



# **KNOX CITY COUNCIL MINUTES**

**Special Meeting of Council**

**Held at the  
Civic Centre  
511 Burwood Highway  
Wantirna South  
On**

**Tuesday, 3 May 2016**

**KNOX CITY COUNCIL**

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

**ON**

**TUESDAY 3 MAY 2016 AT 6.04 PM**

**PRESENT:**

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

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

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

**BUSINESS:**

**Page Nos.**

**1. APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE**

*Nil.*

**2. DECLARATIONS OF CONFLICT OF INTEREST**

*Nil.*

**3. CONSIDERING AND ORDERING UPON OFFICER'S REPORTS**

3.1 *Preparation of Proposed 2016-17 Budget*

**1.**

**KERRY STUBBINGS**  
**ACTING CHIEF EXECUTIVE OFFICER**

**ALL WARDS****3.1 PREPARATION OF PROPOSED 2016-17 BUDGET**

**SUMMARY:** *Acting Manager Finance and Property Services  
(Bill Boomsma)*

*The Proposed 2016-17 Budget is presented to Council for consideration. The Proposed Budget is the culmination of a number of months work by Councillors and officers. The Proposed Budget has been prepared in accordance with legislative requirements. The Proposed Budget includes the Operating Budget, the Capital Works Program for 2016-17, the Fees and Charges Schedule, the Strategic Resource Plan and the Annual Plan.*

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

- The Budget is part of Council's financial sustainability framework and represents the first year of Council's proposed Strategic Resource Plan. The four year outlook provides for a sustainable financial position.*
- The Budget achieves an operational surplus for 2016-17. Throughout the development of this Budget Council undertook an extensive review of expenditure with key savings and efficiencies identified.*
- The Budget proposes a Capital Works program of \$57.056 million of which \$25.857 million is allocated to maintaining and renewing community assets. \$31.199 million is to be invested in new and upgraded community assets.*
- The Budget proposes a rate increase of 2.50% in accordance with the new rate cap requirements of the State Government as per Section 185A to 185G of the Local Government Act 1989.*

*The Proposed 2016-17 Budget is now presented for Council's consideration.*

### 3.1 Preparation of Proposed 2016-17 Budget (cont'd)

#### **RECOMMENDATION**

1. That Council prepare the 2016-17 Annual Budget as presented to this meeting in accordance with Section 127 of the Local Government Act 1989.
2. Amount intended to be raised.

An amount of \$110,585,960 (or such other amount as is lawfully raised as a consequence of this Resolution) be declared as the amount which Council intends to raise by general rates, a service rate and an annual service charge (both are described later in this Resolution), which amount is calculated as follows:

General Rates (1)	\$102,053,062
Annual Waste Service Charges	\$6,419,898
State Government Landfill Levy Service Rate	\$2,113,000

(1) excludes supplementary rates and Council's Pension Rebate

#### ***General Rates***

- 2.1 A general rate be declared in respect of the 2016-17 Financial Year.
- 2.2 It be further declared that the general rate be raised by the application of differential rates.
- 2.3 A differential rate be declared for rateable land having the characteristics specified below, which characteristics will form the criteria for each differential rate so declared:

##### **2.3.1 Vacant Land or Derelict Land (refer to Schedule A)**

Any land on which there is no building that is occupied or adapted for occupation, or contains a building that is ordinarily adapted for occupation which is abandoned, unoccupied and in a very poor condition resulting from both disuse and neglect.

##### **2.3.2 Retirement Village Land (refer to Schedule B)**

Any land which is used primarily for the purposes of a retirement village.

##### **2.3.3 Commercial Land (refer Schedule C)**

Any land which is used primarily for commercial purposes.

### 3.1 Preparation of Proposed 2016-17 Budget (cont'd)

#### 2.3.4 Industrial Land (refer to Schedule D)

Any land which is used primarily for industrial purposes.

#### 2.3.5 Residential Land (refer to Schedule E)

Any land which does not have the characteristics of Vacant Land or Derelict Land, Retirement Village Land or Commercial Land or Industrial Land.

- 2.4 Each differential rate will be determined by multiplying the Capital Improved Value of each rateable land (categorised by the characteristics described in paragraph 2.3 of this resolution) by the relevant percentages indicated in the following table:

Category	%
Vacant Land or Derelict Land	0.46451 (of Capital Improved Value)
Retirement Village Land	0.19003 (of Capital Improved Value)
Commercial Land	0.46451 (of Capital Improved Value)
Industrial Land	0.46451 (of Capital Improved Value)
Residential Land	0.21114 (of Capital Improved Value)

- 2.5 It be recorded that Council considers that each differential rate will contribute to the equitable and efficient carrying out of Council functions, and that:

2.5.1 the objectives of each differential rate be those specified in the schedules to this resolution;

2.5.2 the types or classes of land which are subject to each differential rate be those defined in the schedules to this resolution;

2.5.3 the uses and levels of each differential rate in relation to those respective types or classes of land be those described in the schedules to this resolution; and

2.5.4 the relevant

- (a) uses of;
- (b) geographical locations of;
- (c) planning scheme zonings of; and
- (d) types of buildings on

the respective types or classes of land be those identified in the schedules to this resolution.

