscured if high rise were to go ahead. It is so important to protect these views sadly continue with each further home being sold but it should alleviate the need for 10- storey buildings build 3 to 4 story buildings instead If you plan to revitalise the shopping precinct your plan should be to tackle the Boronia Mall. Very important is to protect the views to The Dandenong Ranges [11]	No changes recommended	No changes recommended Refer submission to panel	Refer previous responses re the formulation of the proposed built form heights. The Boronia Mall is a privately owned building and Council can only encourage its redevelopment to a higher and better use. The Renewal Strategy does this by allowing the potential for development up to 6 storeys.
[Height limits and views] [Core]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	That no buildings should be over 5 stories tall. The majority of the buildings should be a maximum of 3 stories Buildings should be carefully positioned so that they have a minimum effect on the views toward the National Park. [14]	No changes recommended	No changes recommended Refer submission to panel	Noted. Refer to line 75 and 85
[Height and views] [Core]	No	No	[Oppose:] Height of buildings increase in Boronia Centre due to valley geography. Views destroyed by high rises, [03]	No changes recommended	No changes recommended Refer submission to panel	Yes, the taller buildings are encouraged on the lower lying land within the Activity Centre. The topography of the valley is used exactly to protect views from key vistas at higher levels.
[Height and views] [Core]	No	No	[Oppose height] View lines to the Dandenong Ranges must be valued and protected. [23]	No changes recommended	No changes recommended Refer submission to panel	Noted. Refer to line 75 and 27.
[Height limits and views] [Core]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	No building to be built higher than the trees, to maintain an attractive aesthetic, views, and green space. As humans we crave this as naturally calming, life affirming and reassuring. So, here, with a 5 storey height limit being suggested, I'd suggest that this be carefully considered, ie, is 3 floors not enough? Or if some allowed, very much scrutinised so that it doesn't destroy the beauty of the mixed building/greenery/mountain views, and convenience, that brings people to Boronia in the first place. Does Boronia need 5 storey buildings, current views from station with 3 storeys max. [16]	No changes recommended	No changes recommended Refer submission to panel	The proposed DD010 identifies maximum street wall heights for each sites within Precincts 1-3. The street walls form a better point of reference and significance to align with trees height as they are the 'perceived height' at street level. The proposed street wall heights of 10 to 16m will not be higher than that of mature trees to provide that aesthetic with any additional height being required to be recessed above a street wall to create articulation and making sure being height are not a monolith.
[Height limits and views] [Core]	No	No	The max height limits proposed will block the beautiful view of the mountain for anyone travelling east on Boronia road. It appears as a gateway to the mountain when travelling through which will be lost with increased building heights. [46]	No changes recommended	No changes recommended Refer submission to panel	This specific approach has been identified and the proposed built form height carefully devised to maintain this 'gateway' along Boronia Road towards the Dandenong Ranges.
[Height limits and views] [Core] [Height - view assessment]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	Reducing the staggered heights of the buildings to maximum of 5 storeys (a reduction from 10 storeys). Buildings with heights of 10 Storeys (31.5m) do not appear to be accurately reflected in the artist's depictions (pages 39-40 of Boronia Renewal Strategy rev 2021) and this will particularly impact the views of the Dandenong ranges from Tormore Reserve and Boronia Park. Currently glimpses of the tops of existing 3-4 storey structures can be seen from Tormore Reserve and an additional 6-7 storeys will obliterate the view of a large portion of the Dandenong Ranges [09]	No changes recommended	No changes recommended Refer submission to panel	Please review to the Built Form Report and its 3D massing model within that clearly shows these views towards the Dandenong Ranges being maintained.
[Height limits and views] [Process Views] [Core]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	There is therefore a need for any development to be complementary to the mountain environment, ie. it needs to retain a treed environment. examples of buildings which mar the view of the mountain level of development proposed in the development plan will significantly impact on the treed environment and detract from the existing treed environment. I believe a height limit of 4 stories should be allowed a part of any development and each site should require a percentage of open space/treed environment. not be 10 story developments on the Dorset Rd/Boronia Rd intersection as this will certainly impact the sight line to the mountain. Views to the mountain from any part of Boronia should be considered not just those from Tormore Reserve [78]	No changes recommended	No changes recommended Refer submission to panel	Three key views have been identified, one from Tormore Reserve, one from Boronia Road - looking east and another from Boronia Park. Views from these three locations combine to impact the majority of the Boronia Activity Centre and the heights proposed have been devised to maintain views towards the Dandenong Ranges.
[Height] [Process - information]	No	No	[Observation on information process] there should have been more first-up prominence given to the fact the proposal involves increasing building heights. Awareness of the proposal to increase building heights is only gained through a deeper reading of the proposal and I believe council would have received a more extensive response to its community consultation if it gave more prominence to the increase in building heights. [37]	No changes recommended	No changes recommended Refer submission to panel	Noted, information brochure were available as part of the consultation process in relation to height. Height is only one component of the Strategy and the planning amendment.
[views] [Boronia Village] [Core] [Precinct 1]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	Precinct 1, I think there is a lost opportunity. Please visit the open carpark at Boronia Village (west side of the two halves of the Boronia shops) and look towards the Dandenong Ranges. To build over this scenic viewpoint with heights of 7 stories will take an amenity (view) from the Public Realm and give it to the select few inside the proposed 7-Story development [61]	No changes recommended	No changes recommended Refer submission to panel	This vantage point is located within private land (not public land) and its development potential can not be limited to such a degree to maintain its existing views from a private surface car park towards the Dandenong Ranges.

[Character] [Views]	No	Yes, seeks change to the Strategy	the shopping precinct your plan should be to tackle the Boronia Mall. Very important is to protect the views to The Dandenong Ranges [11]	No changes recommended	No changes recommended Refer submission to panel	Noted, the Boronia Mall is part of the Activity Centre meaning and guidance applies to that site. It is then up to the owners of the mall to address their property.
Height						
[Height limits] [Core] [Precinct 1]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	[Boronia Junction] reconsider reducing the maximum heights proposed in DDO10 in respect of the Subject Land and surrounding land given the impediments to redevelopment posed by encumbrances on the Subject Land and existing railway infrastructure; [20]	No changes recommended	No changes recommended Refer submission to panel	The maximum height proposed is just that, a maximum. Should any future redevelopment of the Boronia Junction occur it is not required to fully reach the maximum height threshold. A lower built form could be permitted on this site, subject to Council's assessment of a town planning application.
[Height limits] [Core]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	[request] buildings to be no more than 3 story's high - because of the beautiful parks, forests and hills surrounding it. I am deeply concerned that building 10 story apartment blocks will be the end of the natural environment as overpopulation, concrete and cars destroy the area. [40]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 85.
[Height limits] [Core]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	major concerns around the density of population around Boronia CBD proposal for over all heights of buildings to be quite extreme with 4-6 story maximum being far more suitable for the area [31]	No changes recommended	No changes recommended Refer submission to panel	Noted The majority of the development is earmarked as 4 to 6 storeys maximum. Only four sites have been earmarked with a potential for 10 storeys.
[Height limits] [Core]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	BIG mistake to have any residential or other development over 2 stories around the intersection of Boronia and Dorset road. looking too crowded, this intersection is one of the gateways to the Dandenongs. And as such, when you drive towards the mountain on Boronia road, there is a wonderful view of Chandlers hill etc. Having anything higher than two stories would ruin the whole ambience of Boronia. If anything, there needs to be a park, and/or trees near the intersection. PLEASE DO NOT ALLOW HIGH RISE AT THE INTERSECTION!!!!!!!!!!!! [42]	No changes recommended	No changes recommended Refer submission to panel	Limiting heights to only 2 storeys would not be consistent with State Planning provisions which direct infill development to occur within existing Activity Centres with good public transport provision, such as Boronia. A significantly lower height limit is not justifiable and would be a underdevelopment of such 'prime' corner commercial land.
[Height limits] [Core]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	totally against any 5 or 10 storey buildings either for business or residential. It is simply an ugly look for a small town and is not appropriate. A good look at the 10 storey apartments opposite Knox City show how much of an eyesore that is. I lived there recently and it is not a nice look at all. Maximum number of storeys 5 is no more than 5 Stories [44]	No changes recommended	No changes recommended Refer submission to panel	Boronia is a major activity centre within Metropolitan Melbourne serviced by a local metro train. Refer to line 27 and 85.
[Height limits] [Core]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	All for upgrading and modernising Boronia but the proposal of having 6-10 storey buildings should not be passed. gems about Boronia is lack of high storey buildings should not be higher than 4 stories. Residents all around the area enjoy their views, not just those at Tormore Reserve. I hope to not see any tall buildings higher than the current limit be passed. [58]	No changes recommended	No changes recommended Refer submission to panel	No meaningful new developments will occur within Boronia without increased height or yield and viability reasons. Without allowable heights being increased very little new development on commercially zoned land will occur.
[Height limits] [Core]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	The last thing we need in our beautiful area is any building higher than 3 stories [79]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 85.
[Height limits] [Core]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	However I think the proposed 10 storey buildings are too high and will destroy any village feel there is. I think a maximum of 6 storeys with higher levels set back from the street would be more suitable. [85]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 80.
[Height limits] [Core]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	Opposed to the proposed mandatory heights proposed in the inner part of the activity centre, particularly heights in the order of 5-10 stories in Precinct 1. the most scenic backdrop of any of the Activity Centres in greater Melbourne, with an immediate connection to the Dandenong Ranges National Park - within walking distance from the station. This is not the place for 10 storey buildings heights will complete change forever the most significant positive attribute Boronia has compared to other Activity centres - it's unique location, visual and physical connection to the Hills, Building heights consistent with the current height of buildings within the BAC should be the guide for future projected mandatory building heights - in the order of 4-6 at their highest. Mandatory heights should be capped at 4-6 stories to both respect and protect the unique setting and location of Boronia whilst allowing appropriate development and generation of new housing opportunities. [83]	No changes recommended	No changes recommended Refer submission to panel	Both Ferntree Gully and Upper Ferntree Gully have comparable locations and proximity to the Dandenong Ranges and are also designated as lesser Neighbourhood Activity Centres within the Planning Scheme and also fall within the Foothills Area. Therefore, these locations warrant such protection from built form change. The same is not so for Boronia.

[Height limits] [Core]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	heights of some of the buildings, with 10 metres right in the heart of Boronia being far too tall. It would block the view of the mountain and increase the noise in the area. Given the importance of the views and tree canopy maximum story of 5 would see more appropriate. 10 stories is also a lot of glass, which could increase the temperature, especially that close to a main road [87]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 80.
[Height limits] [Core]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	No buildings over 4 stories. [88]	No changes recommended	No changes recommended Refer submission to panel	Noted
[Height limits] [Character] [Core]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	approving 10 storey buildings is shortsighted and should be limited to a mandatory 4 storeys with mandatory green roofs, sustainable building materials that are both durable and eco-friendly Hi rise developments degrade the thermal environment causing wind turbulence and heat islands. Hi rise buildings are less adaptable and therefore less sustainable. They will destroy the character and livability of our leafy green suburb [65]	No changes recommended	No changes recommended Refer submission to panel	Noted. This does not approve 10 storeys, it highlights that it is the maximum an applicant could sought for four sites within Boronia, and that any development of these four sites beyond 10 storeys would be prohibited. The maximum height of other sites within Boronia is lower and more in the order of 6 storeys with notes that more than those nominated height would be prohibited for these sites. The surrounding suburbs are not affected by these heights, they only apply to the commercial core. They also do not mean that a developer will seek to achieve these heights.
[Height] [Process] [Long term protection]	No	No	[Possibly referring to GCL172 - or 2006 Structure Plan] This particular restriction (Max height) should be given a longer protection, or limited to increases which are less than double the current restriction. To propose a threefold increase in height, so soon after a height was agreed upon with the community, is unjustified. [55]	No changes recommended	No changes recommended Refer submission to panel	Noted, the 2006 structure plan is nearly 20-years old and requires review. The current strategy aims to manage the Activity Centre for the next 20-years until 2040. Council does implement planning scheme review every 4 years, to ensure up-to-date community aspiration outcomes are achieved. It has already been more than 15-years since the current controls have been put in place on an interim measure (aka with an expiry date) based on Council's promise that a final version would be prepared and implemented.
[Height] [General character]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	opposed to all of the maximum building height increases. Building height increases should be less than half the current maximums in the plan (at the very most, and only with significant justification of public benefit). [5]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 80.
[Height] [Policy]	No	No	am generally happy with the directions outlined in the planning amendment however I am horrified at the proposed change to building heights [35]	No changes recommended	No changes recommended Refer submission to panel	Noted Refer to line 91
Design						
[Design] [Core]	No	Yes, seeks change to the Strategy	[suggest] place for redevelopment is the old Boronia arcade, and the carpark area in front of KMart. [42]	No changes recommended	No changes recommended Refer submission to panel	Noted, the area around Dorset Square is part of the Activity Centre. Figure 4 of the Boronia Renewal Strategy includes some of these sites as Strategic Opportunity Sites.
[Design] [Core]	No	Yes, seeks change to the Strategy	[Proposed requirements] Development within the shopping precinct should be sympathetic to the leafy treed background to provide an aesthetically pleasing and comfortable place for users of the precinct to come. [29]	No changes recommended	No changes recommended Refer submission to panel	Agreed. The proposed DDO10 includes the following Design Standard: 'The development utilises colours, materials and finishes inspired by the natural environment of the Dandenong Foothills to provide visual interest between levels.'
[Character] [Vision] [Link to Dandenong] [Support] [Core]	No	Yes, seeks change to the Strategy	[Recommendation for future vision] would like Knox City Council to include opportunities for exercise specifically with a view to the Dandenong Ranges? ie. public exercise stairs (safely enclosed in mesh) be constructed on the outside of the 10 storey high buildings or in other locations with a vantage point to the Dandenong Ranges. With the increased population it would be highly unlikely to get a carpark at the 1000 Steps, so we would appreciate another alternative for fitness locally that can be done without attending a club or joining a sporting team. Ideally two separate steps/stairs that could cater to faster and slower climbers and a ramp which would be suitable for those unable to use stairs. Would be ideal to have a few viewing platforms of the Dandenong Ranges as well. This would increase mental and physical health and provide great views. [19]	To be reviewed Further works and assessment with Knox Leisure Team	No changes recommended Refer submission to panel	The redevelopment of public park could include the inclusion of outdoor gym infrastructure, with the opportunity to lobby any redevelopment of the largest building next to Boronia Park to integrate the idea brought forward. Especially if a gym is include in that future building by including some community benefit. However, it is noted that this would be a private development and Council would have limited ability to force an outcome. Any infrastructure within Boronia Park could be discussed during future Boronia Park redevelopment consultation.
[Support] [Density] [Character] [Core]	No	No	the height of 10 stories is a bit of a shock to some (including me) we do need high density development. We need less of the low/medium density represented by town-houses and villa units. Boronia is something of a doughnut with little redevelopment on the core and quite a bit of redevelopment in the form of town-houses circling the core [30]	No changes recommended	No changes recommended Refer submission to panel	Support noted
[Character] [Core]	No	Yes, seeks change to the Strategy	appreciate that the Boronia Renewal Strategy aims to define mandatory guideline to restrict inappropriate development in this township. My plea is that development be limited to maintain the integrity of this township which is a gateway for the beautiful Dandenong Ranges. Boronia may not be paradise, but the construction of a massive activity centre at the foot of the mountain would destroy forever the character of this area. [29]	No changes recommended	No changes recommended Refer submission to panel	While Boronia sits at a threshold point between suburban Melbourne and the Dandenong Ranges it is not designated as a 'gateway'. The Planning Scheme identifies 'Tourist Gateways' to the Dandenong Ranges at The Basin, Burwood Highway at Upper Ferntree Gully and Wellington Road at the municipal edge of Knox.

[Character] [Core]	No	No	[statement of what currently is] great views and access to the Dandenong ranges with low noise and light pollution. Outdoor space is easily accessed for workers time off, eg meal breaks, and the population as a whole which is essential for promoting good mental health. Boronia is serviced by both train and bus services, but could benefit from increased all day car parking at the train station for commuters [13]	No changes recommended	No changes recommended Refer submission to panel	Noted, the strategy does include advocacy components and Council preference with regard to commuter car parks at the Train Station.
[Character] [Housing] [Core]	Yes, seeks change to amendment	No	[Oppose character/typology] Two story shoe boxes that take up every square metre of the block, protest the building of 4 or more stories [03]	No changes recommended	No changes recommended Refer submission to panel	Objection noted The proposed policy includes strategies related to high quality design and sustainable design, which includes the internal amenity of future residents. The proposal aim to improve the current standard to make sure the built form outcome improves over time with a mature drafting in design quality. Refer to line 24, 80, and 85.
[Support] [Housing]	No	No	[support] Positive rejuvenation of the area that is long overdue. lack of suitable housing means residents have limited options and this is a positive improvement to provide additional housing options in an easily accessible area [59]	No changes recommended	No changes recommended Refer submission to panel	Support noted
[Support] [Housing]	No	No	[support] excited about these proposed changes, as I hope it will give me the opportunity to buy my first home there. Currently I'm renting a small apartment in Hawthorn, as that was a more affordable option for me then any residences in Boronia. The lack of apartments and townhouses meant that only larger size homes were available for rent, and were therefor out of my price range as a single woman. [66]	No changes recommended	No changes recommended Refer submission to panel	Support noted
[Housing]	No	No	In the past governments have had adequate housing for people with low incomes and people who are disadvantaged, these have been sold off over the years and now we find many people struggling to keep a roof over their heads. This is only one reason for the lack of housing but with new development the council has the opportunity to provide housing for people that cannot find and/or afford accommodation. Yes, this is state and federal government issues and it is our local people that need assistance and the council could help provide this through housing [13]	No changes recommended	No changes recommended Refer submission to panel	Support to redevelopment and social housing policy noted.
[Support] [Height] [Core]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	I have knocked on the doors of hundreds of dwellings in Boronia to gather that observation. We need MINIMUM heights to require apartment development. Beware of the 3 and 4 story requirements. [30]	No changes recommended	No changes recommended Refer submission to panel	Unclear of rationale that underpins the concern of 3 - 4 storey development. Apartment developments are typically not viable as low-rise prospects given land values and construction costs comparable to the cost of buying townhouses, units or detached dwellings surrounding Boronia.
[Support] [Core]	No	No	[support] Density near heavy rail is a sensible way forward [73]	No changes recommended	No changes recommended Refer submission to panel	Support to transit-oriented strategy noted
[Support] [Core]	No	No	[support] job well done guys I hope that it's soon than later that these proposals take affect and are implemented. A lot of people are under the impression that 10 storey apartments are going to be built inside the centre boundary and going to be done now This is false news so [48]	No changes recommended	No changes recommended Refer submission to panel	Support noted
[Vision] [Core]	No	Yes, seeks change to the Strategy	[about the height in the centre] It is also directly in conflict with your started key objectives, namely; Boronia is a unique place, nestled at the base of the foothills, had quality living environments and is a green place. The Boronia Activity Centre (BAC) [83]	No changes recommended	No changes recommended Refer submission to panel	Height and quality living environment with a green backdrop and green parkland are not opposite.
[Planning assessment process - Design] [Core]	No	No	I am concerned about height limits and general planning decisions regarding high rise, high density development, as whilst there are good ones in the area, there are also badly designed ones that previous town planning decisions have allowed. [16]	No changes recommended	No changes recommended Refer submission to panel	All approved commercial or multi dwelling applications are required to be assessed against the Knox Planning Scheme and prior to construction are ultimately deemed acceptable by either Council or potentially VCAT.

<i>(39 errors)</i>			Officers response			
Submission Topic	Theme: Activity Centre Boundary Seeks change to the Amendment	Makes change / recommendation to the Strategy	Submission	Boronia Renewal Strategy	Amendment C192knox	Note
Boundary of the Major Activity Centre						
Boundary extension and removal of Foothills SLO	Yes, seeks change to amendment 	Yes, seeks change to the Strategy	(refer to area that removes the foothills and SLO clause) do not support the areas noted in Knox C192knox 003d-sloMap03 exhibition (attached pdf being deleted from the "Significant Landscape Overlay" as this forms an intrusion into the Foothills Policy and allows for inappropriate development in the Foothills area (namely between Allandale Road and Albert Avenue). [23]	No changes recommended Refer submission to panel	No changes recommended Refer submission to panel	The SLO effects components and objectives of the Foothills policy. The removal of the SLO on Allandale Road applies to one single lot currently within the Activity Centre boundary. This lot remains within the Activity Centre and the deletion of the SLO ensures there is no confusion in the intent of the policies between the foothills and the activity centre. It effectively reinforces either policies by avoiding contrasting objectives. The same logic applies to extension of the Boronia MAC on the south side to include Albert Avenue. The expansion of the boundary is primarily informed by the walkable catchment from the Train Station. The area was assessed to determine whether it would be better remain unattached within the foothills but its specific character tucked between Dorset Road and the train line with sites prone for redevelopment showcased a different setting from the full fledge foothills character.
Boundary extension	Yes, seeks change to amendment	Yes, seeks change to the Strategy	do not support expansion of the current Boronia MAC boundary. [23]	No changes recommended Refer submission to panel	No changes recommended Refer submission to panel	The delineation of the Activity Centre aims to provide a clear walkable catchment to the train station, considers surrounding policies, and development opportunities.
Northern boundary extension Precinct 5	Yes, seeks change to amendment 	Yes, seeks change to the Strategy	(Precinct 5) Remove added extension of MAC boundary along western side of Iris Crescent & Thoroughfare traffic in this crescent and along Herbet Street is already high without adequate parking due to townhouses/units with only 1x carpark per residence [09]	No changes recommended Refer submission to panel	No changes recommended Refer submission to panel	This area is within the 400m catchment to the train station. Its inclusion aligns with aim of the strategy for the centre and rectifies the unbalanced approach of one side of the road being included while the opposite side is not.
Southern boundary extension Precinct 5	Yes, seeks change to amendment 	Yes, seeks change to the Strategy	Remove the section as marked on the below image (south from middle of Cypress Crescent), including the south side of Cypress Avenue and beyond on the west and east side of Dorset Road from the proposed Boronia MAC boundary. [04]	No changes recommended Refer submission to panel	No changes recommended Refer submission to panel	Noted, refer to response below at line 8.
Southern boundary extension Precinct 5	No	Yes, seeks change to the Strategy	The proposed also doesn't have a cohesive feel. Why add on that little extra chunk at the bottom of the map that includes the lower end of Pine Crescent and Alfred Street. [04]	No changes recommended Refer submission to panel	No changes recommended Refer submission to panel	The expansion of the Boronia Activity Centre boundary is primarily informed by the walkable catchment from the Train Station, based on a convenient walking time of 10min or approximately 800m. This identified land to the north and south of Boronia that falls within this catchment and have therefore been added, due to their close proximity to facilities and services. It is acknowledged that the area on the southern part of Pine Crescent falls just on or slightly beyond the catchment limits. The drainage line was then considered as a natural limit.
extension and character	No	Yes, seeks change to the Strategy	This small section of Pine Crescent into the revised MAC boundary at 3 of the 5 blocks on the north side have already been redeveloped into 2 story houses/townhouses (which is way more appropriate for this area of Boronia). [04]	No changes recommended Refer submission to panel	No changes recommended Refer submission to panel	Noted, more intense mid-rise residential development has already occurred on some properties within Pine Crescent. This is evident of the locations appropriateness to be redeveloped given its proximity to Boronia's amenities. This enables to remove sites that have been redeveloped from the Iron Neighbourhood Character as a means to reinforce the future assessment of that character.
extension and character	Yes, seeks change to amendment	Yes, seeks change to the Strategy	I do not see the need to add Pine Crescent into this beautiful quiet area. It is at the edge of the foothills of the Dandenong Ranges and open space, trees are needed to protect the character of the foothills. [07]	No changes recommended Refer submission to panel	No changes recommended Refer submission to panel	Noted, refer to response at line 8 Pine Crescent is not part of the foothills but part of the Knox Neighbourhood character.
Boundary extension and character	No	Yes, seeks change to the Strategy	Residential areas previously protected and not in the activities centre should not be added. Residents were not given enough time to object. This will have significant impact on their lives, and the environment in these areas [22]	No changes recommended Refer submission to panel	No changes recommended Refer submission to panel	Noted, refer to response at line 8
Southern boundary extension unnecessary with proposed heights	Yes, seeks change to amendment	Yes, seeks change to the Strategy	Boronia is already quite high in height I do not see the need to add Pine Crescent into this beautiful quiet area [07]	No changes recommended Refer submission to panel	No changes recommended Refer submission to panel	The proposed future maximum build heights for the eastern section of Pine Crescent are to be a maximum of 3 stories. This height is not considered to be high and represents a gradual increase from the prevailing 1-2 storey scale which currently exists in the street.
Southern boundary extension Precinct 5	Yes, seeks change to amendment	Yes, seeks change to the Strategy	(preference over additional transition controls and clarity being implemented - refer to below points) I still request that Pine Crescent is not added at all. [07]	No changes recommended Refer submission to panel	No changes recommended (Refer to changes at line 21) Refer submission to panel	Noted, clarity in transition controls recommended to address the concerns. Refer to line 21.
Transition						

[Transition and amenity]	Yes, seeks change to amendment	No	<p>[Precinct 5 extension] back of Tulip Crescent and the end of my house is only 2800mm from the back boundary which Knox Council approved the build. Knox is wanting to change the height regulations for the property adjoining the rear of me to 3 story's will lose all natural light, privacy and the quiet space, even two stories would impact me</p> <p>[97]</p>  <p>Precinct 5 - Residential Growth</p>	No changes recommended	<p>[Refer to changes at line 21]</p> <p>Refer submission to panel</p>	<p>The proposed increase in overall maximum height to 3 storeys will not unreasonably impact the amenity of neighbouring properties located immediately outside of the Activity Centre boundary, as an appropriate built form transition will be maintained. The standard ResCode provision will continue to manage built form bulk and massing at these interfaces and will require any 3 storey forms to be set back further from the property boundary in order to result in comparable off-site amenity impacts as a lower 1 or 2 storey form.</p>
[Transition and amenity]	No	No	<p>back of Tulip Crescent and my house shares a fence with two properties that are included in the new Precinct 5 residential growth.</p> <p>[43]</p>	No changes recommended	<p>[Refer to changes at line 21]</p> <p>Refer submission to panel</p>	Noted, refer to line 21
[Transition and amenity] [Boundary]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	<p>[Precinct 5 extension] We have been made aware that Knox city council is now changing the height regulations for the property adjoining the rear end of my home to three stories.</p> <p>This immediately will affect our privacy and the noise of this quiet area. We currently don't receive much sunlight to our property as it is, this would reduce that even more. Property behind my house is a large block with two one bedroom apartments towards the front of the property with a large backyard. As the apartments are leased, it is quite concerning as the structures of this property could easily be demolished and replaced with multiple level apartments, as we have already been witnessing in the surrounding area of Boronia, strongly oppose the Boronia Precinct 5 Residential growth going past Cypress Avenue, Boronia.</p> <p>[43]</p>	No changes recommended	<p>[Refer to changes at line 21]</p> <p>Refer submission to panel</p>	Noted, refer to line 21
[Transition]	No	Yes, seeks change to the Strategy	<p>[Precinct 5 extension] The property behind is a large block with 2 one bedroom apartments which are rented out, they are towards the front of the property which makes it a major concern to me, I am sure the council has looked at this, if you look at the map below they have added just a couple of properties that are easily knocked down for development.</p> <p>[97]</p>	No changes recommended	<p>[Refer to changes at line 21]</p> <p>Refer submission to panel</p>	Noted, refer to line 21
[Transition]	No	Yes, seeks change to the Strategy	<p>Build 3 storey along Pine Crescent backing onto the rear of the property of Tulip Crescent it would block solar access to all properties as most are built to the rear of the blocks.</p> <p>[97]</p>	No changes recommended	<p>[Refer to changes at line 21]</p> <p>Refer submission to panel</p>	Noted, refer to line 21
[Transition]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	<p>Formal landscaping is needed to protect solar access into all our properties along Tulip Crescent as 3 story buildings will significantly reduce the level of trees and vegetation.</p> <p>[97]</p>	No changes recommended	<p>[Refer to changes at line 21]</p> <p>Refer submission to panel</p>	Noted, refer to line 21
[Transition - Change to planning controls if extension is maintained]	Yes, seeks change to amendment	No	<p>[Knox Neighbourhood] should at least fit under 21.10-3 strategies/built form objective to design development to transition and respond to interface of adjoining residential areas [...]</p> <p>[97]</p>	No changes recommended	<p>Consider redrafting strategy of 21.10-3 Objective 2 to include Knox Neighbourhood.</p> <p>"Design development to transition and respond to interfaces of adjoining residential areas by providing appropriate setbacks, noise attenuation, and landscaping particularly that of Precinct 4, the Bush Suburban neighbourhood, the Knox Neighbourhood, and the Darebin/Facilities."</p> <p>And by including a new softy guideline at this objective by "Providing significant upper floor level setbacks above a ground floor level as transition on the rear or side of a building that interfaces with residential areas outside the activity centre boundary."</p> <p>Refer submission to panel</p>	<p>Sure, provisions in relation to the direct interface between the Activity Centre and Knox Neighbourhood could be strengthened by way of a revised Objective in Clause 21.10-3. However, the built form scale transition proposed in between a maximum of 3 storeys, down to 2 storeys. Such a transition is considered minimum and the standard ResCode provision should be sufficient to manage this transition and ensure no unreasonable off-site amenity impacts occur.</p> <p>An additional review of the controls to the residential zones and neighbourhood character policy can also be undertaken during the Knox Housing Strategy review to provide greater clarity to the zone.</p>
[Support for boundary]	No	No	<p>important to allow housing growth within walking distance from the Boronia Train Station and Boronia Major Activity Centre.</p> <p>Residential housing growth is vitally important to support a future population growth in the Boronia area.</p> <p>[98]</p>	No changes recommended	<p>[Refer to changes at line 21]</p> <p>Refer submission to panel</p>	Support is noted
[Support for boundary]	Yes, seeks change to amendment	No	<p>[Marie Street] I strongly support the proposed deletion of this area from the Boronia MAC and the replacement of its current GR24 / DDO7 combination with NR2 / DDO1. The change will restore consistency with the rest of this precinct of predominantly 1,2,3 storey lots. I support the concept of concentrating increased development in the valley to the west rather than encouraging it on this green, leafy ridge. My grounds relate to amenity, the environment, landscape values and the traffic bottleneck that already exists at the northern end of Marie St.</p> <p>[21]</p>  <p>Marie Street, Rubida Court and Gwyn Crescent</p>	No changes recommended	<p>[Refer to changes at line 21]</p> <p>Refer submission to panel</p>	Support is noted

(65 entries)	Theme: Urban			Officers response		
Submission Topic	Seeks change to the Amendment	Makes change / recommendation to the Strategy	Submission	Boronia Renewal Strategy	Amendment C192knox	Note
Amenity						
(Heritage)	Yes, seeks change to amendment	No	do not support the deletion of the "unique heritage of the centre will be recognised including buildings" clause as this will diminish the historical markers within the community and the character of the neighbourhood. Heritage overlays should be strengthened, not undermined (25)	No changes recommended	Refer submission to panel	There is currently no Heritage Overlay in Boronia. No Heritage Overlay is proposed. As such, the mention of unique heritage of the centre does not concretely refer to anything, does not have any statutory support, as well as being ambiguous and misleading. This is currently part of the vision component of the policy at Clause 21.10 3, noting that this whole content will no longer exist in the future "planning policy framework" once the Knox Planning Scheme has been translated into the new State Government framework. As such, this is purely administrative in the Scheme and has no force. The Boronia Renewal Strategy helps clarify by mentioning buildings of interest for advocacy and consideration by developers in an informative manner but no protection status is imposed. The Strategy does stipulate that there are limited landmark buildings and no heritage buildings (5.1.1). It further identifies the Dandenong backdrop as part of the character, and the proposed uses, colour and materials for future development are acquiescing to this character.
(Infrastructure)	No	No	Sewage increase, waste water increase, pollution increase, carbon monoxide increase. Pollution is stifling walking down Boronia Rd to valley shops 4 lanes Dorset rd. High rise apartments in proposed new precinct will cause pollution to gather around buildings, and the smell will be vile on days with no wind, because of the car congestion on the roads. (64)	No changes recommended	Refer submission to panel	Noted The maximum level of development proposed for Boronia would not result in such noticeable increase.
(Amenity)	No	No	redevelopment will generate will also bring an abundance of noise, traffic and pollution in the facilities (07)	No changes recommended	Refer submission to panel	Noted Refer to line 5
(Amenity)	No	Yes, seeks change to the Strategy	centre re-development needs to be an Environmentally Sustainable City, for all People and the Natural Environment, Reducing Gas Emissions into the atmosphere. (64)	No changes recommended	Refer submission to panel	Noted, the Strategy and its amendment aims to increase the level of sustainability for the future.
(Amenity)	No	No	sound of the Dorset rd traffic at its current volume is loud and continual which impacts on the lives of those that reside either side and especially on the upper heights as the noise travels, especially at night The sound of the Dorset rd traffic at its current volume is loud and continual which impacts on the lives of those that reside either side and especially on the upper heights as the noise travels, especially at night, increase traffic volume in the area will only make this worse. (28)	No changes recommended	Refer submission to panel	The proposed DDO includes components for development in proximity to the rail corridor and arterial road and address noise issues. As for other residences elsewhere in the municipality, the proximity to these corridors means they are a known factor and owners can take actions to soundproof their assets. The existence of the Activity Centre and development within it will not a factor that further exacerbates a situation that already exists.
(Amenity)	No	No	noise - at the moment so peaceful and quite with close neighbours that peace is gone also with the extra cars going up and down (36)	No changes recommended	Refer submission to panel	Noted The Strategy being a 20 years vision will not have significant effect on this.
(Amenity)	No	Yes, seeks change to the Strategy	Consideration needs to be given that people do not want to sit where there are fumes from passing vehicles. Outdoor Cafe areas and seats could be positioned where there is not a high concentration of vehicle exhaust. (19)	No changes recommended	Refer submission to panel	Noted This is particularly a matter for cafe operator based on where they locate their business and their outdoor dining. The Strategy focuses on promoting outdoor dining in appropriate areas that are not adjoining the major arterial.
(Amenity)	No	No	the importance of sunlight, having outdoor space and air flow, but this is not something that is prioritized in new build apartments/ townhouses. (87)	No changes recommended	Refer submission to panel	Access to amenity is a key consideration when considering any new development and in particular residential development. This includes the standard ResCode provision at Clause 55 as well as those for apartment developments at Clause 58 of the Knox Planning Scheme.
(Amenity)	No	No	it would also help to keep noise and light pollution to a minimum which could effect poorly on people, bird and wildlife in our suburb, if too much. (12)	No changes recommended	Refer submission to panel	Noted.
(General character)	No	No	(Referring to the density and height resulting in blight) mention the lack of sunshine and light (64)	No changes recommended	Refer submission to panel	Noted Unsure why this would be a noticeable effect.
(Density)	No	No	turning Knox into a Richmond. Soon many will have little daylight because of the High (03)	No changes recommended	Refer submission to panel	Noted The overshadowing is part of a consideration of these controls as well as future development assessment which makes sure there is no reduction of amenity resulting in perpetual shadow.
(Density)	No	No	(Density will) will further decrease safety, create wind tunnels, increase traffic levels, and pack our trais even tighter (57)	No changes recommended	Refer submission to panel	Noted
(Design)	No	Yes, seeks change to the Strategy	Provide environmentally sustainable legislated, regulated building construction, of buildings and apartments, no water leaks or cracked concrete, or flammable building material. And appropriate gardens for pollution removal (certain trees help remove pollution). (04)	No changes recommended	Refer submission to panel	Noted. Refer to line 24 under "Height" tab
(Design)	Yes, seeks change to amendment	Yes, seeks change to the Strategy	By Apartment buildings must not be painted shades of purple very ugly colour. Buildings must be used with the natural colour of the Dandenong Mountain Trees. (04)	No changes recommended	Refer submission to panel	Agreed. The proposed DDO10 includes the following Design Standard: 'The development utilises colours, materials and finishes inspired by the natural environment of the Dandenong Foothills to provide visual interest between levels.' Also refer to line 24 under "Height" tab
(Design)	Yes, seeks change to amendment	Yes, seeks change to the Strategy	(Preference for) balconies to be protected (covered) vs unprotected (picture) (16)	No changes recommended	Refer submission to panel	Noted, this matter is addressed by statutory planning and ResCode with the understanding that balconies may need to be considered as open space and not necessarily under cover. This is left to the design and proposal.
(Design)	No	Yes, seeks change to the Strategy	(From picture sent) Ugly, rainmarked, unprotected balconies, lack of green space, Chandler Rd, slum of future Attractive, enjoyable to live in, long-term value? Addition to the community? (Comments about building quality, construction quality, design quality, Amenity, internal amenity, housing quality, desire) (16)	No changes recommended	Refer submission to panel	Noted, the various Design Objectives, Building Requirements and Design Standard contained within the proposed DDO10 seek to ensure better designed developments occur within Boronia. Particularly with an increase in quality outcome.
(Design)	No	Yes, seeks change to the Strategy	Roof gardens (45)	No changes recommended	Refer submission to panel	Noted. Refer to line 24 under "Height" tab The Strategy incorporates preferred future outcomes that identifies roof gardens and green walls as part of the future green and leafy image of Boronia. This is reflected in the amendment by encouraging greater sustainability of future development.
(Design)	No	No	associated development could showcase the uniqueness of Boronia and its position relative to its natural surroundings (24)	No changes recommended	Refer submission to panel	Support noted.
(Design)	No	Yes, seeks change to the Strategy	I'd love to see this expanded to saving green spaces like 40 Mount View Road as community space. This may help people understand the importance of building up the central area to then save other areas for nature. More thought/information about the guidelines for the types of properties built (apartments/townhouse) would be of interest. (87)	No changes recommended	Refer submission to panel	Noted. Yes, the Renewal Strategy is seeking to appropriately balance the need to accommodate additional residents and jobs within the Activity Centre, while also ensuring the surrounding residential areas retain their valued character. Some level of built form change is inevitable and this Strategy is primarily encouraging it to occur within the Activity Centre, to protect the surrounding Knox Neighbourhood and Foothills areas.
(Character)	No	No	(Referring to the MAC) The entire precinct is highly disjointed and does not represent a destination for anything other than a brief stop for necessities. Some of the key points in the renewal strategy that are paramount are: -The redevelopment of the train station and surrounds, especially to make the train station the anchor and focal point rather than an afterthought at the back of everything. -Consolidation of properties to create more substantial developments and reduce disjointed street frontages. (61)	No changes recommended	Refer submission to panel	Support noted.
(Character)	No	No	generally supportive of the Renewal Strategy in terms of projected focus on investment into the Boronia Activity Centre, focussed around the railway station. This is the right focus and policy for where additional local housing and business investment should occur. (63)	No changes recommended	Refer submission to panel	Support noted.
(Character)	No	No	there has been a glaring loss of 1 house/trees and erection of at least 6 dwellings 2-3 stories high and no trees on the block (26)	No changes recommended	Refer submission to panel	The proposed policy and controls do provide level of guidance for vegetation planting and existing tree protection.
(Character)	No	No	how special this area is, the links with nature and the properties in your own foothills zone and the desires of many local residents and not allow this site to become just another monument to poor planning, overdevelopment, bland building design, hard surfaces and an opportunity lost. (14)	No changes recommended	Refer submission to panel	The proposed planning provisions are accounting for the matters raised by providing guidance for building design, articulation, materials, colours, sustainability, landscaping, permeation.
(Character)	No	No	identity of Boronia, aesthetics and concerns about graffiti in the Boronia Renewal Strategy 2023 document Many shops around the area resemble shopfronts that existed in the 1970s - 1980s era. The area has developed to rely heavily on cars and to dedicate spaces for car usage, which discourages foot traffic (18)	No changes recommended	Refer submission to panel	Noted, which is the reason why the proposal aims strongly towards a change of character to bring Boronia into the 21st century and as a less car dependent city. The policy reflects an approach to favour active frontages and encourage foot traffic throughout the centre.
(Amenity)	No	No	concerned with some of the planning amendments and the impact this will have the natural amenities of the commercial area and surrounding residential areas, particularly the Foothills area. (25)	No changes recommended	Refer submission to panel	Noted Refer to line 30
(Character)	No	No	Boronia is in desperate need of a Facelift with it having no street appeal whilst travelling on either Boronia or Dorset roads. (27)	No changes recommended	Refer submission to panel	Support noted.
(Character)	No	No	because of the beautiful parks, forests and hills surrounding it. I am deeply concerned that building 10 story apartment blocks will be the end of the natural environment as overpopulation, concrete and cars destroy the area. (49)	No changes recommended	Refer submission to panel	Noted the development of one site would not have direct impact to the surrounding in that regard. The Dandenong National Park would remain.
(Design)	No	No	going to learn from overseas mistakes: and not overdevelop, and only allow high quality and attractive construction (16)	No changes recommended	Refer submission to panel	Noted The proposed controls do set the bar for developer to improve building design quality.

[Character]	No	No	understand the urgent need for more housing in Australia, and in that respect I'd like to register my support for the creation of mixed use zoning (commercial and residential together) in central Boronia, to aid with this, and allow the utilisation of disused commercial space, especially as more people work at home. [16]	No changes recommended	No changes recommended	Support noted.
[Density] [Character]	No	No	I am all for progress, just when it's carefully planned. There is no point just adding residential and commercial spaces that are neither high quality, attractive, nor enjoyable for the inhabitants, and whilst ignoring our very reasons for being, to make the most of life, and also enjoy nature, and beauty. Buildings such as these lose their value and become the slums of the future, and attract a similar quality of people. [48]	No changes recommended	No changes recommended	Support noted. Refer submission to panel
[Character]	No	No	Disjointed use of land and a lack of future development. When one seeks for approval for a type of business, Knox City Council will assess the use of a particular premise based on the regulations, available car spaces, and relevant building and planning permits. However, as council have been looking at approving the type of use of a premise on a case-by-case situation, you now have a situation where restaurants, dining spaces, retail and office spaces and social activity centres have been scattered all over the place in Boronia. For example, compare Boronia with Ringwood. Dorset Road has shops of a wide range of purposes with no common theme. [18]	No changes recommended	No changes recommended	Noted Refer submission to panel It is important to note that Council does not necessarily have the power to review all land uses in the Commercial 1 Zone, particularly where these uses are 'as of right' and do not trigger a permit for Council to assess. This is the case with most retail and as such, the location of these venues will be dependent on ownership and leasing availability. The Strategy does promote the clustering of use (such as food, hospitality, health, nightlife etc) in certain areas. This will particularly become effective when a site is redeveloped and Council can comment on the construction of the site. Otherwise the strategy will give developers/owners a perception of what is desirable and be able to consider this in their own strategy. This is different when a landowner owns a large parcel (such as a mall) and the strategy of Council can have a direct influence on the marketing and site management strategy of the operator. Sites such as Boronia Junction could have that benefit.
[Character] [Design]	No	No	People saw the need for bringing life into the core. They also saw the need for high density development as the means to achieve this. Commercial at the ground level, residential above intention was for development to be lean and green: allow setbacks around apartments and require canopy trees to soften the look of buildings, even in the core. [30]	No changes recommended	No changes recommended	Support noted. Refer submission to panel
[Character]	No	No	is spalling and totally destroys the character of Boronia. Boronia has the least open space of any suburb, and the plan drastically reduces this open space, some of which is car park space. [31]	No changes recommended	No changes recommended	There is no evidence to the effect that Boronia has the least open space of any Knox suburbs, Chandler Park, Consta Park, Tormore Reserve, amongst other parks outside the activity centre tell otherwise. A car park cannot be considered as open space, unless it would be converted into public open space. Most of the car parks in Boronia are private land.
[Open Space] [Character]	No	No	currently the Safeway car park, and also multi-storey development on the car park open space at Boronia Village and most of Dorset Square. It is only car park, but it is open space in a part of Knox with little open space. [31]	No changes recommended	No changes recommended	The car parks in question are private land, not public open space. Refer submission to panel
[Character]	No	No	leafy green suburb slowly being destroyed. Two story shoe boxes that take up every square metre of the block, with rooms that only a midge would find spacious. Garages full of storage matter that force cars to park in the street. Multitudes of bins. [03]	Review pending	Consider redrafting the proposed DDO10 built form and heights at Clause 2.3.2 to include the following additional guideline: "The development provides minimum 3 metres residential floor-to-floor height above a minimum 4.5 metres commercial floor-to-floor height." Refer submission to panel	Noted The proposed controls do include application requirements to address waste/recycling. Additionally, the objectives of the proposed DDO10 and Boronia policy aim to provide increased sustainable design, which includes internal amenity. The background documents to the Boronia Renewal Strategy does specifically mention that sustainable internal space is best addressed to adequate floor to ceiling height (in this case with floor to floor height having been considered in the assessment of the overall height for Boronia). It is considered that reinstating these floor to floor space as a guideline to the proposed DDO10 would provide support to ensure apartments are more sustainable and spacious.
[Policy]	No	No	Also, what exactly is the passive surveillance? There is a big difference between safety and using extra cameras for fines and control. Do I trust the government to have our best interests at heart? [18]	No changes recommended	No changes recommended	Passive surveillance is the design of building incorporating visual interaction with the street frontage or public space by avoiding blank walls, 'bunkerisation' of properties, and by providing windows and balconies to create visual 'surveillance'/viewlines from residents, shopkeepers to know what is happening on the street. It aims at crime prevention through design by avoiding dead public space that would create unsafe areas or allow people to act reticently away from the public eyes such as what is currently found in Boronia. The opposite of this approach would be a reliance on cameras requiring more involvement from a distrustful government, as such passive surveillance addresses the submitter's concern.
[Support] [Policy] [Process]	No	No	implement the 20 minute-neighborhood where people have access to local shops, schools, parks, jobs and a variety of community services within 20 minutes of their home. This would help to incentivise people to access services in-person rather than remotely. The effects of the urban planning would also extend into people's lives. These can include improving their quality of life, increase physical activity and therefore promote better health outcomes. Put together, it would enhance the sense of community solidarity which seems to be absent as a remnant from the COVID pandemic. [18]	No changes recommended	No changes recommended	Support noted. Refer submission to panel
[Process] [Controls]	No	No	The current and proposed zoning needs to be reviewed because the people who actually live in Boronia do not support it, see right through all the sales talk and do not want our town turned into a ghetto. [57]	No changes recommended	No changes recommended	Noted. The Strategy aims at addressing growth and design for what Boronia will look like in 2040, by moving away from any ghettoisation trend, including addressing the needs of future residents. Just like residents of Boronia in 1980s probably did not support what was meant for the residents of 2023.
[Process] [Controls]	No	No	(Boronia Junction) a planning permit for any improvements or redevelopment of the Subject Land will also be more expensive and take longer to process than the application requirements and decision guidelines associated with assessment of the application. (c) The new decision guidelines proposed by DDO10 also create uncertainty for planning permit applicants as matters relating to landscaping, traffic management, acoustic, environmental sustainability and waste and recycling management must be to the satisfaction of the Responsible Authority rather than specific requirements or objectives being specified. [20]	No changes recommended	No changes recommended	Noted. This is more a statutory planning consideration than one of urban design. However, we appreciate that a more detailed DDO can add complexity to an application we also note that the increased height provisions also encourage more involved developments, with greater yield potential and design challenges to appropriately be resolved. Whilst the discretion afforded by the 'to be satisfied' we consider this should foster a more collaborative and merits based approach to design and planning assessment to occur between applicants and Council and ultimately result in better design solutions and development outcomes.
[Process] [Controls]	Yes, seeks change to amendment	No	(Boronia Junction) No support for minor upgrades to Subject Land (a) DDO10 and Clause 21.10-3 appear to only support an 'all in' approach to redevelopment to create high-density, mixed-use spaces and do not appear to allow for minor upgrades or upgrades to existing buildings on the Subject Land and surrounding areas. (b) For example, Clause 21.10-3 aims to discourage perceived under development of land and support development in line with the preferred precinct character which suggests minor development or upgrades to existing buildings on the Subject Land will not be supported. (c) The objective of Clause 21.10-3 to plan for improved pedestrian networks together with the position of the proposed east-west pedestrian link on the Subject Land further suggests that minor development on the Subject Land will not be supported. (d) Additionally, the extensive application requirements and decision guidelines assume that any planning permit application lodged will be a major step towards fulfilling implementation of the Renewal Strategy and do not account for applications to complete minor works or upgrades. (e) The inability to make modest improvements to the Subject Land and/or surrounding areas may negatively impact the attractiveness of the shopping centre on the Subject Land for patrons and tenants, and is likely to reduce the profitability of the shopping centre. [20]	No changes recommended	No changes recommended	Noted. Again, this is more a statutory planning consideration than one of urban design. However, we do appreciate the concern and would agree that the proposed DDO10 does clearly seek to encourage the 'full' renewal of Boronia and does not readily allow for more incremental (minor works) to occur, which would also enhance the existing condition.
[Process] [Controls] [Pedestrian]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	(Boronia Junction) Failure to consider encumbrances on Subject Land (a) DDO10 and the Renewal Strategy fail to take into consideration the impediments to redevelopment posed by the numerous encumbrances on the Subject Land and existing railway infrastructure. (b) Significant building works (and particularly works associated with building foundations to support additional storeys or basement car parks) may not be possible given the location of the railway tunnel, numerous encumbrances on the Subject Land, the section 173 Agreement governing the Subject Land prohibiting works without prior consent of Victorian Rail Track and the Victorian Rail Track reserve on the Subject Land. (c) Consents from numerous parties including but not limited to Victorian Rail Track, the Responsible Authority, water authority and electricity supplier would likely be required in respect of any future redevelopment. (d) Accordingly, the Owner contends, that the high-density, mixed commercial and residential use proposed in DDO10 and the Renewal Strategy is unrealistic and unlikely to be approved by the numerous parties benefited by the encumbrances (particularly Victorian Rail Track). [20]	No changes recommended	No changes recommended	Noted. The Boronia Junction land parcel is a key site within Boronia and is also a particularly complex property and we are well aware of the rail infrastructure beneath a portion of the site. The Renewal Strategy seeks to encourage future redevelopment and renewal of the site to its highest and best use. It does not seek to further constrain the site's potential. Any site specific and existing encumbrances on the site will need to be considered in tandem with the Planning Scheme at the time of any future development application. Given the land's important 'anchor' location within the core of Boronia, the Council would seek to work proactively with the landowner to formulate and realise any appropriate future development/s.
[Process] [VicTrack]	No	No	Failure to consult with Public Transport Victoria and Victorian Rail Track (a) The Explanatory Report in respect of the Amendment does not indicate if Public Transport Victoria or Victorian Rail Track were consulted to assess the impact the proposed Amendment may have on the existing railway tunnel or future works planned for the railway tunnel and Boronia Train Station. (b) Given the significant limitations on building works imposed by encumbrances on the Subject Land associated with the existing railway infrastructure, input from Public Transport Victoria and Victorian Railway Track are essential when considering the development potential of the Subject Land and surrounding areas. (c) Future works to the railway tunnel and Boronia Train Station and the specific requirements and needs of Public Transport Victoria and Victorian Rail Track could have significant implications on the development potential for the Subject Land. [20]	No changes recommended	No changes recommended	The proposal has been referred to VicTrack whom have no objected. VicTrack and the Department of Transport were also consulted during the drafting of the Boronia Renewal Strategy and in discussion related to the Train Station Precinct Redevelopment Concept Plan identified as a Big Move Project as part of the Boronia Renewal Strategy. These inputs have been considered in the preparation of the strategy and the amendment, with a preliminary indication that development above the rail corridor is achievable subject to applicable engineering solutions. VicTrack will be a stakeholder in the detailed design of any future buildings as per the agreements/covenants registered on the site.
[Flood] [Process] [Design]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	Failure to consider flooding issues (a) DDO10, the Renewal Strategy and Clause 21.10-3 fail to consider the impact of flooding on future redevelopment within the MAC. (b) The Owner instructs that the Responsible Authority has previously expressed major concerns relation to building basement car parking on the Subject Land and in surrounding areas due to flooding issues in the area, but the issue of flooding is not mentioned in DDO10, the Renewal Strategy or Clause 21.10-3. (c) Accordingly, the Amendment does not propose any strategies or planning controls (such as introducing LSO or BSO) as to reduce the impact of flooding where redevelopment occurs. [20]	Include content to highlight the opportunity to maintain an unimpeded surface flow into Boronia Park Retention Basin from the surface flows from the north, by considering the location of Progress Hall within the park.	No changes recommended	Melbourne Water is responsible to the management of flood overlays in Melbourne and no such overlays has been introduced nor requested by Melbourne Water. Should such overlay be introduced, they will simply act as an additional layer of guidance for a developer to consider as part of their design. The strategy has considered the management of surface flow which currently relies on the Boronia Park Retention Basin. The surface flow paths in the vicinity of the site forms part of consideration for the developer to consider as part of its site and what can be achieved or engineered. The opportunity for the strategy to highlight the option to relocate Progress Hall within Boronia Park to provide an unimpeded surface flow way from the north to Boronia Park Retention Basin can be considered.

(Process) (Density) (Character)	No	Yes, seeks change to the Strategy	(Boronia Junction) The policy in the Renewal Strategy for high-density, mixed use infrastructure on the Subject Land and in surrounding areas will fundamentally change the existing suburban character of the area. (c) Higher density development and in particular the move towards encouraging a night economy within the MAC may have a detrimental impact on noise to existing and future residential accommodation within the MAC. (28)	No changes recommended	No changes recommended Refer submission to panel	Broadening the economic activity within Boronia is a positive outcome, this includes encouraging increased night time activity within the commercial core area of the Activity Centre. Subject to appropriate design and acoustic considerations at the development application stage night time operation and future residents can coexist within an Activity Centre context. Noted, the change in the existing character is exactly the aim of the Boronia Renewal Strategy and its amendment, to progress and plan the Boronia Major Activity Centre for the future. The proposed controls, decision guidelines and application requirements aim to manage these future impacts ahead of time.
(Process) (Controls)	Yes, seeks change to amendment	No	(Request - Boronia Junction) 4.3 In the alternative, the Owner contends that significant changes are required to the Amendment to: (a) significantly pare back the extensive building and works requirements and design requirements to allow greater diversity of redevelopment which is of an appropriate economical and environmental scale considering the existing character of the area; (20)	No changes recommended	No changes recommended Refer submission to panel	This is more a Statutory Planning drafting of planning provisions consideration. The application requirements are aimed to progress the Major Activity Centre into the future and adequately address the potential detrimental impact the submitter raised before they become a problem. The application requirements are meant to apply the vision for Boronia for 2040 and transform the character while addressing any detrimental impacts whether current or as a result of that future character.
(Process) (Controls)	Yes, seeks change to amendment	Yes, seeks change to the Strategy	(Request - Boronia Junction) (b) reconsider reducing the maximum heights proposed in DDO10 in respect of the Subject Land and surrounding land given the impediments to redevelopment posed by encumbrances on the Subject Land and existing railway infrastructure; (28)	No changes recommended	No changes recommended Refer submission to panel	The DDO10 proposed a maximum height limit, not a minimum requirement. Should the landowner (in the future) seek a development of a lesser height it can and any such application would be assessed on its merits against the Planning Scheme. Surely, allowing up to 10 storeys allows greater flexibility and opportunity for a future development to overcome the site's existing conditions and realise an optimal outcome. A key concern would be that a future development on this key site could represent an under development of the land. The impediment caused by the railway tunnel forms part of the context to be considered by the designer to address and determine the engineering solutions and what can and can't be technically achieved for the site within the framework of the DDO10, noting that the DDO10 identifies the mandatory maximum. This provides greater clarity to the developer and designer on the potential and limitation with the opportunity to design within the maximum heights proposed and in consideration of the encumbrances on the land. The proposal has been referred to VicTrack whom have no objections.
(Process) (Controls)	Yes, seeks change to amendment	Yes, seeks change to the Strategy	(Request - Boronia Junction) (c) account for the impact of flooding in the area, which may include introducing planning controls such as L310 or SBO in affected areas; (20)	No changes recommended	No changes recommended Refer submission to panel	There are no current flooding overlays identified that affect the Boronia Junction. The analysis and consultation on the strategy has not identified any flooding issues that would prohibit development. It is also noted that Melbourne Water has not objected to the proposed amendment. Any potential flood mapping and any updating of flood overlays into the Knox Planning Scheme, if arising in the future, would include provisions to guide the design response including raising floor levels in affected areas. Additionally, overland flows can still be addressed in way of WSUD and other significant integrated stormwater management through the design of buildings. The Knox Planning Scheme already includes policy to that effect (Clause 21.09)
(Land use) (Process)	Yes, seeks change to amendment	Yes, seeks change to the Strategy	(Request - Boronia Junction) (d) remove the mandate for mixed commercial and residential use of the Subject Land and surrounding areas; (28)	No changes recommended	No changes recommended Refer submission to panel	We are not aware of a mandate within the proposed DDO10 which requires a development to comprise a mix of commercial and residential uses. The land use configuration is up to the applicant, provided it accords with the site's zoning provisions. The proposed policy supports mixed use development with either residential or other business functions (e.g. offices, hospitality) above active frontage commercial at ground level. It does not oblige the integration of residential components but highlights its preference as a consideration in close proximity to transport nodes. It is noted that this is not a departure from the intent highlighted in the Boronia Structure Plan 2006 and that this strategy has simply been accentuated.
(Process) (Design)	Yes, seeks change to amendment	Yes, seeks change to the Strategy	(Request - Boronia Junction) (e) remove the mandate for car parking areas to be moved to the rear of sites or to basement or upper levels of buildings; (28)	No changes recommended	No changes recommended Refer submission to panel	We are not aware of a mandate within the proposed DDO10 which requires car parking provision to only be permitted to the rear of sites, in basement/s or at upper levels. The proposed policy includes a guidance supporting the location of car parks at the rear, underground, or at upper level to conceal car parks, reducing its dominance on the public realm and align the Boronia Major Activity Centre towards the vision of a centre that is more urban and sympathetic to pedestrian and cyclist movements. This is a key outcome for the Boronia Renewal Strategy.
(Process) (Design)	Yes, seeks change to amendment	Yes, seeks change to the Strategy	(Request - Boronia Junction) (f) remove the prescriptive pedestrian links and public realm nodes from the Subject Land and allow greater latitude for future developers of the Subject Land to build in appropriate pedestrian links and public spaces which are accommodated by any proposed redevelopment; (20)	No changes recommended	No changes recommended Refer submission to panel	The 'New laneways/arcade' provision contained within Map 5 of the proposed DDO10 are intended to be indicative only and seek to create a more permeable network across Boronia. The location and alignment of indicated links are not mandatory and their appropriate use to be assessed under the Decision guidelines, as to whether the 'new pedestrian linkages and laneways are logical, viable, and the quality of such connections achieves straight pedestrian sightlines and adequate light access and landscaping'. Therefore, it is intended for latitude to be afforded in respect of assessing new links. They also include some links that were identified in the Boronia Structure Plan 2006 and not delivered as part of this plan. The links in the Strategy and its amendment provides an indication of centre wide connectivity that can be integrated as part of any future design to ensure a development responds to its surrounding. It provides clarity as to outcomes.
(Process)	Yes, seeks change to amendment	No	(Boronia Junction) uncertainty created by the new decision guidelines regarding assessment of planning permit applications (28)	No changes recommended	No changes recommended Refer submission to panel	The decision guidelines included in the proposed DDO10 are clearer than previous controls applying in Boronia and provide clarity as guidance for planners to assess applications and for designers to make sure they address what are the preferred outcomes.
(Process)	Yes, seeks change to amendment	Yes, seeks change to the Strategy	(Request - Boronia Junction) (g) clarify if pedestrian links and public spaces are to be subject to an easement or surrender of land to the relevant authority, and whether compensation is available for loss of amenity of the land; (20)	No changes recommended	No changes recommended Refer submission to panel	Such ownership and future access arrangements will be discussed, assessed and negotiated at the application stage. It is intended for new links to be publicly accessible and ideally accessible 24/7. However, depending on the specific nature of a development and any new link, the most appropriate ownership, access and management arrangement will be determined.
(Process)	Yes, seeks change to amendment	No	(Request - Boronia Junction) (h) reduce the supporting documentation required to accompany planning permit applications to reduce the expense and timeframe for submission and assessment; (20)	No changes recommended	No changes recommended Refer submission to panel	This is more a Statutory Planning drafting of planning provisions consideration. The supporting documents are deemed adequate to ensure objectives are achieved and that Boronia progresses into the 21st Century. The application requirements are noted 'as applicable' depending on the nature of the application.
(Process)	Yes, seeks change to amendment	No	(Request - Boronia Junction) (i) provide clearer and more objective decision guidelines on matters concerning landscaping, traffic management, acoustics, environmental sustainability and waste and recycling management, and (20)	No changes recommended	No changes recommended Refer submission to panel	We consider this to be more a Statutory Planning drafting of planning provisions consideration. However, we note that given these Decision guidelines are intended to apply to a broad range of development applications across the Boronia Activity Centre, by their very nature they need to be broad. The Decision guidelines are meant to help achieve the objectives for the Centre
(Process)	Yes, seeks change to amendment	No	(Request - Boronia Junction) (l) include separate and less stringent application requirements and decision guidelines applicable to applications to undertake minor works and upgrades (28)	No changes recommended	No changes recommended Refer submission to panel	This is more a Statutory Planning drafting of planning provisions consideration. However, we note that section 2.2 of the proposed DDO10 contains a section that outlines Buildings and works for which no permit is required and this includes external alterations and other minor works and upgrades. Application requirements that are not relevant to the nature of the proposed works would not form part of an application. The DDO10 includes the relevant heading noting "as appropriate" to both the application requirements and the decision guidelines, meaning that discretion can be applied by officers.
(Process)	Yes, seeks change to amendment	No	do not support the deletion of the "apply the Design and Development Overlay and the Development Plan Overlay to protect natural values where required as part of the desired built form outcomes" clause. Natural values are to be enhanced and protected, not diminished to suit developers' wants. (23)	No changes recommended	No changes recommended Refer submission to panel	The deletion of the DDO1 and 2 only applies to the sites marked to be incorporated as part of the Activity Centre to avoid conflicting policies between the Activity Centre aspirations and that of the Dandenong Footfills.
(Process)	Yes, seeks change to amendment	No	do not support the areas noted in Knox C192Knox 0030-s0M2q03 Exhibition Gazetted.pdf being deleted from the "Significant Landscape Overlay" as this forms an intrusion into the Footfills Policy and allows for inappropriate development in the Footfills area (namely between Allandale Road and Albert Avenue). (23)	No changes recommended	No changes recommended Refer submission to panel	The SLD effects components and objectives of the Footfills policy. The removal of the SLD on Allandale Road applies to one single lot currently within the Activity Centre boundary. This lot remains within the Activity Centre and the deletion of the SLD ensures there is no confusion in the intent of the policies between the footfills and the activity centre. It effectively reinforces either policies by avoiding contradicting objectives. The same logic applies to extension of the Boronia MAC on the south side to include Albert Avenue. The expansion of the boundary is primarily informed by the walkable catchment from the Train Station. The area was assessed to determine whether it would be better remain untouched within the footfills but its specific character: tucked between Dorset Road and the train line with sites prone for redevelopment showcase a different setting from the full hedge footfills character.

Process Policy Views	No	No	<p>The plan claims to support the State Planning Policy Framework:</p> <ul style="list-style-type: none"> Clause 12.05-25 Landscapes – by ensuring significant landscape and open spaces character are recognised for their aesthetic and amenity value, and that recognised vista points to the Dandenong Ranges National Park protected adequately. Clause 15 Built environment and heritage – by implementing controls and strategies promoting excellence, sustainable, and quality design, with the protection of important vistas recognised, and which ultimately delivers a functional urban character in terms of land uses, amenity, building fabric, and public realm. <p>But, the view from Tommore Reserve may well allow the top of the hills to be seen, but the view from Boronia Park as marked on Map 3 to Schedule 10 to Clause 43.02 will be the rear of a 31.5m block at the Boronia Road / Dorset Road intersection, rather than Mt Dandenong.</p> <p>Map 3 to Schedule 10 to Clause 43.02 also indicates 31.5m construction on Maguire Park, currently the Saffrey car park, and also multi-storey development on the car park open space at Boronia Village and most of Dorset Square. It is only car park, but it is open space in a part of Knox with little open space.</p> <p>These proposals pay lip service to considerations of the "a pleasant, efficient and safe working, living and recreational environment". It seems that the intention of these proposals is primarily to turn Boronia into a high density housing site.</p> <p>[31]</p>	No changes recommended	No changes recommended	<p>Three key views have been identified, one from Tommore Reserve, one from Boronia Road - looking toward east and another from Boronia Park. Views from these three locations combine to impact the majority of the Boronia Activity Centre and the heights proposed have been devised to maintain views towards the Dandenong Ranges. The Built Form report comprises a 3D terrain and built form massing model which was used to formulate the proposed maximum heights without impacting the views towards the Dandenong Ranges. The 'Saffrey car park' and 'Boronia Village' are privately owned spaces and not public or parkland. It is therefore inappropriate to prevent development occurring on this land.</p>
Process Density Design	No	No	<p>The Strategy provides for the increased residential space that Boronia on Knox needs, and outlines a plan for commercial areas to support this growth. I believe this achieves a better balance between the higher density, amenable, walkable neighborhoods that are needed to support our growing population, while still respecting a balance beyond the major activity centre into lower-density areas. This kind of Strategy is needed right across Melbourne, particularly in Knox - and Boronia's major transport link make it an optimal activity centre for the planning amendments proposed.</p> <p>[50]</p>	No changes recommended	No changes recommended	Support noted.
Process General Character	No	No	<p>Unfortunately, with these developments many residents have already lost their view of the Dandenong! Under the heading Why? I am puzzled with the following: And there is a need to accommodate residential growth within walking distance to services as a means to reduce pressure on other residential areas in Knox Precinct 5 is proposed as the main residential area to support housing growth within 800 metres walking distance from the Boronia Train Station. The precinct surrounds the core commercial area, Genista Park, Tommore Reserve and Boronia Park. May I enquire what is present in this commercial area?</p> <p>[36]</p>	No changes recommended	No changes recommended	<p>The commercial areas marked as Precinct 1, are formed by the main shopping areas in Boronia being Boronia Village, Boronia Junction and Dorset Square.</p>
General Character	No	No	<p>Boronia is an area with significant local indigenous flora and fauna and green and leafy surround. Boronia and the foothills form a natural backdrop to Melbourne. Boronia cannot become a concrete and glass suburb – that is contrary to its natural surrounds.</p> <p>[28]</p>	No changes recommended	No changes recommended	<p>Areas of significant flora and fauna remain protected by the concentration of growth within the existing activity centre close to services and transport nodes. This aligns with current policy and intent to protect sites of biological significance and the foothills around the activity centre. Only the activity centre is affected by this proposal, not the suburb of Boronia.</p>
Design Controls Vegetation	Yes, seeks change to amendment	Yes, seeks change to the Strategy	<p>Additional trees should also be incorporated into the design along the Dorset Road section of the planning as this is already a mish mash of architecture with little to no vegetation. Precinct 2 has little consideration for establishing significant trees and considering that it is noted in the proposal that it "will act as a buffer between the core commercial area of Precinct 1 and the surrounding residential precincts" more effort to green this area is needed."</p> <p>[28]</p>	No changes recommended	No changes recommended	<p>Noted. The proposed DDD1D seeks the provision of 6m wide 'Boulevard' setback along the Chandler Road and Boronia Road frontage and a 3m wide 'Garden' setback along the William Street, Rosella Avenue and Foxton Road frontages within Precinct 2. This front landscape condition is intended to provide space for landscape planting provision, including canopy trees visible from the public realm within Precinct 2.</p> <p>The inclusion of trees within Dorset Road would form part of Council's streetscape management as there is no setbacks to provide trees within private land in a dense commercial centre of the Commercial 1 Zone.</p> <p>The Strategy recognises (Section 7.2.6) the poor streetscape amenity of Dorset Road. Figure 8 of the Strategy does highlight the future creation of an urban boulevard through the addition of street trees as part of the streetscape. The further detail, format and delivery of such aspiration will be for future Council's project in collaboration with the Department of Transport, utilities, and the community. Such approach would be evaluated further through a Streetscape Master Plan for Boronia and be subject to specific community consultation at the time.</p>
Precinct 5 Character Density	No	No	<p>concerned about the continued increase in density in this area, particularly with regards to the side streets including Narcissus Avenue, Tulip Crescent, Pine Crescent and Woodvale Road. [...]</p> <p>Increasing the density of these streets will negatively impact the amenity of the occupiers of the existing properties, and make the streets feel like Truman or Windsor instead of a residential location at the foothills of the Dandenong Ranges. Th</p> <p>[47]</p>	No changes recommended	No changes recommended	<p>Noted.</p> <p>Knox uses a parking management policy to investigate and manage the issues flowing from on-street parking. Consequently, matters can reported to Council's Traffic and Transport Team whom will investigate the current adequacy of each case.</p> <p>It is also part of the planning permit application for all development to provide traffic generation and assessment report, if warranted mitigating measures would be implemented as part of the development, including developers contributions.</p>
Precinct 5 Character Density Open Space	No	No	<p>Precinct 5 should not just be 'an area that has a mix of apartments and townhouses with a height of up to three storeys'. What about the existing single dwellings in these streets? Is your proposal suggesting these simply won't exist anymore and every block could house 6+ townhouses at three stories high each? How disappointing that there does not even appear to consideration of this housing type in the proposal.</p> <p>I am supportive of additional open space proposed, however not at the compromise of allowing increased height to developers as an offset.</p> <p>[49]</p>	No changes recommended	No changes recommended	<p>The strategy does not force owners of single storey residences to vacate their property, nor restrict new development to be single storeys. The strategy and its amendment addresses properties that are seeking to be redeveloped when/if an owner chooses to do so. It is likely that when a property will be redeveloped, that it will be done at greater density but it is not required so.</p>
Process	No	No	<p>Council should seriously take into consideration planning approvals for further removal of existing residences for multiple dwellings including high rise apartments which are detracting from the area and making it difficult for traffic.</p> <p>[53]</p>	No changes recommended	No changes recommended	<p>Noted. There is no planning approvals required for demolition or removal of existing residence and this is beyond the remit of Council. A demolition permit can be applied for by any landowners. An application for multiple dwellings can only consider the nature of the proposal against provisions that apply to the site and the nominated character.</p>

[14 entries]			Officers response		
Submission Topic	Theme: Bambury Street	Submission	Boronia Renewal Strategy	Amendment C192knox	Notes
[Zoning]	Yes, seeks change to amendment	middle of Bambury St to parallel with the Boronia K-12 School north boundary, and the rezoning of the south side of Bambury St from GR24 to GR23, rather than being returned to NRZ 1, the same as the northern side of Bambury St. I would prefer the south side of Bambury St to be rezoned NRZ1. [06]	N/A	No changes recommended Refer submission to Panel	NRZ was considered but ultimately the GR23 was chosen to be appropriate to maintain the local living neighbourhood character and utilise the current suite of drafted controls already in place in the Knox Planning Scheme. The area was already GR24 prior to this amendment, and it was decided to maintain the existing General Residential. The review of the activity centre boundary relied on a 800m walkability catchment from the train station. The Bambury area falls outside this catchment. Additionally, the area is affected by both the Foothills policy and the Activity Centre policy having incoherent outcomes. The preference has been given to maintaining the Foothills policy while also trying to reconnect the southern and northern side of Bambury. This resulted in the area being earmarked for removal from the Activity Centre. As the strategy and amendment focused on preparing policy for the Activity Centre, it didn't aim to address the future of Bambury and rather seek to apply the most effective/suitable control already existing in the Knox Planning Scheme. It is noted that the application of a new schedule to the NRZ would address the concerns raised by the submissions. It is recommended that further review of the appropriateness of the zone could be considered as part of the Knox Housing Strategy Review.
[Height] [Zoning]	Yes, seeks change to amendment	11 metres equates to 3 storeys, a significant increase on the height of existing dwellings (currently 2 storeys), plus an over urbanisation of an area backing onto a K-12 school, causing significant over looking issues for the kindergarten and primary sections of the school. On the south side of Bambury St the greatest building height currently is just under 9 metres above the natural soil level at No 8 Bambury. Given that the discretionary height on the north side is 7.5 metres, with a maximum of 9 metres, it would seem reasonable to have the same on both sides of the street. [06]	N/A	No changes recommended Refer submission to Panel	Noted, refer to line 4
[Height] [Zoning] [Process]	Yes, seeks change to amendment	11 metres equates to three storeys, a significant increase on the height of existing dwellings (currently three storeys), plus an over urbanisation of an area backing onto a K-12 school, causing significant over-looking issues for the kindergarten and primary sections of the school south side of Bambury Street the greatest building height currently is just under 9 metres above the natural soil level at No 8 Bambury discretionary height on the north side is 7.5 metres, with a maximum of 9 metres, it would seem reasonable to have the same on both sides of the street sensitively designed and sited to sit below the dominant tree canopy height! Require development to remain below the tree canopy height to maintain the significant landscape character of the area and near and distant view lines. [15]	N/A	No changes recommended Refer submission to Panel	Noted, refer to line 4
[Height] [Character] [Zoning]	Yes, seeks change to amendment	south side of Bambury Street will transition from GR24 to GR23 and will retain the 11m/3-storey mandatory height limit. The north side of Bambury Street remains GR21 with a 9m/2-storey mandatory height limit. I believe the south side of Bambury Street should also have a 9m/2-storey mandatory height limit for the following reasons: 1. Implementing a 9m/2-storey height limit under C192knox will ensure a consistent maximum height of all buildings along the street and will contribute to a homogenous streetscape. 2. There have been numerous developed sites on the south side including townhouses and one apartment building but, so far, none have exceeded 9m in height. 3. The south side of Bambury Street is adjacent the Boronia K-12 college which comprises of mostly open spaces and a large setback to the school buildings. 4. It will prevent proposals for buildings to 11m height which may consist of a higher number of dwellings, and consequent objections and VCAT hearings. [43]	N/A	No changes recommended Refer submission to Panel	Noted, refer to line 4 Recommend that this matter be reviewed and assess as part of the review of the Knox Housing Strategy to determine the creation of new zones.
[zoning] [Process]	Yes, seeks change to amendment	would prefer the south side of Bambury Street to be rezoned NRZ1. My opinion is that this is unlikely to occur given the financial implications to Council, if developers were to seek compensation for potential monetary losses. If this is the case, I would argue strenuously that the discretionary height limit of 7.5 metres given in SLO2&3 of the Knox Planning Scheme be adhered to as closely as possible on the south side of Bambury Street, rather than the 11 metres quoted in GR23. [15]	N/A	No changes recommended Refer submission to Panel	Noted, refer to line 4 and 7
[Character] [Process] [Height]	No	by ensuring retention of canopy trees and that buildings and works are sensitively designed and sited to sit below the dominant tree canopy height! [06]	N/A	No changes recommended Refer submission to Panel	Noted, this is a matter for statutory planners to determine during the assessment of individual applications
[Character]	No	Bambury Street is a Street, an entity in itself, not one side or the other! There needs to be cohesion within the street, visually with regard to building height and also with regard to vegetation. [06] [15]	N/A	No changes recommended Refer submission to Panel	Noted
[Character] [Policy]	No	mention of "plentiful trees", "more large trees" and "large trees are protected" is very good. However, in recent years, the delightful amenity of Bambury St has been degraded. Many large trees have been removed and recent new developments have insufficient off-street [17]	N/A	No changes recommended Refer submission to Panel	Noted
[Character] [Parking]	No	parking and small set-backs, often leaving insufficient space for large trees. The bird wildlife tree canopy of Bambury St has thus been degraded [17]	N/A	No changes recommended Refer submission to Panel	Noted, the proposal does not seek to modify or further reduce setbacks. It will also increase the landscaping requirements (and as such, the space dedicated for planting) on the sites for redevelopment.
[Environmental] [Character]	No	Bambury St remains a wildlife corridor for birds and animals entering and exiting the National Park. [06] [15]		Not applicable to the amendment	Review accuracy and consider whether there is a need to recognise the matter in the description at Chapter 7 of the Boronia Renewal Strategy.



[Process] [Policy]	Yes, seeks change to amendment	argue strenuously that the discretionary height limit of 7.5 metres given in SLO2&3 of the Knox Planning Scheme be adhered to as closely as possible on the south side of Bambury St, rather than the 11 metres quoted in GR23 [06]	N/A	No changes recommended Refer submission to Panel	Noted, refer to line 16. The existence of a discretionary height puts the onus on the applicant to justify why the excess height should be approved. Planners are however then limited to assessing this justification against the criteria behind the control. For example, if the decision guidelines states that the discretionary height is to protect views to the hills from the street, and that such views do not factually exist for a specific site, this removes all reasons to restrict the height.
[Policy] [Process]	No	[reference to policies at clause 21.10-1] [policies] Needs to be at the forefront of everyone's minds, and in all future planning decisions! [06]	N/A	No changes recommended Refer submission to Panel	Noted, this is a matter for statutory planners.
[Process] [Information]	No	commendable that the proposed planning overlays information on the council website is available to all. However, the overlays are difficult for most people to interpret and they use vague terms like "discretionary height". It is not clear that Bambury St will improve [17]	N/A	Not applicable to the amendment	Noted, a discretionary height is a guidance. Any person can apply to vary it and the result is assessed on merit based on the specific criteria included in the scheme. The decision can then be appealed at VCAT. A mandatory height cannot be varied. Any proposal that would exceed the height is automatically prohibited and refused with no rights of appeal.
[Process] [Information]	No	the residents of Bambury St understand what is proposed and to increase confidence in the new scheme, it is suggested that the council issue Bambury St residents with a single A4 page outlining the new planning. It should contain points like:- Bambury St. • North side maximum height 1 story. • South side maximum height 2 stories. • Minimum off-street parking for 2 cars per unit. (excluding tandems) • Setbacks to provide space for large trees, clear from other services. • Views to the hills retained. [17]	N/A	No changes recommended Refer submission to Panel	Noted, however the planning provisions are not as simple to be described in one line: - North side: maximum 9m (discretionary permit triggered at 7.5m) which can be up to 2 storeys - South side: maximum 11m (discretionary permit triggered at 7.5m) which means it could be up to three storeys but subject to accompanying existing character and each design addressed on a case-by-case basis including views to the hills retained. - Minimum car parking rates: 1 off-street parking per each 2 bedrooms units. 2 off-street parking per each 3 or more bedrooms units. No controls over whether parking is tandem or not is possible. (both north and south side) - setbacks and landscape requirements applies.

