



# **KNOX CITY COUNCIL**

## **AGENDA**

Ordinary Meeting of Council

To be held at the

Civic Centre

511 Burwood Highway

Wantirna South

On

Monday 23 April 2018



# **KNOX CITY COUNCIL**

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

**ON  
MONDAY 23 APRIL 2018 AT 7.00 P.M.**

## **BUSINESS:**

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TONY DOYLE  
CHIEF EXECUTIVE OFFICER

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

**SUMMARY:** *Acting Manager – City Planning & Building (Greg Kent)*

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

**RECOMMENDATION**

That the planning applications decided under delegation report (between 1 March to 31 March 2018) be noted.

**REPORT**

Details of planning applications decided under delegation from 1 March to 31 March 2018 are attached. The applications are summarised as follows:

<b>Application Type</b>	<b>No</b>
Building & Works: Residential	4
Other	3
Units	20
Subdivision	13
Tree Removal/Pruning	12
Change of Use	2
Child Care Centre	2
Liquor Licence	1
Signage	1
<b>TOTAL</b>	<b>58</b>

**Report Prepared By:** *Acting Manager – City Planning & Building (Greg Kent)*

**Report Authorised By:** *Acting Director – City Development (Paul Dickie)*



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

**1 March 2018 – 31 March 2018**

<b>Ward</b>	<b>No/Type</b>	<b>Address</b>	<b>Description</b>	<b>Decision</b>
Baird	2017/6571	30 Faraday Street BORONIA VIC 3155	Development of the land for two (2) double storey dwellings and one (1) single storey dwelling	7/03/2018 Approved
Baird	2018/6063	19 Stonehaven Avenue BORONIA VIC 3155	3 lot subdivision (Approved Unit Site)	7/03/2018 Approved
Baird	2018/6111	1 & 2/9 Paton Crescent BORONIA VIC 3155	2 lot subdivision (Existing Dwellings)	7/03/2018 Approved
Baird	2017/6595	9 Woodvale Road BORONIA VIC 3155	Development of the land for six (6) three storey dwellings	13/03/2018 Notice of Decision
Baird	2017/6815	45 Park Boulevard FERNTREE GULLY VIC 3156	Development of two (2) double storey dwellings and removal of vegetation	28/03/2018 Notice of Decision
Baird	2017/6802	25 Woodvale Road BORONIA VIC 3155	Development of the land for two (2) double storey and one (1) single storey dwelling (total three dwellings)	9/03/2018 Approved
Baird	2017/6610	11 Stephen Road FERNTREE GULLY VIC 3156	Development of land for a double storey dwelling to the rear of existing dwelling	9/03/2018 Notice of Decision
Baird	2018/6107	72 Edina Road FERNTREE GULLY VIC 3156	Removal of one Eucalyptus gonicalyx	15/03/2018 Approved
Baird	2017/6716	1 Kristen Court BORONIA VIC 3155	Development of the land for a double storey dwelling to the rear of the existing dwelling and a two lot subdivision	13/03/2018 Notice of Decision
Chandler	2018/9043	29 Bambury Street BORONIA VIC 3155	Removal of one Populus nigra 'Italica' tree	29/03/2018 Approved
Chandler	2017/6750	40 Democrat Drive THE BASIN VIC 3154	Develop additions and alterations to existing dwelling (Single storey extension), and removal of vegetation	5/03/2018 Approved
Chandler	2017/6707	12 Mitchell Avenue BORONIA VIC 3155	Buildings and Works (Construction of a double storey dwelling)	2/03/2018 Approved