### 3.1 Preparation of Proposed 2016-17 Budget (cont'd)

- 2.6 In accordance with section 4 (4) of the Cultural and Recreational Lands Act 1963, the amounts in lieu of rates payable in respect of each rateable land to which that Act applies be the amounts respectively set out below:

Category	%
Cultural and Recreational Land	0.13724 (of Capital Improved Value)

#### *Municipal Charge*

- 2.7 No municipal charge to be declared in respect of the 2016-17 Financial Year.

#### *Service Rates and Charges*

##### **Annual Service Charge**

- 2.8 An annual service charge be declared in respect of the 2016-17 Financial Year.

- 2.9 The annual service charge be declared for the collection and disposal of refuse.

- 2.10 The annual service charge be in the sum of, and be based on the criteria, specified below:

- 2.10.1 any land within Council's municipal district which is used primarily for commercial or industrial purposes:

- \$222.00 per service for each land, where the service is requested by the owner of the land (or the agent of the owner) and is for collection and disposal of the contents of a bin at the frequency of once per week.
- \$1,106.00 per service for each land, where the service is requested by the owner of the land (or the agent of the owner) and is for collection and disposal of the contents of a bin at the frequency of five times per week.
- \$76.00 for each additional 240 litre recycling container supplied in respect of the land.
- \$213.00 per annum for each office based premise, where the access to waste removal service is requested by the owner of the land (or the agent of the owner) at Dorset Square, Boronia.
- \$636.00 per annum for each retail based premise, where the access to waste removal service is requested by the owner of the land (or the agent of the owner) at Dorset Square, Boronia.

### 3.1 Preparation of Proposed 2016-17 Budget (cont'd)

- \$1,906.00 per annum for each food based premise less than 200 square metres, where the access to waste removal service is requested by the owner of the land (or the agent of the owner) at Dorset Square, Boronia.
- \$4,446.00 per annum for each food based premise greater than 200 square metres, where the access to waste removal service is requested by the owner of the land (or the agent of the owner) at Dorset Square, Boronia.

#### 2.10.2 any land within Council's municipal district which is not rateable land:

- \$184.00 per service for each land, where the service is requested by the owner of the land (or the agent of that owner) and is for collection and disposal of the contents of a 240 litre bin at the frequency of once per week.
- \$923.00 per service for each land, where the service is requested by the owner of the land (or the agent of that owner) and is for collection and disposal of the contents of a 240 litre bin at the frequency of five times per week.
- \$147.00 per service for each land, where the service is requested by the owner of the land (or the agent of that owner) and is for the collection and disposal of the contents of a 120 litre bin at the frequency of once per week.
- \$76.00 for each additional 240 litre recycling container supplied in respect of the land.

#### *Service Rate and Annual Service Charge*

2.11 A combination of a service rate and annual service charge be declared in respect of the 2016-17 Financial Year.

2.12 The combination of the service rate and annual service charge be declared for the collection and disposal of refuse.

2.13 The service rate and annual service charge be declared in respect of any land within Council's municipal district which is used primarily for residential purposes.

2.14 The:

2.14.1 service rate in respect of each land be calculated by multiplying the Capital Improved Value of each land by 0.0062383%; and



**3.1 Preparation of Proposed 2016-17 Budget (cont'd)****2.14.2 annual service charge be in the following sums:**

- **\$46.00 per service for each land, where the service is for a 120 litre bin used for the collection of domestic waste.**
- **\$92.00 per service for each land, where the service is for the optional 240 litre bin for the collection of green waste.**
- **\$218.00 for each additional 120 litre bin supplied in respect of the land for the collection of domestic waste.**
- **\$76.00 for each additional 240 litre recycling container supplied in respect of the land.**

**3. Rebates & Concessions**

**3.1 It be recorded that Council grants a rebate to each owner of rateable land who is an "eligible recipient" within the meaning of the State Concessions Act 2004.**

**3.2 The rebate be in respect of each rateable land so owned, and be in an amount of \$100.**

**3.3 The rebate described in paragraph 3.2 be granted to assist the proper development of the municipal district.**

**4. Incentives**

**No incentive be declared for early payment of the general rates, municipal charge and annual service charge previously declared.**

**5. Consequential**

**5.1 It be recorded that Council requires any person to pay interest on any amount of rates and charges to which:**

**5.1.1 that person is liable to pay; and**

**5.1.2 have not been paid by the date specified for their payment.**

**5.2 The Chief Executive Officer be authorised to levy and recover the general rates, annual service charges and annual service rate in accordance with the Local Government Act 1989.**

**6. Annual Plan**

**Note that in accordance with s.125 (7) of the Local Government Act 1989, the Council Plan has been reviewed, and has formed the basis for development of the draft Annual Plan 2016-17.**