(90 entries)				Officers response		
Submission Topic	Theme: Transport Seeks change to the Amendment	Makes change / recommendation to the Strategy	Submission	Boronia Renewal Strat	Amendment C192kno	Note
Congestion/Parking						
[Congestion]	No	Yes, seeks change to the Strategy	Truck ban on Dorset rd and Boronia Rd leading into the boronia junction area and divert any traffic through scoresby rd from both burwood highway and mountain highway exception being for local deliveries, [86]	Addition to content at 6.1.2 to acknowledge that Dorset Road and Boronia Road are gazetted B-double roads Detail TBA	Not applicable to the amendment	Unfortunately, Dorset Road and Boronia Road are gazetted roads for B-doubles by the State of Victoria. So are Burwood Hwy and Scoresby Road.
[Congestion]	No	No	project will have follow on consequences for the entire area such as more congestion on our roads which will add to already congested side streets [97]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 9
[Congestion]	No	No	current proliferation of multi-unit developments in Boronia is causing severe traffic congestion in many of Boronia's residential streets [11]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 9
[Congestion]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	[Northern boundary extension along Iris Crescent] Removal of this extension will limit the increase of thorough fare traffic This extension is not aligned with council considering installing speedbumps on Herbert St to reduce speeding traffic using Iris Crescent and Herbert St as a throughfare. [09]	No changes recommended	No changes recommended Refer submission to panel	The expansion of the Boronia Activity Centre boundary is primarily informed by the walkable catchment from the Train Station, based on a convenient walking time of 10min or approximately 800m. This has identified land to the north and south of Boronia that falls within this catchment and have therefore been added, due to their close proximity to facilities and services. Iris Crescent is directly within the 400m walkable catchment to the train station. The extension aligns with speed reduction practice as speed reduction fits with an entry to a more densified area forcing drivers to adjust their behaviour by reading the environment. Additionally, one side of the street is already in the centre, making both side makes the character more uniform.
[Congestion]	No	Yes, seeks change to the Strategy	Consider other ways to reduce the heavy traffic along Dorset Rd, particularly to encourage alfresco style dining [09]	No changes recommended	Not applicable to the amendment	Noted, while the strategy will aim to reinstating an active main street frontage on Dorset road, the focus for outdoor dining will be primarily away from key movement arterials. As such, the strategy highlighted Dorset Square, the future train station plaza, and Erica Avenue as future hospitality hub that would focus on encouraging outdoor dining. This does not exclude it happening elsewhere within the Core. Refer to line 4.
[Congestion]	No	No	In the side streets traffic currently has difficulty passing each if two-way traffic is at all possible. With increased population, what planning has the council to address this issue in regards to emergency service being able to respond to an emergency and also local traffic being able to use the roads effectively. [13]	Include a Centre-wide street design strategy to local street to manage contradicting effect of parking, access, mobility, and flow in connection with the streetscape management plan.	No changes recommended Refer submission to panel	Eno uses a parking management policy to investigate and manage the issues flowing from on-street parking. Consequently, matters can be reported to Council's Traffic and Transport Team whom will investigate the current adequacy of each cases. It is acknowledged that the Strategy can be improved to provide more clarity in the assessment of the local road network in the future to consider centre-wide street design strategy to manage contradicting effect of parking, traffic flow, access, mobility, pedestrian, and streetscape to go beyond the management of the issue solely based on on-street parking signage. Council will have the opportunity to review its strategy and approach to road design in the future, either on a case-by-case basis as a road is ready for redevelopment, or prior to this by developing a strategy and procedure. It is also part of the planning permit application for all development to provide traffic generation and assessment report, if warranted mitigating measures would be implemented as part of the development, including developers contributions.
[Congestion]	No	No	surrounding streets already have road congestion this will only increase this issue. I am deeply concerned and stressed of the impact this will have on myself, my family and my home. [41]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 9
[Congestion]	No	No	congestion - what happens when there is an emergency and a fire truck or an ambulance wants to get through. Already there is a lot of congestion. [36]	Refer to line 9	No changes recommended Refer submission to panel	Noted, refer to line 9
[Congestion]	No	No	if these plans go ahead and the streets become congested as what has already happened in areas where multiple units have been built on a block of land. We, that live outside the hub, will have to travel further to avoid the congestion. [27]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 9
[Congestion]	No	Yes, seeks change to the Strategy	(b) The proposed move away from reliance on vehicles via encouragement of higher turnover of car parking spaces together with high-density development is expected to significantly increase traffic congestion in the area, which will detrimentally affect the amenity of the Subject Land for both staff and patrons of the existing shopping centre and make the shopping centre a less attractive place to shop and work. [20]	No changes recommended	No changes recommended Refer submission to panel	The submission states the opposite of the expected consequences of moving away from reliance of private cars, as it would result in a reduction on car parking pressures.
[Congestion]	No	No	am concerned about the impact on traffic flows North & South along Dorset Road of an increased concentration of people and cars in this area, which I already avoid. [38]	No changes recommended	No changes recommended Refer submission to panel	Noted Refer to line 17 However, date don't show anything unusual with traffic flows along Dorset Road, considering that it is normal and expected for an arterial road.
[Congestion] [Parking]	No	No	concerned about the continued increase in density in this area, particularly with regards to the side streets including Narcissus Avenue, Tulip Crescent, Pine Crescent and Woodside Road. It is already difficult in these streets to safely manoeuvre a car down them, given the sheer volume of dwellings and lack of off-street parking provided by the dwellings. There is simply not enough room for more vehicles to be added in these streets. [47]	Refer to line 9	No changes recommended Refer submission to panel	Noted, refer to line 9
[Congestion] [Parking]	No	No	Boronia already has issues in regards to traffic and parking and this will only serve to compound those issues without an ability or plan to ease traffic congestion. [34]	No changes recommended	No changes recommended Refer submission to panel	Noted Refer to line 17
[Congestion] [Parking]	No	No	Cars increased, Parking congestion [04]	No changes recommended	No changes recommended Refer submission to panel	Noted The strategy aims to improve appeal and accessibility to other modes of transport which will have effect to reduce sole reliance on cars and therefore manage these concerns. The current business as usual trend would solely exacerbate these concerns.
[Congestion] [Parking]	No	No	We don't need additional traffic creating further congestion. Development leads to congestion. Other streets in the area like Tulip and Pine Streets have had similar growth and cars are parked out on the street preventing easy two-way flow traffic at times. [11]	No changes recommended	No changes recommended Refer submission to panel	Noted Development will occur regardless. Any development proposal will submit a traffic analysis that will be assessed and as such may require mitigation measures to be implemented. Also refer to line 9.
[Congestion] [Parking]	No	No	The congestion is seeing an increase of traffic diverting down side streets and we have witnessed already an increase in trucks and even buses using our street as a through way to Albert Avenue to avoid congestion. I would suggest that 'local traffic only' signs be installed at the end of streets off Dorset Road to deter such traffic. These side roads are not suitable for this traffic as we are seeing an increase in on street parking reducing the width of the road and adding to the hazard with large vehicles on these streets Increase in densification will further increase the traffic along Dorset and Boronia Road which is already problematic and create congestion along side streets with lack of onsite parking relative to the number of occupants in these multi story developments. [28]	No changes recommended	No changes recommended Refer submission to panel	Council will investigate the impacts on the road network on a case-by-case basis as issues arise. Also refer to line 9.
[Parking] [Congestion]	No	No	Car parking. With an increase in apartments and townhouses, great access to carparks on site are needed. One only need to drive down Oak, Roselle or Elise Ave during the evening to see how many cars are parked and the difficulty for traffic. [87]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 34, and 19

[Parking] [Congestion]	No	No	Boronia has been declining greatly since the building of so many apartments in residential streets with little or no parking available for residents, resulting in streets that you cannot drive down because cars are parked both sides of the road. [81]	No changes recommended	No changes recommended Refer submission to panel	There has only been a handful of apartments (12) built in Boronia. The decline of Boronia started in the previous century and the recent construction of apartments has got nothing to do with this trend. Neither is car parking or driving a criteria synonym with the decline of Boronia.
[Parking]	No	No	increasing density to a ridiculous amount without the appropriate provision of car parking, and completely changing the feel of the area [47]	No changes recommended	No changes recommended Refer submission to panel	Noted The changing of the character of the area is a component linked to reduction on the reliance of motor vehicles by providing alternative options for those who wish to not rely on cars.
[Parking]	No	No	consideration for car parking to accommodate the increase in businesses and traffic that would happen as a result of this development. It is unrealistic to believe that the increase in people using this area can be accommodated with these plans as they stand or that they will utilise public transport. [28]	No changes recommended	No changes recommended Refer submission to panel	Car parking will still be provided with the future redevelopment of most commercial sites to accommodate traders and shoppers. This can include the provision of public parking at the Station, or at Dorset Square in the future.
[Parking]	No	No	there is an agenda to make it more difficult to drive a car and find parking [33]	No changes recommended	No changes recommended Refer submission to panel	Noted There is indeed a state wide approach to reduce reliance on motor vehicles at locations that could benefit from alternative transport. This strategy aims to help increase the part that alternative transport will take at local level in line with State and Council's policy that have been in places for the past decade.
[Parking]	No	No	Parking is another issue from what I gathered when meeting planners was that most of these high rise buildings won't have enough parking for residents, let alone visitors. This will have a major impact on residents living in this area currently also. [22]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 34
[Parking]	Yes, seeks change to amendment	No	my only other beef is street parking and council seems to think that parking for one car is simple per apartment or town house and presume that they will use public transportation from my experience I can tell no working every house has minimum 2 cars so parking per apartment on the property should be minimum 2 spots per apartment or unit or town house street parking is out of control no one parks in there garage they park on the street they park right up to the Car and on solid white lines and right under the no parking signs and on dangerous rises we need to have more one side of the road parking and more after hours policing of areas around the street's closest to multiple units or apartment areas by the parking officers. With these apartments planned for the future of Boronia please change the planning that a minimum of 2 cars off street parking per unit. We need more no parking signs if you send out the parking officers to my street alone you will have enough revenue to pay for several. [46]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 34
[Parking]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	Proposing the introduction of local convenience and home-based businesses in Precinct 5 suggests additional car parking will be required, for those attending these businesses. How will this even be possible/safe given many of these streets are already full of cars, and yet additional development is proposed. There is simply not enough room for more vehicles to be added in these streets. I frequently drive down these streets as my mother lives there, so am aware of the existing difficulties. [47]	Include additional clarification that home-based business requiring a planning permit would be supported where they do not cause amenity issues, including to on-street parking.	No changes recommended Refer submission to panel	The home-based business strategy to that effect has not been included in the proposed planning provisions. It is noted however that the use of the land for home-based business is an of right for up to two employees in addition to the owner-operator and Council has little to no control over an as-of-right use. Clause 52.11 of the Scheme identifies the requirements an operator must follow, including amenity and parking requirements. An application for a planning permit can be made to increase the scale of the business to a maximum of 3 employees in addition to the owner-operator. Such application would be assessed on a case-by-case basis by its scale and impact, including parking impact. It is acknowledged that the section of the Boronia Renewal Strategy (4.3.3 and 9.5.4) referring to supporting home-based business could be clarified as it only effectively applies to instances where a permit would be required, since Council has no say on 'as of right' ones. With regard to convenience, it would involve a uses that are of scale intended to their location and not necessarily attractors. This means any local convenience wanting to implement in a residential would address a local market that would be within walking distance, or along bike/walking paths, to catch such crowd. This would be assessed for any planning proposal that would be presented, including an assessment of the traffic generation impacts it would cause.
[Parking]	No	Yes, seeks change to the Strategy	Placing the bus terminal underground with the train station and large underground car parking so that this area can be incorporated into dining/business/public open spaces [09]	No changes recommended	No changes recommended Refer submission to panel	Noted This will be in the remit of the State Government and according to budget, but Council can advocate and review opportunities as redevelopment will present itself.
[Parking]	No	No	agree with parking cars in a dedicated parking tower. [61]	No changes recommended	No changes recommended Refer submission to panel	Support noted
[Parking]	No	No	[opposed - Density bringing parking and cars everywhere. [68]	No changes recommended	No changes recommended Refer submission to panel	Noted The strategy aims to reduce reliance on motor vehicles, with density facilitating that result.
[Parking]	No	No	These new multi-story apartments never allow for adequate parking for either residents or the visitors [27]	No changes recommended	No changes recommended Refer submission to panel	Noted Car parking provisions are stated at Clause 52.05 of the Knox Planning Scheme
[Parking]	No	No	Placing carparks underground and creating large open areas for public use, including around the train station and Woolworths shopping area, around the Dan Murphy's complex, and around the Kmart/Coles complex [09]	No changes recommended	No changes recommended Refer submission to panel	Support noted
[Parking - residential]	No	No	High density dwellings isn't required especially with the already lacking capacity for current subdivided properties of the area relied on council property parking to park cars see Chandler Rd reserve for example with multiple residents using public car parks as overflow parking. [54]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 34 The redevelopment and density of an area will always comprise a lag between car ownership and the transition into a reduction of car ownership through the improvement of services. Nonetheless, residents can still choose to own as many cars as they want, but also have to live with the consequences of their decisions should street parking becomes limited in the future. This situation is independent of high or low density living as it shows itself in various residential context.
[Parking - residential]	Yes, seeks change to amendment	No	Require townhouses/units/apartments to have 2x carparks per residence to reduce the influx of parked cars causing congestion in local streets [09]	No changes recommended	No changes recommended Refer submission to panel	The current rate of car parks at Clause 52.05 of the Victorian Planning Provisions for residential development is 1 car space for each 1 and 2 bedrooms residences, and 2 car spaces for each 3 or more bedrooms residences. Council does not seek to reduce this ratio and Council does not have the power to request more than this ratio which is dictated by the State Government.
[Parking - residential]	No	No	It is my observation that town-houses generate more demand for parking that apartments. Parking is a serious problem. It is always a hot topic and generates quite a bit of anger. Too many people use their garages for purposes other than car parking. Apartment dwellers don't have that option [30]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 34
[Parking - residential]	No	No	is inadequate parking for residents in these new housing complexes which results in street parking and the problems faced for traffic. [53]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 34
[Road infrastructure] [Parking]	No	No	streets are not wide enough to accommodate the extra cars that would definitely end up parked on the street [61]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 34
[Parking] [Traffic infrastructure]	Yes, seeks change to amendment	No	Due to the density of them and parking for only 1 car per unit, there is an overflow of parking (some illegal?) in the streets/roads. A prime example is the north side of Boronia Road where Knox City Council re-designed the area with plants and parking spots; however, people park wherever they wish with the loss of many of the plants. Developments should be required to allow for two vehicles per unit. [24]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 34
[Congestion] [Traffic infrastructure] [Parking]	No	No	The congestion is seeing an increase of traffic diverting down side streets and we have witnessed already an increase in trucks and even buses using our street as a through way to Albert Avenue to avoid congestion. I would suggest that local traffic only signs be installed at the end of streets off Dorset Road to deter such traffic. These side roads are not suitable for this traffic as we are seeing an increase in on street parking reducing the width of the road and adding to the hazard with large vehicles on these streets increase in densification will further increase the traffic along Dorset and Boronia Road which is already problematic and create congestion along side streets with lack of on-site parking relative to the number of occupants in these multi story developments. [28]	Refer to line 9	No changes recommended Refer submission to panel	refer to line 9 It is part of the planning permit application for all development to provide traffic generation and assessment report, I warranted mitigating measures would be implemented as part of the development, including developers contributions.

[Congestion] [Traffic infrastructure]	No	No	Development will bring an enormous increase in traffic in the junction. There is already significant traffic congestion along Boronia and Dorset Road with the current population, the densification of Boronia will only cause this to get worse and make travel through the junction a serious problem especially during peak times. increase in population will also see traffic diverting down residential streets which impacts on areas surrounding the development areas. We are already seeing an increase in buses and trucks cutting through the side streets that link Dorset and Albert Avenue, especially during peak times and these roads are not suitable to use as through roads as they are narrow and have cars parked outside houses [28]	Refer to line 9	No changes recommended Refer submission to panel	The traffic at the Dorset/Boronia junction is not noted as any more significant than any other arterial junctions within Knox (or along Boronia Road), where these junctions comprises less lanes. Refer to line 9 and 19.
[Congestion] [Traffic infrastructure]	No	No	concerned at the likely increase in traffic volume that increasing the population density will generate. The intersection of Genista Ave, Chandler Rd and Erica Ave is already very busy, particularly at rush hours, and more traffic management measures are likely to be needed in future, perhaps a roundabout [37]	No changes recommended	No changes recommended Refer submission to panel	Noted, the area is not noted as a safety black spot warranting immediate actions. Council will monitor intersections as part of standard processes to ensure the road functions remain efficient which does not exempt actions being placed in the future. It is part of the planning permit application for all development to provide traffic generation and assessment report, if warranted mitigating measures would be implemented as part of the development, including developers contributions.
Speed/Active						
[Congestion] [Speed limits]	No	Yes, seeks change to the Strategy	Roads must be improved to prevent congestion. The new zone must be a maximum of 40km/hr only, not a mix of 40km/hr, 50km/hr and 60km/hr. For safety. [64]	No changes recommended	No changes recommended Refer submission to panel	Noted, this is currently addressed in the strategy
[Congestion] [Speed limits]	No	No	large increased development will bring a large number of extra people to Boronia and the surrounding areas. Sadly, as with all these types of plans the increased traffic that it creates has not been addressed. There is potential for hundreds more cars visiting and making use of this area. The current solution has been to reduce the speed limit on Boronia and Dorset Roads to 40km/hr. Sadly, this is not a pain to help move the traffic passing through the area more effectively. The increased use of roads such as Erica Ave, Chandler Rd, Albert Ave and Floriston Rd will cause major hassles as they are small and minor roads not designed for the extra daily use. [14]	No changes recommended	No changes recommended Refer submission to panel	Noted, It is part of the planning permit application for all development to provide traffic generation and assessment report, if warranted mitigating measures would be implemented as part of the development, including developers contributions.
[Congestion] [Speed limits]	No	No	The roads are already choked and there are no possibility of expansion of these for an increased population. I now bypass Boronia via Albert Ave or Barry Street now otherwise it can take up to 15 minutes to get from Boronia Heights to Boronia West. The latest 40km zone on Boronia road has done nothing to help the situation. [22]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 9 and 19
[Speed limits]	No	No	Reduction of speed to 40km/h along Boronia Road Having speed reduction to 40km/h for such a long section of road may potentially deter people coming to Boronia MAC from other suburbs, and they may shop elsewhere instead or continue to shop online. [19]	No changes recommended	No changes recommended Refer submission to panel	Noted. Please will be entitled to make their own shopping decisions
[Speed limits]	No	No	will increase motor vehicle traffic for the Boronia Area, hence we should look at decreasing the Speed limit on the southern part of Dorset Rd to 40km/hour, (the part of Dorset Rd that is south of the Dorset/Boronia Rd intersection) [68]	No changes recommended	No changes recommended Refer submission to panel	Noted, the strategy highlight this action which will include advocating to VicRoads to seek a reduction of speed limit along Dorset Road from Park Crescent (which is highlighted as the 'gateway to the centre'.
[Pedestrian infrastructure] [Cycling infrastructure] [Speed limits]	No	Yes, seeks change to the Strategy	Reduce all local speed limits reduced to 30-40km/h to encourage the development of more bicycle lanes and walking paths around the boronia business area, increasing foot traffic and more accessibility for everyone would encourage more local business activity as people would walk past shops more often therefore more likely to go inside whereas people driving past wouldn't. The basic approach I'm suggesting is to go for a city planning model based on the way the Netherlands have changed their city and with more urban density being planned creating more car traffic would only make boronia worse. [86]	No changes recommended	No changes recommended Refer submission to panel	Noted, this is currently addressed in the strategy The Strategy seeks to apply a Movement and Place approach, meaning that all road networks will be reviewed based on the purpose of its movement (traffic flow) but also as a Place (serving as other functions than just cars) with appropriate measures and recommendations to then be implemented.
[Pedestrian infrastructure] [Cycling infrastructure] [Congestion]	No	No	if Chandler Road becomes a walkway and cycling lane it will create more road congestion on other roads nearby [35]	No changes recommended	No changes recommended Refer submission to panel	The green spine project will not remove Chandler from motor vehicles but rather provide space for other users. Of note, there is no on-road bike lane proposed for Chandler.
[Congestion] [Parking] [Pedestrian infrastructure]	No	No	High rise buildings need more car parks and create more road congestion. I would like to see more detailed plans on how this will be overcome rather than trying to get people to be forced into walking when it is not viable or convenient for them to do so. [33]	No changes recommended	No changes recommended Refer submission to panel	High rise buildings in proximity to services do not require more car, as services and alternative transport are immediately available. Residents of high-rises can choose to have a car, less car or no cars and that decision is up to them with acceptance of the consequences.
[Parking] [Pedestrian infrastructure] [Bicycle infrastructure]	No	No	loss of parking, inadequate provision for parking for new housing, lane closures and other restrictions to the access of cars. Many of the changes (eg. the green spine) do not really seem to offer much of an improvement to residents [77]	No changes recommended	No changes recommended Refer submission to panel	Noted Refer to line 9, 19, and 31. The Green Spine aims to improve mobility for alternative transport mode (pedestrian and cyclist) as well as improving streetcaping by linking Chandler Park with Tormore Reserve. It does not remove anything from motor vehicles.
[Parking] [Pedestrian infrastructure] [Bicycle infrastructure] [Congestion]	No	No	Some of the key points in the renewal strategy that are paramount are: -Consolidation and reduction of footprint of carparks, both public and private, to open up space and reconnect separated areas. -Connecting the whole precinct with meaningful connections for all modes of transport, especially walking and personal mobility. -Linking the missing cycling connections both into and through the Boronia MAC, both on roads and shared paths. -Reducing the need for driving through the precinct and creating key, high quality driving and parking options that reduce congestion. [67]	No changes recommended	No changes recommended Refer submission to panel	Support noted
[Road infrastructure] [Congestion] [Pedestrian infrastructure]	No	No	Dorset Road however is not separated by a median strip and has no shops past Park Crescent and no traffic lights in between Boronia Road through to Francis Street. It is highly congested at most hours of the day and would not cope with the increase in traffic from higher development. Dorset Road is already not safe for pedestrians to either cross or cross over at it's intersecting roads. [61]	No changes recommended	No changes recommended Refer submission to panel	The Strategy includes measures to improve pedestrian crossing including additional safe crossing
[Pedestrian infrastructure] [Traffic infrastructure]	No	Yes, seeks change to the Strategy	URGENT need to make all the crossings more safe such as rumble strips and safe guttering and to keep on top of dangerous potholes such as the one on the corner of Chandler and Dorset roads [63]	No changes recommended	No changes recommended Refer submission to panel	Noted, Council fixes reported potholes as needed. It is unclear what forms a safe guttering but Council Traffic and Transport team review movements to determine adequate measures to be put in place.
[Traffic infrastructure]	No	Yes, seeks change to the Strategy	It is congested as it is, Dorset road needs to be widened, Boronia Mall needs to be upgraded What happens when you put high rise apartments. Roads and shopping centers will be packed and more frustration to the public just like the other suburbs e.g. Doncaster and Glen Waverly [32]	No changes recommended	No changes recommended Refer submission to panel	Noted. Unclear what frustration relates to Doncaster of Glen Waverly Boronia Mall is a private entity, the owners of the mall can certainly upgrade their asset whenever they chose to and the Boronia Renewal Strategy provides guidance for when this may happen.
[Road infrastructure]	No	No	there doesn't appear to be infrastructure improvements that will be in any way adequate for the proposed volume of residential and commercial development. [10]	No changes recommended	No changes recommended Refer submission to panel	A list of infrastructure improvements are included within the Boronia Renewal Strategy for either advocacy or future project delivery.
[Pedestrian infrastructure] [Traffic infrastructure]	No	Yes, seeks change to the Strategy	Crossing Boronia Road Maybe there could be safe pedestrian overpasses installed at Boronia Road at locations of high pedestrian requirements to cross the road. These would need to be safe and prevent anyone throwing objects to vehicles below. Also, an underpass could be installed at the Boronia Road/Dorset Road intersection to assist safe way for pedestrians to cross. [19]	No changes recommended	No changes recommended Refer submission to panel	Noted, the Strategy recommends additional at grades crossing of Boronia road to facilitate movement. Noting that an overpass crossing would impact on the identified viewlines to the Dandenong in the Boronia Road alignment
[Congestion] [Pedestrian infrastructure]	No	No	plans did not show how the current shopping areas will be connected, they will still be separated by the very busy Boronia rd and Dorset rd. [69]	No changes recommended	No changes recommended Refer submission to panel	Figure 7 of the Strategy includes all connectivity improvements, which are further described as actions in the report.
[Pedestrian infrastructure] [Parking]	No	No	Please renovate the mall and help increasing the foot traffic through updating the car park or adding a car park entrance to the underground from it. [49]	No changes recommended	No changes recommended Refer submission to panel	Boronia Mall is a private entity, the owners of the mall can certainly upgrade their asset whenever they chose to and the Boronia Renewal Strategy provides guidance for when this may happen. The strategy includes measures to improve pedestrian movements across the Dorset Square areas which are identified at Figure 7 of the Strategy.
[Pedestrian infrastructure]	No	Yes, seeks change to the Strategy	* Advocate with Vic Roads for better pedestrian crossing access at Dorset Road and Boronia Roads. [particularly for low mobility] [51]	No changes recommended	Not applicable to the amendment	Advocacy to VicRoads is included in the Strategy for that purpose.

(Pedestrian infrastructure)	No	No	Implement some planning for making it easier to walk around Boronia [76]	No changes recommended	No changes recommended Refer submission to panel	Noted, the strategy and its amendment are highlighting improvements for pedestrian movements across the centre.
(Pedestrian infrastructure)	Yes, seeks change to amendment	Yes, seeks change to the Strategy	3.11 No indication as to assessments or surrender of land (a) DDD10 does not indicate whether any future development of the Subject Land will require the grant of an easement or surrender of areas marked as pedestrian links or public realm nodes to the Responsible Authority in the event redevelopment takes place. (b) Further, no indication is provided in DDD10 as to whether any compensation is available for the loss of amenity of land earmarked for pedestrian laneways or public realm nodes in the event of redevelopment. (c) The imposition of pedestrian links and public realm nodes also raise concerns about who will have control over those areas and be responsible for security and public liability in those public spaces. 3.12 The Owner wholly objects to Amendment C19Knox in its entirety for the reasons outlined above and contends that the Amendment should be abandoned [20]	No changes recommended	No changes recommended Refer submission to panel	Noted The future delivery of linkages will be determined upon negotiation or the assessment of development application. Where Council wishes to acquire an easement for certain linkages, it may act as such. But linkages do not need to be part of the public realm and it is conventional for private development to operate linkages open to the public for the purpose of community benefits as example: the current plaza of Boronia Junction (or any similar private laneways in the city of Melbourne huddle grid). This is part of urban development and no compensations would be provided. The delivery, location, scale of linkages would form part of development assessment at permit stage and indicates centre-wide aspirations as well as origin-destination pedestrian for the centre. It aims to move Boronia into the 21st Century and migrate from an exclusively car-centric centre by 2040. The linkages provides indication for good designers and owners to consider for the future of their site.
(Pedestrian infrastructure)	No	No	but find there is a bit of difficulty walking around the shopping district without being at risk of getting hit by cars. If more thought could be put into getting from the Coles side of Boronia to the train station and Woolworths I would feel a lot safer because currently it is a bit all over the place. [76]	No changes recommended	No changes recommended Refer submission to panel	The Strategy and amendment aim to remediate this issue.
(Pedestrian infrastructure)	No	No	Improved and safe pedestrian movement is essential. [30]	No changes recommended	No changes recommended Refer submission to panel	Noted, the strategy and its amendment are highlighting improvements for pedestrian movements across the centre.
(Pedestrian infrastructure)	No	Yes, seeks change to the Strategy	traffic light at William Street, Dorset Road and Rosella Avenue intersection will be better. Cars accessing schools during school hours are at a risk and the current 40 zone should be extended further as most of the school children use the Henry Street so reduced speed limit should extend till Henry Street Dorset Road pedestrian crossing. [70]	Update the plan at figure 8 to reflect the 40km/h reduction on Dorset Road to commence at the Henry Street which is where it is currently implemented. Also include the existing signalised pedestrian crossing immediately north of Henry Street	No changes recommended Refer submission to panel	Such option remain possible with the current strategy. The Strategy identifies this intersection as the gateway to the Boronia Centre. The delivery of a traffic light could be considered by the Department of Transport upon review of the functionality of the road. The proposed extension of the 40km/h zone to Henry Street is noted and sensible considering that it is currently where the 40km/h starts and as such, the Strategy should reflect this reality.
(Pedestrian infrastructure)	No	Yes, seeks change to the Strategy	development and use of laneways and arcades on the surface sounds plausible and laudable – but what will ensure that these areas do not become dark, rundown, unsafe spaces? Some of these arcades and laneways are already areas that we do not comfortably traverse. [23]	No changes recommended	No changes recommended Refer submission to panel	The planning controls include a guidelines to require that minimum 50% of new building fronting a laneway must include glass shopfront for the purpose to improve visual interaction and activation on the side street. The redevelopment of buildings including arcades, or adjoining to laneways, would see requirements and contributions put in place to address perception of safety, lighting, activation, design and interaction with these access ways.
(Pedestrian infrastructure)	No	Yes, seeks change to the Strategy	3.10 Overly prescriptive pedestrian links and public realm nodes (a) The prescriptive nature of the proposed pedestrian links and public realm node on the Subject Land unnecessarily and prohibitively limit the overall structure and design of any future redevelopment of the Subject Land. (b) DDD10 does not clearly articulate how the Responsible Authority will assess planning permits for modest redevelopment which do not involve a complete redevelopment of the Subject Land to accommodate the proposed pedestrian links. [20]	No changes recommended	No changes recommended Refer submission to panel	The linkages provide guidance for a developer to consider in the redesign of their site and provide future aspirations for better centre-wide connectivity and origin-destination movements. The linkages aim to move Boronia into the future as a less car-centric centre. The matter of final location and design would then be assessed as part of a permit application on a case-by-case basis related to the nature of the application and its impact on the (future) potential of the site. The identified linkages are not deemed prohibitive and provide clarity for landowners about future expectations for the next 20 years that can be gradually incorporated in the redesign and delivery of a site. It is up to the designer (good designers) to think about these things, and plan appropriate staging if the matter is not provided immediately.
(Pedestrian infrastructure) (Bicycle infrastructure)	No	No	Adopt the improvements and recommendations of sections 6 and 7 of the Boronia Activity Centre Movement and Access report and other issues highlighted (adopted by Council 26 Aug 2019) particularly to support: a. Pedestrian and cyclist friendly roads b. 2x walkways over Dorset Road [09]	No changes recommended	No changes recommended Refer submission to panel	Support noted
(Congestion) (Public transport)	No	Yes, seeks change to the Strategy	am concerned about the impact on traffic flows North & South along Dorset Road of an increased concentration of people and cars in this area, which I already avoid. I would like to prefer the status quo to remain and propose an alternative for councils consideration. In my opinion, council should lobby the state government for an extension of the Tram Line from Vermont South along Burwood Highway to Knox City Shopping Centre (SC). [15]	No changes recommended	No changes recommended Refer submission to panel	The tram line extension is already an advocacy project of Council for Knox Central. The current strategy is for Boronia which are both noted as Major Activity Centre.
(Congestion) (Public transport)	No	No	, traffic is a huge concern for me as well, as public transport simply doesn't get me where I need to go, and frankly, I would only use it if I had to if it did. [10]	No changes recommended	No changes recommended Refer submission to panel	Noted The Strategy also includes advocacy to the State Government for improvement to public transport routes and frequencies. For people preferring not to use public transport, any improvements to public transport means that these people are not driving their car which effectively improves the traffic on local roads.
(Parking) (Public transport)	No	Yes, seeks change to the Strategy	Car Parking With increased office space in MAC, there would need to be allowance for increased car parking for the workers, particularly as people may move out of the area and keep the same job for which they cannot get to by public transport. If there is adequate car parking there is no requirement for information regarding number of spaces available. Adequate car parking is always desirable, especially for those who will need to walk further than 800m. [19]	No changes recommended	No changes recommended Refer submission to panel	Noted Refer to line 31
(Public transport) (Speed limits)	No	Yes, seeks change to the Strategy	Consolidated bus routes and increased frequencies along the Dorset and Boronia Road corridors. The amount of motor vehicle traffic passing through these routes contradicts the livability of a major activity centre. I understand a methodical review of Melbourne's bus network is already underway and will eventually come to consider Knox. I hope the City will join me in advocating for this as provide an alternative to private vehicle transport. I also appreciate the reduction in speed limit during peak times already made. [50]	No changes recommended	No changes recommended Refer submission to panel	Noted The strategy includes advocacy for the improvements of public transport options and frequencies.
(Public transport)	No	Yes, seeks change to the Strategy	Will need better bus frequency to support non city directional movement [73]	No changes recommended	No changes recommended Refer submission to panel	Noted, the Strategy includes advocacy to PTV to improve public transport to/from and around the centre
(Public transport)	No	No	[would prefer status quo and investment put elsewhere than Boronia] council should lobby the state government for an extension of the Tram Line from Vermont South along Burwood Highway to Knox City Shopping Centre (SC). [38]	No changes recommended	No changes recommended Refer submission to panel	Outside the scope of the Boronia Renewal Strategy. This is already on the Council strategies for Knox Central Major Activity Centre
(Public transport)	No	No	Car use Please also consider that pets are not allowed to be brought on buses, so people will still need cars to bring their pets to the vet. [19]	No changes recommended	No changes recommended Refer submission to panel	Noted Refer to line 31 This matter should mostly be considered by the operator of Veterinary Clinic to know what is sensible for their clientele when they develop their land.
(Public transport)	No	No	PTV: there are potentially good services but have poor frequency and insufficient spread. Some bus services need to be more direct. Off peak trains (daytime) are on 30 minute intervals. As are the night trains, and they stop all stations- slow service. Hopefully some improvement will come with the completion of the Metro project. Buses need to be more frequent and match the trains. [30]	No changes recommended	No changes recommended Refer submission to panel	Noted The strategy includes advocacy for the improvements of public transport options and frequencies.
(Public transport)	No	No	Money has been spent on the train station in the past but it is looking dilapidated and could be updated again. [13]	No changes recommended	No changes recommended Refer submission to panel	The strategy includes objectives and actions to lobby the State government to upgrade and renew the Train Station and the Bus interchange.
(Traffic infrastructure) (Public transport)	No	No	no way to add more roads or widen them in the main part of Boronia. I highly doubt more train services will actually be added even if there are more residents in the area. All that will happen is reduction of speed limits, addition of speed and red light cameras, and bike lanes which will further narrow the roads with the spin of making Boronia a more walkable city. [57]	No changes recommended	No changes recommended Refer submission to panel	Additional roads are not necessary as the current infrastructure is designed for the projected growth. Lane reduction of Boronia Road can also be contemplated to provide space for a growth to cycling and pedestrians.

(Bicycle infrastructure) (Pedestrian infrastructure) (Public transport)	No	No	One entertaining comment was that it will be close to services. Yes ok, it's close to buses and trains but it takes just over 1 hour to get to the city by train and 20 minutes minimum by bus to get from Boronia to Knox City. Bike tracks are accessible but broken. This has always been an issue for bike riders and walkers alike. Boronia doesn't have fixed rail (trams) like other areas that should be considered, mainly inner city. [22]	No changes recommended	No changes recommended Refer submission to panel	Noted, these are matters that will improve with time, particularly as services and infrastructure delivery follows the demand. The strategy also includes advocacy to improve PT services. Services also includes shops and other government, medical or retail services. People who wish to drive will still have that opportunity available to them should they want to, however, the proximity to alternative transport will open up their choice.
(Bicycle infrastructure) (Pedestrian infrastructure)	No	Yes, seeks change to the Strategy	The use of bikes should be encouraged but the current disaster of the main rail bike track that passes from Fernbree Gully, through Boronia and on to Baywater has not been addressed or looked at. Bikes currently have to ride down pedestrian footpaths, or resort to main roads, or ride through a busy supermarket car park and then negotiate taxis and rail pedestrian traffic in a small lane way. All other bike links are only proposed if this is going to be a major activity centre then serious consideration and plans should be in place to enable bikes to easily access the area and then be stored hassle free and safely. Bike access pathways should be planned to radiate outwards from this centre linking all the neighbouring suburbs so that people can access it without having to resort to using their cars. [14]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 81 The strategy does propose improvement to cycling connectivity, this is the first step prior to moving towards detail design and implementation. If the paths are not proposed, it is unlikely that any budget would be allocated. Currently the proposal (figure 8 of the Strategy) considers the delivery of outwards cycle path connectivity through fixing the missing link along Belgrave-Ringwood rail path, along Boronia Road, but also towards Springfield Road (and Blind Creek trail) in the form of a shared path. It also considered local east-west connectivity between Albert Avenue and Leisureworks in the form of the Green Spine. From there the network can radiate through local streets without necessitating additional infrastructure.
(Bicycle infrastructure) (Traffic infrastructure)	No	Yes, seeks change to the Strategy	Removal of left-turn motor traffic lanes which are dangerous for cyclists. [72]	No changes recommended	No changes recommended Refer submission to panel	Support noted The strategy does include the investigation of the Boronia/Dorset Rd intersection, including the opportunity to give more space to bicycles and the removal of turning lanes. This will form part of advocacy to the Department of Transport.
(Bicycle infrastructure)	No	Yes, seeks change to the Strategy	Improve the Ringwood-Belgrave Rail Trail (Baywater to Boronia) as this currently ends near the train station and pedestrians and cyclists must navigate the poorly designed intersections. Also consider other cycling paths that are not along roads (such as between Boronia Park and Tormore Reserve). a. Add underground or incorporated pedestrian and cycling path so that they have a dedicated crossing or underground area at the intersection of Boronia/Dorset Rd [09]	No changes recommended	No changes recommended Refer submission to panel	Noted This is part of the strategy, which also includes completing the connectivity of the trail and advocating to the Department of Transport to include space in any redesign of roads in the area to incorporate the cycling paths.
(Bicycle infrastructure)	No	Yes, seeks change to the Strategy	Bicycle lanes along Dorset and Boronia Roads must be separated from other traffic and not allow other vehicles to be parked on them [72]	No changes recommended	No changes recommended Refer submission to panel	Noted
(Bicycle infrastructure)	No	Yes, seeks change to the Strategy	Safety infrastructure must be made available for cyclists turning right or left at road junctions, with provision of separate traffic light signals for cyclists. [72]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 81
(Bicycle infrastructure)	No	Yes, seeks change to the Strategy	Improve and increase bicycle parking facilities in all shopping areas, which also include parking space for large cargo bikes. [72]	No changes recommended	No changes recommended Refer submission to panel	Noted, the strategy and its amendment includes improvements of bicycles facilities across the centre and as part of any new development.
(Bicycle infrastructure)	No	Yes, seeks change to the Strategy	Continuation of bike lane in Forest Road into Boronia Road [72]	No changes recommended	No changes recommended Refer submission to panel	This is outside the scope of the Strategy. This matter can be referred to the Knox Cycling Strategy
(Bicycle infrastructure)	No	Yes, seeks change to the Strategy	Boronia is a gateway to the Hills cycling routes, it is imperative that bike trails are improved and do not cross over or incorporate busy roads and car parks. [21]	No changes recommended	No changes recommended Refer submission to panel	Support noted
(Bicycle infrastructure)	No	No	Improved cycling infrastructure is important, and I'm glad the City has mentioned this in the strategy. I would strongly encourage any cycleways to be built as segregated lanes from motor traffic, as painted lanes deter all but the bravest of cyclists, and these would undermine the amenable and liveable feel that the City of Boronia aims to create for the central precinct. [50]	No changes recommended	No changes recommended Refer submission to panel	Support noted
(Bicycle infrastructure) (Planning control)	Yes, seeks change to amendment	Yes, seeks change to the Strategy	I cycle to and from the Boronia shops and train station three or four times per week on average. I experience the danger to cyclists along both sides of Boronia Road between Floriston Rd and Marie St. I also experience the hazards caused by the discontinuity in the shared path along the railway line. There is no route from one side of Boronia to the other, in any direction, that avoids hazards. I expect these problems to exacerbate as population increases and e-bikes emerge more cyclists. I am therefore pleased to see the proposal to increase recognition of cycling in the key issues and vision of clause 21.10-3. However, the strategies of 'Object 3 – Movement and access' include only a fleeting and broad mention of cycling and there is no associated Policy Guideline. I understand that the Planning Scheme can play only a minor role in dealing with the problems but I would be pleased to see a policy guideline that gives weight to seizing opportunities to reduce the problems of local cycling. Such a guideline could be helpful in circumstances such as when the redevelopment of a site offers potential to set aside space to improve cycling routes. [21]	No changes recommended	Consider redrafting strategy of 21.10-3 Objective 3 to include clarity in relation to cyclists as follows: "Plan for an improved pedestrian and cyclist network in the design of new development." Consider redrafting policy guideline of 21.10-3 Objective 3 to include clarity in relation to cyclists as follows: "Providing well-lit environment with integrated safety measures and pathways to facilitate safe and secure pedestrian and cyclist movements." Refer submission to panel	Noted, refer to line 81 It is important to note that the amendment aims for providing guidance on private land, while the strategy highlights actions Council can take on its own main assets (such as roads). The Boronia Major Activity Centre policy operates concurrently to other provisions of the scheme that also provides guidance in relation to bicycles, such as Clause 52.34 (bicycle facilities), clause 21.09-1 and clause 18.02-25. It is acknowledged that the wording of the policy at Clause 21.10-3 could be improved for additional elements, however, it is considered that matters such as bicycle parking facilities are already addressed by Clause 52.34. Of note an improvement to mention cyclists together with pedestrian could be included.
(Bicycle infrastructure)	No	No	Discussion about how we can make older buildings more accessible. Building regulations trigger point is when renovations [51]	No changes recommended	No changes recommended Refer submission to panel	Accessibility is not retroactive until redevelopment or renovation of a site occurs. When a change of use or buildings and works occur, building regulations will require upgrade to accessibility (to an extent). New buildings on the other hand will need to achieve DBA compliance, and as such the centre will become more accessible as time goes.
(Bicycle infrastructure)	No	No	High-rise apartment buildings often only have one car park per unit and often there is a couple with two cars living there. One car is often parked in the street. Many people cannot, or it would be highly inconvenient to walk. Many parents drive to pick up children from school, drop them at activities and visit the supermarket, so walking is not an option [33]	No changes recommended	No changes recommended Refer submission to panel	The current rate of car parks at Clause 52.05 of the Victorian Planning Provisions for residential development is 1 car space for each 1 and 2 bedrooms residences, and 2 car spaces for each 3 or more bedrooms residences. Council does not seek to reduce this ratio and Council does not have the power to request more than this ratio which is dictated by the State Government. The strategy and its amendment also consider the implementation of kiss n rides drop off points. Shopping areas will also still include car parking provisions.
(Bicycle infrastructure)	No	No	disabled and elderly cannot be expected to walk. There will be much more congestion on the roads especially with Chandler Road being a cycling and walking [33]	No changes recommended	No changes recommended Refer submission to panel	There will be even more congestion if provisions are not given to alternative transport as this will result in more car dependence and more car demand which will further exacerbate the capacity of disabled and elderly to move around the centre. The Strategy offers an alternative to people that can choose to utilise that alternative, therefore reducing competition on car usage and parking.
(Infrastructure)	No	No	Boronia has a very poor layout with the crossing of Dorset and Boronia roads within the centre of the shopping precinct. Most of these areas developed to date will be on one side of a major road, not cut into quarters. I find it very frustrating when having to cross over Dorset Road to go to the Commonwealth Bank to get cash out then return back to continue shopping. slope of the land is not conducive to free movement around the area, in particular to those that are disabled or elderly, and with mobility issues. [22]	No changes recommended	No changes recommended Refer submission to panel	Noted The strategy considers measures to improve pedestrian linkages, including the crossing of major arterials.
(Infrastructure)	No	No	Car parks should have appropriate drainage to water appropriate trees [04]	No changes recommended	No changes recommended Refer submission to panel	Noted, the Knox Planning Scheme already includes policies related to stormwater management, floodplains, and climate change which does not need to be duplicated. (Clauses 21.04, 21.05, and 21.09). The proposed planning controls also highlight the outcome of further greening and stormwater treatment of future development (including car parks). The strategy and the amendment proposal also includes guidelines for the landscaping of car parks, the process of WSUD would also consider the drainage.

<i>(49 entries)</i>				Officers response		
Submission Topic	Theme: Economy Seeks change to the Amendment	Makes change / recommendation to the Strategy	Submission	Boronia Renewal Strategy	Amendment C192knox	Note
[Nighttime] [Crime]	No	No	Creation of a night economy (particularly involving the consumption of liquor) within the MAC may also increase the rate of crime in the area (particularly given the location of Boronia Train Station to the Subject Land). [20]	No changes recommended	No changes recommended Refer submission to panel	Broadening the economic activity within Boronia is a positive outcome, this includes encouraging increased night time activity within the commercial core area of the Activity Centre. Subject to appropriate design and acoustic considerations at the development application stage night time operation and future residents can coexist within an Activity Centre context.
[Investment] [Nighttime]	No	No	a night-life and night-time activities would serve to fix that issue. By making spaces more open with more social gatherings, less people are tempted to engage in such behaviours. They would also have other things to do to deal with their boredom, offered by open venue spaces. Open night spaces with on-going activities would also help to reduce the need for constant surveillance [18]	No changes recommended	No changes recommended Refer submission to panel	Support noted
[Process]	No	No	possible consequence of the restrictive building and works requirements set out in DDO10 is that appropriate redevelopment of existing buildings may not occur due to the prohibitive expense associated with applying for a planning permit and undertaking redevelopment works, and the uncertainty [20]	No changes recommended	No changes recommended Refer submission to panel	Noted, development will occur when the market has matured.
[Process]	No	Yes, seeks change to the Strategy	the council should widen the scope of the strategy to include the capacity for the council to review future commercial permits, and scrutinise shady businesses before they start their operations. I accept some massage parlours within the areas are above board, but the locations of certain massage parlours are highly questionable. [84]	No changes recommended	No changes recommended Refer submission to panel	Council does not have the capacity to review land-use permit that are 'as-of-right' within the Commercial 1 Zone. The only alternative would be to rezone the Commercial 1 Zone to another zone that limits certain usage so that they would trigger a permit. This would also be perceived as additional red tape and is unlikely to be supported.
[Process]	No	No	[opposed] Community Consultation should mean something and the outcomes be protected for a responsible duration, not cave in to the relentless pressure from a tiny-vested minority seeking exponential profit without community benefit. [55]	No changes recommended	No changes recommended Refer submission to panel	Noted
[Process] [Investment]	No	No	no plan to revive the existing monstrosity that is Boronia Mall because it is privately owned. It will remain a derelict ghost town which is most disappointing. Force a rejuvenation or tear-down of Boronia Mall. [57]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 20
[Process] [Investment]	No	No	provide additional housing options in an easily accessible area and stimulate jobs and opportunities for residents. [59]	No changes recommended	No changes recommended Refer submission to panel	Support noted
[Investment] [Process]	No	No	Knox City will be best used when converted into a major intermodal Hub in the district connecting Trams and Buses. This in turn will drive development in Apartment construction around Knox City SC which I believe suits the character of the area really well. Having increased population density around a major highway and an intermodal hub won't impact traffic flows dramatically, will increase the return on investment for the shopping centre owners and also will bring new residents to the Knox Council region which will improve the council's bottom line. I think this is smart policy and makes more sense than the Boronia Redevelopment to me. [38]	No changes recommended	No changes recommended Refer submission to panel	Knox Central is subject to its own structure planning to address its own demand and demographic growth earmarked for Warrimoo South. This plan is proposed for Boronia, both are not opposed to each other and growth will occur in both Knox Central and Boronia regardless of this plan. Additionally, Boronia is one of the only two Major Activity Centre in Knox that is directly connected to metro rail.
[Process] [Investment]	No	No	[support] incentives to small businesses. [57]	No changes recommended	Not applicable to the amendment	Support noted
[Process] [Investment]	No	No	Boronia Shopping Mall is a disaster, and it has to be developed – with Vision. While some will have sentimental attachments, this attitude prevents forward planning. Multi-storey shopping, gymnasium, artist colony with residential units? [62]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 20
[Investment] [Process]	No	No	do not need any development such as Knox City, but a local development which is supported by the community and encourages local residents to visit, shop and do their business there. [78]	No changes recommended	No changes recommended Refer submission to panel	Noted, this plan encourages development for Boronia for both local residents and future local residents.
[Process] [Investment]	No	No	As to implementation of the strategy, approvals to increase residential floorspace should be the City's first priority Boronia already appears to have a surplus of empty or low-value commercial space - particularly around the Dorset Square arcades, Boronia Mall, and the wedge between Boronia Park and Boronia Road. Pumping up consumer demand to increase the value of retail space would be preferable. [50]	No changes recommended	No changes recommended Refer submission to panel	Approval to increase additional residential floor space cannot go against commercial and employment outcomes as this would have important ramifications in the future. As housing grows, so will the demand on services and employment and these still need to then have opportunity to grow. It is predicted that office and commercial space will grow in the future, follow the residential growth. Once a site is removed from commercial functions, it cannot be returned to it. As such, residential is acceptable within the commercial core, above active economic functions. One reason for the inoccupancy is also due to the age of the built form which is no longer 'fit-for-purpose' to meet the current demand in commercial/office spaces. Meaning that retailers will prefer going to an area with buildings are more suitable first.
[Investment] [Vision]	No	No	Boronia commercial at the moment is that it lacks any spirit or soul, it is run down and tired and consequently the amenities attracted match this. Any development should restore a spirit and soul to the area and attract vibrant and up to date commercial and retail businesses with creative and modern ideas [78]	No changes recommended	No changes recommended Refer submission to panel	Support noted
[Investment]	No	No	Unlike Glen Waverley, Ringwood and Doncaster as examples who have gone down this road. To their detriment I must add. Boronia does not have anything like their retail appeal to attract people to it. [25]	No changes recommended	No changes recommended Refer submission to panel	Opinion noted The Strategy plans for the future, Boronia by 2040 will be as different as today as Boronia was in the 1970s.

[Investment]	No	No	The leasing of a property and a lack of commercial interest in the area it has been extremely difficult to lease a property for commercial use in the current climate. Both my properties have been vacant for the past three years. Originally, the two shops were used by an optometrist and an accounting firm respectively. However, I have noticed a change in business strategy from the same two past tenants with the whole COVID situation. Tenants have realised that their businesses can be run remotely without a need for a physical shopfront. This, too, has been followed by customers. Customers see no need to physically be present at a shop when they can access their services via phone or internet. Put together, the main business district of Boronia appears to be declining, with a need for action to help alleviate this [18]	No changes recommended	No changes recommended Refer submission to panel	Support noted
[Investment]	No	No	am concerned about council limiting the types of shops which will be available, such as liquor outlets not attached to supermarkets. Increased competition is to the benefit of consumers so it doesn't make sense to limit outlets in the area. [77]	No changes recommended	No changes recommended Refer submission to panel	It is targeting take-away liquor not attached to a primary function, so the aim is to make sure new venues offer take-away as ancillary to another functions (a brewery, a café, a restaurant, a supermarket) as opposed to only bottle shop. Refer to line 38.
[Investment]	No	No	Please renovate the mall [49]	No changes recommended	No changes recommended Refer submission to panel	The mall is a private property, it is up to the landowners to address the state of their land or to apply for any grants that may be available for renovation/improvements.
[Investment]	No	Yes, seeks change to the Strategy	renewal strategy would call for a reevaluation of current classification of business types and allocation for the use of premises. Moving forward, the strategy would make it so that Council would need to consider this aspect as well. [18]	No changes recommended	No changes recommended Refer submission to panel	The classification of land uses is determined by the Victorian Planning Provisions. The uses that are allowable for each zone is also determined by the Victorian Planning Provisions and unless Council applies a zone that allows them to draft the full content and table of uses, there is no option to control the use of premises beyond that of aspirations in the Strategy. Council previously sought to apply an Activity Centre Zone with a specific table of land uses drafted for Boronia but authorisation was declined by the Minister for Planning. As such, the classification of uses remain that of the Commercial 1 Zone.
[Investment]	No	No	see myself in a position where I cannot make changes that would change the entirety of Boronia myself. I see this to be a collaborative effort from Council, large building and development entities and consortiums, alongside shop-owners and local residents to push for large-scale changes for Boronia. One example of this would be the joint effort to raise the storey height within Boronia from four storeys to seven storeys which would be done by council, agreed upon by shop-owners and local residents, and conceptualised and built by large construction companies. [18]	No changes recommended	No changes recommended Refer submission to panel	Support noted
[Investment]	No	No	in Ringwood, right before the entrance to the shopping centre, they are specifically dining precincts. In my case, I had a tenant who wanted to put in a restaurant/café in one of my shops but pulled out last minute exactly because of the disjointed nature stated above. In addition, the low, one-storey style of buildings prevalent in Boronia also seems to encourage this arrangement of the businesses in a scattered manner. [18]	No changes recommended	No changes recommended Refer submission to panel	Support noted
[Investment]	No	No	Arts-based and creative industries This is fantastic and well overdue. [19]	No changes recommended	No changes recommended Refer submission to panel	Support noted
[Investment]	No	No	C192 Knox planning amendment is going to add so much unnecessary high density living creating a concrete jungle [81]	No changes recommended	No changes recommended Refer submission to panel	Noted Without C192Knox, Boronia would have no guidance or controls as the current interim DD07 will expire in 2024. This means that without C192Knox, Council and the community would have little say on the decision that each developer would decide to do with their land, including, height, design, and greenery.
[Investment]	No	No	increasing foot traffic and more accessibility for everyone would encourage more local business activity as people would walk past shops more often therefore more likely to go inside whereas people driving past wouldn't. [86]	No changes recommended	No changes recommended Refer submission to panel	Support noted
[Investment]	No	No	extensive building and works requirements set out in DD010 and associated expense with redeveloping the Subject Land will also significantly reduce the pool of potential future buyers of the Subject Land, as few developers will have the capital required to undertake development on the scale contemplated by DD010. [20]	No changes recommended	No changes recommended Refer submission to panel	Noted, not a planning matter
[Investment]	No	No	it doesn't matter how tall the buildings in the Boronia are, if the fundamental culture of the area does not change Boronia will continue to have a bad rep within Melbourne. This will severely limit Boronia's potential as a Major Activity Centre.	No changes recommended	No changes recommended Refer submission to panel	This strategy is on a 20-years horizon
[Investment]	No	No	so many empty shops in Boronia as it is without adding more. The only people that [81]	No changes recommended	No changes recommended Refer submission to panel	This proposal does not 'build' or 'add' anything, it provides a framework to guide development and the future of Boronia. Development will respond to demand and shops would be built only if and when there is a need for it. An increase in population will carry a demand that will fill the current vacancy and eventually increase the demand by 2040.
[Investment]	No	No	The number of massage parlours and sex shops present in the area is astounding and gives the area a terrible first impression equivalent to a red-light district. [84]	No changes recommended	No changes recommended Refer submission to panel	Noted, this current situation will evolve over time. The strategy does not look to strengthen or develop a red-light district in Boronia.
[Investment]	No	No	reduced pool of potential future buyers for the subject Land may decrease the market value of the Subject Land as there will be less competition between potential buyers. [20]	No changes recommended	No changes recommended Refer submission to panel	Noted This is outside the remit of planning.
[Investment]	No	No	Strategy to move carparking towards the rear of land or in the basement or upper levels of buildings are onerous and will significantly increase the cost associated with developing the Subject Land in line with DD010, making redevelopment in line with DD010 prohibitively expensive and uneconomical. [20]	No changes recommended	No changes recommended Refer submission to panel	Noted The strategy and its amendment plans for the next 20 years, at timeframe at which the market will mature and make certain type of development more conventional.
[Investment]	No	No	Boronia business are marked as Precinct 1 in the plan already has many empty retail spaces and the Boronia Mall is all but a hollow shell with minimal activity. There does not seem to be a need for such extensive development while the existing buildings are well underused. [28]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 20
[Investment]	No	No	We don't need a greater population where our services are not met. Yes, Boronia has a train station, supermarkets with another one on the way which will be diabolical for traffic management at Erica Avenue, lots of \$ 2.00 shops but fewer banks, they will never return so we must drive further away. [11]	No changes recommended	No changes recommended Refer submission to panel	Noted, one cannot happen without the other. And there will always be a gap between the two elements playing catch up as they can't magically just appear simultaneously. Population will grow nonetheless by 2040 and it would be irresponsible to not plan for it.

[Investment]	No	No	to include redevelopment clauses in its leases with tenants of the shopping centre, creating uncertainty of tenure for tenants in the long term. (b) Quality tenants may therefore be deterred from committing to a lease within the shopping centre and existing tenants may choose not to renew their leases for any further terms provided for under existing lease agreements. (c) The loss of key retail anchor tenants (e.g., Woolworths) due to uncertainty of tenure would be particularly damaging as: (i) large anchor tenants are generally difficult to replace; (ii) less patrons are likely to visit the shopping centre without a key retail anchor tenant; and (iii) quality smaller retail tenants would be less likely to stay in the shopping centre or take out a lease due to the lack of patrons. (d) Reduced competitiveness resulting from the uncertainty of tenure may also reduce the rents the owner of the Subject land is able to attain, reducing the profitability of the shopping centre. [20]	No changes recommended	No changes recommended Refer submission to panel	Noted, this is business as usual for sites wishing to redevelop and part of living in a capitalist society.
[Investment]	No	No	neither Boronia nor Ferntree Gully can fill any of the business builds, including new ones The desire is just not there, so I presume the plan is residential? How will the infrastructure around cope [68]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 20
[Investment]	No	No	worked for a number of years at Boronia Kmart, as well as another small business Etiko Fairtrade Fashion in Boronia Mall, and know from experience how quiet that shopping precinct can be, even at Christmas and other busy shopping periods of the year. [66]	No changes recommended	No changes recommended Refer submission to panel	Noted
[Investment]	No	Yes, seeks change to the Strategy	No stand alone alcohol premises, does this mean a reduction in small local businesses? Will the area be only made up of the big co-operation shops. I think more details in how small businesses will be supported to stay/move into the area needs to be addressed. [69]	No changes recommended	No changes recommended Refer submission to panel	This aims to exclusively target the proliferation of take-away bottle shops in an area with alcohol consumption problem where there is no other primary functions offered by the business. It does not prohibit small business to open, such as a café that offers meals and liquor consumption as well as ancillary take-away. Or for a micro-brewery to offer tapped on-site consumption and other services as well as take-away.
[Investment]	No	No	appreciate Boronia retail area needs rejuvenating to attract shoppers [53]	No changes recommended	No changes recommended Refer submission to panel	Support noted
[Process] [Investment] [Infrastructure]	No	No	plans could be plonked down anyway whereas I'd like to see greater welcoming and support for biking community, tourist information to attract visitors to stop read and buy lunch/coffee from local traders etc. Leveraging Boronias locality in these and other ways build an exciting place [75]	No changes recommended	No changes recommended Refer submission to panel	Noted, These are elements considered and mentioned in the strategy.
[Process] [Infrastructure] [Investment]	No	No	have been Traders' associations in the past. They usually attract a minority of traders and fail due to a lack of effort caused by a lack of time. Any association would need resources (a manager/co-ordinator). Perhaps a broader association involving community groups, NFPs and residents to follow the Revitalisation Board would work better in the short to medium term. [30]	No changes recommended	Not applicable to the amendment	Noted, the strategy identifies action related to traders association with details to be determined at a later stage. Functionality and success would be key parameters to help establish such association.
[Process] [Investment] [Infrastructure]	No	No	positioning of the carparks under buildings lead to the potential of shoppers and users of the area being charged for carparking. [14]	No changes recommended	No changes recommended Refer submission to panel	Noted, this will be up to each property owner and part of living in a capitalist society.
[Process] [Infrastructure] [Investment]	No	Yes, seeks change to the Strategy	(Boronia Village) This carpark location could be used to replant the Boronia tree canopy. [61]	No changes recommended	No changes recommended Refer submission to panel	Boronia Village car park is private land and not within the remit of Council to replant as a public reserve. Council has included the consideration of open space in the form of plazas (whether public or private) to be considered in the future redevelopment to enable more interaction and space for people to dwell, protect existing trees and improve landscape.
[Process] [Infrastructure] [Investment]	No	Yes, seeks change to the Strategy	• The strategy is looking to improve pedestrian access, cyclist routes, connecting areas to the train station. o Call for Council to educate businesses to increase accessibility. o Consider grants for accessibility. [51]	To be reviewed	Not applicable to the amendment	Support noted A review of the content of the strategy can consider this matter to be highlighted as an outcome to the accessibility audit action that is marked in the strategy.
[Process] [Infrastructure]	No	No	be smart and digital- partner with a telco [30]	To be reviewed	Not applicable to the amendment	Noted, the strategy does not go into the details of how it would action the items but merely identify the items with the intent to further build a case study based on opportunities and budget.
[Process] [Infrastructure]	No	No	should partner with a telco to make Boronia smart and digital, especially requiring fibre to the premises broadband as the best means of doing business. Retail buildings are too spread in Boronia. Some consolidation would benefit the core. This would reduce the need to drive from point to point in the centre, as happens now. [36]	To be reviewed	Not applicable to the amendment	Refer to line 45
[Process] [Infrastructure]	No	No	and help increasing the foot traffic greatly help the local business and improve the lives of the residents. [49]	No changes recommended	No changes recommended Refer submission to panel	Support noted
[Infrastructure]	No	No	Way finding could include commercial destinations, like Coles, Woolworth, Kmart, Dan Murphy, Boronia Hotel, cafe, with times to walk. [30]	No changes recommended	No changes recommended Refer submission to panel	The strategy includes a wayfinding approach and project to be delivered to address this.
[Infrastructure]	No	No	Throwing money at building stuff does not build community. Boronia and many of its residents are struggling on many wellbeing measures and your strategy does not face or address this reality. [75]	No changes recommended	No changes recommended Refer submission to panel	This strategy comprises a structure plan which is aimed to address built form. The strategy also addresses economic vitality and community wellbeing with various actions to be addressed by Council where these actions are within Council's power. Other advocacy works exists for Council to represent the community in front of other organisations.
[Infrastructure] [Investment]	No	No	and I am concerned about council funds being wasted on changes that do not offer a benefit to the community. [77]	No changes recommended	No changes recommended Refer submission to panel	Noted
[Infrastructure] [Investment]	No	No	it will be welcomed by many that Boronia will get a new train station, I think the money can be better spent elsewhere. I would like to prefer the status quo to remain and propose an alternative for councils consideration [38]	No changes recommended	No changes recommended Refer submission to panel	Noted, the dilapidated and inefficient state of the train station, including its lower perception of safety is an element that came out loud and clear during previous consultation. An upgrade to the station will seek to address this as well as plan for the future.
[Investment] [Infrastructure]	No	No	open to boronia junction and surrounding areas to being redeveloped, it's old and tired, and isn't aesthetically pleasing to the eye [then concern about congestion] [71]	No changes recommended	No changes recommended Refer submission to panel	Support noted

[45 entries]				Officers response		
Submission Topic	Theme: Environment	Makes change / recommendation to the Strategy	Submission	Boronia Renewal Strategy	Amendment C192knox	Note
[Services]	No	Yes, seeks change to the Strategy	new basketball stadium should be built in Boronia (although realistically the current one could just be repaired), as players from Boronia and The Basin are disadvantaged by having to travel to the state basketball centre and local traders miss out on business from players who stop in for lunch, shopping etc. on the way to and from games. [77]	No changes recommended	Not applicable to the amendment	It is not intended to construct another stadium infrastructure, particularly post investment at the new State Basketball Centre in Wantirna South. The current basketball centre is at the end of its life and any fixing of the infrastructure would mean a complete rebuild. The strategy intends to bring the park back to people as primarily an open space and a green lung to match adjacent increased density. The inclusion of small outdoor recreation (as an outdoor basketball patch for leisure) is not excluded and details of what is delivered in Boronia Park will form part of additional consultation for the Boronia Park masterplan big move project, which will go into detail design.
[Services]	No	Yes, seeks change to the Strategy	Toilets need to be erected in Boronia Village (seeing a woman coming out of Farmer Joe's and calmly lowering her slacks and weeing on the garden area made me realise we had a problem [26])	Review pending	Not applicable to the amendment	Noted, the strategy refers to Council's Public Toilet Management Policy 2016 and also further highlights the necessity to provide public facilities as density increases. In addition, the strategy aims to also prepare a Wayfinding strategy for Boronia to improve local signage and the provision and indication of public facilities would likely be a relevant matter as part of this work. The future location of facilities would then be determined through additional works resulting from the strategy, which could include Boronia Village.
[Services] [Infrastructure] [Public Transport]	No	No	[Support] Renewal of Boronia Station (completely underground) with open spaces above [09]	No changes recommended	Not applicable to the amendment	Support noted
[Services] [Open Space]	No	Yes, seeks change to the Strategy	when are community gardens amongst multi-dwelling projects, (both simple green space for outdoor enjoyment, and of the growing kind), going to be stipulated as an obligatory part of development plans? [16]	No changes recommended	No changes recommended Refer submission to panel	Community gardens does not fall as a compulsory requirements in planning for the development of multi-dwellings, this is particularly relevant to note as there would be no demonstration that community gardens would be desirable by the future residents. As such, it is not appropriate to require it for all instances. This said, the proposed policies do support the inclusion of green roofs, the use of rooftop as private open spaces, including the inclusion of rooftop gardens.
[Services] [Open Space]	No	Yes, seeks change to the Strategy	5) Provide a public city vegetable garden area. [04]	No changes recommended	Not applicable to the amendment	Not likely to be suitable for Boronia Park or included in the Masterplan, but potentially could be considered in another location. Matter referred to Council's Open Space for consideration in Municipality wide Open Space strategies.
[Open space]	No	Yes, seeks change to the Strategy	supportive of additional open space proposed, however not at the compromise of allowing increased height as an offset. Sitting in a park space surrounded and overshadowed by six storey buildings is not creating an open space environment that is suitable for the City of Knox. [47]	No changes recommended	No changes recommended Refer submission to panel	Noted
[Open Space]	No	Yes, seeks change to the Strategy	Return Boronia Park to the people. Remove all buildings from the centre and allow for passive recreation in the midst of apartment living. Look to the people for ideas. I have put comments in the C192knox section hoping that this is the appropriate place Lean and green. [30]	No changes recommended	No changes recommended Refer submission to panel	The intention for Boronia Park moving forward is that it will be 'a park for the people'.
[Open Space]	No	No	keen to preserve is Genista Reserve which provides some lovely green space, particularly the native vegetation section [37]	No changes recommended	No changes recommended Refer submission to panel	Genista Reserve is earmarked as a Site of Biological Significance to be retained, the proposed Green Spine along Genista Avenue will further enhance native vegetation connectivity with other parks in the surroundings.
[Open space] [Vegetation]	Yes, seeks changes to amendment	Yes, seeks change to the Strategy	amendment makes absolutely no mention of the addition of new green spaces. If we are to provide apartments for more people to live in the area, surely we should "offset" their impact by adding more green spaces for us all to enjoy - more concrete and more car spaces will increase the greenhouse emissions which could also be offset by ensuring many trees are planted in and around car parks - all trees Knox city plants should be indigenous [40]	No changes recommended	No changes recommended Refer submission to panel	Refer to figure 8 of the Strategy
[Land use]	No	Yes, seeks change to the Strategy	3. Removal of petrol station from Woolworths area (as retaining will detract from pedestrian and outdoor dining/residential and businesses in the area) [09]	No changes recommended	No changes recommended Refer submission to panel	The strategy supports the removal of the petrol station in the future and redevelopment of the site for a more urban function. The action related to this will be for the landowner/operator to take onboard.
[Character] [Vegetation] [Amenity] [Social] [Land use]	No	Yes, seeks change to the Strategy	need this strategy to go ahead we need to beautify Boronia to make it more family friendly make it so no one is scared to walk the streets at night or use the Boronia station. I think apartments with body corporates will make this happen. Also the other issues are the massage parlours in Boronia we are not stupid. With there Open all hours sign flashing back door entrances. Blacked out windows. If we are to have these place please make it so you need a permit to set one up and that they are only located in factory estates so family's going to the shops or the basketball stadium or the park. don't have to see these places they are very intimidating if they are set up in factory estates no one would care out of sight out of mind [48]	No changes recommended	No changes recommended Refer submission to panel	Noted, Council does not have the power to control the operation of massage parlours. It is however implementing policies to increase activation of shop frontage including policy guidelines to limit the blocking of shop front windows to include mutual surveillance.
[Land use] [Character] [Vegetation] [Boronia Village]	Yes, seeks changes to amendment	Yes, seeks change to the Strategy	[Boronia Village] to suggest that the current carpark become a tree reserve (or even a forest), surrounding townhouse density leaves no room for planting a single tree, and has contributed to the loss of tree canopy in Knox [61]	No changes recommended	No changes recommended Refer submission to panel	The Boronia Village car park is private land that could be redeveloped at any moment. There is little to no scope for Council to acquire the property for the purpose of a treed public reserve. The strategy and its amendment have include components to include open space benefit that provides for maintaining existing trees through a publicly accessible plaza that could comprises additional landscaping.
[Vegetation]	No	No	support the natural environmental enhancements [57]	No changes recommended	No changes recommended Refer submission to panel	Support noted
[Vegetation]	No	Yes, seeks change to the Strategy	Provide appropriate trees and save existing gum trees, to help with pollution every where. [04]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 18 Further noting that the Strategy highlight an action to develop a Streetscape Masterplan for Boronia to provide greater details on appropriate trees, planting, and maintenance regime in the future. This will be subject to further community consultation.
[Vegetation]	No	Yes, seeks change to the Strategy	Trees/green areas along the roads to facilitate restaurants/ outdoor dining [09]	No changes recommended	No changes recommended Refer submission to panel	Figure 8 of the Strategy highlights the streetscaping aspirations for the future of Boronia.

[Vegetation]	No	No	trees for global warming - already many many many trees are being chopped down and you cannot plant larger trees with so much concrete and also no room for landscaping [36]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 18
[Vegetation]	No	Yes, seeks change to the Strategy	puts it in close proximity of local indigenous flora and fauna and the green and leafy surrounds can still be viewed and interacted with whilst in this area. Any new development should look to enhance this unique and special position not obliterate it from the local residents 'green and leafy image' [14]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 18 Development contributions towards streetscape will normally form part of the assessment of each permit.
[Character] [Vegetation]	No	No	Our tree canopy has gone Long replaced by thousands of units and dual occupancies. [80]	No changes recommended	No changes recommended Refer submission to panel	Noted
[Character] [Vegetation]	No	No	Let us keep some semblance of our leafy suburb. [63]	No changes recommended	No changes recommended Refer submission to panel	Noted
[Vegetation] [Character]	No	No	Boronia is a leafy place on the outskirts of the metro area, and this plan is going to ruin it by turning it into it's own high volume city [10]	No changes recommended	No changes recommended Refer submission to panel	Noted
[Character] [Vegetation]	No	No	Remember that Bambury Street remains a wildlife corridor for birds and animals entering and exiting the National Park. [15]	No changes recommended	No changes recommended Refer submission to panel	Noted The proposed Green Spine will further help increasing the biolink and wildlife corridor between the foothills and sites of Biological significance/parklands in Boronia (including improving wildlife movement to/from Bambury).
[Open space]	No	No	Strategy sees no creation of new open space and in particular new green space it is just a continuation of concrete, steel and glass with the eventual view being like that of every other over-developed suburb [14]	No changes recommended	No changes recommended Refer submission to panel	Opinion noted. The Boronia Activity Centre already includes large sways of open spaces within walking distance that are aimed to be maintained as such for the convenience of future development. Also, on the contrary, the strategy further highlight the inclusion of future pocket parks, and open plazas for the benefit of an increased density within Boronia. This includes advocacy for the creation of a pocket part along Erica Ave, the inclusion of setback to any potential redevelopment of 257 Dorset Road alongside Lupton Way to provide greening, as well as the opportunity for small landscaped plazas in the redevelopment of Boronia Village and Dorset Square. The creation of open space is limited to where opportunities exists on public land or via development contributions as it cannot be simply imposed through acquisition of private land without motive. At the moment the green space offer is highly satisfactory for this Activity Centre. Figure 8 of the strategy highlights the streetscape and open space future outcomes. Additionally, Council has its public parks and playground strategy that remains in place and can facilitate Council future investments.
[Open space]	No	No	offer something different and interesting. Boronia, with its unique position has a chance to offer this but people won't be able to do that because they will be smothered with big buildings, tight spaces and lack of open and green space. Any open space currently suggested on the plan is also isolated and lacks interconnectivity. [14]	No changes recommended	No changes recommended Refer submission to panel	This will notably be addressed in the development of the Boronia Park Masterplan - the intention will be to provide a unique, central civic plaza area with a lot of green space - 'a park for the people'. Figure 7 of the strategy further highlight the future outcome approach to reconnect these open spaces, together with Figure 8 that highlights outcomes to create green linkages through streetscape. Of additional note, the proximity to the Dandenong Ranges National Park will enable people to enjoy large sways of green spaces.
[Design]	No	No	• The increased hard surfaces will have a huge impact in terms of heat island effect and increased hard surfaces leading to increased run-off and storm effects [14]	No changes recommended	No changes recommended Refer submission to panel	Refer to line 18 The streetscaping and landscaping strategy will aim to address this concern.
[Vegetation] [Design]	No	No	Canopy trees are shown in many of the zones. Given the position of Boronia (as outlined earlier) these need to be local indigenous trees that allow the movement of native wildlife in and around the centre. They should not be the rubbish street trees that Knox City Council is currently planting. • Bush Boulevards are also shown on the plans and whilst these conjure up images of green and shady areas unless done properly and then maintained they quickly degenerate [14]	No changes recommended	No changes recommended Refer submission to panel	Refer to line 18
[Vegetation]	No	No	• Any plantings done in this area should be of local provenanced indigenous plants. [14]	No changes recommended	No changes recommended Refer submission to panel	Refer to line 18
[Vegetation] [Design]	No	No	attempts at the bush boulevards and green open space concepts quickly lose out to the needs of roads, shops, access and hard surfaces [14]	No changes recommended	No changes recommended Refer submission to panel	The bush boulevard is earmarked along Boronia Road. The stretch of Boronia Road within the Activity is already recognised as being wider than required and Council aim to advocate for lane reduction which will benefit streetscaping, bike riders and pedestrians.
[Vegetation]	No	No	already significant biodiversity areas in and around Boronia (Boronia Heights Memorial Park in Mountview Road and Dandenong Ranges National Park), all nature corridors and plantings need to be significant in size, planted with indigenous plants and maintained so that they operate as green lungs and cool spaces for decades to come [23]	No changes recommended	No changes recommended Refer submission to panel	Noted, the strategy includes the development of a streetscaping masterplanning that will develop further detail to include these components: type of trees, maintenance regime, locations, green linkages strategy etc.
[Vegetation] [Design]	No	No	The plantings in Dorset Square carpark are an example of areas that have become littered and damaged through lack of ongoing care and attention [29]	Review pending	No changes recommended Refer submission to panel	Noted, this is relevant to operational matters of Council in relation to clean-up and litter collection. It is acknowledged that the Strategy includes little to no content in relation to public waste bin strategies as the centre would grow and that additional content could simply reflect what are the current 'business as usual' actions of Council and what more could be done.
[Design]	No	No	the Foothills of the Dandenong Ranges National Park and as a link in the chain of four suburbs that nestle against the hills and alongside each other, extending from Upper Ferntree Gully to The Basin. [23]	No changes recommended	No changes recommended Refer submission to panel	Noted, the strategy does recognise the importance of the Dandenong Ranges.
[Character] [Vegetation]	No	No	'stepped' development plan is being considered between the development zones and the foothills zone, but I feel that further attention is needed to plan more green spaces with indigenous/ native plants and trees to offset the increase in building density and the eyesore of multistorey development. Knox is far behind other councils in their effort to increase the green canopy and considering that Boronia abuts the Dandenong Ranges, the development of Boronia should reflect the leafy environment that is its backdrop not create a concrete ghetto of overdevelopment. I note that there are 'significant trees' in the planning but this effort appears tokenistic and is not in balance with the overdevelopment that is seen in the planning. Additional trees should also be incorporated into the design along the Dorset Road section of the planning [28]	No changes recommended	No changes recommended Refer submission to panel	Refer to line 35

[76 entries]				Officers response		
Submission Topic	Theme: Community Seeks change to the Amendment	Makes change / recommendation to the Strategy	Submission	Boronia Renewal Strategy	Amendment C192knox	Note
[Housing]	No	Yes, seeks change to the Strategy	[request] Provide homes for the homeless. And war veterans and police with PTSD that need homes. [04]	No changes recommended	No changes recommended Refer submission to panel	Noted, Council already has a Social and Affordable Housing Policy that is adopted which highlights a strategy to provide support and advocacy for vulnerable groups.
[Housing]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	Provide apartments for renters not air b and b holiday apartment's this must be legislated. [04]	No changes recommended	No changes recommended Refer submission to panel	Unfortunately, from a planning perspective, accommodation is a Section-1 use (with condition) that would not trigger a planning permit if the condition is met in the Commercial 1 zone. This is different for the residential zones but within the Commercial Core, an apartment owner could operate an airbnb without permit or control from Council under planning. Council could explore avenues to control these matters under local laws where possible. Alternatively, private body corporate could also limit that type of tenancy under their own body corporate. Also refer to line 1
[Housing]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	Do not make any of the existing or new residential buildings into social housing [57]	No changes recommended	No changes recommended Refer submission to panel	Council already has a Social and Affordable Housing Policy that is adopted which highlights a strategy to provide social housing on the redevelopment of Council (and government through advocacy) land where possible. The Boronia Renewal aligns with that policy and recognise that efforts need to be made to increase the offer of social housing within Knox.
[Density]	No	Yes, seeks change to the Strategy	[oppose] Higher density of population. [04]	No changes recommended	No changes recommended Refer submission to panel	Views noted, also refer to line 1
[Heritage]	No	No	both amusing and slightly saddening that one of the only "architectural" landmarks of Boronia is a dated bottle shop [67]	No changes recommended	No changes recommended Refer submission to panel	Comment noted
[Social]	No	No	Methodone programs 5 in Boronia [02]	No changes recommended	Not applicable to the amendment	The Knox CARES Strategy 2022-27 acknowledges the rights for people to use services in the community and the impact of substance abuse on communities and individuals. We will partner with services and support community education programs to understand the role and importance of drug use reduction programs.
[Social]	No	No	Drinking [02]	No changes recommended	Not applicable to the amendment	Noted, also refer to line 9
[Social]	No	No	the belief that this will reduce crime and homelessness in the area is false! Increased Policing of the area is what will reduce crime! And supporting the Salvation Army to help care for the homeless! [04]	No changes recommended	Not applicable to the amendment	Opinion noted
[Social]	No	No	[statement of what currently is] Boronia has much to offer in way of a family friendly environment with green space, sporting facilities, schools [13]	No changes recommended	Not applicable to the amendment	Noted
[Social]	No	No	constant presence of drug addicts loitering in the mall and around the train station was a frequent turn off for shoppers, especially elderly patrons and mums with young children, who were wary of the safety in the facility. [66]	No changes recommended	Not applicable to the amendment	Noted, the strategy aims for safety improvements in the long term as the centre redevelop as well as providing community support to vulnerable groups.
[Social]	No	No	Whilst I never had any run-ins, I never felt very safe being in that area on my own, so I'm glad that this has been identified and will be addressed. Boronia has so much potential to be a buzzing metropolitan hub, so I'm excited to see what comes next [66]	No changes recommended	No changes recommended Refer submission to panel	Support noted.
[Social]	No	Yes, seeks change to the Strategy	Relocate methadone clinics and other support services in appropriate areas within Knox City Council away from public spaces (eating/dining/social/business spaces) [09]	No changes recommended	No changes recommended Refer submission to panel	Refer to line 9 Council also does not have the power to control services provided by private entities.
[Social]	No	No	Boronia already has an issue with crime and I believe that residential buildings like this will attract more problems to the area as well as a massive blight visually. People and Kids hanging around them [68]	No changes recommended	No changes recommended Refer submission to panel	Noted
[Social] [Density] [Crime]	No	No	Higher density living will result in increased crime, despite an increase in CCTV cameras, more domestic violence and neighbourhood disputes with more people living in close proximity. Also I don't think it is reasonable to have so many cameras keeping us "safe" it will allow for privacy to be invaded. [69]	No changes recommended	No changes recommended Refer submission to panel	Opinion noted, there is not statistical proof to the effect stated by the submission. There is no approach to provide cameras beyond the CCTV cameras that are already in place in Boronia as a result of previous community request.
[Social] [Process]	No	No	(about process) also wanted to feel safe and wanted Boronia to be clean and look inviting. The nickname "Bosnia" came up a few times. Fear of young people at the station came up a lot, and conversely fear BY young people also came up for the same location. We need more intergenerational contact to break down barriers. Fear of the homeless and drug users was also prominent. More social housing is needed. More options for treatment of substance abuse are needed. [30]	No changes recommended	No changes recommended Refer submission to panel	Support noted.
[Social] [Amenity]	No	No	Pedestrian walk ways must be friendly and safe for walkers, motor wheel chairs and push bikes, and police push bikes. And need mini gardens with seats. [04]	No changes recommended	No changes recommended Refer submission to panel	Support noted.
[Services]	No	Yes, seeks change to the Strategy	[request] Provide a new bigger Boronia Police Station. [04]	No changes recommended	No changes recommended Refer submission to panel	This is outside the remit of the strategy, Victoria Police identified that the Boronia Police station is satisfying the current needs and Boronia is not identified on VicPol strategic asset renewal plan as requiring to be redevelop or increased.
[Services]	No	Yes, seeks change to the Strategy	[request] Provide a new Ambulance center and a new MFB station in the rezoned Boronia City area. [04]	No changes recommended	No changes recommended Refer submission to panel	This is outside the remit of the strategy, Knox is within the CFA area and not subject to the MFB. CFA currently has a station along Boronia Road.
[Services]	No	Yes, seeks change to the Strategy	[request] Re- Develop Angliss Hospital Eastern health, it needs to become a St Alfreds with state of the art medicine, surgery and technology and MRI. And Dental health. [04]	No changes recommended	Not applicable to the amendment	This is outside the remit of the Strategy, of note however, the Strategy aims to improve health services through the creation of a health services precinct as part of Precinct 3.
[Services]	No	Yes, seeks change to the Strategy	Why not add a permanent or part-time community planning officer to your staff, like the Melbourne City Council, to bring a community voice and concerns to planning applications? [16]	No changes recommended	Not applicable to the amendment	This is an operational matter for Council to consider. Council has an Boronia Economic Development officers, Other departments and services of Council (such as Community Wellbeing, Statutory Planning, and Advisory Committees) are already available to bring community's voice. It is also important to note that planning applications goes through a statutory process that is determined by the Planning and Environment Act 1987. Council's Community Wellbeing also have Community Planner and Community Planning Project Officer to help bringing community voice to long term community infrastructure planning.
[Services]	No	Yes, seeks change to the Strategy	* Accessibility of events – Council to work to make all community events and film screenings accessible with audio description and captioning. [51]	Review pending	Not applicable to the amendment	Noted, a review of the strategy can be done together with Council's Active Communities, Arts and Culture to explore whether additional clarification can be done to this effect, including whether Council can advocate for improvements.
[Services]	No	Yes, seeks change to the Strategy	Extended hours medical emergency facility Would be good to allow for a small public extended hours (or 24 hour) emergency dept for minor medical treatment, so hospitals are not overloaded with cases that can be treated elsewhere. It needs to be noted that the majority of people in Boronia and surrounding suburbs do not have private medical cover and therefore Melbourne Eastern Private Hospital and Knox Private Hospital is not going to be accessed by them. [19]	No changes recommended	Not applicable to the amendment	This is outside the remit of the Strategy, of note however, the Strategy aims to improve health services through the creation of a health services precinct as part of Precinct 3. Council's Community Safety Health and Wellbeing Community, Disability Advisory and Mental Health Roundtable also help to liaise with the community and advocate on behalf of the community on matters of relevance.
[Services]	No	No	[support] and council run events such as outdoor movie screenings. [57]	No changes recommended	Not applicable to the amendment	Support noted. The strategy includes the delivery of events.