<b>Ward</b>	<b>No/Type</b>	<b>Address</b>	<b>Description</b>	<b>Decision</b>
Chandler	2018/9042	3 Lorraine Street BORONIA VIC 3155	Removal of one Corymbia ficifolia (Flowering Gum) from property	22/03/2018 Approved
Chandler	2018/9033	16 Goodwin Street THE BASIN VIC 3154	Remove one (1) Corymbia citriodora (Lemon scented Gum)	2/03/2018 Approved
Chandler	2018/6134	2A Girdwood Road BORONIA VIC 3155	Removal of 2 Eucalyptus trees	19/03/2018 Approved
Chandler	2018/9032	1/40 Bambury Street BORONIA VIC 3155	Removal of 1 Liquidambar styraciflua	1/03/2018 Approved
Chandler	2018/9041	46 Stuart Street THE BASIN VIC 3154	Removal of 1 Sequoia sempervirens tree	21/03/2018 Approved
Chandler	2018/9039	28A Stewart Street BORONIA VIC 3155	Remove one Eucalyptus globulus tree	14/03/2018 Approved
Chandler	2018/9038	7 Moncoe Street BORONIA VIC 3155	Removal of one Liquidambar orientalis	14/03/2018 Approved
Chandler	2017/6576	23 Moroney Street BORONIA VIC 3155	Development of the land for a dwelling to the rear of the existing dwelling, removal of vegetation and two lot subdivision	8/03/2018 Refused
Chandler	2018/9037	26 Daffodil Road BORONIA VIC 3155	Prune one Grevillea robusta	14/03/2018 Approved
Chandler	2017/6761	88 Arcadia Avenue THE BASIN VIC 3154	Development of two dwellings, two lot subdivision and the removal of vegetation	9/03/2018 Approved
Chandler	2018/9028	11 Beresford Drive BORONIA VIC 3155	Front fence	28/03/2018 Approved
Collier	2017/6732	25 Clarence Road WANTIRNA VIC 3152	Development of a double storey dwelling to the rear of the existing dwelling	7/03/2018 Approved
Collier	2018/6049	715 Boronia Road WANTIRNA VIC 3152	Buildings and Works (Constructions of roof over existing courtyard)	7/03/2018 Approved
Collier	2017/6675	44 Templeton Street WANTIRNA VIC 3152	Use and Development of the Land for a child care centre	16/03/2018 Notice of Decision
Collier	2017/6504	521 Mountain Highway BAYSWATER VIC 3153	Change of Use (Motor Vehicle Trading Licence and motor repairs) and business identification signage	14/03/2018 Approved

<b>Ward</b>	<b>No/Type</b>	<b>Address</b>	<b>Description</b>	<b>Decision</b>
Collier	2017/6669	55 Dunbarton Drive WANTIRNA VIC 3152	Development of the land for two (2) double storey dwellings	13/03/2018 Notice of Decision
Dinsdale	2018/6030	114 Kanooka Road BORONIA VIC 3155	Three lot subdivision (Approved Unit Site)	5/03/2018 Approved
Dinsdale	2017/6487	123 Stud Road BAYSWATER VIC 3153	Development of a double storey dwelling to the rear of the existing dwelling	2/03/2018 Approved
Dinsdale	2018/9040	4 Monaro Close WANTIRNA SOUTH VIC 3152	2 lot subdivision	22/03/2018 Approved
Dinsdale	2017/6745	1 Elm Street BAYSWATER VIC 3153	Nine lot subdivision (Approved Unit Site)	1/03/2018 Approved
Dinsdale	2018/9025	41-51 Elizabeth Street BAYSWATER VIC 3153	Garage Addition	28/03/2018 Approved
Dinsdale	2017/6646	441 Boronia Road WANTIRNA SOUTH VIC 3152	Development of the land for a double storey dwelling to the rear of the existing dwelling, alteration of access to a Road Zone and a two lot subdivision	2/03/2018 Notice of Decision
Dinsdale	2017/6616	352 Boronia Road BORONIA VIC 3155	Development of the land for a double storey dwelling to the rear of the existing dwelling and alteration and access to a road, in a Category 1 Road Zone	9/03/2018 Approved
Dinsdale	2017/6332	7 Russell Crescent BORONIA VIC 3155	The construction of a second dwelling to rear of the existing dwelling	26/03/2018 Notice of Decision
Dobson	2018/9035	2 Nelson Street FERNTREE GULLY VIC 3156	Removal of one Grevillea robusta tree	7/03/2018 Approved
Dobson	2016/6881	1169 Burwood Highway UPPER FERNTREE GULLY VIC 3156	Three lot subdivision (Approved Unit Site)	7/03/2018 Approved
Dobson	2017/6267	34 Kia-Ora Parade FERNTREE GULLY VIC 3156	Buildings and works for a dependant persons unit	7/03/2018 Notice of Decision
Dobson	2017/6824	88-100 Station Street FERNTREE GULLY VIC 3156	Use part of the land for indoor recreation facility (Fitness training studio), and display of business advertising signs	7/03/2018 Approved