**3.1 Preparation of Proposed 2016-17 Budget (cont'd)****7. Strategic Resource Plan**

**Note that in accordance with s.126 of the Local Government Act 1989, the Strategic Resource Plan has been reviewed, and has formed the basis for development of the proposed Strategic Resource Plan 2016-17, and is attached as Appendix B.**

- 8. That Public Notice of the Proposed Budget for 2016-17 be given inviting submissions to be made in accordance with Section 129 of the Local Government Act 1989 and Section 11 of the Local Government (Planning and Reporting) Regulations 2014.**
- 9. That a Committee be appointed by Council to hear any submissions in relation to the Proposed Budget that might arise in accordance with Section 223 of the Local Government Act 1989, and that the Committee meet on Wednesday, 8 June 2016 from 7.00pm to hear such submissions at the Council Offices, 511 Burwood Highway, Wantirna South.**
- 10. That all nine Councillors of the Knox City Council be nominated to form the Committee referred to in clause 9 above, with a quorum of five.**
- 11. That following the consideration of all submissions, the Proposed 2016-17 Budget be presented to a Meeting of Council to be held on Tuesday, 28 June 2016 commencing at 7.00pm at the Council Offices, 511 Burwood Highway, Wantirna South.**

**The following schedules form part of this resolution:**

**3.1 Preparation of Proposed 2016-17 Budget (cont'd)****SCHEDULE A****VACANT LAND OR DERELICT LAND****Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the:

1. Encouragement of development/and or improvement of land;
2. Construction and maintenance of public infrastructure;
3. Development and provision of health and community services;
4. Provision of general support services; and
5. Requirement to ensure that Council has adequate funding to undertake its strategic, statutory, and service provision obligations.

**Types and Classes:**

Rateable land having the relevant characteristics described in the Recommendation.

**Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

**Geographic Location:**

Wherever located within the municipal district.

**Use of Land:**

Any use permitted under the relevant Planning Scheme.

**Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Types of Buildings:**

All buildings (where applicable) which are now constructed on the land or which are constructed prior to the expiry of the 2016-17 Financial Year.

**3.1 Preparation of Proposed 2016-17 Budget (cont'd)****SCHEDULE B****RETIREMENT VILLAGE LAND****Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the -

1. Construction and maintenance of public infrastructure;
2. Development and provision of health & community services;
3. Provision of general support services;
4. Requirement to ensure that Council has adequate funding to undertake its strategic, statutory, and service provision obligations; and
5. Recognition of expenditures made by Council on behalf of the retirement village sector.

**Types and Classes:**

Rateable land having the relevant characteristics described in the Recommendation.

**Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

**Geographic Location:**

Wherever located within the municipal district.

**Use of Land:**

Any use permitted under the relevant Planning Scheme.

**Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Types of Buildings:**

All buildings which are now constructed on the land or which are constructed prior to the expiry of the 2016-17 Financial Year.

**3.1 Preparation of Proposed 2016-17 Budget (cont'd)****SCHEDULE C****COMMERCIAL LAND****Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the -

1. Construction and maintenance of public infrastructure;
2. Development and provision of health & community services;
3. Provision of general support services;
4. Enhancement of the economic viability of the commercial and industrial sector through targeted programs and projects;
5. Encouragement of employment opportunities;
6. Promotion of economic development;
7. Analysis, maintenance and construction of public drainage infrastructure; and
8. Requirement to ensure that streetscaping and promotional activity is complementary to the achievement of industrial and commercial objectives.

**Types and Classes:**

Rateable land having the relevant characteristics described in the Recommendation.

**Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

**Geographic Location:**

Wherever located within the municipal district.

**Use of Land:**

Any use permitted under the relevant Planning Scheme.

**Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Types of Buildings:**

All buildings which are now constructed on the land or which are constructed prior to the expiry of the 2016-17 Financial Year.

**3.1 Preparation of Proposed 2016-17 Budget (cont'd)****SCHEDULE D****INDUSTRIAL LAND****Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the -

1. Construction and maintenance of public infrastructure;
2. Development and provision of health & community services;
3. Provision of general support services;
4. Enhancement of the economic viability of the commercial and industrial sector through targeted programs and projects;
5. Encouragement of employment opportunities;
6. Promotion of economic development;
7. Analysis, maintenance and construction of public drainage infrastructure; and
8. Requirement to ensure that streetscaping and promotional activity is complementary to the achievement of industrial and commercial objectives.

**Types and Classes:**

Rateable land having the relevant characteristics described in the Recommendation.

**Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

**Geographic Location:**

Wherever located within the municipal district.

**Use of Land:**

Any use permitted under the relevant Planning Scheme.

**Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Types of Buildings:**

All buildings which are now constructed on the land or which are constructed prior to the expiry of the 2016-17 Financial Year.

**3.1 Preparation of Proposed 2016-17 Budget (cont'd)****SCHEDULE E****RESIDENTIAL LAND****Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the -

1. Construction and maintenance of public infrastructure;
2. Development and provision of health & community services;
3. Provision of general support services; and
4. Requirement to ensure that Council has adequate funding to undertake its strategic, statutory, and service provision obligations.