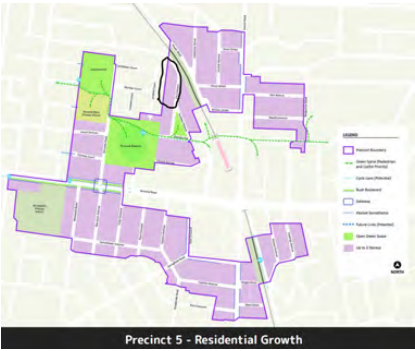
[Services]	No	No	Retain progress hall Retain a library in Boronia [Consultation Session]	No changes recommended	Not applicable to the amendment	Support noted. The strategy aims to retain Progress Hall, although it may be relocated to a better spot within Boronia Park. The outcome of this will form part of further consultation and study as part of the Boronia Park Masterplan. The Strategy also highlights the provision of a multi-purpose community facility that would retain the library in a new improved buildings in Boronia.
[Services] [Waste]	No	Yes, seeks change to the Strategy	Inadequacy of public waste recycling bins, not enough, not well located, no dog poo bins. Waste management needing to be improved as density improves, addressing littering and waste dumping across the centre. General cleanliness of the centre. [Consultation session]	Review pending	Not applicable to the amendment	Agreed, the strategy is currently silent on public waste bins and can be reviewed to make reference to Council's existing policies (and business as usual matters) as well as highlighting additional guidance that will be relevant for Boronia as it grows.
[Services] [Infrastructure]	No	No	Some sort of reassurance about all this would be respectful and necessary to ensure ALL public spaces are accessible to all types of people. [63]	No changes recommended	No changes recommended	Noted, Council respect DDA compliance when designing public spaces.
[Infrastructure]	No	No	how you will make these new spaces accessible to those use in a wheelchair and others with a disability with low mobility. [63]	No changes recommended	Refer submission to panel	Noted, new public space will go through a process of detailed design and consultation. DDA compliance will form part of detailed design consideration.
[Services] [Support]	No	No	[support] Relocating the library to a premier location as an anchor point for a range of community services. [67]	No changes recommended	No changes recommended	Support noted. This will further be addressed through the Multi-purpose community hub project as indicated in the strategy.
[Density] [Services]	No	No	In the 1970's and 1980's there were more and better services available for the developing town. We don't need a greater population where our services are not met [11]	No changes recommended	Refer submission to panel	Noted The Strategy includes actions for the provisions of community services.
[Support]	No	No	[overall support comment] support the Boronia Renewal Strategy. [12]	No changes recommended	No changes recommended	Support noted.
[Process]	No	No	C192knox explanatory report and have found the language provides a broad overview without saying very much. There is a line between progressing a neighbourhood and over development. [13]	No changes recommended	No changes recommended	Noted
[Process]	No	No	CFR but provided no input regarding upgrades as we live in a fire prone area. If we are to have an influx of residents what measures are going to be implemented to keep them safe from fire [13]	No changes recommended	No changes recommended	CFR provided no objection to the proposed amendment and strategy. The Boronia Major Activity Centre is not within the bushfire prone area.
[Process]	No	No	KES - We regularly contribute submissions to all sorts of planning reviews, developments and the like but feel that there is no real effective voice for the local people. [14]	No changes recommended	No changes recommended	Noted, submissions are reviewed as part of the process and determined on balance of prerogative, and other submissions. The same opportunity is provided for residents or associations.
[Process]	No	No	more conversation between Council and landlords is required to manifest this. Moreover, a push for higher buildings to allow for more floor space for more services to come to Boronia to do business and trade. The renewal strategy, specifically in regards to an increased height limit for shops, would serve to fix the limited services available to locals, but also fix the issue of scattered and fragmented look of Boronia. [18]	No changes recommended	No changes recommended	Support noted. Council does offer a pre-application service for landowner and developers, it also offers opportunity for traders to consult with Council economic development and other services offered by Council.
[Process]	No	No	[about project process] important to note that the consultation was "blank sheet" consultation. Staff wanted to do the usual engagement and offer alternatives for comment. Councillors insisted that this not happen [30]	No changes recommended	Not applicable to the amendment	Noted
[Process]	No	No	concerned at the lack of information about what this proposal really involves. I feel that more robust community consultation is required with council staff who are able to accurately answer questions. At the sessions I attended I heard conflicting information and many of our questions couldn't be answered. [77]	No changes recommended	No changes recommended	Noted The strategy remains a public document for the community to note what it means as a guidance for the future of Boronia.
[Process] [Open Space]	No	Yes, seeks change to the Strategy	[Boronia park future] Ask people for ideas. The temptation for council is to offer 3 or 4 alternatives. This gives rise to a perception that council has already made up its mind. Remember that council officers are mostly tertiary educated and those offering suggestions The residents of Boronia rarely are tertiary educated with no planning or recreation qualifications [30]	No changes recommended	No changes recommended	Boronia Park masterplan Big Move project will aim to maintain an open space for all residents and be subject to further public consultation.
[Open Space]	No	Yes, seeks change to the Strategy	lot of feedback about Boronia Park. People want their park back, They do NOT want another building to replace the basketball centre. I urge that the hub not be in the centre of the park [30]	No changes recommended	No changes recommended	There is no plans to redevelop a large indoor facility within the park at this stage. The future of Boronia Park will be determined through further community consultation related to the Boronia Park Masterplanning Big Move project and the Multipurpose community hub project.
[Safety] [Services] [Design]	No	No	passive surveillance to improve perceptions of safety. I think that this means an increase in cameras in the area. If they are only providing a perception of safety, why would the council put money into there installation why not increase police presence. [13]	No changes recommended	No changes recommended	Policing is in the remit of Victoria Police. Passive surveillance is the design of building incorporating visual interaction with the street frontage or public space by avoiding blank walls, 'bunkerisation' of properties, and by providing windows and balconies to create visual 'surveillance'/viewlines from residents, shopkeepers to know what is happening on the street. It aims at crime prevention through design by avoiding dead public space that would create unsafe areas or allow people to act nefariously away from the public eyes such as what is currently found in Boronia.
[Safety] [Services] [Design]	No	No	The plan highlights the use of laneways and arcades for movement and access. Sadly, these often become dark, dingy, dirty and unpleasant and at night feel unsafe. This is the situation currently existing in Boronia. [14]	No changes recommended	No changes recommended	This is why the strategy recognise that improvements need to be done to the arcade, and also recognises that if a site with an arcade is to be redeveloped, a new arcade needs to be developed so as to learn the current lessons and remediate the problems current encountered.
[Design] [Social] [Safety]	No	Yes, seeks change to the Strategy	would instigate a modern revitalisation of the appearance of Boronia. Areas within the main business district would be designed to incorporate more greenery, more footpaths, more open spaces for people to play and socialise in, and to join the entire business area to become one homogenous area. It would also revamp the otherwise delapidated look of Boronia right now, where shops are run-down, lie along separate arcade walkways, and are split by many roads and car spaces. As for graffiti and anti-social criminal behaviour, the push for initiatives [18]	No changes recommended	No changes recommended	Noted This is intent of the strategy, over the next 20 years.
[Nighttime] [Safety]	No	No	Creation of a night economy (particularly involving the consumption of liquor) within the MAC may also increase the rate of crime in the area (particularly given the location of Boronia Train Station to the Subject Land), which will detrimentally affect the public safety of patrons and staff of the shopping centre and likely increase the Owner's insurance premiums relating to property and public liability. [20]	No changes recommended	No changes recommended	Noted The opposite is more likely as the provision of a night economy will result in more social presence in Boronia, creating a better social cohesion within the community and giving activities and entertainment for residents to do locally. Which in turn would support the elimination of "dead" corners and time where bored people may do mischief. Insurances are a matter for the private realm and are not relevant factors for land planning.
[Services]	No	No	with the bowling alley gone, there is very little entertainment for not only existing residents but the thousands of proposed residents. About the only thing left is the metro cinemas. This is useless though as the maximum parking time is two hours in the centre and council by laws love this, slyly ping ponging unaware people. Not exactly inviting. [22]	Review pending	No changes recommended	Noted, the provision of private entertainment will fall within the remit of private developers seeking to implement uses that provides for entertainment. The Strategy and its proposed amendment seeks to support the creation of a nightlife precinct which can include live music and various hospitality/entertainment venues to locate in Boronia around the Erica Ave / Dorset Square. In addition to this, the strategy notes actions for Council's Active Communities, Arts and Cultural Services to provide community events support the community to that effect. A review of the Strategy can be completed to make sure these matters are adequately highlighted and clear.
[Services] [Amenity]	No	No	more on street dining, which only stops us from walking on the footpaths, not to mention the smokers who gather, outside-adjacent shop fronts and cause smell and smoke to filter into the shops [24]	No changes recommended	No changes recommended	View noted, it is to note that both can be balanced and also Victoria has regulations for smokers.

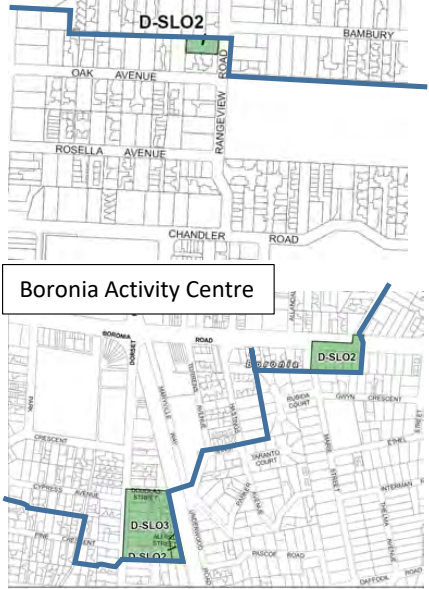
[Design] [Character]	No	No	plans propose to make it a slum area of the future. Raised buildings surrounding the shopping centre, more on street dining, which only stops us from walking on the footpaths, not to mention the smokers [24]	No changes recommended	No changes recommended	Noted Refer submission to panel
[Crime] [Social]	No	No	We do ave is a very good drug hang out outside Woolworths [25]	No changes recommended	Not applicable to the amendment	Noted
[Character] [Waste]	No	No	spent your efforts in cleaning up Boronia to be a reasonable area rather than ruin the gateway to the Dandenongs with high rise dwellings. [29]	No changes recommended	No changes recommended	Noted, both aren't in contradiction Refer submission to panel
[Design] [Open Space]	No	Yes, seeks change to the Strategy	Increased apartment living is important to return Boronia Park to the people. No hubs. No community centres. [30]	No changes recommended	Not applicable to the amendment	Boronia Park masterplan Big Move project will aim to maintain an open space for all residents and be subject to further public consultation. At the moment, the option to investigate the multi-purpose community centre within Boronia Park (amongst other locations within Boronia) is maintained for further assessment.
[Services] [Design] [Social]	No	Yes, seeks change to the Strategy	[support] As the Major Activity Centre goes through transition, it will get messy. Currently there are two houses in Genista Ave that are in a state of neglect as they await higher density development and they are an unattractive sight. That unappealing appearance is likely to extend to many parts of the Major Activity Centre as wide-scale development takes place over several years. [during transition, construction and transformation of Boronia] Council should consider running more community cultural activities during the extended transition period to get residents feeling good about living in the Major Activity Centre even when it might be an unattractive place to live. [37]	Review pending	No changes recommended	Agreed, a review of the content of the strategy with Council's Active Communities, Arts and Cultural Services can explore whether specific content or actions can be included in the Strategy to reflect this idea.
[Design] [Safety]	No	No	[support] applaud council's efforts to upgrade the area around the Boronia railway station because the area is in need of improvement, of a green hub and of moves to reduce anti-social behaviour. [37]	No changes recommended	No changes recommended	Support noted. Refer submission to panel
[Design]	Yes, seeks change to amendment	Yes, seeks change to the Strategy	[opposed] like to prefer the status quo to remain and propose an alternative for council's consideration. [38]	No changes recommended	No changes recommended	View noted A strategy nonetheless needs to be developed for Boronia, the status quo would result in an acceptance of the problems affecting Boronia and a recognition that these problems will remain and further exacerbate. A status quo would also result in the current planning controls expiring with no planning guidance or controls, leaving the market decide at the hand of each landowners to decide what development they would do with no community input.
[Design] [Density]	No	No	[opposed] Knox City will be best used when converted into a major Intermodal Hub in the district connecting Trams and Buses. This in turn will drive development in Apartment construction around Knox City SC which I believe suits the character of the area really well. Having increased population density around a major highway and an intermodal hub won't impact traffic flows dramatically, will increase the return on investment for the shopping centre owners and also will bring new residents to the Knox Council region which will improve the council's bottom line. I think this is smart policy and makes more sense than the Boronia Re-development to me. [38]	No changes recommended	No changes recommended	Noted Refer to line 54 Knox Central has its own growth and Strategy. This Strategy is to plan for the future Boronia population increase that would happen regardless of Knox Central. One is not exclusive of the other. Knox will redevelop as well as Boronia.
[Services] [Social]	No	Yes, seeks change to the Strategy	Knox basketball stadium provides the largest clubs in the Knox basketball competition with a huge resource for training and games. Whilst games may be moved to the new facility, the sport will lose players not willing to travel to the State facility for training. Local schools are are mostly inadequate or insufficient. A smaller stadium may be a compromise. [46]	No changes recommended	No changes recommended	It is not intended to construct another stadium infrastructure, particularly post investment at the new State Basketball Centre in Wantirna South. The current basketball centre is at the end of its life and any fixing of the infrastructure would mean a complete rebuild. The strategy intends to bring the park back to people as primarily an open space and a green lung to match adjacent increased density. The inclusion of small outdoor recreation (as an outdoor basketball patch for leisure) is not excluded and details of what is delivered in Boronia Park will form part of additional consultation for the Boronia Park masterplan big move project, which will go into detail design.
[Process]	No	No	You need to put the public at ease by issuing a more layman's report saying this is a long time project and that not all areas on the map are marked for such apartments [48]	Noted	Noted	There are limitations however to explaining all technical details in laymen's term, or particularly summarising such comprehensive documents as the Boronia Renewed Strategy in short snippets. It is acknowledged that the process undertaken was included overcomplication by trying to process both the strategy and the amendment altogether, it is sensible to acknowledge that this process was convoluted and too complex. Hopefully lessons will be learned in future processes.
[Services] [Alcohol]	No	Yes, seeks change to the Strategy	the strategy mentions detached liquor providers, however I think the number of 'massage' parlours around Boronia is presently a far greater blight which cheapens the area (hence, I'd recommend stimulating demand of more respectable goods/services and ideally price some of them out the main precinct.) [50]	No changes recommended	No changes recommended	Council does not have the capacity to review land-use permit that are 'as-of-right' within the Commercial 1 Zone. The only alternative, would be to rezone the Commercial 1 Zone to another zone that limits certain usage so that they would trigger a permit. This would also be perceived as additional red tape and is unlikely to be supported.
[Services] [Process]	No	Yes, seeks change to the Strategy	o Consider showcasing good examples of accessible businesses. • Temporary ramping is not always done well and can be inaccessible too. [51]	Review pending review action related to audit of accessibility to improve scope and goalpost with an outcome to produce map to show accessibility status in Boronia and good examples	No changes recommended	The strategy highlights an action for an audit of accessibility within the centre. It is noted that clarification of the scope of that audit can be better expressed in the strategy as well as to provide some outcomes. This could extent to expressing what the audit can do: e.g. review of public and private properties, with the outcome to map the status of accessibility in the centre. Which would then give a visual representation of what is accessible, and showcases good examples. The audit could also include some information on best practices, view and map to show good examples
[Services] [Safety]	No	Yes, seeks change to the Strategy	• Action on the plan calls for a DDA Mobility and Access Audit to be conducted in Boronia – recommendation that this cover public and private properties. • Lighting in Boronia - actions in the strategy look at addressing lighting issues. [51]	No changes recommended	No changes recommended	Support noted Refer submission to panel
[Services] [Social] [Safety]	No	Yes, seeks change to the Strategy	• Actions included that look at increasing footpath access to both sides of streets, wider footpaths in some areas • Increase glass window frontage and ability to see into businesses from the street, decrease graffiti and vandalism. [51]	No changes recommended	No changes recommended	Support noted Refer submission to panel

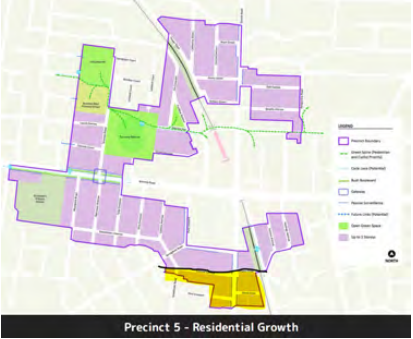
[Process]	No	No	The idea of these 15/20min city's is appalling. They have not been thought through & quite frankly, won't work. Just an unnecessary expense on tax payers [56]	No changes recommended	No changes recommended Refer submission to panel	Opinion noted At a local level, 20-minute neighbourhood concept simply means improvements to local walkability, such as facilitate road crossing, the provision of footpaths towards key destinations people are likely to walk to: parks, schools, public transport hub, conveniences, local jobs and services. At a metropolitan level, it means that improvements are made to facilitate access to larger scale services that cannot be provided locally (e.g. large supermarket, bulk centre, theatres etc) by either car or public transport within a 20-minutes radius to relevant group of population. An example of the opposite of the 20-minute concept is the provision of nothing and locating every jobs, services, and activities within Melbourne CBD exclusively, forcing them everyone to drive Melbourne CBD to collect a pint of milk. The 20-minute concept has been part of city planning since the creation of modern cities and has worked for the whole of the 20th century. The only difference is that it has now been given a name. An example of 20th century 20-minute concept is the provision of a pizza shop, cafe, and milk bar at various small locations across Knox to provide local convenience. The fact these still exists today, shows that it works and will continue to work. Particularly as it creates no expenses on tax payers, and additionally provides savings to
[Social] [Alcohol]	No	No	relation to supermarkets / shopping areas etc, please reduce the approval of liquor stores. We have huge problems with addiction and homelessness here in this suburb homelessness and addiction issues need to be addressed first rather than building more places for them to aid their ongoing issues [74]	No changes recommended	No changes recommended Refer submission to panel	Support noted
[Social] [Safety]	No	No	strategy is biased towards building and development as the answer to the social deterioration of Boronia. Doing this without the community and social renewal is likely to have beautiful buildings soon become graffitied and uninviting for new residents and businesses. [75]	No changes recommended	No changes recommended Refer submission to panel	Refer to line 65
[Social] [Services]	No	No	I'd like to see joined up social renewal plan with relevant agencies resourced and profiled as renewal partners in this strategy where someone who is struggling with drug addiction today has a pathway to aspire to local employment and housing. If those on the margin are factored out then they will continue to impact on the 'feet' of Boronia and make all this development a white elephant [75]	No changes recommended	No changes recommended Refer submission to panel	Chapter 8 of the Renewal Strategy aims at identifying objectives and actions related to community infrastructure and wellbeing. These are managed by Council's Community Teams (aged, youth, art, homelessness, disability, social etc) and working in conjunction with local groups and advisory committee. It is also acknowledge the one of the main purpose of the Renewal Strategy is to provide for a structure plan to guide development, economic and infrastructure investment, as well as community investments (in chapter 8).
[Process] [Services]	No	No	strategy is too 'haves' represent led so it would great to recruit a local person with 'lived experience' to join and provide advice as a paid consultant to share and help shape this project with marginalised community members. [75]	No changes recommended	No changes recommended Refer submission to panel	Noted, Council constantly discuss with various citizens advisory committee, including the Boronia Community Network to hear issues encountered and learn about local community matters.
[Safety]	No	No	documents to increased surveillance but no details as to what this entails - I do not wish to see even more surveillance installed without information as to what type of surveillance is being used, who has access to the data, how is the data being used and how is it being stored. [77]	No changes recommended	No changes recommended Refer submission to panel	Passive surveillance is the design of building incorporating visual interaction with the street frontage or public space by avoiding blank walls, 'bankersisation' of properties, and by providing windows and balconies to create visual 'surveillance'/viewlines from residents, shopkeepers to know what is happening on the street. It aims at crime prevention through design by avoiding dead public space that would create unsafe areas or allow people to act nefariously away from the public eyes such as what is currently found in Boronia.
[Process]	No	No	is five years since you have asked the Community for their opinion on this matter. I'm sure your decisions have already been made and there is little chance anything will change. [80]	No changes recommended	No changes recommended Refer submission to panel	Noted, the strategy provides actions and solutions to matters raised by the community during previous consultation. The problems affecting Boronia will not disappear without actions, even if these actions and the resulting changes are painful to some.
[Social] [Safety]	No	No	number of characters under heavy drug influence that I have encountered in broad daylight is also of concern. it's worrying to see families (with children) walking around the Boronia mall with people passing out on the ground is something I would not have seen in many other areas. [84]	No changes recommended	No changes recommended Refer submission to panel	Noted, this diversity is part of urban life.
[Process] [Safety]	No	No	Boronia will indeed be transformed into a S.M.A.R.T. City/20 Minute Neighbourhood in the foreseeable future. If "Boronia Project" is not to become a S.M.A.R.T. City or 20 Minute Neighbourhood, then why all the new surveillance cameras [89]	No changes recommended	No changes recommended Refer submission to panel	Noted, what new surveillance cameras? Council advocated and supported a CCTV upgrade in 2019 together with Victoria Police at the request of the community to deter crime, reduce graffiti and anti-social behaviour and improve the perception of safety as a means to address current social issues in Boronia.
[Support]	No	No	Open night spaces with on-going activities would also help to reduce the need for constant surveillance by police enforcement. This, in turn, would help to improve Boronia's poor reputation and also change the culture within Boronia. [18]	No changes recommended	No changes recommended Refer submission to panel	Support noted.
[Design] [Character]	No	No	maintain a balance lifestyle that allows its community to connect with their neighbours in a sustainable environment that values connection with flora and fauna. We do not want a congested concrete jungle. [39]	No changes recommended	No changes recommended Refer submission to panel	Noted, the strategy aims for a planned improved city development to address the current concrete jungle issues and growth.
[Identity] [Social]	No	No	Are people going to choose to live here if they're going to be jammed in? If not, isn't that just a recipe to turn it into a slum? I moved here because it has everything you need, while still having leafy country town vibes [10]	No changes recommended	No changes recommended Refer submission to panel	Noted, people will live in an activity centre. Unfortunately, Boronia is an activity centre within Metropolitan Melbourne and this comes with development expectations and change.
[Identity] [Social]	No	No	amendment will just give Boronia an over developed slum feel. The shopping/business area is ugly and aged and needs to be improved [01]	No changes recommended	No changes recommended Refer submission to panel	Noted, redevelopment opportunities is how we can address the ugly and aged feel. No redevelopment would occur without development potential, which means heights as otherwise development would not be profitable.
[Vision]	No	No	[vision] I'd like to see the project reflect Boronia as a springboard to the Dandenongs. not just another cluster of housing for people desperate for housing next to a rail stop [75]	No changes recommended	No changes recommended Refer submission to panel	Noted, refer to line 76

[Vision]	No	No	<p>[vision] A Vision is required that creates an identity. What does Boronia mean? Is it intended to attract more houses or is the Vision to capture passing traffic as tourists head for the Dandenongs?</p> <p>Does it see itself as a stand-alone community or as part of the ethos and identity that the communities of the Dandenongs developed? Or does it see itself as the gateway of choice to the passing tourists?</p> <p>At the moment, the pathway to the Dandenongs bypasses Boronia, so perhaps that is not part of Boronia's Vision – unless it makes an effort to replicate their offerings in the form of shops and recreation. But is that worthwhile?</p> <p>there is a need to have a Vision that creates the desired identity. It cannot compete with nor dare think of replicating nearby Knox Shopping Centre, but is there a way of attracting seriously reputable vendors</p> <p>[62]</p>	No changes recommended	No changes recommended Refer submission to panel	<p>At this point, Boronia cannot become a tourist destination in the short term as it has no redeeming features to that effect beyond that of a transit point to the National Park. As the centre renews itself, and develop and new uses take roots, it will be accompanied by new functions and purposes that will be able to anchor some of that transit. As such, the aspirational function of creating a nightlife area would serve to help catch some of the visitors on their return from the visiting the Ranges to either dwell around and enjoy local hospitality venues before continuing their commute elsewhere in the metropolitan area while acknowledging this would be to a complementary level of Ringwood which will continue to be a bigger draw (due to its status as a metropolitan centre, a greater order with more anticipated development than Boronia).</p> <p>Eventually this could be followed by greater intermodal transit between Boronia station and bus/cycling/shuttle network to the hills in a complementary way to that of Upper Ferntree Gully (which currently serves as a transit hub for the 1000 steps).</p> <p>Beyond that, the vision primarily aims at local services, or as an attractor to its local catchment for services and events.</p>
[Vision] [Services]	No	No	<p>[vision] A PRECINCT WITH SOUL I find the current township to be a sad and sorry place - lacking the character and soul of some of the foothills villages such as Upwey or Belgrave. In redeveloping the Boronia township, I would hope that there would be the space for community space, open space and vegetated areas that would allow the business and community precinct to have a welcoming and comfortable presence</p> <p>[29]</p>	No changes recommended	No changes recommended Refer submission to panel	<p>Acknowledged, it is indeed the case, however Boronia is not in the order of a foothills village such as Ferntree Gully (medium neighbourhood activity centre) or other places in Yarra Ranges. The character that Boronia will seek and the soul that should accompany it will be that of a Major Activity Centre, as subservient to the catchment of and small size to Ringwood, as equal comparative or complementary to Bayswater and Knox Central, of greater functions and attractor to Ferntree Gully or The Basin which will be lower order within its catchment.</p> <p>Boronia will nonetheless be different than equivalent major activity centre in Knox (aka Knox Central) due to its location and vision aligning with the foothills, sustainability and green and leafy transition from an urban core while Knox Central will have less limitations to development.</p>
[Vision] [Identity]	No	No	<p>Lastly, graffiti is also seen frequently around the area, which is suggestive of an unsafe environment. Despite the potential that Boronia has as a central hub, the lack of a key attraction (which is otherwise seen in heritage buildings, e.g. St Paul's cathedral on Flinders St in the city) prevents Boronia from developing a unique identity, known in Victoria for something. There is also a strong reluctance for change in Boronia, which is not ideal. Boronia should be developing to become more modern and tailored for the purposes of a growing area.</p> <p>[18]</p>	<p>Review of the inclusion of an approach in the strategy for the avoid, minimise and offset blank walls in relation to graffiti management and the provision of street art as part of future development.</p> <p>Also identifying what are the business as usual approach.</p>	No changes recommended Refer submission to panel	<p>In the short term the strategy aims at embracing street art as part of its renewal rather than desperately fight it. This further means that new development will be asked to integrate public art contributions and also consider the inclusion of street art as a component to manage any blank walls that would remain.</p> <p>Noting that first option would be to avoid blank wall and dead space in any future design, but that ultimately steps will be: avoid, minimise, offset (through street art) blank walls in the design of buildings.</p> <p>Refer to line 86</p>
[Vision] [Density]	No	No	<p>[vision] A MIDDLE LEVEL ACTIVITY CENTRE Boronia provides higher order commercial and retail functions than the villages further into the Dandenongs. The area has ready access to higher order business and retail activity centres at Knox and Ringwood. Continuing to provide for middle order functions in a redeveloped and attractive centre would rejuvenate the township - however a larger higher order activity centre would be inappropriate.</p> <p>[29]</p>	No changes recommended	No changes recommended Refer submission to panel	<p>Boronia is indeed a major activity centre, a higher order than surrounding neighbourhood activity centre (medium and small neighbourhood activity centre within the Foothills) but also an equal order to other surrounding major activity centre (Knox and Bayswater) albeit with different purposes and functions so as to avoid direct competition.</p> <p>Boronia is also of a lower order to other surrounding Metropolitan Activity Centre (aka Ringwood) which it complements does not compete with and where Ringwood provides greater services and density down the train line.</p> <p>As such it does indeed provide middle functions and density, greater than Ferntree Gully, lesser than Ringwood, but equivalent or complementary to Knox Central.</p>

Summary of submissions to Amendment C192knox

Submission no.	Seeks changes to the recommendation?	Summary of submission	Officers' response	Officers' recommendation
1, 7, 9, 10, 19, 22, 23, 37, 39, 41, 89	Yes	<p>Addition to Activity Centre boundary / Transition and Precinct 5 heights</p> <p>These submissions generally address the following:</p> <ul style="list-style-type: none"> a. Objections to the expansion of the Activity Centre boundary. b. One submission objecting to the inclusion of the west side of Iris Crescent into the Activity Centre.  <p>Precinct 5 - Residential Growth</p> <ul style="list-style-type: none"> c. One submission objecting to removing the Significant Landscape Overlay (SLO2) and the inclusion of land previously within the Dandenong Foothills (e.g. <i>Albert Street</i>) 	<p>Officers acknowledge the concerns raised and make the following comments:</p> <ul style="list-style-type: none"> a. The expansion of the Boronia Activity Centre boundary is primarily informed by the walkable catchment from the Train Station, based on a convenient walking time of 10min or approximately 800m. This has identified land to the north and south of Boronia that falls within this catchment and have therefore been added, due to their close proximity to facilities and services. b. The above applies as the reasoning to include Alfred Street in addition to considering that the current conditions and amenity of this area, tucked between the train line and Dorset Road, is not representative of the overall Foothills character. c. It is acknowledged that the area on the southern part of Pine Crescent falls just on or slightly beyond the catchment limits. However, the drainage line was then considered as a natural limit to affix the boundary. 	<p>Consider redrafting strategy of 21.10-3 Objective 2 to include Knox Neighbourhood.</p> <p>"Design development to transition and respond to interfaces of adjoining residential areas by providing appropriate setbacks, noise attenuation, and landscaping, particularly that of Precinct 4, the Bush Suburban neighbourhood, the Knox Neighbourhood, and the Dandenong Foothills."</p> <p>And by including a new policy guideline at this objective by: "Providing significant upper floor level setbacks above a ground floor level as transition on the rear or side of a building that interfaces with residential areas outside the activity centre boundary."</p> <p>Refer submission to panel.</p>

Submission no.	Seeks changes to the recommendation?	Summary of submission	Officers' response	Officers' recommendation
		 <p data-bbox="629 1002 1104 1121">d. Three submissions objecting to the southern expansion of the Activity Centre (i.e. south part of Cypress Avenue and Pine Crescent).</p>	<p data-bbox="1205 379 1619 710">It is also noted that the more intense infill residential development that already occurred on some properties within Pine Crescent gives more weight for their inclusion into the Activity Centre as it will not undermine the character of the adjoining Knox Neighbourhood. This is also evidence of the locations appropriateness to be redeveloped given its proximity to Boronia's amenities.</p> <p data-bbox="1167 746 1599 866">d. The removal of the SLO2 from land within the Activity Centre is necessary to avoid policy conflict that would undermine the intent of each policy.</p> <p data-bbox="1167 898 1615 1289">e. The proposed increase in overall maximum height to 3 storeys (<i>representing a 2 metres height increase</i>) will not unreasonably impact the amenity of neighbouring properties located immediately outside of the Activity Centre boundary, as an appropriate built form transition will be maintained. The standard ResCode provision will continue to manage built form bulk and massing at these interfaces and will require any 3 storey forms to be set back further from the</p>	

Submission no.	Seeks changes to the recommendation?	Summary of submission	Officers' response	Officers' recommendation
		 <p>Precinct 5 - Residential Growth</p> <ul style="list-style-type: none"> e. Objections to the heights carried by the rezoning to General Residential Zone – Schedule 4 (11 metres/3 storeys) and its resulting amenity/character impact. f. Comments related to the improvement of the planning policy at Clause 21.10-3 in relation to transition between the Activity Centre and the surrounding Knox Neighbourhood residential area. 	<p>property boundary in order to result in comparable off-site amenity impacts as a lower 1 or 2 storey form.</p> <p>Notably, the proposed Boronia Activity Centre policy at Clause 21.10-3 puts onus on buildings within the centre to provide the 'stepping down' transition to surrounding interfaces.</p> <ul style="list-style-type: none"> f. It is acknowledged that the transition policy at Clause 21.10-3 can be further improved to draw more care on providing an appropriate interface transition to land within Knox Neighbourhood. As such, the addition of mentioning Knox Neighbourhood in the relevant strategy, and the addition of a policy guideline would provide more support for statutory planners to address this interface. 	
<p>2, 3, 5, 11, 13, 16, 23, 24, 25, 26, 28, 29, 32, 34, 35, 39, 40, 42, 44, 46, 47, 52,</p>	<p>Yes</p>	<p>General heights/Commercial core heights and viewlines</p> <p>These submissions broadly raise concerns on the following:</p> <ul style="list-style-type: none"> a. Contesting the basis of the methodology used to determine heights and protect the viewlines. 	<p>Officers acknowledge the concerns raised and make the following comments:</p> <ul style="list-style-type: none"> a. All the proposed heights have been carefully devised based on a 3D-model to ensure the key viewlines and vistas towards the Dandenong Ranges National Park will be maintained and not impacted upon by the increased 	<p>Consider redrafting the proposed DDO10 built form and facades at Clause 2.3-2 to include the following additional guideline:</p> <p>"The development provides minimum 3 metres residential floor-to-floor height above a</p>

Submission no.	Seeks changes to the recommendation?	Summary of submission	Officers' response	Officers' recommendation
54, 55, 56, 57, 58		<p>b. General impact on viewlines across the centre, including that from Boronia Village.</p> <p>c. The proposed maximum heights, with submissions requesting lower heights varying from:</p> <ul style="list-style-type: none"> i. No development above 2 storeys anywhere in the Centre. ii. No development above 1 storey in the residential areas. iii. A reduction to the height of the four sites marked at 31.5m (10 storeys) and suggestions varying between 4 and 6 storeys for the whole commercial area. iv. Commercial height varying between no more than 3 to 5 storeys. <p>d. Concerns about any change in character expected with that of an Activity Centre.</p> <p>e. General dislike of the current state of Boronia with request for change, but with this change to occur without any increased heights (<i>aka status quo</i>).</p> <p>Apartment living and amenity</p> <p>These submissions broadly raise concerns with:</p> <ul style="list-style-type: none"> a. Increased population, additional housing and mixed-use development. 	<p>potential for building height. Any future development application for a building will be subject to a full planning assessment and will need to demonstrate a high quality architectural design to ensure its design and appearance appropriately responds to its context. The height differences for each site is explained by the topography that drops into a valley meaning that the further down a land is located, the higher it can go before impacting on the key views.</p> <p>b. The key views have been identified as Tormore Reserve (panoramic), with the alignment of Boronia Road providing a framed view, and Boronia Park also providing a filtered/frame view that will be recreated in the future when Boronia Park is reinstated as an open space.</p> <p>These viewlines were also identified in the 2006 Boronia Structure Plan, which framed the basis for this plan. Boronia Village has not been retained due to the fact that it is private land with view over a private car park and that any development in the future (even single</p>	<p>minimum 4.5 metres commercial floor-to-floor height."</p> <p>Refer submission to panel.</p>

Submission no.	Seeks changes to the recommendation?	Summary of submission	Officers' response	Officers' recommendation
		<p>b. Apartment lifestyle and internal amenity of apartment typology.</p> <p>c. 20-minutes neighbourhood.</p> <p>d. Design of buildings, inclusive of passive surveillance techniques in design.</p> <p>Vegetation/character</p> <p>These submissions broadly raise concerns with loss of biodiversity, the green and leafy character of the area, the foothills, or landscaping in reference to urban living.</p> <p>However, it does not raise any specific concerns in relation to the proposed landscaping and the vegetation components included Amendment C192knox, or request any relevant changes to the amendment.</p>	<p>storey) would affect the view. The purpose of the Boronia Renewal Strategy is to aim for the community benefit of shared view through public spaces.</p> <p>c. 10 storeys (31.5 metres) is the maximum height set for four key sites within the core area of Boronia at the Boronia/Dorset Rd intersection. The majority of proposed maximum heights are lower and range between 5 and 8 storeys. These height limits have been carefully devised to protect and maintain key views towards the Dandenong Ranges, ensuring that the valued visual relationship remains. The heights are consistent with State Planning policy, which directs growth and built form change to occur within Activity Centre's such as Boronia, regardless of their distance from the Melbourne CBD, to create a network of '20-minute cities'. The height controls also seek to be mandatory in their operation, setting a firm maximum, rather than discretionary controls that do not provide the same certainty.</p>	

Submission no.	Seeks changes to the recommendation?	Summary of submission	Officers' response	Officers' recommendation
			<p>d. The view towards the Dandenong Ranges from the intersection of Dorset and Boronia Roads is not considered significant enough to warrant protection. Based on the current visual relationship between this intersection and the hills much lower building heights would also block the existing view available above the current 1-2 storey forms. This instance repeats itself in many other locations within Boronia where the development of even just double storey would obscure or block any views, and such developments are as-of-right.</p> <p>e. The concept of 20-minutes neighbourhood simply refers to improvement of walkability within an area by provide greater diversity and options for residents and visitors to access a level of local convenience and ease of walking. It aims at providing more democratic opportunities by varying options of services and access. With Boronia having a train station, it furthers enables residents to also travel by train elsewhere across metropolitan Melbourne to the same level that Boronia and Dorset Roads will enable</p>	

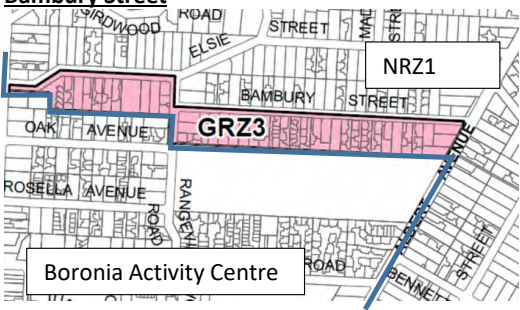
Submission no.	Seeks changes to the recommendation?	Summary of submission	Officers' response	Officers' recommendation
			<p>drivers to travel elsewhere across metropolitan Melbourne.</p> <p>f. The Boronia Activity Centre and land on the western side of Dorset Road are not located within the 'Foothills' area as defined within the Planning Scheme. Therefore, the proposed heights are not subject to the 'Foothills' policy. Instead they are located within commercially-zoned land, central to a Major Activity Centre, where built form change of a more intense nature is sought by State Planning provisions. The proposed heights have been carefully devised to ensure protection of key public views towards the nearby Dandenong Ranges are maintained.</p> <p>g. Passive surveillance is the design of building incorporating visual interaction with the street frontage or public space by avoiding blank walls, 'bunkerisation' of properties, and by providing windows and balconies to create visual 'surveillance'/viewlines from residents, shopkeepers to know what is happening on the street. It aims at crime prevention through design by avoiding dead public space that would</p>	

Submission no.	Seeks changes to the recommendation?	Summary of submission	Officers' response	Officers' recommendation
			<p>create unsafe areas or allow people to act nefariously away from the public eyes such as what is currently found in Boronia.</p> <p>h. Apartment is a genuine form of typology that will provide housing to fill the demand for this type of housing. The objectives of the proposed DDO10 and Boronia policy aims to provide increased sustainable design, which includes internal amenity. The background documents to the Boronia Renewal Strategy does specifically mention that sustainable internal space is best addressed to adequate floor to ceiling height (in this case with floor to floor height having been considered in the assessment of the overall height for Boronia).</p> <p>It is considered that reinstating these floor-to-floor space as a guideline to the proposed DDO10 would provide support to ensure apartments are more sustainable and spacious (<i>and therefore away from that "shoe box" negative connotation</i>).</p>	

Submission no.	Seeks changes to the recommendation?	Summary of submission	Officers' response	Officers' recommendation
			i. Also refer to officer's response under submission 29 in relation to vegetation character.	
4, 8, 14, 27, 31, 33, 36, 47	Yes	<p>Transport: congestion/traffic</p> <p>These submissions broadly raise concerns of:</p> <ul style="list-style-type: none"> a) Increase traffic and demand for parking, or street congestion. b) Increase in car ownership due to density. c) Conflict with traffic flow and on-street parking on local streets. d) Diversion of traffic onto local streets. e) Impact of the Green Spine on local traffic. f) Parking provisions. g) Public transport advocacy. h) Noise and amenity impact due to traffic. i) Difficulty to walk around. 	<p>Officers acknowledge the concerns raised and make the following comments:</p> <ul style="list-style-type: none"> a. Council will investigate the impacts on the road network on a case-by-case basis as issues arise and make relevant recommendations. b. It is also part of the planning permit application for all development to provide traffic generation and assessment report, if warranted mitigating measures would be implemented as part of the development, including developers' contributions. c. The parking provisions are set by the State Government at Clause 52.05 of the Planning Scheme, Council only has the power to reduce car parking spaces to be provided and cannot require a developer to provide more than the minimum. For residential, the car parking rates is 1 space/2-bedrooms unit and 2 spaces/3-or-more-bedrooms unit. In is instance Council does not 	<p>No changes recommended.</p> <p>Refer submission to panel.</p>

Submission no.	Seeks changes to the recommendation?	Summary of submission	Officers' response	Officers' recommendation
			<p>seek to amend the scheme to reduce the amount of car parking.</p> <p>d. It is acknowledged that the section of the Boronia Renewal Strategy (4.3.3 and 9.5.4) referring to supporting home-based business could be clarified as it only effectively applies to instances where a permit would be required, since Council has no say on 'as of right' home-based businesses. Such clarification can specify where it does not have amenity impact such as on-street parking. Of note, the amendment does not include any policy mention relevant to home-based businesses.</p> <p>e. Without an increase in density in an area that can take benefit of alternative transport options, lower density would exacerbate traffic generation due to its increase in car dependent movements making the situation worse. Nonetheless, residents can still choose to own as many cars as they want, but also have to live with the consequences of their decisions should street parking becomes limited in the future. This situation is independent of high or low</p>	

Submission no.	Seeks changes to the recommendation?	Summary of submission	Officers' response	Officers' recommendation
			<p>density living as it shows itself in various residential context.</p> <ul style="list-style-type: none"> f. Increase density closer to services where alternative transports are available will provide an option for residents and visitors other than the use of cars or reliance on car ownership, should they wish so. g. The traffic at the Dorset/Boronia junction is not noted as any more significant than any other arterial junctions elsewhere within Knox (or along Boronia Road), where these junctions comprises less lanes. h. The green spine project will not remove Chandler from motor vehicles but rather provide space for other users. Of note, there is no on-road bike lane proposed for Chandler Road. i. The strategy includes advocacy to Public Transport Victoria/Department of Transport for public transport frequencies and services improvements, as well as road infrastructure improvements. The strategy also highlights a series of 	

Submission no.	Seeks changes to the recommendation?	Summary of submission	Officers' response	Officers' recommendation
			<p>improvements for connectivity when walking across the centre which will aim to improve walking as an option.</p> <p>j. The proposed DDO includes components for development in proximity to the rail corridor and arterial road and address noise issues. As for other residences elsewhere in the municipality, the proximity to these corridors means they are a known factor and owners can take actions to soundproof their assets.</p>	
6, 15, 17, 43	Yes	<p>Bambury Street</p>  <p>The map shows a street grid with several streets labeled: WARDWOOD ROAD, ELsie STREET, MAC STRA, BAMBURY STREET, OAK AVENUE, ROSELLA AVENUE, RANGERS ROAD, and BENNETT STREET. A pink shaded area labeled 'NRZ1' is located north of Bambury Street. A larger pink shaded area labeled 'GRZ3' is located south of Bambury Street, extending east towards Bennett Street. A box labeled 'Boronia Activity Centre' is located south of Rosella Avenue.</p> <p>These submissions generally address the following:</p> <ol style="list-style-type: none"> General support to the removal of the Bambury/Elsie Streets area from the Activity Centre. 	<p>Officers acknowledge the concerns raised and make the following comments:</p> <ol style="list-style-type: none"> The support for the removal of the area is noted. The area is currently zoned GRZ4 with a height of 11 metres, however the current DDO7 does set a discretionary maximum height at 7.5 metres (as well as the SLO2). The removal of the DDO7 from this area means that the height assessment will revert back to the zone (and the SLO2). Of note, the DDO7 is an interim control that is nonetheless due to expire in 2024. 	<p>No changes recommended.</p> <p>Refer submission to panel and seek a recommendation on how to progress a rezoning.</p> <p>Potentially consider a rezoning as part of a future planning scheme amendment or consider incorporating into the future Knox Housing Strategy work.</p>

Submission no.	Seeks changes to the recommendation?	Summary of submission	Officers' response	Officers' recommendation
		<ul style="list-style-type: none"> b. Objection to the application of the General Residential Zone 3 (GRZ3) to the area excluded from the Activity Centre (the south side of Bambury/Elsie Street). c. Request for Council to apply the Neighbourhood Residential Zone (NRZ) to the south side to clarify a maximum building height of 9 metres. d. Some submissions also requested that Schedule 1 to the NRZ (<i>which applies to the north side of Bambury</i>) be also implemented on the south side. 	<ul style="list-style-type: none"> c. The NRZ was considered but ultimately the GRZ3 was deemed appropriate to maintain the Local Living neighbourhood character by simply applying the suite of controls already existing in the Knox Planning Scheme. The purpose of Amendment C192knox primarily focused on planning controls for the Activity Centre and beyond determining a new Activity Centre, it was not equipped to complete a full assessment of area to be removed beyond that of utilising existing controls. d. Of note, the area is currently zoned GRZ4, and it was decided to retain the same category of zone while applying a schedule that would increase landscaping requirements and ensure that apartment typology was not supported. It recognised that the Significant Landscape Overlay (SLO2) triggers a planning permit for any development above 7.5m and that the height character of previous built form generally did not exceed 8 to 9 metres. e. The NRZ1 was deemed unsuitable due to the accompanying controls and 	


Submission no.	Seeks changes to the recommendation?	Summary of submission	Officers' response	Officers' recommendation
			<p>expectations that would be contrary to the general character that developed in the past decade on the south side of Bambury.</p> <p>f. Of note, by removing this area from the Activity Centre, the Green Area Requirements of the Knox Planning will apply to these site. This means that additional private open space will need to be maintained, which will further facilitate the step-down transition between the Activity Centre and the north side of Bambury.</p> <p>g. Officers recommend that further review of the appropriateness of the GRZ3 could be considered as part of the Knox Housing Strategy Review. And that subsequent to the Knox Housing Strategy Review, an amendment could consider creating a specific NRZ limited to 9m height for this area.</p>	
12, 18, 19, 30, 48, 50, 53	No	<p>These submitters provide support to the Strategy and its amendment, particular with regard to:</p> <ul style="list-style-type: none"> a. height increases, and mixed-use housing; b. density close to services as a mean for the renewal of the Centre and the application of the 20-minutes neighbourhood through improved walkability; and, 	<p>The submission of support is noted.</p> <p>The following comment is provided in response to the submission:</p> <ul style="list-style-type: none"> a. massage parlor is a form of retail which is 'as-of-right' within the commercial areas. While a separate but related 	<p>No changes recommended.</p> <p>Refer submission to panel.</p>

Submission no.	Seeks changes to the recommendation?	Summary of submission	Officers' response	Officers' recommendation
		<p>c. proposed design provisions.</p> <p>One submission also requested to extend the scope to include provisions to control massage parlors.</p>	<p>matter due to perceptions of such premises, recent state Sex Work reforms have changed how such uses are dealt with by the planning scheme.</p> <p>Council does not have the capacity to review land-use permit that are 'as-of-right' within the Commercial 1 Zone. The only alternative, would be to rezone the Commercial 1 Zone to another zone that limits certain usage so that they would trigger a permit. This would also be perceived as additional red tape and is unlikely to be supported by the State Government. It's also an ineffective and disproportionate response to such a matter where the risks are not justified.</p>	
20	Yes	<p>Submitter objects and contends that Council should abandon and not proceed with the amendment in its entirety.</p> <p>The submission generally addresses the following:</p> <ul style="list-style-type: none"> a. the onerous and uneconomical cost associated with meeting the design and application requirements and its impact on the opportunity to redevelop the land. b. The uncertainty on permit applicants in matters related to landscaping, traffic, acoustics, waste, and sustainability. 	<p>The following comments are provided in response to the submission:</p> <ul style="list-style-type: none"> a. The proposed maximum height is just that, a maximum. Should any future redevelopment of the Boronia Junction site occur it is not required to fully reach the maximum height threshold. A lower built form is permissible on this site, subject to Council's assessment of a planning application. b. We appreciate that a more detailed DDO would add even more complexity 	<p>No changes recommended.</p> <p>Refer submission to panel.</p>

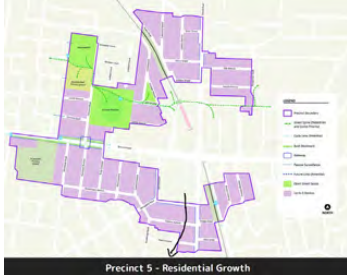
Submission no.	Seeks changes to the recommendation?	Summary of submission	Officers' response	Officers' recommendation
		<ul style="list-style-type: none"> c. Lack of guidance for minor works and discouraging underdevelopment of land. d. Prescriptive pedestrian links and public realm nodes. e. Lack of indication as to easements or the method for the management of pedestrian linkages. f. Impact on retail tenancies and land market value. g. Lack of consideration of encumbrances created by the train tunnel on the land and perceived failure to consult with VicTrack. h. Failure to consider flooding issues. i. Impact on amenity and safety related to night economy <p>In the alternative to Council abandoning the amendment, the submitter sought the following changes:</p> <ul style="list-style-type: none"> a. Significantly paring back the building and works requirements. b. Reducing the maximum heights. c. Introducing flood overlay. d. Remove mixed commercial-residential. e. Remove requirements related to providing car parks at the rear, underground, or upper levels. f. Remove pedestrian links. 	<p>to the processing of an application we also note that the increased height provisions also encourage more involved developments, with greater yield potential and design challenges to appropriately be resolved. This is then a matter for the designer to address the goal posts with creative solutions, and we consider these goal posts to be rather clear. While discretion is afforded with the mention of 'to the Responsible Authority satisfaction'; we consider this should foster a more collaborative and merit-based approach to design between applicants and Council during the planning assessment. Ultimately, this will result in better design solutions and development outcomes for the community.</p> <ul style="list-style-type: none"> c. We appreciate the concern and acknowledge that the DDO clearly seeks and highlights the guidance to encourage the full renewal of Boronia. Incremental (minor) works would still continue to occur within this framework and is not excluded from the process as the design guidelines, with the process being no different than the current DDO7. Application 	

Submission no.	Seeks changes to the recommendation?	Summary of submission	Officers' response	Officers' recommendation
		<ul style="list-style-type: none"> g. Provide clearer guidelines on landscaping, traffic, acoustics, waste, and sustainability matters. h. Provide guidelines for minor works. 	<p>requirements are subject to their relevance on the nature of the work (<i>as stated in the heading of the provision</i>). It is then up the designer to evaluate how minor works fits in the bigger picture of the site and allows future projects to build upon it.</p> <ul style="list-style-type: none"> d. Any specific encumbrances will need to be considered by the designer as part of the constraint to the site's potential. VicTrack has been consulted as part of the preparation of the Strategy and also did not objected to the proposed amendment. e. Broadening the economic activity within Boronia is a positive outcome, this includes encouraging increased night time activity within the commercial core area of the Activity Centre. Subject to appropriate design and acoustic considerations at the development application stage night time operation and future residents can coexist within an Activity Centre context. f. Melbourne Water is responsible for the management of flood overlays, and no such overlays has been introduced nor requested by Melbourne Water. While there is adjacent overland flow path, 	

Submission no.	Seeks changes to the recommendation?	Summary of submission	Officers' response	Officers' recommendation
			<p>there is no flood overlay. Melbourne Water has also supported the amendment.</p> <ul style="list-style-type: none"> <li data-bbox="1167 475 1628 834">g. The change from the existing outer suburb car-centric character is the key vision of this Strategy and the amendment does highlight several actions to that effect, including the car parking management, pedestrian linkages and mixed-use density. Higher density close to services, especially adjacent to the train station or above commercial services would result in the opposite to the concern of traffic congestion raised by the submitter. <li data-bbox="1167 834 1628 1114">h. The guidelines in relation to landscaping, waste management, traffic, and acoustics have been clearly drafted with inspiration from a specific codified approach while still allowing for discretion to assess on a case-by-case basis. The policy primarily highlights aspirations and are not codified requirements. <li data-bbox="1167 1114 1628 1292">i. Future pedestrian linkages are to be determined upon negotiation or the assessment of a development application. They indicate centre-wide aspirations for improvement of origin-destination movements across the 	

Submission no.	Seeks changes to the recommendation?	Summary of submission	Officers' response	Officers' recommendation
			<p>centre and is an example of greater clarity and certainty on how the owner can take full advantage of their site. The delivery, location, ad scale of linkages would form part of planning permit assessment. Those linkages do not need to be part of the public realm or be surrendered/acquired by Council and it is conventional for private development to integrate public access for community benefit such as the current design of the Boronia Junction plaza frontage which does that exact effect. The existence of publicly accessible private thoroughfare/laneways is also common, as many examples exists within Melbourne's Hoddle grid.</p>	
21	Yes	<p>Removal of Marie Street area</p>  <p>Marie Street, Rubida Court and Gwyn Crescent <small>Properties on Marie Street, Rubida Court and Gwyn Crescent proposed to be removed from Activity Centre area.</small></p>	<p>The submission of support for the removal of the Marie Street area is noted.</p> <p>The following comments are provided in response to the submission:</p> <ol style="list-style-type: none"> a. The Boronia Major Activity Centre policy operates concurrently to other provisions of the scheme that also provides guidance in relation to bicycles, such as Clause 52.34 (bicycle facilities), clause 21.09-1 and clause 18.02-2S. 	<p>Consider redrafting strategy of 21.10-3 Objective 3 to include clarity in relation to cyclists as follow:</p> <p>“Plan for an improved pedestrian and cyclist network in the design of new development.”</p> <p>Consider redrafting policy guideline of 21.10-3 Objective 3 to include clarity in relation to cyclists as follow:</p>

Submission no.	Seeks changes to the recommendation?	Summary of submission	Officers' response	Officers' recommendation
		<p>Submitter supports the removal of the Marie Street area and its return to the Foothills as a mean to preserve the existing character of the area.</p> <p>The submission also requested to extend the scope of the Boronia Major Activity Centre to include clearer content and mention of cyclist movements.</p>	<p>b. The provision of public realm infrastructure improvement is primarily addressed via the Strategy which does the heavy lifting for indicating area of public investments, the purpose of the Scheme is primarily to</p> <p>c. It is acknowledged that the wording of the policy at Clause 21.10-3 could be improved for additional elements, however, it is considered that matters such as bicycle parking facilities are already addressed by Clause 52.34. Of note an improvement to mention cyclists together with pedestrian could be included in the strategy related to improved network and the policy guideline related to lighting.</p>	<p>“Providing well-lit environment with integrated safety measures and pathways to facilitate safe and secure pedestrian and cyclist movements.”</p> <p>(includes fixing typo)</p> <p>Refer submission to panel.</p>
28	Yes	<p>Submitter raises concerns in relation to overland flow path and flooding and recommends that minimization of hard surfaces and management of flow paths should be addressed centre-wide rather than solely in Precinct 5.</p>	<p>The following comments are provided in response to the submission:</p> <p>a. It is part of the planning permit application for Council to consider drainage and stormwater management as part of the design to mitigate issues where appropriate during the statutory process.</p> <p>b. The Knox Planning Scheme already includes policies related to stormwater management, floodplains, and climate change which does not need to be</p>	<p>Consider redrafting strategy of 21.10-3 Objective 2 to include a new policy guideline at this objective as follow:</p> <p>“Minimising hard surfaces in areas impacted by surface flow paths in Precinct 5, particularly in the south of the Boronia Park retardation basin.”</p> <p>Refer submission to panel.</p>

Submission no.	Seeks changes to the recommendation?	Summary of submission	Officers' response	Officers' recommendation
			<p>duplicated. (Clauses 21.04, 21.05, and 21.09).</p> <p>c. The submission nonetheless highlights the opportunity to further clarify the overland flow path as part of the Boronia Major Activity Centre policy to provide more specific content than already existing in Clause 21.09 (as mentioned in P.117 of the Renewal Strategy).</p> <p>A policy guideline at proposed Clause 21.10-3 under Objective 2 Built Form to stress the importance of minimising hard surfaces south of Boronia Park (the outlet of the stormwater retention basin) in Precinct 5 would be beneficial. This is notable because the area south of Boronia Park is the natural topographical surface flow outlet for Boronia. Such policy guidelines would highlight the importance of this area while Clause 21.09 satisfactorily addresses any other instances.</p>	 <p>The map shows a residential precinct with various colored zones: purple for residential growth, green for parks and recreation, and yellow for community services. A legend on the right side of the map identifies these zones. The title of the map is 'Precinct 5 - Residential Growth'.</p>
38	Yes	The submission is a letter requesting the application of a status quo with no further investments made to Boronia and seeking for Council to relocate the proposed density to Knox Central.	<p>This submission is outside the scope of the Boronia Renewal Strategy.</p> <p>Knox Central is already benefitting of its own Structure Plan addressing and directing growth</p>	<p>No changes recommended.</p> <p>Refer submission to panel.</p>

Submission no.	Seeks changes to the recommendation?	Summary of submission	Officers' response	Officers' recommendation
			<p>to that Major Activity Centre (which both Boronia and Knox Central are). The current process aims to specifically address the Boronia Major Activity Centre which has its own needs and challenges. The development of Boronia and/or Knox Central are not mutually exclusive and both form key roles in supporting growth in the municipality into the future.</p>	
29, 45	Yes	<p>Submitters recommend that Council should seek greater sustainability outcome in requiring more in the form of green infrastructure to future built form (particularly green roof) as a mean to address climate change, heat island effect. and achieve a green and leafy character.</p>	<p>The following comment is provided in response to the submission:</p> <ul style="list-style-type: none"> a. The proposed policy at 21.10-3 includes strategy to "support development that demonstrates high quality design and high level of environmental sustainability" and "reinforce a green and leafy identity that provides space for significant landscaping retention and tree canopy planting". It also includes "Established a landscaped character that retains canopy trees and provide a green streetscape" with relevant policy guidelines related to streetscaping. <p>While this would cover policy aspects for a green frontage outcome, sustainability could benefit for further clarity to address matters such as green roofs by adding an additional content within the DDO design guideline.</p>	<p>Consider redrafting the proposed DDO10 landscape design at Clause 2.3-2 to include the following additional point:</p> <p>Landscaping design: "Support increased sustainability and a leafy green outcome through the use of green roofs and walls."</p> <p>Refer submission to panel.</p>

Submission no.	Seeks changes to the recommendation?	Summary of submission	Officers' response	Officers' recommendation
			Especially as the delivery of green roof is more likely to occur on larger scale buildings within the commercial core (the area subject to the DDO10) due to economic reasons.	
49	No	The submission requests Council to focus on renovating and improving Boronia Mall.	Boronia Mall is a private entity, the owners of the mall can certainly upgrade their asset whenever they chose to and the Boronia Renewal Strategy provides guidance for when this may happen.	No changes recommended. Refer submission to panel.

7 Public Question Time

8 Officer Reports

8.1 Housing Monitoring Report for 2022

SUMMARY: Social Researcher, Seregious Be-ere

This report summarises the findings of Council's 15th Annual Housing Monitoring Program for the 2022 calendar year. The Housing Monitoring Program is intended to assess Knox's alignment with the six objectives of the Knox Housing Strategy 2015.

The following results are the key highlights of the 2022 report:

- Taking into consideration demolitions, the planning and subdivision permits approved in 2022 were 177. If enacted, this could potentially result in a net yield of 373 additional new dwellings in Knox. These figures are a little above the 2021 figure (of 334 dwellings), but are still generally lower than the housing approvals in the last seven years before 2021.
- The overall percentage of new dwellings approved in 2022 with a typology consistent with their Housing Strategy Area was 69%. This was a slight decline from the 2021 figure of 74%. This is however a significant improvement over the 2018 figure of 58%. This suggests that the Knox Housing Strategy 2015 is continuing to deliver positive results by encouraging appropriate development across the municipality.
- The approved planning permits by Housing Strategy Area in 2022 shows that the Bush Suburban area has 12 dwellings per hectare and 67 dwelling per hectare in Activity Areas. These outcomes are in line with the Knox Housing Strategy 2015.
- Approved planning permits in 2022 did not result in a single apartment or a residential aged care facility. These figures are down from 4 apartments and 214 beds in residential aged-care facilities, in 2021.
- Building permits issued in 2022 were lower than in the previous five years, with the exception of 2021.
- Rising housing costs, very low availability of affordable rental options, and an identified shortfall in social housing remain key policy concerns in 2022. Only 4 social housing projects were delivered in Knox during 2022. However, Council continues to pursue policies and partnership opportunities to help facilitate solutions that can help address the identified shortfall.
- VCAT decided 14 residential planning applications for Knox in 2022, similar to the 2021 number, but fewer than any other year since at least 2012.

RECOMMENDATION

That Council:

1. Note and adopt the 15th Housing Monitoring Program Annual Report for 2022.
2. Note the issues highlighted in the Annual Report regarding small dwelling housing supply in Knox and investigate opportunities to incentivise small dwelling housing provision as part of the Housing Strategy review.
3. Use the evidence in the Annual Report to continue to strongly advocate to State and Federal Government for an increase in resources for social and affordable housing in Knox as outlined in Action 2.1 of the adopted *Knox Social and Affordable Housing Strategy and Action Plan 2023 – 2027*.

1. INTRODUCTION

The Housing Monitoring Program is intended to assess the alignment of Knox's housing policies and planning controls with the six objectives of the *Knox Housing Strategy 2015*.

Organised around these objectives, the Knox Housing Monitoring Program - Annual Report for 2022, from 1st January to 31st December 2022 (Attachment 1) outlines the findings of an analysis of indicators of housing and residential development in Knox, including:

- types and sizes of dwellings in approved planning permits
- alignment with Housing Strategy Areas
- housing affordability and social housing
- tree canopy in residential areas
- sustainability measures in proposed dwellings
- walkability
- VCAT decisions; and
- integrated place-based plans.

2. DISCUSSION

Key Findings

In 2022 there were 177 planning and subdivision permit applications approved by Council, that if enacted would each result in at least one additional dwelling in Knox. This is the second lowest number of permits approved since 2009 and 2010, in the years following the global financial crisis.

If the 177 permits are fully enacted, a total of 373 net new dwellings would be built across Knox. This would be a little more than the 2021 figure but less than the total net new dwellings approved by Council between 2014 and 2020¹. The following summarises the outcomes against the relevant Knox Housing Strategy objectives.

Objective 1: A diversity of housing is provided in appropriate locations

To promote housing diversity and residential development that is appropriate for its location, the *Knox Housing Strategy 2015* defines and specifies categories of residential land and provides explicit guidance on the types of housing preferred in each.

Planning and subdivision permits approved in 2022 would result in a net loss of 124 detached dwellings and a net increase of 497 townhouses, villa units and dual occupancies. This would yield a net gain of 373 total dwellings. Overall, 69% of new dwellings approved in 2022 were the preferred type for their Housing Strategy Area, and 31% were of a type that is denser than the preferred dwellings for the residential land on which they were located. In each case of these non-preferred dwellings, the unique characteristics of the site and/or proposed development meant that the required neighbourhood character outcomes could still be achieved.

Objective 2: Residential development better responds to the community's current and future needs, and allows people to age-in-place

The number of small dwellings (dwellings less than three bedrooms) approved by Council in 2022 fell below the forecast growth for small households, as it has in other recent years.

¹ 2014 (809 dwellings), 2015 (901 dwellings), 2016 (704 dwellings), 2017 (1,236 dwellings), 2018 (955 dwellings), 2019 (602 dwellings), 2020 (899 dwellings).

This outcome could limit the housing choice for ageing residents in Knox looking to downsize, first homebuyers, and anyone keen to reduce their cost of living; since housing represents the biggest share of household budgets. Therefore, housing affordability is a major determinant of both the cost of living and the standard of living.

The limited number of affordable rental opportunities in Knox continued in 2021-2022, only 58 (14%) of the 421 dwellings sold in Knox were considered affordable (to very low and low income households)². Similarly, 38% of the rental properties in Knox were affordable to very low and low income families³. Social housing options are also limited, as the gap between demand and supply of social and affordable housing in Knox is substantial and widening.

Objective 3: Energy, water, and waste efficient design are increased in residential dwellings

The Environmental Sustainability Design (ESD) assessments that must accompany planning permit applications for two or more new additional dwellings, indicated that all buildings assessed in 2021-2022 met the best practice target reduction (25%) for potable water consumption and greenhouse gas emissions reduction (50%).

Objective 4: Housing design in Knox better responds to neighbourhood identity and creates a stronger sense of place

With respect to the walkability measure, 32% of net new dwellings approved in planning permits in 2022 were in walkable locations in Knox⁴. These dwellings had Walkscores of above 70, that is, in “Very Walkable” locations. This was a marginal improvement over the 2021 figure of 31%. Permits approved in 2022 recorded the fourth highest number of approved net dwellings located in “Very Walkable” areas of Knox. The highest was 48% in 2016 as well as 2019.

Also, 67% of approved net dwellings in 2022 were in areas that were considered more walkable than the average score for their suburb. This is an improvement over the 2021 figure of 59%. This is despite the fact that no apartments were approved in 2022. Apartments usually contribute to high walkability scores since they tend to be built in denser and more walkable areas. However, there are many other factors which contribute including the location of dwellings closer to services, such as shops, schools, etc.; that have resulted in the higher score for 2022.

Objective 5: Protect and enhance the landscape and environmental values of natural areas of significance

As Knox’s population continues to grow, it will be increasingly important to ensure that residential development does not erode Knox’s unique and most cherished environmental values.

² Affordable Housing is defined as “Well-located housing, appropriate to the needs of a given household, where the cost (whether mortgage repayment or rent) is no more than 30% of that household’s income. Exceeding the mark places one under ‘housing stress’, particularly in the lower 40% of the income distribution scale” (Department of Infrastructure, 2002, p.182; Knox City Council, 2015, p.6).

³ In this report, very low income is household income of below \$52,379 per annum. And low income is a household income of \$52,380 to \$83,806 per annum.

⁴ For the Housing Monitoring Report, walkability is measured using “Walk Score”, an index that quantifies the walkability of a place based on its proximity to local shops, services, schools, entertainment, and jobs. Walk Score also takes into account indicators of pedestrian friendliness, like population density and intersection density.

The planning permits approved in 2022 demonstrate that the number of dwellings per hectare in the Housing Strategy Areas will produce fewer dwellings per hectare in Bush Suburban and Knox Neighbourhood areas.

This aligns with the *Knox Housing Strategy 2015* resulting in higher density dwellings in the Local Living and Activity Areas, and lower density development in Bush Suburban and Knox Neighbourhood areas. This respects the neighbourhood character of these areas.

Tree canopy data captured by the then Department of Environment, Land, Water and Planning (DELWP) in 2018 puts Knox's overall tree canopy coverage at 18%, and the urbanized areas at 16.3%. The data also shows a 6% decline in native vegetation cover in Knox since the late 1980s. It is hoped that possible future data releases will enable examination of tree canopy change over time, across Knox at a more fine-grained geographical level. Council has undertaken advocacy this year via the MAV State Council to seek a state sponsored approach to regular canopy mapping.

Objective 6: Development responds to neighbourhoods in an integrated and balanced manner

The alignment between Council's planning application decisions and Victorian Civil and Administrative Tribunal (VCAT) decisions is important in gauging the coherence of planning application decisions with the Knox Planning Scheme.

VCAT affirmed all Council approvals in 2022 that would yield at least one net new dwelling – a situation that is consistent with previous VCAT outcomes on Council approvals. Overall, 14 residential cases (same number as 2021) were decided by VCAT in 2022, and in most of the cases, VCAT overturned Council refusals. This outcome is in line with past rulings on Council refusals (with the exception of 2021). VCAT considers each case brought before it on its individual merits.

Under the *Knox Housing Strategy 2015*, the years 2021 and 2022 have witnessed the lowest number of residential cases lodged at VCAT from Knox. If this trend of fewer appeals submitted to VCAT continues, it could be assumed that either planning permit applicants and neighbours are increasingly becoming satisfied with Council's decisions on planning permits, the impact of COVID or community members having limited capacity to engage in planning appeal processes.

Future Program Development

The Housing Monitoring Program report will continue to be published annually, and the program will be tailored to remain aligned with the *Knox Housing Strategy 2015*, the *Knox Community Plan 2021-2031* and *Council Plan 2021-2025*. The list of indicators in the 2022 Housing Monitoring Program will continue to be refined and perhaps expanded over time.

It is important to note that although some non-preferred dwelling types are at times approved inconsistent with the relevant housing strategy area objectives, the unique characteristics of the site and/or proposed development meant that the required neighbourhood character outcomes, and the need to respect vegetation and open spaces could still be achieved. As such the broad objectives of their housing strategy areas are complied with.

The Research and Geospatial Analytics team are also exploring ways of creating interactive dashboards to support timely, more efficient and real-time reporting on the key targets and indicators of the *Knox Housing Strategy 2015* and future housing strategies.

3. CONSULTATION

This report has been prepared by the Research and Geospatial Analytics team, within Council's City Futures Department. The City Strategy and Planning team, and the City Planning & Building Department supported this research as part of collating the required information to inform the annual report.

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.

The Housing Monitoring Program - Annual Report for 2022 presents data on outcomes related to climate change (for example, tree canopy cover, walkability and sustainability adaptations in proposed developments). It is anticipated that this information will inform decisions that impact on Council's Net Zero 2030 target, the Community Net Zero 2040, and exposure to climate risks or climate change adaptation.

5. ENVIRONMENTAL/AMENITY CONSIDERATIONS

The Knox Housing Strategy 2015 seeks in part to address residents' concerns about the impact of residential development on neighbourhood amenity and character. The Knox *Community Plan 2021-2031* and *Council Plan 202-2025* also seeks to encourage environmentally sustainable design outcomes that deliver more efficient use of resources and reductions in waste. In line with this, the *Knox Housing Strategy 2015* aims to strengthen Council's approach to balancing residential development that meets the diverse needs of the community, and protects the environmental and neighbourhood character values.

6. FINANCIAL & ECONOMIC IMPLICATIONS

The Housing Monitoring Program - Annual Report for 2022 was completed within the existing City Futures 2022-2023 budget. It is anticipated that the Housing Monitoring Program will continue to be completed within future operating budgets.

7. SOCIAL IMPLICATIONS

There are no direct social implications of this report, but it does suggest areas of continued further policy focus in areas related to housing, liveability and sustainability. The *Knox Housing Strategy 2015* seeks, where possible, to address residents' concerns about social issues such as the availability of affordable housing. This report has highlighted an area where Council appears to be delivering acceptable social outcomes for residents (e.g. residential aged care when comparing to the national target for residential aged care housing delivery) and an area where supply in Knox appears not to be meeting demand (social and affordable housing).

8. RELEVANCE TO KNOX COUNCIL PLAN 2021-2025

Neighbourhoods, Housing & Infrastructure

Strategy 2.1 - Plan for and support diverse housing to meet changing community needs.

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

There is no content in this report that meets the definition of confidential information from the Local Government Act 2020.

Report Prepared By: Social Researcher, Seregious Be-ere
Report Authorised By: Director City Liveability, Matt Kelleher

Attachments

1. Housing Monitoring Report for 2022 Calendar Year [8.1.1 - 49 pages]



Knox Housing Monitoring Program

Annual Report for 2022



Table of Contents

Contents

Table of Contents	i
Executive Summary.....	1
1. This Document	4
2. Policy Context	4
3. A Note on Net vs. Total Dwelling Change	5
4. Overview: Planning Permits Approved in 2022	7
5. A diversity of housing is provided in appropriate locations (Objective 1)	9
5.1 Why is this important?	9
5.2 How are we tracking?	9
5.3 Analysis	12
6. Residential development better responds to the community's needs, and allows people to age-in-place (Objective 2).....	14
6.1 Why is this important?	14
6.2 How are we tracking?	14
6.3 Analysis	21
7. Energy, water, and waste efficient design are increased in dwellings (Objective 3).....	24
7.1 Why is this important?	24
7.2 How are we tracking?	24
7.3 Analysis.....	25
8. Housing design is improved to better respond to neighbourhood identity and create a stronger sense of place (Objective 4).....	27
8.1 Why is this important?	27
8.2 How are we tracking?	27
8.3 Analysis	28
9. Protect and enhance the landscape and environmental value of natural areas of significance (Objective 5).....	30
9.1 Why is this important?	30
9.2 How are we tracking?	30
9.3 Analysis	33
10. Development responds to neighbourhoods in an integrated and balanced manner (Objective 6)	34
10.1 Why is this important?	34



Knox Housing Monitoring Program Annual Report for 2022

10.2 How are we tracking?	34
10.3 Analysis	36
11 Action Areas and Advocacy Opportunities for Council	38
11.1 Action Areas	38
11.2 Advocacy Opportunities	39
12 Summary of Key Findings	41
13 Next Steps: Future Housing Monitoring Program	42
References	43
Attachment 1: Definition of Housing Types	45
Attachment 2: Net growth in dwellings by Typology from 2015 to 2022	46

Tables

Table 1. Number of new Dwellings by Typology in Knox Housing Strategy Areas	1
Table 2. Housing types as defined in the Knox Housing Strategy	1

Figures

Figure 1. Approved Planning Permits and possible Net Growth in Dwellings	1
Figure 2. Total New Dwellings and Demolitions by Approved Planning Permits	1
Figure 3. Preferred Dwellings in Housing Strategy Areas	1
Figure 4. Dwellings per Hectare in Housing Strategy Areas	1
Figure 5. Forecast Dwelling Capacity in Knox	1
Figure 6. Annual Average Building Permits Growth versus Projected Dwellings Growth in Knox	1
Figure 7. Net Growth in Dwellings by Bedrooms	1
Figure 8. Net Growth in Small Dwellings	1
Figure 9. Residential Aged Care Places in Knox in 2022	1
Figure 10. Gap between Supply and estimated Need for Social and Affordable Housing in Knox	1
Figure 11. Affordable Sales and Rentals in Knox in 2022	1
Figure 12. Applicable new Buildings Assessed as meeting Sustainability Targets	1
Figure 13. Proportion of Dwellings Approved in Walkable Areas of Knox	1
Figure 14. VCAT Decisions on Residential Planning Applications	1
Figure 15. Trend Analysis of VCAT Decisions on Residential Planning Applications	1
Figure 16. Net Growth in Dwellings by Typology	1



Executive Summary

This report aims to measure progress against the six objectives in the *Knox Housing Strategy 2015* by examining data related to planning approvals, housing construction and population demographics. This analysis is framed around a set of indicators that seeks to measure different aspects of housing in Knox, particularly new dwellings that have been approved through the planning system in 2022.

Key Highlights

The following are the key findings in this report:

- Taking into consideration demolitions, the planning and subdivision permits approved in 2022 were 177. If enacted, this could potentially result in 373 additional new dwellings in Knox. These figures are a little above the 2021 figure (334), but are still generally lower than the housing approvals in the last seven years before 2021.
- The overall percentage of new dwellings approved in 2022 whose typology was consistent with their Housing Strategy Area was 69%. This was a slight decline from the 2021 figure of 74%. This is however a significant improvement over the 2018 figure of 58%. This suggests that the *Knox Housing Strategy 2015* is continuing to deliver positive results by encouraging appropriate development across the municipality.
- The approved planning permits by Housing Strategy Area in 2022 shows that Bush Suburban area has 12 dwellings per hectare and 67 dwelling per hectare in Activity Areas. These outcomes are in line with the *Knox Housing Strategy 2015*.
- Approved planning permits in 2022 did not result in a single apartment or a residential aged care facility. These figures are down from 4 apartments and 214 beds in residential aged care facilities, in 2021.
- Building permits issued in 2022 were lower than in the previous five years, with the exception of 2021.
- Rising housing costs, very low availability of affordable rental options, and an identified shortfall in social housing remain key policy concerns in 2022. Only four social housing projects were delivered in Knox during 2022. To increase the provision of social housing, Council continues to pursue policies and partnership opportunities to help facilitate solutions that can help address the identified shortfall.
- VCAT decided 14 residential planning applications for Knox in 2022, similar to the 2021 number, but fewer than any other year since at least 2012.

Summary of Key Findings

Objective 1: A diversity of housing is provided in appropriate locations

Planning and subdivision permits approved in 2022 would result in a net loss of 124 detached dwellings and a net increase of 497 townhouses, villa units and dual occupancies. This would yield a net gain of 373 total dwellings. Overall, 69% of new dwellings approved in 2022 were the preferred type for their Housing Strategy Area, and 31% were of a type that is denser than the preferred dwellings for the residential land on which they were located. In each case of these non-preferred dwellings, the unique characteristics of the site and/or proposed development meant that the required neighbourhood character outcomes could still be achieved.



Knox Housing Monitoring Program Annual Report for 2022

Objective 2: Residential development responds to community needs, and allows people to age-in-place

The number of small dwellings (dwellings less than three bedrooms) approved by Council in 2022 fell below the forecast growth for small households, as it has in other recent years. This outcome could limit the housing choice for ageing residents in Knox looking to downsize, first homebuyers, and anyone keen to reduce their cost of living; since housing represents the biggest share of household budgets.

The limited number of affordable rental opportunities in Knox continued in 2021-2022, only 58 (14%) of the 421 dwellings sold in Knox were considered affordable (to very low and low income households). Similarly, 38% of the rental properties in Knox were affordable to very low and low income families. Social housing options are also limited, as the gap between demand and supply of social and affordable housing in Knox is substantial and widening.

Objective 3: Energy, water, and waste efficient design are increased in residential dwellings

The Environmental Sustainability Design (ESD) assessments that must accompany planning permit applications for two or more new additional dwellings, indicated that all buildings assessed in 2021-2022 met the best practice target reduction (25%) for potable water consumption and greenhouse gas emissions reduction (50%).

Objective 4: Housing design in Knox better responds to neighbourhood identity and creates a stronger sense of place

With respect to the walkability measure, 32% of net new dwellings approved in planning permits in 2022 were in walkable locations in Knox. These dwellings had Walkscores of above 70, that is, in "Very Walkable" locations. This was a marginal improvement over the 2021 figure of 31%. Permits approved in 2022 recorded the fourth highest number of approved net dwellings located in "Very Walkable" areas of Knox. The highest was 48% in 2016 as well as 2019. Also, 67% of approved net dwellings in 2022 were in areas that were considered more walkable than the average score for their suburb. This is an improvement over the 2021 figure of 59%.

Objective 5: Protect and enhance the landscape and environmental values of natural areas of significance

As Knox's population continues to grow, it will be increasingly important to ensure that residential development does not erode Knox's unique and most cherished environmental values. The planning permits approved in 2022 demonstrate that the number of dwellings per hectare in the Housing Strategy Areas will produce fewer dwellings per hectare in Bush Suburban and Knox Neighbourhood areas. This aligns with the *Knox Housing Strategy 2015* resulting in higher density dwellings in the Local Living and Activity Areas, and lower density development in Bush Suburban and Knox Neighbourhood areas. This respects the neighbourhood character of these areas.

Tree canopy data captured by the then Department of Environment, Land, Water and Planning (DELWP) in 2018 puts Knox's overall tree canopy coverage at 18%, and the urban areas at 16.3%. The data also shows a 6% decline in native vegetation cover in Knox since the late 1980s.

Objective 6: Development responds to neighbourhoods in an integrated and balanced manner

The alignment between Council's planning application decisions and Victorian Civil and Administrative Tribunal (VCAT) decisions is important in gauging the coherence of planning application decisions with the Knox Planning Scheme.



Knox Housing Monitoring Program Annual Report for 2022

VCAT affirmed all Council approvals in 2022 that would yield at least one net new dwelling – a situation that is consistent with previous VCAT outcomes on Council approvals. Overall, 14 residential cases (same number as 2021) were decided by VCAT in 2022, and in most of the cases, VCAT overturned Council’s refusals. This outcome is in line with past rulings on Council refusals (with the exception of 2021). Under the *Knox Housing Strategy 2015*, the years 2021 and 2022 have witnessed the lowest number of residential cases lodged at VCAT from Knox.

Summary of Progress Towards Housing Strategy Objectives

Council Initiative is on Track/Achieved	Further Improvement Required	Result do not Indicate a Definite Direction
Indicative Results of Council’s Housing Related Action		Achievement Rating
177 approved permits could result in a net of 373 additional new dwellings in Knox		
Dwelling diversity: Small dwellings 18%, 3 bedrooms 20%, 4+ bedrooms 62%		
69% of dwellings approved are consistent with their Housing Strategy Area		
Dwelling density per hectare: Bush Suburban 12, Knox Neighbourhood 20, Local Living 39, and Activity Areas 67		
32% of net new dwellings approved in 2022 were in very walkable locations in Knox		
No apartment or residential aged care facility approved in 2022		
Residential aged care places in Knox is above the national minimum benchmark		
Rising housing costs, very low availability of affordable rental options, and a shortfall in social housing remain key policy concerns		
VCAT decided 14 residential planning applications for Knox in 2022		
100% of approved development of two or more dwellings met Environmentally Sustainable Design targets in water reduction and Greenhouse Gas emissions in 2022		
Tree canopy cover 18% in Knox, and 16.3% in Knox urbanised areas ¹		

¹It is important to note that while Knox endorsed the [Living Melbourne: Our Metropolitan Urban Forest \(2019\)](#) target of achieving 30% tree canopy coverage by 2050, there is no current data to accurately assess this target. For a more reliable assessment of this Action, current tree canopy data is required. This explains why the Tree Canopy Assessment Rating has remained grey.