<b>Ward</b>	<b>No/Type</b>	<b>Address</b>	<b>Description</b>	<b>Decision</b>
Friberg	2017/6670	25 Anne Road KNOXFIELD VIC 3180	Development of the land for a double storey dwelling to the rear of existing dwelling	7/03/2018 Notice of Decision
Friberg	2018/6067	5 Conn Street FERNTREE GULLY VIC 3156	Four lot subdivision (Approved Unit Site)	6/03/2018 Approved
Friberg	2017/6704	50 Mountain Gate Drive FERNTREE GULLY VIC 3156	Development of the land for a double storey dwelling to the rear of the existing dwelling	15/03/2018 Notice of Decision
Friberg	2018/6039	1832 Ferntree Gully Road FERNTREE GULLY VIC 3156	Three lot subdivision (Approved Unit Site)	1/03/2018 Approved
Friberg	2017/6445	5 Adele Avenue FERNTREE GULLY VIC 3156	Development of the land for three (3) double storey dwellings and one (1) single storey dwelling	6/03/2018 Approved
Scott	2018/9034	388 Scoresby Road FERNTREE GULLY VIC 3156	2 lot subdivision	2/03/2018 Approved
Scott	2018/6097	50 Cornelius Drive WANTIRNA SOUTH VIC 3152	2 lot subdivision (Approved Unit Site)	5/03/2018 Approved
Scott	2017/6555	2R Mowbray Drive & 1342 - 1344 High Street Road WANTIRNA SOUTH VIC 3152	Use and Development of the land for a child care centre and alteration of access to a road in a Road Zone Category 1	2/03/2018 Notice of Decision
Scott	2017/6427	85A Kathryn Road KNOXFIELD VIC 3180	Construction of five (5) double storey dwellings on the land and vegetation removal	9/03/2018 Approved
Taylor	2017/6695	38 Eildon Parade ROWVILLE VIC 3178	Development of the land for two (2) double storey dwellings	13/03/2018 Notice of Decision
Taylor	2017/6490	7 Blaxland Drive ROWVILLE VIC 3178	Development of the land for two (2) double storey dwellings	15/03/2018 Notice of Decision
Tirhatuan	2017/6783	1/1333 Ferntree Gully Road SCORESBY VIC 3179	Liquor License (food and drink premises with ancillary wine sales)	5/03/2018 Approved
Tirhatuan	2018/6139	1 Tetragona Quadrant ROWVILLE VIC 3178	Pruning of 2 Eucalyptus trees	26/03/2018 Approved
Tirhatuan	2018/6040	4 Lidgate Avenue ROWVILLE VIC 3178	Three lot subdivision (Approved Unit Site)	2/03/2018 Approved

<b>Ward</b>	<b>No/Type</b>	<b>Address</b>	<b>Description</b>	<b>Decision</b>
Tirhatuan	2017/6673	40 Henderson Road ROWVILLE VIC 3178	Develop a warehouse, and associated works,	9/03/2018 Approved
Tirhatuan	2018/6128	760 Stud Road SCORESBY VIC 3179	Erection of business identification signage	29/03/2018 Approved
Tirhatuan	2018/6087	27 Hillview Avenue ROWVILLE VIC 3178	3 lot subdivision (Approved Unit Site)	26/03/2018 Approved
Tirhatuan	2018/6136	16 Collins Close SCORESBY VIC 3179	2 lot subdivision (Approved Unit Site)	28/03/2018 Approved

**Total: 58**

## TIRHATUAN WARD

## 6.2 APPLICATION FOR THE DEVELOPMENT OF THE LAND FOR SIX (6) DOUBLE STOREY DWELLINGS AT 10-12 AVRIL STREET, SCORESBY (Application No. P2017/6819)

### 1. SUMMARY:

<b>Land:</b>	10-12 Avril Street, Scoresby
<b>Applicant:</b>	Ornina Design
<b>Proposed Development:</b>	Development of the land for six (6) double storey dwellings.
<b>Existing Land Use:</b>	Two Single Dwellings
<b>Area/Density:</b>	1451sqm/1:242sqm
<b>Zoning:</b>	General Residential Zone – Schedule 3
<b>Overlays:</b>	Nil
<b>Local Policy:</b>	Municipal Strategic Statement (MSS) Environmentally Sustainable Development Policy Development in Residential Areas and Neighbourhood Character Policy
<b>Application Received:</b>	28 December 2017
<b>Number of Objections:</b>	16
<b>PCC Meeting:</b>	N/A

### **Assessment:**

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

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

*The proposal complies with the General Residential Zone - Schedule 3.*

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

## **2. BACKGROUND**

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

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

- The subject site comprises two allotments known as 10 and 12 Avril Street, Scoresby.
- The subject site is located on the south side of Avril Street, approximately 80 metres west of Borg Crescent. The site is regular in shape with an overall frontage of 33.5 metres and a depth of 43.28 metres, yielding a total area of 1451.14 square metres.
- The site is accessed via one crossover connecting to a driveway aligning the eastern boundary of each allotment.
- No easements or restrictions are registered on the Certificate of Title for each allotment.
- The land is currently occupied by one single storey dwelling and associated outbuildings on each allotment. No significant vegetation is located on the land.
- The land is surrounded by residential properties, developed generally with single dwellings on similar sized lots with the occasional multi-unit development.