**Types and Classes:**

Rateable land having the relevant characteristics described in the Recommendation.

**Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

**Geographic Location:**

Wherever located within the municipal district.

**Use of Land:**

Any use permitted under the relevant Planning Scheme.

**Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Types of Buildings:**

All buildings which are now constructed on the land or which are constructed prior to the expiry of the 2016-17 Financial Year.

### **3.1 Preparation of Proposed 2016-17 Budget (cont'd)**

#### **1. INTRODUCTION**

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

As submissions are invited under Section 223 of the Local Government Act 1989, any person making a written submission is entitled to request to be heard by Council or a Committee appointed by Council. Submitters requesting to be heard in support of their submission, or have someone represent them at the public submission hearing, must indicate this in their submission. Upon consideration of the report from the Committee, Council may then adopt the 2016-17 Budget with or without any adjustments that might have arisen from the submissions or other relevant information provided by the Chief Executive Officer. A further advertisement advising the public of the Budget's final adoption is required.

The Proposed 2016-17 Annual Budget is included as Appendix A to this report. The proposed Strategic Resource Plan is included as Appendix B to this report.

#### **2. DISCUSSION**

##### **2.1 Budget Highlights**

The Proposed 2016-17 Annual Budget meets the objectives of Council's Long Term Financial Forecast and Rating Strategy which are:

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



### 3.1 Preparation of Proposed 2016-17 Budget (cont'd)

The Proposed Budget provides for the following initiatives that will bring major community benefit:

- Continued investment in renewal of community assets with \$25.857 million to be invested in maintaining and renewing existing community assets such as buildings, parks, footpaths and drains.

The following table summarises the proposed 2016-17 capital works asset renewal program:

Asset Renewal Category	Budget 2016-17 \$'000's
Buildings	4,000
Computers and telecommunications	2,472
Fixtures, fittings and furniture	5
Plant, machinery and equipment	2,417
Roads	8,050
Bridges	350
Footpaths and cycleways	2,400
Drains	2,100
Recreational, leisure and community facilities	2,611
Off street car parks	550
Other infrastructure	902
<b>Total Asset Renewal</b>	<b>25,857</b>

- \$31.199 million to be invested in new, upgrade and expansion Capital Works. The more significant projects are as follows:
  - \$2.100M for the energy efficient street lighting replacement (in addition to \$4.750M budgeted in 2015-16).
  - \$6.617M to progress the development of two integrated early years' hubs at Bayswater and Wantirna South.
  - \$4.180M for the development of Stamford Park.
  - \$7.985M for Knox Central precinct (excluding Library).
  - \$1.600M for Knox Central Westfield Library including design and fit out.
  - \$0.320M for Walker Reserve Multipurpose Area – Stage 2.
  - \$0.650M for Eildon Park Reserve pavilion upgrade.
  - \$0.600M for provision of Interim Knox Library.
  - \$0.158M for Mariemont Preschool, Wantirna upgrade of foyer and office space.
  - \$0.800M construction of Karoo Road, Rowville.
  - \$0.390M construction of Quarry Road, Upper Ferntree Gully.

### 3.1 Preparation of Proposed 2016-17 Budget (cont'd)

- \$0.200M Tormore Reserve, Boronia. Implementation of masterplan.
- \$0.600M Marie Wallace Reserve, Bayswater. Implementation of masterplan.
- \$0.250M Chandler Park, Boronia. Implementation of masterplan.
- \$0.200M Rumann and Benedikt Reserves, Scoresby. Stages implementation of masterplan.
- \$0.250M Exner Reserve, Scoresby. Implementation of masterplan.
- \$0.370M Upper Ferntree Gully Neighbourhood Shopping Centre masterplan implementation.
- \$0.550M Boronia Retarding Basin upgrade.
- \$0.400M Mint Street Wantirna Wetland system upgrade adjacent to Dandenong Creek.

The Budget contains a reduced new initiatives funding of \$0.470 million for 2016-17 and recognises known future impacts in the financial years following. The new service and program initiatives include the following:

- \$0.060M for the preparation of a structure plan for the Wantirna Health Precinct.
- \$0.140M for the community engagement component of the City Plan and Council Plan 2017-21.
- \$0.210M to support the operational implementation of the Early Years Hubs project.
- \$0.060M to develop an Aquatic Future Direction Strategy for Knox.

The 2016-17 Budget also funds the following external requirements:

- The State Government's Land Fill Levy will rise from \$1.996M in 2014-15 to \$2.055M in 2015-16 and \$2.113 in 2016-17. The Victorian Government Landfill Levy Service Rate is levied to recover the cost of the landfill levy charges.
- The introduction of the Fire Services Property Levy Act 2012 provided for local Councils to act as the collection agency for the State Government Fire Services Property Levy. The State Government Fire Services Property Levy will continue to appear on all 2016-17 Valuation and Rates Notices. Council is also required to pay the Levy for all Council-owned, non-rateable leviable properties at a cost to Council of approximately \$0.140M.
- An amount of \$0.350M will be transferred to the Landfill Rehabilitation Reserve to support environmental compliance requirements for Cathies Lane and Lewellyn Park Landfills.