Knox Housing Monitoring Program Annual Report for 2022

1. This Document

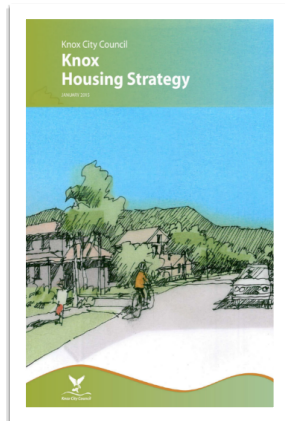
This is the 15th annual Knox Housing Monitoring Program report. It presents measures of progress against the six objectives of the *Knox Housing Strategy 2015* for the 2022 calendar year.

2. Policy Context



Plan Melbourne 2017-2050 seeks to integrate long-term land use, infrastructure and transport planning, so as to meet the city's future environmental, population, housing and employment needs. It is the Victorian Government's strategy for supporting jobs, housing and transport, while building on Melbourne's distinctiveness, liveability and sustainability. One of the key goals of this policy is to direct new housing toward areas with existing services, jobs and public transport. This Plan has two important effects on housing in Knox. One is to deliver housing efficiently, where the infrastructure and services can best support it. The other is to protect existing neighbourhoods and areas with particular significance from overdevelopment.

The **Knox Housing Strategy 2015** is consistent with Outcome 2 of the *Plan Melbourne 2017-2050* by promoting and supporting a scaled, balanced and responsive approach to residential development to accommodate population growth and the community's changing housing needs. The adoption of this balanced approach recognises that some parts of Knox will need to accommodate change, and in other areas change should be gradual and limited in order to protect and enhance Knox's green and leafy character and areas of environmental significance. The overall vision of the *Knox Housing Strategy 2015* is expected to be achieved through six interrelated objectives:



Objective 1: A diversity of housing is provided in appropriate locations.

Objective 2: Residential development better responds to the community's current and future needs, and allows people to age-in-place.

Objective 3: Energy, water, and waste efficient design is increased in dwellings.

Objective 4: Housing design better responds to neighbourhood identity and creates a stronger sense of place.

Objective 5: Protect and enhance the landscape and environmental values of natural areas of significance.

Objective 6: Development responds to neighbourhoods in an integrated and balanced manner.

The *Knox Housing Strategy 2015* divides Knox into four Housing Strategy areas – Bush Suburban, Knox Neighbourhood, Local Living, and Activity Areas (See Map 1) – and provides clear guidance on what types of dwellings are preferred and permissible in each area. Each area has different levels of change anticipated and different types of dwelling preferred:



Knox Housing Monitoring Program Annual Report for 2022

- **Bush Suburban** and **Knox Neighbourhood** areas are expected to undergo less change, preserving areas of environmental significance (including native vegetation and wildlife habitat), landscape value and neighbourhood character.
- **Local Living** and **Activity Areas** are expected to see more change, accommodating medium and higher density development to provide additional housing capacity and choice, to serve the Council's changing needs.

In 2021, Council adopted a new Community Plan and a new Council Plan which both highlight the continuing importance of housing as a critical focus for Council. A key direction of the *Community Plan 2021-2031* and the *Council Plan 2021-2025* is "Neighbourhoods, housing and infrastructure". This key direction focuses attention on supporting a greater diversity in the housing mix within Knox, and ensuring better access to public transport among others, as important outcomes. The *Council Plan 2021-2025* commits Council to several actions to achieve positive housing outcomes for the community, including commencing a review of the *Knox Housing Strategy 2015* (this is currently underway), and Council's adoption of the *Knox Social and Affordable Housing Strategy and Action Plan 2023 – 2027* to increase the supply of social and affordable housing, as a key step towards addressing homelessness in Knox.

3. A Note on Net vs. Total Dwelling Change

Approved planning permits for subdivisions and additional dwellings (not including planning permits for one new dwelling) are used in this report as an indicator of what dwellings are likely to be built, and where². Two approaches for counting the number of dwellings approved in planning permits are used in this report:

- **Total new dwellings** are all new dwellings possible from approved planning permits. This measure does not account for demolitions and provides the best information about the size and type of dwellings being approved. Total new dwellings are used to demonstrate how permit approvals align with the objectives of the *Knox Housing Strategy 2015*.
- **Net new dwellings** are the increase in dwellings possible from approved planning permits, beyond what exists in Knox already. It subtracts demolitions from total new dwellings. Net new dwellings is a measure of growth in Knox's housing supply.

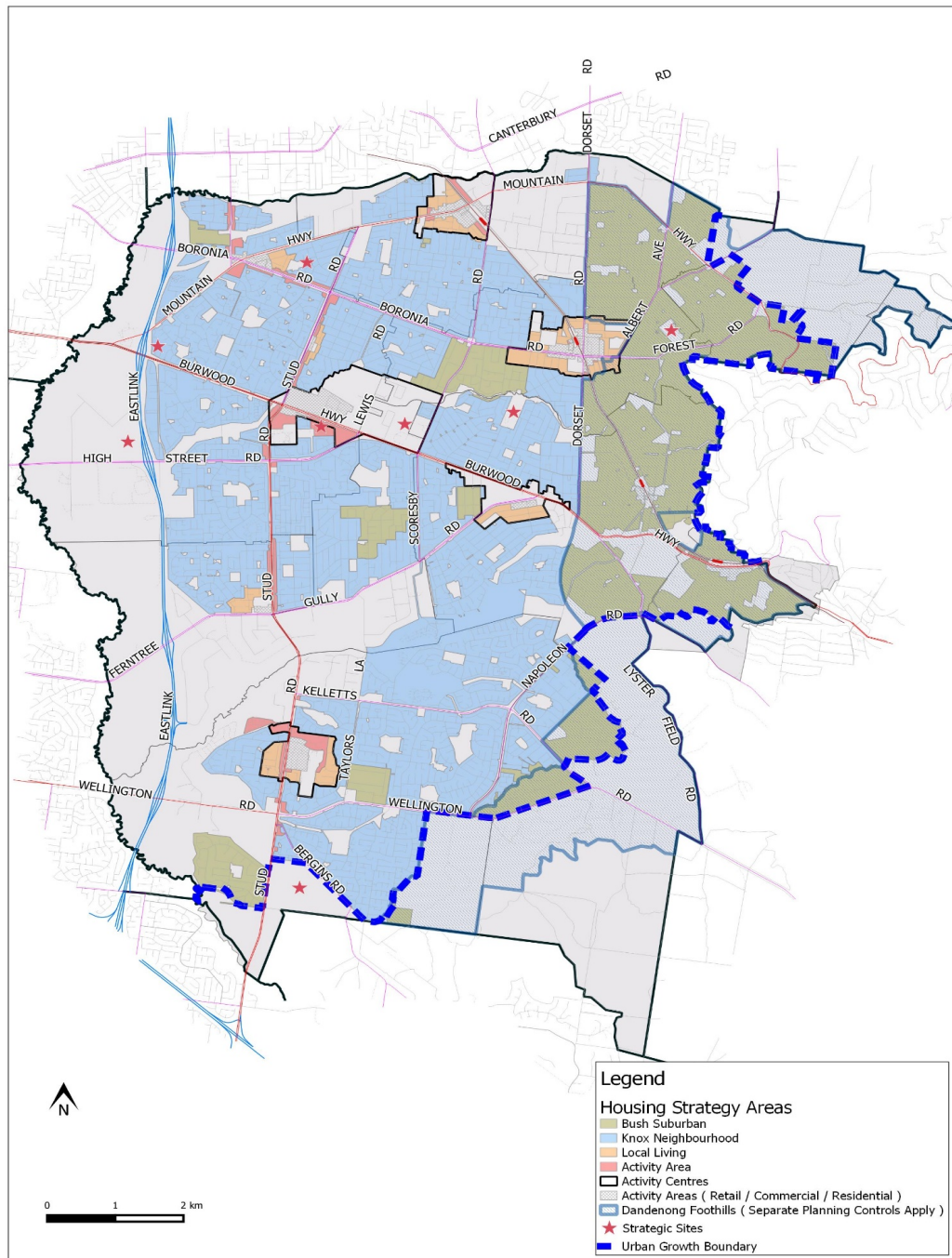
For example, an approved planning permit to replace a detached house with five new townhouses would be counted as five total new townhouses and an increase of four net new dwellings.

² Approved planning permits are indicative of what may be built, but not all planning permits are enacted. Planning permits usually expire after two years (if not commenced), although extensions can be granted for an additional two years.



Knox Housing Monitoring Program
Annual Report for 2022

Map 1: Residential Areas as defined in the Knox Housing Strategy 2015





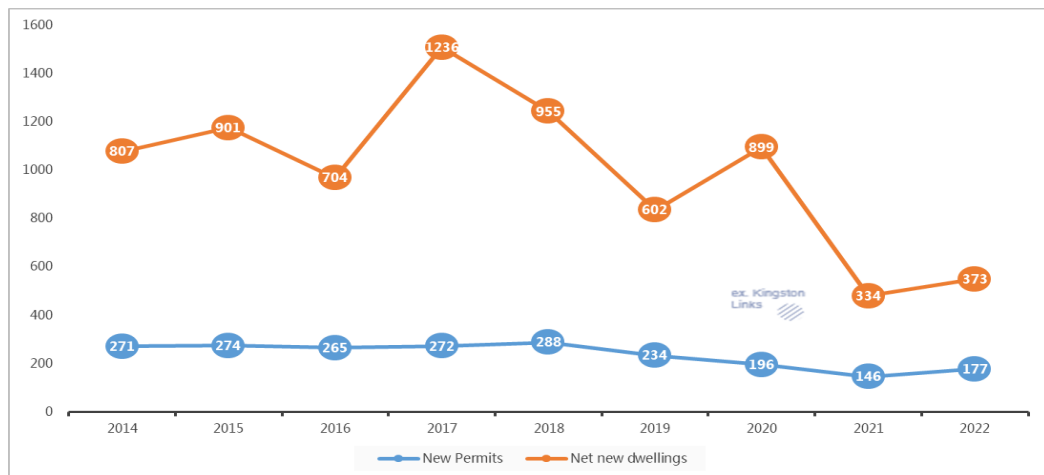
Knox Housing Monitoring Program
Annual Report for 2022

4. Overview: Planning Permits Approved in 2022

177	planning permits resulting in at least one additional dwelling were approved in 2022. This is the second lowest number since the years following the global financial crisis (2009 and 2010). This decline could probably be attributable to the COVID-19 Pandemic.
373	net new dwellings are possible from the planning permits approved in 2022, slightly above the 2021 figure.
133	proposed demolitions possible from approved permits.
0	beds in residential aged care facilities approved in planning permits in 2022.
50%	of net new dwellings possible from approved planning permits were in Boronia, Ferntree Gully and Bayswater.

The potential net increase in dwellings from planning permits approved³ in 2022 was comparatively low, and largely in line with the relatively low number of permits (see Figure 1).

Figure 1. Approved Planning Permits and possible Net Growth in Dwellings
The number of approved planning permits yielding at least one new dwelling, and possible net growth in dwellings from these permits were the second lowest in a decade

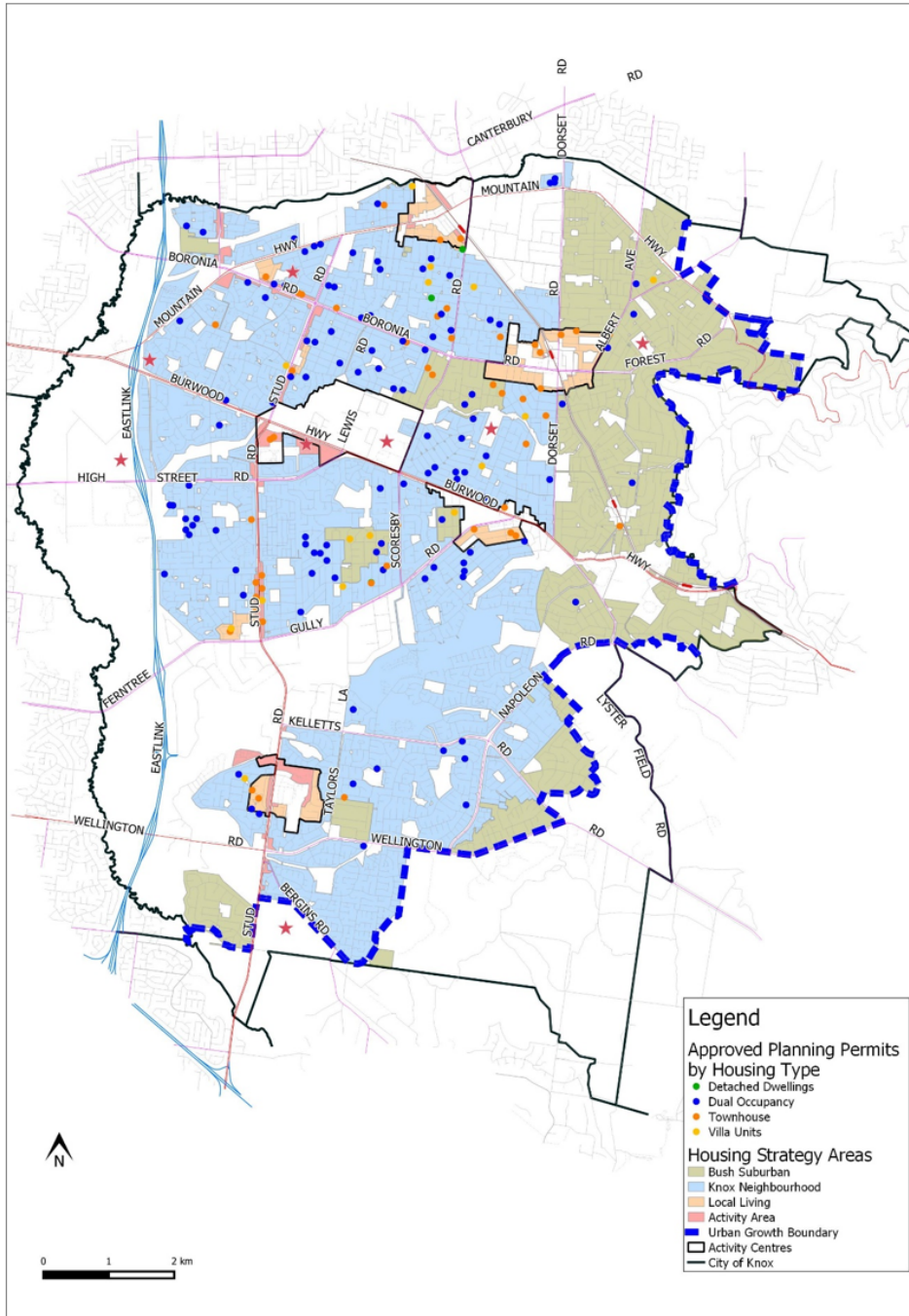


³ This includes planning permits approved by Council at the direction of VCAT



Knox Housing Monitoring Program
Annual Report for 2022

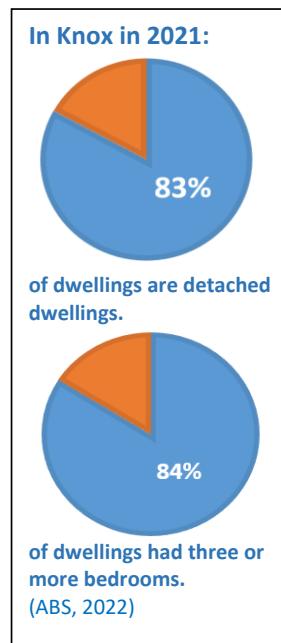
Map 2: Planning Permits Approved in 2022
These permits will yield at least one net dwelling if executed.



5. A diversity of housing is provided in appropriate locations (Objective 1)

5.1 Why is this important?

A diversity of housing is needed to respond to the changes in household size and structure Knox is experiencing. Within Knox, 83% of dwellings are detached dwellings with 84% being houses of three bedrooms or more (ABS, 2022). The *Knox Housing Strategy 2015* and the *Council Plan 2021-2025* are addressing this by encouraging the development of diverse types and sizes of dwellings to meet the changing needs of the Knox community. Although the demand for larger detached houses in Knox is likely to continue, having a mix of housing options ensures Council caters to the needs of present and future residents at all stages of life and of diverse socio-economic status. Council also seeks to protect and improve the “green and leafy” character of Knox that the community values. This requires encouraging the development of diverse housing with increased densities in Activity Areas and Local Living areas (close to transport, shops and services) to provide more housing choices, while discouraging intensive development in Bush Suburban and Knox Neighbourhood areas, to preserve these neighbourhoods’ green and leafy character and areas of environmental significance. In other words, the different types of housing development need to align with the character of the different neighbourhoods. Whilst housing diversity is critically important, the provision of diverse dwelling types should not unduly compromise the character of the neighbourhoods.



5.2 How are we tracking?

In 2022, townhouses⁴ accounted for 55% of the total new dwellings approved (see Figure 2). With the exception of 2020, townhouses have been the dominant housing typology in Knox since 2015. The breakdown shows that, out of the 53 townhouse developments approved in planning permits, 28 permits were approved for four dwellings or less, and 25 were five dwellings or more.

The proposed location of approved dwellings gives an indication of whether the preferred sites for the different housing typology is being followed. This report gives a detailed account of this. Table 1 (See p. 8) shows the number of dwellings in approved planning permits, and the preferred dwelling typology for each of the four Housing Strategy Areas, as well as areas outside the Urban Growth Boundary. Some townhouses and villa units were approved in the Bush Suburban and Knox Neighbourhoods areas (Lots under 1,000m²) although these were not the preferred dwelling type in those areas. This report investigates the possible reasons for the approval.

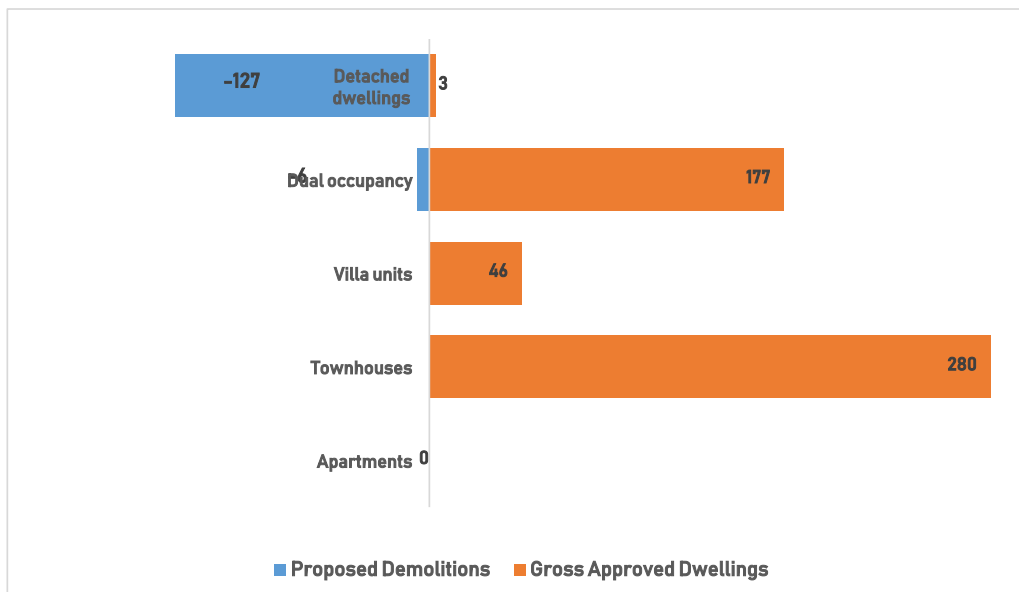
⁴ See Attachment 1 for the definition of dwelling type.



Knox Housing Monitoring Program
Annual Report for 2022

The proportion of total new dwellings that were the preferred dwelling type is shown in Figure 3. Also, Figure 4 shows the total number of new dwellings approved per hectare in each of the four Housing Strategy Areas. See Attachment 2 for the trend in net growth in dwellings, by type, over the past eight years.

Figure 2. Total New Dwellings and Demolitions by Approved Planning Permits
Townhouses accounted for more than half of total new dwellings in approved planning permits than any other dwelling type in 2022. All but six demolitions in approved planning permits were dual occupancy





Knox Housing Monitoring Program
Annual Report for 2022

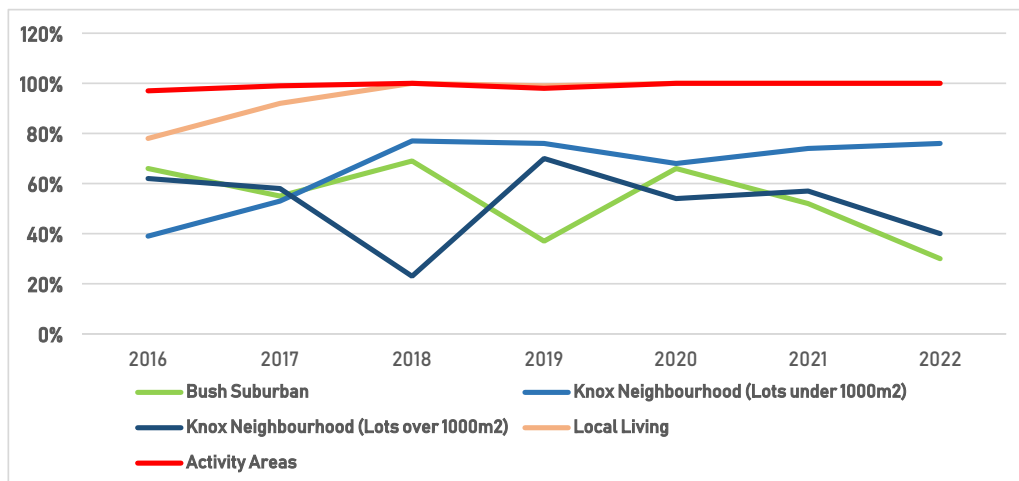
Table 1. Number of new Dwellings by Typology in Knox Housing Strategy Areas

Area Type		Net New dwellings	Total new dwellings	Detached dwellings	Dual Occupancy	Villa units	Townhouses	Apartments /Mixed used
Outside the Urban Growth Boundary	All lots - includes rural and other zones	0	0	0	0	0	0	0
Bush Suburban	All lots - min. subdivision	39	47	0	14	11	22	0
Knox Neighbourhood	Lots under 1000m ²	124	201	3	149	9	40	0
	Lots over 1000m ²	56	67	0	7	20	40	0
Local Living	All lots - additional controls	61	81	0	5	0	76	0
Activity Areas	All lots - additional controls from local plans may apply	86	102	0	2	6	94	0
Commercial Areas	All lots - additional controls from local plans may apply	7	8	0	0	0	8	0

PREFERRED HOUSING TYPE
 PERMISSIBLE BUT NOT PREFERRED
 NON-PREFERRED HOUSING TYPE

Figure 3. Preferred Dwellings in Housing Strategy Areas

Almost all new dwellings approved in **Local Living** and **Activity Areas** since 2018 have been the preferred type for the Housing Strategy Areas in which they are located.

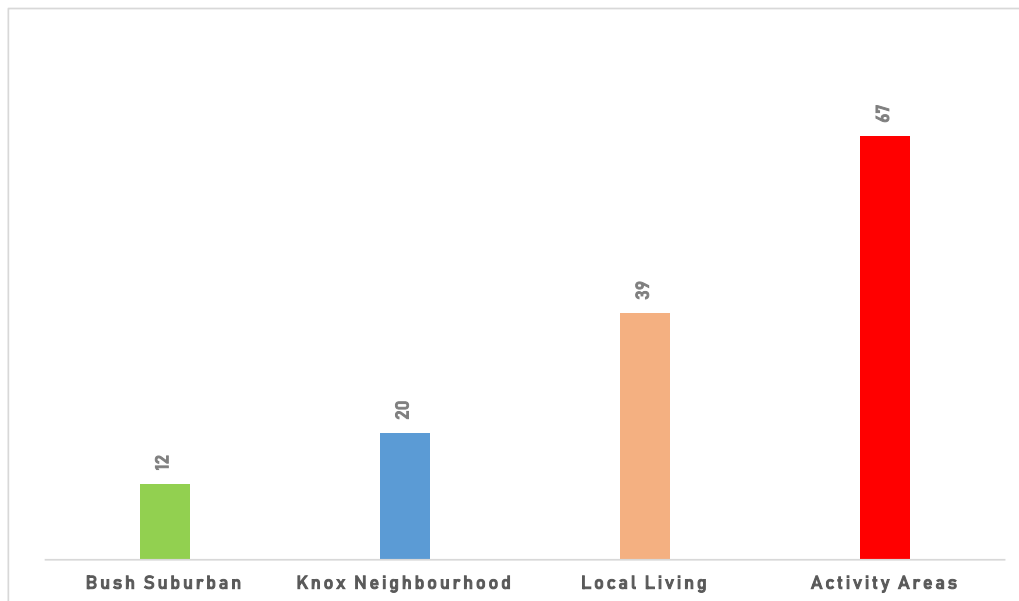




Knox Housing Monitoring Program
Annual Report for 2022

It is important to note that the unusually low 2018 figure for large Knox Neighbourhood lots was influenced by a single application for 294 townhouses at the site of the former Wantirna Caravan Park that is inconsistent with the preferred character type for Knox Neighbourhood approved at VCAT after being refused by Council.

Figure 4. Dwellings per Hectare in Housing Strategy Areas
The number of total new dwellings per hectare approved in 2022 was much higher in Local Living and Activity Areas than Bush Suburban area.



The trend in Figure 4 above is consistent with the approach to housing development described in the Knox Housing Strategy 2015.

5.3 Analysis

- Since 2017, Townhouses have been the most dominant dwelling typology in Knox. In fact, 55% of the total new dwellings approved in planning permits in 2022 were townhouses. The only break in this trend was in 2020 where the approved subdivision of the former Kingston Links Golf Club site, resulted in approximately 500 new detached dwellings, which essentially put detached dwellings ahead of townhouses for that year⁵.
- The analysis of the planning permits approved in 2022 shows a net loss in detached dwellings. This pattern has continued since 2017, with the exception of 2020 (see Attachment 2 for a time series graph).

⁵ Development at Kingston Link is shown in Figure 1. These dwellings are not counted among the 899 approved dwellings in 2020.



Knox Housing Monitoring Program Annual Report for 2022

-
- In 2022, a total of 20 planning permits were approved in the Bush Suburban area, with 30% of the approved permits being the preferred dwelling types (detached dwellings and dual occupancy). Whereas 70% of the approved permits yielded non-preferred dwellings (villa units and townhouses). Due to the relatively low planning permit approvals in the Bush Suburban area, a few non-preferred dwelling types have resulted in a significant impact on the proportions shown in Figure 3; where 30% of the approved dwellings were the preferred typology (in 2019 this was 37%). What is however important to note is that the average lot size per dwelling in the Bush Suburban area in 2022 is 817m². In this regard, although villa units and townhouses were not the preferred dwelling types, where the lots are large enough, they may still deliver outcomes related to open space and vegetation expectations that the Bush Suburban strategy area is to deliver.
 - The proportion of dwellings approved for large Knox Neighbourhood lots that were of the preferred typology, was below 50% in 2022, after a peak of 70% in 2019. The average lot size of a dwelling in the large Knox Neighbourhood area is 589m². As shown in Figure 3 above, 2018 recorded 23% preferred dwelling typology – the lowest. In 2022 for example, of the 20 planning permits approved in large Knox Neighbourhood lots, nine of the approved developments produced non-preferred dwelling types i.e. townhouses.
 - Developments of more than two dwellings that include at least one pair of dwellings with shared living walls are categorised as townhouses in this report, even if the other dwellings would otherwise be classified as villa units. In this situation, developments of townhouses with only a few dwelling units, could actually result in better outcomes with respect to vegetation and open space than traditional villa units. This was the case in 2022, where five of the nine townhouses developments were small, containing 3-4 units.
 - The small townhouse developments of 3-4 units, have become increasingly common over the last few years, often assisting developers deliver better neighbourhood character outcomes than traditional villa units, as their more compact built form provides a larger landscaped area for trees and open space.
 - On a large Knox Neighbourhood lot, a six-unit townhouse development (i.e. 30 Murray Crescent, Rowville) was approved by VCAT. The Tribunal disagreed with Council's concerns with respect to the sense of spaciousness and loss of landscape with this development.
 - The dwelling development in Local Living and Activity Areas shows a trend that almost all dwellings were the preferred typology. Small lots in Knox Neighbourhood have recorded some improvement in the preferred dwelling type, over the previous years. However, Bush Suburban and large Knox Neighbourhood areas trended downward slightly.
 - The planning permits approved in 2022 demonstrate that the number of dwellings per hectare in the housing strategy areas will produce fewer dwellings per hectare in Bush Suburban and Knox Neighbourhood. This aligns with the *Knox Housing Strategy 2015* resulting in higher density dwellings in the Local Living and Activity Areas, and lower density development in Bush Suburban areas and Knox Neighbourhood areas, which respects the neighbourhood character of these areas.
-

6. Residential development better responds to the community's needs, and allows people to age-in-place (Objective 2)

6.1 Why is this important?

Knox will need more small dwellings in the future to accommodate an increasing number of smaller households. This is because almost 50% of households in Knox will be couple only and lone person household by 2031 ([Forecast.id](#), 2022). This projection means that couple only and lone person households will surpass households with children. In response to this, the *Knox Housing Strategy 2015* seeks to align the mix of available dwellings with the future housing needs of the community – by specifically encouraging the development of more small dwellings that can cater for the housing needs of small households and improve affordability. Affordability is particularly critical as larger detached houses are becoming increasingly out of reach for a large percentage of new homebuyers. Smaller dwellings tend to be less expensive to buy and maintain, which provides more choices for young people looking to enter the housing market, ageing residents looking to downsize, and anyone else looking to reduce their cost of living.



If a larger number of smaller dwellings are provided in Knox, the housing needs of many residents will be met. It is particularly important that Knox residents can remain part of their community as they age, rather than be forced to relocate to find suitable and affordable accommodation. The provision of aged care homes and smaller dwellings, contribute to making housing available for the elderly in particular, and other categories of homebuyers.

6.2 How are we tracking?

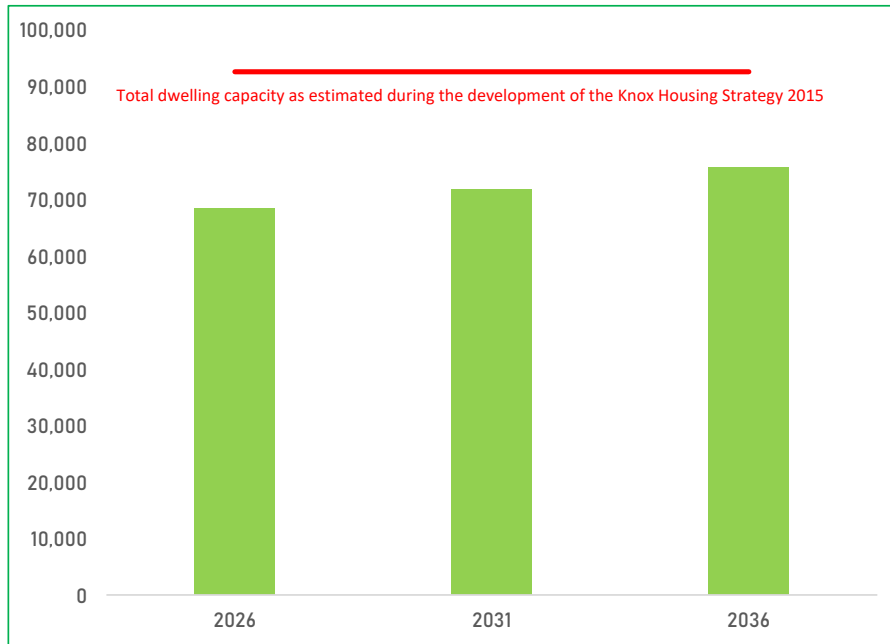
It is important to understand Knox's capacity for more dwellings in the future. In this regard, the *Knox Housing Strategy 2015* estimated that Knox had capacity for 36,362 additional dwellings (in addition to the existing dwellings in Knox as of 2015, giving a total of 92,500 dwellings) if each lot were developed to its full capacity within the limits of the provisions of the Knox Planning Scheme as of 2015. Based on the Victorian Government's *Victoria in Future* (VIF) projections⁶ ([DELWP](#), 2019a), future housing growth can be accommodated within the estimated capacity in the *Knox Housing Strategy 2015* until 2036, and possibly beyond (see Figure 5). These capacity estimates are based on broad assumptions made within the policy context of the *Knox Housing Strategy 2015*, the *Knox Residential Design Guidelines 2015* and other relevant Council plans. Therefore, these estimates could change if any of the documents that informed the projections were to be revised. As the *Knox Housing Strategy 2015* is being reviewed, some changes may occur.

⁶ VIF dwelling projections are applied here as they are calculated using a top-down approach. In contrast to the forecasting method employed by id Consulting Pty Ltd (abbreviated as .id in some sections of this report) on behalf of Council, in which only local factors are taken into account, the VIF projections include assumptions about state level growth and allocate this to local government areas.



Figure 5. Forecast Dwelling Capacity in Knox

The current VIF forecast dwelling capacity in Knox can be accommodated within applicable planning provisions based on the estimated capacity in the Knox Housing Strategy 2015.



Forecast dwelling growth needs to be looked at against actual housing development data, to ascertain the closeness of the projections to reality. In this regard, one approach of assessing the actual number of new dwellings built in Knox against the forecast housing figures, is to analyse the data on building permits. Building permits affirm that housing development plans and specifications fully comply with building regulations, and allow onsite building work to commence. In this regard, building permits are therefore a more suitable indicator of actual dwelling growth than planning permits. This is because planning permits mainly show what could possibly be built in the next two to four years if approved plans are enacted. The following paragraphs analyse the building permits data over the past six years.

The data from the Australian Bureau of Statistics (ABS) show that building permits were granted for the construction of 4,887 dwellings in Knox between 2017 and 2022 (ABS, 2023). This figure is equivalent to an annual average of 815 dwellings. However, this figure is misleading as it overestimates the actual increase in dwellings because the ABS building permit data does not take into account demolitions⁷. It is therefore important to estimate the number of dwellings that were demolished within the period under consideration. To estimate the number of dwellings that were demolished to make way for the new dwellings in building permits, the relationship between new dwellings and demolitions in approved planning permits has been used as a proxy in this report.

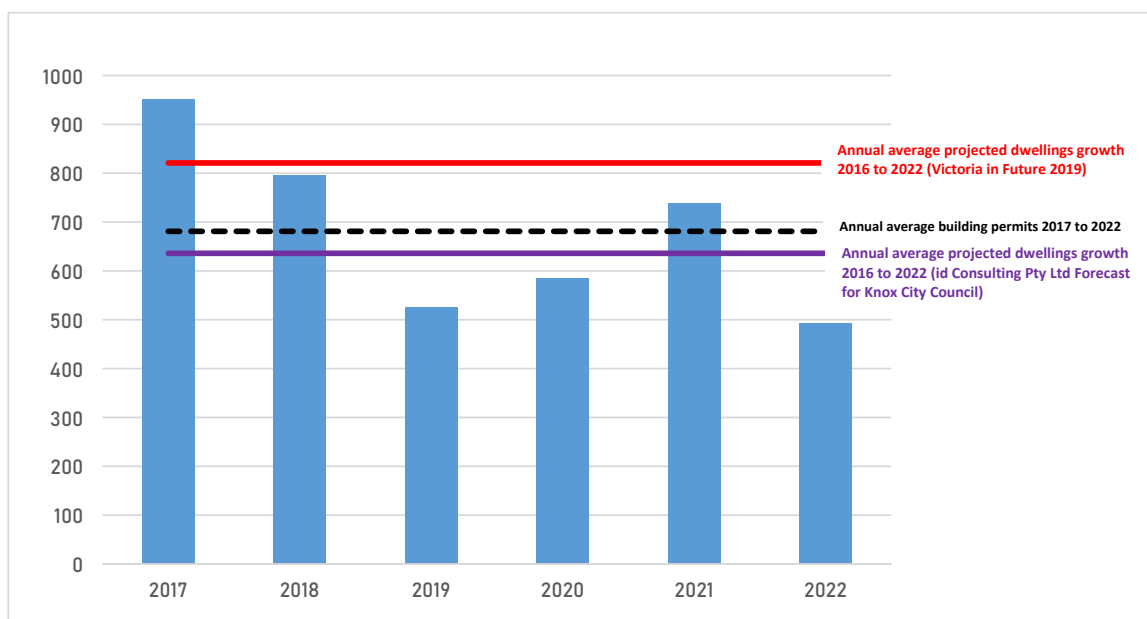
⁷ But from the planning permit we know that some existing dwellings are demolished for the construction of new ones.



Knox Housing Monitoring Program
Annual Report for 2022

Over the last six years, that is 2017 to 2022, there was one dwelling demolished for every 6.1 dwellings approved in planning permits in Knox. Applying that rate to building permits yields an annual average of 681 new dwellings constructed within Knox between 2017 and 2022. It is worthy to point out that, this figure falls between the forecast of 821 new dwellings annually by the Victorian Government in the *Victoria in Future* projections and the forecast of 636 new dwellings per year calculated by id Consulting Pty Ltd⁸ on the Council’s behalf (See Figure 6)⁹.

Figure 6. Annual Average Building Permits Growth versus Projected Dwellings Growth in Knox
The number of new dwellings based on building permits (adjusted to account for demolitions) in Knox remains broadly in line with dwelling growth projected by the Victorian Government and an independent forecast projection derived on behalf of Council.



Lone person and couple only households are almost half of all households in Knox. Yet, over the past five years, dwellings of four or more bedrooms were more prevalent in approved planning permits than other dwelling sizes. In 2022, over 80% of approved net new dwellings were large dwellings – three or more bedrooms (See Figure 7). A net total of 66 small dwellings (two bedrooms or less) were approved in Knox in 2022. This constitute only 18% of approved net new dwellings. Compared to previous years, this is the lowest figure thus far (Figure 8 depicts this).

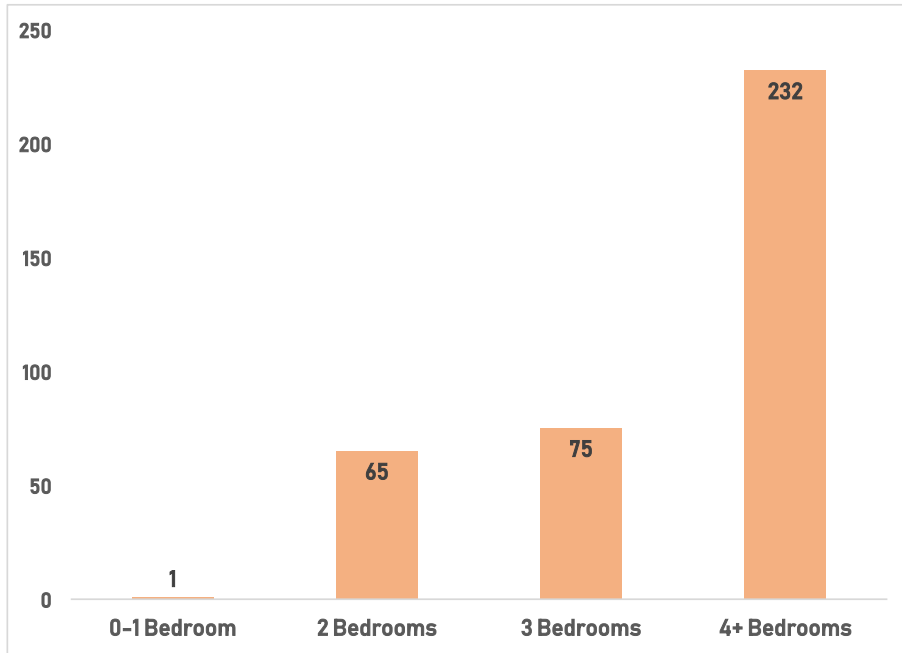
⁸ id Consulting Pty Ltd is abbreviated as .id in some sections of this report.

⁹ The significant alignment between building permit data and the dwelling forecasts prepared by the Victorian Government on behalf of Council is anticipated because building approvals are taken into consideration in computing these forecasts.



Knox Housing Monitoring Program
Annual Report for 2022

Figure 7. Net Growth in Dwellings by Bedrooms
The planning permits approved in 2022 would see over 60% of net growth, being dwellings with four bedrooms or more.

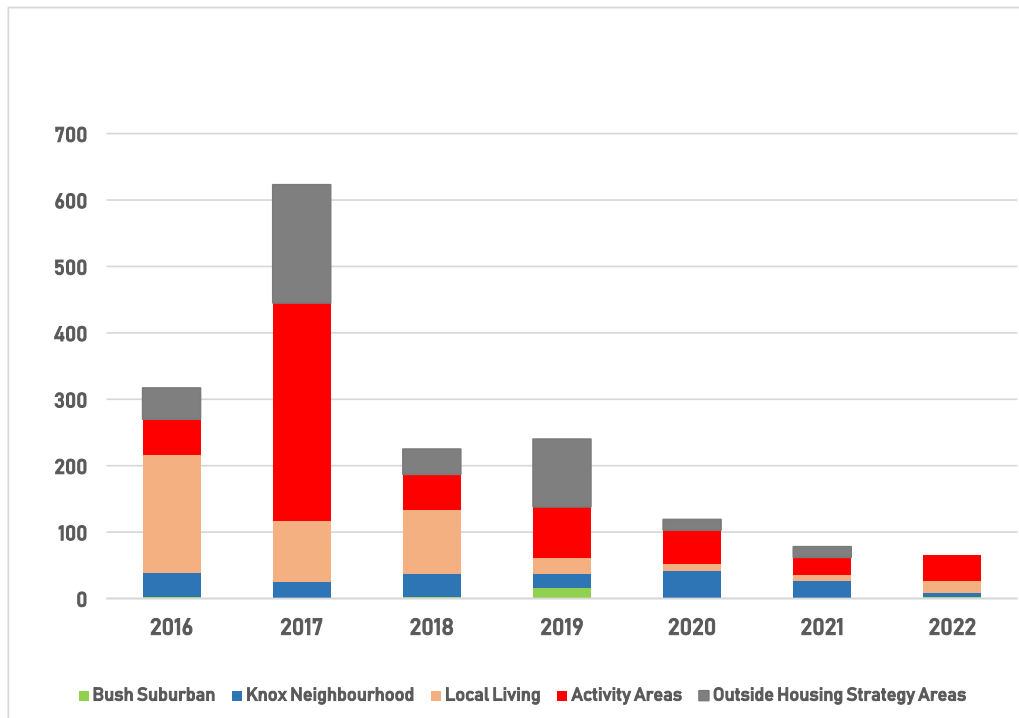




Knox Housing Monitoring Program
Annual Report for 2022

Figure 8. Net Growth in Small Dwellings

In comparative terms, approved planning permits in 2022 produced the lowest number of net new small dwellings (two bedrooms or fewer) – Apart from 2017, the net growth in small dwellings has consistently been lower than forecast growth for small households



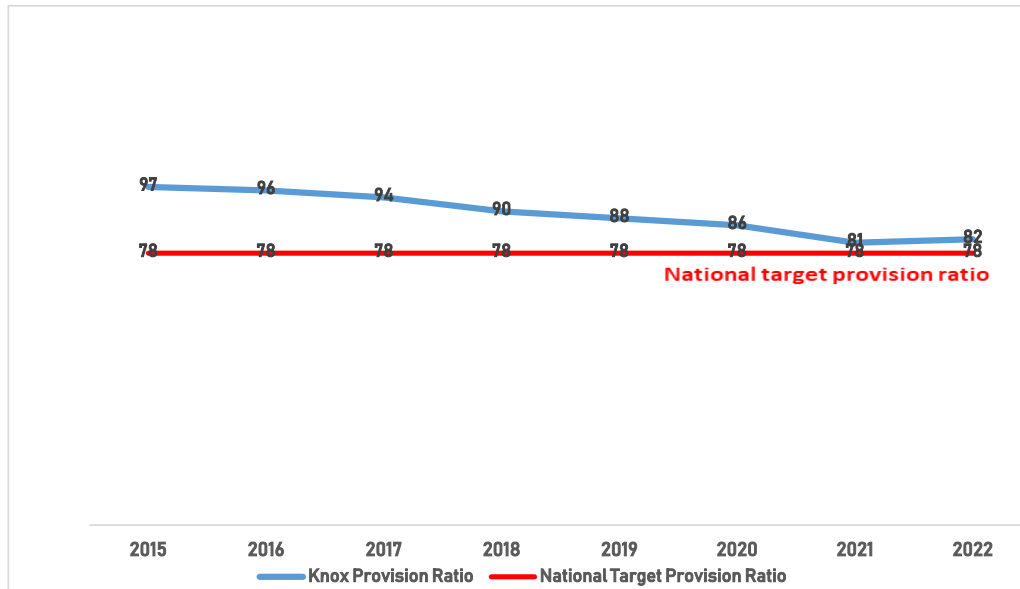
As Knox’s population continues to age, the provision of residential aged care facilities to accommodate the increasing population of senior citizens will be important. The data shows that as of June 2022, Knox had 1,682 places, usually a single room with an ensuite (AIHW, 2023). This means 76 places were added since June 2021. In 2022, the number of people aged 70 years and over in Knox was estimated to be 20,543 (Knox Forecast .id). This gives a ratio of 82 places in residential aged care facilities per 1,000 residents aged 70 and above (See Figure 9). While the 2022 ratio is slightly higher than that of 2021, it is lower than all the other previous years since 2015. The Australian Government target provision for operational residential aged care places is 78 places per 1,000 people 70 years and over (ACFA, 2021, p iv, 17)¹⁰. This implies that Knox has exceeded this target in 2022 by 4 residential aged care places (See Figure 9). In fact, the target has been exceeded since 2015. This is a positive outcome.

¹⁰ The national target for home care is 45 per 1,000 residents 70 years and over. However, the home care target ratio has already been exceeded, reaching 53.6 mainstream home care packages available for every 1,000 people aged 70 and over as of 30 June 2020 (ACFA, 2021). The residential aged care places per 1,000 people aged 70 years and over was reduced from 86 places per 1,000 residents aged 70 and over to the current 78 places per 1,000 people 70 years and over. This report has cited the most current [ACFA report](#).



Knox Housing Monitoring Program
Annual Report for 2022

Figure 9. Residential Aged Care Places in Knox in 2022
There were approximately 82 residential aged care places in Knox per 1,000 residents aged 70+ in 2022



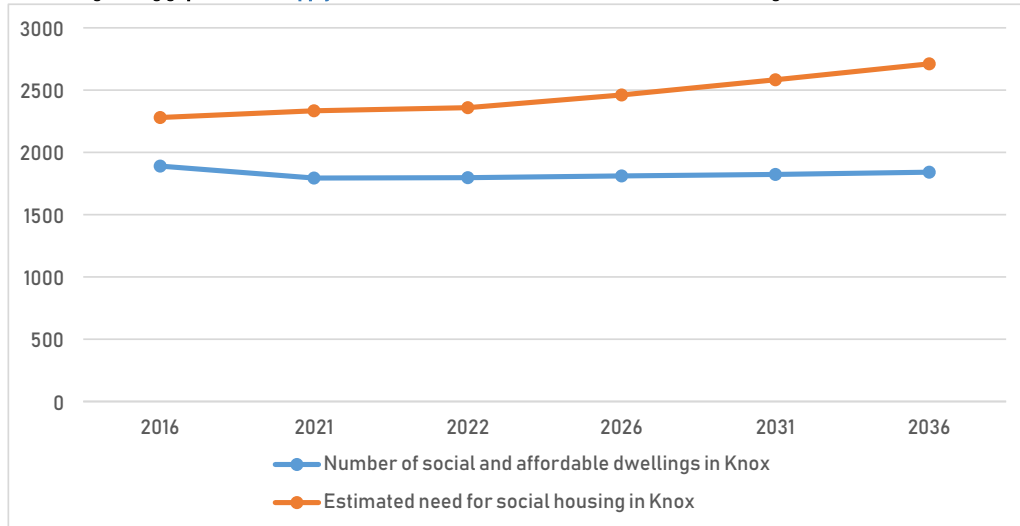
Knox has 1,503 social housing dwellings as of June 2022 (DFFH, 2022). The social housing dwelling count increased by six dwellings between June 2020 and June 2021, but the number of the social housing in Knox increased by only four dwellings between July 2021 and 30 June 2022¹¹. Using the available data on social housing and affordable housing lettings (from DFFH), the deficit in social and affordable dwellings in Knox was estimated to be 558 in 2022. In comparison to the 2021 provision gap, this is an increase of 18 dwellings. This rising trend is expected to continue without significant interventions in the provision of social and affordable housing (See Figure 10).

¹¹ The Department of Families, Fairness and Housing (DFFH) notes that more than 6,300 social housing dwellings are being completed or are under way across Victoria. If these homes are completed the social housing stock in Knox will increase. This is because 159 dwellings funded by Homes Victoria is being built in Knox (KCC, 2023).



Knox Housing Monitoring Program
Annual Report for 2022

Figure 10. Gap between Supply and estimated Need for Social and Affordable Housing in Knox
There is a growing gap between supply and estimated need for social and affordable housing in Knox.



The affordability of housing is largely determined by rental and house prices. As of December 2022, the median house price was \$930,500, and the median unit price was \$645,000 within the same period ([Knox Housing .id](#)). This means that only 58 (14%) of the 421 dwelling sold in Knox were considered affordable (to very low and low income households)¹². Similarly, 38% of the rental properties in Knox were affordable to very low and low income families (See Figure 11).

¹² Affordable Housing is defined as “Well-located housing, appropriate to the needs of a given household, where the cost (whether mortgage repayment or rent) is no more than 30% of that household’s income. Exceeding the mark places one under ‘housing stress’, particularly in the lower 40% of the income distribution scale” (Department of Infrastructure, 2002, p.182; Knox City Council, 2015, p.6).
In this report, very low income is household income of below \$52,379 per annum. And low income is a household income of \$52,380 to \$83,806 per annum.

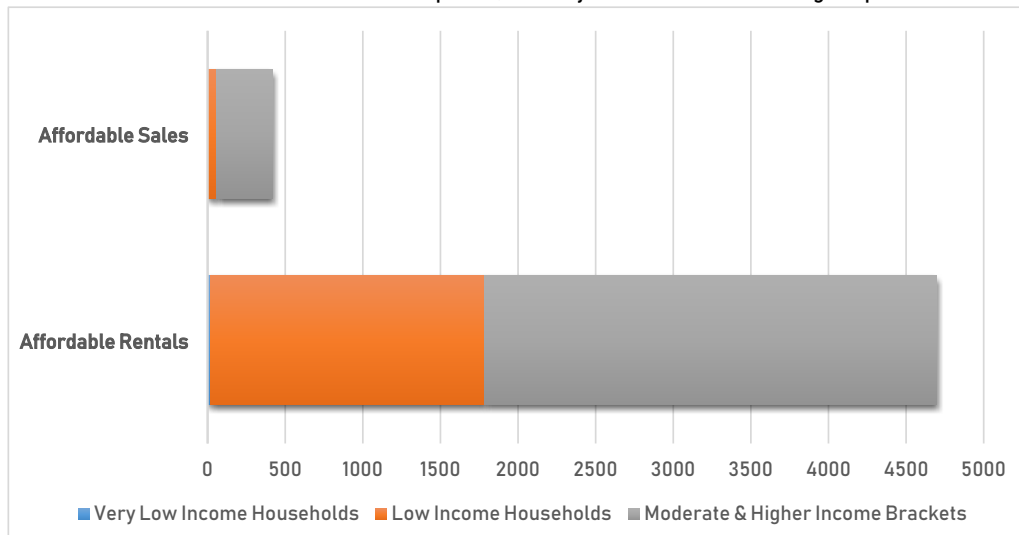


Knox Housing Monitoring Program
Annual Report for 2022

Figure 11. Affordable Sales and Rentals in Knox in 2022

In the year preceding December 2022, only 2 sales and 20 rentals were affordable to households on a **very low-income**.

Low-income households had more rental options, but very few affordable dwellings to purchase.



6.3 Analysis

- The Victorian Government’s population projections in 2019 (*Victoria in Future*) shows that it is possible for Knox to accommodate more population and dwellings until at least 2036. The dwelling projections in the *Knox Housing Strategy 2015* seems to be consistent with the Victorian Government’s forecast. Although there have been some shifts in population in some suburbs in Melbourne as a result of the COVID-19 Pandemic, the updated population forecast by id Consulting Pty Ltd (December, 2022) in Knox for the next decade and beyond, did not depart significantly from the Victorian Government’s forecast.
- The residential development activity in Knox is likely to reduce, as 2022 recorded the lowest building permit approvals, compared to the previous five years. The Victorian Building Authority – VBA (2022) observed that although building approvals increased during the 2021-2022 financial year for other building activity, residential building approvals reduced, compared to the 2020-2021 financial year across Victoria. Therefore, the reduced building permit approvals in Knox, could be part of a State-wide scenario. VBA observed that while permits for new buildings declined, permits for re-erection and demolition rose within the same period.
- Lone person and couple only households will constitute nearly 50% of the Knox population by 2031. However, growth in small dwellings, that is dwellings of two bedrooms or less seems not to be matching with the growth in small households. From the planning permits approved in 2022, only 18% (66 dwellings) of the dwellings approved were two bedrooms or less. There was a 6% decline in the small dwellings approved in 2022 as compared to 2021. A trend analysis shows that in years where larger subdivisions were approved in planning permits, smaller dwellings tended to be higher. When apartments are approved in planning permits in



Knox Housing Monitoring Program Annual Report for 2022

a particular year (2019 and 2020 are typical cases of this), it increases the number of smaller dwellings. But in 2022, no apartments were approved in the planning permits. This is likely the reason for the decline in small dwellings. If this trend continues, there will be a huge gap between supply and demand for small dwellings in Knox.

- The Bush Suburban area has the lowest share of small dwellings in Knox in 2022. This is typical of most years. Over 85% of small dwellings are located in the Activity Areas and Local Living areas. These areas have nearly an equal number of small dwellings and usually have greater proximity to shops and public transport. This makes these locations ideal for the elderly and lone person households.
- Provision of residential aged care facilities in Knox has exceeded the Australian national target. Although Knox is currently above the Australian Government minimum target provision of residential aged care places; with the exception of 2022, aged care places in Knox have been declining gradually toward the minimum target since 2015. Within the next decade, Knox could fall below the minimum target provision ratio of 78 residential aged care places per 1,000 people aged 70 and over if the current level of provision of aged care places remain unchanged. This is because people aged 70 and over in Knox are increasing faster. For instance, in Knox, people aged 70 and over increased from 10.2% in 2016 to 12.4% in 2021 (ABS, 2022). However, the positive news for Knox is that a few residential aged care facilities were approved (in planning permits) in recent years. These are a 214 bed residential aged care facility approved in 2021, and three other residential aged care facilities approved in 2019 and 2020. If these facilities are developed soon, Knox would still be in a good position in terms of aged care places.
- There were approximately 82 residential aged care places in Knox per 1,000 residents aged 70 and above in 2022. Although some residential aged care facilities were approved in recent years, no aged care facility was approved in planning permits in 2022. To ensure that Knox does not fall below the Australian Government minimum provision threshold for residential aged care places within the next decade, Council may need to work with private developers of aged care facilities to address the landscape and environmental concerns that the previous proposed residential aged care facilities posed.
- Housing represents the biggest share of household budgets, so housing affordability is a major determinant of both the cost of living and the standard of living. In Knox, very few dwellings and units were affordable to households in the very low income brackets (below \$52,379 per annum). Only 20 rentals and 2 property sales were affordable to very low income households in 2022 ([Knox Housing .id](#)). Low income households (\$52,380 to \$83,806 per annum) could have more rentals options, however only a limited number of dwelling options are available for them to purchase. For instance, in 2022, low income households could only purchase about 58 of the 421 dwellings for sale ([Knox housing.id](#)). As of December 2022, the Victorian Housing Register recorded 4,009 applicants who were on the waiting list for social housing within Knox¹³ (DFFH, 2023). This number had increased by 107 applicants, from 3,902 in June

¹³ It is important to note that as applicants can select up to five location preferences; a single applicant can therefore be counted anywhere from one to five times in the data set. On average, an applicant selects 2 to 3 location preferences.



Knox Housing Monitoring Program Annual Report for 2022

2022. The rising list of applicants for social housing is a testament to the housing affordability challenge (Pawson, 2022).

- The key focus of the *Knox Social and Affordable Housing Strategy and Action Plan 2023-2027* is to increase the supply of social housing¹⁴. The provision of more social housing could partly address the housing affordability challenge. However, the gap between social housing demand and supply is continuing to widen in Knox (see Figure 10). The *Knox Housing Strategy 2015* has highlighted that Council could influence the social housing market through partnership with social housing providers. It also signals that although it is difficult to influence the private housing market, opportunities could be explored by Council to define a minimum supply of social or affordable housing by private developers. In fact, a 5% voluntary contribution to social housing by private developers, has been proposed in the *Knox Social and Affordable Housing Strategy and Action Plan 2023-2027*. If these proposals are fully explored and implemented, the provision of social and affordable housing could improve in Knox in the future.
- The social housing count in Knox increased by only four dwellings between 2021 and 2022. Interestingly, the Department of Families, Fairness and Housing suggests that over 6,000 social housing projects are either completed or being completed in Victoria (DFFH, 2022). It has been stated in the *Knox Social and Affordable Housing Strategy and Action Plan 2023-2027* that 159 homes funded through Homes Victoria are in development in the Knox local government area¹⁵. If these dwellings are completed, the social housing stock in Knox will increase appreciably. Other opportunities equally exist for new social housing development in Knox. These include among others, a proposal to negotiate with developers for a voluntary contribution of social housing in private land developments. Also, as part of planning applications, negotiating with permit applicants whose applications would yield large dwellings to contribute to social and/or affordable housing outcomes in Knox.

¹⁴ The *Knox Affordable Housing Action Plan 2015-2020* equally highlighted the need to increase social and affordable housing in Knox: <https://tinyurl.com/mr3haub5>

¹⁵ The 159 homes are likely to be Knox's share of the 6,300 social housing projects under development across Victoria.



Knox Housing Monitoring Program Annual Report for 2022

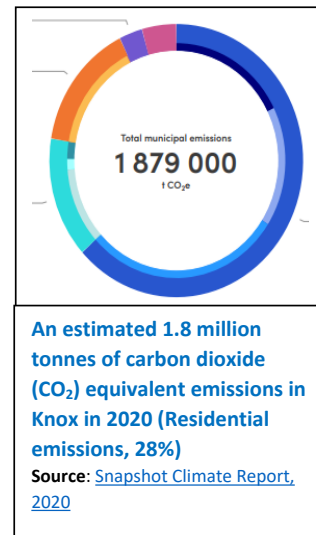
7. Energy, water, and waste efficient design are increased in dwellings (Objective 3)

7.1 Why is this important?

More sustainable and efficient housing is needed in Knox to improve the comfort for residents, reduce the impacts on the environment and minimise living costs. The adoption of acceptable Environmentally Sustainable Design (ESD) in new residential buildings would improve efficiency in energy and water usage, plus ensure that dwelling designs are waste efficient. This will deliver better quality, more sustainable and more accessible housing in Knox. These actions will directly reduce the negative impact on the environment and mitigate the effects of residential development on the changing climate. The Knox *Climate Response Plan 2021–2031* provides some strategies to making dwellings in Knox more environmentally friendly, climate responsive and sustainable.

7.2 How are we tracking?

Through the *Knox Housing Strategy 2015*, Council is encouraging all residential developments to utilise sustainable design features, including water sensitive urban design. In fact, Council requires that all developments of two or more dwellings, undergo a Sustainable Design Assessment (SDA) before a planning permit is issued. This measure is to ensure that new residential buildings meet the satisfactory environmental performance and efficiency standards, in terms of water usage, greenhouse gas emissions, among other important sustainability benchmarks. In specific terms, the SDA report must capture two key indicators of sustainability, these being measures for reducing potable water consumption and greenhouse gas (GHG) emissions. From Knox's internal ESD data, the best practice target of a 25% reduction in potable water consumption for the 2021–2022 financial year was achieved in all cases (100%) and the greenhouse gas emissions target of a 50% reduction, was also achieved in all cases¹⁶ (100%)(See Figure 12).

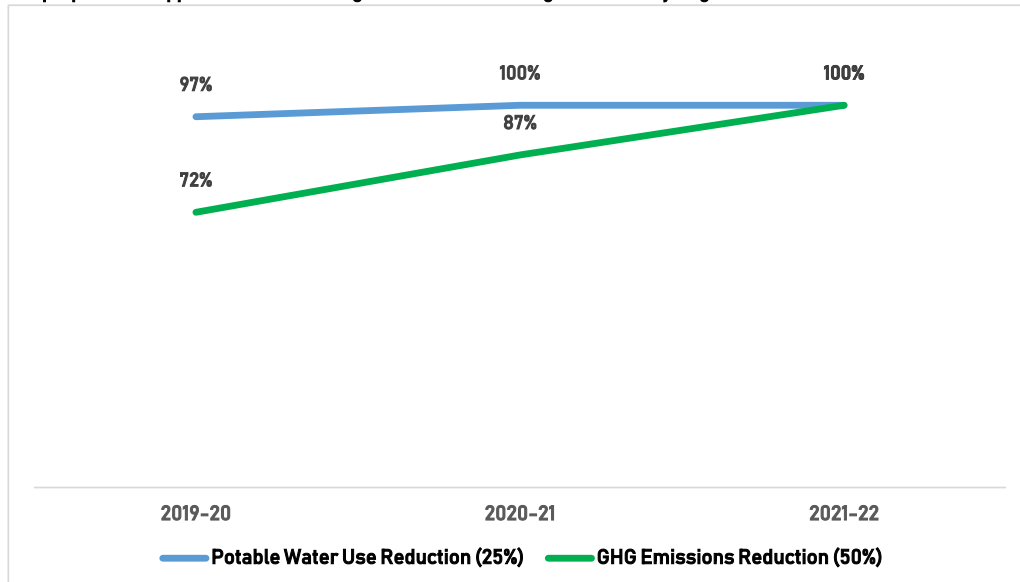


¹⁶ It is worthy to note that application for elevated ESD requirements has been submitted to the Minister for Planning. When the new ESD requirements are approved they will be tracked and reported in future Housing Monitoring Program Annual reports.



Knox Housing Monitoring Program
Annual Report for 2022

Figure 12. Applicable new Buildings Assessed as meeting Sustainability Targets
The proportion of applicable* new buildings assessed as meeting sustainability targets.



*includes permit applications for two or more new additional dwellings

7.3 Analysis

- Council revised its approach to ESD permit conditions and the endorsement of sustainability measures on developments in 2019-2020. This was to ensure that ESD commitments on approved development plans were actually delivered upon construction. This means that the ESD data for the 2019-2020 (reported in Figure 12 above) are not comparable with the ESD data of 2020-2021 and 2021-2022 presented in Figure 12.

The 2020-2021 and 2021-2022 ESD data are comparable. In 2020-2021, the ESD outcomes suggested that approved permits of two or more dwellings in Knox had attained 100% of the best practice target of 25% reduction in potable water consumption. While for the same year, 87% of approved planning permits of two or more dwellings had achieved the 50% target reduction in greenhouse gas (GHG) emissions. In 2021-2022, both ESD targets on potable water consumption and GHG emissions attained 100%. This means that all permits for applicable dwellings in 2021-2022 met both targets.

- The ESD data for 2021-2022 demonstrates that in practice an average of 41.3% of potable water consumption will be reduced. Similarly, the average greenhouse gas reduction would be 60.4%, for planning applications approved in 2021-2022¹⁷.
- As the years go by, a time series analysis would show more explicitly how Knox is tracking on these two ESD targets. What may probably interfere with the time series analysis is that the “best practice” definition is not fixed, rather, it varies as standards shift. Hence, an approved

¹⁷ Knox ESD officials sourced this calculation from the Built Environment Sustainability Scorecard (BESS)



Knox Housing Monitoring Program Annual Report for 2022

development that meets the best practice target in potable water consumption and greenhouse gas emissions in 2021-2022 may miss the best practice benchmark in subsequent years. In fact, an application for elevated ESD requirements has already been submitted to the Minister for Planning. This will make it infeasible to consistently track ESD targets and compare progress, if the “best practice” benchmark varies.

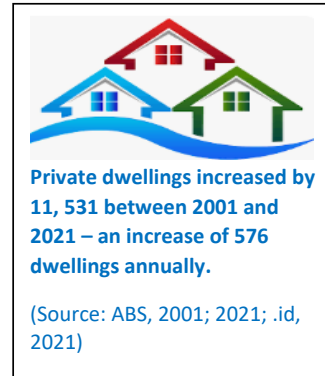


Knox Housing Monitoring Program Annual Report for 2022

8. Housing design is improved to better respond to neighbourhood identity and create a stronger sense of place (Objective 4)

8.1 Why is this important?

Over the years, Knox has been known for its green and leafy neighbourhoods, quiet streets, and a mix of city and country feel. The low density residential development patterns in Knox is responsible for the quiet streets and natural feel that have attracted people to the Knox municipality. However, this form of development has largely made Knox a car dependent city, leading to increasing air pollution and reduced amenity for the residents. As land values have increased over the years, redevelopment has introduced new housing types into Knox's neighbourhoods that are changing the look and feel of the municipality.



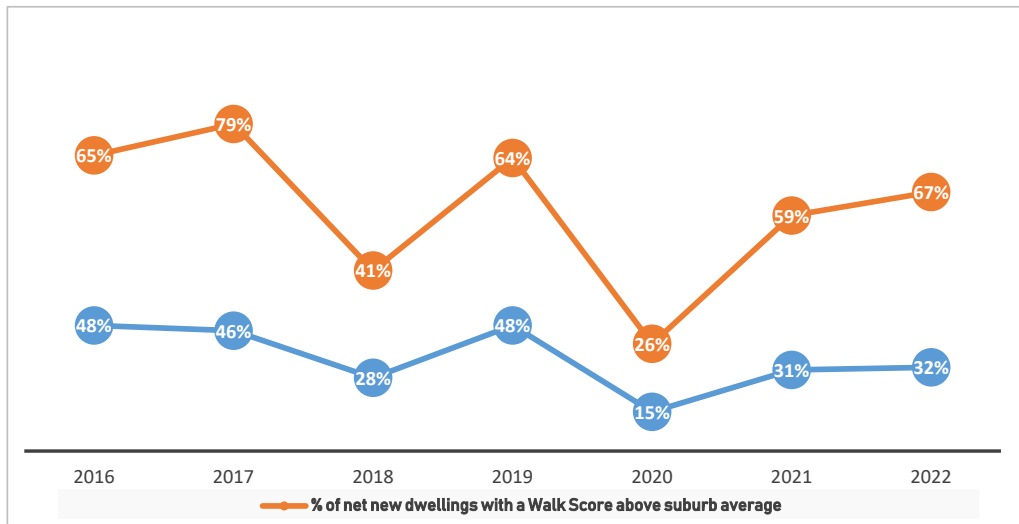
8.2 How are we tracking?

Walkscore is an index developed to estimate the 'walkability' of a place. It examines the proximity of local shops, services, schools, entertainment and jobs, to develop a walkability score on a scale of 1 to 100. Areas that score below 50 are categorized as "Car Dependent", those with scores of 51-70 are classified as "Somewhat Walkable", scores of 71-90 are seen as "Very Walkable", and places that score over 90 are considered a "Walker's Paradise".

Interestingly, the Walkscore website can determine a score from individual addresses and by suburbs or neighbourhoods. Therefore, the Housing Monitoring Program examines the individual Walkscores for each of the planning permits approved, as well as how they compare against their suburb's average score. New residential developments in high Walkscore areas of Knox are more desirable.



Figure 13. Proportion of Dwellings Approved in Walkable Areas of Knox
The proportion of net new dwellings approved in the more walkable areas of Knox, improved over the last two years' score.



A key measure the *Knox Housing Strategy 2015* outlined, under the objective related to neighbourhood identity, is loss of trees and backyard space in Bush Suburban and Knox Neighbourhood areas. Tree canopy data published by the Department of Environment, Land, Water and Planning in 2022 (DELWP now known as DEECA – Department of Energy, Environment and Climate Action) suggests that there were around 250,000 trees on residential zoned land in Bush Suburban and Knox Neighbourhood areas (for more details see DELWP 2022). It is expected that future releases (if any) of this data may offer an indicative measure of change over time.

It is important to note that the results presented in Figure 4 that confirmed that low numbers of new dwellings per hectare were approved in Bush Suburban and Knox Neighbourhood areas in comparison to the Local Living and Activity areas, demonstrates the responsiveness of Council’s decision-making to minimising tree loss, thus maintaining a natural environment.

8.3 Analysis

- From Figure 13, only 32% of net new dwellings approved in 2022 in Knox had Walkscores of above 70, that is, in “Very Walkable” locations. This was a marginal improvement over the 2021 figure of 31%. It is also worth noting that permits approved in 2022 recorded the fourth highest number of approved net dwellings located in “Very Walkable” areas of Knox. The highest was 48% in 2016 as well as 2019. Interestingly, 67% of approved net dwellings in 2022 were in areas that were considered more walkable than the average score for their suburb. This is an improvement over the 2021 figure of 59%. Since 2016, approved planning permits in 2022, achieved a commendable second place where new dwellings were located in more walkable areas than the average score for their suburb. This suggests that there were relatively more permit approvals in areas closer to an activity centre in 2022.



Knox Housing Monitoring Program Annual Report for 2022

-
- Although no apartments were approved in 2022, the walkability of approved dwellings was relatively higher than that of their suburbs. Apartment buildings usually accommodate a large number of dwellings as compared to other dwelling typologies, and are mostly located in or near activity centres where walkability tends to be high. So each approved apartment development, often contributes significantly to increasing the number of very walkable dwellings approved. It is therefore unexpected to have approved dwellings in 2022, recorded to have the second highest walkability score compared to their suburbs, in a year where no apartments were approved for development. This suggests that while apartments usually improve Walkscores, other dwelling typologies can equally improve walkability if they are located closer to services, such as shops, schools, etc.
 - The majority of the net dwellings approved in 2022 are in “Somewhat Walkable” locations. And almost one-third (32%) of net approved developments are in “Very Walkable” areas of Knox. Comparatively fewer (24%) proposed dwellings will be sited in “Car Dependent” areas of the Council. This is a positive change, and responds to the *Knox Housing Strategy’s (2015)* focus on locating more dwellings closer to services, shops, schools and thus improve accessibility.
 - Lysterfield, The Basin, Rowville, and Upper Ferntree Gully are primarily categorized as “Car Dependent” suburbs by Walkscore. However, there is still room to locate dwellings in “Somewhat Walkable” areas in these suburbs. This is because some parts of these suburbs are not car dependent. For example, more than half of the proposed dwellings located in Rowville in 2022 were in “Somewhat Walkable” or “Very Walkable” areas, although Rowville is categorised as a “Car Dependent” suburb.

9. Protect and enhance the landscape and environmental value of natural areas of significance (Objective 5)

9.1 Why is this important?

Knox enjoys a unique natural setting, located at the foot of the Dandenong Ranges, traversed by creeks and wetlands which provide a habitat for native animals and a serene ambiance for local residents. These characteristics bring the feel of bushland and natural spaces into Knox's neighbourhoods, which is highly valued by Knox residents. This green and leafy character of Knox is seen to be under threat from development. As the Knox population grows, residential development is likely to increase as well. Therefore, it will be critically important to ensure that new development does not erode Knox's unique and most cherished sources of environmental value over time.

There are 118 sites of biological significance identified across the Council that serve to protect areas of remnant and indigenous vegetation. While Knox enjoys a spectacular natural setting; native vegetation covers under 5% of Knox's municipality (Lorimer, 2010). Unfortunately, over a quarter of the native plant species found in Knox are at risk of extinction within one to two decades if effective preventative measures are not taken. To protect the green and leafy character of Knox and respond to endangered species, Council has a well-established policy, plus planning controls on vegetation and residential design, to protect and preserve the significant landscape and environmental values of the area.



9.2 How are we tracking?

Bush Suburban areas have distinctive and significant biological and landscape values, consisting of flora and fauna that is crucially important to both Knox and Greater Melbourne. As a result, the *Knox Housing Strategy 2015* prioritises the protection of the natural environment over urban development. This accounted for the approval of 12 dwellings per hectare in the Bush Suburban areas in 2022 (See Figure 4). This represents the lowest number of dwellings per hectare, compared to the other housing strategy areas.

Bush Suburban areas encompass the Dandenong Foothills area, which has long held an important place in Knox. The Foothills has had its own special set of planning controls since 2006. This has effectively preserved the unique nature of the area. The *Knox Housing Strategy 2015* particularly highlights the need to maintain a very low scale of change in the Dandenong Foothills (see Map 1). The dwellings per hectare in the Bush Suburban areas also applies to the Dandenong Foothills. Therefore, this experiences a lower degree of change compared to all of the other housing strategy areas.



Knox Housing Monitoring Program Annual Report for 2022

The *Knox Housing Strategy 2015* encourages the planting of native and indigenous vegetation. This is important as it is difficult to maintain native and indigenous vegetation and tree canopy, during urban redevelopment. This usually leads to the removal of large canopy trees to make way for multi-dwelling developments. The associated reduction in private open space tends to limit tree planting prospects and suppresses good tree health. Outside of the urban and built-up areas, Knox's native tree cover has declined by an estimated 6% (about 112 hectares) since the late 1980s (DELWP, 2019c).

With respect to tree canopy in Knox's urban areas, there was an overall loss of 115 hectares between 2014 and 2018, equivalent to a reduction of 6.5%. Within the same period the urban areas of the Eastern Region witnessed a loss of 9.2% of its canopy trees (DELWP, 2020).

The Department of Environment, Land, Water and Planning's (DELWP, now the Department of Energy, Environment and Climate Action DEECA) most current tree canopy data was published in 2021¹⁸. Tree canopy is defined in that dataset as "woody vegetation over approximately two metres in height"¹⁹. This relatively new dataset has revealed that about 16% of Knox's housing strategy areas are covered by tree canopy. Map 3 gives a graphical representation of the distribution of the tree canopy. A trend analysis is not feasible, as it is the first publication of the data. Future releases of this data will be monitored, however this is deemed unlikely.²⁰

¹⁸ This data was captured mainly in early 2020.

¹⁹ It is important to note that this data is not comparable to the tree canopy data that DELWP published in 2019 (DELWP 2019b), which was reported on in previous Housing Monitoring Reports. This data (2021) was also reported on in a previous Housing Monitoring report.

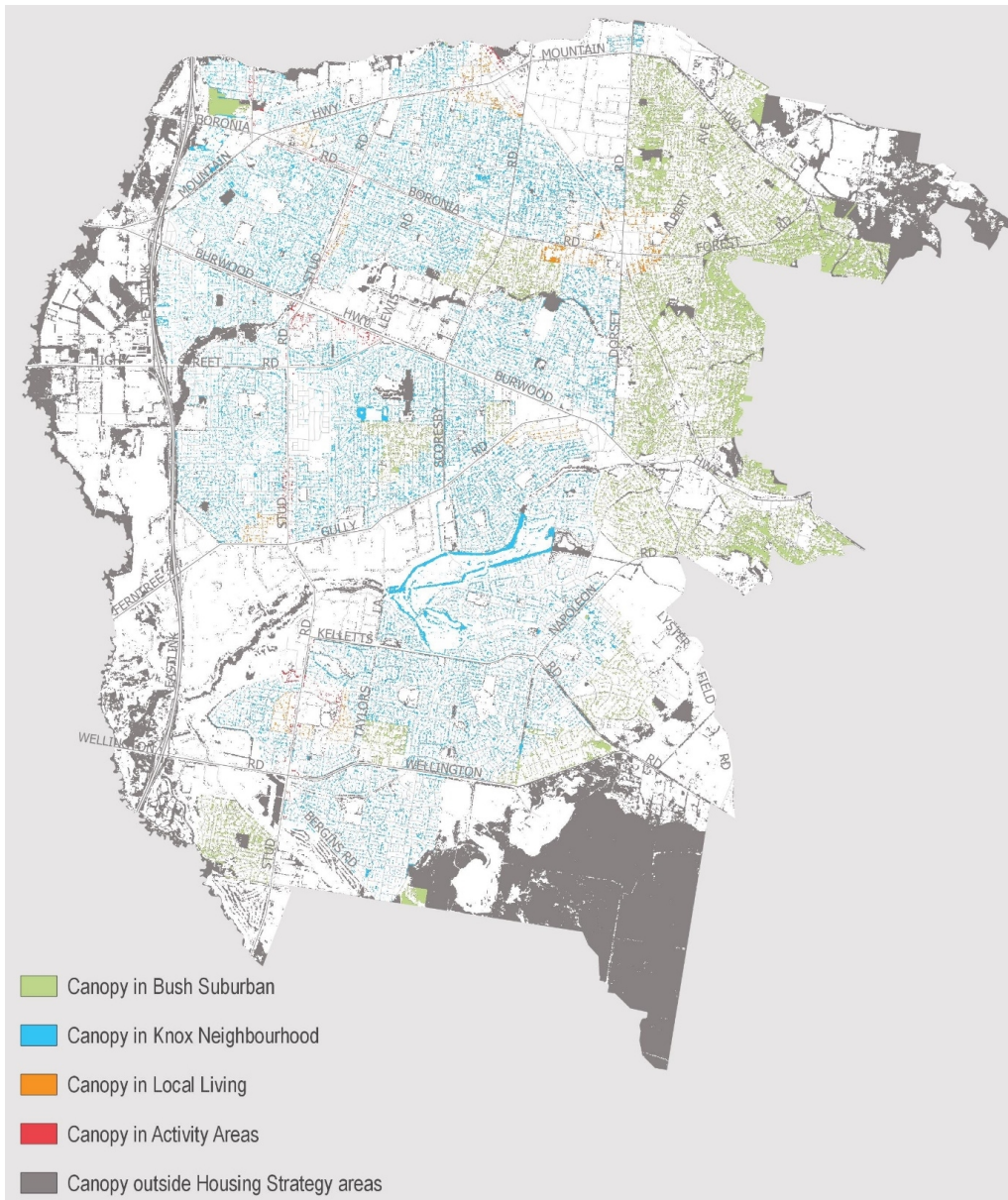
²⁰ DEECA suggests that a regular update of the data is unlikely as the data published 2021 was ad hoc.



Knox Housing Monitoring Program
Annual Report for 2022

Map 3: Tree Canopy Cover in Knox

Although Bush Suburban and Knox Neighbourhood areas have a similar amount of tree canopy cover, the canopy in Knox Neighbourhood is dispersed over a greater area. Exceptions to this include sections of Corhanwarrabul and Monbulk creeks.



Source: This tree canopy data is part of the Vicmap Vegetation – Tree Extent dataset produced by the Victorian Department of Environment, Land, Water and Planning in 2021 (<https://www.land.vic.gov.au/maps-and-spatial/spatial-data/vicmap-catalogue/vicmap-vegetation>).



Knox Housing Monitoring Program Annual Report for 2022

9.3 Analysis

- The Bush Suburban areas which include the Dandenong Foothills has the lowest number of dwellings per hectare in 2022. This resulted from the *Knox Housing Strategy 2015* which focussed on directing development away from Bush Suburban areas, particularly the Dandenong Foothills, with the view to maintaining the green and leafy character of this housing strategy area. If this is sustained the Dandenong Foothills will experience a low scale of change.
- The *Knox Housing Strategy 2015* encourages the planting of native and indigenous vegetation. However, DELWP's tree canopy data published in 2019 points to a decline in native tree cover in Knox by about 6%²¹. To reverse the declining trend, more effective efforts and strategies would be needed, to ensure more native and indigenous vegetation was planted. For a better outcome, Council may require stronger regulations in the permit approval regime.
- Tree canopy data published by DELWP in 2019 puts Knox's overall tree canopy coverage at 18%, and the urban areas at 16.3% (DELWP 2019b). The data published in 2021 also cited (above) in this report is not directly comparable with the data published in 2019, due to the differences in the height of the canopy trees used, and a range of other factors including different data creation methods and different geographical aggregations²².
- While Knox City Council has over the years implemented policies and plans to protect the green and leafy character of Knox's neighbourhoods using various policy tools including the *Knox Housing Strategy 2015* and the Knox Planning Scheme (Residential Zone Schedules – Tree Canopy Controls, Vegetation Protection Overlays, the Dandenong Foothills Policy, and others), Council's ability to control canopy loss on private property is only indirect. Despite this, Council is still focused on exploring measures to increase tree canopy cover. The *Knox Community Plan 2021 – 2031* considers an increase of tree canopy cover as one of the indicators of success on the natural environment and sustainability key direction.

²¹ This data was captured in 2018.

²² In the data published in 2019, a tree of 3+ metres was captured as a canopy tree by DELWP, but in 2020 data, a tree of 2 metres was categorized/used as a canopy tree. The heights used by DELWP fell short of the *Knox Housing Strategy 2015* definition of a Canopy Tree as "a perennial woody plant that reaches more than five (5) metres in height." (KCC, 2015, p.4).



10. Development responds to neighbourhoods in an integrated and balanced manner (Objective 6)

10.1 Why is this important?

An integrated approach to planning and delivery of development, infrastructure, services and activities for local areas and neighbourhoods promotes better outcomes. This approach considers not only the physical and economic determinants of neighbourhoods, but also the social, cultural, community, and health and wellbeing attributes that help define a place and contribute to its liveability. To attain an integrated and balanced development, Council, through the Knox Planning Scheme has outlined explicit policies, goals and strategies for the development of the municipality. The Knox Planning Scheme is the official instrument for all decisions regarding planning made by Council,



VCAT decided 14 residential planning applications for Knox in 2022 (just like 2021). A reduction from 26 in 2020; 32 in 2019; and 43 in 2018.

planning officers, and the Victorian Civil and Administrative Tribunal (VCAT). Consistency between Council policy, the Knox Planning Scheme, and Council's decision-making processes is critically important to ensure effective planning decisions and quality outcomes are delivered to the residents of Knox.