### **2.2 The Proposal**

(Refer to attached plans at Appendix B)

It is proposed to construct six (6) double storey dwellings on the land. Four (4) dwellings will be traditional double storey dwellings and the two (2) rear dwellings are to be double storey attic style dwellings.

Details on the proposal are as follows:

- Dwellings 1 and 6 front Avril Street and will be setback a minimum 7.7 metres from the front boundary.
- Dwellings 1, 2, 5 and 6 are to be traditional double storey dwellings with a maximum height of 7.51 metres. Dwellings 3 and 4 (located to the rear) are to be double storey attic style dwellings with a maximum height of 5.9 metres.
- Dwelling 1 and Dwelling 6 contain four (4) bedrooms, while Dwellings 2, 3, 4 and 5 contain two (2) bedrooms. Dwellings 2 and 5 also contain a ground floor office.
- A proposed 4 metre wide crossover, centrally located, provides shared access to Dwellings 2, 3, 4 and 5. Separate single crossovers along the eastern and western boundaries provide access to Dwellings 1 and 6.

- Dwellings 1 and 6 are provided with a double garage, while Dwellings 2, 3, 4 and 5 are provided with a single garage. A visitor parking space is located to the rear of the shared driveway between Dwellings 3 and 4.
- Private open space has been provided at ground level for each dwelling, with a minimum area of 40 square metres.
- The dwellings are to be constructed with face brickwork at ground level, rendered light weight cladding to first floors and pitched tiled roofs.
- Existing boundary fencing to the east and south is nominated to be retained. A 1.8m paling fence is proposed for part of the western boundary while the 2.3m fencing will be retained along the remainder of the western boundary.
- All existing vegetation is shown to be removed.

### **3. CONSULTATION**

#### **3.1 Advertising**

The application was advertised by way of a sign on the site and notices sent to adjoining property owners and occupiers. Sixteen (16) objections to the application were received, and are summarised below:

Neighbourhood character

- *The proposal is generally consistent with Council's preferred future character for the Local Living Area. An assessment against this Policy and the design guidelines is at Section 4.2.2 of this Report.*

Overdevelopment

- *The proposed development achieves the requirements of the Knox Planning Scheme, including Council's Development in Residential Areas and Neighbourhood Character Policy, ResCode, the Schedule to the General Residential 3 Zone and car parking. As such, it is considered the proposal is not an overdevelopment of the land. Refer to Section 4 of this report.*

Overlooking and reduction on privacy for adjoining neighbours

- *The proposal has generally been designed to avoid overlooking, however some overlooking may occur from the proposed development. A condition of any permit to issue will require full compliance with Standard B22. Refer to Section 4.4 of this report.*

Number of crossovers

- *The proposal has been referred to Council's Traffic & Transport and Assets Departments for comment. No concerns have been raised in response to the proposed locations of the crossovers on the site. In addition, access objectives and standards required by ResCode Standard B14 have been achieved.*



Increase in traffic/parking congestion and inadequate parking

- *Council's Traffic Engineers have not raised any concerns with the capacity of the street or surrounding street network to absorb the additional traffic that would be generated by the proposed development.*
- *Two (2) car parking spaces are provided for Dwellings 1 and 6, one (1) car parking space is provided for dwellings 2-5 and one (1) visitor parking space has been provided. A condition of any permit issued will require that Dwellings 2 and 5 be reduced in size and the 'office area' be removed. Subject to this condition, car parking will be provided in accordance with the ratio required by Clause 52.06.*

Safety for pedestrians and traffic

- *Council's Traffic Engineers have not raised any concerns in relation to pedestrian or traffic safety that would be generated by the proposed development.*

Amenity impacts (including noise)/ Inconvenience of construction

- *The site is located within an established residential area where associated noise is a common feature of urban areas. The development will not result in an unreasonable increase in residential noise. Standard construction amenity conditions will be placed on any permit issued.*