### 3.1 Preparation of Proposed 2016-17 Budget (cont'd)

- Legislative requirements for staff/child ratios in Council's pre-schools which became effective on 1 January 2016 continues to impact this budget with an additional ongoing cost of \$0.420 million required in 2016-17.
- Government grant funding to generally increase by 1.8% which is well below Council's Cost Escalation Factor including a freeze on Grants Commission funding at 2013-14 levels until 2017-18. The freeze on Grants Commission funding has an annual negative impact of approximately \$160,000 per annum from the 2014-15 budget year onwards.

Overall, Council remains in a sound financial position with a proposed rate rise of 2.5% (the lowest in nine years), in accordance with the new rate capping provisions of the Act, imposed by the State Government.

### 2.2 Fees and Charges

At the Council meeting on 22 March 2016, Council adopted in principle the Fees and Charges for 2016-17. The full schedule of these Fees and Charges is included in the attached copy of the Budget. The full report provided to the 22 March 2016 Ordinary Meeting of Council is available on Council's website.

### 2.3 Timetable to Meet Statutory Obligations

The following timetable is proposed to assist with the completion of the 2016-17 Annual Budget process.

In accordance with Section 129 of the Local Government Act 1989, Council must give public notice advising that copies of the Budget are available for inspection for at least 28 days after the publication of the notice. The publication of notice is projected to be advertised on Thursday, 5 May 2016.

<b>Preparation of Proposed 2016-17 Budget</b>	<b>Special Council Meeting Tuesday, 3 May 2016</b>
Advertising of Proposed Budget: The Age	Thursday, 5 May 2016 (Statutory Advertisement)
Knox Leader	Tuesday, 10 May 2016
Submissions Close	Thursday, 2 June 2016 – 5.00pm
Hearing of Public Submissions	Wednesday, 8 June 2016 – 7.00pm
Consideration of Submissions and Final Adoption of 2016-17 Budget with or without modification	Council Meeting Tuesday, 28 June 2016
Advertising of Adoption of 2016-17 Budget	The Age Friday, 1 July 2016
Distribution of Rate Notices	August 2016

### 3.1 Preparation of Proposed 2016-17 Budget (cont'd)

#### **3. CONSULTATION**

The 2016-17 Annual Budget process involves publicly advertising the availability of the Proposed Budget document and inviting the community to make written submissions to the Proposed Budget. Documents will be available for inspection on the Council website ([www.knox.vic.gov.au](http://www.knox.vic.gov.au)) and at the Civic Centre, Rowville Customer Service Centre and libraries within the municipality. Online submissions should be made via Council's website ([www.knox.vic.gov.au](http://www.knox.vic.gov.au)) or a written submission sent by mail addressed to the Chief Executive Officer. The final date for receipt of submissions is 5.00pm, Thursday, 2 June 2016 with a hearing date of submissions on Wednesday, 8 June 2016 commencing at 7.00pm if required.

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

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

The Proposed 2016-17 Annual Budget recognises the leadership role Council has within the community to actively address the impacts of sustainability and to facilitate other levels of government and the community to act in a similar vein.

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

The Proposed 2016-17 Annual Budget closely accords with the financial framework established by Council in its Long Term Financial Forecast and Rating Strategy and continues to address the infrastructure renewal challenge faced by both this Council and the Local Government sector.

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

The Proposed 2016-17 Annual Budget contains financial resourcing for a wide range of programs that deliver important community services to the Knox community. The 2016-17 Annual Budget is based on the principle of maintaining all services that are presently available to the community with some minor service growth to meet service demands.

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

The Proposed 2016-17 Annual Budget document contains Council's Annual Plan for the 2016-17 financial year, which outlines the major activities and initiatives Council will undertake in 2016-17 to progress toward achievement of Knox's Council Plan, published as part of Knox's City Plan 2013-2017. The proposed Annual Plan demonstrates close links with the City Plan 2013-17 (incorporating the Council Plan), following the same theme structure. The focus this year has been on developing specific initiatives for 2016-17 to progress the community toward achievement of the objectives of the City Plan 2013-17 (incorporating the Council Plan).

### 3.1 Preparation of Proposed 2016-17 Budget (cont'd)

#### **8. CONCLUSION**

The Proposed 2016-17 Annual Budget forms an integral part of Council's overall strategic planning framework and endeavours to resource the directions that have been established in the Knox Vision: Our City, Our Future and the City Plan 2013-17 (incorporating the Council Plan). Council has established its four-year strategic direction in the City Plan and has developed actions to implement these directions which flow directly through to this Budget.

The 2016-17 Knox City Council Budget is submitted for the consideration of Council.