10.2 How are we tracking?

The alignment between Council's planning application decisions and VCAT decisions is important in gauging the coherence with the Knox Planning Scheme. Planning applications that are decided by Council can be appealed to VCAT, which hears the case and makes a final ruling on whether a permit should be issued or not, based on the Knox Planning Scheme. Appellants could be land owners appealing Council's refusal of a permit, neighbours objecting to Council's approval of a permit, or either party seeking variations to the original permit conditions. In making the ruling, VCAT can only consider the provisions in the Knox Planning Scheme. It is important to note that the number of cases that go to VCAT and the percentage of decisions that are overturned, are an indicator of the degree of consistency between Council policy, the Knox Planning Scheme, and Council's decision-making process.

Figure 15 and Figure 16 relate to VCAT decisions on planning permits that would produce at least one net new dwelling in Knox. Figure 15 shows that VCAT overturned more Council refusals than it upheld in 2022. This has been the usual trend since 2018, with the exception of the 2021 calendar year. Whereas, Figure 16 shows that VCAT upheld all Council approvals in 2022 – a trend consistent with most previous years.



Knox Housing Monitoring Program
Annual Report for 2022

Figure 14. VCAT Decisions on Residential Planning Applications
In 2022 VCAT Overturned more Council Refusals than it Upheld

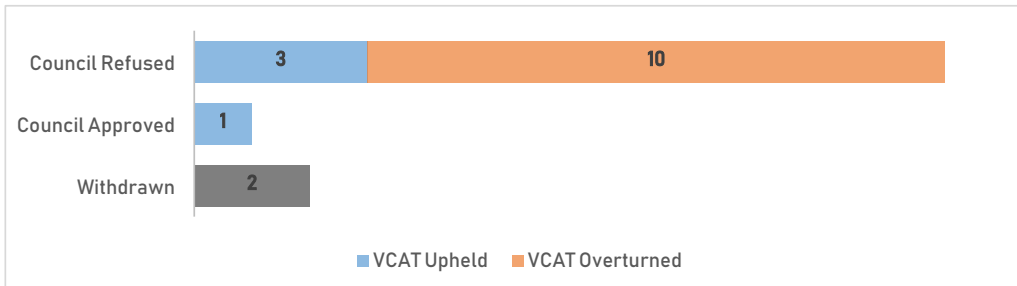
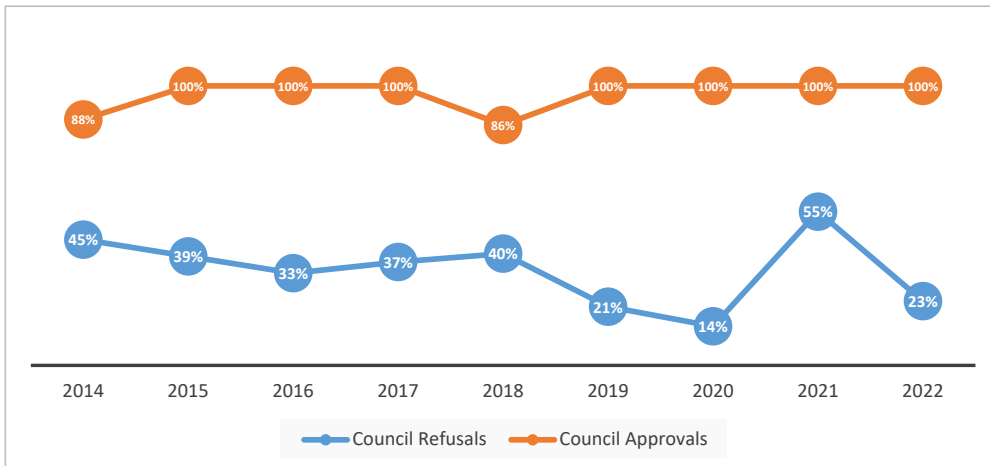


Figure 15. Trend Analysis of VCAT Decisions on Residential Planning Applications
VCAT upheld all Council approvals but not more than 23% of Council refusals in 2022

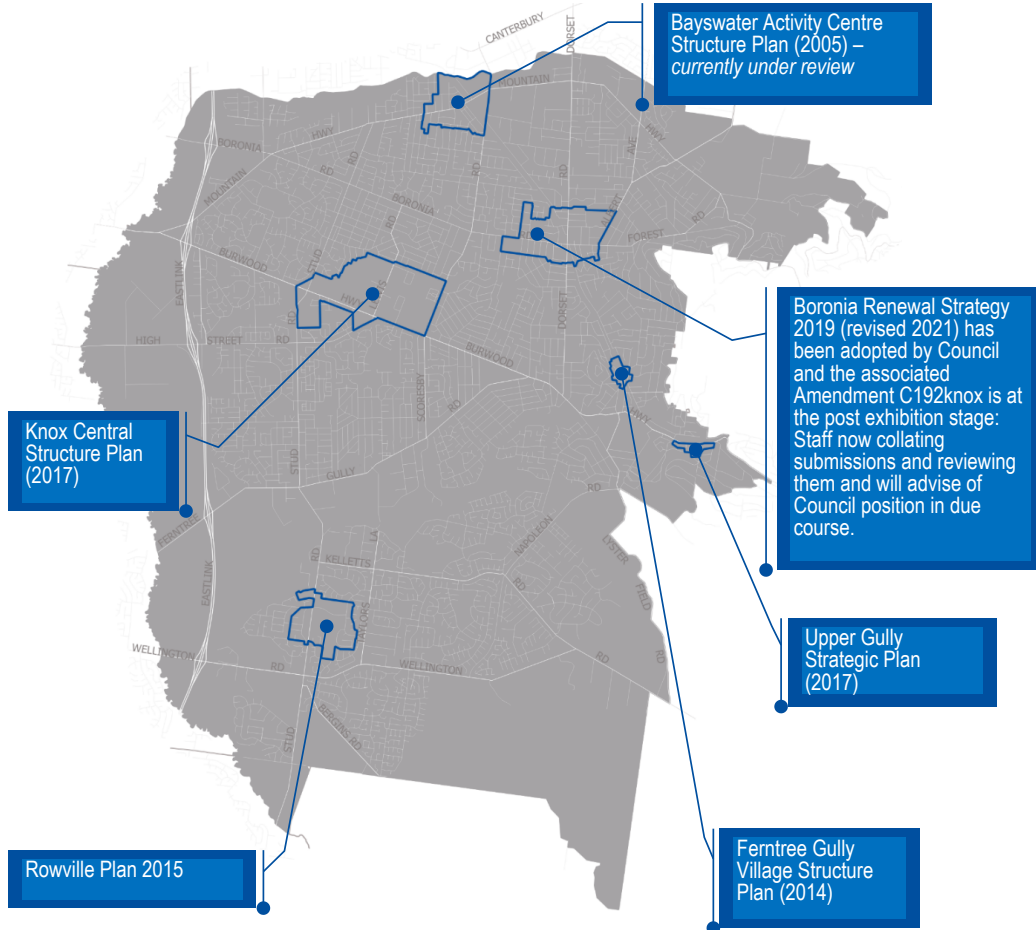


Knox City Council undertakes integrated place-based planning initiatives in activity centres and other key places across the municipality. These include structure plans and other local strategic plans developed through extensive consultation with the local communities to provide specific directions and guidance for future decisions on planning controls, infrastructure provision and delivery of community services (See Map 4). The place-based planning approach empowers stakeholders by fostering partnerships between Council and the community, local businesses and other key stakeholders. This improves the understanding and ownership of place-specific plans within the community, thereby facilitating outcomes that meet community aspirations.



Knox Housing Monitoring Program
Annual Report for 2022

Map 4: Plans and Strategies that Support Place-based Planning Controls



Place-based planning initiatives by Council resulted in six activity centres in Knox, giving residents of the municipality easy access to a broad range of major retail, community, government, entertainment, cultural and transport services. The activity centres also provide local employment opportunities and supported local economic development. These activity centres aid the growth of high density housing and align with the *Plan Melbourne 2017-2050* goal of developing 20-minute neighbourhoods (DELWP, 2017).

10.3 Analysis

- Overall, 14 residential cases were decided by VCAT in 2022, and in most of the cases, VCAT overturned Council refusals. This outcome is in line with past rulings on Council refusals (with the exception of 2021). On the contrary, VCAT affirmed all Council approvals in 2022 – a situation that is consistent with previous VCAT outcomes on Council approvals (see Figure 16).



Knox Housing Monitoring Program Annual Report for 2022

-
- Under the *Knox Housing Strategy 2015*, 2021 and 2022 have witnessed the lowest number of residential cases lodged at VCAT from Knox²³. If this trend of fewer appeals submitted to VCAT continues, it could be assumed that either planning permit applicants and neighbours are increasingly becoming satisfied with Council's decisions on planning permits or community members have limited capacity to engage in planning appeal processes. The time and efficacy of third party appeals process could also be one of the reasons for the low VCAT cases in 2021 and 2022.
 - There were 13 VCAT decisions on planning applications that were initially refused by Council in 2022. Council's refusal was upheld in 3 of these cases. In 10 of the cases VCAT overruled Council's refusal and directed that permits be granted for the 10 proposed developments. These permits will yield at least 37 net new dwellings²⁴. In 5 of the cases set aside by VCAT, Council was supportive of VCAT's ruling. For the remaining 5 of the 10 proposed developments set aside by VCAT upon appeal, some amendments were made to the original plans. Council was supportive of the amended plans in 2 cases. In 1 case, Council was not satisfied as the amendments did not resolve all the concerns raised by Council. Council remains opposed to the remaining 2 cases, despite some amendments having been applied to the plans.
 - Council's refusal of 3 permit applications was affirmed by VCAT. One application proposed the development of a residential aged care facility to accommodate 108 residential suites within a two storey building, and the removal of vegetation. Another application proposed the removal of existing buildings and the construction of a three story and four storey retirement village on the land. In both cases VCAT upheld Council's decision that the proposals did not respect the landscape character of the area, or that the proposed vegetation removal was excessive (in one case). VCAT affirmed the third case on similar grounds (application not being respectful of the neighbourhood character of the area).
 - In 2022 one Council approval was affirmed by VCAT. Council approved the application subject to two amendments to be made on the design. The applicant lodged an appeal with VCAT, and while the tribunal affirmed Council's approval it varied the two conditions/amendments that Council's approval was subject to.

²³ The highest was in 2018 where 43 VCAT cases were recorded.

²⁴ One VCAT ruling that required that a permit be issued by Council relates to lot subdivision.



11 Action Areas and Advocacy Opportunities for Council

The findings in this report – the 2022 Annual Report of the Knox Housing Monitoring Program presents some possible Action areas for Council as well as advocacy opportunities in the sphere of residential development, and matters related to satisfying the diverse housing needs of the various segments of the Knox Community.

11.1 Action Areas

Action areas that the findings in this report might trigger are as follows:

- A review of the *Knox Housing Strategy 2015*. The findings and data in this report could provide critically important foundational data that would inform and enrich the data that would guide the review of the Knox Housing Strategy. In fact, key findings and data that emanated from the seven Annual reports of the Housing Monitoring Program that monitored the current *Knox Housing Strategy 2015* will serve as important background information that would possibly inform the key focus areas of the next Knox Housing Strategy.
- The findings in this report might also lead to revisions of some of the actions of the *Knox Community Plan 2021–2031*. Although the community plan is for a 10-year period, it is monitored to ascertain how the key targets and benchmarks are tracking. In this respect, the data in the housing monitoring report could be used to track the progress of the objectives under the ‘*Neighbourhoods, housing and infrastructure*’ Key Direction.
- The findings in this report will also reinforce some of the findings in the *Knox Social and Affordable Housing Strategy and Action Plan 2023–2027*. This report has also highlighted that a key policy concern in Knox remains the rising housing cost, coupled with very low availability of affordable rental options, and a widening shortfall in social housing. A potential action in response to this finding might be that, Council may be further prompted to re-look at its policy options and their effectiveness in the social and affordable housing domain going forward.
- The findings in this report could also inform decisions that may go into the future review of the Strategic Investigation Sites in Knox. For instance, some Strategic Investigation Sites may be available for future residential development. If Council is persuaded by the findings in the 2022 Annual report and previous reports of the Housing Monitoring Program that flagged the limited availability of some dwellings types in Knox, Council could create residential land banks for some dwellings that are needed but are in short supply. This would encourage the diversification of the housing stock within the municipality, particularly, one and two bedroom dwellings and social and affordable housing.
- The findings in this report will also provide useful data for the next State of Knox Report. Similarly, the 2022 Annual Report of the Knox Housing Monitoring Program would provide inputs into the next Knox Municipal Survey. Some of the findings will inform the kind of questions to be asked in the survey instrument in relation to housing, and the extent to which communities’ needs are being met with respect to housing.



Knox Housing Monitoring Program Annual Report for 2022

11.2 Advocacy Opportunities

In addition to providing action areas, the findings in the 2022 Annual Report of the Housing Monitoring Program present some opportunities for advocacy regarding housing related matters. Some of these include:

- Council could leverage on the findings on social and affordable housing in this report to partner with their counterparts – the Eastern Affordable Housing Alliance (EAHA) to advocate for more State and Federal Government’s support with resources in the affordable housing realm, with the view to progressively increasing the provision of social and affordable housing across the Eastern Region.
- The 2022 Annual Report of the Housing Monitoring Program highlights that by 2031 couple only and lone person households will be nearly 50% of households in Knox, and yet, only 18% of the approved net dwellings in planning permits in 2022 were small dwellings (dwellings of two bedrooms or less). Council could use this finding for advocacy campaigns with the aim of making private developers aware that the market for small dwellings in Knox is likely to grow quite strongly in the near future. If this is effectively done, private developers could be swayed specifically into developing small dwellings in Knox.
- This report has also highlighted that most dwellings were not approved in ‘very walkable’ locations in Knox. Since 2017 an average of 35% of approved dwellings in planning permits were located in ‘very walkable’ areas of Knox. When this happens, it normally signals that critical socio-economic infrastructure and services are not in close proximity to many residents. Council could use this finding to advocate for State Government’s support in the provision of essential social and economic infrastructure and services such as public transport, local shopping centres, health facilities and services, local schools among others in under-served suburbs in Knox. If this succeeds, it could advance the *Plan Melbourne 2017-2050* vision of creating 20-minutes neighbourhoods in Melbourne.
- This report has reported old (published in 2019) tree canopy data. That data puts Knox at 18% tree canopy coverage²⁵. However, Council aims to increase the tree canopy coverage in Knox to 30% by 2050. Measures to improve tree canopy coverage is in line with a key direction of *Plan Melbourne 2017-2050* that is, ‘*make Melbourne cooler and greener*’. However, this goal cannot be achieved if Council cannot regularly measure/monitor Knox’s tree canopy coverage. This report (in addition to other reports) could provide an entry point for Knox Council to collaborate with the Municipal Association of Victoria (MAV) and some environmentally conscious organisations to advocate for State Government’s (through the Department of Energy, Environment and Climate Action) support/funding of Councils across Victoria to regularly capture tree canopy data.
- This report has hinted that Knox is almost on the margin in terms of the availability of aged care places as compared to the national benchmark. Yet, the share of Knox residents of 70 years and above is growing quite fast. Council could use this finding as the basis to strongly advocate for and possibly attract aged care facilities providers from the public sector, and the not-for-profit and

²⁵ A new tree canopy data published by DELWP in 2021 only covered Knox Housing Strategy areas and not the entire Knox. Also, the 2019 data and 2021 data were not comparable. In the 2019 data, a tree of 3+ metres was defined as a canopy tree by DELWP, but in 2021 data, a tree of two metres was categorized as a canopy tree.



Knox Housing Monitoring Program
Annual Report for 2022

private sectors. If this happens, Council’s interventions will address the housing needs of one of the vulnerable segments of the Knox community.



12 Summary of Key Findings

This report seeks to provide a measured progress against the six objectives in the *Knox Housing Strategy 2015* by examining data related to planning approvals, housing construction, and population demographics. This analysis is framed around a set of indicators that seeks to measure different aspects of housing in Knox, particularly new dwellings that have been approved through the planning system in 2022.

The following are the highlights of the key findings in this report:

- Taking into consideration demolitions, the planning and subdivision permits approved in 2022 were 177. If enacted, this could potentially result in a net yield of 373 additional new dwellings in Knox. These figures are a little above the 2021 figure (334), but are still generally lower than the housing approvals in the last seven years before 2021.
- The overall percentage of new dwellings approved in 2022 whose typology was consistent with their Housing Strategy Area was 69%. This was a slight decline from the 2021 figure of 74%. This is however a significant improvement over the 2018 figure of 58%. This suggests that the *Knox Housing Strategy 2015* is continuing to deliver positive results by encouraging appropriate development across the municipality.
- The approved planning permits by Housing Strategy Area in 2022 shows that Bush Suburban area has 12 dwellings per hectare and 67 dwelling per hectare in Activity Areas. These outcomes are in line with the *Knox Housing Strategy 2015*.
- Approved planning permits in 2022 did not result in a single apartment or a residential aged care facility. These figures are down from 4 apartments and 214 beds in residential aged-care facilities, in 2021.
- Building permits issued in 2022 were lower than in the previous five years, with the exception of 2021.
- Rising housing costs, very low availability of affordable rental options, and an identified shortfall in social housing remain key policy concerns in 2022. Only four social housing projects were delivered in Knox during 2022. To increase the provision of social housing, Council continues to pursue policies and partnership opportunities to help facilitate solutions that can help address the identified shortfall.
- VCAT decided 14 residential planning applications for Knox in 2022, similar to the 2021 number, but fewer than any other year since at least 2012.



13 Next Steps: Future Housing Monitoring Program

The Housing Monitoring Report will continue to be published annually.

Looking at planning approvals tells us what might be built. This means that not all planning permits result in new housing. Building permit data has been reported in the 2022 Housing Monitoring report and in the previous ones as well. This gives a better picture of the dwellings that are built, than the planning permits. However, unlike the planning permit data, the building permit data does not identify the number of bedrooms. This makes it not feasible to ascertain the dwelling sizes of residential development from the building permits.

Council is exploring various means of accessing consistent, comparable and reliable data sources for tree canopy measures. In the meantime, some tree canopy data from the Department of Environment, Land, Water and Planning (DELWP, now the Department of Energy, Environment and Climate Action DEECA) have been presented in this report. Although DEECA has not made firm commitments regarding the release of tree canopy data in the subsequent years, it is hoped that if DEECA publishes future tranches of tree canopy data it would enable future Housing Monitoring Reports to examine changes in tree canopy cover in Knox over time.

The release of the 2021 census data might also trigger new projections into the future with respect to both dwellings and population/households growth in Victoria and Knox. The Victorian Government's projections – *Victoria in Future* (VIF) was published in 2019. Based on the release of the 2021 census data and changes in other factors, id Consulting Pty Ltd has made some adjustments to the Knox Population and Household Forecast that was published in 2018. It is anticipated that the Victorian Government will also update its projections in the near future. If these population/household projections are updated, it would provide more current and reliable data for future housing monitoring reports.

Finally, Council will explore ways of creating an interactive dashboard to support timely, more efficient and real-time reporting on the key targets and indicators of the *Knox Housing Strategy 2015*. While the Housing Monitoring Program report will still be published annually, an interactive dashboard may provide regular updates on important housing related data in the near future. As the data used in this report was derived through manual data collection methods, any future dashboards produced reflecting on the 2022 data, may vary slightly to the data published in this report.



Knox Housing Monitoring Program Annual Report for 2022

References

Aged Care Financing Authority (ACFA) (2021). *Ninth Report on the Funding and Financing of the Aged Care Industry – July 2021*. Available at: <https://tinyurl.com/mesdb589>

Australian Bureau of Statistics (ABS) (2022). *Knox 2021 Census All persons QuickStats*. <https://www.abs.gov.au/census/find-census-data/quickstats/2021/LGA23670>

Australian Bureau of Statistics (2023). *Building Approvals by Local Government Area (LGA 2022)*.

Australian Bureau of Statistics (2001). *ABS Table Builder*. <https://tablebuilder.abs.gov.au/webapi/jsf/tableView/openTable.xhtml>

Australian Institute of Health and Welfare (2022). *Aged care service list – 30 June 2022*. <https://tinyurl.com/58su4d3d>

Built Environment Sustainability Scorecard (BESS) (2023). *BESS Data for Knox City Council*.

Department of Environment, Land, Water and Planning (DELWP) (2017). *Plan Melbourne 2017–2050*. <https://tinyurl.com/4553hht8>

Department of Environment, Land, Water and Planning (2019a). *Victoria in Future: Victoria's future population projections*. <https://tinyurl.com/yb9xjw7c>

Department of Environment, Land, Water and Planning (2019b). *Melbourne urban vegetation cover 2018: Eastern Region*. <https://tinyurl.com/7u6b4x7e>

Department of Environment, Land, Water and Planning (2019c). *Victoria's Land Cover Time Series: Summary by Location Statistics*. <https://tinyurl.com/4bwwfaua>

Department of Environment, Land, Water and Planning (2021). *Vicmap Vegetation: Identify woody vegetation areas across Victoria*. <https://tinyurl.com/598sykfk>

Department of Environment, Land, Water and Planning (2022). *Data product specification: Vicmap Vegetation*. <https://tinyurl.com/3ywkw82s>

Department of Environment, Land, Water and Planning (2020). *Cooling and Greening Melbourne Interactive Map*. <https://tinyurl.com/3mexww8r>

Department of Families, Fairness and Housing (DFFH) (2022). *Applications on the Victorian Housing Register*. <https://www.homes.vic.gov.au/applications-victorian-housing-register-vhr>

Department of Families, Fairness and Housing (2022). *Social Housing stock - DFFH 2021-22 Machine readable dataset*. <https://tinyurl.com/4k3fren5>

Department of Infrastructure (2002). *Melbourne 2030: planning for sustainable growth*. <https://tinyurl.com/y4bzk2d9>

Informed Decisions (ID) (2022). *Forecast Household Types – City of Knox*. <https://forecast.id.com.au/knox/household-types>



Knox Housing Monitoring Program Annual Report for 2022

Knox City Council (KCC) (2015). Knox Affordable Housing Action Plan 2015-2020.
<https://tinyurl.com/mrxz6daz>

Knox City Council (2015). *Knox Housing Strategy 2015*. <https://tinyurl.com/yzrtjr7w>

Knox City Council (2019). Residential Design Guidelines (Adopted 2015. Revised 2019).
<https://tinyurl.com/fbb6h5ew>

Knox City Council (2021). *Community Plan 2021-2031*. <https://tinyurl.com/3fhr48kj>

Knox City Council (2021). *Council Plan 2021-2025*. <https://tinyurl.com/3bswhj5v>

Knox City Council (2023). *Housing Changes Lives: Knox Social and Affordable Housing Strategy and Action Plan 2023-2027*.

Lorimer, G.S. (2010). *Sites of Biological Significance in Knox*. 2nd Edition. Knox City Council, Wantirna South, Victoria, Australia.

Pawson, H. (2022). Australia's social housing system is critically stressed. Many eligible applicants simply give up. *The Conversation*. <https://tinyurl.com/3sm9ehe5>

The Nature Conservancy and Resilient Melbourne (2019). *Living Melbourne: Our Metropolitan Urban Forest*. The Nature Conservancy and Resilient Melbourne, Melbourne. <https://tinyurl.com/4px3epxh>

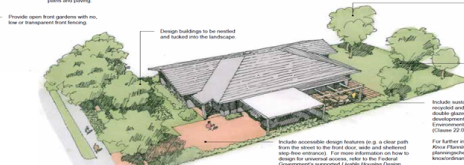
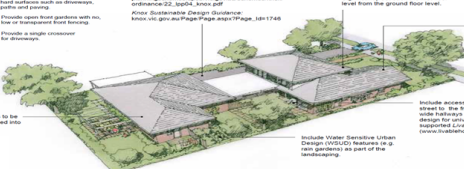
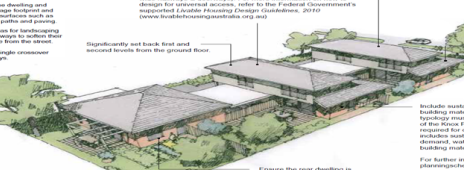

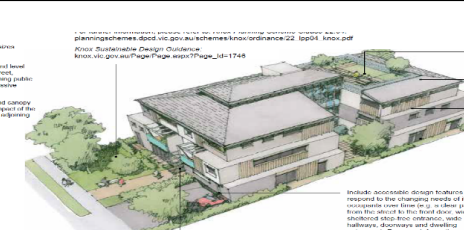
Victorian Building Authority (2022). *Victoria's building industry remains strong*.
<https://www.vba.vic.gov.au/news/news/2022/victorias-building-industry-remains-strong>



Knox Housing Monitoring Program
Annual Report for 2022

Attachment 1: Definition of Housing Types

Table 2. Housing types as defined in the Knox Housing Strategy

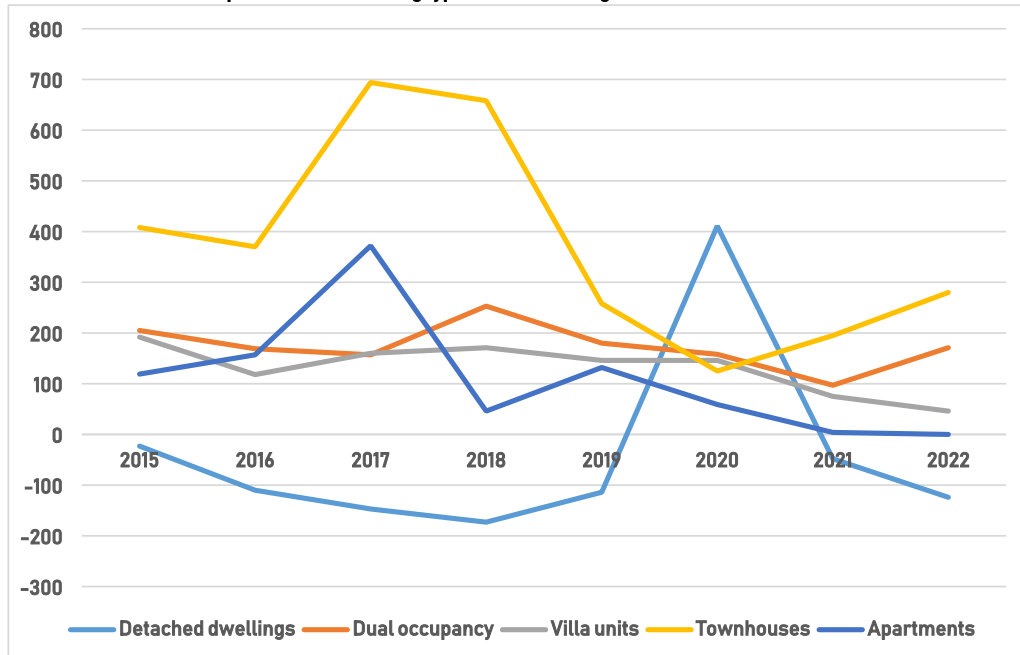
Housing Type Definition	Indicative Lot Layout: Perspective View
<p>Detached dwelling: one dwelling on a lot.</p>	 <p>Minimize the dwelling and outbuilding height and other features such as chimneys, roofs and porches.</p> <p>Provide open front gardens with no, low or transparent front fencing.</p> <p>Design buildings to be nestled and tucked into the landscape.</p> <p>Include accessible design features (e.g. a clear path from the street to the front door, wide and level footpaths) to meet accessibility requirements. Refer to the Federal Government's National Disability Guidelines, 2015 (www.natdis.gov.au/guidelines).</p> <p>For further information, please refer to: Knox Planning Scheme Clause 22.04 (Development) and Knox Residential Design Guidelines 2015 (pp04_knox.pdf) (knox.vic.gov.au/Page.aspx?Page_Id=1748).</p> <p>Include accessible design features (e.g. a clear path from the street to the front door, wide and level footpaths) to meet accessibility requirements. Refer to the Federal Government's National Disability Guidelines, 2015 (www.natdis.gov.au/guidelines).</p> <p>Include accessible design features (e.g. a clear path from the street to the front door, wide and level footpaths) to meet accessibility requirements. Refer to the Federal Government's National Disability Guidelines, 2015 (www.natdis.gov.au/guidelines).</p> <p>Significantly set back the first floor level from the ground floor level.</p> <p>Include accessible design features (e.g. a clear path from the street to the front door, wide and level footpaths) to meet accessibility requirements. Refer to the Federal Government's National Disability Guidelines, 2015 (www.natdis.gov.au/guidelines).</p>
<p>Dual occupancy: two dwellings on a lot (can include retention of an existing dwelling).</p>	 <p>Minimize the dwelling and outbuilding height and other features such as chimneys, roofs and porches.</p> <p>Provide open front gardens with no, low or transparent front fencing.</p> <p>Appearance from the street.</p> <p>For further information, please refer to: Knox Planning Scheme Clause 22.04 (Development) and Knox Residential Design Guidelines 2015 (pp04_knox.pdf) (knox.vic.gov.au/Page.aspx?Page_Id=1748).</p> <p>Include accessible design features (e.g. a clear path from the street to the front door, wide and level footpaths) to meet accessibility requirements. Refer to the Federal Government's National Disability Guidelines, 2015 (www.natdis.gov.au/guidelines).</p> <p>Include accessible design features (e.g. a clear path from the street to the front door, wide and level footpaths) to meet accessibility requirements. Refer to the Federal Government's National Disability Guidelines, 2015 (www.natdis.gov.au/guidelines).</p> <p>Include accessible design features (e.g. a clear path from the street to the front door, wide and level footpaths) to meet accessibility requirements. Refer to the Federal Government's National Disability Guidelines, 2015 (www.natdis.gov.au/guidelines).</p> <p>Significantly set back the first floor level from the ground floor level.</p> <p>Include accessible design features (e.g. a clear path from the street to the front door, wide and level footpaths) to meet accessibility requirements. Refer to the Federal Government's National Disability Guidelines, 2015 (www.natdis.gov.au/guidelines).</p>
<p>Villa units: three or more dwellings on a lot with no shared walls.</p>	 <p>Minimize the dwelling and outbuilding height and other features such as chimneys, roofs and porches.</p> <p>Provide open front gardens with no, low or transparent front fencing.</p> <p>Appearance from the street.</p> <p>For further information, please refer to: Knox Planning Scheme Clause 22.04 (Development) and Knox Residential Design Guidelines 2015 (pp04_knox.pdf) (knox.vic.gov.au/Page.aspx?Page_Id=1748).</p> <p>Include accessible design features (e.g. a clear path from the street to the front door, wide and level footpaths) to meet accessibility requirements. Refer to the Federal Government's National Disability Guidelines, 2015 (www.natdis.gov.au/guidelines).</p> <p>Include accessible design features (e.g. a clear path from the street to the front door, wide and level footpaths) to meet accessibility requirements. Refer to the Federal Government's National Disability Guidelines, 2015 (www.natdis.gov.au/guidelines).</p> <p>Include accessible design features (e.g. a clear path from the street to the front door, wide and level footpaths) to meet accessibility requirements. Refer to the Federal Government's National Disability Guidelines, 2015 (www.natdis.gov.au/guidelines).</p> <p>Significantly set back the first and second floors from the ground floor level.</p> <p>Include accessible design features (e.g. a clear path from the street to the front door, wide and level footpaths) to meet accessibility requirements. Refer to the Federal Government's National Disability Guidelines, 2015 (www.natdis.gov.au/guidelines).</p>
<p>Townhouses: three or more dwellings on a lot sharing a wall or roof.</p>	 <p>Minimize the dwelling and outbuilding height and other features such as chimneys, roofs and porches.</p> <p>Provide open front gardens with no, low or transparent front fencing.</p> <p>Appearance from the street.</p> <p>For further information, please refer to: Knox Planning Scheme Clause 22.04 (Development) and Knox Residential Design Guidelines 2015 (pp04_knox.pdf) (knox.vic.gov.au/Page.aspx?Page_Id=1748).</p> <p>Include accessible design features (e.g. a clear path from the street to the front door, wide and level footpaths) to meet accessibility requirements. Refer to the Federal Government's National Disability Guidelines, 2015 (www.natdis.gov.au/guidelines).</p> <p>Include accessible design features (e.g. a clear path from the street to the front door, wide and level footpaths) to meet accessibility requirements. Refer to the Federal Government's National Disability Guidelines, 2015 (www.natdis.gov.au/guidelines).</p> <p>Include accessible design features (e.g. a clear path from the street to the front door, wide and level footpaths) to meet accessibility requirements. Refer to the Federal Government's National Disability Guidelines, 2015 (www.natdis.gov.au/guidelines).</p> <p>Significantly set back the first and second floors from the ground floor level.</p> <p>Include accessible design features (e.g. a clear path from the street to the front door, wide and level footpaths) to meet accessibility requirements. Refer to the Federal Government's National Disability Guidelines, 2015 (www.natdis.gov.au/guidelines).</p>
<p>Apartments: development of three or more stories in a single mass or multi-unit dwelling, usually with a common entrance.</p>	 <p>Minimize the dwelling and outbuilding height and other features such as chimneys, roofs and porches.</p> <p>Provide open front gardens with no, low or transparent front fencing.</p> <p>Appearance from the street.</p> <p>For further information, please refer to: Knox Planning Scheme Clause 22.04 (Development) and Knox Residential Design Guidelines 2015 (pp04_knox.pdf) (knox.vic.gov.au/Page.aspx?Page_Id=1748).</p> <p>Include accessible design features (e.g. a clear path from the street to the front door, wide and level footpaths) to meet accessibility requirements. Refer to the Federal Government's National Disability Guidelines, 2015 (www.natdis.gov.au/guidelines).</p> <p>Include accessible design features (e.g. a clear path from the street to the front door, wide and level footpaths) to meet accessibility requirements. Refer to the Federal Government's National Disability Guidelines, 2015 (www.natdis.gov.au/guidelines).</p> <p>Include accessible design features (e.g. a clear path from the street to the front door, wide and level footpaths) to meet accessibility requirements. Refer to the Federal Government's National Disability Guidelines, 2015 (www.natdis.gov.au/guidelines).</p> <p>Significantly set back the first and second floors from the ground floor level.</p> <p>Include accessible design features (e.g. a clear path from the street to the front door, wide and level footpaths) to meet accessibility requirements. Refer to the Federal Government's National Disability Guidelines, 2015 (www.natdis.gov.au/guidelines).</p>

For further details, see the [Knox Residential Design Guidelines 2015 – revised 2019](#) (p.24-28).



Attachment 2: Net growth in dwellings by Typology from 2015 to 2022

Figure 16. Net Growth in Dwellings by Typology
Townhouses remain the predominant dwelling type in terms of net growth since 2016²⁶



The only exception to this trend was in 2020, where detached dwellings was the dominant typology.

²⁶ From 2015 to 2018, calculations of net growth by type are based on an assumption that all demolished dwellings were detached dwellings. Analysis of demolitions data from 2019 to 2022 suggests that this was accurate of 96.5% of demolitions.

8.2 Minor Grants Program 2023-2024 Monthly Report

SUMMARY: Community Partnerships Officer, Jade Mainwaring

This report summarises the grant applications recommended for approval in September for the 2023-2024 Minor Grants Program. All applications have been assessed against the criteria set out in the Minor Grants Program Procedure.

Applications under the Minor Grants Procedure are limited to a maximum of \$3,000.00 within the current financial year.

This report also outlines recent grants awarded under delegation for the Seniors Festival Minor Grant Program.

RECOMMENDATION

That Council:

1. Approve six applications for a total of \$13,370.77 as detailed below:

Applicant Name	Project Title	Amount Requested	Amount Recommended
Coonara Community House Inc.	Inspiring Greatness - Disability Social Group	\$3,000.00	\$3,000.00
St Simons Catholic Church Rowville	St Simons 2023 Fete	\$2,000.00	\$2,000.00
Wantirna South Probus Club Inc.	Colour Printer Purchase	\$1,099.00	\$1,099.00
Rowville Uniting Church	Community Garden Rainwater Tank	\$3,000.00	\$3,000.00
Knox Italian Community Club	Computer and Printer for Senior Citizens	\$3,000.00	\$2,119.00
Community Support Knox, Yarra Ranges and Surrounds	Christmas Celebration for Families in Need	\$2,152.77	\$2,152.77
Total		\$14,251.77	\$13,370.77

2. Defer four applications requesting a total of \$12,000, as detailed below:

Applicant Name	Project Title	Amount Requested
The Basin Cricket Club	Bringing back players and family to the club for meals after relocation (previously deferred August 2023).	\$3,000.00
Caribbean Speed Club Inc.	Uniform Replenishment (previously deferred August 2023).	\$3,000.00
The Local Spiritual Assembly of the Bahai's of Knox	Purchasing equipment and needs funds for booking halls for the Knox Community Gatherings (previously deferred August 2023).	\$3,000.00
Shishukunj Melbourne	Annual Kids Camp	\$3,000.00
Total		\$12,000.00

3. Refuse one application totalling \$3,000 as detailed below:

Applicant Name	Project Title	Reason for ineligibility	Amount Requested
Knoxfield Cricket Club	Replacement of Bar Fridge	Not aligned with the goals of the Council and Community Plan.	\$3,000.00
Total			\$3,000.00

4. **Note that should the recommended grants be approved by Council, the remaining Minor Grants Program budget for 2023-24 will total \$111,520.39 before GST adjustments.**
5. **Note that one previous application, deferred at the August 2023 Ordinary Meeting of Council for Eastern Warriors Football Club Inc. is to be treated as withdrawn, as the applicant has not provided the requested additional information.**
6. **Note that the Knox Seniors Festival Minor Grant 2023 has awarded 11 grants totalling \$5,000.00 under delegation.**

1. INTRODUCTION

The Minor Grants Program provides a pool of grant funding that can respond on a monthly basis to requests for small amounts of funding to assist with short term, one-off projects or initiatives that are relatively minor in nature.

The objective of the Minor Grants Program is to be an accessible and responsive funding source to assist a wide range of community led activities across the municipality and support volunteer effort and civic participation.

It operates under the principles of other Knox Council grants programs to ensure:

- Funded projects will provide benefit to the Knox community and help meet Council objectives;
- Co-operation and collaboration between groups will be encouraged;
- The grant process will be consistent, equitable and transparent; and
- The grant process will support and strengthen community groups in developing local solutions to local needs.

Applications are assessed against criteria specified in the Minor Grants Program Procedure (approved in November 2022), to determine the eligibility of the applicant organisation and the eligibility of the grant application.

The Procedure and Council's Grant Framework Policy set out an open and transparent grant program that meets the principles of good governance and is compliant with the requirements of the Local Government Act 2020.

In accordance with the Procedure, applications for funding have been assessed by the Chief Executive Officer, or delegate, for Council's approval.

2. DISCUSSION

This report presents to Council the recommendations for recent Minor Grant applications in accordance with the Procedure.

2.1 Applications Recommended for Approval

Eight new applications have been assessed this month, requesting grants totalling \$20,251.77.

Of the eight new applications, six are recommended for approval. A summary of the projects recommended is as follows:

- Coonara Community House Inc. recognise the need for a facilitated Disability Social Group as it is important to stay connected as well as making new connections with like-minded people. The group will meet fortnightly to share in organised activities with plenty of opportunities to build confidence, make friends and have fun.
- St Simons Catholic Church Rowville are seeking a grant to assist in the hiring of rides for their annual 2023 fete.
- Wantirna South Probus Club Inc. require a grant to assist in the purchase of a computer and printer.
- Rowville Uniting Church are seeking a grant to contribute to the purchase of a water tank for use in their community garden.
- Knox Italian Community Club are seeking a grant to assist in the purchase of a laptop computer and printer for the Senior members of their Club. The amount requested is \$3,000.00 however the quote supplied is for equipment to the value of \$2,119.00. The smaller amount is therefore recommended for approval.
- Community Support Knox, Yarra Ranges and Surrounds require a grant to assist the group hold their Christmas Celebration for families in need.

Application details are provided in Attachment 1.

2.2 Applications Recommended for Refusal

One application is recommended for refusal:

- Knoxfield Cricket Club are seeking a grant to assist with replacement of the club's bar fridge. Clause 6.32 of the Minor Grant Program Procedure states 'all applications for funding must demonstrate a benefit to the Knox community and will be considered in relation to the objectives and directions of Knox City Council's Community and Council Plan'. The Council Plan identifies drug and alcohol harm as one of six key health priorities in Knox. Additionally, Council's Grant Framework Policy does not permit the purchase of alcohol with grant funds. Given that this application is for funds to purchase a fridge for the club bar, that will facilitate the sale and/or consumption of alcohol, this application is not recommended for approval.

2.3 Applications Recommended for Deferral

One application received this month from Shishukunj Melbourne, is recommended for deferral to the October 2023 Ordinary Meeting of Council:

Of the five applications deferred at the August 2023 Meeting of Council, one has provided the requested additional information and is now recommended for funding as part of this report, namely Knox Italian Community Club. The remaining four groups with deferred applications have not yet provided the additional information requested by Officers. Three of these groups will be encouraged to provide the requested additional information prior to the deadline for the October 2023 Meeting of Council. The other of these applications, Eastern Warriors Football Club, was

previously deferred at the July 2023 Meeting of Council. Given the time passed, this application should now be considered withdrawn, with the applicant invited to re-apply should they choose.

2.4 Seniors Festival Minor Grants Program

Council's Community Access & Support Department have received \$6,250.00 funding from Department of Families, Fairness and Housing to support the delivery of local events during Seniors Month - October 2023.

From this funding, a total of \$5,000.00 was made available to local community groups and seniors organisations to support the delivery of community-led activities. The maximum funding amount available was \$500.00 and accordingly these grants were awarded under delegation.

A total of eleven grants totalling \$5,000.00 were awarded. A summary is provided below:

Applicant	Project	Amount Allocated
Bridges Connecting Communities Limited	Woodwork Activation Project	\$500.00
Community Learning Centre	CLC Senior Catch-up	\$500.00
Coonara Community House Inc.	Knox Seniors Festival Lunch	\$500.00
Coonara Community House Inc. (Auspice for Knox Community Chess Enthusiasts)	Chess Matters for Seniors	\$500.00
Coonara Community House Inc. (auspice Volunteer for Knox)	Knox Seniors Festival - Chair Yoga	\$450.00
Knox Chinese Elderly Citizens Club	Active Healthy Ageing & Living	\$500.00
Orana Neighbourhood House	Wellbeing and Connection at Orana Neighbourhood House	\$200.00
Our Saviour's Lutheran Church Knox	Senior's Festival Barbecue and Singing	\$400.00
Polish Senior Citizens Club Inc.	Seniors Knox Festival	\$500.00
Rowville Senior Citizens Centre Inc.	Knox Seniors Indoor Bowls Carnival	\$500.00
Community Houses Association of the Outer Eastern Suburbs	Knox Seniors Festival Talking Cafe	\$450.00
Total		\$5,000.00

3. CONSULTATION

Consultation is undertaken with organisations in relation to their grant applications whenever possible and if necessary, to clarify details regarding their applications prior to Council's consideration.

Advice or information may be sought from Officers across Council in relation to either the applying organisation or the proposed project, or both, if considered necessary.

The Minor Grants Program Procedure specifies assessment can occur by the Chief Executive Officer, or delegate, and make recommendation for Council's determination.

4. CLIMATE CHANGE CONSIDERATIONS

Implementation of the recommendation is considered to have no direct implications or has no direct impacts upon Council's Net Zero 2030 target, the Community Net Zero 2040, exposure to climate risks or climate change adaptation.

5. ENVIRONMENTAL/AMENITY CONSIDERATIONS

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

6. FINANCIAL & ECONOMIC IMPLICATIONS

The approval of Minor Grants is managed within Council's adopted budget. The 2023-24 budget provides \$153,617.00 for the Minor Grants Program.

Funding commitments to date are summarised below:

Month	Amount Committed at Date of Council Meeting	Amount Committed and Paid after GST Adjustments
July 2023	\$18,914.44	\$18,204.40
August 2023	\$25,426.03	\$23,892.21
Total		\$42,096.61

Recommended applications for the September period total \$13,370.77 (prior to GST adjustments).

If approved as recommended, the remaining Minor Grants budget for 2023-24 will total \$111,520.39, before GST adjustments.

7. SOCIAL IMPLICATIONS

The Minor Grants Program allows Council to respond promptly to requests from Knox- based community groups for small amounts of funding to assist a variety of community-based programs, projects or activities. Council's Minor Grants are a simple and streamlined source of funding that can make a significant difference for local community organisations in need of short-term, specific purpose assistance.

8. RELEVANCE TO KNOX COMMUNITY AND COUNCIL PLAN 2021-2025

Opportunity & Innovation

Strategy 1.2 - Encourage and support opportunities for skills development and lifelong learning for all people in Knox.

Neighbourhoods, Housing & Infrastructure

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

Natural Environment & Sustainability

Strategy 3.2 – Prepare for, mitigate and adapt to the effects of climate change.

Resilience & Wellbeing

Strategy 4.1 – Support our community to improve their physical, mental and social health and wellbeing.

Strategy 4.2 – Foster inclusivity, equality, belonging and safety within the community.

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

There is no content in this report that meets the definition of confidential information from the Local Government Act 2020.

Report Prepared By: Community Partnerships Officer, Jade Mainwaring
Report Authorised By: Acting Director Connected Communities, Nicole Columbine

Attachments

1. Attachment - Minor Grant Applications REDACTED - SEPTEMBER - 2023 (D 23-270166) [8.2.1 - 50 pages]

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-27 From Coonara Community House
 Form Submitted 4 Sep 2023, 4:10PM AEST

MINOR GRANTS PROGRAM APPLICATION FORM

* indicates a required field

Minor Grants Information

To be eligible for a Minor Grant, applying organisations must:

- Provide services, projects and programs that directly benefit residents of the City of Knox.
- Be a not-for-profit legal entity that provides services, support or activities to the Knox community (or auspiced by an incorporated body or other not-for-profit legal entity).
- Have an Australian Business Number or complete a Statement by Supplier form.
- Have a Committee of Management or similar governing body that accepts responsibility for the administration of the Grant.
- Hold adequate public liability insurance appropriate to the activity outlined in the application.

Your project start date must be after the Council meeting date where your application is being presented for approval. Projects that are due to begin before the Council meeting date at which they're being presented will not be considered.

Submission deadline Council meeting date

7 July 2023 24 July 2023

11 August 2023 28 August 2023

8 September 2023 25 September 2023

6 October 2023 23 October 2023

10 November 2023 27 November 2023

1 December 2023 18 December 2023

Application Amount	Incorporated or Auspiced?	Assessment & Determination	Acquittal
< \$500	Yes	Assessed and determined by the CEO or delegate.	Proof of expenditure / purchase (i.e. receipt).
\$501 to \$1,000	Yes	Assessed by the CEO or delegate. Determined by Council at the monthly ordinary meeting of Council.	Proof of expenditure / purchase (i.e. receipt).
\$1,001 to \$3,000	Yes	Assessed by the CEO or delegate. Determined by Council at the monthly ordinary meeting of Council.	Funding Agreement & Acquittal required.

Application Category

Application Amount *

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-27 From Coonara Community House
Form Submitted 4 Sep 2023, 4:10PM AEST

< \$500 \$501 to \$1,000 \$1,001 to \$3,000

APPLICANT DETAILS

*** indicates a required field**

Applicant Details

Organisation Name *

Coonara Community House

Organisation Address *

[Redacted]

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Contact Name

[Redacted]

Project Contact Address *

[Redacted]

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Mobile Phone Number *

[Redacted]

Must be an Australian phone number.

Phone Number

[Redacted]

Must be an Australian phone number.

Email *

[Redacted]

Must be an email address.

Committee Secretary (Second Contact Person) *

[Redacted]

Secretary Mobile Phone Number *

[Redacted]

Must be an Australian phone number.

Secretary Email *

[Redacted]

Must be an email address.

Please provide your ABN

65 554 350 180

Information from the Australian Business Register

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-27 From Coonara Community House
 Form Submitted 4 Sep 2023, 4:10PM AEST

ABN	65 554 350 180
Entity name	MANAGEMENT COMMITTEE COONARA COMMUNITY HOUSE INC
ABN status	Active
Entity type	Other Incorporated Entity
Goods & Services Tax (GST)	Yes
DGR Endorsed	No
ATO Charity Type	Charity More information
ACNC Registration	Registered
Tax Concessions	FBT Rebate, GST Concession, Income Tax Exemption
Main business location	3156 VIC
<i>Information retrieved at 2:21am yesterday</i>	

Must be an ABN.

provide ABN of auspice organisation if relevant. If no ABN please complete a Statement by Supplier declaration.

Is your organisation Incorporated? *

Yes No

If no, please confirm if you are a registered not-for-profit legal entity

Incorporation Details

Please provide your Incorporated number

A0031184J

This can be found on the Consumer Affairs Victoria website

Pre-application contact with Knox City Council

Have you discussed your application with any Knox Council Officer? If so, please provide details below:

Community Strengthening e-Bulletin Subscription

To subscribe to our e-Bulletin containing information on community training, grants and more, please follow the link below:

[Subscribe here](#)

PROJECT DETAILS

*** indicates a required field**

Request Details

Project Title *

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-27 From Coonara Community House
 Form Submitted 4 Sep 2023, 4:10PM AEST

Inspiring Greatness - Disability Social Group

Project Start Date *

02/10/2023

Must be a date after the Council meeting at which your application is being presented. See dates at beginning of this application for guidance.

Project End Date *

16/09/2024

Must be a date.

(a) Briefly describe details of the request: *

Coonara Community House recognise the need for a facilitated Disability Social Group as it is important to stay connected as well as making new connections with like-minded people. This is where people with a disability can develop a sense of belonging and value through conversations and togetherness.

Inspiring Greatness - Disability Social Group would meet once a fortnight in the evening from 6-8pm to share in organised activities with plenty of opportunities to build confidence, make friends and have fun.

(b) What community benefit is gained from this project / activity? *

Inspiring Greatness - Disability Social Group will be an active social way for members of our community to engage in a fun and positive way within a safe inclusive environment. It will be led by an Engagement Officer who will facilitate planning, communications, activities and encourage positive relationships with peers.

The far reaching benefits are:

- Feeling safe in an inclusive environment
- Lowers mental health anxieties
- Reduces feelings of loneliness and social isolation
- Creates a regular routine
- Builds confidence and self esteem
- Purposeful living
- Opportunities to build long lasting friendships
- Builds commonalities with interests and not the disability

The program allows Coonara to further build strong relationships with partners Women's Disability Victoria, Interchange Outer East, Burke and Beyond and also allows for opportunities to reach out to other Disability organisations such as EACH and Scope.

How many people who identify as volunteers (including committee members) are currently involved in keeping your group / organisation active? *

22

Must be a number

How many people will directly benefit from or participate in your project / activity? *

30

Must be a number

How many of the above are Knox residents? *

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-27 From Coonara Community House
 Form Submitted 4 Sep 2023, 4:10PM AEST

25
 Must be a number

BUDGET

*** indicates a required field**

(c) What is the total cost of the project / activity? *

\$3,000.00
 Must be a dollar amount.
 What is the total budgeted cost (dollars) of your project?

(d) What amount is being requested? *

\$3,000.00
 Must be a dollar amount.
 What is the total financial support you are requesting in this application?

Budget

Income = grant/s requested, contribution from your organisation, ticket sales etc

NOTE: total income must match total expenditure

Income	\$	Expenditure	\$
Grant Income	\$3,000.00	Facilitator	\$1,800.00
In-kind Venue hire	\$2,750.00	Facilitator planning	\$144.00
In-kind utilities	\$400.00	Facilitator oncosts	\$291.60
In-kind catering	\$50.00	General catering	\$248.20
In-kind marketing	\$200.00	Movie night	\$70.00
In-kind projector hire	\$100.00	Pizza night	\$145.90
		Board Game Night	\$80.30
	\$	Chair Yoga	\$220.00
	\$	In-kind venue hire	\$2,750.00
	\$	In-kind utilities	\$400.00
	\$	In-kind catering	\$50.00
	\$	In-kind marketing	\$200.00
	\$	In-kind projector hire	\$100.00

Budget Totals

Total Income Amount Total Expenditure Amount Income - Expenditure

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-27 From Coonara Community House
 Form Submitted 4 Sep 2023, 4:10PM AEST

\$6,500.00 This number/amount is calculated.	\$6,500.00 This number/amount is calculated.	\$0.00 This number/amount is calculated. Must total \$0.00
---	---	--

Total Income Amount	Total Expenditure Amount	Income - Expenditure
\$6,500.00 This number/amount is calculated.	\$6,500.00 This number/amount is calculated.	\$0.00 This number/amount is calculated. Must total \$0.00

Quotes For Planned Expenses

Attach quotes for expenses here. *

Filename: Chair Yoga quote.pdf
 File size: 39.7 kB

Filename: Knox City Council Minor Grant Expenses quote.docx
 File size: 2.6 MB
 A minimum of 1 file must be attached.
 Quotes must support all expenditure items listed in table above

If your income is only the Minor Grant requested, the below will show \$0 and you will be directed to the following page

If your only income is only the Minor Grant requested, the total below will be \$0
 -\$10,000.00
 This number/amount is calculated.

Budget - What will you use your Minor Grant request for?

Expenditure	\$
Facilitator @ \$36 per hr x 20 weeks	\$1,800.00
Facilitator (planning)@ \$36 per hr x 4 hours	\$144.00
Facilitator Oncosts x 15%	\$291.60
General catering	\$248.20
Pizza Night	\$145.90
Movie Night	\$70.00
Board Game Night	\$80.30
Chair Yoga	\$220.00

Expenditure Amount from requested grant

\$0.00
 If this doesn't total \$0, please adjust your expenditure table to match the grant amount requested.

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-27 From Coonara Community House
 Form Submitted 4 Sep 2023, 4:10PM AEST

ADDITIONAL SUPPORTING INFORMATION

*** indicates a required field**

Evidence of Public Liability

Evidence of current Public Liability Insurance must be supplied *

Filename: Certificate of currency 2023-2024 Public & Products Liability.pdf
 File size: 135.4 kB
 A minimum of 1 file must be attached.

Public Liability Expiry Date *

30/06/2024

If the expiry date is prior to project completion date, you may be requested to supply an updated certificate upon renewal

Please attach relevant supporting documentation, including:

- A project plan
- List of Committee members & contacts

Attach relevant documentation:

Filename: Committee of Management 2023.doc
 File size: 81.0 kB

DECLARATION

*** indicates a required field**

Conflict of Interest

Do you or a family member have a relationship with a Council staff member or Councillor? *

Yes No

If you have any queries regarding this, please call Council's Community Partnerships Team on 9298 8000 to discuss.

I declare that all information within this application is true and correct.

If successful the organisation commits to provide an acquittal of all grant funds to Council as outlined in the Minor Grants Program Procedure.

Name *

[REDACTED]

Organisation Name *

Coonara Community House

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-27 From Coonara Community House
Form Submitted 4 Sep 2023, 4:10PM AEST

Position (eg: President, Treasurer) *
Manager

Declaration Date *
04/09/2023
Must be a date.

Privacy Statement

The personal information requested in this application form is for the purposes of administering the Minor Grants Program and will only be used by Council for that primary purpose or directly related purposes. Whilst information relating to groups and the specific request/project details will be published, personal information in regards to individuals will not be disclosed except as required by law.

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024 (Version 3 of 3)
Application No. 2324-MGP-43 From Knox Italian Community Club
 Form Submitted 7 Sep 2023, 3:54PM AEST

MINOR GRANTS PROGRAM APPLICATION FORM

* indicates a required field

Minor Grants Information

To be eligible for a Minor Grant, applying organisations must:

- Provide services, projects and programs that directly benefit residents of the City of Knox.
- Be a not-for-profit legal entity that provides services, support or activities to the Knox community (or auspiced by an incorporated body or other not-for-profit legal entity).
- Have an Australian Business Number or complete a Statement by Supplier form.
- Have a Committee of Management or similar governing body that accepts responsibility for the administration of the Grant.
- Hold adequate public liability insurance appropriate to the activity outlined in the application.

Your project start date must be after the Council meeting date where your application is being presented for approval. Projects that are due to begin before the Council meeting date at which they're being presented will not be considered.

Submission deadline Council meeting date

7 July 2023 24 July 2023

11 August 2023 28 August 2023

8 September 2023 25 September 2023

6 October 2023 23 October 2023

10 November 2023 27 November 2023

1 December 2023 18 December 2023

Application Amount	Incorporated or Auspiced?	Assessment & Determination	Acquittal
< \$500	Yes	Assessed and determined by the CEO or delegate.	Proof of expenditure / purchase (i.e. receipt).
\$501 to \$1,000	Yes	Assessed by the CEO or delegate. Determined by Council at the monthly ordinary meeting of Council.	Proof of expenditure / purchase (i.e. receipt).
\$1,001 to \$3,000	Yes	Assessed by the CEO or delegate. Determined by Council at the monthly ordinary meeting of Council.	Funding Agreement & Acquittal required.

Application Category

Application Amount *

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024 (Version 3 of 3)
Application No. 2324-MGP-43 From Knox Italian Community Club
 Form Submitted 7 Sep 2023, 3:54PM AEST

< \$500 \$501 to \$1,000 \$1,001 to \$3,000

APPLICANT DETAILS

*** indicates a required field**

Applicant Details

Organisation Name *

Knox Italian Community Club

Organisation Address *

[Redacted]

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Contact Name

[Redacted]

Project Contact Address *

[Redacted]

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Mobile Phone Number *

[Redacted]

Must be an Australian phone number.

Phone Number

[Redacted]

Must be an Australian phone number.

Email *

[Redacted]

Must be an email address.

Committee Secretary (Second Contact Person) *

[Redacted]

Secretary Mobile Phone Number *

[Redacted]

Must be an Australian phone number.

Secretary Email *

[Redacted]

Must be an email address.

Please provide your ABN

12 006 107 133

Information from the Australian Business Register

Minor Grants Program - 2023-2024**Minor Grant Program Application Form 2023-2024 (Version 3 of 3)****Application No. 2324-MGP-43 From Knox Italian Community Club**

Form Submitted 7 Sep 2023, 3:54PM AEST

ABN	12 006 107 133
Entity name	KNOX ITALIAN COMMUNITY CLUB
ABN status	Active
Entity type	Australian Public Company
Goods & Services Tax (GST)	Yes
DGR Endorsed	No
ATO Charity Type	Not endorsed More information
ACNC Registration	No
Tax Concessions	No tax concessions
Main business location	3178 VIC

Information retrieved at 3:14am yesterday

Must be an ABN.

provide ABN of auspice organisation if relevant. If no ABN please complete a Statement by Supplier declaration.

Is your organisation Incorporated? * Yes No

If no, please confirm if you are a registered not-for-profit legal entity

Incorporation Details**Please provide your Incorporated number**

A0043580Z

This can be found on the Consumer Affairs Victoria website

Pre-application contact with Knox City Council**Have you discussed your application with any Knox Council Officer? If so, please provide details below:**

Tass Halastanis

Community Strengthening e-Bulletin Subscription

To subscribe to our e-Bulletin containing information on community training, grants and more, please follow the link below:

[Subscribe here](#)**PROJECT DETAILS***** indicates a required field****Request Details****Project Title ***

Senior Citizens Computer & Printer

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024 (Version 3 of 3)
Application No. 2324-MGP-43 From Knox Italian Community Club
 Form Submitted 7 Sep 2023, 3:54PM AEST

Project Start Date *

28/09/2023

Must be a date after the Council meeting at which your application is being presented. See dates at beginning of this application for guidance.

Project End Date *

28/10/2023

Must be a date.

(a) Briefly describe details of the request: *

Purchasing a computer & printer will greatly assist the Senior Citizens Committee with preparing flyers for upcoming events to notify its members & general public.

(b) What community benefit is gained from this project / activity? *

For members & general public to attend upcoming events & social gatherings organised by the Senior Citizens Committee.

How many people who identify as volunteers (including committee members) are currently involved in keeping your group / organisation active? *

30

Must be a number

How many people will directly benefit from or participate in your project / activity? *

500

Must be a number

How many of the above are Knox residents? *

500

Must be a number

BUDGET

*** indicates a required field**

(c) What is the total cost of the project / activity? *

\$3,000.00

Must be a dollar amount.

What is the total budgeted cost (dollars) of your project?

(d) What amount is being requested? *

\$3,000.00

Must be a dollar amount.

What is the total financial support you are requesting in this application?

Budget

Income = grant/s requested, contribution from your organisation, ticket sales etc

NOTE: total income must match total expenditure

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024 (Version 3 of 3)
Application No. 2324-MGP-43 From Knox Italian Community Club
 Form Submitted 7 Sep 2023, 3:54PM AEST

Income	\$	Expenditure	\$
3000	\$3,000.00	3000	\$3,000.00
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$

Budget Totals

Total Income Amount	Total Expenditure Amount	Income - Expenditure
\$3,000.00	\$3,000.00	\$0.00
<small>This number/amount is calculated.</small>	<small>This number/amount is calculated.</small>	<small>This number/amount is calculated. Must total \$0.00</small>

Quotes For Planned Expenses

Attach quotes for expenses here. *

Filename: Officeworks Quote - KICC.pdf
 File size: 99.9 kB
 A minimum of 1 file must be attached.
 Quotes must support all expenditure items listed in table above

If your income is only the Minor Grant requested, the below will show \$0 and you will be directed to the following page

If your only income is only the Minor Grant requested, the total below will be \$0
 \$0.00
This number/amount is calculated.

ADDITIONAL SUPPORTING INFORMATION

*** indicates a required field**

Evidence of Public Liability

Evidence of current Public Liability Insurance must be supplied *

Filename: KICC - COC - MEL99-0087062.pdf

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024 (Version 3 of 3)
Application No. 2324-MGP-43 From Knox Italian Community Club
Form Submitted 7 Sep 2023, 3:54PM AEST

File size: 120.3 kB

A minimum of 1 file must be attached.

Public Liability Expiry Date *

30/08/2023

If the expiry date is prior to project completion date, you may be requested to supply an updated certificate upon renewal

Please attach relevant supporting documentation, including:

- A project plan
- List of Committee members & contacts

Attach relevant documentation:

No files have been uploaded

DECLARATION

*** indicates a required field**

Conflict of Interest

Do you or a family member have a relationship with a Council staff member or Councillor? *

Yes No

If you have any queries regarding this, please call Council's Community Partnerships Team on 9298 8000 to discuss.

Please provide further information

Joe Furno - KCC Employee

I declare that all information within this application is true and correct.

If successful the organisation commits to provide an acquittal of all grant funds to Council as outlined in the Minor Grants Program Procedure.

Name *

[REDACTED]

Organisation Name *

Knox Italian Senior Citizens Club

Position (eg: President, Treasurer) *

Vice President

Declaration Date *

09/08/2023

Must be a date.

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024 (Version 3 of 3)
Application No. 2324-MGP-43 From Knox Italian Community Club
Form Submitted 7 Sep 2023, 3:54PM AEST

Privacy Statement

The personal information requested in this application form is for the purposes of administering the Minor Grants Program and will only be used by Council for that primary purpose or directly related purposes. Whilst information relating to groups and the specific request/project details will be published, personal information in regards to individuals will not be disclosed except as required by law.

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-45 From ROWVILLE UNITING CHURCH
 Form Submitted 6 Sep 2023, 8:12PM AEST

MINOR GRANTS PROGRAM APPLICATION FORM

* indicates a required field

Minor Grants Information

To be eligible for a Minor Grant, applying organisations must:

- Provide services, projects and programs that directly benefit residents of the City of Knox.
- Be a not-for-profit legal entity that provides services, support or activities to the Knox community (or auspiced by an incorporated body or other not-for-profit legal entity).
- Have an Australian Business Number or complete a Statement by Supplier form.
- Have a Committee of Management or similar governing body that accepts responsibility for the administration of the Grant.
- Hold adequate public liability insurance appropriate to the activity outlined in the application.

Your project start date must be after the Council meeting date where your application is being presented for approval. Projects that are due to begin before the Council meeting date at which they're being presented will not be considered.

Submission deadline Council meeting date

7 July 2023 24 July 2023

11 August 2023 28 August 2023

8 September 2023 25 September 2023

6 October 2023 23 October 2023

10 November 2023 27 November 2023

1 December 2023 18 December 2023

Application Amount	Incorporated or Auspiced?	Assessment & Determination	Acquittal
< \$500	Yes	Assessed and determined by the CEO or delegate.	Proof of expenditure / purchase (i.e. receipt).
\$501 to \$1,000	Yes	Assessed by the CEO or delegate. Determined by Council at the monthly ordinary meeting of Council.	Proof of expenditure / purchase (i.e. receipt).
\$1,001 to \$3,000	Yes	Assessed by the CEO or delegate. Determined by Council at the monthly ordinary meeting of Council.	Funding Agreement & Acquittal required.

Application Category

Application Amount *

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-45 From ROWVILLE UNITING CHURCH
 Form Submitted 6 Sep 2023, 8:12PM AEST

< \$500 \$501 to \$1,000 \$1,001 to \$3,000

APPLICANT DETAILS

*** indicates a required field**

Applicant Details

Organisation Name *
 ROWVILLE UNITING CHURCH

Organisation Address *

[Redacted]

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Contact Name

[Redacted]

Project Contact Address *

[Redacted]

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Mobile Phone Number *

[Redacted]

Must be an Australian phone number.

Phone Number

Must be an Australian phone number.

Email *

[Redacted]

Must be an email address.

Committee Secretary (Second Contact Person) *

[Redacted]

Secretary Mobile Phone Number *

[Redacted]

Must be an Australian phone number.

Secretary Email *

[Redacted]

Must be an email address.

Please provide your ABN

67 044 058 849

Information from the Australian Business Register

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-45 From ROWVILLE UNITING CHURCH
 Form Submitted 6 Sep 2023, 8:12PM AEST

ABN	67 044 058 849
Entity name	ROWVILLE UNITING CHURCH
ABN status	Active
Entity type	Other Unincorporated Entity
Goods & Services Tax (GST)	Yes
DGR Endorsed	No
ATO Charity Type	Charity More information
ACNC Registration	Registered
Tax Concessions	FBT Rebate, GST Concession, Income Tax Exemption
Main business location	3178 VIC

Information retrieved at 1:14am yesterday

Must be an ABN.

provide ABN of auspice organisation if relevant. If no ABN please complete a Statement by Supplier declaration.

Is your organisation Incorporated? *

Yes No

If no, please confirm if you are a registered not-for-profit legal entity

Is your organisation another type of organisation established under an Act passed by the State or Commonwealth (i.e. a registered charity)? *

Yes No

If your organisation isn't incorporated and not registered as a not-for-profit (ie. a registered charity), you will require an auspice who is one or both of these things.

Pre-application contact with Knox City Council

Have you discussed your application with any Knox Council Officer? If so, please provide details below:

Mayor, Cr. Marcia Timmers-Leitch who will officially open the Garden on 10/09/2023

Community Strengthening e-Bulletin Subscription

To subscribe to our e-Bulletin containing information on community training, grants and more, please follow the link below:

[Subscribe here](#)

PROJECT DETAILS

*** indicates a required field**

Request Details

Project Title *

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-45 From ROWVILLE UNITING CHURCH
 Form Submitted 6 Sep 2023, 8:12PM AEST

COMMUNITY GARDEN RAINWATER TANK

Project Start Date *

01/10/2023

Must be a date after the Council meeting at which your application is being presented. See dates at beginning of this application for guidance.

Project End Date *

29/02/2024

Must be a date.

(a) Briefly describe details of the request: *

Following community consultation, and in partnership with Share Space Inc. it was apparent that community members would appreciate a Community Garden in Rowville. Many donations of time, garden beds, soil and engagement with Rowville Secondary College's Hands on Learning staff and students has seen the commencement of this garden which will officially open on Sunday 10th September. The working group has requested a rainwater tank be installed (installation also donated) in close proximity to the garden beds.

This tank is to be installed along back wall of church and be incorporated into artwork to be painted by Rowville Secondary students depicting 'Community Garden' with a focus on sustainability (design yet to be submitted by RSC.)

(b) What community benefit is gained from this project / activity? *

The benefits to the community are social inclusion by creating a space to work together fostering friendships, to grow in a sustainable way fruits and vegetables that can be shared with those in need along with teaching participants and their families how to nurture their own vegetable gardens. Residents of Peppertree Hill Retirement Village (adjacent to church grounds) who no longer have space for vegetable gardens have also shown interest in participating in the Community Garden, thus creating a space for shared intergenerational learning. This garden will be an Open design and able to be accessed by all community members.

How many people who identify as volunteers (including committee members) are currently involved in keeping your group / organisation active? *

60

Must be a number

How many people will directly benefit from or participate in your project / activity? *

250 +

Must be a number

How many of the above are Knox residents? *

250 +

Must be a number

BUDGET

*** indicates a required field**

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-45 From ROWVILLE UNITING CHURCH
 Form Submitted 6 Sep 2023, 8:12PM AEST

(c) What is the total cost of the project / activity? *

\$3,120.00

Must be a dollar amount.

What is the total budgeted cost (dollars) of your project?

(d) What amount is being requested? *

\$3,000.00

Must be a dollar amount.

What is the total financial support you are requesting in this application?

Budget

Income = grant/s requested, contribution from your organisation, ticket sales etc

NOTE: total income must match total expenditure

Income	\$	Expenditure	\$
Grant	\$3,000.00	Rainwater Tank	\$3,120.00
Fundraising	\$120.00		
			\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$

Budget Totals

Total Income Amount

\$3,120.00

This number/amount is calculated.

Total Expenditure Amount

\$3,120.00

This number/amount is calculated.

Income - Expenditure

\$0.00

This number/amount is calculated.

Must total \$0.00

Quotes For Planned Expenses

Attach quotes for expenses here. *

Filename: Tankworld Tank Quote.pdf

File size: 376.1 kB

A minimum of 1 file must be attached.

Quotes must support all expenditure items listed in table above

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-45 From ROWVILLE UNITING CHURCH
 Form Submitted 6 Sep 2023, 8:12PM AEST

If your income is only the Minor Grant requested, the below will show \$0 and you will be directed to the following page

If your only income is only the Minor Grant requested, the total below will be \$0 -\$120.00
 This number/amount is calculated.

Budget - What will you use your Minor Grant request for?

Expenditure	\$
Rainwater Tank	\$3,000.00
	\$
	\$
	\$
	\$
	\$
	\$
	\$

Expenditure Amount from requested grant
 \$0.00
 If this doesn't total \$0, please adjust your expenditure table to match the grant amount requested.

ADDITIONAL SUPPORTING INFORMATION

*** indicates a required field**

Evidence of Public Liability

Evidence of current Public Liability Insurance must be supplied *

Filename: UCA_Public Liability_Main Program_Col_2022-23.pdf
 File size: 69.3 kB
 A minimum of 1 file must be attached.

Public Liability Expiry Date *

30/11/2023
 If the expiry date is prior to project completion date, you may be requested to supply an updated certificate upon renewal

Please attach relevant supporting documentation, including:

- A project plan

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-45 From ROWVILLE UNITING CHURCH
 Form Submitted 6 Sep 2023, 8:12PM AEST

• **List of Committee members & contacts**

Attach relevant documentation:

Filename: Community Garden Planning Group Contacts.pdf
File size: 852.2 kB

DECLARATION

* indicates a required field

Conflict of Interest

Do you or a family member have a relationship with a Council staff member or Councillor? *

Yes No

If you have any queries regarding this, please call Council's Community Partnerships Team on 9298 8000 to discuss.

I declare that all information within this application is true and correct.

If successful the organisation commits to provide an acquittal of all grant funds to Council as outlined in the Minor Grants Program Procedure.

Name *

[Redacted Name]

Organisation Name *

[Redacted Organisation Name]

Position (eg: President, Treasurer) *

CHAIRPERSON

Declaration Date *

06/09/2023

Must be a date.

Privacy Statement

The personal information requested in this application form is for the purposes of administering the Minor Grants Program and will only be used by Council for that primary purpose or directly related purposes. Whilst information relating to groups and the specific request/project details will be published, personal information in regards to individuals will not be disclosed except as required by law.

Minor Grants Program - 2023-2024

Minor Grant Program Application Form 2023-2024

Application No. 2324-MGP-48 From Community Support Knox, Yarra Ranges and Surrounds

Form Submitted 7 Sep 2023, 9:07PM AEST

MINOR GRANTS PROGRAM APPLICATION FORM

* indicates a required field

Minor Grants Information

To be eligible for a Minor Grant, applying organisations must:

- Provide services, projects and programs that directly benefit residents of the City of Knox.
- Be a not-for-profit legal entity that provides services, support or activities to the Knox community (or auspiced by an incorporated body or other not-for-profit legal entity).
- Have an Australian Business Number or complete a Statement by Supplier form.
- Have a Committee of Management or similar governing body that accepts responsibility for the administration of the Grant.
- Hold adequate public liability insurance appropriate to the activity outlined in the application.

Your project start date must be after the Council meeting date where your application is being presented for approval. Projects that are due to begin before the Council meeting date at which they're being presented will not be considered.

Submission deadline Council meeting date

7 July 2023 24 July 2023

11 August 2023 28 August 2023

8 September 2023 25 September 2023

6 October 2023 23 October 2023

10 November 2023 27 November 2023

1 December 2023 18 December 2023

Application Amount	Incorporated or Auspiced?	Assessment & Determination	Acquittal
< \$500	Yes	Assessed and determined by the CEO or delegate.	Proof of expenditure / purchase (i.e. receipt).
\$501 to \$1,000	Yes	Assessed by the CEO or delegate. Determined by Council at the monthly ordinary meeting of Council.	Proof of expenditure / purchase (i.e. receipt).
\$1,001 to \$3,000	Yes	Assessed by the CEO or delegate. Determined by Council at the monthly ordinary meeting of Council.	Funding Agreement & Acquittal required.

Application Category

Application Amount *

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-48 From Community Support Knox, Yarra Ranges and Surrounds

Form Submitted 7 Sep 2023, 9:07PM AEST

< \$500 \$501 to \$1,000 \$1,001 to \$3,000

APPLICANT DETAILS

*** indicates a required field**

Applicant Details

Organisation Name *

Community Support Knox, Yarra Ranges and Surrounds

Organisation Address *

[Redacted]

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Contact Name

[Redacted]

Project Contact Address *

[Redacted]

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Mobile Phone Number *

[Redacted]

Must be an Australian phone number.

Phone Number

Must be an Australian phone number.

Email *

[Redacted]

Must be an email address.

Committee Secretary (Second Contact Person) *

[Redacted]

Secretary Mobile Phone Number *

[Redacted]

Must be an Australian phone number.

Secretary Email *

[Redacted]

Must be an email address.

Please provide your ABN

83 749 680 756

Information from the Australian Business Register

Minor Grants Program - 2023-2024**Minor Grant Program Application Form 2023-2024****Application No. 2324-MGP-48 From Community Support Knox, Yarra Ranges and Surrounds**

Form Submitted 7 Sep 2023, 9:07PM AEST

ABN	83 749 680 756
Entity name	Community Support Knox, Yarra Ranges and Surrounds
ABN status	Active
Entity type	Other Incorporated Entity
Goods & Services Tax (GST)	No
DGR Endorsed	Yes (Item 1)
ATO Charity Type	Public Benevolent Institution More information
ACNC Registration	Registered
Tax Concessions	FBT Exemption, GST Concession, Income Tax Exemption
Main business location	3154 VIC

Information retrieved at 5:57am yesterday

Must be an ABN.

provide ABN of auspice organisation if relevant. If no ABN please complete a Statement by Supplier declaration.

Is your organisation Incorporated? * Yes No

If no, please confirm if you are a registered not-for-profit legal entity

Incorporation Details**Please provide your Incorporated number**

A01187220

This can be found on the Consumer Affairs Victoria website

Pre-application contact with Knox City Council**Have you discussed your application with any Knox Council Officer? If so, please provide details below:**

Yes with Kylie via email

Community Strengthening e-Bulletin Subscription

To subscribe to our e-Bulletin containing information on community training, grants and more, please follow the link below:

[Subscribe here](#)**PROJECT DETAILS***** indicates a required field****Request Details****Project Title ***

Christmas Celebration for Families in Need

Minor Grants Program - 2023-2024

Minor Grant Program Application Form 2023-2024

Application No. 2324-MGP-48 From Community Support Knox, Yarra Ranges and Surrounds

Form Submitted 7 Sep 2023, 9:07PM AEST

Project Start Date *

01/10/2023

Must be a date after the Council meeting at which your application is being presented. See dates at beginning of this application for guidance.

Project End Date *

24/12/2023

Must be a date.

(a) Briefly describe details of the request: *

We will hold a Christmas celebration for families in need and children who would otherwise miss out on the joys of Christmas. This will be held at the Senior Citizens Hall in The Basin and we have consulted with The Basin CFA. The celebration will include a hearty lunch with traditional favourites and sweet treats, games and children's entertainment in a festive environment with decorations, lights and music. It will also include a special visit from Santa.

(b) What community benefit is gained from this project / activity? *

This event aims to improve physical and mental wellbeing. Christmas can be an especially difficult time for families who are struggling financially. This event will ensure that families and children do not miss out on the joys of Christmas due to their financial situation. A nourishing meal will be provided and we will also have our usual fresh food and pantry items available so families will have food to take home. This event will also be an opportunity for connecting with other families, building community and relaxing and having fun in a social, supportive and inclusive environment.

Our wonderful, dedicated volunteers will also benefit from this event. It provides them with an opportunity to work together as a team to deliver an amazing event and ensure that they feel included and valued and gain satisfaction from knowing they are making a difference in our community.

How many people who identify as volunteers (including committee members) are currently involved in keeping your group / organisation active? *

42

Must be a number

How many people will directly benefit from or participate in your project / activity? *

100

Must be a number

How many of the above are Knox residents? *

80

Must be a number

BUDGET

*** indicates a required field**

(c) What is the total cost of the project / activity? *

\$2,152.77

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-48 From Community Support Knox, Yarra Ranges and Surrounds
 Form Submitted 7 Sep 2023, 9:07PM AEST

Must be a dollar amount.
 What is the total budgeted cost (dollars) of your project?

(d) What amount is being requested? *

\$2,152.77

Must be a dollar amount.
 What is the total financial support you are requesting in this application?

Budget

Income = grant/s requested, contribution from your organisation, ticket sales etc
NOTE: total income must match total expenditure

Income	\$	Expenditure	\$
Grant	\$2,152.77	entertainment	\$669.00
	\$	wrapping paper	\$78.03
	\$	drinks, table/kitchen supplies	\$241.74
	\$	protective aprons	\$200.00
	\$	decorations/lights	\$200.00
	\$	food	\$500.00
	\$	hall hire (8 hrs x \$33)	\$264.00
	\$		\$

Budget Totals

Total Income Amount	Total Expenditure Amount	Income - Expenditure
\$2,152.77	\$2,152.77	\$0.00
<small>This number/amount is calculated.</small>	<small>This number/amount is calculated.</small>	<small>This number/amount is calculated. Must total \$0.00</small>

Quotes For Planned Expenses

Attach quotes for expenses here. *

Filename: Quotes.pdf
 File size: 1.1 MB
 A minimum of 1 file must be attached.
 Quotes must support all expenditure items listed in table above

If your income is only the Minor Grant requested, the below will show \$0 and you will be directed to the following page

Minor Grants Program - 2023-2024

Minor Grant Program Application Form 2023-2024

Application No. 2324-MGP-48 From Community Support Knox, Yarra Ranges and Surrounds

Form Submitted 7 Sep 2023, 9:07PM AEST

If your only income is only the Minor Grant requested, the total below will be \$0
\$0.00

This number/amount is calculated.

ADDITIONAL SUPPORTING INFORMATION

*** indicates a required field**

Evidence of Public Liability

Evidence of current Public Liability Insurance must be supplied *

Filename: Certificate of Currency.jpeg

File size: 89.2 kB

A minimum of 1 file must be attached.

Public Liability Expiry Date *

22/05/2024

If the expiry date is prior to project completion date, you may be requested to supply an updated certificate upon renewal

Please attach relevant supporting documentation, including:

- A project plan
- List of Committee members & contacts

Attach relevant documentation:

Filename: Christmas for Families in Need Project Plan.pdf

File size: 130.3 kB

DECLARATION

*** indicates a required field**

Conflict of Interest

Do you or a family member have a relationship with a Council staff member or Councillor? *

Yes No

If you have any queries regarding this, please call Council's Community Partnerships Team on 9298 8000 to discuss.

I declare that all information within this application is true and correct.

If successful the organisation commits to provide an acquittal of all grant funds to Council as outlined in the Minor Grants Program Procedure.

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-48 From Community Support Knox, Yarra Ranges and Surrounds

Form Submitted 7 Sep 2023, 9:07PM AEST

Name *

[REDACTED]

Organisation Name *

Community Support Knox, Yarra Ranges & Surrounds

Position (eg: President, Treasurer) *

Committee member

Declaration Date *

07/09/2023

Must be a date.

Privacy Statement

The personal information requested in this application form is for the purposes of administering the Minor Grants Program and will only be used by Council for that primary purpose or directly related purposes. Whilst information relating to groups and the specific request/project details will be published, personal information in regards to individuals will not be disclosed except as required by law.

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024 (Version 2 of 2)
Application No. 2324-MGP-51 From ST SIMONS CATHOLIC CHURCH ROWVILLE
 Form Submitted 5 Sep 2023, 2:10PM AEST

MINOR GRANTS PROGRAM APPLICATION FORM

* indicates a required field

Minor Grants Information

To be eligible for a Minor Grant, applying organisations must:

- Provide services, projects and programs that directly benefit residents of the City of Knox.
- Be a not-for-profit legal entity that provides services, support or activities to the Knox community (or auspiced by an incorporated body or other not-for-profit legal entity).
- Have an Australian Business Number or complete a Statement by Supplier form.
- Have a Committee of Management or similar governing body that accepts responsibility for the administration of the Grant.
- Hold adequate public liability insurance appropriate to the activity outlined in the application.