Increase in crime

- *There is no evidence that the proposal will lead to an increase in crime.*

### **3.2 Referrals**

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

#### Traffic Engineer

- *Dwelling 2 and 5 office to be removed.*
- *Storage areas must be clear of car parking spaces.*
- *Standard conditions to be included on any permit to issue.*

#### Drainage Engineer

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

#### Parks

- *Both street trees can be retained subject to tree protection fencing.*

Arborist

- *None of the trees proposed for removal require a planning permit.*
- *The trees on site are mostly exotic species and are not significant.*

Waste

- *Kerbside bin collection is supported.*
- *Adequate onsite bin storage must be provided.*

Sustainability

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

Assets

- *All crossovers to be constructed to Council standards and match width of proposed driveways.*
- *Dwelling 1 and 6 crossover to join with neighbour's crossing.*

**4. DISCUSSION**

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

**4.1 Zoning and Overlays****4.1.1 Zone**

The land is zoned General Residential Zone – Schedule 3. A permit is required for the construction two or more dwellings on the land pursuant to Clause 32.08 - 6 of the General Residential Zone – Schedule 3.

- *The proposal remains consistent with the purpose of the General Residential Zone – Schedule 3 by providing for diversity in housing types that respect the neighbourhood character of the area.*

A development must comply with the minimum garden area requirement pursuant to Clause 32.08-4:

- *The proposal provides a 35.83% garden area complying with this requirement.*

Schedule 3 to the General Residential Zone varies the ResCode requirements for Standard B13 (Landscaping) which requires the provision of a minimum of one canopy tree per 200 square metres of the site area including a minimum of one canopy tree within the front setback per 5 metres of width of the site.

- *The proposed development can accommodate the required canopy tree planting.*

#### 4.1.2 Overlays

No overlays apply to the land.

### 4.2 Policy Consideration

#### 4.2.1 State Planning Policy Framework

State policy requires Council to integrate the range of policies relevant to the issues to be determined, and balance conflicting objectives in favour of net community benefit and sustainable development.

Key Policies:

Clause 15 Built Environment and Heritage – Encourages high quality architecture and urban design outcomes that reflect the particular characteristics, aspirations and cultural identity of the community; enhances liveability, diversity, amenity and safety of the public realm; and promotes attractiveness of towns and cities within broader strategic contexts.

- *The design of the development will make a positive contribution to the surrounding area, with built form considered to be appropriate in form and scale. The development incorporates important neighbourhood character features such as pitched roofs, brick finishes and car parking located behind or on the side of the proposed dwellings. Conditions of any permit issued will ensure all upper levels are reasonably articulated and are smaller than the ground level to reduce building bulk and mass.*

Clause 15.02 Sustainable Development – Ensure land use and development is consistent with the efficient use of energy and the minimisation of greenhouse gas emissions.

- *The proposal contributes to the consolidation of urban development through the provision of increased density within an existing residential area. The development provides for dwellings with smaller open space areas than typical for the area contributing to housing choice.*
- *Should a permit be issued, the development is required to be constructed in accordance with an approved Sustainable Design Assessment.*

Clause 16 Housing – Encourage the development of well-designed medium-density housing that respects the neighbourhood character; improves housing choice; makes better use of existing infrastructure; and, improves energy efficiency of housing. Locate new housing in or close to activity centres and employment corridors and at other strategic development sites that offer good access to services and transport.

- Neighbourhood character - *This is discussed in a later section of the report (Section 4.2.2).*

- Housing choice – *The development provides for dwellings with smaller open space areas than typical for the area.*
- Existing infrastructure – *The site is located within a fully serviced and established area.*
- Energy efficiency – *This has been discussed above under Clause 15.02.*
- Location – *The subject site is located in an established area undergoing change close to community facilities and transport.*