#### **9. CONFIDENTIALITY**

This report does not contain confidential information.

#### **COUNCIL RESOLUTION**

MOVED: CR. PEARCE

SECONDED: CR. LOCKWOOD

1. That Council prepare the 2016-17 Annual Budget as presented to this meeting in accordance with Section 127 of the Local Government Act 1989 including minor amendments to the Executive Summary as detailed below, to address minor inconsistencies within the body of the proposed budget document distributed with the Agenda:

- Page 2 - \$0.5 million changed to \$0.470 million.
- Page 5 – Removal of sentence 'As a result of continued low interest rates, Council is anticipating reduced interest earnings of \$0.197M'.
- Page 6 – Amendments to text in e) capital works section:
  - \$1.600M for Knox Central Westfield Library including design and fitout is now \$0.200 million for design of Knox Central Westfield Library.
  - \$0.600M for Interim Knox Library is now \$0.800M for the Interim Knox Library.
  - \$0.158M for Mariemont Preschool, Wantirna upgrade of foyer and office space is now \$0.212M for preschool building upgrades.
- Page 7 - \$0.142 million changed to \$0.140 million.

### 3.1 Preparation of Proposed 2016-17 Budget (cont'd) Resolution (cont'd)

#### 2. Amount intended to be raised.

An amount of \$110,585,960 (or such other amount as is lawfully raised as a consequence of this Resolution) be declared as the amount which Council intends to raise by general rates, a service rate and an annual service charge (both are described later in this Resolution), which amount is calculated as follows:

General Rates (1)	\$102,053,062
Annual Waste Service Charges	\$6,419,898
State Government Landfill Levy Service Rate	\$2,113,000

(1) excludes supplementary rates and Council's Pension Rebate

#### *General Rates*

2.1 A general rate be declared in respect of the 2016-17 Financial Year.

2.2 It be further declared that the general rate be raised by the application of differential rates.

2.3 A differential rate be declared for rateable land having the characteristics specified below, which characteristics will form the criteria for each differential rate so declared:

##### 2.3.1 Vacant Land or Derelict Land (refer to Schedule A)

Any land on which there is no building that is occupied or adapted for occupation, or contains a building that is ordinarily adapted for occupation which is abandoned, unoccupied and in a very poor condition resulting from both disuse and neglect.

##### 2.3.2 Retirement Village Land (refer to Schedule B)

Any land which is used primarily for the purposes of a retirement village.

##### 2.3.3 Commercial Land (refer Schedule C)

Any land which is used primarily for commercial purposes.

##### 2.3.4 Industrial Land (refer to Schedule D)

Any land which is used primarily for industrial purposes.

### 3.1 Preparation of Proposed 2016-17 Budget (cont'd) Resolution (cont'd)

#### 2.3.5 Residential Land (refer to Schedule E)

Any land which does not have the characteristics of Vacant Land or Derelict Land, Retirement Village Land or Commercial Land or Industrial Land.

- 2.4 Each differential rate will be determined by multiplying the Capital Improved Value of each rateable land (categorised by the characteristics described in paragraph 2.3 of this resolution) by the relevant percentages indicated in the following table:

Category	%
Vacant Land or Derelict Land	0.46451 (of Capital Improved Value)
Retirement Village Land	0.19003 (of Capital Improved Value)
Commercial Land	0.46451 (of Capital Improved Value)
Industrial Land	0.46451 (of Capital Improved Value)
Residential Land	0.21114 (of Capital Improved Value)

- 2.5 It be recorded that Council considers that each differential rate will contribute to the equitable and efficient carrying out of Council functions, and that:

2.5.1 the objectives of each differential rate be those specified in the schedules to this resolution;

2.5.2 the types or classes of land which are subject to each differential rate be those defined in the schedules to this resolution;

2.5.3 the uses and levels of each differential rate in relation to those respective types or classes of land be those described in the schedules to this resolution; and

2.5.4 the relevant

- (a) uses of;
- (b) geographical locations of;
- (c) planning scheme zonings of; and
- (d) types of buildings on

the respective types or classes of land be those identified in the schedules to this resolution.

### 3.1 Preparation of Proposed 2016-17 Budget (cont'd) Resolution (cont'd)

- 2.6 In accordance with section 4 (4) of the Cultural and Recreational Lands Act 1963, the amounts in lieu of rates payable in respect of each rateable land to which that Act applies be the amounts respectively set out below:

Category	%
Cultural and Recreational Land	0.13724 (of Capital Improved Value)

#### *Municipal Charge*

- 2.7 No municipal charge to be declared in respect of the 2016-17 Financial Year.

#### *Service Rates and Charges*

##### Annual Service Charge

- 2.8 An annual service charge be declared in respect of the 2016-17 Financial Year.

- 2.9 The annual service charge be declared for the collection and disposal of refuse.