Your project start date must be after the Council meeting date where your application is being presented for approval. Projects that are due to begin before the Council meeting date at which they're being presented will not be considered.

Submission deadline Council meeting date

7 July 2023 24 July 2023

11 August 2023 28 August 2023

8 September 2023 25 September 2023

6 October 2023 23 October 2023

10 November 2023 27 November 2023

1 December 2023 18 December 2023

Application Amount	Incorporated or Auspiced?	Assessment & Determination	Acquittal
< \$500	Yes	Assessed and determined by the CEO or delegate.	Proof of expenditure / purchase (i.e. receipt).
\$501 to \$1,000	Yes	Assessed by the CEO or delegate. Determined by Council at the monthly ordinary meeting of Council.	Proof of expenditure / purchase (i.e. receipt).
\$1,001 to \$3,000	Yes	Assessed by the CEO or delegate. Determined by Council at the monthly ordinary meeting of Council.	Funding Agreement & Acquittal required.

Application Category

Application Amount *

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024 (Version 2 of 2)
Application No. 2324-MGP-51 From ST SIMONS CATHOLIC CHURCH ROWVILLE
Form Submitted 5 Sep 2023, 2:10PM AEST

< \$500 \$501 to \$1,000 \$1,001 to \$3,000

APPLICANT DETAILS

*** indicates a required field**

Applicant Details

Organisation Name *

ST SIMONS CATHOLIC CHURCH ROWVILLE

Organisation Address *

[REDACTED]

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Contact Name

[REDACTED]

Project Contact Address *

[REDACTED]

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Mobile Phone Number *

[REDACTED]

Must be an Australian phone number.

Phone Number

[REDACTED]

Must be an Australian phone number.

Email *

[REDACTED]

Must be an email address.

Committee Secretary (Second Contact Person) *

[REDACTED]

Secretary Mobile Phone Number *

[REDACTED]

Must be an Australian phone number.

Secretary Email *

[REDACTED]

Must be an email address.

Please provide your ABN

54 220 917 291

Information from the Australian Business Register

Minor Grants Program - 2023-2024**Minor Grant Program Application Form 2023-2024 (Version 2 of 2)****Application No. 2324-MGP-51 From ST SIMONS CATHOLIC CHURCH ROWVILLE**

Form Submitted 5 Sep 2023, 2:10PM AEST

ABN	54 220 917 291
Entity name	ST SIMONS CATHOLIC CHURCH ROWVILLE
ABN status	Active
Entity type	Other Unincorporated Entity
Goods & Services Tax (GST)	Yes
DGR Endorsed	No
ATO Charity Type	Charity More information
ACNC Registration	Registered
Tax Concessions	FBT Rebate, GST Concession, Income Tax Exemption
Main business location	3178 VIC

Information retrieved at 5:08am yesterday

Must be an ABN.

provide ABN of auspice organisation if relevant. If no ABN please complete a Statement by Supplier declaration.

Is your organisation Incorporated? * Yes No

If no, please confirm if you are a registered not-for-profit legal entity

Is your organisation another type of organisation established under an Act passed by the State or Commonwealth (i.e. a registered charity)? * Yes No

If your organisation isn't incorporated and not registered as a not-for-profit (ie. a registered charity), you will require an auspice who is one or both of these things.

Pre-application contact with Knox City Council**Have you discussed your application with any Knox Council Officer? If so, please provide details below:**

No

Community Strengthening e-Bulletin Subscription

To subscribe to our e-Bulletin containing information on community training, grants and more, please follow the link below:

[Subscribe here](#)**PROJECT DETAILS***** indicates a required field****Request Details****Project Title ***

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024 (Version 2 of 2)
Application No. 2324-MGP-51 From ST SIMONS CATHOLIC CHURCH ROWVILLE
 Form Submitted 5 Sep 2023, 2:10PM AEST

St Simon's 2023 fete

Project Start Date *

11/11/2023

Must be a date after the Council meeting at which your application is being presented. See dates at beginning of this application for guidance.

Project End Date *

11/11/2023

Must be a date.

(a) Briefly describe details of the request: *

St Simon's Parish has a tradition of running an annual fete. This was interrupted due to COVID, so fete events were run in 2019 then, after the COVID shutdown, again in 2022. The fete was granted \$3,000 from the Minor Grants Program from Knox Council in 2021, but we withdrew the application after the grant was awarded because the event was cancelled due to COVID Lockdown 6.

We are seeking support to help us cover the cost of hiring our amusement rides, which are a key attraction for the younger members of our community - both those within the parish / school and those beyond. The total cost is \$11,850. We paid a deposit of \$2,370 in July 2023, with the balance due on the day of the fete. We are requesting \$3,000 to help us with this large expenditure, which is the biggest single expense for our fete.

(b) What community benefit is gained from this project / activity? *

St Simon's Fete is normally a very well attended event - in fact, we believe it may be the largest community event in Rowville behind the annual Stringy Bark Festival. It normally attracts over 2,000 guests who enjoy a variety of stalls as well as an international food fair. We host an activity zone for children that includes a mix of free and for fee activities, including face painting, balloon art, etc.. The net proceeds are shared with our Primary school to help with refurbishing play equipment. Participation at the Fete is non-denominational and open to the broader Rowville community, to which it is advertised. We believe this offers a cheap and positive entertainment experience for families facing significant cost of living challenges in the current economic climate.

How many people who identify as volunteers (including committee members) are currently involved in keeping your group / organisation active? *

100

Must be a number

How many people will directly benefit from or participate in your project / activity? *

2500

Must be a number

How many of the above are Knox residents? *

2000

Must be a number

BUDGET

* indicates a required field

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024 (Version 2 of 2)
Application No. 2324-MGP-51 From ST SIMONS CATHOLIC CHURCH ROWVILLE
 Form Submitted 5 Sep 2023, 2:10PM AEST

(c) What is the total cost of the project / activity? *

\$11,850.00

Must be a dollar amount.

What is the total budgeted cost (dollars) of your project?

(d) What amount is being requested? *

\$2,000.00

Must be a dollar amount.

What is the total financial support you are requesting in this application?

Budget

Income = grant/s requested, contribution from your organisation, ticket sales etc

NOTE: total income must match total expenditure

Income	\$	Expenditure	\$
Rides	\$11,850.00	Knox Grant	\$2,000.00
	\$	Parish funds	\$9,850.00
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$

Budget Totals

Total Income Amount

\$11,850.00

This number/amount is calculated.

Total Expenditure Amount

\$11,850.00

This number/amount is calculated.

Income - Expenditure

\$0.00

This number/amount is calculated.

Must total \$0.00

Quotes For Planned Expenses

Attach quotes for expenses here. *

Filename: invoice_785.pdf

File size: 228.0 kB

A minimum of 1 file must be attached.

Quotes must support all expenditure items listed in table above

If your income is only the Minor Grant requested, the below will show \$0 and you will be directed to the following page

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024 (Version 2 of 2)
Application No. 2324-MGP-51 From ST SIMONS CATHOLIC CHURCH ROWVILLE
 Form Submitted 5 Sep 2023, 2:10PM AEST

If your only income is only the Minor Grant requested, the total below will be \$0
 -\$9,850.00
 This number/amount is calculated.

Budget - What will you use your Minor Grant request for?

Expenditure	\$
Rides	\$2,000.00
	\$
	\$
	\$
	\$
	\$
	\$
	\$

Expenditure Amount from requested grant
 \$0.00
 If this doesn't total \$0, please adjust your expenditure table to match the grant amount requested.

ADDITIONAL SUPPORTING INFORMATION

*** indicates a required field**

Evidence of Public Liability

Evidence of current Public Liability Insurance must be supplied *

Filename: 03_PLG_0069929_Certificate_2022_23_20230825_152355.pdf
 File size: 134.1 kB
 A minimum of 1 file must be attached.

Public Liability Expiry Date *

31/10/2023
 If the expiry date is prior to project completion date, you may be requested to supply an updated certificate upon renewal

Please attach relevant supporting documentation, including:

- A project plan
- List of Committee members & contacts

Attach relevant documentation:

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024 (Version 2 of 2)
Application No. 2324-MGP-51 From ST SIMONS CATHOLIC CHURCH ROWVILLE
Form Submitted 5 Sep 2023, 2:10PM AEST

Filename: Fete Grounds layout 2023.docx
File size: 1.4 MB

DECLARATION

*** indicates a required field**

Conflict of Interest

Do you or a family member have a relationship with a Council staff member or Councillor? *

Yes No

If you have any queries regarding this, please call Council's Community Partnerships Team on 9298 8000 to discuss.

I declare that all information within this application is true and correct.

If successful the organisation commits to provide an acquittal of all grant funds to Council as outlined in the Minor Grants Program Procedure.

Name *

[REDACTED]

Organisation Name *

St Simons Catholic Church Rowville

Position (eg: President, Treasurer) *

Business Manager

Declaration Date *

05/09/2023

Must be a date.

Privacy Statement

The personal information requested in this application form is for the purposes of administering the Minor Grants Program and will only be used by Council for that primary purpose or directly related purposes. Whilst information relating to groups and the specific request/project details will be published, personal information in regards to individuals will not be disclosed except as required by law.

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024 (Version 2 of 2)
Application No. 2324-MGP-52 From Wantirna South Probus Club Inc
 Form Submitted 5 Sep 2023, 2:21PM AEST

MINOR GRANTS PROGRAM APPLICATION FORM

* indicates a required field

Minor Grants Information

To be eligible for a Minor Grant, applying organisations must:

- Provide services, projects and programs that directly benefit residents of the City of Knox.
- Be a not-for-profit legal entity that provides services, support or activities to the Knox community (or auspiced by an incorporated body or other not-for-profit legal entity).
- Have an Australian Business Number or complete a Statement by Supplier form.
- Have a Committee of Management or similar governing body that accepts responsibility for the administration of the Grant.
- Hold adequate public liability insurance appropriate to the activity outlined in the application.

Your project start date must be after the Council meeting date where your application is being presented for approval. Projects that are due to begin before the Council meeting date at which they're being presented will not be considered.

Submission deadline Council meeting date

7 July 2023 24 July 2023

11 August 2023 28 August 2023

8 September 2023 25 September 2023

6 October 2023 23 October 2023

10 November 2023 27 November 2023

1 December 2023 18 December 2023

Application Amount	Incorporated or Auspiced?	Assessment & Determination	Acquittal
< \$500	Yes	Assessed and determined by the CEO or delegate.	Proof of expenditure / purchase (i.e. receipt).
\$501 to \$1,000	Yes	Assessed by the CEO or delegate. Determined by Council at the monthly ordinary meeting of Council.	Proof of expenditure / purchase (i.e. receipt).
\$1,001 to \$3,000	Yes	Assessed by the CEO or delegate. Determined by Council at the monthly ordinary meeting of Council.	Funding Agreement & Acquittal required.

Application Category

Application Amount *

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024 (Version 2 of 2)
Application No. 2324-MGP-52 From Wantirna South Probus Club Inc
Form Submitted 5 Sep 2023, 2:21PM AEST

< \$500 \$501 to \$1,000 \$1,001 to \$3,000

APPLICANT DETAILS

*** indicates a required field**

Applicant Details

Organisation Name *

Wantirna South Probus Club Inc

Organisation Address *

[REDACTED]

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Contact Name

[REDACTED]

Project Contact Address *

[REDACTED]

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Mobile Phone Number *

[REDACTED]

Must be an Australian phone number.

Phone Number

Must be an Australian phone number.

Email *

[REDACTED]

Must be an email address.

Committee Secretary (Second Contact Person) *

[REDACTED]

Secretary Mobile Phone Number *

[REDACTED]

Must be an Australian phone number.

Secretary Email *

[REDACTED]

Must be an email address.

Please provide your ABN

Information from the Australian Business Register

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024 (Version 2 of 2)
Application No. 2324-MGP-52 From Wantirna South Probus Club Inc
 Form Submitted 5 Sep 2023, 2:21PM AEST

ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	
ACNC Registration	No
Tax Concessions	
Main business location	

Must be an ABN.

provide ABN of auspice organisation if relevant. If no ABN please complete a Statement by Supplier declaration.

Is your organisation Incorporated? *

Yes No

If no, please confirm if you are a registered not-for-profit legal entity

Incorporation Details

Please provide your Incorporated number

A0107381X

This can be found on the Consumer Affairs Victoria website

Pre-application contact with Knox City Council

Have you discussed your application with any Knox Council Officer? If so, please provide details below:

Community Strengthening e-Bulletin Subscription

To subscribe to our e-Bulletin containing information on community training, grants and more, please follow the link below:

[Subscribe here](#)

PROJECT DETAILS

*** indicates a required field**

Request Details

Project Title *

Colour Printer for Use by Wantirna South Probus Inc

Minor Grants Program - 2023-2024**Minor Grant Program Application Form 2023-2024 (Version 2 of 2)****Application No. 2324-MGP-52 From Wantirna South Probus Club Inc**

Form Submitted 5 Sep 2023, 2:21PM AEST

Project Start Date *

10/10/2023

Must be a date after the Council meeting at which your application is being presented. See dates at beginning of this application for guidance.

Project End Date *

24/10/2023

Must be a date.

(a) Briefly describe details of the request: *

Funding of a Colour printer for use by Wantirna South Probus Inc. in the production of newsletters, publicity, club notices and materials provided to other Probus organisations and associated bodies.

(b) What community benefit is gained from this project / activity? *

Wantirna South Probus Club was five years old in early 2023. It provides monthly general meetings and activities for club members. Each meeting has a guest speaker, presentation or activity which engages and seeks active participation with members. The club is continually seeking ways to offer a range of activities to members which provide variety, fun and friendship to all members. Since its inception the club has nurtured groups, such as walking, dinning, book readers, monthly day trips, swimming, mystery day tours and Canasta card players. In October 2022 the club organised, linked with sponsors, and delivered the Probus Australia Victoria Golf Day. This was a significant achievement for such a young club. It was highly successful, and the club was asked to organise the event again for 2023.

The club has a welfare officer who liaises with members who need support. During 2022 the club did two three days away events. These were very successful. In May of 2023 a further away camp was held and one if now booked for October of this year. The attendance now numbers 50% of the club membership. The level of activity and engagement shows itself in the monthly newsletter which has reached the teens in number of pages with submissions by members. The funding of a new colour printer to replace the one used within the club will allow the club to provide a consistent quality of newsletter, publicity, club notices and materials provided to other Probus organisations and associated bodies.

How many people who identify as volunteers (including committee members) are currently involved in keeping your group / organisation active? *

49

Must be a number

How many people will directly benefit from or participate in your project / activity? *

96

Must be a number

How many of the above are Knox residents? *

93

Must be a number

BUDGET

*** indicates a required field**

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024 (Version 2 of 2)
Application No. 2324-MGP-52 From Wantirna South Probus Club Inc
 Form Submitted 5 Sep 2023, 2:21PM AEST

(c) What is the total cost of the project / activity? *

\$1,099.00

Must be a dollar amount.

What is the total budgeted cost (dollars) of your project?

(d) What amount is being requested? *

\$1,099.00

Must be a dollar amount.

What is the total financial support you are requesting in this application?

Budget

Income = grant/s requested, contribution from your organisation, ticket sales etc

NOTE: total income must match total expenditure

Income	\$	Expenditure	\$
1099	\$1,099.00	1099	\$1,099.00
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$

Budget Totals

Total Income Amount

\$1,099.00

This number/amount is calculated.

Total Expenditure Amount

\$1,099.00

This number/amount is calculated.

Income - Expenditure

\$0.00

This number/amount is calculated.

Must total \$0.00

Quotes For Planned Expenses

Attach quotes for expenses here. *

Filename: 5 Officeworks Quote Screenshot 2023-08-31 at 10.51.22 am.png

File size: 666.6 kB

A minimum of 1 file must be attached.

Quotes must support all expenditure items listed in table above

If your income is only the Minor Grant requested, the below will show \$0 and you will be directed to the following page

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024 (Version 2 of 2)
Application No. 2324-MGP-52 From Wantirna South Probus Club Inc
 Form Submitted 5 Sep 2023, 2:21PM AEST

If your only income is only the Minor Grant requested, the total below will be \$0
 \$0.00

This number/amount is calculated.

ADDITIONAL SUPPORTING INFORMATION

*** indicates a required field**

Evidence of Public Liability

Evidence of current Public Liability Insurance must be supplied *

Filename: 2. 2023_2024_Australian_Certificate_of_Currency.pdf

File size: 72.1 kB

A minimum of 1 file must be attached.

Public Liability Expiry Date *

30/06/2024

If the expiry date is prior to project completion date, you may be requested to supply an updated certificate upon renewal

Please attach relevant supporting documentation, including:

- **A project plan**
- **List of Committee members & contacts**

Attach relevant documentation:

Filename: 2023 06 Newsletter.pdf

File size: 13.9 MB

Filename: 2023 07 Newsletter.pdf

File size: 4.8 MB

Filename: 2023 08 Newsletter.pdf

File size: 6.7 MB

Filename: 2023 09 Newsletter.pdf

File size: 5.7 MB

Filename: 3. WSP Proposal to Committee re Printer August 2023.docx

File size: 2.4 MB

Filename: 4 2023 08 Com Minutes.docx

File size: 38.5 kB

Filename: 6 Statement of Supply.pdf

File size: 212.9 kB

Filename: 7. Supporting notes - Printer.docx

File size: 14.2 kB

Filename: 9 Committee contacts.xlsx

File size: 9.7 kB

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024 (Version 2 of 2)
Application No. 2324-MGP-52 From Wantirna South Probus Club Inc
Form Submitted 5 Sep 2023, 2:21PM AEST

DECLARATION

*** indicates a required field**

Conflict of Interest

Do you or a family member have a relationship with a Council staff member or Councillor? *

Yes No

If you have any queries regarding this, please call Council's Community Partnerships Team on 9298 8000 to discuss.

I declare that all information within this application is true and correct.

If successful the organisation commits to provide an acquittal of all grant funds to Council as outlined in the Minor Grants Program Procedure.

Name *

[REDACTED]

Organisation Name *

Wantirna South Probus Club Inc

Position (eg: President, Treasurer) *

[REDACTED]

Declaration Date *

04/09/2023

Must be a date.

Privacy Statement

The personal information requested in this application form is for the purposes of administering the Minor Grants Program and will only be used by Council for that primary purpose or directly related purposes. Whilst information relating to groups and the specific request/project details will be published, personal information in regards to individuals will not be disclosed except as required by law.

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-53 From Knoxfield Cricket Club
 Form Submitted 7 Sep 2023, 6:37PM AEST

MINOR GRANTS PROGRAM APPLICATION FORM

* indicates a required field

Minor Grants Information

To be eligible for a Minor Grant, applying organisations must:

- Provide services, projects and programs that directly benefit residents of the City of Knox.
- Be a not-for-profit legal entity that provides services, support or activities to the Knox community (or auspiced by an incorporated body or other not-for-profit legal entity).
- Have an Australian Business Number or complete a Statement by Supplier form.
- Have a Committee of Management or similar governing body that accepts responsibility for the administration of the Grant.
- Hold adequate public liability insurance appropriate to the activity outlined in the application.

Your project start date must be after the Council meeting date where your application is being presented for approval. Projects that are due to begin before the Council meeting date at which they're being presented will not be considered.

Submission deadline Council meeting date

7 July 2023 24 July 2023

11 August 2023 28 August 2023

8 September 2023 25 September 2023

6 October 2023 23 October 2023

10 November 2023 27 November 2023

1 December 2023 18 December 2023

Application Amount	Incorporated or Auspiced?	Assessment & Determination	Acquittal
< \$500	Yes	Assessed and determined by the CEO or delegate.	Proof of expenditure / purchase (i.e. receipt).
\$501 to \$1,000	Yes	Assessed by the CEO or delegate. Determined by Council at the monthly ordinary meeting of Council.	Proof of expenditure / purchase (i.e. receipt).
\$1,001 to \$3,000	Yes	Assessed by the CEO or delegate. Determined by Council at the monthly ordinary meeting of Council.	Funding Agreement & Acquittal required.

Application Category

Application Amount *

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-53 From Knoxfield Cricket Club
Form Submitted 7 Sep 2023, 6:37PM AEST

< \$500 \$501 to \$1,000 \$1,001 to \$3,000

APPLICANT DETAILS

*** indicates a required field**

Applicant Details

Organisation Name *
Knoxfield Cricket Club

Organisation Address *

[Redacted]

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Contact Name

[Redacted]

Project Contact Address *

[Redacted]

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Mobile Phone Number *

[Redacted]

Must be an Australian phone number.

Phone Number

Must be an Australian phone number.

Email *

[Redacted]

Must be an email address.

Committee Secretary (Second Contact Person) *

[Redacted]

Secretary Mobile Phone Number *

[Redacted]

Must be an Australian phone number.

Secretary Email *

[Redacted]

Must be an email address.

Please provide your ABN

73 679 533 270

Information from the Australian Business Register

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-53 From Knoxfield Cricket Club
 Form Submitted 7 Sep 2023, 6:37PM AEST

ABN	73 679 533 270
Entity name	KNOXFIELD CRICKET AND SPORTING CLUB INC
ABN status	Active
Entity type	Other Incorporated Entity
Goods & Services Tax (GST)	No
DGR Endorsed	No
ATO Charity Type	Not endorsed More information
ACNC Registration	No
Tax Concessions	No tax concessions
Main business location	3156 VIC

Information retrieved at 7:18am yesterday

Must be an ABN.

provide ABN of auspice organisation if relevant. If no ABN please complete a Statement by Supplier declaration.

Is your organisation Incorporated? *

Yes No

If no, please confirm if you are a registered not-for-profit legal entity

Incorporation Details

Please provide your Incorporated number

A0005155W

This can be found on the Consumer Affairs Victoria website

Pre-application contact with Knox City Council

Have you discussed your application with any Knox Council Officer? If so, please provide details below:

Community Strengthening e-Bulletin Subscription

To subscribe to our e-Bulletin containing information on community training, grants and more, please follow the link below:

[Subscribe here](#)

PROJECT DETAILS

*** indicates a required field**

Request Details

Project Title *

Replacement of Bar Fridge

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-53 From Knoxfield Cricket Club
 Form Submitted 7 Sep 2023, 6:37PM AEST

Project Start Date *

02/10/2023

Must be a date after the Council meeting at which your application is being presented. See dates at beginning of this application for guidance.

Project End Date *

27/10/2023

Must be a date.

(a) Briefly describe details of the request: *

request to replace the current Bar fridge due to it being broken. This fridge is one of the clubs main source of income and requires to be replaced.

(b) What community benefit is gained from this project / activity? *

Aiding in functions and other community activities like come and try days and bring the local community together. This fridge will be for the use of both winter and summer tenants of the clubs rooms.

How many people who identify as volunteers (including committee members) are currently involved in keeping your group / organisation active? *

80

Must be a number

How many people will directly benefit from or participate in your project / activity? *

150

Must be a number

How many of the above are Knox residents? *

100

Must be a number

BUDGET

*** indicates a required field**

(c) What is the total cost of the project / activity? *

\$3,000.00

Must be a dollar amount.

What is the total budgeted cost (dollars) of your project?

(d) What amount is being requested? *

\$3,000.00

Must be a dollar amount.

What is the total financial support you are requesting in this application?

Budget

Income = grant/s requested, contribution from your organisation, ticket sales etc

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-53 From Knoxfield Cricket Club
 Form Submitted 7 Sep 2023, 6:37PM AEST

NOTE: total income must match total expenditure

Income	\$	Expenditure	\$
Grant	\$3,000.00	grant	\$3,000.00
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$

Budget Totals

Total Income Amount	Total Expenditure Amount	Income - Expenditure
\$3,000.00	\$3,000.00	\$0.00
<small>This number/amount is calculated.</small>	<small>This number/amount is calculated.</small>	<small>This number/amount is calculated. Must total \$0.00</small>

Quotes For Planned Expenses

Attach quotes for expenses here. *

Filename: KCC Fridge Quote.docx
 File size: 86.5 kB
 A minimum of 1 file must be attached.
 Quotes must support all expenditure items listed in table above

If your income is only the Minor Grant requested, the below will show \$0 and you will be directed to the following page

If your only income is only the Minor Grant requested, the total below will be \$0
 \$0.00
This number/amount is calculated.

ADDITIONAL SUPPORTING INFORMATION

*** indicates a required field**

Evidence of Public Liability

Evidence of current Public Liability Insurance must be supplied *

Filename: Insurance.pdf
 File size: 80.4 kB

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-53 From Knoxfield Cricket Club
 Form Submitted 7 Sep 2023, 6:37PM AEST

A minimum of 1 file must be attached.

Public Liability Expiry Date *

30/06/2024

If the expiry date is prior to project completion date, you may be requested to supply an updated certificate upon renewal

Please attach relevant supporting documentation, including:

- **A project plan**
- **List of Committee members & contacts**

Attach relevant documentation:

Filename: List of Knoxfield Cricket Club Committee members.docx
 File size: 20.1 kB

Filename: Project Plan for replacement of bar Fridge.docx
 File size: 12.2 kB

DECLARATION

*** indicates a required field**

Conflict of Interest

Do you or a family member have a relationship with a Council staff member or Councillor? *

Yes No

If you have any queries regarding this, please call Council's Community Partnerships Team on 9298 8000 to discuss.

I declare that all information within this application is true and correct.

If successful the organisation commits to provide an acquittal of all grant funds to Council as outlined in the Minor Grants Program Procedure.

Name *

[REDACTED]

Organisation Name *

Knoxfield Cricket and Sporting Club

Position (eg: President, Treasurer) *

Secretary

Declaration Date *

07/09/2023

Must be a date.

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-53 From Knoxfield Cricket Club
Form Submitted 7 Sep 2023, 6:37PM AEST

Privacy Statement

The personal information requested in this application form is for the purposes of administering the Minor Grants Program and will only be used by Council for that primary purpose or directly related purposes. Whilst information relating to groups and the specific request/project details will be published, personal information in regards to individuals will not be disclosed except as required by law.

8.3 Climate Response Plan Annual Report 2022/23

SUMMARY: Senior Program Lead – Sustainable Futures, Sam Sampanthar

This report provides the second annual report on the implementation of the Climate Response Plan 2021 – 2031 which was adopted by Council on 27 September 2021.

RECOMMENDATION

That Council note the Knox Climate Response Plan 2021-31 annual report (Attachment 1) which is reflective of implementation during the 2022/2023 financial year.

1. INTRODUCTION

The Knox Climate Response Plan 2021 – 2031 (CRP) was adopted by Council on 27 September 2021 and sets out its pathway to net zero emissions for Knox City Council by 2030, and actions to help our community reach net zero emissions by 2040. The CRP also identifies the actions required for climate change adaptation.

The CRP identified 55 actions for implementation over a ten-year period, totaling an estimated program budget of \$31.3M across both mitigation and adaptation initiatives (including \$685,000 in community focused emissions reductions initiatives). This report provides an update on CRP implementation over the 2022/2023 financial year.

It should be noted that the inaugural CRP annual report was adopted by Council at its meeting on 26 September 2022 where it was also resolved that future annual reporting on the implementation of the CRP will be presented to Council in September of each year to align the reporting with the availability of annual emissions data.

2. DISCUSSION

2.1 Climate Response Plan implementation

The CRP seeks to provide the strategic direction for Council to achieve net zero emissions by 2030, to help our community reach net zero emissions by 2040, and for climate change adaptation. The CRP addresses seven key areas of focus:

- Community health and resilience;
- Natural environment;
- Transportation;
- Buildings and infrastructure;
- Renewable energy;
- Business and industry; and
- Internal administrative processes and practices.

The CRP was developed to outline how Council and the community both have parts to play in tackling climate change. The actions that Council can enact more immediately are those within direct control of Council, such as internal process actions, beginning work on vehicle fleet transition, and powering Council with renewable energy. However, over time community focused actions that will have longer timeframes such as those to support our community in behaviour change or increasing our urban canopy, will begin to come into play. These will be increasingly reflected in future annual reports and demonstrate progress towards achieving community net zero targets and climate adaptation.

In the past 12 months steady progress has been made with CRP implementation, with 35 of the 48 actions scheduled for the 2022/2023 financial year either on schedule or completed. Table 1 below summarises the status of all 55 CRP actions.

CRP Action Status	Number of CRP Actions (as at July 2023)
Completed	9
On Schedule	26
Deferred	1
Behind Schedule	5
Not Started – action not scheduled to commence in departmental work program	7
Not Started – start date in future years	7
Total	55

Table 1 – Status summary of all 55 CRP actions.

Highlights for 2022-23 include the following:

- Supply all of Council’s streetlights with Renewable Energy through a Power Purchase Agreement. Nearly 50% of Council’s electricity now comes from renewable sources.
- Completion of Council’s Energy Performance Contract project containing 24 projects across five of Council’s highest energy consuming buildings. The projects included solar panels, LED lighting upgrades, pool blankets and pump upgrades at Knox Leisureworks. The combined greenhouse savings from these projects is estimated at nearly 1,300 tonnes.
- Agreement with a specialist electric vehicle (EV) charging station operator, to roll out up to seven charging stations across the municipality. To date, EV charging stations are operational in Ferntree Gully, Scoresby and Bayswater. Approximately 1,800 charging sessions have been recorded at the three sites to June 30, 2023.
- A climate change e-learning module developed and available to all staff.
- Council, along with 23 other Victorian Local Governments lodged an innovative planning scheme amendment with the State Government to introduce planning policy that elevates sustainability requirements for new buildings and encourages a move towards net zero carbon development. The Elevating ESD Targets project is coordinated by the Council Alliance for a Sustainable Built Environment (CASBE) on behalf of the member Councils.
- Upfront planning and support to help vulnerable sectors of the community prepare for heat health alert days and other emergency events.
- Added a further 100kW of Solar and 76kWh of Solar Batteries across five Council sites in 2022/23. Council now has over 915kW of Solar and 472 kWh of batteries.
- Developing climate change impact maps for flood severity (extent and depth) across the municipality.

There were 13 actions scheduled for implementation during the 2022/2023 year which are either deferred, behind schedule or have not been started. These actions are still on target for implementation and may require a slightly revised end date. The reasons for delays in these actions include:

- Deferral of the solar farm on landfill site until there are more favourable market conditions;
- Staff movements and resulting changes in project managers and capacity;
- Amendment of scope to reduce duplication of effort;

- Allowing additional time to conduct suitable engagement processes;
- Rescheduling of capital works projects to take advantage of grant opportunities; and
- Impact of sequencing – such as the requirement for Building Condition Audits to inform climate variables and safe operating levels for facilities.

A status report with further detail on 2022/2023 CRP implementation is presented in Attachment 1.

In addition to direct CRP implementation, all recommendations resulting from the 2022 Climate Change Adaptation Internal Audit have been implemented. This audit was conducted by Council's internal auditor Crowe against the International Organisation for Standardisation (ISO) 14090_2019 Adaptation to climate change between November 2021 and February 2022. All recommendations were focused on embedding climate change adaptation and mitigation considerations into decision making processes and operations at Council.

The following points highlight some of the audit implementation.

- Business and service planning – In April 2022, all CRP actions were included and assigned to responsible department managers within Council's Corporate Reporting System for ongoing monitoring and reporting. As part of the annual Business and Resource Planning process, departments are asked to assess initiatives and ongoing services against climate change adaptation and mitigation.
- Climate change adaptation and mitigation accountability - Mandatory accountability statements have been introduced within position description templates for new leadership roles (EMT to Coordinator level). These accountability statements will be included in existing position descriptions as they are reviewed annually.
- Operational risk register reporting – Climate risks were identified during the development of the CRP and have been included in Council's risk register where they are regularly monitored and updated.
- Strategic documents and policy – Requirement to ensure all relevant new and existing strategic documents and policies are reviewed with a climate change lens to ensure that all opportunities to contribute to climate mitigation and adaptation are considered. Initial feedback has been provided for all relevant documents which are specifically identified as contributors of mitigation and/or adaptation. To date detailed feedback and input has been incorporated into the Procurement Policy, Sustainable Buildings & Infrastructure Policy, Travel Policy, Waste and Recycling Strategy and Vehicle Policy, as they have been scheduled for renewal.
- Staff training and development – Development of a staff awareness training program and associated resources to assist staff with embedding climate mitigation and adaptation into work practices and projects. An eLearning program has been developed and is available for staff to undertake. This module will become mandatory for all staff to complete in late 2023.
- Development of an Implementation Plan for the CRP - An internal document has been finalised which sets out how the CRP mitigation and adaptation actions will be implemented and monitored over the next 10 years, and articulate what governance frameworks are in place to support CRP implementation (including the establishment of the CRP Steering Group which continues to meet on a regular basis).

2.2 Progress towards the Net Zero by 2030 target

Corporate Emissions

The actions of the CRP assist Council’s progress towards the corporate Net Zero by 2030 target by addressing “Scope 1” and “Scope 2” emissions in our carbon accounting. Scope 1 emissions for Knox encompass direct emissions produced within our operational boundaries, such as emissions from fleet vehicles and gas used in Council buildings. As Council does not have an active (and open) landfill in the municipality, waste emissions are not included in our carbon accounting. Scope 2 emissions involve indirect emissions from the consumption of purchased electricity used by Council for its operations. This methodology is consistent with the National Greenhouse Emissions Reporting framework.

At this stage, Council does not include all “Scope 3” emissions in the corporate net zero target. This is due to these emissions being difficult to track. Scope 3 emissions extend beyond our direct operations to account for a broader range of emissions generated indirectly - such as transportation of goods, staff travel, flights, electricity used by streetlights and energy used by facilities not in operational control of Council.

Figure 1 below outlines the progress towards Council’s corporate Net Zero by 2030 target. It highlights the biggest potential for emissions reduction is through a new Power Purchase Agreement for all buildings, which is expected around 2025/26. In the meantime, energy efficiency projects as well as electrification of Council buildings and fleet will continue to lower emissions from Council operations.

The modelling behind Figure 1 demonstrates that the path to net zero emissions for Knox is non-linear and will accelerate over time due to maturing technologies and policy changes before tapering off in the latter half of this decade. Government policies, such as regulatory frameworks, incentives, and targets, can create fluctuating trajectories for emissions reduction. Initially, emissions reductions may seem modest as industries adapt and innovate to new regulations. As policies mature and technologies advance, more rapid and substantial reductions can occur.

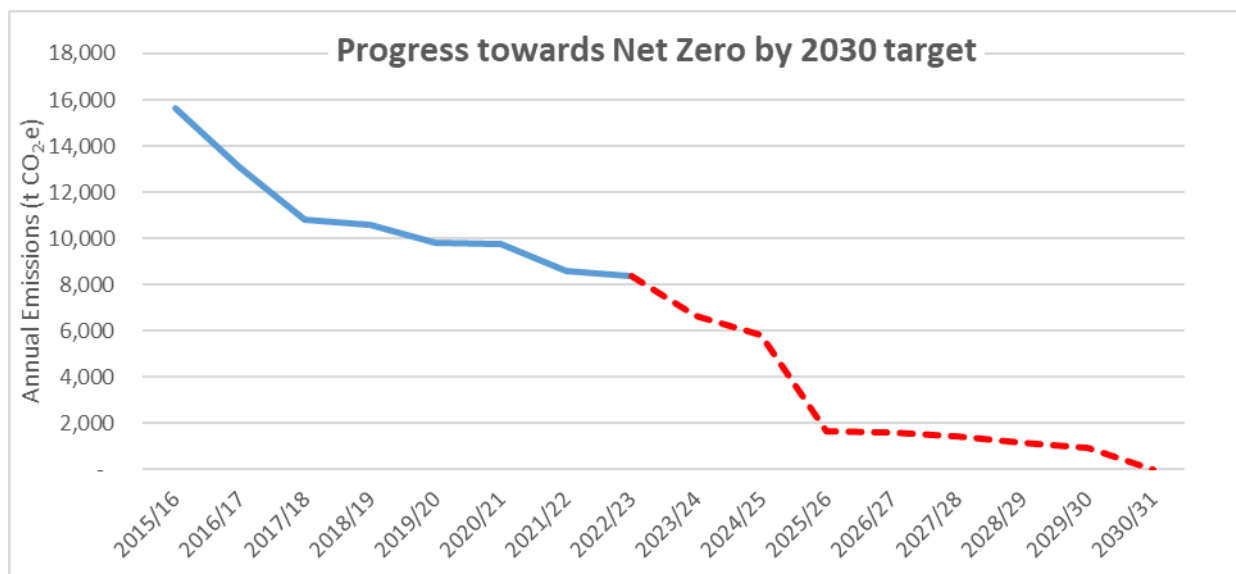


Figure 1 – Progress towards Council’s Net Zero by 2030 target. Source: Knox Energy and Fuel data

Table 2 below shows that Council’s corporate Greenhouse emissions have reduced by 46% since 2015-16 with the largest reduction being seen in the emissions from the use of electricity. Emissions for the reporting year of 2022-23 has reduced by 2.7% from the previous financial year to 8,367 tonnes of CO2 equivalent.

The impact of the bounce back from the pandemic period on emissions from Council’s facilities is also evident in the data shown in Table 2. Of note is the increase in gas use at Knox Leisureworks of close to 9%. Fleet emissions have also increased slightly from 2021/22-2022/23, which is likely due to an increase in fuel consumption in fleet vehicles.

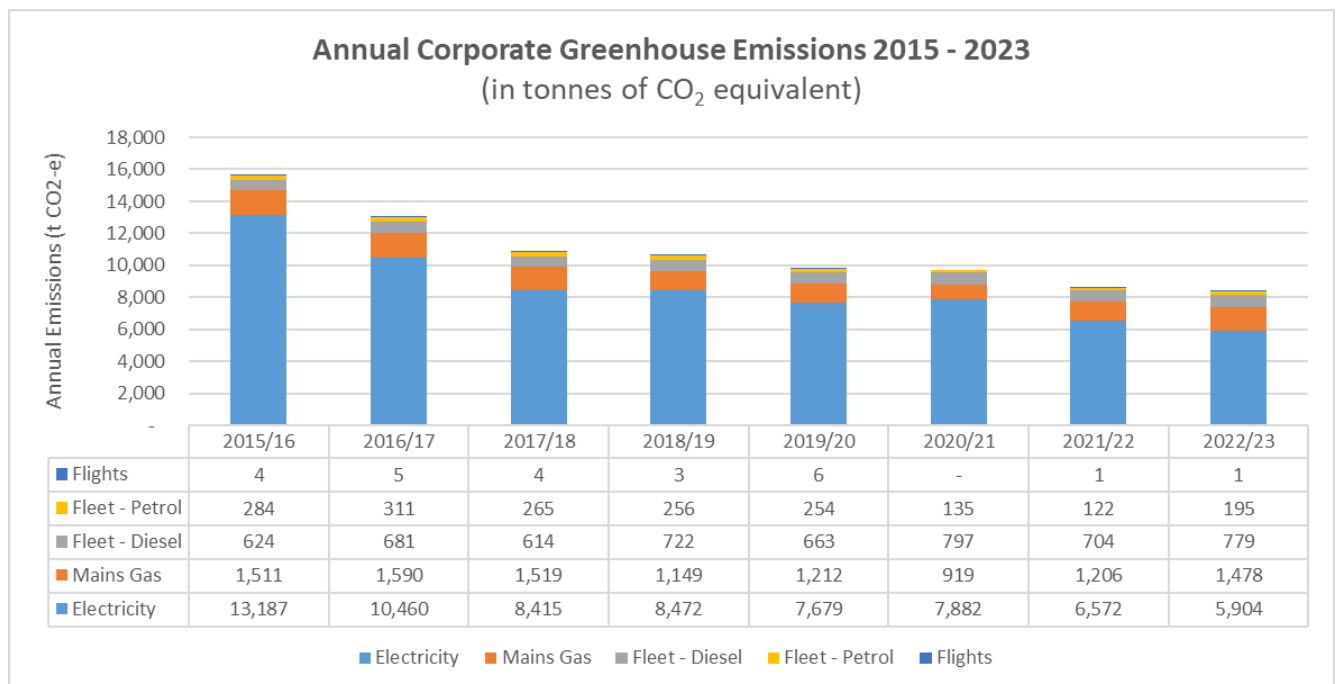


Table 2 – Annual Corporate Greenhouse Emissions. Source: Knox Billing data

Initiatives to reduce energy use from major buildings through the Capital Works program (including the installation of solar, energy efficiency and the completion of LED streetlight replacement on major roads) are all expected to have a significant contribution to emissions reductions in the next two to three years.

Community Emissions

High level community emissions data is not available annually and will be reported less frequently (i.e. every 3 to 5 years) as it relies on third-party reporting cycles. It is anticipated that the Snapshot Climate Report for all municipalities will be released towards the end of 2023.

Program based data shows that the Knox community continued to mitigate carbon emissions in 2022-23 in the following areas:

- 149,571 Victorian Energy Efficiency Certificates (VEEC) were created for efficiency improvements to homes and businesses in the Knox postcodes. One VEEC equals 1 tonne of greenhouse gas emissions. (Source: Essential Services Commission);
- 13,581 kW of Solar was installed across residential and non-residential buildings, representing a 13.8% increase in installations since the previous financial year.

Approximately 27% of dwellings across Knox have Solar installed. (Source: Australian PV Institute); and

- 120% increase in Electric Vehicle uptake in Knox to January 2023 with over 450 vehicles registered in Knox. (Source: Electric Vehicle Index, Australian Automobile Association)

2.3 Risk and Insurance

In late 2019, at the time of reaffirming its commitment to acting on climate change, Council resolved that the CRP should be consistent with AS/NZ ISO 31000:2009, (revised to ISO 31000:2018) to establish an updated organisational risk context and identify, assess and implement the appropriate treatment of all relevant external and internal risks associated with climate change. A central first step in the development of the CRP was the completion of a municipal wide climate risk assessment to better understand, manage and respond to the changing frequency, severity, and scale of climate hazards.

An external consultancy was engaged to undertake the risk assessment, with the objective of assessing the vulnerability of key 'systems at risk' across the municipality and provided a detailed assessment of priority risks based on levels of exposure, sensitivity and vulnerability. This assessment provided the foundation of the CRP actions and targeted areas of risk treatment. These identified risks and their treatments have now been recorded in Council's risk register and responsible departments are required to report on the progress of treatments either every three months, six months, or annually, depending on their risk ratings.

In addition, further advice has been sought from MAV Insurance, as the liability insurer for Council, on reducing liability due to climate risks, vulnerability and exposure, and to gain a greater understanding of Council's obligations.

MAV subsequently released a Fact Sheet focused on Liability Risk and Climate Change Adaptation which highlights Council's legislative requirements. This Fact Sheet reaffirms several actions within the CRP and supports the inclusion of climate change risks into Council's Operational Risk Register.

2.4 Evaluating the outcomes of Climate Response Plan implementation

The CRP will be evaluated using a Monitoring, Evaluation, Reporting and Learning (MERL) process that seeks to:

- Improve accountability and transparency;
- Provide relevant information to a wide range of partners and community;
- Continue to make the case for (or against) other possible climate actions; and
- Assess progress and effectiveness and adapt actions where needed.

The intervention logic used in the MERL seeks to clearly define what each action aims to achieve. It presents the causal chains for change to take place in a step-by-step approach, moving from action to outputs, followed by outcomes, and finally, longer-term impacts. By being clear about what happens at each stage, it is then possible to identify specific indicators to measure actual results.

The MERL framework for the CRP is currently under development (as part of the CRP Implementation Plan) and will feed into the continuous review and revision of the CRP and future annual reports to Council. This will ensure a reflective and iterative planning process is undertaken that will keep Knox on track to meet the net zero emissions targets and adaptation actions.

2.5 Input for the Climate Response Plan Mid Term Review

During the implementation of CRP actions, the CRP Steering Group will be capturing information to inform the mid-term review scheduled for 2026. Discussions to date have included the need to further clarify some actions and to ensure alignment to future changes in government policies, new technologies and approaches to ensure Knox's climate response remains contemporary.

3. CONSULTATION

The 2022/2023 CRP implementation status report (Attachment 1) has been developed in consultation with relevant Officers across the organisation and the CRP Steering Group. The Environment Advisory Committee (EAC) were also briefed on the Year 2 actions and achievements from the Climate Response Plan. The EAC has also provided input into a number of the CRP actions including electric vehicle charging infrastructure and the Net Zero community education campaign.

A summary report will be released to the public highlighting the key achievements in 2022/23. This will be circulated via Council's communication channels from October 2023.

4. CLIMATE CHANGE CONSIDERATIONS

This report provides a status update on the implementation of the CRP, of which all actions aim to positively impact on Council's net zero 2030 target, the community net zero 2040 target, Council's exposure to climate risks and create opportunities for climate change adaptation.

Since the last CRP annual report, the Intergovernmental Panel on Climate Change (IPCC) released the 'Synthesis Report of the Sixth Assessment Report' in March 2023. This report emphasises two emerging climate related risks for the Australasia region. Firstly, multiple climate impacts can lead to cascading effects on Council infrastructure and services. Secondly, governments and institutions are slow in addressing climate risk, which may hinder the ability to respond effectively.⁵

Major heatwaves are underway in North America, Europe, North Africa and Asia across July with temperatures tipping over 50 degrees in parts of California, Rome and China. Meanwhile, wildfires are occurring in Canada, Greece and Spain, destroying properties and forcing evacuations.

The atmospheric patterns driving the extremes in the Northern Hemisphere appear to be getting more common under climate change.⁶

On top of this, human-caused global warming is greatly increasing the chance of record-breaking extreme heat events and concurrent heatwaves across many regions.⁷ In Australia, land areas have already warmed by 1.4°C over the past century, and the cool summers common before 1980

⁵ IPCC (Intergovernmental Panel on Climate Change). (2022). Australasia. In: Climate Change 2022: Impacts, Adaptation and Vulnerability. Contribution of Working Group II to the Sixth Assessment Report of the Intergovernmental Panel on Climate Change. Accessed: https://www.ipcc.ch/report/ar6/wg2/downloads/report/IPCC_AR6_WGII_Chapter11.pdf

⁶ Rousi, E., Kornhuber, K., Beobide-Arsuaga, G. et al. Accelerated western European heatwave trends linked to more-persistent double jets over Eurasia. Nat Commun 13, 3851 (2022). <https://doi.org/10.1038/s41467-022-31432-y>. Accessed: <https://www.nature.com/articles/s41467-022-31432-y>

⁷ Fischer, E.M., Sippel, S. & Knutti, R. Increasing probability of record-shattering climate extremes. Nat. Clim. Chang. 11, 689–695 (2021). <https://doi.org/10.1038/s41558-021-01092-9>

are now far less likely. In fact, even if global warming is limited to well below 2°C, historically hot summers in Australia will become common.⁸

5. ENVIRONMENTAL/AMENITY CONSIDERATIONS

The CRP provides the pathway for a net zero emissions Knox City Council by 2030 and actions to help our community reach net zero emissions by 2040. This pathway includes actions which focus on natural environments; transportation; buildings and infrastructure; and renewable energy.

6. FINANCIAL & ECONOMIC IMPLICATIONS

During July 2023, the CRP program budget was updated to take into account access to free data sources (i.e. transport mode analytics) and changes in delivery models which have been established since the adoption of the CRP. These delivery models now include: shared project costs through participation in new Local Government partnerships (i.e. Business Power Purchase Agreements and Elevating Environmentally Sustainable Development Targets project); establishing licence agreements resulting in no cost to Council and/or generating income for Council (i.e. Jolt Electric Vehicle Charging Infrastructure); and attainment of grant funding and rebates for the Streetlight Replacement Project. This budget update has resulted in an overall reduction of \$1.38M for anticipated CRP program costs.

As at July 2023, the CRP has identified 55 actions at an estimated cost of approximately \$31.3M to help drive both the corporate and community emissions to zero. This includes high priority actions that Council needs to undertake to minimise the impacts of climate change through adaptation measures. Initiatives totalling approximately \$21.3M have been identified through the Long Term Financial Forecast for delivery either through existing resources or identified in the capital works program and budget for delivery.

All actions scheduled for 2021-2025 are funded within the Long Term Financial Forecast, however there is \$10M across 6 initiatives scheduled for later years that are currently not identified in existing work programs or policies and these initiatives will be subject to business cases and Council's budget process in the future. This \$10M includes \$8.5M estimated for a solar farm if this is a feasible option in future years, and the remaining \$1.5M estimated for the implementation of the Living Melbourne Metropolitan Urban Forest Strategy, telematics in vehicle fleet, additional funding anticipated for EV Council Fleet transition, enforcement of National Construction Code and planning requirements and initiatives to help retain tree canopy on private land.

These cost estimates are likely to be reduced as new and more cost effective approaches come to light in future years due to different delivery models, grant opportunities or policy reform.

It is important to acknowledge that the cost of inaction on climate change is likely to be far greater for communities. Climate change, if left unmitigated, can erode the productive capacity of the economy. It can change how people work, what is produced and where it is produced, and shift the preferences of what people buy. Industries that rely on people power, such as construction and manufacturing, which make up large elements of the Knox community's industry, will experience hotter working environments that not only disrupt comfort levels, but as temperatures continue to rise, hotter conditions become a concern for worker health and safety and their ability to perform tasks. The risk of not being able to obtain insurance in some areas could also be a significant impact.

⁸ IPCC sixth assessment report Regional fact sheet – Australasia. Accessed: https://www.ipcc.ch/report/ar6/wg1/downloads/factsheets/IPCC_AR6_WGI_Regional_Fact_Sheet_Australasia.pdf

7. SOCIAL IMPLICATIONS

The CRP identifies many issues that have a direct impact on the community's health and resilience. Climate actions are primarily designed to reduce greenhouse gas emissions and climate risks, but they often bring other benefits to the public (e.g., health, air quality, employment, equity). The action plan of the CRP has been designed with this in mind, and the Plan aims to achieve the fair and equitable distribution of benefits with vulnerable communities identified in the climate risk assessment specifically targeted for some actions.

In addition to the specific CRP actions which impact on community's health and resilience, there are a number of other community wellbeing initiatives driven out of the Council Plan (incorporating the Municipal Health and Wellbeing Plan of which climate change is one of the six key health priorities).

Council cannot implement the CRP alone. It requires the community to play a role both in understanding the issues and taking action as individuals and a community. Council is in a position to provide leadership, information, support, and opportunities for all members of the community to understand and contribute to climate change mitigation and adaptation.

8. RELEVANCE TO KNOX COUNCIL PLAN 2021-2025

Natural Environment & Sustainability

Strategy 3.2 - Prepare for, mitigate and adapt to the effects of climate change.

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

There is no content in this report that meets the definition of confidential information from the Local Government Act 2020.

Report Prepared By: Senior Program Manager – Sustainable Futures, Sam Sampanthar
Report Authorised By: Director, City Liveability, Matt Kelleher

Attachments

1. Attachment 1 - Climate Response Plan Progress Report - 2022-2023 [8.3.1 - 28 pages]



Introduction

In September 2021, Council formally adopted the Knox Climate Response Plan 2021-2031 (Climate Response Plan). Knox City Council is committed to managing our greenhouse gas emissions and response to climate change, and recognises that we are in a state of climate emergency. As a community, we need to take action to reduce our impact on the environment and to prepare for the effects of a changing climate.

Net Zero Emissions

The Climate Response Plan sets out a pathway to a net zero emissions Knox City Council by 2030 and actions to help our community reach net zero emissions by 2040.



Our Key Areas of Focus

There are six areas that we are going to focus our efforts on and that will best address climate mitigation and adaptation within our municipality.



Renewable energy

- Solar for rentals
- Switching to renewable energy



Transportation

- Expanding the electric vehicle charging network
- Changing the future of transport
- Expansion of Council's electric vehicle fleet



Natural Environment

- Adapting and preserving our natural environment



Efficient buildings and infrastructure

- Low emissions buildings through design
- Increasing energy efficiency in council buildings
- Changing public lighting to LED
- Sustainable roads
- Adapting and projecting our buildings
- Climate resilient infrastructure



Advocacy

- Changes need to occur at various levels of government, within the community and by major business and industry



Business and industry

- Transitioning to a zero carbon economy



Community health and resilience

- Protecting community health and resilience



Education

- Internal and community education programs

Annual Progress Report – September 2023






This report provides an overview of the progress against the Climate Response Plan actions under each Key Focus Area and how we’re making a difference.

Actions

Actions which are scheduled to commence, continue or conclude within the given reporting year have been updated with commentary detailing a progress status of the work completed to date. Many of these actions run over multiple years and have been categorised into the relevant Key Area of Focus. Each action includes information on:

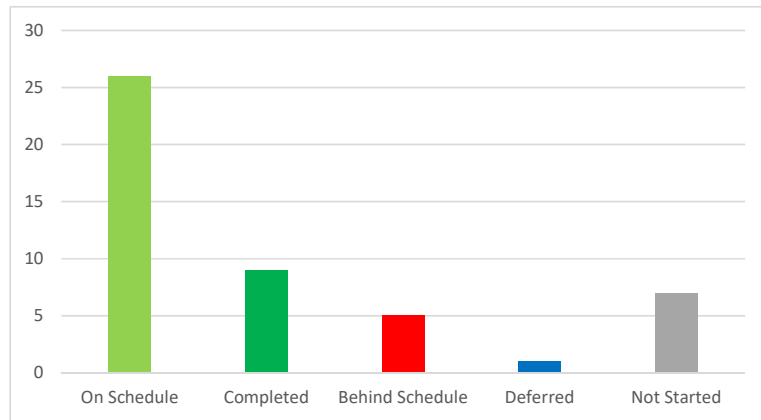
- Whether it is contributing to climate mitigation (i.e. reducing carbon emissions), climate adaptation (i.e. changes in response to and in preparation of climatic conditions) or both;
- Whether it is targeting outcomes for Council or the Knox community;
- Anticipated start and completion dates; and
- Progress made to date (including % complete, status and commentary).

Progress status is reported based on the following colour coding:

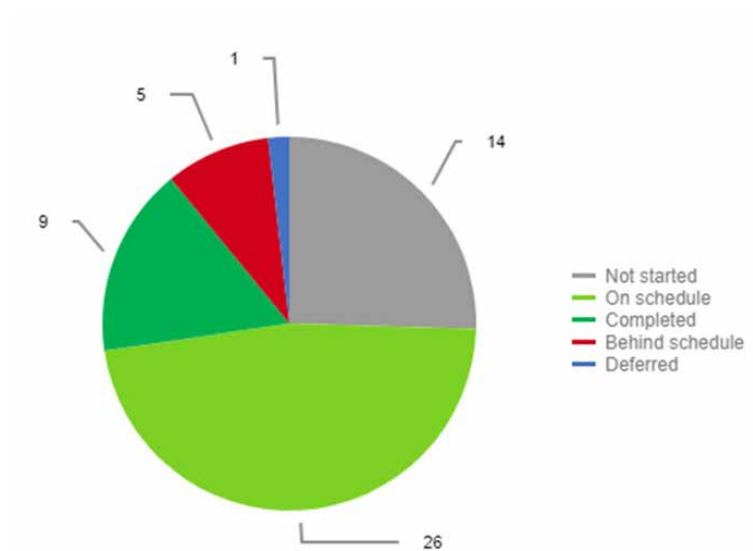
Complete	On schedule	Behind schedule	Not started	Deferred
				

September 2023 - Progress Summary



Progress Snapshot for 2022/2023 Climate Response Plan Actions





Progress Snapshot of all 55 Climate Response Plan Actions





Key Area of Focus	Code	Action Name	Mitigation/ Adaptation/ Both	Focus of Action	Start Date	Due Date	Progress	Comments	Status
Advocacy	CRP 1.1	Join the Cities Power Partnership	Both	Council	01/12/2021	30/06/2022	100%	Knox Council joined the Cities Power Partnership in November 2021 following the adoption of the Climate Response Plan 2021-2031.	✓
Advocacy	CRP 1.2	Make a voluntary pledge to the State Government under the Climate Change Act 2017	Both	Council	01/12/2021	30/06/2022	100%	Council sent a voluntary pledge to the Minister for Energy, Environment and Climate Change in May 2022. Knox City Council recognises the state of climate emergency and that there is a need for the whole community to take action to reduce our impact on the environment and to prepare for the effects of a changing climate.	✓
Education	CRP 1.3	Review key Council policies and report templates to ensure climate change impacts are considered during decision making.	Both	Council	01/12/2021	01/06/2023	100%	Council's reporting template was updated in November 2021 to ensure that climate change considerations are discussed within Council reports and associated internal staff education is ongoing. All relevant Council policies and strategic plans have been reviewed for alignment to Council's Climate Response Plan 2021-2031 and further input will occur as these policies and strategies are scheduled for renewal.	✓



Key Area of Focus	Code	Action Name	Mitigation/ Adaptation/ Both	Focus of Action	Start Date	Due Date	Progress	Comments	Status
Community health and resilience	CRP 1.4	Undertaking upfront planning and defining responsibilities to better coordinate service providers involved in delivering assistance to older people during emergency events.	Adaptation	Community	31/12/2021	31/12/2031	100%	The Municipal Emergency Management Plan (MEMP) was endorsed in February 2022. The MEMP outline various responsibilities for engagement and use of service providers for the general community, including for older people and other vulnerable community sectors. Council's Emergency Management team maintains strong internal working relationships with other key parts of Council that have working relationships with service providers who may provide assistance during emergencies.	
Community health and resilience	CRP 1.5	Identifying areas where urban heat islands intersect with vulnerable populations.	Adaptation	Community	01/01/2022	01/06/2023	50%	There was a delay in the progress of this action due to staff vacancies however work has resumed and an appropriate mapping tool is being identified to assist with identification of urban heat island/vulnerable communities. Amended end date – June 2024.	

Key Area of Focus	Code	Action Name	Mitigation/ Adaptation/ Both	Focus of Action	Start Date	Due Date	Progress	Comments	Status
Community health and resilience	CRP 1.6	Undertaking a prioritisation process for investment in urban cooling measures.	Adaptation	Community	01/06/2023	01/12/2031	10%	The progress of this action will depend largely on the results of the identification of urban heat island mapping and vulnerable communities' intersection. As relevant information is received from external sources that pertains to this action, information is stored for future use in prioritisation.	
Community health and resilience	CRP 1.7	Deliver an annual campaign to help vulnerable populations prepare for heat health alert days and periods.	Adaptation	Community	01/12/2021	01/12/2031	100%	Articles published in the Knox Bright Ideas newsletters leading up to and during the summer season - this newsletter targets seniors and carers. Council's Short Term Support Team also distribute information via client contacts over this period. Plans are in place for heat health alert days to check on clients receiving Meal On Wheels.	



Key Area of Focus	Code	Action Name	Mitigation/ Adaptation/ Both	Focus of Action	Start Date	Due Date	Progress	Comments	Status
Community health and resilience	CRP 1.8	Develop and deliver community education programs on climate change adaptation.	Adaptation	Community	01/01/2022	01/12/2031	30%	Organisational mapping has begun to understand the educational offerings by Council that are currently available to the community, so as not to double up on effort. Research is also underway to identify an external provider of climate education programs for the community, to support Council's offering.	
Natural Environment	CRP 1.9	Developing and implementing the Knox Biodiversity Resilience Plan.	Adaptation	Council	01/12/2021	30/09/2023	95%	The draft Biodiversity Resilience Plan will be reviewed by the Executive Management Team in September 2023 and is scheduled to be presented to Council in December 2023. The draft development included a Tree Analysis, Habitat Corridor Plan, Resilient Tree Framework and a Biodiversity Action Plan. Implementation of the Biodiversity Resilience Plan will be an ongoing focus of Council.	

Key Area of Focus	Code	Action Name	Mitigation/ Adaptation/ Both	Focus of Action	Start Date	Due Date	Progress	Comments	Status
Natural Environment	CRP 1.10	Implementing the Living Melbourne Metropolitan Urban Forest Strategy, which includes setting canopy tree targets and a mechanism to regularly track progress towards these targets.	Adaptation	Council	01/07/2022	01/06/2031	30%	This is an ongoing action and the responsibility of the cross organisational Urban Forest Group consisting of Biodiversity, Urban Forest and City Presentation, Open Space, Mapping and Research, Strategic Planning, Statutory Planning and Sustainable Futures teams. A Terms of Reference has been developed. Currently there is no available ongoing aerial mapping which is required to allow Council to monitor tree canopy changes on an ongoing basis.	
Natural Environment	CRP 1.11	Developing a holistic tree species selection model that incorporates climate change risk, urban heat island mitigation and habitat corridor connectivity for enhanced biodiversity outcomes.	Adaptation	Community	01/12/2021	01/06/2022	80%	A tree species list for street trees and park trees is being reviewed by a consultant. This will form part of the completed Biodiversity Resilience Plan. Internal stakeholder engagement has occurred with the Urban Forest Group.	
Natural Environment	CRP 1.12	Advocating to power authorities for lower impact vegetation management near power lines to minimise damage to canopy trees.	Adaptation	Council	01/12/2021	01/06/2031	15%	Discussions held with power company about extent of pruning - this message will be reinforced at future meetings to minimise damage to canopy trees while ensuring community safety.	





Key Area of Focus	Code	Action Name	Mitigation/ Adaptation/ Both	Focus of Action	Start Date	Due Date	Progress	Comments	Status
Natural Environment	CRP 1.13	Reviewing and revising the Livable Streets Plan and the Green Streets Policy to promote 'tree-friendly' streetscapes that promote healthy canopy tree growth and reduce the harmful effects of urban heat islands.	Adaptation	Community	01/07/2022	01/06/2024	0%	To be completed following recruitment of vacant positions within Council's Open Space & Landscape Design team. End date may need to be amended depending on project plan.	
Natural Environment	CRP 1.14	Investigating incentives, enforcement and planning options that help retain tree canopy cover on private land as well as mechanisms that increase additional tree canopy cover.	Adaptation	Community	01/07/2022	01/06/2031	5%	Project scoping has commenced for a review of the planning controls related to tree and vegetation canopy cover. This project is expected to put forward recommendations for planning scheme options (incl. Vegetation Protection Overlays) and may include guidance for other opportunities for Council such as Local Laws and significant tree registers. Scoping work to date has included preliminary research and analysis.	

Key Area of Focus	Code	Action Name	Mitigation/ Adaptation/ Both	Focus of Action	Start Date	Due Date	Progress	Comments	Status
Transportation	CRP 1.15	Identifying and setting aside select parking spaces for Electric Vehicle (EV) charging points, and exploring delivery models including partnerships with EV charging service providers, or through requiring EV charging points in new developments in certain zones.	Mitigation	Community	01/12/2021	01/06/2024	40%	Council has signed a Licence Agreement with an EV charging station operator, Jolt, to build and operate seven charging stations across Knox. Three sites have been completed and operational as of April 2023 with work underway in identifying four more sites.	
Transportation	CRP 1.16	Engaging with owners or potential owners of charging infrastructure and work together with the relevant stakeholders to facilitate discussions that result in the removal of identified barriers.	Mitigation	Community	01/12/2021	01/06/2024	30%	Council has been discussing potential barriers to wider deployment of public Charging stations including on Arterial Roads with the relevant State Government agencies. Knox is also part of a group of Councils working together to help identify barriers and work through solutions to these barriers.	


Key Area of Focus	Code	Action Name	Mitigation/ Adaptation/ Both	Focus of Action	Start Date	Due Date	Progress	Comments	Status
Transportation	CRP 1.17	Undertaking a detailed sustainable transport survey in the community to better understand how our behaviour change programs could support or respond to community needs and desire for more active and public transport options.	Mitigation	Community	01/07/2022	01/06/2023	100%	This action has changed due to new datasets becoming available that did not exist at the time of the action creation. The Google Environmental Explorer and Ironbark have developed a dashboard which has Knox specific data on transportation and outlines the different mode shares of transport (motor vehicle, cycling, walking, public transport). Knox Council is participating in the next round of data refinement which should enable integration of high quality mode share data into decision making and communications to the community on increasing active and public transport.	✓





Key Area of Focus	Code	Action Name	Mitigation/ Adaptation/ Both	Focus of Action	Start Date	Due Date	Progress	Comments	Status
Transportation	CRP 1.18	Investigating the feasibility of a policy that promotes car share programs.	Mitigation	Community	01/07/2022	01/06/2023	60%	Council is working with consultants on a feasibility study that also includes a possible Council fleet component. Since the commencement of the project, the scope of the investigation has been broadened to include consideration of Council's internal electric vehicle transition. The review of the scope has resulted in the initial timeframes for completion of the investigation to not be met. This action will be completed by end September 2023.	
Transportation	CRP 1.19	If applicable after the feasibility study, we will facilitate the establishment of practical and easily available car and bike share schemes which are mutually beneficial to the service providers and residents.	Mitigation	Community	01/06/2023	01/12/2025	0%	Feasibility study on a potential policy which promotes car share programs is currently underway. This study will recommend whether it is feasible to progress this action and the suggested next steps.	



Key Area of Focus	Code	Action Name	Mitigation/ Adaptation/ Both	Focus of Action	Start Date	Due Date	Progress	Comments	Status
Transportation	CRP 1.20	Reviewing Council's Fleet policy to ensure that sustainable technologies are embedded.	Mitigation	Council	01/12/2021	01/06/2022	80%	Motor vehicle policy has been reviewed and being finalised. The new Policy will be adopted by June 2024. Electric vehicles being used for pool vehicles and hybrid technology given a preference where appropriate and available. EV charging stations have increased around the Civic Centre and across the municipality.	
Transportation	CRP 1.21	Providing staff driver training which includes sustainable/efficient driving techniques and practices.	Mitigation	Council	01/07/2022	01/12/2031	15%	Scope and nature of training has been rolled out in the past to demonstrate and encourage drivers to be conservative in their driving practices. In addition, automatic transmissions are being selected for trucks and the latest Euro 5 compliant vehicles are being purchased to meet the current emission standards.	
Transportation	CRP 1.22	Investigating and phasing in the use of electric cars for Council's Pool Fleet. All Council's passenger pool vehicles to be EV's by 2025 where viable.	Mitigation	Council	01/12/2021	01/12/2025	60%	Motor vehicle policy is currently being updated to include this action. All pool cars on changeover are being replaced with EV's. Increased provision of EV chargers have been provided at the Civic Centre and around the municipality.	





Key Area of Focus	Code	Action Name	Mitigation/ Adaptation/ Both	Focus of Action	Start Date	Due Date	Progress	Comments	Status
Transportation	CRP 1.23	Installing EV charging stations to meet Council's operational needs as demand increases.	Mitigation	Council	01/07/2022	01/12/2031	15%	Four new Charging Stations have been installed within the Civic Centre Precinct (adjacent to Eastgate South Building) to cater for additional EVs in Council's fleet.	
Transportation	CRP 1.24	Ensuring utility vehicles used for operational activities are modern with the latest fuel-efficient technologies.	Mitigation	Council	01/12/2021	01/12/2031	15%	Vehicles are purchased that meet emission standards and where possible with hybrid technology. Purchases are made with the latest model with improved fuel efficiency.	
Transportation	CRP 1.25	Investigating and implementing the use of Telematics as appropriate.	Mitigation	Council	31/12/2021	31/12/2031	40%	Investigation on telematic options has commenced - requires changes to the Staff vehicle policy (in progress).	
Transportation	CRP 1.26	Exploring and trialing heavy plant electric vehicles with a view to incorporate and convert heavy fleet when viable.	Mitigation	Council	31/12/2021	31/12/2031	15%	Electric vehicle costings for heavy vehicles have been carried out - unfortunately costs are still high at this point due to very limited availability and lack of competition within the market. Confidence within the industry is still maturing.	



Key Area of Focus	Code	Action Name	Mitigation/ Adaptation/ Both	Focus of Action	Start Date	Due Date	Progress	Comments	Status
Transportation	CRP 1.27	Ensuring that small plant is regularly serviced and changed over to ensure that the most efficient equipment is used within Council.	Mitigation	Council	31/12/2021	31/12/2031	15%	Small plant and equipment are safety checked and serviced every 6 months. Electric power tools are now the first choice if they meet operational needs. Other small plant are replaced with the latest technology and improved fuel efficiency.	


Key Area of Focus	Code	Action Name	Mitigation/ Adaptation/ Both	Focus of Action	Start Date	Due Date	Progress	Comments	Status
Efficient buildings and infrastructure	CRP 1.28	Working within approvals process for new buildings to establish a collective understanding of what constitutes acceptable Environmentally Sustainable Design (ESD) and encourage all new buildings to achieve net-zero energy or net-zero energy ready rating.	Mitigation	Community	01/07/2021	01/12/2026	75%	Knox is part of 31 Victorian councils collaborating on a joint research project through MAV and the Council Alliance for a Sustainable Built Environment (CASBE) that aims to elevate Environmentally Sustainable Development (ESD) targets for new development. Stage 1 is complete and developed an evidence base for: A. New developments that produce zero net emissions, better manage water and waste, increase greening and biodiversity, and are more resilient to our changing climate; and B. Buildings that provide a healthier, more comfortable environment for our community and improve health outcomes. In May 2022, Knox Council resolved to participate in Stage 2 - seeking authorisation to prepare and exhibit the associated Planning Scheme Amendment as a joint amendment with other CASBE councils. This amendment was lodged in July 2022 and is currently awaiting Ministerial decision.	

Key Area of Focus	Code	Action Name	Mitigation/ Adaptation/ Both	Focus of Action	Start Date	Due Date	Progress	Comments	Status
Efficient buildings and infrastructure	CRP 1.29	Encouraging phasing in requirements for all existing commercial buildings to achieve net-zero energy or net-zero energy ready ratings.	Mitigation	Community	01/12/2024	01/12/2031	0%	Not due to commence until December 2024.	
Efficient buildings and infrastructure	CRP 1.30	Working with developers to pioneer zero net emission buildings and zero-net emission housing.	Mitigation	Community	01/12/2025	01/12/2026	0%	Not due to commence until 2025.	
Efficient buildings and infrastructure	CRP 1.31	Investigating planning scheme and rates incentives for positive outcomes such as faster processing of planning permits that meet specific requirements, or discounted rates.	Mitigation	Community	01/12/2023	01/12/2024	0%	Not due to commence until December 2023.	
Efficient buildings and infrastructure	CRP 1.32	Building on existing public reporting requirements to implement a communications program that will actively apply pressure to developers to raise the energy efficiency performance through greater public awareness of the emissions footprint of new buildings.	Both	Community	01/12/2026	01/12/2031	0%	Not due to commence until 2026	



Key Area of Focus	Code	Action Name	Mitigation/ Adaptation/ Both	Focus of Action	Start Date	Due Date	Progress	Comments	Status
Efficient buildings and infrastructure	CRP 1.33	Deploying resources to increase the enforcement of National Construction Code (NCC) and planning requirements. This may take the form of increased capacity of an ESD officer working in conjunction with Planning Enforcement Officers.	Mitigation	Community	01/12/2023	01/12/2031	0%	Not due to commence until December 2023.	
Efficient buildings and infrastructure	CRP 1.34	Implementation of the Sustainable Design and Infrastructure Policy.	Both	Council	01/12/2021	01/12/2031	20%	Policy requirements for major projects have been included in Design and Construction tenders awarded / in progress during 2022/23 for the following projects: Victorian Association of Radio Model Soaring (VARMS) - construction Fairpark Multipurpose Facility - Construction Knox Regional Netball Centre - Construction Stamford Parklands Stage 3 - Construction Knox Hockey Facility - Construction Knox Library - Design	



Key Area of Focus	Code	Action Name	Mitigation/ Adaptation/ Both	Focus of Action	Start Date	Due Date	Progress	Comments	Status
Efficient buildings and infrastructure	CRP 1.35	Implementation of Knox City Council Energy Performance Contract.	Mitigation	Council	15/03/2022	30/06/2022	100%	All projects in the Energy Performance Contract have been implemented, with Measurement and Verification currently underway to monitor the implemented projects.	
Efficient buildings and infrastructure	CRP 1.36	Undertaking energy efficiency opportunities for Council buildings.	Mitigation	Council	01/12/2021	01/12/2031	10%	Continuing the implementation of energy efficiency upgrades to Council Facilities through the Capital Works Program. The program in 2022/23 included lighting upgrades at Bayswater, Scoresby and Wally Tew Pavilions.	
Efficient buildings and infrastructure	CRP 1.37	Installing solar PV across remaining viable sites.	Mitigation	Council	01/12/2021	01/12/2026	20%	Council added a further 100kW of Solar and 76kWh of Solar Batteries across five sites in 2022/23.	
Efficient buildings and infrastructure	CRP 1.38	Replacing approximately 3,300 lights to LED on major roads and intersections.	Mitigation	Council	01/12/2021	01/06/2023	15%	Approximately 500 streetlights have been updated with LED in the Boronia area, with the remaining lights to be upgraded to LED in 2023/24 and 2024/25.	





Key Area of Focus	Code	Action Name	Mitigation/ Adaptation/ Both	Focus of Action	Start Date	Due Date	Progress	Comments	Status
Efficient buildings and infrastructure	CRP 1.39	Powering streetlights with wind energy via a Power Purchasing Agreement.	Mitigation	Council	01/07/2021	01/12/2030	100%	Council signed a Renewable Energy Power Purchase Agreement, which came into effect on 1 July 2022 and will be in place until 2030. All of Council's streetlights are powered by Renewable Energy from a South Gippsland Wind Farm.	
Efficient buildings and infrastructure	CRP 1.40	Engaging with the facility operators (Council and third party) to establish safe operating levels for facilities that are at risk of being impacted by climate stressors.	Adaptation	Community	01/12/2021	01/12/2031	0%	It is intended that climate variables will be incorporated into the scope of upcoming Building Condition Audits in mid-late 2023. Data captured from the Audits will be used to establish safe facility operational levels and/or mitigations and inform future renewal and Capital Works business cases. In addition, safe operating levels for sporting grounds will be determined as flood modelling data is used to develop "catchment master plans".	

Key Area of Focus	Code	Action Name	Mitigation/ Adaptation/ Both	Focus of Action	Start Date	Due Date	Progress	Comments	Status
Efficient buildings and infrastructure	CRP 1.41	Incorporating climate variables and future climate risk into building condition assessments to ensure that climate stressors, such as storms, bushfires, floods, and heatwaves are considered.	Adaptation	Council	01/12/2021	01/12/2023	0%	Climate variables have been detailed and incorporated into the scope of upcoming Building Condition Audits. The Building Condition Audits are intended to have a consultant engaged to undertake by mid-late August 2023. This data capture/delivery will inform future renewal business cases and Capital Works future works program business cases.	



Key Area of Focus	Code	Action Name	Mitigation/ Adaptation/ Both	Focus of Action	Start Date	Due Date	Progress	Comments	Status
Efficient buildings and infrastructure	CRP 1.42	Developing site-specific strategies for water harvesting of open space including sporting facilities to improve resilience.	Adaptation	Council	01/12/2021	01/12/2031	10%	All of Knox's existing stormwater harvesting systems are being actively monitored to ensure they remain operational and optimise future harvesting system designs. Council is also working with South East Water to investigate the viability of integrating a stormwater harvesting system into Lewis Park and the Knox Central precinct - to deliver treated stormwater for irrigation of the adjacent ovals and provide harvested water to the Knox Central precinct for domestic use. Identifying viable locations to implement stormwater harvesting requires a strategic framework provided by a catchment-scale integrated water management master plan. An integrated water management master plan at a sub-catchment scale will be undertaken in 23/24 financial year to inform the scope, timing and cost implications of future catchment-scale master plans.	

Key Area of Focus	Code	Action Name	Mitigation/ Adaptation/ Both	Focus of Action	Start Date	Due Date	Progress	Comments	Status
Efficient buildings and infrastructure	CRP 1.43	Embedding future planning and design criteria that ensure critical facilities and emergency services are in accessible and resilient locations.	Adaptation	Council	01/12/2021	01/12/2031	0%	Not commenced.	
Efficient buildings and infrastructure	CRP 1.44	Reviewing and updating climate hazard mapping to ensure that planning decisions account for areas of future and current risk.	Adaptation	Council	01/12/2021	01/12/2031	40%	Municipal wide climate hazard mapping is currently under development utilising the data obtained through Council's Flood Modelling and Mapping Program. This mapping will include hazard and change in flood severity (both flood extent and depth) maps due to the impacts of climate change. Climate change conditions are being utilised as a base to produce flood extents for the 1% Annual Exceedance Probability rainfall event which are intended to inform future planning and building decisions (anticipated to be finalised by November 2023). Hazard mapping used to identify areas of higher risk during peak rainfall events are intended to be shared with relevant authorities (such as the State Emergency Services) and are scheduled to be complete by December 2023.	

Key Area of Focus	Code	Action Name	Mitigation/ Adaptation/ Both	Focus of Action	Start Date	Due Date	Progress	Comments	Status
Efficient buildings and infrastructure	CRP 1.45	Seeking legal advice on the liability associated with climatic events that have the potential to impact users of Council infrastructure.	Adaptation	Council	01/12/2022	01/12/2023	100%	Legal advice has been sought from Council's insurer on reducing liability due to climate risks, vulnerability and exposure, and to gain a greater understanding of Council's obligations. This advice has been communicated to relevant Council departments. In addition, a municipal wide climate risk assessment was conducted in 2020 to better understand, manage and respond to climate hazards - these identified risks and their associated treatments are being monitored via Council's risk register.	
Efficient buildings and infrastructure	CRP 1.46	Engaging with public sector service providers, such as water authorities, to signal the importance of being prepared for future climate risks, learn from their practices, identify potential points of intersection with Council services and areas where collaboration might be mutually beneficial.	Adaptation	Council	31/12/2021	31/12/2031	30%	At the June 2023 Municipal Emergency Management Planning Committee meeting the committee endorsed the Community Emergency Risk Assessment results presented by the multi-agency working group into the risk of disruption to essential services. The working group have a high confidence in the risk to our essential services in Knox remains medium.	

Key Area of Focus	Code	Action Name	Mitigation/ Adaptation/ Both	Focus of Action	Start Date	Due Date	Progress	Comments	Status
Efficient buildings and infrastructure	CRP 1.47	Developing detailed financial impact analysis studies to access future external capital to support risk mitigation works linked to climate change.	Adaptation	Council	01/12/2021	01/12/2031	0%	Not commenced.	
Efficient buildings and infrastructure	CRP 1.48	Identifying infrastructure that may require long-term adaptation measures due to flood or fire risk, such as retreat or relocation.	Adaptation	Council	01/12/2021	01/12/2031	0%	Not commenced.	
Efficient buildings and infrastructure	CRP 1.49	Commencing an internal education process so that Council officers understand the future financial and infrastructure costs of not implementing climate change adaptations.	Adaptation	Council	01/12/2021	01/12/2031	80%	An e-learning climate change module has been created and uploaded to the Knox corporate library. The module is currently live however there are a couple of refinements to be made. Once that has been finalised, the module will be made mandatory for all staff to undertake.	
Efficient buildings and infrastructure	CRP 1.50	Undertaking a feasibility study of the avoided costs of future-proofing the stormwater system via the renewals process rather than large-scale stormwater upgrades.	Adaptation	Council	01/12/2024	01/12/2025	0%	Not due to commence until 2024.	

Key Area of Focus	Code	Action Name	Mitigation/ Adaptation/ Both	Focus of Action	Start Date	Due Date	Progress	Comments	Status
Efficient buildings and infrastructure	CRP 1.51	Including drainage upgrades in future Capital Works Program business cases of all relevant asset types, to deliver climate resilient infrastructure.	Adaptation	Council	01/12/2025	01/12/2026	0%	Not due to commence until 2025.	
Renewable energy	CRP 1.52	Working with solar installation companies and real estate agents to devise schemes that provide financial mechanisms for property owners to install solar on rental properties. Some schemes, such as residential Environmental Upgrade Agreements (EUAs) and the Special Charges Scheme are possible options to consider.	Mitigation	Community	01/07/2022	01/12/2025	30%	Working with Solar Victoria and the Solar Savers program to promote Solar to Rental properties and landlords. A special scheme such as a residential Environmental Upgrade Agreements or Special Charges Schemes are administratively too restrictive and resource intensive for Councils to administer using existing resources.	
Renewable energy	CRP 1.53	Investigating enterprise models and detailed business cases for the funding, construction, and operation of a solar farm. If not feasible, Council will investigate other methods of rapidly getting to zero emissions for energy through measures such as Power Purchase Agreements.	Mitigation	Corporate	01/12/2021	01/12/2023	0%	Due to the technical, financial and risk profile of the subject land, further investigations into the Solar Farm have been deferred. Investigations into potential Renewable Power Purchase Agreements are currently being reviewed with opportunity to join a suitable Power Purchase Agreement from July 2025.	

Key Area of Focus	Code	Action Name	Mitigation/ Adaptation/ Both	Focus of Action	Start Date	Due Date	Progress	Comments	Status
Business and industry	CRP 1.54	Implementing working groups to focus on a specific set of interventions including alternative technologies, Power Purchase Agreements (PPAs), energy efficiency and degasification.	Mitigation	Community	01/07/2022	01/12/2031	10%	Project planning is underway to commence a business engagement program, with the first step of the process to complete detailed interviews with business leaders on the ways in which Council can engage with businesses to address carbon reduction and adaptation measures.	
Business and industry	CRP 1.55	Delivering workshops on renewable energy Power Purchase Agreements (PPAs) for industrial organisations with large electricity demand.	Mitigation	Community	01/07/2022	01/12/2025	30%	Three workshops were promoted with other Council partners, and have resulted in 10 businesses (including 1 Knox based business) taking part in Round 1 of the 'Business Renewable Power Purchasing Agreement Program'. Knox has committed to a second round of the program for 2023/2024.	