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

- *Bus routes 693, 753 and 754 are available along Ferntree Gully Road, to the south of the subject site.*
- *Bus route 693 provides a service between Belgrave to Oakleigh via Ferntree Gully and Brandon Park. The service operates Monday to Friday between 5.37am and 9.24pm; between 7:31am and 9:23pm on Saturdays; and between 8:43am to 10:06pm Sundays, at various intervals.*
- *Bus route 753 provides a service between Glen Waverley to Bayswater via Wheelers Hill, Knoxfield and Boronia. The service operates Monday to Friday between 5.53am and 9.28pm; between 7:12am and 9:41pm on Saturdays; and between 9:03am to 9:28pm Sundays, at various intervals.*
- *Bus route 754 provides a service between Rowville to Glen Waverley Station via Caulfield Grammar and Wheelers Hill. The service operates Monday to Friday between 5.55am and 9.30pm; between 8:30am and 9:30pm on Saturdays; and between 8:51am to 9:25pm Sundays, at various intervals.*
- *Bus route 757 is available along Borg Road to the east of the subject site. Bus route 757 provides a service between Knox City to Scoresby/Knoxfield via Old Orchard Drive. The service operates Monday to Friday between 7.47am and 6.36pm at various intervals.*

#### **4.2.2 Local Planning Policy Framework (LPPF)**

Clause 21.03 – Environmental and Landscape Values: Key issues include maintaining and strengthening Knox's 'green and leafy' image and its identifiable landscape character (despite development pressures) along with recognising the importance of retaining canopy trees as the single most important factor in retaining Knox's landscape character and its natural environment.

It is important that the unique landscape character, amenity and natural values of Knox's significant landscapes (the Dandenong Foothills, Lysterfield Valley and the Dandenong Creek Valley), are maintained despite development pressures and managing bushfire risk.

- *The site is located in an established urban area reasonably close to urban services and open space areas, where existing infrastructure is readily available.*
- *The development is designed to be respectful of the preferred neighbourhood character for the area, and provides sufficient setbacks. It responds appropriately to the constraints of the site and interfaces with the wider area. The proposal will also contribute to the landscape character of the area with new landscaping opportunities.*

21.05 - Built Environment and Heritage: Development should address the needs of changing household structures, creating high quality, well-designed places that respect and strengthen the local context and landscape qualities of Knox. It is important to achieve environmentally sustainable development that contributes to a more liveable and sustainable Knox, including efficient use of urban water runoff and the quality of stormwater entering waterways. Housing liveability and amenity for occupants should be improved by supporting indoor environment quality (such as access to daylight and ventilation).

- *The proposal will not be detrimental to the energy efficiency of the adjoining sites. Living areas of the proposed dwellings will receive adequate solar access.*
- *There is space for outdoor clothes drying facilities and water tanks.*
- *A condition of approval will require the submission of a satisfactory Sustainable Design Assessment.*

Clause 21.06 – Housing: The Housing theme implements the Knox Housing Strategy 2015. In managing the City of Knox's current and future housing needs, Council supports a scaled approach to residential development. This scaled approach recognises that some parts of the City will need to accommodate change, due to population growth and the community's changing household needs. Development in residential areas will need to respond positively to the desired future character of the local area and take account of the particular built form and natural environmental elements that make up the neighbourhood character of Knox. The strong landscape character is the unifying element of the neighbourhood character of Knox.

The subject site is located within a "Local Living Area", which are located around Knox's larger local villages. These areas are within walking distance of local shops and have access to several transport options. Medium scale residential development that contributes to the green and leafy character of the area is encouraged in these areas.

Objective 1 for Housing Objectives and Strategies is to support residential development in accordance with the Knox Housing Strategy 2015, which identifies a scale approach to residential development. The strategy is to direct housing growth toward Local Living and Activity Areas.

- *The intensity of the proposed development is consistent with the strategy of increased residential development within a 'Local Living Area' where a greater range and increased densities of residential development are encouraged.*
- *The proposal is considered to be consistent with the preferred neighbourhood character as set out in the local policy as the proposed development will make a positive contribution to the character of the surrounding area.*

Objective 2 is to support a diversity of housing choice in appropriate locations. Strategies include encouraging a diversity of housing styles, types, forms and sizes to cater for the changing needs of the community.

- *The development would provide residents with alternative forms of housing styles and sizes.*

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

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

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

- *The site is not located in an area of biological significance.*

Objective 5 is to ensure that residential development better responds to the community's current and future needs, and allows people to 'age-in-place' by supporting the provision of a diverse range of housing including smaller scale dwellings.

- *The development provides for dwellings with smaller private open space areas than typical for the surrounding area. Most dwellings have amenities and a bedroom at ground level to improve accessibility for residents with reduced mobility.*

#### Clause 22.04 – Environmentally Sustainable Development

This new policy introduced into Knox Planning Scheme under Amendment C150 requires applicants to address Environmentally Sustainable Development (ESD) principles including energy performance, water resources, indoor environmental quality, stormwater, waste management, transport and urban ecology, by applying these principles within the proposed development.