- 2.10 The annual service charge be in the sum of, and be based on the criteria, specified below:

- 2.10.1 any land within Council's municipal district which is used primarily for commercial or industrial purposes:

- \$222.00 per service for each land, where the service is requested by the owner of the land (or the agent of the owner) and is for collection and disposal of the contents of a bin at the frequency of once per week.
- \$1,106.00 per service for each land, where the service is requested by the owner of the land (or the agent of the owner) and is for collection and disposal of the contents of a bin at the frequency of five times per week.
- \$76.00 for each additional 240 litre recycling container supplied in respect of the land.
- \$213.00 per annum for each office based premise, where the access to waste removal service is requested by the owner of the land (or the agent of the owner) at Dorset Square, Boronia.



### 3.1 Preparation of Proposed 2016-17 Budget (cont'd) Resolution (cont'd)

- \$636.00 per annum for each retail based premise, where the access to waste removal service is requested by the owner of the land (or the agent of the owner) at Dorset Square, Boronia.
- \$1,906.00 per annum for each food based premise less than 200 square metres, where the access to waste removal service is requested by the owner of the land (or the agent of the owner) at Dorset Square, Boronia.
- \$4,446.00 per annum for each food based premise greater than 200 square metres, where the access to waste removal service is requested by the owner of the land (or the agent of the owner) at Dorset Square, Boronia.

#### 2.10.2 any land within Council's municipal district which is not rateable land:

- \$184.00 per service for each land, where the service is requested by the owner of the land (or the agent of that owner) and is for collection and disposal of the contents of a 240 litre bin at the frequency of once per week.
- \$923.00 per service for each land, where the service is requested by the owner of the land (or the agent of that owner) and is for collection and disposal of the contents of a 240 litre bin at the frequency of five times per week.
- \$147.00 per service for each land, where the service is requested by the owner of the land (or the agent of that owner) and is for the collection and disposal of the contents of a 120 litre bin at the frequency of once per week.
- \$76.00 for each additional 240 litre recycling container supplied in respect of the land.

### 3.1 Preparation of Proposed 2016-17 Budget (cont'd) Resolution (cont'd)

#### *Service Rate and Annual Service Charge*

2.11 A combination of a service rate and annual service charge be declared in respect of the 2016-17 Financial Year.

2.12 The combination of the service rate and annual service charge be declared for the collection and disposal of refuse.

2.13 The service rate and annual service charge be declared in respect of any land within Council's municipal district which is used primarily for residential purposes.

2.14 The:

2.14.1 service rate in respect of each land be calculated by multiplying the Capital Improved Value of each land by 0.0062383%; and

2.14.2 annual service charge be in the following sums:

- \$46.00 per service for each land, where the service is for a 120 litre bin used for the collection of domestic waste.
- \$92.00 per service for each land, where the service is for the optional 240 litre bin for the collection of green waste.
- \$218.00 for each additional 120 litre bin supplied in respect of the land for the collection of domestic waste.
- \$76.00 for each additional 240 litre recycling container supplied in respect of the land.

#### 3. Rebates & Concessions

3.1 It be recorded that Council grants a rebate to each owner of rateable land who is an "eligible recipient" within the meaning of the State Concessions Act 2004.

3.2 The rebate be in respect of each rateable land so owned, and be in an amount of \$100.

3.3 The rebate described in paragraph 3.2 be granted to assist the proper development of the municipal district.

#### 4. Incentives

No incentive be declared for early payment of the general rates, municipal charge and annual service charge previously declared.

### 3.1 Preparation of Proposed 2016-17 Budget (cont'd) Resolution (cont'd)

#### 5. Consequential

5.1 It be recorded that Council requires any person to pay interest on any amount of rates and charges to which:

5.1.1 that person is liable to pay; and

5.1.2 have not been paid by the date specified for their payment.

5.2 The Chief Executive Officer be authorised to levy and recover the general rates, annual service charges and annual service rate in accordance with the Local Government Act 1989.

#### 6. Annual Plan

Note that in accordance with s.125 (7) of the Local Government Act 1989, the Council Plan has been reviewed, and has formed the basis for development of the draft Annual Plan 2016-17.

#### 7. Strategic Resource Plan

Note that in accordance with s.126 of the Local Government Act 1989, the Strategic Resource Plan has been reviewed, and has formed the basis for development of the proposed Strategic Resource Plan 2016-17, and is attached as Appendix B.

8. That Public Notice of the Proposed Budget for 2016-17 be given inviting submissions to be made in accordance with Section 129 of the Local Government Act 1989 and Section 11 of the Local Government (Planning and Reporting) Regulations 2014.

9. That a Committee be appointed by Council to hear any submissions in relation to the Proposed Budget that might arise in accordance with Section 223 of the Local Government Act 1989, and that the Committee meet on Wednesday, 8 June 2016 from 7.00pm to hear such submissions at the Council Offices, 511 Burwood Highway, Wantirna South.

10. That all nine Councillors of the Knox City Council be nominated to form the Committee referred to in clause 9 above, with a quorum of five.

11. That following the consideration of all submissions, the Proposed 2016-17 Budget be presented to a Meeting of Council to be held on Tuesday, 28 June 2016 commencing at 7.00pm at the Council Offices, 511 Burwood Highway, Wantirna South.