8.4 Memorials Policy

SUMMARY: Senior Governance Officer, Joyleen Mathias

In July 2022 Council requested officers prepare a framework or policy position for the management of memorials and commemorative plaques. The draft Memorials Policy has been developed and taken to public consultation for three weeks to understand the community's view about the draft Policy to help shape our framework. The consultation included subjective questions about the assessment and eligibility criteria and the tenure of any plaques to be installed.

The Memorials Policy seeks to balance the interests of broader community by providing guidance for the installation of such memorials. This report provides a draft Policy for Council consideration, incorporating a summary of the feedback received from the community and other stakeholders.

The Policy is designed to respond to current community demand, however it is noteworthy that no human or financial resources are allocated to managing external requests for the installation or maintenance of memorials. Officers will manage and prioritise any requests received according to available resources and monitor the number and impact of requests for Memorials, to inform a future report to Council on the resource impact and future of the service.

RECOMMENDATION

That Council:

1. Note the feedback received about the draft Memorials Policy.
2. Endorse the Memorials Policy as set out in Attachment 2.
3. Note that officers will monitor external demand for Memorials and present a further report to Council in due course regarding the resource impact of the service.

1. INTRODUCTION

At the 25 July 2022 Council Meeting, it was resolved that Councillors receive a report recommending a framework or policy for the management of memorials and commemorative plaques on Council buildings and land.

A draft policy has been developed and taken out to the community to enable them to provide feedback on the draft Policy. This report provides information on the feedback received from community and stakeholder consultation, and a draft marked Memorials Policy (Attachment 1) for Council consideration that outlines how Council will consider and assess community requests for new memorials and plaques and the criteria and maintenance of the plaques.

2. DISCUSSION

From time to time, Councillors or Council staff receive requests from members of the public to install a private memorial in the public realm.

Prior to 2007, Council had only an administrative policy which guided the wording for plaques prepared for unveiling at the opening of Council owned facilities (the Plaques Inscription Policy).

The draft Memorials Policy was created to ensure:

- There is a clear and consistent method for assessing community requests for new plaques and memorials in Council reserves.
- That the installation and ongoing maintenance of new plaques and memorials in Council reserves is undertaken in an agreed manner.

The draft Memorials Policy also sets out a framework for managing plaques to:

- Acknowledge the opening of a Council owned facility.
- Recognise the historical context of an important event within the municipality or its impact on our community.
- Commemorate the efforts of an individual.

Since the community consultation, the draft Policy has been renamed as the Memorials Policy, to reflect a broader range of potential memorialisations incorporating plaques, statues, benches etc. There is has also been updates to definitions of plaques and memorials.

3. CONSULTATION

The draft Memorials Policy was open for public consultation on Council's Have Your Say platform for three weeks from 29 May 2023 until 19 June 2023.

The following questions were asked during the consultation process:

- Provide any feedback you have on the assessment criteria, including suggested changes.
- Are there any other life experiences, events, or service contributions you think should be included eligibility criteria for a memorial?
- It is proposed that approved commemorative plaques and memorials will be displayed at the designated site for a period of not less than ten years. Do you agree with this?
- Do you have any other feedback about the draft policy?
-

The draft Memorials Policy was emailed for further consultation to 224 other stakeholders, including Council staff, Municipal Emergency Management Planning Group (MEMPC), volunteer groups, Knox Digital Connection Stakeholder Group, Knox Dementia Advisory Group, Age Friendly Futures Steering Committee and Knox Active Ageing Advisory Committee. Feedback was also received from Council's First Nation's Lead in relation to First Nation's heritage matters and Council's Health Project in relation to impact on gender equality. The Direct and Significant Checklist of Gender Impact Assessment and Gender Lens template was completed, and it indicated that no comprehensive review was required for this Policy, however, a statement in the draft Policy on recognition of underrepresented people has been added.

Council received feedback from 12 community members through the Have Your Say platform and one community member via email. Some of the feedback received included:

- To consider that a substantial contribution to the community need not necessarily be a "long-term" contribution.
- Focus should be primarily on the contribution of the nominee when assessing the merit of memorialisation, placing less emphasis on the location of the memorial.
- Changing language from "The demonstrated level of community support for plaque or memorial" to "The proposed location of the plaque or memorial from community within Knox City Council".
- Consideration of Aboriginal heritage, culture and history including sites and events - both for truth telling and celebration of Culture, people and Country.
- Consideration of "First Nations perspective" plaques near existing memorials to critique/balance the progression of history and cultural understanding.
- If the nominee is a volunteer from a particular organisation, the demonstration of the contribution should be considered from the organisation and immediate participants to determine the level of contribution made by the nominee.
- Cost of the plaques should be absorbed by community groups and not only the organisation.
- Criteria should be considered that limit applications are based on political affiliation or religious beliefs.
- Limit focus on sporting clubs.
- Too many memorials in parks.
- Should not include anyone with any association past or present with the council or paid-for actions if it relates to nominee's job.
- Financially not viable due to increase costs, this will only add large expenses to rate payers. Should be left for another time.
- Great opportunity to recognise people and their contribution to the community.

One of the questions asked whether approved commemorative plaques and memorials should be displayed at the designated site for a period of not less than ten years. Nine out of 12 responded that they support the time duration, while the other three do not support any time limit.

Some of this feedback has been incorporated into the draft Policy which can be found in Attachment 1. These new amendments are marked to provide clarity of the new updates, incorporating feedback from the community engagement.

4. CLIMATE CHANGE CONSIDERATIONS

Implementation of the recommendation is considered to have no direct implications or has no direct impacts upon Council's Net Zero 2030 target, the Community Net Zero 2040, exposure to climate risks or climate change adaptation.

5. ENVIRONMENTAL/AMENITY CONSIDERATIONS

Nil.

6. FINANCIAL & ECONOMIC IMPLICATIONS

The council has no specific budget for the installation or maintenance of plaques or memorials. New Council plaques are funded from project budgets and maintenance is funded as part of the general maintenance of the asset / land. Funds for individual plaques will be subject to the terms and conditions approved or as agreed with the applicant.

There are no specific resources allocated for managing requests for memorials and it is anticipated that processes involved in assessing requests, including community engagement, will require a significant investment of staff resources. As such, requests will need to be managed and prioritised according to resources available at the time of the request, potentially over many months.

7. SOCIAL IMPLICATIONS

There is an understandable desire in the community to recognise and memorialise loved ones at places of significance to their lives, and these places will often be in the public realm.

While memorials can enhance the public realm, there are only finite resources to support the installation and maintenance of plaques. However, a high concentration of memorials may also be detrimental to public amenity. While memorials may be helpful for many in the community as a means to reflect on and remember the lives and experiences of loved ones, at an extreme, they may also trigger negative emotions for community members.

The Memorials Policy seeks to balance the interests of broader community by providing guidance for the installation of such memorials.

8. RELEVANCE TO KNOX COUNCIL PLAN 2021-2025

Civic Engagement & Integrity

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

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

There is no content in this report that meets the definition of confidential information from the Local Government Act 2020.

Report Prepared By: Senior Governance Officer, Joyleen Mathias
Report Authorised By: Director Customer and Performance, Greg Curcio

Attachments

1. Attachment 1 - Marked up Draft Memorials Policy [8.4.1 - 9 pages]
2. Attachment 2 - Clean Draft Memorials Policy [8.4.2 - 9 pages]



Policy Number:	2002/30	Directorate:	Customer and Performance
Approval by:	Council	Responsible Officer:	Manager Governance & Risk
Approval Date:	September 2023 TBC	Version Number:	1
Review Date:	Approval + 4 Years		

1. Purpose

The purpose of this policy is to provide certainty for Council and the community regarding the framework for the approval, format, inscription and installation of Council plaques, commemorative plaques and memorials on Council owned facilities and in Council land.

2. Context

Council plaques, commemorative plaques and memorials are used:

- to acknowledge the opening of a Council owned facility
- recognize the historical context of an important event or location within the municipality or its impact on our community.
- to commemorate the efforts of an individual who have contributed significantly to our community.

Where Council has received external funding for the construction or refurbishment of a Council owned facility it is often a requirement to include recognition of the contribution on a Council plaque located at the facility.

Council from time to time receives requests from the community to erect a commemorative plaque or memorial on in a Council reserve land to honour the efforts of an individual, association or historical event.

While appropriate plaques and memorials can enrich open spaces, these areas are an important community resource. Therefore, any decision on their installation must balance the desire to commemorate events and individuals with the community's ongoing enjoyment of open space.

Requests received by Council to memorialise under-represented or marginalised community members on Council land will be prioritised, if the nominee has contributed significantly and substantially towards the Knox Community.

All new requests for installation of memorials and plaques will be based on this Policy.

This policy will also guide the assessment of requests for maintenance, removal, re-installation or other changes to existing memorials and plaques on Council land, although consideration will be given to the circumstances of the original installation.

This policy will apply to all future memorial proposals and initiatives; however, any changes or reinstallation of current plaques will be based on this policy.

The objectives of this policy are:

- to ensure a uniform approach to the wording of plaques prepared for unveiling at the opening of Council owned facilities;
- to ensure that there is a clear and consistent method for assessing community requests for new plaques and memorials in Council's land reserves; and
- to ensure that the installation and ongoing maintenance of new plaques and memorials in Council's land Reserves is undertaken in an agreed manner.



3. Scope

This policy applies to all new Council plaques, commemorative plaques and memorials being installed in Council owned facilities and [land](#) within the City of Knox.

It is acknowledged that some Council owned facilities and [land](#) contain plaques or memorials that predate this policy. These places and memorials will generally be retained, however requests to replace a damaged or destroyed commemorative plaque or memorial will need to conform to this policy.

Plaques relating to the recognition of former Mayors and Councillors are not covered by this policy. These plaques and memorials must conform to Knox City Council's Recognition of Former Mayors and Councillors policy.

[This Policy does not apply to non-permanent promotional signage.](#)

All plaques and memorials relating to the naming and renaming of Council owned [features or](#) facilities must ensure the proposed name complies with the *Naming Rules for Places in Victoria* as published by the State Government (Geographic Names Victoria). [Consideration of requests for naming and renaming of Council owned features or facilities fall outside the scope of this Policy.](#)

4. References

4.1 Council Plan 2021-25

- Ensure our processes are transparent and decisions are accountable
- Manage our resources effectively to ensure financial sustainability and improved customer experience

4.2 Relevant Legislation

- Local Government Act 2020
- Geographic Place Names Act 1998
- [The Naming Rules for Places in Victoria](#)
- [Our Equal State – Victoria's Gender Equality and action plan 2023-2027](#)

4.3 Charter of Human Rights

- This policy has been assessed against and complies with the charter of Human Rights.

4.4 Related Council Policies

- Acknowledgement of Traditional Custodians Policy [and \(and Draft Reconciliation Action Plan\)](#)
- Naming and Renaming of Council Owned Facilities
- Public Art Policy
- Recognition of Former Mayors and Councillors [Policy](#)
- Gender Equality Action Plan

4.5 Related Council Procedures

- Nil

5. Definitions

Applicant	means individual(s) who submitted the request to Council
Council	means Knox City Council, whether constituted before or after the commencement of this Policy.
Council Officer	means any staff member of Knox City Council
Council plaque	means a flat table of metal, stone or other material which includes text and/or images initiated by Council to acknowledge the opening of a Council owned facility or other Civic event.



Commemorative plaque	means a flat table of metal, stone or other material which includes text and/or images which commemorate a person, event or historical information relative to a particular location.
EMT	Means the Executive Management Team as determined by the Chief Executive Officer
Individual(s)	means a private or natural person
Memorial	means an object established in memory of a person, organisation, anniversary or event and <u>may include but is not limited to a bench, statue, tower, monument, headstone or any similar object.</u>
Roadside Memorial	means objects placed within the road reserve by members of the community to commemorate lives lost on a Victorian road.
<u>Significant Contribution</u>	<u>means having notable achievement, exceptional service, a major impact, or momentous community involvement</u>

6. Council Policy

6.1 Plaques installed by Council to acknowledge an opening of a Council owned facility or other event

Plaques may be installed by Council to acknowledge the opening of a new or refurbished facility or to celebrate a civic event which is of historical significance.

The cost of the plaque will be funded by the relevant department as part of the project's budget.

Council plaques must include an appropriate acknowledgement statement in accordance with the Council Acknowledgment of Traditional Custodians Policy. [A template standard for Council plaques is included at Attachment A.](#)

Requirements of external funders must be taken into consideration. Where an external funder provides funding conditional upon acknowledgement of their contribution, the funder's name must be included on the plaque.

Other than in accordance with a Council resolution, Council plaques associated with the opening of a new or refurbished facility shall include the names of all Councillors in office at the time of the opening.

Once unveiled the Council plaque must be fixed on a prominent position at the facility to which it relates as a permanent memorial of the opening and/or celebration.

Requests for plaques in this category, [and final designs](#) may be determined by the Chief Executive Officer, or relevant Director in consultation with the Mayor.

6.2 Commemorative plaques or memorials for an individual in a Council reserve-land or facility requested by members of the community

Community members may nominate an individual for commemoration with either a plaque or memorial at [its](#) Council owned facilities and land-reserves. However, the most appropriate place for a commemorative plaque or memorial is within a designated memorial park such as

- Ferntree Gully Cemetery;
- Lilydale Memorial Park;
- Bunurong Memorial Park; or
- Springvale Botanical Cemetery.



Only requests relating to an individual who has been deceased for at least two years will be considered to enable the historical perspective and proper consideration of the significance of their contribution to the community.

All requests must be submitted to Council in writing and accompanied by the following information:

- Personal details of the individual nominated, including their character and standing in the community;
- Type of memorial requested i.e metal plaque, park bench with plaque or rock embedded plaque;
- Proposed location of memorial and reasons for chosen location;
- A brief description of the individual's significant contribution to the Knox community and how this has progressed the Knox Vision and Council's strategic objectives; and
- A demonstration of community support.

Only nominations that clearly demonstrate ~~that~~ the contribution of the individual was extra-ordinary and over and above what might be reasonably expected through paid employment or their volunteer contribution to the community will be approved.

Requests for plaques or memorials in this category require approval of Council.

6.3 Commemorative plaques or memorials of a historic event and place in a Council ~~reserve-land~~ or facility requested by members of the community

Community members may nominate a historic event or place for commemoration with either a plaque or a monument.

Only requests relating to a significant historical or cultural event which had a profound resonance with the broader Knox community will be considered.

All requests must be submitted to Council in writing and accompanied by the following information:

- Type of memorial requested i.e metal plaque, park bench with plaque or rock embedded plaque;
- Proposed location of memorial and reasons for chosen location;
- A brief description of the historical event and/or place and why the historical importance of the site would not be evident without a plaque; and
- A demonstration of community support.

Requests for plaques or memorials in this category require approval of Council.

6.4 Roadside Commemorative Plaques and Memorials

Family and friends often decide to mark the location of a fatal crash on the road by placing a temporary memorial on the roadside, often in the form of a floral or other tribute.

Council does not encourage the placement of such roadside memorials.

When the road is a declared freeway or an arterial road reserve memorials are managed by VicRoads.

Memorials placed on local roads (excluding privately owned roads) are the responsibility of Council and Council staff will manage such memorials in a manner consistent with the VicRoads Roadside Memorial Policy.

Council will modify, relocate or remove memorials in accordance with the following principles:

- The wishes and needs of the family are a key consideration. When managing a roadside memorial, the wishes and needs of the family will take precedence over those of the friends.
- Roadside memorials are to be discreet to respect the feelings of members of the community affected by the fatal crash, whilst still supporting the needs of family and friends.



- When a community member raises a concern regarding a roadside memorial, Council will commence consultation with affected parties to address concerns.
- Roadside memorials are to respect broader community values.
- A roadside memorial should not interfere with road management or maintenance activities.
- The memorial makers contact details are encouraged to be included on the memorial.
- When Council needs to undertake any works in the vicinity of a roadside memorial, requiring its modification, relocation or removal, Council will endeavour to contact the memorial maker before removal or relocation.
- Roadside memorials are to be non-hazardous to road users and be placed in a location that enables people to visit safely.
- Roadside memorials should not be made from materials or placed in such a way that would make them dangerous if involved in a crash. Items of a personal nature, such as flowers and mementos, are to be firmly affixed to the memorial so as not to pose a road safety hazard or maintenance issue.
- Any roadside memorial presenting a safety hazard may be modified, relocated or removed without notice

Roadside commemorative plaques may be considered an appropriate longer-term memorial in certain circumstances. Placing a plaque would need to be discussed with nearby residents and the Council. Where a plaque is considered appropriate, it is not to be attached to road infrastructure or non-road related infrastructure (such as utility poles).

Requests for longer term memorials in this category require approval of Council in and may be considered in accordance with Clauses 6.2 and 6.3.

6.5 Assessment of requests and nominations

The Manager Governance & Risk is responsible for receiving requests from the community and coordinating the assessment of all applications received with the relevant member of EMT.

Council initiated requests shall be the responsibility of the staff member(s) who are the custodians for the proposed location for the plaque or memorial and will coordinate the assessment of proposals with the relevant member of EMT.

Assessment of proposals shall address (as a minimum):

- The ~~long term and significant and~~ substantial contribution made to the Knox community by the nominee;
- The national, state or local significance of a historical event or place;
- ~~The connection between the proposed location and the nominee;~~
- ~~The proposed location of the plaque or memorial; from community within Knox city council~~
~~The demonstrated level of community support for the plaque or memorial;~~
- ~~If the nominee is a volunteer from a particular organisation, whether the a letter or a document stating the significant contribution of the nominee is appropriately supported by the organisation (through a letter or other endorsement) would be required.~~
- The number of existing memorials, public artwork and other objects in the area;
- Whether a commemorative plaque or memorial already exists.
- The associated maintenance regime for the plaque / memorial (including responsibility and estimated annual costs).
- Capacity for design and installation to align to relevant legislation, standards, codes or guidelines relating to urban infrastructure.

Existing plaques and memorials will not be taken as a precedent for future requests and each request received will be assessed on its merits.



Internal consultation by Council officers seeking input from departments involved with the nominee is mandatory.

Where practicable, consultation with the deceased person's next of kin or appropriate relative/s should occur.

Any requests for a commemorative plaque or memorial that is determined to be either sculptural or an artistic work will be referred to the Active and Creative Communities department for consideration under the Public Art Policy and may be referred to the Art Assessment Panel.

Requests for approval will be submitted to Chief Executive Officer or Council to approve the final design and installation in accordance with clauses 6.1 to 6.5 above.

6.6 Design, Installation, Maintenance and Removal

Plaques and memorials must be designed and located so as not to create a public risk or damage to the natural environment. Design and installation must also comply with relevant legislation, standards, and guidelines, and Council policies relating to urban infrastructure, and consider (as a minimum):

- High resistance to vandalism
- Durability against weathering and deterioration
- Accessibility
- Sustainability and whole-of-life cost.
- Relevant siting principles including the function of spaces and visual amenity.

The appropriate maintenance regime (including responsibility and estimated annual costs) shall be considered and documented at the point of design.

Council will manage the design, manufacture and installation of all Council plaques, commemorative plaques and memorials.

Council approval is required for the final design and manufacture of all community initiated Council plaques, commemorative plaques and memorials and installation shall be managed by Council.

Subject to Clause 6.4, Plaques installed other than in accordance with Clauses 6.5 and 6.6 may be removed in accordance with Clause 6.8.

6.7 Funding of Plaques and Memorials

The applicant must meet all costs associated with the design, manufacture and installation of the commemorative plaque or memorial. A contribution toward maintenance may also be a condition of approval.

If nominated by Council, Council will meet all costs associated with the design, manufacture, installation and maintenance of the plaque or memorial.

6.8 Plaques and Memorials Not Approved in Perpetuity

An approved commemorative plaque or memorial will generally be located at the designated site for a period of not less than ten years unless otherwise specified by Council. Council does not however, guarantee the retention of any commemorative plaque or memorial beyond ten years.

Council also maintains the right to remove or relocate the Council-owned commemorative plaque or memorial:

- In the event that a site is redeveloped or significantly changed in character
- In the event a plaque or memorial in the event it is vandalised and is no longer viable;
- If the plaque or memorials records the name of an individual convicted of a serious indictable offence and/or



- For any other reason at Council’s sole discretion.



If a Council-owned commemorative plaque or memorial is removed by Council, reasonable efforts will be made to:

- Appropriately document the existence of the plaque prior to its removal for Council's records.
- Return the item to the relevant individuals associated with its placement.

7. Administrative Updates

From time to time, circumstances may change leading to the need for minor administrative changes to this Policy. Where an update does not materially alter this Policy, such a change may be made administratively on approval of the Chief Executive Officer. Examples of minor administrative changes include change to names of Council departments or positions, change to names of Federal or State Government departments or a minor amendment to legislation that does not have material impact. Where any change or update may materially change the intent of this Policy, it must be considered by Council at a Council or delegated Committee meeting.



ATTACHMENT A

**KNOX CITY COUNCIL
LOGO**

This plaque was unveiled by

on **DATE OF UNVEILING**
to commemorate the

Mayor Cr _____

Cr A	Cr E
Cr B	Cr F
Cr C	Cr G
Cr D	Cr H

[#Optional Funding Acknowledgement](#)

Knox City Council acknowledges the traditional custodians of the City of Knox, the Wurundjeri and Bunurong people of the Kulin Nation*

{* _____ This wording may be amended in accordance with Council’s Acknowledgement of Traditional Custodians policy

_____ [Insert appropriate funding acknowledgement, if required by a funding agreement.](#) }



Policy Number:	2002/30	Directorate:	Customer and Performance
Approval by:	Council	Responsible Officer:	Manager Governance & Risk
Approval Date:	TBC	Version Number:	1
Review Date:	Approval + 4 Years		

1. Purpose

The purpose of this policy is to provide certainty for Council and the community regarding the framework for the approval, format, inscription and installation of Council plaques, commemorative plaques and memorials on Council owned facilities and in Council land.

2. Context

Council plaques, commemorative plaques and memorials are used:

- to acknowledge the opening of a Council owned facility
- recognize the historical context of an important event or location within the municipality or its impact on our community.
- to commemorate the efforts of an individual who have contributed significantly to our community.

Where Council has received external funding for the construction or refurbishment of a Council owned facility it is often a requirement to include recognition of the contribution on a Council plaque located at the facility.

Council from time to time receives requests from the community to erect a commemorative plaque or memorial on Council land to honour the efforts of an individual, association or historical event.

While appropriate plaques and memorials can enrich open spaces, these areas are an important community resource. Therefore, any decision on their installation must balance the desire to commemorate events and individuals with the community's ongoing enjoyment of open space.

Requests received by Council to memorialise under-represented or marginalised community members on Council land will be prioritised, if the nominee has contributed significantly and substantially towards the Knox Community.

All new requests for installation of memorials and plaques will be based on this Policy.

This policy will also guide the assessment of requests for maintenance, removal, re-installation or other changes to existing memorials and plaques on Council land, although consideration will be given to the circumstances of the original installation.

The objectives of this policy are:

- to ensure a uniform approach to the wording of plaques prepared for unveiling at the opening of Council owned facilities;
- to ensure that there is a clear and consistent method for assessing community requests for new plaques and memorials in Council's land; and
- to ensure that the installation and ongoing maintenance of new plaques and memorials in Council's land is undertaken in an agreed manner.



3. Scope

This policy applies to all new Council plaques, commemorative plaques and memorials being installed in Council owned facilities and land within the City of Knox.

It is acknowledged that some Council owned facilities and land contain plaques or memorials that predate this policy. These places and memorials will generally be retained, however requests to replace a damaged or destroyed commemorative plaque or memorial will need to conform to this policy.

Plaques relating to the recognition of former Mayors and Councillors are not covered by this policy. These plaques and memorials must conform to Knox City Council's Recognition of Former Mayors and Councillors policy.

[This Policy does not apply to non-permanent promotional signage.](#)

All plaques and memorials relating to the naming and renaming of Council owned features or facilities must ensure the proposed name complies with the *Naming Rules for Places in Victoria* as published by the State Government (Geographic Names Victoria). Consideration of requests for naming and renaming of Council owned features or facilities fall outside the scope of this Policy.

4. References

4.1 Council Plan 2021-25

- Ensure our processes are transparent and decisions are accountable
- Manage our resources effectively to ensure financial sustainability and improved customer experience

4.2 Relevant Legislation

- Local Government Act 2020
- Geographic Place Names Act 1998
- The Naming Rules for Places in Victoria
- Our Equal State – Victoria's Gender Equality and action plan 2023-2027

4.3 Charter of Human Rights

- This policy has been assessed against and complies with the charter of Human Rights.

4.4 Related Council Policies

- Acknowledgement of Traditional Custodians Policy and Reconciliation Action Plan
- Naming and Renaming of Council Owned Facilities
- Public Art Policy
- Recognition of Former Mayors and Councillors Policy
- Gender Equality Action Plan

4.5 Related Council Procedures

- Nil

5. Definitions

Applicant	means individual(s) who submitted the request to Council
Council	means Knox City Council, whether constituted before or after the commencement of this Policy.
Council Officer	means any staff member of Knox City Council



Council plaque	means a flat table of metal, stone or other material which includes text and/or images initiated by Council to acknowledge the opening of a Council owned facility or other Civic event.
Commemorative plaque	means a flat table of metal, stone or other material which includes text and/or images which commemorate a person, event or historical information relative to a particular location.
EMT	Means the Executive Management Team as determined by the Chief Executive Officer
Individual(s)	means a private or natural person
Memorial	means an object established in memory of a person, organisation, anniversary or event and may include but is not limited to a bench, statue, tower, monument, headstone or any similar object.
Roadside Memorial	means objects placed within the road reserve by members of the community to commemorate lives lost on a Victorian road.
Significant Contribution	means having notable achievement, exceptional service, a major impact, or momentous community involvement

6. Council Policy

6.1 Plaques installed by Council to acknowledge an opening of a Council owned facility or other event

Plaques may be installed by Council to acknowledge the opening of a new or refurbished facility or to celebrate a civic event which is of historical significance.

The cost of the plaque will be funded by the relevant department as part of the project's budget.

Council plaques must include an appropriate acknowledgement statement in accordance with the Council Acknowledgment of Traditional Custodians Policy. A template standard for Council plaques is included at Attachment A.

Requirements of external funders must be taken into consideration. Where an external funder provides funding conditional upon acknowledgement of their contribution, the funder's name must be included on the plaque.

Other than in accordance with a Council resolution, Council plaques associated with the opening of a new or refurbished facility shall include the names of all Councillors in office at the time of the opening.

Once unveiled the Council plaque must be fixed on a prominent position at the facility to which it relates as a permanent memorial of the opening and/or celebration.

Requests for plaques in this category, and final designs may be determined by the Chief Executive Officer, or relevant Director in consultation with the Mayor.

6.2 Commemorative plaques or memorials for an individual in a Council land or facility requested by members of the community

Community members may nominate an individual for commemoration with either a plaque or memorial at its Council owned facilities and land. However, the most appropriate place for a commemorative plaque or memorial is within a designated memorial park such as

- Ferntree Gully Cemetery;
- Lilydale Memorial Park;



- Bunurong Memorial Park; or
- Springvale Botanical Cemetery.

Only requests relating to an individual who has been deceased for at least two years will be considered to enable the historical perspective and proper consideration of the significance of their contribution to the community.

All requests must be submitted to Council in writing and accompanied by the following information:

- Personal details of the individual nominated, including their character and standing in the community;
- Type of memorial requested i.e metal plaque, park bench with plaque or rock embedded plaque;
- Proposed location of memorial and reasons for chosen location;
- A brief description of the individual's significant contribution to the Knox community and how this has progressed the Knox Vision and Council's strategic objectives; and
- A demonstration of community support.

Only nominations that clearly demonstrate the contribution of the individual was extraordinary and over and above what might be reasonably expected through paid employment or their volunteer contribution to the community will be approved.

Requests for plaques or memorials in this category require approval of Council.

6.3 Commemorative plaques or memorials of a historic event and place in a Council land or facility requested by members of the community

Community members may nominate a historic event or place for commemoration with either a plaque or a monument.

Only requests relating to a significant historical or cultural event which had a profound resonance with the broader Knox community will be considered.

All requests must be submitted to Council in writing and accompanied by the following information:

- Type of memorial requested i.e metal plaque, park bench with plaque or rock embedded plaque;
- Proposed location of memorial and reasons for chosen location;
- A brief description of the historical event and/or place and why the historical importance of the site would not be evident without a plaque; and
- A demonstration of community support.

Requests for plaques or memorials in this category require approval of Council.

6.4 Roadside Commemorative Plaques and Memorials

Family and friends often decide to mark the location of a fatal crash on the road by placing a temporary memorial on the roadside, often in the form of a floral or other tribute.

Council does not encourage the placement of such roadside memorials.

When the road is a declared freeway or an arterial road reserve memorials are managed by VicRoads.

Memorials placed on local roads (excluding privately owned roads) are the responsibility of Council and Council staff will manage such memorials in a manner consistent with the VicRoads Roadside Memorial Policy.

Council will modify, relocate or remove memorials in accordance with the following principles:

- The wishes and needs of the family are a key consideration. When managing a roadside memorial, the wishes and needs of the family will take precedence over those of the friends.



- Roadside memorials are to be discreet to respect the feelings of members of the community affected by the fatal crash, whilst still supporting the needs of family and friends.
- When a community member raises a concern regarding a roadside memorial, Council will commence consultation with affected parties to address concerns.
- Roadside memorials are to respect broader community values.
- A roadside memorial should not interfere with road management or maintenance activities.
- The memorial makers contact details are encouraged to be included on the memorial.
- When Council needs to undertake any works in the vicinity of a roadside memorial, requiring its modification, relocation or removal, Council will endeavour to contact the memorial maker before removal or relocation.
- Roadside memorials are to be non-hazardous to road users and be placed in a location that enables people to visit safely.
- Roadside memorials should not be made from materials or placed in such a way that would make them dangerous if involved in a crash. Items of a personal nature, such as flowers and mementos, are to be firmly affixed to the memorial so as not to pose a road safety hazard or maintenance issue.
- Any roadside memorial presenting a safety hazard may be modified, relocated or removed without notice

Roadside commemorative plaques may be considered an appropriate longer-term memorial in certain circumstances. Placing a plaque would need to be discussed with nearby residents and the Council. Where a plaque is considered appropriate, it is not to be attached to road infrastructure or non-road related infrastructure (such as utility poles).

Requests for longer term memorials in this category require approval of Council in and may be considered in accordance with Clauses 6.2 and 6.3.

6.5 Assessment of requests and nominations

The Manager Governance & Risk is responsible for receiving requests from the community and coordinating the assessment of all applications received with the relevant member of EMT.

Council initiated requests shall be the responsibility of the staff member(s) who are the custodians for the proposed location for the plaque or memorial and will coordinate the assessment of proposals with the relevant member of EMT.

Assessment of proposals shall address (as a minimum):

- The significant and substantial contribution made to the Knox community by the nominee;
- The national, state or local significance of a historical event or place;
- ;
- The proposed location of the plaque or memorial; ;
- If the nominee is a volunteer from a particular organisation, whether the contribution of the nominee is appropriately supported by the organisation (through a letter or other endorsement).
- The number of existing memorials, public artwork and other objects in the area;
- Whether a commemorative plaque or memorial already exists.
- The associated maintenance regime for the plaque / memorial (including responsibility and estimated annual costs).
- Capacity for design and installation to align to relevant legislation, standards, codes or guidelines relating to urban infrastructure.

Existing plaques and memorials will not be taken as a precedent for future requests and each request received will be assessed on its merits.



Internal consultation by Council officers seeking input from departments involved with the nominee is mandatory.

Where practicable, consultation with the deceased person's next of kin or appropriate relative/s should occur.

Any requests for a commemorative plaque or memorial that is determined to be either sculptural or an artistic work will be referred to the Active and Creative Communities department for consideration under the Public Art Policy and may be referred to the Art Assessment Panel.

Requests for approval will be submitted to Chief Executive Officer or Council to approve the final design and installation in accordance with clauses 6.1 to 6.5 above.

6.6 Design, Installation, Maintenance and Removal

Plaques and memorials must be designed and located so as not to create a public risk or damage to the natural environment. Design and installation must also comply with relevant legislation, standards, and guidelines, and Council policies relating to urban infrastructure, and consider (as a minimum):

- High resistance to vandalism
- Durability against weathering and deterioration
- Accessibility
- Sustainability and whole-of-life cost.
- Relevant siting principles including the function of spaces and visual amenity.

The appropriate maintenance regime (including responsibility and estimated annual costs) shall be considered and documented at the point of design.

Council will manage the design, manufacture and installation of all Council plaques, commemorative plaques and memorials.

Council approval is required for the final design and manufacture of all community initiated Council plaques, commemorative plaques and memorials and installation shall be managed by Council.

Subject to Clause 6.4, Plaques installed other than in accordance with Clauses 6.5 and 6.6 may be removed in accordance with Clause 6.8.

6.7 Funding of Plaques and Memorials

The applicant must meet all costs associated with the design, manufacture and installation of the commemorative plaque or memorial. A contribution toward maintenance may also be a condition of approval.

If nominated by Council, Council will meet all costs associated with the design, manufacture, installation and maintenance of the plaque or memorial.

6.8 Plaques and Memorials Not Approved in Perpetuity

An approved commemorative plaque or memorial will generally be located at the designated site for a period of not less than ten years unless otherwise specified by Council. Council does not however, guarantee the retention of any commemorative plaque or memorial beyond ten years.

Council also maintains the right to remove or relocate Council-owned commemorative plaque or memorial:

- In the event that a site is redeveloped or significantly changed in character
- In the event a plaque or memorial in the event it is vandalised and is no longer viable;
- If the plaque or memorials records the name of an individual convicted of a serious indictable offence and/or
- For any other reason at Council's sole discretion.



DRAFT



If a Council owned commemorative plaque or memorial is removed by Council, reasonable efforts will be made to:

- Appropriately document the existence of the plaque prior to its removal for Council's records.
- Return the item to the relevant individuals associated with its placement.

7. Administrative Updates

From time to time, circumstances may change leading to the need for minor administrative changes to this Policy. Where an update does not materially alter this Policy, such a change may be made administratively on approval of the Chief Executive Officer. Examples of minor administrative changes include change to names of Council departments or positions, change to names of Federal or State Government departments or a minor amendment to legislation that does not have material impact. Where any change or update may materially change the intent of this Policy, it must be considered by Council at a Council or delegated Committee meeting.

DRAFT



ATTACHMENT A

***KNOX CITY COUNCIL
LOGO***

This plaque was unveiled by _____
on ***DATE OF UNVEILING***
to commemorate the _____

Mayor Cr _____

Cr A	Cr E
Cr B	Cr F
Cr C	Cr G
Cr D	Cr H

#Optional Funding Acknowledgement
Knox City Council acknowledges the traditional custodians of the City of Knox, the Wurundjeri and Bunurong people of the Kulin Nation*

* This wording may be amended in accordance with Council's Acknowledgement of Traditional Custodians policy)
Insert appropriate funding acknowledgement, if required by a funding agreement.

8.5 Audit and Risk Committee Biannual Report

SUMMARY: Governance Officer, Damian Watson

This report presents to Council the Audit and Risk Committee Biannual Report - September 2023, in accordance with the requirements of the Local Government Act 2020 (LGA 2020) and the Audit and Risk Committee Charter February 2023 (the Charter).

RECOMMENDATION

That Council receive and note the Audit and Risk Committee Biannual Report - September 2023, as set out in Attachment 1 to the report.

1. INTRODUCTION

The Audit and Risk Committee (the Committee) is a Committee established in accordance with section 53 of the LGA 2020.

Under the LGA 2020 and its Charter, the Committee is required to formally report on its activities twice annually to Council.

2. DISCUSSION

This report provides Council with a summary of the matters that the Committee has addressed in the reporting period in discharging its responsibilities under its Charter.

3. CONSULTATION

The Report has been prepared in consultation with the Committee Chairperson and the report was presented to the Audit and Risk Committee and endorsed at its August 2023 meeting.

4. CLIMATE CHANGE CONSIDERATIONS

Implementation of the recommendation is considered to have no direct implications or has no direct impacts upon Council's Net Zero 2030 target, the Community Net Zero 2040, exposure to climate risks or climate change adaptation.

5. ENVIRONMENTAL/AMENITY CONSIDERATIONS

Nil.

6. FINANCIAL & ECONOMIC IMPLICATIONS

Nil.

7. SOCIAL IMPLICATIONS

Nil.

8. RELEVANCE TO KNOX COUNCIL PLAN 2021-2025

Civic Engagement & Integrity

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

There is no content in this report that meets the definition of confidential information from the Local Government Act 2020.

Report Prepared By: Governance Officer, Damian Watson

Report Authorised By: Director, Customer & Performance, Greg Curcio

Attachments

1. Biannual ARC Report September 2023 002 [8.5.1 - 10 pages]



Knox City Council

Audit and Risk Committee

Biannual Report
September 2023



1. Background and Purpose of this Report

The Audit and Risk Committee (the Committee) is a committee established in accordance with section 53 and 54 of the Local Government Act 2020 (LGA). Under the Charter, the Committee is to formally report on its operations to the Council twice annually.

This report meets the reporting requirements to Council as mandated by section 54(5) OF the Local Government Act 2020 and importantly provides Council with a summary of the matters that the Committee has addressed in the reporting period in discharging its responsibilities under its Charter

The Committee's Charter is set by the Council and was last revised and approved by the Committee on 8 December 2022 before being adopted by Council on 27 February 2023.

2. Period of Reporting

This report covers the Audit and Risk Committee Meetings on 8 June 2023 and 24 August 2023.

3. Committee Membership and Meetings

The composition of the Committee in accordance with its Charter is three independent members and two Council representatives. Councillor members are appointed by Council annually, for a 12-month term, which may be renewed subject to Council resolution. Independent members are appointed by Council for a three-year term following an external selection process.

The Chief Executive Officer and Senior Management representatives attended meetings of the Committee, by invitation, to assist in meeting discussions and procedures. Representatives from the internal and external auditors also attend to present on matters related to internal and external audit activities.

The Mayor, Councillor Marcia Timmers-Leitch, and Councillor Susan Laukens were appointed to the Audit and Risk Committee at the Council Meeting on 14 November 2022.

The following table provides details of the Committee members and meeting attendance during the reporting period.

Attendee	Role	8/06/2023 Quarterly	24/08/2023 Quarterly
Ms. Geoff Harry	Independent Chair	Yes	Yes
Mr. Homi Burjorjee	Independent Member	Yes	Yes
Mr. Mick Jaensch	Independent Member (Appointed effective 23 May 2023)	Yes	Yes
Cr Marcia Timmers-Leitch	Council Member	Yes	Yes
Cr Susan Laukens	Council Member	Yes	Yes

KNOX
your city



4. Committee Responsibilities

The Committee's Charter is used to develop an Annual Work Plan which guides the agenda and activities at each meeting during the year and on Behalf of the Committee.

Relevant obligations under the Charter were addressed during the reporting period.

4.1 Chief Executive Officer Report

The Committee received quarterly updates from the Chief Executive Officer Bruce Dobson on matters including:

- Code of Conduct and Fraud matters
- Emerging Issue of managing potential disruptions at Council Meetings and Events
- VAGO Limited Assurance Review – Fraud Control Over Local Government Grants
- Child Safe Matters
- 2023/24 Budget Process
- IBAC's Operation Sandon Investigation Report.



4.2 Internal Audit

The Strategic Internal Audit Plan (SIAP) for the 2023 was reviewed and endorsed at the 8 December 2022 Committee meeting. Progress against the adopted SIAP is monitored at each meeting. Council's internal audit service provider (Crowe) continued the practice of preparing Memorandums of Audit Planning for each internal audit for consideration by the organisation and review by the Committee prior to their execution. This assists in logistical planning and contributes to ensuring the focus of internal audits remains aligned to the risk profile of the organisation and the expectations of the Committee.

The Committee considered and endorsed the Memorandum of Audit Planning scopes for Internal Audits to be completed or commenced in calendar year 2023:

<u>June 2023</u>	<u>August 2023</u>
<ul style="list-style-type: none"> • Tendering Management • Playground Maintenance 	<ul style="list-style-type: none"> • Parking Administration and Enforcement • Statutory Building • Asset Management

The following Internal Audit reports have been presented to the Committee:

<u>June 2023</u>	<u>August 2023</u>
<ul style="list-style-type: none"> • Project Management and Capital Works 	<ul style="list-style-type: none"> • Events Management • Risk Management

Recommendations contained within all reports were accepted by Management for implementation.

Actions from Completed Internal Audits

Addressing outstanding Internal Audit Actions from previous Internal Audit Reviews remains a prime focus of the Committee, with a revised reporting format providing the Committee with greater oversight on the progress of these actions.

The summary below reflects the half year to the August 2023 Audit and Risk Committee Meetings. Following the March 2023 meeting, there were 61 open Internal Audit actions with 3 of those actions classified as overdue. As at the August 2023 meeting, there are 54 open Internal Audit actions with 13 of those actions classified as overdue.

	High Risk	Moderate Risk	Low Risk	Total
Opening Balance of Open Internal Audit Actions (March 2023)	1	43	17	61
New Internal Audit Actions created in the Period	8	12	9	29
Internal Audit Actions Closed in the Period	6	18	12	36
Closing Balance of Open Internal Audit Actions (August 2023)	3	37	14	54

4.3 Financial and Performance Reporting

The Committee has two areas of focus here as follows:

- The quality of the content and commentary in the periodic financial and performance reports provided to Council in terms of how Council is tracking against the approved Budget and Council Plan; and
- The quality and content of the annual financial and performance reports that are included in Council's annual report. These reports have extensive and complex compliance considerations which the Committee considers in detail. This requires the Committee to engage with the external auditor when these reports are submitted to the Committee in August each year for endorsement to Council.

At the 24 August 2023 meeting the Committee considered the annual financial report and the annual performance statement of Council for the year ended 30 June 2023. After Committee members reviewed the annual financial report and performance report, received officer presentations and representations and reviewed the outcomes of the external audits, the Committee endorsed the annual financial report and the annual performance statement and recommended that Council approve the reports 'in principle' and certify the performance results against the Governance and Management checklist as required by the Local Government Act 2020.

The Committee was satisfied with these reports, assessing them as being of high quality, and noting that the matters raised by the external auditors at the conclusion of their work was not substantive in nature.



4.4 External Audit

Annual Financial Report and Annual Performance Statement

The Victorian Auditor General's Office (VAGO) appointed BDO as its agent to undertake the external audit of Council's annual financial report and annual performance statement.

The Committee considered the external audit plan for 2022/23 at the March 2023 meeting. VAGO's closing report on the outcomes of the audit of the annual financial report and the annual performance statement for 2022/23 were considered at the 24 August 2023 meeting. The closing report advised that VAGO expects to issue clear audit opinions on the annual financial report and annual performance statement. The Committee noted the representations by management to VAGO in regard to the preparation of the annual financial report and the annual performance report and also noted that those representations contained no qualifications.

The final management letter issued by VAGO at the conclusion of the audit contained four recommendations. These recommendations related to control and process enhancements noted by VAGO whilst undertaking standard audit procedures and were provided to Council as opportunities for improvements. Management has responded and confirmed improvements will be implemented relating to the items raised.

In conclusion the Committee resolved that the external audit process had been thorough and was pleased with the outcomes of the audit which indicated that the systems and controls related to the preparation of the annual financial report and the annual performance statement were efficient and effective.

Performance Audits

VAGO conducted a performance audit into Grants Funding at Knox City Council and their report, Fraud Control Over Local Government Grants, and an update was presented to the Audit and Risk Committee in December 2022. All nine recommendations agreed by officers at the time of the review have been completed. The ninth recommendation was endorsed by the Committee at its Meeting in December 2022 to include grant-related fraud risks in Council's Risk Management Framework and Fraud and Corruption Control Framework.

A limited assurance review was conducted with Council which had one unresolved recommendation that related to Councillor involvement in grant assessment. At this time, Council had advised VAGO that a draft Grants Framework Policy had been developed and that Council had previously resolved to defer consideration of the Grants Framework to enable consideration be given to any feedback and recommendations resulting from this audit. Council accepted all other recommendations.

The purpose of the review was to assess whether agencies could demonstrate that actions taken directly addressed the recommendations and were implemented in a timely manner. Since the audit was finalised, Council adopted a Grants Framework Policy on 27 June 2022.

The Grants Framework Policy supports the VAGO recommendation that grant assessment and decision-making are separate processes. Councillors no longer participate in the assessment of grants. Further operational amendments were made to the Policy on 26 April 2023. These amendments did not alter the substantive content of this policy, including the role of Councillors being distinct from grant assessment process

The response Council provided, together with analysis of responses across agencies, will form the basis of VAGO reporting to Parliament. Council's response will also be published on the VAGO website. Council has received the proposed report from VAGO and it is noted that this report will be tabled in Parliament on 31 August 2023.

4.5 Risk Management

The Committee received Quarterly Risk Management updates, inclusive of a report summarising significant operational risks (residual rating of high or above), and the Strategic and Operational Risk profile. The committee also received detailed reports into selected Strategic Risks.

The Committee also received safety updates, providing a high level overview and key insights into Council's safety performance.

4.6 Governance and Compliance Reports

Informing areas of focus by the Committee were various reports including:

- Quarterly Compliance Report detailing ongoing compliance with relevant legislation detailing any compliance breaches and engagement with various oversight bodies including the Office of the Victorian Information Commissions, Ombudsman, Local Government Inspectorate and IBAC
- Councillor Expenses Reports as required by the Local Government Act 2020
- Monitoring Governance Reports
- Audit and Risk Committee Self-Assessment Report
- Council Delegations Report

The Committee also received reporting which monitors reports released by State based integrity agencies (VAGO, IBAC, Ombudsman Victoria) that may be relevant to Council via Crowe's Curious Eyes Report. Where appropriate management provides comments on the implications of the findings for Council.

4.7 Fraud Prevention systems and controls

There were no material matters of fraud and corruption reported to the Committee during the reporting period.



4.8 Reporting to Council

Minutes of Committee meetings are provided to all Councillors as soon as practical after each meeting via Council's online portal.

The Committee reports formally to the Council at least twice per annum. The Committee Chairperson is invited to present to the Council annually.

The Committee's March 2023 Report was presented to the Council Meeting held on 26 April 2023 and this report is scheduled to be presented to the September 2023 Council Meeting.





4.9 Summary of Findings and Recommendations

Date	Title	Outcome
8/6/2023	Actions from Previous Audit and Risk Committee Meetings	Noted
8/6/2023	Actions from Internal Audits	Noted
8/6/2023	Annual Work Plan 2023	Noted
8/6/2023	Chief Executive Officer Report	Noted
8/6/2023	Annual Safety Update	Noted
8/6/2023	Quarterly Risk Management Update	Noted
8/6/2023	ICT Portfolio Health Update	Noted
8/6/2023	Strategic Risk Review	Noted
8/6/2023	Crowe Internal Audit Progress Report- June 2023	Noted
8/6/2023	Curious Eyes Report- December 2022 to March 2023	Noted
8/6/2023	Project Management and Capital Works Internal Audit	Noted
8/6/2023	Tendering Management Internal Audit MAP	Endorsed
8/6/2023	Playground Maintenance Internal Audit MAP	Endorsed
8/6/2023	Interim External Audit Management Letter	Noted
8/6/2023	Councillor Expenses – Q3 2022/23	Noted
8/6/2023	Quarterly Compliance Report- June 2023	Noted
8/6/2023	Monitoring Governance Report	Noted
8/6/2023	Quarterly Financial Report- June 2023	Noted
8/6/2023	Review of Accounting Policies, Audit Adjustments, Assumptions and Disclosures Changes	Noted
24/8/2023	Actions from Previous Audit and Risk Committee Meetings	Noted
24/8/2023	Actions from Internal Audits	Noted
24/8/2023	Annual Work Plan 2023	Noted
24/8/2023	Chief Executive Officer Report- August 2023	Noted
24/8/2023	Quarterly Risk Management update	Noted
24/8/2023	ICT Portfolio Health Update	Noted
24/8/2023	Crowe Internal Audit Progress Report	Noted
24/8/2023	Curious Eyes Report- March to June 2023	Noted
24/8/2023	Events Management Internal Audit Report	Noted
24/8/2023	Parking Administration and Enforcement Internal Audit MAP	Endorsed
24/8/2023	Statutory Building Internal Audit MAP	Endorsed
24/8/2023	Asset Management Internal Audit MAP	Endorsed
24/8/2023	Review and Update of External Audit Strategy and Plan	Noted
24/8/2023	Councillor Expenses – Q4 2022/23	Noted
24/8/2023	Quarterly Compliance Report - August 2023	Noted
24/8/2023	Biannual Report of the Audit and Risk Committee - August 2023	Endorsed
24/8/2023	Quarterly Financial Report- August 2023	Noted

5. Conclusion

The Committee benefits from the combined knowledge of Councillor and independent members during meetings. The Committee acknowledges the contribution of all members who perform their responsibilities with diligence and professionalism. The Committee also acknowledges the contribution of audit representatives from VAGO and Crowe, and Council staff supporting the Committee.



8.6 Ferntree Gully Cemetery Trust Annual Report for the Year Ended 30 June 2023

SUMMARY: Senior Governance Officer, Joyleen Mathias

This report presents to Knox City Council, as Trustee for the Ferntree Gully Cemetery, relevant statutory documentation pertaining to the 2022-2023 financial year of operations for consideration and adoption, prior to submission to the Department of Health.

RECOMMENDATION

That Council, as the Trustee for the Ferntree Gully Cemetery Trust, resolve to:

- 1. Receive and note the audited financial statements for the Ferntree Gully Cemetery Trust for the year ended 30 June 2023 (Attachment 1);**
- 2. Receive and note the Independent Auditor's Report to the Trustees of the Ferntree Gully Cemetery Trust (Attachment 2); and**
- 3. Adopt the Abstract of Accounts from the Trust Members of the Ferntree Gully Public Cemetery for the 2022-2023 financial year (Attachment 3) and authorise three Councillors _____, _____ and _____ to sign the accounts on behalf of the Trust for submission to the Department of Health.**

1. INTRODUCTION

Knox City Council is Trustee for the Ferntree Fully Cemetery Trust and has a statutory obligation to complete yearly reporting of the financials to Department of Health for the Cemetery, pursuant to the Cemeteries and Crematoria Act 2003 (Vic).

2. DISCUSSION

The following documentation is provided for consideration and adoption where applicable:

- Audited financial statements for the Ferntree Gully Cemetery Trust for the year ended 30 June 2023 (Attachment 1);
- Independent Auditor's Report to the Trustees of the Ferntree Gully Cemetery Trust (Attachment 2); and
- An Abstract of Accounts from the Trust Members of the Ferntree Gully Public Cemetery for the 2022-23 financial year (Attachment 3) for submission to Department of Health.

The above documents are prepared with the assistance of Council's Business and Financial Services Department. Rizza Alexander Accountants and Auditors conducted an independent audit of the Ferntree Gully Cemetery Trust Financial Statements 2022-2023 in accordance with Australian Auditing Standards, and issued an unqualified audit report, stating:

“In our opinion, the accompanying financial report of Ferntree Gully Cemetery Trust:

- (i) Gives a true and fair view of the Trusts financial position as at 30 June 2023 and of its financial performance for the year then ended; and
- (ii) Complying with Australian Accounting Standards (including Australian Accounting interpretations).”

The Abstract details a summary of financial operations, right of interment and interment information and a general condition report of the Cemetery. The abstract is required to be signed by three trust members, being three Councillors in this instance.

3. CONSULTATION

Nil.

4. CLIMATE CHANGE CONSIDERATIONS

Implementation of the recommendation is considered to have no direct implications or has no direct impacts upon Council's Net Zero 2030 target, the Community Net Zero 2040, exposure to climate risks or climate change adaptation.

However,

5. ENVIRONMENTAL/AMENITY CONSIDERATIONS

Nil.

6. FINANCIAL & ECONOMIC IMPLICATIONS

The Ferntree Gully Cemetery Trust operates its accounts separately to those of Knox City Council. The Trust pays Council a management fee (\$187,879 in FY 2022-2023) which covers:

- financial advice and accounting services, provided by the CFO Office
- Administrative and management services provided primarily by the Governance and Risk Team
- Operational Services provided by the Operations Department

The Financial Statements reflect a profit of \$69,553 from Ferntree Gully Cemetery operations in 2022-2023, which is a decrease from \$322,551 in the previous financial year, however it is important to note this reflects the extremely strong sales result in 2021-2022 when new positions were brought to market, and positions sold to a waiting list of purchasers.

Revenues are driven by sales of ashes positions in the Grove Niche Walls and The Gateway; as well as burial and interment services and associated plaque sales. In FYI 2022-23 there were 28 burials (down from 31 the previous year) and 51 ashes interments (up from 33 in the previous financial year).

There are total of 106 ashes interment positions available for sale as of 30 June 2023 and a total of eight unsold burial positions. These burial positions are not being offered for sale, and are instead continue to be held as reserve capacity as a risk mitigation measure, due to the quality of historical records at the Cemetery and lack of certainty that all physical positions correctly align with the rights of interment issued.

As at 30 June 2023, the cash or cash equivalents held by Ferntree Gully Cemetery Trust was \$174,450 which is a significant reduction on previous years but merely reflects the transition of \$1million into term deposits. Notably last financial year, that investment earned an interest income of \$30,792.

7. SOCIAL IMPLICATIONS

Nil.

8. RELEVANCE TO KNOX COUNCIL PLAN 2021-2025

Civic Engagement & Integrity

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

There is no content in this report that meets the definition of confidential information from the Local Government Act 2020.

Report Prepared By: Senior Governance Officer, Joyleen Mathias
Report Authorised By: Director Customer and Performance, Greg Curcio

Attachments

1. Attachment 1 - Audited Financial Statements 2022-23 [**8.6.1** - 15 pages]
2. Attachment 2 - Ferntree Gully Cemetery - Independent Auditor's Report - 2023 [**8.6.2** - 2 pages]
3. Attachment 3 Abstract of accounts 2022-23 [**8.6.3** - 9 pages]

FERNTREE GULLY CEMETERY TRUST

FINANCIAL STATEMENTS

FOR THE PERIOD ENDED 30 JUNE 2023

FERNTREE GULLY CEMETERY TRUST
FINANCIAL STATEMENTS
TABLE OF CONTENTS

FINANCIAL REPORT	Page
Statement by the Trustee	1
Financial Statements	
Comprehensive Income Statement	2
Balance Sheet	3
Statement of Changes in Equity	4
Statement of Cash Flows	5
Notes to Financial Statements	
Note 1 Overview and Significant accounting policies	6
Note 2 The cost of delivering services	8
2.1. Materials and services	8
2.2. Depreciation	8
Note 3 Our financial position	9
3.1. Financial assets	9
3.2. Payables	10
3.3. Commitments	10
3.4. Number of graves, ashes and interment positions available	10
Note 4 Assets we manage	11
4.1. Property, plant and equipment	11
Note 5 People and relationships	12
Note 6 Other matters	13
6.1 Reconciliation of cash flows from operating activities to surplus	13

FERNTREE GULLY CEMETERY TRUST
STATEMENT BY THE TRUSTEE

In the opinion of the Trustee of the Ferntree Gully Cemetery Trust:

- 1 (a) The accompanying financial statements are drawn up so as to give a true and fair view of the results and the state of affairs of the Trust at 30 June 2023; and

(b) At the date of this statement, there are reasonable grounds to believe that the Trust will be able to pay its debts as and when they fall due.
- 2 The financial statements have been prepared in accordance with AASB Accounting Standards.

Dated at Wantirna South this _____ day of _____ 2023

Mayor

Councillor

Councillor

FERNTREE GULLY CEMETERY TRUST
COMPREHENSIVE INCOME STATEMENT
 FOR THE YEAR ENDED 30 JUNE 2023

	Note	June 2023 \$	June 2022 \$
Income			
Plot sales	1.3	152,910	443,421
Burial fees	1.3	43,691	51,948
Monument fees	1.3	4,589	4,860
Plaque fees	1.3	55,164	21,865
Grant income	1.3	-	-
Investment income	1.3	30,792	158
Total income		<u>287,146</u>	<u>522,252</u>
Expenses			
Management fees	5(c)	170,799	164,230
Plaques		30,465	10,416
Operating costs	2.1(a)	4,262	12,995
Utilities	2.1(b)	931	924
Depreciation	2.2	11,136	11,136
Total expenses		<u>217,593</u>	<u>199,701</u>
Profit/(loss) for the year		<u>69,553</u>	<u>322,551</u>
Total comprehensive result		<u>69,553</u>	<u>322,551</u>

The above comprehensive income statement should be read in conjunction with the accompanying notes.

FERNTREE GULLY CEMETERY TRUST

BALANCE SHEET AS AT 30 JUNE 2023

	Note	June 2023 \$	June 2022 \$
Assets			
Current assets			
Cash and cash equivalents	3.1(a)	174,450	1,114,260
Trade and other receivables	3.1(c)	23,751	2,304
Other financial assets	3.1(b)	1,000,000	-
Total current assets		<u>1,198,201</u>	<u>1,116,564</u>
Non-current assets			
Property, plant and equipment	4.1	848,600	859,736
Total non-current assets		<u>848,600</u>	<u>859,736</u>
Total assets		<u>2,046,801</u>	<u>1,976,300</u>
Liabilities			
Current liabilities			
Trade and other payables	3.2(a)	1,844	895
Total current liabilities		<u>1,844</u>	<u>895</u>
Total liabilities		<u>1,844</u>	<u>895</u>
Net assets		<u>2,044,957</u>	<u>1,975,405</u>
Equity			
Accumulated surplus		<u>2,044,957</u>	<u>1,975,404</u>
Total equity		<u>2,044,957</u>	<u>1,975,404</u>

The above balance sheet should be read in conjunction with the accompanying notes.

FERNTREE GULLY CEMETERY TRUST
STATEMENT OF CHANGES IN EQUITY
 FOR THE YEAR ENDED 30 JUNE 2023

	Accumulated surplus	
	June 2023 \$	June 2022 \$
Balance at beginning of the financial year	1,975,404	1,652,853
Comprehensive result	69,553	322,551
Balance at end of the financial year	2,044,957	1,975,404

The above statement of changes in equity should be read with the accompanying notes.

FERNTREE GULLY CEMETERY TRUST

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2023

	Note	June 2023 Inflows/ (Outflows) \$	June 2022 Inflows/ (Outflows) \$
Cash flows from operating activities			
Receipts			
Plot sales		152,910	443,421
Burial fees		48,060	57,143
Plaque fees		60,680	24,051
Monument fees		4,589	4,860
Grants		-	-
Interest received		10,552	77
Net GST refund		10,933	20,696
		<u>287,724</u>	<u>550,248</u>
Payments			
Payments to suppliers		<u>(227,533)</u>	<u>(217,386)</u>
		<u>(227,533)</u>	<u>(217,386)</u>
Net cash provided by/(used in) operating activities	6.1	<u>60,191</u>	<u>332,862</u>
Cash flows from investing activities			
Payments for property, plant and equipment		-	(3,200)
Proceeds from disposal of financial assets		-	-
Purchase of financial assets		<u>(1,000,000)</u>	<u>-</u>
Net cash provided by/(used in) investing activities		<u>(1,000,000)</u>	<u>(3,200)</u>
Net increase (decrease) in cash and cash equivalents		(939,809)	329,662
Cash and cash equivalents at beginning of financial year		<u>1,114,259</u>	<u>784,597</u>
Cash and cash equivalents at the end of the financial year		<u>174,450</u>	<u>1,114,259</u>

The above statement of cash flows should be read with the accompanying notes.

FERNTREE GULLY CEMETERY TRUST

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2023

Introduction

The Ferntree Gully Cemetery was established in 1873. Knox City Council took over responsibility as Trustee in 1982. The sole purpose of the Trust is to administer the Ferntree Gully Cemetery.

Statement of compliance

Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and Notes accompanying these financial statements. The general purpose financial report complies with the Australian Accounting Standards (AAS), other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 2020*, and the *Local Government (Planning and Reporting) Regulations 2020*.

Significant accounting policies

1.1 Basis of accounting

Accounting policies are selected and applied in a manner which ensures that the resulting financial information satisfies the concepts of relevance and reliability, thereby ensuring that the substance of the underlying transactions or other events is reported. Accounting policies applied are disclosed in sections where the related balance or financial statement matter is

The accrual basis of accounting has been used in the preparation of these financial statements, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

The financial statements are based on the historical cost convention unless a different measurement basis is specifically disclosed in the notes to the financial statements. The financial statements are in Australian dollars. Minor discrepancies in tables between totals and the sum of components are due to rounding.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AAS's that have significant effects on the financial statements and estimates relate to:

- the determination of depreciation on infrastructure (refer to Note 6)

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

FERNTREE GULLY CEMETERY TRUST**NOTES TO THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2023****1.2 Going concern**

In preparing the financial statements, the Trustees are satisfied that the entity is trading as a going concern. However the Trustees also note that the ability of the entity to continue as a going concern in the long term is uncertain due to the lack of sustainable operating profits or cash flows from core business activities, particularly as all available burial plots and vaults

1.3 Revenue recognition

Income is recognised when the Trust obtains control of the contribution or the right to receive the contribution, it is probable that the economic benefits comprising the contribution will flow to the Trust, and the amount of the contribution can be measured reliably.

1.4 Goods and Services Tax (GST)

Income and expenses are recognised net of the amount of associated GST. Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the taxation authority is included with other receivables or payables in the balance sheet.

FERNTREE GULLY CEMETERY TRUST

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2023

	June 2023 \$	June 2022 \$
Note 2 The cost of delivering services		
2. 1 Materials and Services		
(a) Operating costs		
Audit fee	1,800	1,700
Refund pre-purchased plots	-	10,933
Maintenance	659	-
Other operating costs	1,803	362
	<u>4,262</u>	<u>12,995</u>
(b) Utilities		
Telephone	931	924
	<u>931</u>	<u>924</u>
Total material and services	<u>5,193</u>	<u>13,919</u>
2. 2 Depreciation		
Depreciation expense	11,136	11,136
Total depreciation and amortisation	<u>11,136</u>	<u>11,136</u>

Refer to note 4.1 for a more detailed breakdown of depreciation and amortisation charges and accounting policy.

FERNTREE GULLY CEMETERY TRUST

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2023

	June 2023 \$	June 2022 \$
Note 3 Our financial position		
3.1 Financial assets		
(a) Cash and cash equivalents		
Cash at Bank	52,182	22,882
Cash at Call	122,268	1,091,378
Total cash and cash equivalents	174,450	1,114,260
(b) Other financial assets		
Current		
Term deposits - current	1,000,000	-
Total current other financial assets	1,000,000	
Non-current		
Term deposits - non-current	-	
Total non-current other financial assets	-	
Total other financial assets	1,000,000	-

Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of 90 days or less, net of outstanding bank overdrafts (if applicable).

Financial assets including investments such as term deposits are held to maturity and measured at amortised cost.

Other financial assets are valued at fair value, at balance date. Term deposits are measured at original cost. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense. Other financial assets include term deposits and those with original maturity dates of three to 12 months are classified as current, whilst term deposits with maturity dates greater than 12 months are classified as non-current.

(c) Trade and other receivables

Current		
Plot debtors	-	-
Accrued interest	20,329	88
Net GST receivable	3,422	2,216
Total current trade and other receivables	23,751	2,304

Receivables are carried at cost. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred.

No provision has been made for doubtful debts.

FERNTREE GULLY CEMETERY TRUST

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2023

	June 2023 \$	June 2022 \$
3.2 Payables		
(a) Trade and other payables		
Current		
Trade payables	1,844	895
Total Current Trade and other payables	1,844	895

3.3 Commitments

The Trustee does not have any outstanding commitments in relation to the Ferntree Gully Cemetery.

3.4 Number of graves, ashes and interment positions available

Description	No.	No.
Foothills graves	4	4
Ashes Garden	-	4
Rose garden	-	5
Ashes vault - single	-	1
Wall of Remembrance	1	4
Memorial Rose Garden	-	1
Lawn F	1	1
Methodist Section B	2	2
Roman Catholic Section D	1	1
The Grove Niche Walls	5	8
Grove 386 - 616	72	112
Gateway	28	31
	114	174

FERNTREE GULLY CEMETERY TRUST

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2023

Note 4 Assets we manage

4.1 Plant, furniture, equipment and library materials

Summary of property, plant and equipment

	At cost \$	Accumulated Depreciation \$	Written Down Value \$
2023			
Land at cost	554,721	-	554,721
Infrastructure	348,688	(54,809)	293,879
	903,409	(54,809)	848,600

	At cost \$	Accumulated Depreciation \$	Written Down Value \$
2022			
Land at cost	554,721	-	554,721
Infrastructure	348,688	(43,673)	305,015
	903,409	- 43,673	859,736

Land

At cost 1 July 2022	554,721
Written down value of land at 30 June 2023	554,721

Infrastructure

At cost 1 July 2022	348,688
Accumulated depreciation at 1 July 2022	(43,673)

Movements in Cost

Acquisition of assets at cost	-
	305,015

Movements in accumulated depreciation

Depreciation	(11,136)
	(11,136)

At cost 30 June 2023	348,688
Accumulated depreciation at 30 June 2023	(54,809)
Written down value of infrastructure at 30 June 2023	293,879

FERNTREE GULLY CEMETERY TRUST

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2023

Note 5 People and relationships

(a) Trustee

The Trustee of Ferntree Gully Cemetery Trust is Knox City Council.

(b) Key Management Personnel

The Councillors of Knox City Council during the year were:

Councillor Susan Laukens (Mayor)	Mayor from 1 July 2022 to 14 November 2022 Councillor from 14 November 2022 to current
Councillor Marcia Timmers-Leitch (Mayor)	Councillor from 1 July 2022 to 14 November 2022 Mayor from 14 November 2022 to current
Councillor Nicole Seymour (Deputy Mayor)	Deputy Mayor from 1 July 2022 to 14 November 2022 Councillor from 14 November 2022 to current
Councillor Jude Dwight (Deputy Mayor)	Councillor from 1 July 2022 to 14 November 2022 Deputy Mayor from 14 November 2022 to current
Councillor Yvonne Allred	Councillor from 1 July 2022 to current
Councillor Meagan Baker	Councillor from 1 July 2022 to current
Councillor Lisa Cooper	Councillor from 1 July 2022 to current
Councillor Sorina Grasso	Councillor from 1 July 2022 to current
Councillor Darren Pearce	Councillor from 1 July 2022 to current

The Councillors received no remuneration from the Trust in connection with its management.

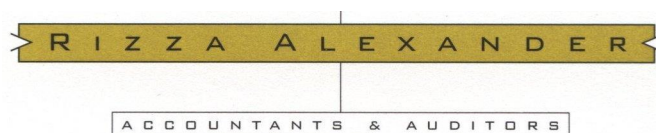
(c) Other Related Party Disclosures

Knox City Council's Finance department provides ongoing financial advice and accounting services to the Trustees. These services are included in the management fee of \$170,799 payable by the Trust to the Council for the year.

FERNTREE GULLY CEMETERY TRUST

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2023

	June 2023	June 2022
	\$	\$
Note 6 Other matters		
 6.1 Reconciliation of cash flows from operating activities to surplus		
Profit/(loss) for the year	69,553	322,551
Add back depreciation expense	11,136	11,136
Change in assets and liabilities		
(Increase)/decrease in trade and other receivables	(21,447)	(52)
Increase/(decrease) in trade and other payables	949	(773)
Net cash provided by/(used in) operating activities	60,191	332,862



**FERNTREE GULLY CEMETERY TRUST ABN 88 002 100 668
INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF
FERNTREE GULLY CEMETERY TRUST**

Report on the Audit of the Financial Report

Opinion

We have audited the financial report of Ferntree Gully Cemetery Trust which comprises the balance sheet as at 30 June 2023, the comprehensive income statement, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the trustees' declaration.

In our opinion, the accompanying financial report of Ferntree Gully Cemetery Trust:

- (i) Gives a true and fair view of the Trusts financial position as at 30 June 2023 and of its financial performance for the year then ended; and
- (ii) Complying with Australian Accounting Standards (including Australian Accounting Interpretations).

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Trust in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110: *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Information Other than the Financial Report and Auditor's Report Thereon

The trustees are responsible for the other information. The other information comprises the information included in the Trust's annual report for the year ended 30 June 2023, but does not include the financial report and our auditor's report thereon. Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon. In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Responsibilities of the Trustees for the Financial Report

The trustees are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards and for such internal control as the trustees determine is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the trustees are responsible for assessing the Trust's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the Trust or to cease operations, or have no realistic alternative but to do so.

RIZZA ALEXANDER ABN 22 927 707 358
SUITE 5, 50 UPPER HEIDELBERG ROAD IVANHOE VIC 3079
P O BOX 283 IVANHOE VIC 3079 TEL: 9497 1733 FAX: 9497 5966
Email: info@rizzaalexander.com.au

LIABILITY LIMITED BY A SCHEME APPROVED UNDER PROFESSIONAL STANDARDS LEGISLATION

- 2 -

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Trust's internal control.
- Evaluate the appropriateness of accounting policies used and reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Trust's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Trust to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the trustees regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



Paul Rizza CA
Rizza Alexander

Dated: 31th day of August 2023

RIZZA ALEXANDER ABN 22 927 707 358
SUITE 5, 50 UPPER HEIDELBERG ROAD IVANHOE VIC 3079
P O BOX 283 IVANHOE VIC 3079 TEL: 9497 1733 FAX: 9497 5966
Email: info@rizzaalexander.com.au

LIABILITY LIMITED BY A SCHEME APPROVED UNDER PROFESSIONAL STANDARDS LEGISLATION

Abstract of accounts 2022-23

Rendered pursuant to s. 52 of the Victorian *Cemeteries and Crematoria Act 2003*. Due 1 September 2023.

OFFICIAL

Cemetery trust name	Ferntree Gully Cemetery
----------------------------	-------------------------

General account

The income and expenditure columns must balance. Bank statements matching the closing bank and investment balances must be attached. Trusts with an annual income (total of the three rows marked *) or expenditure (total of the 10 rows marked **) of \$250,000 up to \$1 million must attach a copy of a review of their accounts. Trusts with an annual income (*) or expenditure (**) of more than \$1 million must attach a copy of an audit.

Income	\$	¢	Expenditure	\$	¢
Balance in bank at start of financial year	1,114,259	00	Secretary and other administrative staff **		
Cash in hand at start of financial year			Grounds staff (e.g. Sexton, groundskeeper employed by the trust)**		
Investments at start of financial year			Gravedigging**		
Interest received*	10,552	00	Contractors**(mgmnt fees)	187,879	00
Fees received for graves, monuments, interments, etc.*	266,239	00	Memorialisation (plaques, etc.)**	33,511	00
Other income*	10,933	00	Office expenses**	5,032	00
Transfers from investments			Buildings (new construction)**		
Transfers from reserves			Insurance**		
Department of Health grants			Works (development of new areas, repairs and fencing, drainage, etc.)**		
Other grants			Other expenses and miscellaneous**	1,111	00
Unpresented cheques			Balance in bank at end of financial year		
[This field remains blank]			Cash in hand at end of financial year	174,450	00
			Investments at end of financial year	1,000,000	00
Total	1,401,983	00	Total	1,401,983	00

Perpetual maintenance account/s

Complete this section if your trust has a separate account/s designated for perpetual maintenance funds. Do not re-enter bank account or investment information entered in the 'General account' section. The income and expenditure totals must balance.

Income	\$	¢
Balance at start of financial year		
Interest received		
New funds received		
Total	Not Applicable	

Expenditure	\$	¢
Expenditure / transfer to general account		
Balance at end of financial year		
[This field remains blank]		
Total	Not Applicable	

Assets and liabilities

Please record the total value of assets in each category. Use the value of the asset when originally purchased, as recording the depreciation of assets over time is not required. Monetary assets included in the 'General account' or 'Perpetual maintenance account/s' sections should not be duplicated here. If the trust has no assets or liabilities, enter a zero at both totals.

Assets	\$
Key structures (Examples: office building, mausoleum, chapel, toilet facility, machinery shed, niche wall)	
Minor structures (Examples: gazebo, rotunda, storage shed, outside seating)	
Major machinery (Examples: tractor, backhoe, ride-on mower)	
Small machinery (Examples: mechanical and electrical equipment, computer, printer, grave shoring)	
Miscellaneous equipment (Examples: hand tools, wheelbarrows)	
Total	Not Applicable

Liabilities	\$
Monies owed to a third party	
Monies committed to expenditure	
Total	Not Applicable

OFFICIAL

Attestation

Building compliance

Cemetery trusts need to meet the requirements of the Ministerial Directions for Public Construction Procurement in Victoria.

The department has developed *Class B cemetery trust guidelines for public construction procurement in Victoria*, which outlines the measures that trusts should implement when engaging in public construction projects costing more than \$50,000, available for download on the [department's website](https://www.health.vic.gov.au/cemeteries-and-crematoria/class-b-cemetery-trust-financial-reporting-and-procedures) <<https://www.health.vic.gov.au/cemeteries-and-crematoria/class-b-cemetery-trust-financial-reporting-and-procedures>>.

Examples of public construction projects include constructing buildings, mausolea, crematoria, niche walls, roads, fences, drainage, excavation, grading, engineering design and surveying.

Answer the following questions by placing an 'x' in the box that applies.

Question	Yes	No
Has your trust engaged in any construction projects this financial year in excess of \$50,000?		X
If yes, the public construction project was undertaken in accordance with the principles outlined in the Directions and Instructions for Public Construction Procurement in Victoria.		

Current condition of cemetery

Place an 'x' in the box that applies.

Property/equipment	Excellent	Good	Average/ poor	Not applicable
Key structures (Examples: office building, mausoleum, chapel, toilet facility, machinery shed)		X		
Minor structures (Examples: rotunda, storage shed, outside seating)		X		
Major machinery (Examples: tractor, backhoe, ride-on mower)	X			
Small machinery (Examples: mechanical and electrical equipment, computer, printer, grave shoring)		X		
Miscellaneous equipment (Examples: hand tools, wheelbarrows)		X		
Fences	X			
Internal roads and paths		X		

- Key**
- Excellent – **may** need general maintenance or repair in the next five years
 - Good – **will** need general maintenance or repair in the next two to three years
 - Average/poor – **will** need **urgent** maintenance in the next 12 months
 - Not applicable – the cemetery does not have this type of infrastructure or equipment

OFFICIAL

Proposed works (optional section)

Answering this section is optional. Trusts are invited to provide a brief outline of cemetery repairs, maintenance or improvements considered necessary and an estimated cost of works proposed to occur during the next financial year. For information about applying for funding for proposed works from the department, visit the [Cemetery Grants Program webpage](https://www.health.vic.gov.au/cemeteries-and-crematoria/cemetery-grants-program) <<https://www.health.vic.gov.au/cemeteries-and-crematoria/cemetery-grants-program>>.

Proposed works	Proposed cost (\$)

Right of interment (ROI) and interment information

Cemetery name	Ferntree Gully Cemetery
----------------------	-------------------------

Where accurate numbers are not available, please provide estimates. If your trust manages multiple cemeteries (active or closed), please provide information for each site in a separate table by making copies of this page.

Bodily remains

Question	Response
Number of ROI for bodily remains (at-need) sold in 2022-23	0
Number of ROI for bodily remains (pre-need) sold in 2022-23	0
Number of interments of bodily remains (first burial in a plot) in 2022-23	8
Number of interments of bodily remains (second or subsequent burial in a plot) in 2022-23	20

Cremated remains

Question	Response
Number of ROI for cremated remains (both at-need and pre-need) sold in 2022-23	62
Number of interments of cremated remains (in graves and memorials such as niche walls) in 2022-23	51

Cemetery Capacity

Question	Response
Total number of bodily remains interred since the establishment of the cemetery	6,234
Number of unsold ROI for bodily remains at 30 June 2023 (including estimated number of plots that could be created in areas of the cemetery that have the potential to be developed). The department collects this information to understand the remaining burial capacity in Victorian cemeteries.	0*

* In terms of capacity the trust is not offering for sale any ROI's for bodily remains. As of 30 June 2023 a total of eight burial positions are being held in reserve pending a review of historical records to ensure physical positions align with ROI's issued.

OFFICIAL

Statutory declarations

Three trust members (the chairperson and two other trust members) must execute a statutory declaration.

Statutory declaration – trust member 1 (chairperson)

Name:	
Address:	
Occupation:	

I, (name, address and occupation stated above), make the following statutory declaration under the **Oaths and Affirmations Act 2018**:

The above abstract of accounts for the financial year 2022-23 is true and correct for the trust mentioned below.

Cemetery trust:	
-----------------	--

I declare that the contents of this statutory declaration are true and correct and I make it knowing that making a statutory declaration that I know to be untrue is an offence.

Signature of person making declaration:	
Declared at: (City, town or suburb in the state of Victoria)	
Date:	

Statutory declaration witness – trust member 1 (chairperson)

Note: See Checklist for details on how to witness statutory declarations remotely via audio visual link.

Note: Stamp of name, capacity and/or address accepted in table below.

Name:	
Capacity in which authorised to witness statutory declaration:	
Address:	

I, (name, capacity and address stated or stamped above), am an authorised statutory declaration witness* and I sign this document in the presence of the person making the declaration:

Signature of statutory declaration witness:	
Date:	

*A person authorised under s. 30(2) of the **Oaths and Affirmations Act 2018** to witness the signing of a statutory declaration

OFFICIAL

Abstract of accounts 2022-23

7

Statutory declaration – trust member 2

Name:	
Address:	
Occupation:	

I, (name, address and occupation stated above), make the following statutory declaration under the **Oaths and Affirmations Act 2018**:

The above abstract of accounts for the financial year 2022-23 is true and correct for the trust mentioned below.

Cemetery trust:	
-----------------	--

I declare that the contents of this statutory declaration are true and correct and I make it knowing that making a statutory declaration that I know to be untrue is an offence.

Signature of person making declaration:	
Declared at: (City, town or suburb in the state of Victoria)	
Date:	

Statutory declaration witness – trust member 2

Note: See Checklist for details on how to witness statutory declarations remotely via audio visual link.

Note: Stamp of name, capacity and/or address accepted in table below.

Name:	
Capacity in which authorised to witness statutory declaration:	
Address:	

I, (name, capacity and address stated or stamped above), am an authorised statutory declaration witness* and I sign this document in the presence of the person making the declaration:

Signature of statutory declaration witness:	
Date:	

*A person authorised under s. 30(2) of the **Oaths and Affirmations Act 2018** to witness the signing of a statutory declaration

OFFICIAL

Abstract of accounts 2022-23

8

Statutory declaration – trust member 3

Name:	
Address:	
Occupation:	

I, (name, address and occupation stated above), make the following statutory declaration under the **Oaths and Affirmations Act 2018**:

The above abstract of accounts for the financial year 2022-23 is true and correct for the trust mentioned below.

Cemetery trust:	
-----------------	--

I declare that the contents of this statutory declaration are true and correct and I make it knowing that making a statutory declaration that I know to be untrue is an offence.

Signature of person making declaration:	
Declared at: (City, town or suburb in the state of Victoria)	
Date:	

Statutory declaration witness – trust member 3

Note: See Checklist for details on how to witness statutory declarations remotely via audio visual link.

Note: Stamp of name, capacity and/or address accepted in table below.

Name:	
Capacity in which authorised to witness statutory declaration:	
Address:	

I, (name, capacity and address stated or stamped above), am an authorised statutory declaration witness* and I sign this document in the presence of the person making the declaration:

Signature of statutory declaration witness:	
Date:	

*A person authorised under s. 30(2) of the **Oaths and Affirmations Act 2018** to witness the signing of a statutory declaration

OFFICIAL

Submission

Under s. 52(3) of the *Cemeteries and Crematoria Act 2003*, a cemetery trust must submit a report for each financial year to the Secretary of the Department of Health by 1 September in the following financial year.

End of financial year bank, investment and perpetual maintenance account statements must be provided with this form and [emailed to the Cemetery Sector Governance Support Unit](mailto:cemeteries@health.vic.gov.au) at <cemeteries@health.vic.gov.au>.

Email is the department's preferred method to receive these documents. If you do not have access to email, the documents can be posted to:

The Manager
Cemetery Sector Governance Support Unit
Department of Health
GPO Box 4057
MELBOURNE VIC 3001

To receive this document in another format, phone 1800 034 280, using the National Relay Service 13 36 77 if required, or [email the Cemetery Sector Governance Support Unit](mailto:cemeteries@health.vic.gov.au) <cemeteries@health.vic.gov.au>.

Authorised and published by the Victorian Government, 1 Treasury Place, Melbourne.

© State of Victoria, Australia, Department of Health, August 2023.

ISBN 978-1-76096-085-8 (pdf/online/MS word)

Available at [Class B cemetery trust financial reporting and financial procedures](https://www.health.vic.gov.au/cemeteries-and-crematoria/class-b-cemetery-trust-financial-reporting-and-procedures)

<<https://www.health.vic.gov.au/cemeteries-and-crematoria/class-b-cemetery-trust-financial-reporting-and-procedures>>

OFFICIAL

8.7 Council Meeting Schedule and Revised Meeting Structures & Cycle Policy

SUMMARY: Manager Governance and Risk, Andrew Dowling

The current arrangements for meetings are set out in the Meeting Structures and Cycles Policy which was last reviewed in October 2022, when setting the dates for the 2023 Council meeting cycle. This report outlines the proposed changes to this Policy along with the meeting schedule for the 2024 calendar year.