- *A condition of approval will require the submission of a satisfactory Sustainable Design Assessment.*

Clause 22.07 – Development in Residential Areas and Neighbourhood Character: Local Living Area – Detached dwellings, dual occupancies, villa units and townhouses are encouraged.

The desired future character of this area is to:

- Contribute to creating quality designed detached houses, dual occupancies, villa units and townhouses.
- Contribute to and enhance the green and leafy identity and character of the area.
- Enhance the ‘village feel’ of local shopping areas, by providing medium density housing in the form of dual occupancies, villa units and townhouses.

A response to each of the key design objectives of Clause 22.07 is provided below follows:

Provide a landscaped front yard, including the planting of canopy trees in accordance with the requirements of the applicable zone schedule.

- *There is sufficient space to provide a landscaped front yard. A condition of approval will require a landscape plan to be submitted to the satisfaction of the Responsible Authority.*

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

- *All garages are located to the side or rear of the dwelling.*

Minimise the amount of paving in front yards and driveways.

- *Hardstand area within the site frontage has been limited to accessways and pathway.*

Significantly setback first floor levels from the ground floor level.

- *The upper floors are generally setback from the ground floor level, however Dwelling 2 and 5 propose larger elements of sheer walls. A condition of any permit issued will require that a bedroom from Dwelling 2 and 5 be removed from the upper floor and be relocated into the ground floor office area. This will ensure larger upper floor setbacks are achieved and the bulk for the dwellings are reduced.*

In developments of three or more dwellings, ensure that the rear dwelling is single storey in height.

- *The application proposes two double storey attic style dwellings to the rear of the site. The upper floor attic walls are to be setback 5m from the rear property boundary, ensuring the rear dwellings appear to be single storey. The design ensures visual dominance of a double storey built form is not presented. The dwelling height of the rear dwellings is to be under 6m ensuring the new dwellings to the rear integrate with the existing character of the area.*
- *It is also noted that the development is located in a Local Living area where a more intensive development style is preferred. Local living areas are within walking distance to local shops and have access to several transport options. The proposed attic style double storey dwellings to the rear display elements of innovative architectural design and are complimentary to the preferred villa units and townhouses dwelling typologies.*

Provide no, low or transparent front fencing.

- *No front fencing is proposed along the front boundary thereby maintaining view lines between the public/private realm.*

Applications must also consider:

Accessible Design

- *Dwelling 1, 3, 4 and 6 have a bedroom, bathroom and kitchen facility on the ground floor providing greater accessibility for people with limited mobility.*

Sustainable Design

- *Passive design initiatives are incorporated into the design. A Sustainable Design Assessment will be required as a condition on any permit issued.*

Architectural Design

- *As previously mentioned the design of the development will make a positive contribution to the surrounding area, with built form considered to be appropriate in form and scale. The design incorporates separation between dwellings at the first floor level, reasonable vertical and horizontal articulation and visually interesting facades to the streetscape created by the use of a mix of materials and vertical and horizontal lines and appropriately proportioned fenestration.*



### 4.3 Particular Provisions

#### Clause 52.06 – Car Parking

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

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

To each dwelling at a ratio of one car space to each one or two bedroom dwelling and two spaces for each dwelling with three or more bedrooms (with studies or studios that are separate rooms counted as bedrooms). One visitor space is required to be provided for every 5 dwellings.

- *Dwellings 1 and 6 are provided with a double garage, while Dwellings 2, 3, 4 and 5 are provided with a single garage.*
- *One (1) visitor parking space is provided to the rear of the shared driveway between Dwellings 3 and 4.*
- *Dwellings 2 and 5 include an office which can be used as a third bedroom. This would require the dwellings to be provided with an additional car parking space.*
- *A condition of any permit issued will require Dwellings 2 and 5 to be reduced in size by one bedroom at the second storey and the 'office areas' changed to a bedroom. The condition will ensure that Dwellings 2 and 5 are two (2) bedroom dwellings and ensure car parking is provided in accordance with the ratio required by Clause 52.06.*

Clause 52.06-8 details the design standards for car parking. The provision of car parking should meet the design requirements of this Clause.