The following schedules form part of this resolution:

CARRIED

**3.1 Preparation of Proposed 2016-17 Budget (cont'd)  
Resolution (cont'd)****SCHEDULE A****VACANT LAND OR DERELICT LAND****Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the:

1. Encouragement of development/and or improvement of land;
2. Construction and maintenance of public infrastructure;
3. Development and provision of health and community services;
4. Provision of general support services; and
5. Requirement to ensure that Council has adequate funding to undertake its strategic, statutory, and service provision obligations.

**Types and Classes:**

Rateable land having the relevant characteristics described in the Recommendation.

**Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

**Geographic Location:**

Wherever located within the municipal district.

**Use of Land:**

Any use permitted under the relevant Planning Scheme.

**Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Types of Buildings:**

All buildings (where applicable) which are now constructed on the land or which are constructed prior to the expiry of the 2016-17 Financial Year.

**3.1 Preparation of Proposed 2016-17 Budget (cont'd)  
Resolution (cont'd)****SCHEDULE B****RETIREMENT VILLAGE LAND****Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the -

1. Construction and maintenance of public infrastructure;
2. Development and provision of health & community services;
3. Provision of general support services;
4. Requirement to ensure that Council has adequate funding to undertake its strategic, statutory, and service provision obligations; and
5. Recognition of expenditures made by Council on behalf of the retirement village sector.

**Types and Classes:**

Rateable land having the relevant characteristics described in the Recommendation.

**Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

**Geographic Location:**

Wherever located within the municipal district.

**Use of Land:**

Any use permitted under the relevant Planning Scheme.

**Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Types of Buildings:**

All buildings which are now constructed on the land or which are constructed prior to the expiry of the 2016-17 Financial Year.

**3.1 Preparation of Proposed 2016-17 Budget (cont'd)  
Resolution (cont'd)****SCHEDULE C****COMMERCIAL LAND****Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the -

1. Construction and maintenance of public infrastructure;
2. Development and provision of health & community services;
3. Provision of general support services;
4. Enhancement of the economic viability of the commercial and industrial sector through targeted programs and projects;
5. Encouragement of employment opportunities;
6. Promotion of economic development;
7. Analysis, maintenance and construction of public drainage infrastructure; and
8. Requirement to ensure that streetscaping and promotional activity is complementary to the achievement of industrial and commercial objectives.

**Types and Classes:**

Rateable land having the relevant characteristics described in the Recommendation.

**Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

**Geographic Location:**

Wherever located within the municipal district.

**Use of Land:**

Any use permitted under the relevant Planning Scheme.

**Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Types of Buildings:**

All buildings which are now constructed on the land or which are constructed prior to the expiry of the 2016-17 Financial Year.

**3.1 Preparation of Proposed 2016-17 Budget (cont'd)  
Resolution (cont'd)****SCHEDULE D****INDUSTRIAL LAND****Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the -

1. Construction and maintenance of public infrastructure;
2. Development and provision of health & community services;
3. Provision of general support services;
4. Enhancement of the economic viability of the commercial and industrial sector through targeted programs and projects;
5. Encouragement of employment opportunities;
6. Promotion of economic development;
7. Analysis, maintenance and construction of public drainage infrastructure; and
8. Requirement to ensure that streetscaping and promotional activity is complementary to the achievement of industrial and commercial objectives.

**Types and Classes:**

Rateable land having the relevant characteristics described in the Recommendation.

**Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

**Geographic Location:**

Wherever located within the municipal district.

**Use of Land:**

Any use permitted under the relevant Planning Scheme.

**Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Types of Buildings:**

All buildings which are now constructed on the land or which are constructed prior to the expiry of the 2016-17 Financial Year.

**3.1 Preparation of Proposed 2016-17 Budget (cont'd)  
Resolution (cont'd)****SCHEDULE E****RESIDENTIAL LAND****Objective:**

To ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the -

1. Construction and maintenance of public infrastructure;
2. Development and provision of health & community services;
3. Provision of general support services; and
4. Requirement to ensure that Council has adequate funding to undertake its strategic, statutory, and service provision obligations.

**Types and Classes:**

Rateable land having the relevant characteristics described in the Recommendation.

**Use and Level of Differential Rate:**

The differential rate will be used to fund some of those items of expenditure described in the Budget adopted by Council.

The level of the differential rate is the level which Council considers is necessary to achieve the objectives specified above.

**Geographic Location:**

Wherever located within the municipal district.

**Use of Land:**

Any use permitted under the relevant Planning Scheme.

**Planning Scheme Zoning:**

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant Planning Scheme.

**Types of Buildings:**

All buildings which are now constructed on the land or which are constructed prior to the expiry of the 2016-17 Financial Year.



**MEETING CLOSED AT 6.12PM**

Minutes of Meeting confirmed at the  
Ordinary Meeting of Council  
held on  
Tuesday 24 May 2016

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Chairperson