RECOMMENDATION

That Council:

1. **Endorse the revised Meeting Structures and Cycles Policy set out in Attachment 3, and:**
 - a. **Note that consequential changes to the Governance Rules (undertaken prior to the end of 2023) will be required to give full effect to the revised Meeting Structures and Cycles Policy.**
 - b. **That the revised Meeting Structures and Cycles Policy comes into effect on 1 January 2024.**
2. **Resolve that unless or until the Council resolves otherwise, the order of business for the mid-month Council meetings shall exclude Public Question Time, and otherwise be determined in accordance with Rule 17 of the Council's Governance Rules.**
3. **Resolve to approve the proposed 2024 Council and Committee Meeting schedule set out in Attachment 1.**
4. **Approve the change of date for the 2023 Council meeting for election of the Mayor and Committee appointments to Tuesday, 14 November 2023.**

1. INTRODUCTION

Council's Meeting Structures and Cycle Policy establishes the decision-making cycle as well as defining the purpose for each of the Councillor-involved meeting forums. It is proposed that some changes are made to this Policy to reflect a revised Council meeting structure.

The schedule for meetings in 2024 has been prepared and is attached to this report.

2. DISCUSSION

2.1 Meeting Structures and Cycle Policy

The current Meeting Structures and Cycle Policy was revised by the Council in October 2022 in preparation for the 2023 Council reporting cycle. The Policy establishes the decision-making cycle as well as defining the purpose for each of the Councillor-involved meeting forums.

In preparation for the 2024 Council reporting cycle, consideration has been given to the purpose of the Strategic Planning Committee (SPC). The SPC is a delegated committee under Section 63 of the Local Government Act 2020 and is solely comprised of Councillors, all of whom are members of the Committee. The Policy notes that the Strategic Planning Committee was:

"... established as a decision-making forum with less procedural formality, enabling more extensive discussion and debate, particularly for, but not limited to, strategic and policy related matters." SPC can also receive deputations and/or presentations from external parties and Council staff."

Council meetings follow a more structured and formal format than SPC meetings, with the content and decision making required by Councillors fundamentally the same in both SPC and Council meetings.

It is an officer recommendation that Council consider a second Council meeting to replace the Strategic Planning Committee, distinguished as a 'mid-month' Council meeting, as set out in the updated draft Meeting Structures and Cycles Policy (attachments 2 and 3), with the revised Meeting Structures and Cycles Policy to come into effect on 1 January 2024. It is noted that consequential changes to the Governance Rules will be required to give full effect to the revised Meeting Structures and Cycles Policy. A review of the Governance Rules will be undertaken prior to the end of 2023.

It is further recommended that unless or until Council resolves otherwise, the order of business for the mid-month Council meetings shall exclude Public Question Time, and should otherwise be determined in accordance with Rule 17 of Council's Governance Rules – reflecting the current arrangement with Public Question Time being held once per month.

2.2 Proposed Meeting Schedule 2024

The proposed schedule for 2024 is included in Attachment 1 and includes Council Meetings and as proposed in the review of the Meetings Structures and Cycles Policy, incorporates a mid-month Council meeting. The schedule also notes public holidays and the Mayoral / Council Elections.

It is recommended that the following cycle be endorsed, with some variations accommodated as outlined further in this report.

- Second Monday of the Month Mid-month Council Meeting (7.00 pm start)
- Fourth Monday of the Month Council Meeting (7.00 pm start)

Additional meetings may also be scheduled throughout the year as and when required, and dates may be amended in accordance with Chapter 2, Part C of the Council's Governance Rules.

Council Meetings

Following is a discussion of departures from the usual cycle for Council Meeting dates and other matters impacting the 2024 schedule:

- In January, it is customary to commence the year with a Council meeting, and the meeting has been scheduled for Monday 29 January 2024.
- In March, the mid-month Strategic Planning Committee meeting is scheduled for Tuesday, 14 March 2023 to accommodate the Labour Day holiday.
- In April:
 - Easter Monday is on 1 April 2024 and, hence, the mid-month Strategic Planning Committee meeting is scheduled for Tuesday, 2 April 2023.
- In June:
 - The King's Birthday holiday is on 10 June 2024 and is expected to be followed by the ALGA National General Assembly.
 - No meetings have been scheduled this week in anticipation that several Councillors will be absent to attend the ALGA National General Assembly. Timing is subject to confirmation of the 2024 Parliamentary sitting days.

- In September:
 - The Last Council meeting is scheduled for 23 September, aligned to the election period commencing the following day.
- In October:
 - Meetings have been scheduled noting the election period. Some meetings may be cancelled if not required.
- In November:
 - Friday, 15 November is anticipated to be the date nominated by the VEC as the last day possible day for declaring elections. Consequently, the first meeting of the new Council is scheduled for Monday, 18 November.
- In December, the last Council meeting is scheduled to commence at 5.00 pm on the third Monday of the month, 16 December 2023.

2.3 Mayoral Election Date 2023

It is noted that the Council meeting for election of the Mayor and Committee appointments was due to be held on Wednesday, 15 November 2023. Due to Councillor availability, it is now proposed that the meeting date be changed to Tuesday, 14 November 2023.

3. CONSULTATION

Councillors and the Executive Management Team have been consulted in the preparation of the 2024 Meeting Schedule.

Once adopted by the Council, the Schedule of Council meetings will be communicated to the community via the Council's website.

4. CLIMATE CHANGE CONSIDERATIONS

Nil.

5. ENVIRONMENTAL/AMENITY ISSUES

Nil.

6. FINANCIAL & ECONOMIC IMPLICATIONS

Nil.

7. SOCIAL IMPLICATIONS

Nil

8. RELEVANCE TO KNOX COUNCIL PLAN 2021-2025

Civic Engagement & Integrity

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

There is no content in this report that meets the definition of confidential information in the Local Government Act 2020.

Report Prepared By: **Manager Governance and Risk, Andrew Dowling and
Saskia Weerheim, Head of Governance**

Authorised By: **Director Customer and Performance, Greg Curcio**

Attachments

1. Attachment 1 - 2024 Proposed Council Meeting Schedule [**8.7.1** - 2 pages]
2. Attachment 2 - Meeting Cycles and Structures Policy - marked up [**8.7.2** - 6 pages]
3. Attachment 3 - Meeting Cycles and Structures Policy - clean version [**8.7.3** - 4 pages]

Proposed 2024 Council Meeting Schedule

Day	Date	Time	Meeting
JANUARY			
Friday 26 January 2024 Australia Day			
School Starts Tuesday 30 January 2024			
Monday	29 January 2024	7.00pm	Council Meeting
FEBRUARY			
Monday	12 February 2024	7.00pm	Mid-month Council Meeting
Monday	26 February 2024	7.00pm	Council Meeting
MARCH			
Monday 11 March 2024 Labour Day			
Tuesday	12 March 2024	7.00pm	Mid-month Council Meeting
Monday	25 March 2024	7.00pm	Council Meeting
Friday 29 March 2024 Good Friday			
APRIL			
Monday 1 April 2024 Easter Monday			
Monday	8 April 2024	7.00pm	Mid-month Council Meeting
Monday	22 April 2024	7.00pm	Council Meeting
Thursday 25 April 2024 Anzac Day			
MAY			
Monday	13 May 2024	7.00pm	Mid-month Council Meeting
Monday	27 May 2024	7.00pm	Council Meeting
JUNE			
Monday 10 June 2024 King's Birthday			
11-13 June 2024 Meeting Free Week (Likely ALGA NGA dates)			
Monday	24 June 2024	7.00pm	Council Meeting
JULY			
Monday	8 July 2024	7.00pm	Mid-month Council Meeting
Monday	22 July 2024	7.00pm	Council Meeting
AUGUST			
Monday	12 August 2024	7.00pm	Mid-month Council Meeting
Monday	26 August 2024	7.00pm	Council Meeting
SEPTEMBER			
Monday	9 September 2024	7.00pm	Mid-month Council Meeting
Monday	23 September 2024	7.00pm	Council Meeting
Tuesday	24 September 2024	Election nomination day Caretaker period commences	

Day	Date	Time	Meeting
OCTOBER			
Monday	14 October 2024	7.00pm	Mid-month Council Meeting
Saturday	26 October 2024	Election day	
Caretaker period concludes			
NOVEMBER			
5 November 2024 Melbourne Cup Day			
Friday	15 November 2024	All Elections Declared	
Monday	18 November 2024	6.30pm	Council Meeting (for the Election of Mayor and Committee Appointments with no public question time)
Monday	25 November 2024	7.00pm	Council Meeting
DECEMBER			
Monday	9 December 2024	7.00pm	Mid-month Council Meeting
Monday	16 December 2024	5.00pm	Council Meeting



Meeting Structures and Cycle

Policy Number:	2003/27	Directorate:	Customer and Performance
Approval by:	Council	Responsible Officer:	Manager Governance <u>and Risk</u>
Approval Date:	<u>24 October 2022</u> TBC	Version Number:	<u>87</u>
Review Date:	<u>September 2025</u> 3 years		

1. PURPOSE

This purpose of this policy is to document the cycle of formal decision making forums and Issues Briefing meetings attended by Councillors

2. SCOPE

This Policy relates to Council's decision-making forums:

1. Council meetings;
2. ~~Delegated Committee meeting;~~ and
3. ~~2.~~ Issues Briefing meetings.

3. REFERENCES

3.1 ~~Community & Council Plan 2017-2021~~Council Plan 2021-2025

- ~~Goal 8 — We have confidence in decision-making~~Civic engagement and integrity
- ~~Strategy 5.3 – Ensure our processes are transparent and decisions are accountable.~~

3.2 Relevant Legislation

- Local Government Act 2020

3.3 Charter of Human Rights

- This policy has been assessed against and complies with the Charter of Human Rights.

3.4 Related Council Policies

- ~~Governance Rules~~
- Council Committee Policy

3.5 Related Council ~~documents~~Procedures

- ~~Guidelines for Preparing Council Reports~~Council Report Writing Guide

3.6 ~~Other References~~

- ~~Instrument of Delegation to the Strategic Planning Committee as amended from time to time~~



4. DEFINITIONS

Council meeting	A Council meeting as defined by Section 61 of the LGA and convened according to Council’s Governance Rules.
Delegated Committee Meeting	A meeting of a Delegated Committee meeting as defined by Section 63 of the LGA and convened according to Council’s Governance Rules.
Issues Briefing	Regular, scheduled meetings for all Councillors held for the purposes as set out in this Policy
EMT	means the Executive Management Team.
LGA	Local Government Act 2020
Strategic Planning Committee	A Delegated Committee established by Council under Section 63 of the LGA



5. COUNCIL POLICY

Council will establish a schedule of Council meetings and Delegated Committee meetings annually in accordance with Council's Governance Rules.

Until such time as Council resolves otherwise:

~~The~~ The schedule shall be prepared on the basis of the following cycle with such alterations as Council considers necessary to accommodate public holidays and the other business of Council and Councillors:

First Monday of the month	Issues Briefing Meeting
Second Monday of the month	Strategic Planning Committee Meeting Mid-month Council Meeting
Third Monday of the month	Issues Briefing Meeting
Fourth Monday of the month	<u>Monthly</u> Council Meeting

~~with such alterations as Council considers necessary to accommodate public holidays and the other business of Council and Councillors:~~

~~The~~ The annual schedule shall include a Council Meeting called in accordance with section 26 of the LGA and Council's Governance Rules for the election of the Mayor, and such meeting may also include (but is not limited to):

- The election of a deputy Mayor;
- Appointment of Councillors to various Council and external Committees; and
- Taking the Oath of Office.

The form and content of reports to the above meetings shall, subject to any resolution of Council, be determined by the Chief Executive Officer in consultation with Councillors.

5.1 Council Meetings

Council Meetings are the pre-eminent decision-making forum of Council and can consider any matter under Council's jurisdiction, by or under any legislation or regulation.

Council Meetings:

- a) Will be scheduled in accordance with Council's Governance Rules as adopted from time to time.
- ~~b)~~ Will consider such business as determined in accordance with:

b)

- ~~the~~ Local Government Act 2020; and
- Council's Governance Rules as adopted from time to time.



- c) Will be conducted in a formal meeting environment and in accordance with:
- Local Government Act 2020; and
 - Council's Governance Rules as adopted from time to time.

5.3 Strategic Planning Committee Meetings

~~The Strategic Planning Committee is a Delegated Committee under Section 63 of the Local Government Act 2020 comprised solely of Councillors. All Knox Councillors are members of the Committee. As a Committee, members exercise Council's powers, and performs Council's duties and functions in accordance with a formal instrument of delegation.~~

~~The Strategic Planning Committee:~~

- ~~a) Has been established to provide a decision-making forum:~~
- ~~i. With less procedural formality, enabling more extensive discussion and debate, particularly for, but not limited to, strategic and policy related matters.~~
 - ~~ii. That receives deputations and/or presentations from external parties and Council staff.~~
- ~~b) Will consider such business as determined in accordance with:~~
- ~~• the Local Government Act 2020; and~~
 - ~~• Council's Governance Rules as adopted from time to time.~~
- ~~c) Will conduct its meetings in a formal environment and in accordance with:~~
- ~~• the Local Government Act 2020; and~~
 - ~~• Council's Governance Rules as adopted from time to time~~

5.45.3 Issues Briefing Meeting

Issues Briefing Meetings provide an informal meeting forum for Councillors, EMT and other staff to facilitate an information exchange and communication.

Issues Briefing Meetings:

- a) Have no delegated authority to make decisions on Council's behalf, or direct officers in the exercise of their delegation powers, or discharge of their delegated functions and duties.
- b) Are intended to be a confidential forum and all papers prepared for and considered, and the content of discussions held should be treated as confidential.
- c) Are held for the purpose of:
 - Ensuring Councillors are well informed and in the best possible position to debate issues effectively once matters come into a decision-making forum.



- Enabling Councillors to ask questions about information given to them; to identify information shortfalls; and to gain a more detailed understanding of matters presented or discussed.
 - Enabling officers to understand Councillors' perspectives on issues presented and receive feedback that officers may consider when preparing reports for decision making forums; or when making decisions under delegation.
 - Receiving informal deputations or presentations from external parties in exceptional circumstances that fulfil the purposes above.
- d) Will be held in an informal environment and not subject to the procedural formalities of Council's Governance Rules.
- e) Are subject to all provisions of the Local Government Act 2020.
- f) Will be chaired by the Mayor. Where the Mayor is unavailable or unable to chair the meeting, meetings will be chaired by the Deputy Mayor, or such other Councillor as nominated by the Mayor.
- g) Will generally be expected to commence at 6.30pm and be of a maximum 2-2.5 hours duration.

6. ADMINISTRATIVE UPDATES

g) From time to time, circumstances may change leading to the need for minor administrative changes to this policy. Where an update does not materially alter this policy, such a change may be made administratively and approved by the Chief Executive Officer. Examples of minor administrative changes include changes to names of Council departments or positions, changes to Federal or State Government department names or legislation; or other minor amendments that do not have material impact on the provisions or intent of the Policy. Where any change or update is considered to be a material change, it must be considered by Council.



Meeting Structures and Cycle

Policy Number:	2003/27	Directorate:	Customer and Performance
Approval by:	Council	Responsible Officer:	Manager Governance and Risk
Approval Date:	TBC	Version Number:	8
Review Date:	3 years		

1. PURPOSE

This purpose of this policy is to document the cycle of formal decision making forums and Issues Briefing meetings attended by Councillors

2. SCOPE

This Policy relates to Council's decision-making forums:

1. Council Meetings; and
2. Issues Briefing meetings.

3. REFERENCES

3.1 Council Plan 2021-2025

- Civic engagement and integrity
Strategy 5.3 – Ensure our processes are transparent and decisions are accountable.

3.2 Relevant Legislation

- Local Government Act 2020

3.3 Charter of Human Rights

- This policy has been assessed against and complies with the Charter of Human Rights.

3.4 Related Council Policies

- Governance Rules
- Council Committee Policy

3.5 Related Council documents

- Council Report Writing Guide



4. DEFINITIONS

Council meeting	A Council meeting as defined by Section 61 of the LGA and convened according to Council's Governance Rules.
Delegated Committee Meeting	A meeting of a Delegated Committee meeting as defined by Section 63 of the LGA and convened according to Council's Governance Rules.
Issues Briefing	Regular, scheduled meetings for all Councillors held for the purposes as set out in this Policy
EMT	means the Executive Management Team.
LGA	Local Government Act 2020



5. COUNCIL POLICY

Council will establish a schedule of Council meetings and Delegated Committee meetings annually in accordance with Council's Governance Rules.

Until such time as Council resolves otherwise:

- The schedule shall be prepared on the basis of the following cycle with such alterations as Council considers necessary to accommodate public holidays and the other business of Council and Councillors:

First Monday of the month	Issues Briefing Meeting
Second Monday of the month	Mid-month Council Meeting
Third Monday of the month	Issues Briefing Meeting
Fourth Monday of the month	Monthly Council Meeting

- The annual schedule shall include a Council Meeting called in accordance with section 26 of the LGA and Council's Governance Rules for the election of the Mayor, and such meeting may also include (but is not limited to):
 - The election of a deputy Mayor;
 - Appointment of Councillors to various Council and external Committees; and
 - Taking the Oath of Office.

The form and content of reports to the above meetings shall, subject to any resolution of Council, be determined by the Chief Executive Officer in consultation with Councillors.

5.1 Council Meetings

Council Meetings are the pre-eminent decision-making forum of Council and can consider any matter under Council's jurisdiction, by or under any legislation or regulation.

Council Meetings:

- a) Will be scheduled in accordance with Council's Governance Rules as adopted from time to time.
- b) Will consider such business as determined in accordance with:
 - Local Government Act 2020; and
 - Council's Governance Rules as adopted from time to time.



- c) Will be conducted in a formal meeting environment and in accordance with:
- Local Government Act 2020; and
 - Council's Governance Rules as adopted from time to time.

5.3 Issues Briefing Meeting

Issues Briefing Meetings provide an informal meeting forum for Councillors, EMT and other staff to facilitate an information exchange and communication.

Issues Briefing Meetings:

- a) Have no delegated authority to make decisions on Council's behalf, or direct officers in the exercise of their delegation powers, or discharge of their delegated functions and duties.
- b) Are intended to be a confidential forum and all papers prepared for and considered, and the content of discussions held should be treated as confidential.
- c) Are held for the purpose of:
- Ensuring Councillors are well informed and in the best possible position to debate issues effectively once matters come into a decision-making forum.
 - Enabling officers to understand Councillors' perspectives on issues presented and receive feedback that officers may consider when preparing reports for decision making forums; or when making decisions under delegation.
 - Receiving informal deputations or presentations from external parties in exceptional circumstances that fulfil the purposes above.
- d) Will be held in an informal environment and not subject to the procedural formalities of Council's Governance Rules.
- e) Are subject to all provisions of the Local Government Act 2020.
- f) Will be chaired by the Mayor. Where the Mayor is unavailable or unable to chair the meeting, meetings will be chaired by the Deputy Mayor, or such other Councillor as nominated by the Mayor.
- g) Will generally be expected to commence at 6.30pm and be of a maximum 2-2.5 hours duration.

6. ADMINISTRATIVE UPDATES

From time to time, circumstances may change leading to the need for minor administrative changes to this policy. Where an update does not materially alter this policy, such a change may be made administratively and approved by the Chief Executive Officer. Examples of minor administrative changes include changes to names of Council departments or positions, changes to Federal or State Government department names or legislation; or other minor amendments that do not have material impact on the provisions or intent of the Policy. Where any change or update is considered to be a material change, it must be considered by Council.

8.8 Revised Instruments of Delegation to Members of Council Staff

SUMMARY: Governance Officer, Damian Watson

Instruments of Delegation represent the formal delegation of powers by Council and enable the effective functioning of Council.

The Instrument of Delegation – Cemeteries and Crematoria and the Instrument of Delegation – Road Management Responsibilities have been revised to reflect changes to position titles within the organisation.

RECOMMENDATION

In the exercise of the powers conferred by the legislation referred to in the attached Instrument of Delegation – Cemeteries and Crematoria (Attachment 1) and Instrument of Delegation – Road Management Responsibilities (Attachment 2), Council resolves that:

- 1. There be delegated to the members of Council staff holding, acting or performing the duties of the offices or positions referred to in the attached, Instrument of Delegation – Cemeteries and Crematoria (Attachment 1) and Instrument of Delegation – Road Management Responsibilities (Attachment 2), the powers, duties and functions set out in the respective instrument, subject to the acceptance of tracked changes and the conditions and limitations specified in the Instrument;**
- 2. Upon this resolution being made and, subject to the acceptance of tracked changes and the instruments being signed by Council’s Chief Executive Officer and the Mayor, the Instrument of Delegation – Cemeteries and Crematoria (Attachment 1) and the Instrument of Delegation – Road Management Responsibilities (Attachment 2) shall come into force;**
- 3. On the coming into force of each instrument set out in Resolution 1 above, the respective previous Instrument of Delegation – Cemeteries and Crematoria and Instrument of Delegation – Road Management Responsibilities are revoked; and**
- 4. The duties and functions set out in the instruments must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.**

1. INTRODUCTION

Council is empowered to delegate its powers, duties or functions with some strategic exemptions such as setting rates, borrowing funds, adopting a planning scheme amendment and adopting a budget.

Delegations are necessary to facilitate effective functioning of councils as they enable day-to-day decisions to be made in relation to routine administrative and operational matters.

In granting delegations, Council is not granting unfettered power to Council staff or relinquishing its own powers. A delegate must comply with the conditions of delegation as well as any relevant policies of Council and any legislative framework. Council can still exercise any delegated power, duty or functions itself by resolution in the Chamber.

The attached Instrument is recommended for the effective and efficient operation of Council’s activities, as well as to enable routine and administrative tasks to be carried out with consistency and certainty.

2. DISCUSSION

The attached Instruments have been updated to ensure that they remain contemporaneous and consistent with current legislation and business practices.

The current Instrument of Delegation – Cemeteries and Crematoria (Attachment 1) has been in force since 27 February 2023. The current Instrument of Delegation – Road Management Responsibilities (Attachment 2) has been in force since 1 September 2022.

The revised Instruments are based upon the previous Instruments considered by Council and have been amended to reflect changes to relevant position titles.

Changes to the respective instruments are shown using tracked changes in Attachment 1 and Attachment 2 and the only changes listed are replacing the position title 'Coordinator Governance' with the role 'Head of Governance', along with replacing the position title from 'Principal People Partnerships' to the title of 'Deputy Chief People Officer'.

The Instrument of Delegation – Cemeteries and Crematoria also clearly lists the roles of 'Senior Administrative Officer' and 'Administration Officer' more consistently.

3. CONSULTATION

Council subscribes to the Maddocks Authorisations and Delegations Service, which provides advice regarding legislative amendments and template instruments, which are then tailored to organisational requirements. The proposed instruments (Attachment 1 and Attachment 2) have been prepared based on the advice provided by Maddocks Lawyers and consultation with relevant staff.

4. CLIMATE CHANGE CONSIDERATIONS

Implementation of the recommendation is considered to have no direct implications or has no direct impacts upon Council's Net Zero 2030 target, the Community Net Zero 2040, exposure to climate risks or climate change adaptation.

5. ENVIRONMENTAL/AMENITY CONSIDERATIONS

Nil.

6. FINANCIAL & ECONOMIC IMPLICATIONS

The costs to prepare and adopt the attached Instruments are minimal and will be met within the current departmental budget.

7. SOCIAL IMPLICATIONS

Nil.

8. RELEVANCE TO KNOX COUNCIL PLAN 2021-2025

Civic Engagement & Integrity

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

There is no content in this report that meets the definition of confidential information from the Local Government Act 2020.

Report Prepared By: Governance Officer, Damian Watson

Report Authorised By: Director, Customer & Performance, Greg Curcio

Attachments

1. Tracked Changes s6 Cemeteries and Crematoria Council to Staff Instrument of Deleg (2)
[8.8.1 - 38 pages]
2. DRAFT Tracked Changes s6 Road Management Responsibilities Council to Staff Instrument
[8.8.2 - 25 pages]

Instrument of Delegation- Council to Staff Cemeteries and Crematoria

knox your city



Council to Council Staff

In exercise of the powers conferred by the legislation referred to in the attached Schedule, the Council:

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
2. declares that:
 - 2.1 this Instrument of Delegation is authorised by a resolution of Council passed on ~~27 February~~ 25 September 2023; and
 - 2.2 the delegation:
 - 2.2.1 comes into force on ~~27 February~~ 25 September 2023;
 - 2.2.2 remains in force until varied or revoked;
 - 2.2.3 is subject to any conditions and limitations set out in sub-paragraph 2.3, and the Schedule; and
 - 2.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
 - 2.3 the delegate must not determine the issue, take the action or do the act or thing:
 - 2.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of a Council Meeting; or
 - 2.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a:
 - (a) policy; or
 - (b) strategy adopted by Council; or
 - 2.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation; or
 - 2.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff or delegated committee.

Instrument of Delegation- Council to Staff Cemeteries and
Crematoria

knox your city



Cr Marcia Timmers-Leitch - Mayor

Bruce Dobson - Chief Executive Officer

Date:



INDEX

Table of Contents

CEMETERIES AND CREMATORIA ACT 20034

CEMETERIES AND CREMATORIA REGULATIONS 201530

CEMETERIES AND CREMATORIA ACT 2003			
[##]The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Council appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 8(1)(a)(ii)	Power to manage one or more public cemeteries	Not Delegated	
s 12(1)	Function to properly and efficiently manage and maintain each public cemetery for which responsible and carry out any other function conferred under this Act	Chief Executive Officer Director Customer and Performance Manager Governance & Risk Head OfCoordinator -Governance	Where Council is a Class B cemetery trust
s 12(2)	Duty to have regard to the matters set out in paragraphs (a)-(c) in exercising its functions	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance	Where Council is a Class B cemetery trust
s 13	Duty to do anything necessary or convenient to enable it to carry out its functions	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance Senior Governance Officer Governance Officer Senior Administration Administrative Officer Administration Officer Sexton	
s 14	Power to manage multiple public cemeteries as if they are one cemetery	Not Delegated	
s 15(4)	Duty to keep records of delegations	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance Governance Officer	

Instrument of Delegation – Council to Staff
Cemeteries and Crematoria

February-September 2023

CEMETERIES AND CREMATORIA ACT 2003			
[##]The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Council appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 17(1)	Power to employ any persons necessary	Chief Executive Officer Director Customer & Performance Chief People Officer Principal People Partnerships Deputy Chief People Officer People Experience Lead Manager Governance & Risk Head Of Coordinator Governance	
s 17(2)	Power to engage any professional, technical or other assistance considered necessary	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance	
s 17(3)	Power to determine the terms and conditions of employment or engagement	Chief Executive Officer Director Customer & Performance Chief People Officer Principal People Partnerships Deputy Chief People Officer People Experience Lead Manager Governance & Risk Head Of Coordinator Governance	Subject to any guidelines or directions of the Secretary
s 18(3)	Duty to comply with a direction from the Secretary	Chief Executive Officer Director Customer and Performance Manager Governance & Risk Head Of Coordinator Governance	

Instrument of Delegation – Council to Staff
Cemeteries and Crematoria

~~February~~ September 2023

CEMETERIES AND CREMATORIA ACT 2003			
[##]The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Council appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 19	Power to carry out or permit the carrying out of works	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Admin Support Administrative Officer Sexton	
s 20(1)	Duty to set aside areas for the interment of human remains	Chief Executive Officer Director Customer & Performance Manager Governance & Risk	
s 20(2)	Power to set aside areas for the purposes of managing a public cemetery	Chief Executive Officer Director Customer & Performance Manager Governance & Risk	
s 20(3)	Power to set aside areas for those things in paragraphs (a) – (e)	Chief Executive Officer Director Customer & Performance Manager Governance & Risk	
s 24(2)	Power to apply to the Secretary for approval to alter the existing distribution of land	Chief Executive Officer Director Customer & Performance Manager Governance & Risk	
s 36	Power to grant licences to enter and use part of the land or building in a public cemetery in accordance with section 36	Chief Executive Officer Director Customer & Performance Manager Governance & Risk	Subject to the approval of the Minister
s 37	Power to grant leases over land in a public cemetery in accordance with section 37	Not Delegated	Subject to the Minister approving the purpose

Instrument of Delegation – Council to Staff
Cemeteries and Crematoria

February-September 2023

CEMETERIES AND CREMATORIA ACT 2003			
[##]The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Council appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 40	Duty to notify Secretary of fees and charges fixed under section 39	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance	
s 47	Power to pay a contribution toward the cost of the construction and maintenance of any private street adjoining or abutting a cemetery	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Administrative Officer Administrative Officer	provided the street was constructed pursuant to the Local Government Act 2020
s 52	Duty to submit a report to the Secretary in relation to any public cemetery for which the cemetery trust is responsible for each financial year in respect of which it manages that cemetery.	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer	Subject to the Report being approved by the Council.
s 57(1)	Duty to submit a report to the Secretary every financial year in respect of powers and functions under the Act	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Senior Administrative Officer Administrative Officer	Report must contain the particulars listed in s.57(2) Report must be endorsed by Council

Instrument of Delegation – Council to Staff
Cemeteries and Crematoria

February-September 2023

CEMETERIES AND CREMATORIA ACT 2003			
[##]The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Council appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 59	Duty to keep records for each public cemetery	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrat ion ve Officer	
s 60(1)	Duty to make information in records available to the public for historical or research purposes	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrat ion ve Officer	
s 60(2)	Power to charge fees for providing information	Chief Executive Officer Manager Governance & Risk Head OfCoordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrat ion ve Officer	

Instrument of Delegation – Council to Staff
Cemeteries and Crematoria

February-September 2023

CEMETERIES AND CREMATORIA ACT 2003			
[##]The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Council appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s64(4)	Duty to comply with a direction from the Secretary under s 64(3)	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer	
s 64B(d)	Power to permit interments at a reopened cemetery	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer	
s 66(1)	Power to apply to the Minister for approval to convert the cemetery, or part of it, to a historic cemetery park	Chief Executive Officer	The application must include the requirements listed in s.66(2)(a)–(d)
s 69	Duty to take reasonable steps to notify of conversion to historic cemetery park	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Administrative Officer	

Instrument of Delegation – Council to Staff
Cemeteries and Crematoria

February-September 2023

CEMETERIES AND CREMATORIA ACT 2003			
[##]The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Council appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 70(1)	Duty to prepare plan of existing places of interment and make a record of any inscriptions on memorials which are to be removed	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance	
s 70(2)	Duty to make plans of existing place of interment available to the public	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance	
s 71(1)	Power to remove any memorials or other structures in an area to which an approval to convert applies	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance Sexton	
s 71(2)	Power to dispose of any memorial or other structure removed	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance Sexton	
s 72(2)	Duty to comply with request received under section 72	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance Senior Governance Officer Governance Officer Senior Administrative Officer	

Instrument of Delegation – Council to Staff
Cemeteries and Crematoria

~~February~~ September 2023

CEMETERIES AND CREMATORIA ACT 2003			
<p>##The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Council appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)</p>			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 73(1)	Power to grant a right of interment	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administration ve Officer	
s 73(2)	Power to impose conditions on the right of interment	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administration ve Officer	
s 74(3)	Duty to offer a perpetual right of interment	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administration ve Officer	

Instrument of Delegation – Council to Staff
 Cemeteries and Crematoria

~~February~~ September 2023

CEMETERIES AND CREMATORIA ACT 2003			
<p>## The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Council appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)</p>			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 75	Power to grant the rights of interment set out in subsections 75 (a) and (b)	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer	
s 76(3)	Duty to allocate a piece of interment if an unallocated right is granted	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer	
s 77(4)	Power to authorise and impose terms and conditions on the removal of cremated human remains or body parts from the place of interment on application	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer	

Instrument of Delegation – Council to Staff
 Cemeteries and Crematoria

February-September 2023

CEMETERIES AND CREMATORIA ACT 2003			
[##]The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Council appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 80(1)	Function of receiving notification and payment of transfer of right of interment	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer	
s 80(2)	Function of recording transfer of right of interment	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Senior Administrative Officer Administrative Officer	
s 82(2)	Duty to pay refund on the surrender of an unexercised right of interment	Chief Executive Officer Director -Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Senior Administrative Officer	

CEMETERIES AND CREMATORIA ACT 2003			
<p>##The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Council appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)</p>			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 83(2)	Duty to pay refund on the surrender of an unexercised right of interment	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer	
s 83(3)	Power to remove any memorial and grant another right of interment for a surrendered right of interment	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer	
s 84(1)	Function of receiving notice of surrendering an entitlement to a right of interment	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer	

Instrument of Delegation – Council to Staff
 Cemeteries and Crematoria

~~February~~ September 2023

CEMETERIES AND CREMATORIA ACT 2003			
[##]The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Council appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 84F(2)(d)	Function of receiving notice of decision to vary or force the surrender of a right of interment under s84C(2), (3) or (5)	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer	
s 84H(4)	Power to exercise the rights of a holder of a right of interment	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer	
S 84I(4)	Power to exercise the rights of a holder of a right of interment	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer	

Instrument of Delegation – Council to Staff
Cemeteries and Crematoria

February-September 2023

CEMETERIES AND CREMATORIA ACT 2003			
[##]The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Council appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 84I(5)	Duty to pay refund to the previous holder or holders of the right of interment	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrati <u>on</u> ve Officer	
s 84I(6)(a)	Power to remove any memorial on the place of interment	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrati <u>on</u> ve Officer	
s 84I(6)(b)	Power to grant right of interment under s73	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrati <u>on</u> ve Officer	

Instrument of Delegation – Council to Staff
Cemeteries and Crematoria

~~February~~ September 2023

CEMETERIES AND CREMATORIA ACT 2003			
[##]The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Council appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 85(1)	Duty to notify holder of 25 year right of interment of expiration at least 12 months before expiry	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Senior Administrative Officer Administrative Officer	The notice must be in writing and contain the requirements listed in s.85(2)
s 85(2)(b)	Duty to notify holder of 25 year right of interment of expiration of right at least 12 months before expiry	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Senior Administrative Officer Administrative Officer	Does not apply where right of interment relates to remains of a deceased veteran.
s 85(2)(c)	Power to leave interred cremated remains undistributed in perpetuity and convert right of interment to perpetual right of interment or; Remove interred remains and re-inter at another location within cemetery grounds and remove any memorial at that place and re-establish at new or equivalent location.	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Senior Administrative Officer Administrative Officer	May only be exercised where right of interment relates to cremated human remains of a deceased identified veteran, if right of interment is not extended or converted to a perpetual right of interment
s 86	Power to remove and dispose of cremated human remains and remove any memorial if no action taken by right holder within time specified	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Sexton	

Instrument of Delegation – Council to Staff
Cemeteries and Crematoria

February-September 2023

CEMETERIES AND CREMATORIA ACT 2003			
[##]The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Council appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 86(2)	Power to leave interred cremated human remains undisturbed or convert the right of interment to a perpetual right of interment	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance Senior Governance Officer	
s 86(3)(a)	Power to leave interred cremated human remains undisturbed in perpetuity and convert the right of interment to a perpetual right of interment	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance Senior Governance Officer	
s 86(3)(b)	Power to remove interred cremated human remains and take further action in accordance with s.86(3)(b)	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance Senior Governance Officer	
s 86(4)	Power to take action under s.86(4) relating to removing and re-interring cremated human remains	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance Senior Administrative Officer	
s 86(5)	Duty to provide notification before taking action under s.86(4)	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance Senior Administrative Officer	

Instrument of Delegation – Council to Staff
Cemeteries and Crematoria

~~February~~ September 2023

CEMETERIES AND CREMATORIA ACT 2003			
<p>##The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Council appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)</p>			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 86A	Duty to maintain place of interment and any memorial at place of interment, if action taken under s.86(3)	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance Senior Administrative Officer	
s 87(3)	Duty, if requested, to extend the right for a further 25 years or convert the right to a perpetual right of interment	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance Senior Governance Officer Senior Administrative Officer Administration ve Officer	
s 88	Function to receive applications to carry out a lift and re-position procedure at a place of interment	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance Senior Governance Officer Senior Administrative Officer Administration ve Officer	
s 91(1)	Power to cancel a right of interment in accordance with section 91	Not Delegated	
s 91(3)	Duty to publish notice of intention to cancel right of interment	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance	

Instrument of Delegation – Council to Staff
Cemeteries and Crematoria

February-September 2023

CEMETERIES AND CREMATORIA ACT 2003			
[##]The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Council appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 92	Power to pay refund or grant a right of interment in respect of another place of interment to the previous holder of the cancelled right of interment	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator -Governance	
s 98(1)	Function of receiving application to establish or alter a memorial or a place of interment	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator -Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer	
s 99	Power to approve or refuse an application made under section 98, or to cancel an approval	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator -Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer	Advice should be sought from the Sexton as required before exercising this power

CEMETERIES AND CREMATORIA ACT 2003			
[##]The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Council appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 99(4)	Duty to make a decision on an application under section 98 within 45 days after receipt of the application or within 45 days of receiving further information where requested	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer	Advice should be sought from the Sexton as required before exercising this power
s 100(1)	Power to require a person to remove memorials or places of interment	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance	
s 100(2)	Power to remove and dispose a memorial or place of interment or remedy a person's failure to comply with section 100(1)	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Sexton	
s 100(3)	Power to recover costs of taking action under section 100(2)	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance	
s 101	Function of receiving applications to establish or alter a building for ceremonies in the cemetery	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance	

Instrument of Delegation – Council to Staff
Cemeteries and Crematoria

February-September 2023

CEMETERIES AND CREMATORIA ACT 2003			
[##]The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Council appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 102(1)	Power to approve or refuse an application under section 101, if satisfied of the matters in (b) and (c)	Not Delegated	
s 102(2) & (3)	Power to set terms and conditions in respect of, or to cancel, an approval granted under section 102(1)	Not Delegated	
s 103(1)	Power to require a person to remove a building for ceremonies	Not Delegated	
s 103(2)	Power to remove and dispose of a building for ceremonies or remedy the failure to comply with section 103(1)	Chief Executive Officer Director Customer & Performance Manager Governance & Risk	
s 103(3)	Power to recover costs of taking action under section 103(2)	Chief Executive Officer Director Customer & Performance Manager Governance & Risk	
s 106(1)	Power to require the holder of the right of interment of the requirement to make the memorial or place of interment safe and proper or carry out specified repairs	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance	
s 106(2)	Power to require the holder of the right of interment to provide for an examination	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance	In consultation with Council

Instrument of Delegation – Council to Staff
Cemeteries and Crematoria

~~February~~ September 2023

CEMETERIES AND CREMATORIA ACT 2003			
[##]The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Council appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 106(3)	Power to open and examine the place of interment if section 106(2) not complied with	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Sexton	In consultation with Council
s 106(4)	Power to repair or – with the approval of the Secretary - take down, remove and dispose any memorial or place of interment if notice under section 106(1) is not complied with	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Sexton	In consultation with, Council
s 107(1)	Power to require person responsible to make the building for ceremonies safe and proper or carry out specified repairs	Chief Executive Officer Director Customer & Performance Manager Governance & Risk	In consultation with Council
s 107(2)	Power to repair or take down, remove and dispose any building for ceremonies if notice under section 107(1) is not complied with	Chief Executive Officer Director Customer & Performance Manager Governance & Risk	In consultation with Council
s 108	Power to recover costs and expenses	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance	In consultation with Council
s 109(1)(a)	Power to open, examine and repair a place of interment	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Sexton	Where the holder of right of interment or responsible person cannot be found In consultation with Council

Instrument of Delegation – Council to Staff
Cemeteries and Crematoria

~~February~~ September 2023

CEMETERIES AND CREMATORIA ACT 2003			
[##]The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Council appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 109(1)(b)	Power to repair a memorial or, with the Secretary's consent, take down, remove and dispose of a memorial	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance Sexton	Where the holder of right of interment or responsible person cannot be found
s 109(2)	Power to repair the building for ceremonies or, with the consent of the Secretary, take down, remove and dispose of a building for ceremonies	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance	Where the holder of right of interment or responsible person cannot be found In consultation with Council
s 110(1)	Power to maintain, repair or restore a memorial or place of interment from other funds if unable to find right of interment holder. with consent of the Secretary	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance	
s 110(1A)	Power to maintain, repair or restore the place of interment if unable to find any of the other holders after diligent inquiries and with the consent of the Secretary	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance Sexton	
s 110(2)	Power to maintain, repair or restore any building for ceremonies from other funds if unable to find responsible person and with consent of the Secretary	Not Delegated	
s 110A	Power to use cemetery trust funds or other funds for the purposes of establishing, maintaining, repairing or restoring any memorial or place of interment of any deceased identified veteran	Not Delegated	

Instrument of Delegation – Council to Staff
Cemeteries and Crematoria

~~February~~ September 2023

CEMETERIES AND CREMATORIA ACT 2003			
[##]The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Council appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 111	Power to enter into agreement with a holder of the right of interment to maintain a memorial or place of interment	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator -Governance	
s 112	Power to sell and supply memorials	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator -Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer	
s 116(4)	Duty to notify the Secretary of an interment authorisation granted	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator -Governance	
s 116(5)	Power to require an applicant to produce evidence of the right of interment holder's consent to application	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator -Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer	

Instrument of Delegation – Council to Staff
Cemeteries and Crematoria

~~February~~ September 2023

CEMETERIES AND CREMATORIA ACT 2003			
[##]The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Council appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 118	Power to grant an interment authorisation if satisfied that the requirements of Division 2 of Part 8 have been met	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer	
s 119	Power to set terms and conditions for interment authorisations	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer	
s 131	Function of receiving an application for cremation authorisation	Not Delegated	
s 133(1)	Duty not to grant a cremation authorisation unless satisfied that requirements of section 133 have been complied with	Not Delegated	Subject to subsection (2)

CEMETERIES AND CREMATORIA ACT 2003			
<p>##The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Council appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)</p>			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 145	Duty to comply with an order made by the Magistrates' Court or a coroner	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Administrative Officer Administration ve Officer	
s 146	Power to dispose of bodily remains by a method other than interment or cremation	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Administrative Officer Administration ve Officer	Subject to the approval of the Secretary
s 147	Power to apply to the Secretary for approval to dispose of bodily remains by a method other than interment or cremation	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Senior Administrative Officer Administration ve Officer	
s 149	Duty to cease using method of disposal if approval revoked by the Secretary	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Administrative Officer Administration ve Officer	

Instrument of Delegation – Council to Staff
 Cemeteries and Crematoria

~~February~~ September 2023

CEMETERIES AND CREMATORIA ACT 2003			
[##]The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Council appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 150 & 152(1)	Power to authorise the interment or cremation of body parts if the requirements of Division 1 of Part 11 are met	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance Senior Governance Officer Senior Administrative Officer Administrat ion ve Officer	
s 151	Function of receiving applications to inter or cremate body parts	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrat ion ve Officer	
s 152(2)	Power to impose terms and conditions on authorisation granted under section 150.	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance Senior Governance Officer Senior Administrative Officer Administrat ion ve Officer	
Sch 1 cl 8(3)	Power to permit members to participate in a particular meeting by telephone, closed-circuit television or any other means of communication	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance	

Instrument of Delegation – Council to Staff
Cemeteries and Crematoria

February-September 2023

CEMETERIES AND CREMATORIA ACT 2003			
[##]The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Council appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Sch 1 cl 8(8)	Power to regulate own proceedings	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance	Subject to clause 8

CEMETERIES AND CREMATORIA REGULATIONS 2015			
[##These provisions apply to Councils appointed as a cemetery trust under section 5 of the <i>Cemeteries and Crematoria Act 2003</i> , and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 24	Duty to ensure that cemetery complies with depth of burial requirements	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer Sexton	
r 25	Duty to ensure that the cemetery complies with the requirements for interment in concrete-lined graves	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer Sexton	
r 27	Power to inspect any coffin, container or other receptacle if satisfied of the matters in paragraphs (a) and (b)	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Senior Administrative Officer Administrative Officer Sexton	

Instrument of Delegation – Council to Staff
Cemeteries and Crematoria

February-September 2023

CEMETERIES AND CREMATORIA REGULATIONS 2015			
[##These provisions apply to Councils appointed as a cemetery trust under section 5 of the <i>Cemeteries and Crematoria Act 2003</i> , and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 28(1)	Power to remove any fittings on any coffin, container or other receptacle if the fittings may impede the cremation process or damage the cremator	Not Delegated	
r 28(2)	Duty to ensure any fittings removed of are disposed in an appropriate manner	Not Delegated	
r 29	Power to dispose of any metal substance or non-human substance recovered from a cremator	Not Delegated	
r 30(2)	Power to release cremated human remains to certain persons	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Administrative Officer Administrative Officer Sexton	Subject to any order of a court
r 31(1)	Duty to make cremated human remains available for collection within 2 working days after the cremation	Not Delegated	
r 31(2)	Duty to hold cremated human remains for at least 12 months from the date of cremation	Not Delegated	
r 31(3)	Power to dispose of cremated human remains if no person gives a direction within 12 months of the date of cremation	Not Delegated	

Instrument of Delegation – Council to Staff
Cemeteries and Crematoria

~~February~~ September 2023

CEMETERIES AND CREMATORIA REGULATIONS 2015			
[##These provisions apply to Councils appointed as a cemetery trust under section 5 of the <i>Cemeteries and Crematoria Act 2003</i> , and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 31(4)	Duty to take reasonable steps notify relevant people of intention to dispose of remains at expiry of 12 month period	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Administrative Officer Administrative Officer Sexton	
r 32	Duty to ensure a mausoleum is constructed in accordance with paragraphs (a)-(d)	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer Sexton	
r 33(1)	Duty to ensure that remains are interred in a coffin, container or receptacle in accordance with paragraphs (a)-(c)	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer Sexton	

Instrument of Delegation – Council to Staff
Cemeteries and Crematoria

~~February~~ September 2023

CEMETERIES AND CREMATORIA REGULATIONS 2015			
[##These provisions apply to Councils appointed as a cemetery trust under section 5 of the <i>Cemeteries and Crematoria Act 2003</i> , and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 33(2)	Duty to ensure that remains are interred in accordance with paragraphs (a)-(b)	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer Sexton	
r 34	Duty to ensure that a crypt space in a mausoleum is sealed in accordance with paragraphs (a)-(b)	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Administrative Officer Administrative Officer Sexton	
r 36	Duty to provide statement that alternative vendors or supplier of monuments exist	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer	

Instrument of Delegation – Council to Staff
Cemeteries and Crematoria

~~February~~ September 2023

CEMETERIES AND CREMATORIA REGULATIONS 2015			
[##These provisions apply to Councils appointed as a cemetery trust under section 5 of the <i>Cemeteries and Crematoria Act 2003</i> , and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 40	Power to approve a person to play sport within a public cemetery	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance	
r 41(1)	Power to approve fishing and bathing within a public cemetery	Not Delegated	
r 42(1)	Power to approve hunting within a public cemetery	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance	
r 43	Power to approve camping within a public cemetery	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance	
r 45(1)	Power to approve the removal of plants within a public cemetery	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer Sexton	

Instrument of Delegation – Council to Staff
Cemeteries and Crematoria

~~February~~ September 2023

CEMETERIES AND CREMATORIA REGULATIONS 2015			
[##These provisions apply to Councils appointed as a cemetery trust under section 5 of the <i>Cemeteries and Crematoria Act 2003</i> , and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 46	Power to approve certain activities under the Regulations if satisfied of regulation (1)(a)-(c)	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance	
r 47(3)	Power to approve the use of fire in a public cemetery	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance	
r 48(2)	Power to approve a person to drive, ride or use a vehicle on any surface other than a road, track or parking area	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance Sexton	Advice should be sought from the Sexton as required before exercising this power
Note: Schedule 2 contains Model Rules – only applicable if the cemetery trust has not made its own cemetery trust rules			
Sch 2 cl 4	Power to approve the carrying out of an activity referred to in rules 8, 16, 17 and 18 of Schedule 2	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance	See note above regarding model rules
Sch 2 cl 5(1)	Duty to display the hours during which pedestrian access is available to the cemetery	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator -Governance Sexton	See note above regarding model rules

Instrument of Delegation – Council to Staff
Cemeteries and Crematoria

February-September 2023

CEMETERIES AND CREMATORIA REGULATIONS 2015			
[##These provisions apply to Councils appointed as a cemetery trust under section 5 of the <i>Cemeteries and Crematoria Act 2003</i> , and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Sch 2 cl 5(2)	Duty to notify the Secretary of, (a) the hours during which pedestrian access is available to the cemetery; and (b) any changes to those hours	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator Governance	See note above regarding model rules
Sch 2 cl 6(1)	Power to give directions regarding the manner in which a funeral is to be conducted	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer Sexton	See note above regarding model rules
Sch 2 cl 7(1)	Power to give directions regarding the dressing of places of interment and memorials	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative Officer Sexton	see note above regarding model rules Advice should be sought from the Sexton as required before exercising this power

Instrument of Delegation – Council to Staff
Cemeteries and Crematoria

~~February~~ September 2023

CEMETERIES AND CREMATORIA REGULATIONS 2015			
[##These provisions apply to Councils appointed as a cemetery trust under section 5 of the <i>Cemeteries and Crematoria Act 2003</i> , and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Sch 2 cl 8	Power to approve certain mementos on a memorial	Chief Executive Officer Director Customer a and Performance Manager Governance & Risk Head Of Coordinator Governance Senior Governance Officer Governance Officer Senior Administrative Officer Administrative on ve Officer	See note above regarding model rules
Sch 2 cl 1(1)	Power to remove objects from a memorial or place of interment	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Sexton	See note above regarding model rules
Sch 2 cl 1(2)	Duty to ensure objects removed under sub rule (1) are disposed of in an appropriate manner	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Sexton	See note above regarding model rules
Sch 2 cl 12	Power to inspect any work being carried out on memorials, places of interment and buildings for ceremonies	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head Of Coordinator Governance Sexton	See note above regarding model rules

Instrument of Delegation – Council to Staff
Cemeteries and Crematoria

~~February~~ September 2023

CEMETERIES AND CREMATORIA REGULATIONS 2015			
[##These provisions apply to Councils appointed as a cemetery trust under section 5 of the <i>Cemeteries and Crematoria Act</i> 2003, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Sch 2 cl 14	Power to approve an animal to enter into or remain in a cemetery	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator Governance Sexton	See note above regarding model rules
Sch 2 cl 16(1)	Power to approve construction and building within a cemetery	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator Governance	See note above regarding model rules Does not apply to a Cemetery Trust when carrying out its own functions or to an employee, agent or contractor of the Cemetery Trust
Sch 2 cl 17(1)	Power to approve action to disturb or demolish property of the cemetery trust	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator Governance Sexton	See note above regarding model rules
Sch 2 cl 18(1)	Power to approve digging or planting within a cemetery	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Head OfCoordinator Governance Sexton	See note above regarding model rules

Instrument of Delegation – Council to Staff
Cemeteries and Crematoria

~~February~~ September 2023



Instrument of Delegation

Road Management



Council to Council Staff:

In exercise of the powers conferred by the legislation referred to in the attached Schedule, the Council:

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
2. declares that:
 - 2.1 this Instrument of Delegation is authorised by a resolution of Council passed on ~~29 August~~25 September 2023~~2~~ and
 - 2.2 the delegation:
 - 2.2.1 comes into force on ~~26~~25 September 2023~~2~~;
 - 2.2.2 remains in force until varied or revoked;
 - 2.2.3 is subject to any conditions and limitations set out in sub-paragraph 2.3, and the Schedule; and
 - 2.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
 - 2.3 the delegate must not determine the issue, take the action or do the act or thing:
 - 2.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of a Council Meeting; or
 - 2.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
 - (a) policy; or
 - (b) strategy
 adopted by Council; or
 - 2.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation; or
 - 2.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff or delegated committee.



| _____
Cr ~~Susan Laukens~~ Marcia Timmers-Leitch - Mayor

Bruce Dobson - Chief Executive Officer

Date:



INDEX

ROAD MANAGEMENT ACT 2004.....	1
ROAD MANAGEMENT (GENERAL) REGULATIONS 2016.....	19
ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2015.....	222

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 11(1)	Power to declare a road by publishing a notice in the government gazette	Chief Executive Officer Director City Liveability Chief Financial Officer Director Infrastructure Manager Sustainable Infrastructure	Obtain consent in circumstances specified in section 11(2)
s 11(8)	Power to name a road or change the name of a road by publishing notice in government gazette	Chief Executive Officer Director City Liveability Chief Financial Officer Coordinator Property Management	
s 11(9)(b)	Duty to advise registrar	Chief Executive Officer Director City Liveability Chief Financial Officer Director Infrastructure Coordinator Property Management	
s 11(10)	Duty to inform secretary to department of environment, land, water and planning of declaration etc.	Chief Executive Officer Director City Liveability Chief Financial Officer Director Infrastructure Manager Sustainable Infrastructure	Clause subject to section 11(10a)

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 11(10a)	Duty to inform secretary to department of environment, land, water and planning or nominated person	Chief Executive Officer Director City Liveability Chief Financial Officer Director Infrastructure Manager Sustainable Infrastructure	Where council is the coordinating road authority
s 12(2)	Power to discontinue road or part of a road	Chief Executive Officer Director City Liveability Chief Financial Officer Director Infrastructure Manager Sustainable Infrastructure	Where council is the coordinating road authority
s 12(4)	Duty to publish, and provide copy, notice of proposed discontinuance	Chief Executive Officer Director City Liveability Chief Financial Officer Director Infrastructure Manager Sustainable Infrastructure	Power of coordinating road authority where it is the discontinuing body Unless subsection (11) applies
s 12(5)	Duty to consider written submissions received within 28 days of notice	Chief Executive Officer Director City Liveability Chief Financial Officer Director Infrastructure Manager Sustainable Infrastructure Coordinator Property Management	Duty of coordinating road authority where it is the discontinuing body Unless subsection (11) applies

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 12(6)	Function of hearing a person in support of their written submission	Chief Executive Officer Director City Liveability Chief Financial Officer Director Infrastructure Manager Sustainable Infrastructure Coordinator Property Management	Function of coordinating road authority where it is the discontinuing body Unless subsection (11) applies
s 12(7)	Duty to fix day, time and place of meeting under section 12(6) and to give notice	Chief Executive Officer Director- Infrastructure Director City Liveability Chief Financial Officer Coordinator Property Management	Duty of coordinating road authority where it is the discontinuing body Unless subsection (11) applies
s 12(10)	Duty to notify of decision made	Chief Executive Officer Director- Infrastructure Director City Liveability Chief Financial Officer Coordinator Property Management	Duty of coordinating road authority where it is the discontinuing body Does not apply where an exemption is specified by the regulations or given by the minister
s 13(1)	Power to fix a boundary of a road by publishing notice in government gazette	Chief Executive Officer Director Infrastructure Director City Liveability Chief Financial Officer Manager - City Futures	Power of coordinating road authority and obtain consent under section 13(3) and section 13(4) as appropriate
s 14(4)	Function of receiving notice from the head, transport for Victoria	Chief Executive Officer Director Infrastructure	
s 14(7)	Power to appeal against decision of the head, transport for Victoria	Chief Executive Officer Director Infrastructure	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 15(1)	Power to enter into arrangement with another road authority, utility or a provider of public transport to transfer a road management function of the road authority to the other road authority, utility or provider of public transport	Chief Executive Officer Director Infrastructure	
s 15(1a)	Power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	Chief Executive Officer Director Infrastructure	
s.15(2)	Duty to include details of arrangement in public roads register	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	
s 16(7)	Power to enter into an arrangement under section 15	Chief Executive Officer Director Infrastructure	
s 16(8)	Duty to enter details of determination in public roads register	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	
s 17(2)	Duty to register public road in public roads register	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	Where council is the coordinating road authority
s 17(3)	Power to decide that a road is reasonably required for general public use	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	Where council is the coordinating road authority
s 17(3)	Duty to register a road reasonably required for general public use in public roads register	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	Where council is the coordinating road authority
s 17(4)	Power to decide that a road is no longer reasonably required for general public use	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	Where council is the coordinating road authority

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 17(4)	Duty to remove road no longer reasonably required for general public use from public roads register	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	Where council is the coordinating road authority
s 18(1)	Power to designate ancillary area	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	Where council is the coordinating road authority, and obtain consent in circumstances specified in section 18(2)
s 18(3)	Duty to record designation in public roads register	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	Where council is the coordinating road authority
s 19(1)	Duty to keep register of public roads in respect of which it is the coordinating road authority	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	
s 19(4)	Duty to specify details of discontinuance in public roads register	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	
s 19(5)	Duty to ensure public roads register is available for public inspection	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	
s 21	Function of replying to request for information or advice	Chief Executive Officer Director Infrastructure	Obtain consent in circumstances specified in section 11(2)
s 22(2)	Function of commenting on proposed direction	Chief Executive Officer Director Infrastructure	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 22(4)	Duty to publish a copy or summary of any direction made under section 22 by the minister in its annual report.	Chief Executive Officer Director City Liveability Chief Financial Officer Director Infrastructure Manager Sustainable Infrastructure	
s 22(5)	Duty to give effect to a direction under section 22.	Chief Executive Officer Director Infrastructure	
s 40(1)	Duty to inspect, maintain and repair a public road.	Chief Executive Officer Director Infrastructure Manager Community Infrastructure Coordinator Project Delivery Director City Liveability Manager City Safety & Health Coordinator Community Laws Team Leader Community Laws Team Leader Parking Enforcement Team Leader Asset Preservation Community Laws Officers Parking Enforcement Officers Director Infrastructure Manager Operations	
s 40(5)	Power to inspect, maintain and repair a road which is not a public road	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure Manager Operations	
s 41(1)	Power to determine the standard of construction, inspection, maintenance and repair	Chief Executive Officer Director Infrastructure	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 42(1)	Power to declare a public road as a controlled access road	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	Power of coordinating road authority and schedule 2 also applies
s 42(2)	Power to amend or revoke declaration by notice published in government gazette	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	Power of coordinating road authority and schedule 2 also applies
s 42a(3)	Duty to consult with the head, transport for Victoria and minister for local government before road is specified	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	Where council is the coordinating road authority If road is a municipal road or part thereof
s 42a(4)	Power to approve minister's decision to specify a road as a specified freight road	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	Where council is the coordinating road authority If road is a municipal road or part thereof and where road is to be specified a freight road
s 48ea	Duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport)	Chief Executive Officer Director Infrastructure Manager Operations Coordinator Works Services Coordinator Parks Services Coordinator Construction Group	Where council is the responsible road authority, infrastructure manager or works manager
s 48m(3)	Function of consulting with the relevant authority for purposes of developing guidelines under section 48m	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	
s 49	Power to develop and publish a road management plan	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 51	Power to determine standards by incorporating the standards in a road management plan	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure Manager Operations	
s 53(2)	Power to cause notice to be published in government gazette of amendment etc of document in road management plan	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	
s 54(2)	Duty to give notice of proposal to make a road management plan	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	
s 54(5)	Duty to conduct a review of road management plan at prescribed intervals	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	
s 54(6)	Power to amend road management plan	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	
s 54(7)	Duty to incorporate the amendments into the road management plan	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	
s 55(1)	Duty to cause notice of road management plan to be published in government gazette and newspaper	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	
s 63(1)	Power to consent to conduct of works on road	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure Manager Operations	Where council is the coordinating road authority

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 63(2)(e)	Power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure Manager Operations	Where council is the infrastructure manager
s 64(1)	Duty to comply with clause 13 of schedule 7	Chief Executive Officer Director Infrastructure Manager Community Infrastructure Coordinator Project Delivery Director City Liveability Manager City Safety & Health Coordinator Community Laws Team Leader Community Laws Team Leader Parking Enforcement Team Leader Asset Preservation Community Laws Officers Parking Enforcement Officers	Where council is the infrastructure manager or works manager
s 66(1)	Power to consent to structure etc	Chief Executive Officer Director Infrastructure Manager Community Infrastructure Coordinator Project Delivery Director City Liveability Manager City Safety & Health Coordinator Community Laws Team Leader Community Laws Team Leader Parking Enforcement Team Leader Asset Preservation Community Laws Officers Parking Enforcement Officers	Where council is the coordinating road authority

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 67(2)	Function of receiving the name & address of the person responsible for distributing the sign or bill	Chief Executive Officer Director Infrastructure Manager Community Infrastructure Coordinator Project Delivery Director City Liveability Manager City Safety & Health Coordinator Community Laws Team Leader Community Laws Team Leader Parking Enforcement Team Leader Asset Preservation Community Laws Officers Parking Enforcement Officers	Where council is the coordinating road authority
s 67(3)	Power to request information	Chief Executive Officer Director Infrastructure Manager Community Infrastructure Coordinator Project Delivery Director City Liveability Manager City Safety & Health Coordinator Community Laws Team Leader Community Laws Team Leader Parking Enforcement Team Leader Asset Preservation Community Laws Officers Parking Enforcement Officers	Where council is the coordinating road authority

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 68(2)	Power to request information	Chief Executive Officer Director Infrastructure Manager Community Infrastructure Coordinator Project Delivery Director City Liveability Manager City Safety & Health Coordinator Community Laws Team Leader Community Laws Team Leader Parking Enforcement Team Leader Asset Preservation Community Laws Officers Parking Enforcement Officers	Where council is the coordinating road authority
s 71(3)	Power to appoint an authorised officer	Chief Executive Officer	
s 72	Duty to issue an identity card to each authorised officer	Chief Executive Officer Director Customer & Performance Manager Governance & Risk Coordinator-Head of Governance Senior Governance Officer Governance Officer	
s 85	Function of receiving report from authorised officer	Chief Executive Officer Director Infrastructure Manager Community Infrastructure	
s 86	Duty to keep register re section 85 matters	Chief Executive Officer Director Infrastructure Manager Community Infrastructure	
s 87(1)	Function of receiving complaints	Chief Executive Officer Director Infrastructure	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 87(2)	Duty to investigate complaint and provide report	Chief Executive Officer Director Infrastructure Director City Liveability	
s 96	Power to authorise a person for the purpose of instituting legal proceedings	Chief Executive Officer Director Infrastructure Director City Liveability Manager Community Infrastructure	
s 112(2)	Power to recover damages in court	Chief Executive Officer Director Infrastructure Manager Community Infrastructure	
s 116	Power to cause or carry out inspection	Chief Executive Officer Director Infrastructure Manager Community Infrastructure Coordinator Project Delivery Team Leader Asset Preservation	
s 119(2)	Function of consulting with the head, transport for victoria	Chief Executive Officer Director Infrastructure Manager Operations Manager Community Infrastructure Manager Sustainable Infrastructure	
s 120(1)	Power to exercise road management functions on an arterial road (with the consent of the head, transport for victoria)	Chief Executive Officer Director Infrastructure Manager Operations Manager Community Infrastructure Coordinator Works Services Coordinator Parks Services Coordinator Construction	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 120(2)	Duty to seek consent of the head, transport for victoria to exercise road management functions before exercising power in section 120(1)	Chief Executive Officer Director Infrastructure Manager Community Infrastructure Manager Operations	
s 121(1)	Power to enter into an agreement in respect of works	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure Manager Operations Manager Community Infrastructure	
s 122(1)	Power to charge and recover fees	Chief Executive Officer Director Infrastructure Manager Community Infrastructure Manager Operations	
s 123(1)	Power to charge for any service	Chief Executive Officer Director Infrastructure Manager Community Infrastructure Manager Operations	
sch 2 cl 2(1)	Power to make a decision in respect of controlled access roads	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure Manager Community Infrastructure Manager Operations	
sch 2 cl 3(1)	Duty to make policy about controlled access roads	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	
Sch 2 cl 3(2)	Power to amend, revoke or substitute policy about controlled access roads	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	

Instrument of Delegation – Council to Staff
Road Management Responsibilities

August 2022September 2023

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
sch 2 cl 4	Function of receiving details of proposal from the head, transport for Victoria	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	
sch 2 cl 5	Duty to publish notice of declaration	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	
Sch 7 cl 7(1)	Duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve	Chief Executive Officer Director Infrastructure Manager Operations Manager Community Infrastructure Manager Sustainable Infrastructure	Where council is the infrastructure manager or works manager
Sch 7 cl 8(1)	Duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road	Chief Executive Officer Director Infrastructure Manager Operations Manager Community Infrastructure Manager Sustainable Infrastructure	Where council is the infrastructure manager or works manager
Sch 7 cl 9(1)	Duty to comply with request for information from a coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works	Chief Executive Officer Director Infrastructure Manager Operations Manager Community Infrastructure Manager Sustainable Infrastructure	Where council is the infrastructure manager or works manager responsible for non-road infrastructure
Sch 7 cl 9(2)	Duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance	Chief Executive Officer Director Infrastructure Manager Operations Manager Community Infrastructure Manager Sustainable Infrastructure	Where council is the infrastructure manager or works manager

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Sch 7 cl 10(2)	Where schedule 7 clause 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	Chief Executive Officer Director Infrastructure Manager Operations Manager Community Infrastructure Manager Sustainable Infrastructure	Where council is the infrastructure manager or works manager
Sch 7 cl 12(2)	Power to direct infrastructure manager or works manager to conduct reinstatement works	Chief Executive Officer Director Infrastructure Manager Community Infrastructure	Where council is the coordinating road authority
Sch 7 cl 12(3)	Power to take measures to ensure reinstatement works are completed	Chief Executive Officer Director Infrastructure Manager Community Infrastructure	Where council is the coordinating road authority
Sch 7 cl 12(4)	Duty to ensure that works are conducted by an appropriately qualified person	Chief Executive Officer Director Infrastructure Manager Community Infrastructure	Where council is the coordinating road authority
Sch 7 cl 12(5)	Power to recover costs	Chief Executive Officer Director Infrastructure Manager Community Infrastructure	Where council is the coordinating road authority
Sch 7 cl 13(1)	Duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to schedule 7, clause 13(2)	Chief Executive Officer Director Infrastructure Manager Community Infrastructure	Where council is the works manager
Sch 7 cl 13(2)	Power to vary notice period	Chief Executive Officer Director Infrastructure Manager Community Infrastructure	Where council is the coordinating road authority
Sch 7 cl 13(3)	Duty to ensure works manager has complied with obligation to give notice under schedule 7, clause 13(1)	Chief Executive Officer Director Infrastructure Manager Community Infrastructure	Where council is the infrastructure manager

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Sch 7 cl 16(1)	Power to consent to proposed works	Chief Executive Officer Director Infrastructure Manager Operations Manager Community Infrastructure Manager Sustainable Infrastructure	Where council is the coordinating road authority
Sch 7 cl 16(4)	Duty to consult	Chief Executive Officer Director Infrastructure Manager Operations Manager Community Infrastructure Manager Sustainable Infrastructure	Where council is the coordinating road authority, responsible authority or infrastructure manager
Sch 7 cl 16(5)	Power to consent to proposed works	Chief Executive Officer Director Infrastructure Manager Operations Manager Community Infrastructure Manager Sustainable Infrastructure	Where council is the coordinating road authority
Sch 7 cl 16(6)	Power to set reasonable conditions on consent	Chief Executive Officer Director Infrastructure Manager Operations Manager Community Infrastructure Manager Sustainable Infrastructure	Where council is the coordinating road authority
Sch 7 cl 16(8)	Power to include consents and conditions	Chief Executive Officer Director Infrastructure Manager Operations Manager Community Infrastructure Manager Sustainable Infrastructure	Where council is the coordinating road authority

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Sch 7 cl 17(2)	Power to refuse to give consent and duty to give reasons for refusal	Chief Executive Officer Director Infrastructure Manager Operations Manager Community Infrastructure Manager Sustainable Infrastructure	Where council is the coordinating road authority
Sch 7 cl 18(1)	Power to enter into an agreement	Chief Executive Officer Director Infrastructure Manager Community Infrastructure Manager Sustainable Infrastructure Manager Operations	Where council is the coordinating road authority
Sch 7 cl 19(1)	Power to give notice requiring rectification of works	Chief Executive Officer Director Infrastructure Manager Community Infrastructure Manager Operations	Where council is the coordinating road authority
Sch 7 cl 19(2) & (3)	Power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	Chief Executive Officer Director Infrastructure Manager Community Infrastructure Manager Operations	Where council is the coordinating road authority
Sch 7 cl 20(1)	Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	Chief Executive Officer Director Infrastructure Manager Community Infrastructure Manager Sustainable Infrastructure Manager Operations	Where council is the coordinating road authority
Sch 7a cl 2	Power to cause street lights to be installed on roads	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Sch 7a cl 3(1)(d)	Duty to pay installation and operation costs of street lighting - where road is not an arterial road	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	Where council is the responsible road authority
Sch 7a cl 3(1)(e)	Duty to pay installation and operation costs of street lighting – where road is a service road on an arterial road and adjacent areas	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	Where council is the responsible road authority
Sch 7a cl (3)(1)(f),	Duty to pay installation and percentage of operation costs of street lighting – for arterial roads in accordance with clauses 3(2) and 4	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	Duty of council as responsible road authority that installed the light (re: installation costs) and where council is relevant municipal council (re: operating costs)

ROAD MANAGEMENT (GENERAL) REGULATIONS 2016			
Column 1	Column 2	Column 3	Column 4
Provision	Thing delegated	Delegate	Conditions & limitations
r 8(1)	Duty to conduct reviews of road management plan	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	
r 9(2)	Duty to produce written report of review of road management plan and make report available	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	
r 9(3)	Duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	Where council is the coordinating road authority
r 10	Duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under section 41 of the act	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	
r 13(1)	Duty to publish notice of amendments to road management plan	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	Where council is the coordinating road authority
r 13(3)	Duty to record on road management plan the substance and date of effect of amendment	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	
r 16(3)	Power to issue permit	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure	Where council is the coordinating road authority
r 18(1)	Power to give written consent re damage to road	Chief Executive Officer Director Infrastructure Manager Sustainable Infrastructure Manager Operations Manager Community Infrastructure	Where council is the coordinating road authority

ROAD MANAGEMENT (GENERAL) REGULATIONS 2016			
Column 1	Column 2	Column 3	Column 4
Provision	Thing delegated	Delegate	Conditions & limitations
r 23(2)	Power to make submission to tribunal	Chief Executive Officer Director Infrastructure Manager Community Infrastructure Manager Sustainable Infrastructure Manager Operations Director City Liveability Manager City Safety & Health Coordinator Community Laws Team Leader Parking Enforcement	Where council is the coordinating road authority
r 23(4)	Power to charge a fee for application under section 66(1) road management act	Chief Executive Officer Director Infrastructure Manager Community Infrastructure Coordinator Project Delivery Director City Liveability Manager City Safety and Health Coordinator Community Laws Team Leader Community Laws Team Leader Parking Enforcement Team Leader Asset Preservation Community Laws Officers Parking Enforcement Officer	Where council is the coordinating road authority

ROAD MANAGEMENT (GENERAL) REGULATIONS 2016			
Column 1	Column 2	Column 3	Column 4
Provision	Thing delegated	Delegate	Conditions & limitations
r 25(1)	Power to remove objects, refuse, rubbish or other material deposited or left on road	Chief Executive Officer Director Infrastructure Manager Community Infrastructure Manager Sustainable Infrastructure Manager Operations Director City Liveability Manager City Safety & Health Coordinator Community Laws Team Leader Community Laws Team Leader Parking Enforcement Parking Enforcement Officer	Where council is the responsible road authority
r 25(2)	Power to sell or dispose of things removed from road or part of road (after first complying with regulation 25(3))	Chief Executive Officer Director Infrastructure Manager Operations Director City Liveability Manager City Safety & Health Coordinator Community Laws Team Leader Community Laws	Where council is the responsible road authority
R.25(5)	Power to recover in the magistrates' court, expenses from person responsible	Chief Executive Officer Director Infrastructure Manager Operations Director City Liveability Manager City Safety & Health Coordinator Community Laws Team Leader Community Laws	

ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2015			
Column 1	Column 2	Column 3	Column 4
Provision	Thing delegated	Delegate	Conditions & limitations
r 15	Power to exempt a person from requirement under clause 13(1) of schedule 7 of the act to give notice as to the completion of those works	Chief Executive Officer Director Infrastructure Manager Community Infrastructure	Where council is the coordinating road authority and where consent given under section 63(1) of the act
r 22(2)	Power to waive whole or part of fee in certain circumstances	Chief Executive Officer Director Infrastructure Manager Community Infrastructure Manager Operations	Where council is the coordinating road authority

8.9 Response to Notice Of Motion 134 - Gifted and Bequeathed Land Holdings to Council

SUMMARY: Coordinator Property Management, Paige Kennett

At the Ordinary Meeting of Council held on 22 May 2023, Council considered 'Notice of Motion 134 – Gifted and Bequeathed Land Holdings to Council' and resolved to receive a report by September 2023 on this matter.

This report responds to Notice of Motion 134, which requires officers to detail gifted landholdings and propose a method for future management of a public register, guiding principles and consultation for gifted landholding management.

RECOMMENDATION

That Council note the response to Notice of Motion 134.

1. INTRODUCTION

At the May 2023 Ordinary Meeting of Council, Council resolved on Notice of Motion 134 as follows:

That Council receive a report to a Council meeting by September 2023 (unless deferred to a later date in consultation with the Mayor):

1. Detailing all KCC land holdings where it is known these have been gifted / bequeathed to Council by any person or organisation other than another tier of Government. Information to be shared with Councillors (where available) by way of this report should include but not be limited to:
 - Property location
 - Property type
 - Zoning
 - Current use
 - When gifted / time in Council's possession
 - Gifted by
 - Any terms (formal or informal) associated with the gift / bequest.
2. In the spirit of public transparency, providing options as to developing and making available to Knox residents a public register of KCC land holdings gifted / bequeathed including a statement of appreciation to the person/s or organisation that gifted said properties so that the generosity of their legacy is not lost with time.
3. Provide advice as to the capacity to undertake a review of Council's current property and land policies, including consideration of:
 - a. The adequacy of governance and public transparency arrangements (including record-keeping of the gift and any associated conditions and limitations as well as ongoing correctness of the land register) for gifted / bequeathed land
 - b. Principles to guide decisions regarding the retention, management and divestment of gifted / bequeathed land.
 - c. Expected stakeholder consultation that will inform decisions regarding the retention, management and divestment of gifted / bequeathed land."

This report responds to this Notice of Motion detailing land that has been gifted to Council (that is known), plans for a public register, and principles for bequeathed land and consultation.

2. DISCUSSION

In response to Notice of Motion 134, the items within the Motion have been itemised and responded to separately below.

Item 1 - *Detailing all KCC land holdings where it is known these have been gifted / bequeathed to Council by any person or organisation other than another tier of Government. Information to be shared with Councillors (where available) by way of this report should include but not be limited to:*

- *Property location*
- *Property type*
- *Zoning*
- *Current use*
- *When gifted / time in Council's possession*
- *Gifted by*
- *Any terms (formal or informal) associated with the gift / bequest.*

From the work undertaken to date, Council officers currently know of the following two bequeathed parcels of land, details of which are provided below (refer Table 1):

Table 1: Details of Bequeathed Land to Council

Parcel 1	Ramon Cowling Bushland Reserve
Property location	23 Stewart Street Boronia
Property Type	1.5 acres of reserve
Zoning	Public Conservation and Resource Zone
Current Use	Bushland Reserve
When gifted	2017
Gifted by	Mr Ramon Leslie Cowling
Terms associated with the gift	<p>A Section 173 agreement outlined the following requirements:</p> <ol style="list-style-type: none"> 1. Within 1 year of the subject land being in the name of Council, steps will be taken by Council to ensure that the subject land is set aside for the purposes of a reserve; 2. At all times the use of the subject land must be for the purposes of a bushland reserve; 3. Within 1 year of the subject land being in the name of Council, steps will be taken by Council to ensure a permit for demolition of all buildings on the subject land are obtained; 4. Within 2 years of the gifting of the subject land to Council, steps will be taken by Council to ensure that the subject land is rezoned from Residential 3 Zone to Conservation Zone; and 5. Within 3 years of the gifting of the subject land to Council, a Public Walkway will be provided on the subject land.

Parcel 2	Ambleside Historic Homestead
Property location	1-3 Olivebank Road, Ferntree Gully
Property Type	2 acres of land, containing 1 historic homestead
Zoning	PPRZ
Current Use	Ambleside is licensed out to Knox Historical Society to 'Deliver local history programs and activities including records collection, preservation and storage, museum displays, educational and public tours, research, meetings and related heritage activities'.
When gifted	The 1970's
Gifted by	Mr Oliver David and Mrs Mabel Maud David
Terms associated with the gift*	<ol style="list-style-type: none"> 1. Not to be subdivided 2. Used for the preservation of Knox history and be auspiced by the Knox Historical Society <p>*Note: terms associated with the gift require further verification if these were included as part of a Council resolution. Information source is from a descendent.</p>

During officer research, it was discovered that there are five other parcels of land that may have been donated to Council, dating back as far as the 1940-1950's. Unfortunately, historical titles searches, and database searches have not provided any certainty of the donations, so further investigative work would be required to substantiate how those pieces of land came into Council ownership.

In accordance with 22.3.2 of the Governance Rules, *"if the resource requirements exceed 3 person days or \$5,000 in costs the notice should refer the matter to the next budget deliberations for funding"*, to continue to investigate if sufficient information exists to establish the properties were donated would require further investigation and funding. The matter could be referred to the next budget process for consideration or alternatively considered in line with item 3 of this report whereby the origin of land is considered if properties are identified for possible divestment.

Item 2 - *In the spirit of public transparency, providing options as to developing and making available to Knox residents a public register of KCC land holdings gifted / bequeathed including a statement of appreciation to the person/s or organisation that gifted said properties so that the generosity of their legacy is not lost with time.*

The options considered appropriate which can be delivered within current resourcing is the formalisation of recognition for these gifts, which would include a statement of appreciation, on a register, made available electronically on the Knox Council website and in hardcopy viewable at Customer Service at the Civic Centre. This will be implemented by end of December 2023.

Item 3 - *Provide advice as to the capacity to undertake a review of Council's current property and land policies, including consideration of:*

- a) The adequacy of governance and public transparency arrangements (including record-keeping of the gift and any associated conditions and limitations as well as ongoing correctness of the land register) for gifted / bequeathed land*

- b) Principles to guide decisions regarding the retention, management and divestment of gifted / bequeathed land.*
- c) Expected stakeholder consultation that will inform decisions regarding the retention, management and divestment of gifted / bequeathed land.*

A review of current property and land policies to incorporate consideration of the above items can be accommodated within existing resources and business strategy. It is proposed that the principles for selling/retaining bequeathed land and consultation can be adopted in existing policy review cycles. A review of sale of land and building policy is due for review within the 2023-24 financial year and the matters noted within item 3 can be considered in this review.

3. CONSULTATION

Consultation with impacted internal stakeholders was undertaken in the development of the response.

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 is considered to have no direct implications or has no direct impacts upon Council's Net Zero 2030 target, the Community Net Zero 2040, exposure to climate risks or climate change adaptation.

5. ENVIRONMENTAL/AMENITY CONSIDERATIONS

This report has no environmental considerations.

6. FINANCIAL & ECONOMIC IMPLICATIONS

During officer research, it was discovered that there are five other parcels of land that may have been donated to Council, dating back as far as the 1940-1950's. Unfortunately, historical titles searches, and database searches have not provided any certainty of the donations, so further investigative work would be required to substantiate how those pieces of land came into Council ownership. It is estimated this work would cost between \$2,000 to \$25,000.

Alternatively, upon update of the sale of land and buildings policy if a consideration is added to understand if the land was bequeathed prior to divestment, then funds required would be considered in line with future processes and no future funds would need to be allocated at this time.

7. SOCIAL IMPLICATIONS

It is acknowledged that a gift, such as land, to the municipality can provide social benefits if the land is used for public purposes.

8. RELEVANCE TO KNOX COUNCIL PLAN 2021-2025

Civic Engagement & Integrity

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

There is no content in this report that meets the definition of confidential information from the Local Government Act 2020.

Report Prepared By: Coordinator Property Management, Paige Kennett

Report Authorised By: Chief Financial Officer, Navec Lorkin

Attachments

Nil

9 Supplementary Items

10 Notices of Motion

10.1 Notice of Motion No. 136 - Rescission - Knox Community Awards Program



your city



Council Meeting



Knox City Council

Notice of Rescission - No.136

Knox Community Awards Program

I hereby give notice that it is my intention to move the following motion at the Council Meeting on 25 September 2023.

That the following resolution of the Strategic Planning Special Committee meeting on 11 September 2023:

That the Committee:

- 1. Note the outcomes of the 2023 Australia Day Awards campaign.*
- 2. Resolve to discontinue Council's Australia Day Awards in their current format, noting the 2023 round as the final round of the awards in their current state.*
- 3. Note that a further report will be brought back regarding Council's community awards program, incorporating an updated Terms of Reference in preparation for a new award round to be held later in 2024.*

be rescinded.



Cr Darren Pearce
Taylor Ward



Cr Yvonne Allred
Baird Ward

11 September 2023

10.2 Notice of Motion No. 137 - Knox Community Awards Program



18 September 2023

Notice of Motion No. 137

Knox Community Awards Program

Subject to Council passing the resolution in Notice of Rescission No. 136 dated 11 September 2023, I hereby give notice that it is my intention to move at the Council Meeting on 25 September 2023 the following motion.

That Council:

1. Note the report to the Strategic Planning Committee on 11 September 2023, providing the outcomes of a review of the Australia Day Awards in their current format.
2. Note the outcomes of the 2023 Australia Day Awards campaign.
3. Resolve to discontinue Council's Australia Day Awards in their current format, noting the 2023 round as the final round of the awards in their current state.
4. Resolve to pause Council's community awards program in 2024 with a further report to be brought to Council for consideration of a community awards program in 2025.

Cr Darren Pearce
Taylor Ward

11 Urgent Business

12 Questions Without Notice

13 Confidential Items