An assessment of the design standards, including any areas of non-compliance are considered below:

Design Standard 1: Access ways – *Complies.*

Design Standard 2: Car Parking Spaces – *A condition of any permit issued will ensure storage areas do not intrude within the minimum car parking size. Storage areas can be located within the garage but must be above bonnet.*

Design Standard 3: Gradients – *N/A.*

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

Design Standard 5: Urban Design – *Complies.*

Design Standard 6: Safety – *Complies.*

Design Standard 7: Landscaping – *Complies.*

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

##### Neighbourhood Character and Infrastructure

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

Residential Policy – *Complies, refer to Section 4.2.2 above.*

Infrastructure – *Complies.*

##### Site Layout and Building Massing

Street Setback – *Complies.*

Building Height – *Complies.*

Site Cover/Permeability – *Complies.*

Energy Efficiency – *Complies. A condition of approval will require the submission of a satisfactory Sustainable Design Assessment.*

Open Space – *Complies.*

Safety – *Complies.*

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

Access – *Complies.*

Parking Location – *Complies.*

##### Amenity Impacts

Side and rear setbacks – *Complies.*

Walls on boundaries – *Complies.*

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

Overshadowing open space – *Complies.*

Overlooking – *Can comply subject to the below conditions;*

- *All east facing upper floor habitable room windows of Dwelling 5 and 6 to be screened.*
- *The east facing attic floor habitable room window of Dwelling 4 and the west facing attic floor habitable room window of Dwelling 3 to be screened.*

- *Annotation that all windows to be screened will have fixed obscure glazing (non-openable) to a height of 1.7 metres above finished floor level. The glazing may be clear and openable above 1.7 metres. Adhesive film must not be used.*

Internal views – *Complies.*

Noise Impacts – *Complies.*

#### On-Site Amenity and Facilities

Accessibility – *Complies.*

Daylight to new windows – *Complies.*

Private Open Space – *Complies.*

Solar access – *Complies.*

Storage – *Can comply subject to the below conditions;*

- *All internal garage storage to be above bonnet and contain a minimum area of 6 cubic meters.*
- *Dwelling 1 and 6 storage sheds to be shifted to ensure clearance is maintained from the family room windows of Dwellings 2 and 5.*

#### Detailed Design

Design Detail – *Complies.*

Site Services – *Can comply. Conditions of any permit issued will require the location of bin storage and the location of meter boxes to be shown on the plans.*

Front fence – *Complies.*

### **4.5 General Decision Guidelines**

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

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

## **5. CONCLUSION**

Clause 10.04 of the Knox Planning Scheme requires Council to balance relative policy objectives when making decisions to ensure resulting development is sustainable and achieves a net community gain. In this context, the development is appropriate given the following:

- *The development is consistent with the objectives and policies of the Local Living Area. The proposal complies with the General Residential Zone - Schedule 3, subject to conditions on any permit to issue.*
- *The proposed dwellings are generally consistent with Council's Development in Residential Areas and Neighbourhood Character Policy (Clause 22.07 of the Knox Planning Scheme) in that the design has ensured the retention of front and rear yard open space, first floors are reasonably setback from ground floor areas and the dwellings incorporate materials consistent with the area. In addition to this, all dwellings are provided with usable areas of private open space and appropriate internal amenity.*
- *The development is consistent with State and Local Planning Policy Framework (including the Municipal Strategic Statement).*
- *The development is generally compliant with Clause 52.06 (Car Parking) and Clause 55 (ResCode) subject to changes that will be conditioned on any permit to issue.*

## **6. CONFIDENTIALITY**

There are no confidentiality issues associated with this report.

## **7. CONFLICT OF INTEREST**

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible – Greg Kent, Acting Manager City Planning and Building – In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Ollie Graovac, Planner – In providing this advice as the Author, I have no disclosable interests in this report.

## **RECOMMENDATION**

**That Council issue a Notice of Decision to Grant a Planning Permit for the development of the land for six (6) double storey dwellings at 10-12 Avril Street, Scoresby, subject to the following conditions:**

### **Amended plans**

1. **Prior to the commencement of any buildings or works, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted with the application but modified to show:**

- 1.1 Annotation stating 'letterboxes and all other structures (including meter boxes) shall be constructed to a maximum height of 900mm or relocated clear of a splayed area (2m x 2.5m) in accordance with AS2890.1, Clause 3.2.4 to ensure safe sight distances. Letterboxes shall face towards the street frontage'.
- 1.2 Dwellings 2 and 5 office areas to be removed.
- 1.3 An upper floor bedroom from Dwelling 2 and 5 to be removed from the upper floor and be relocated into the ground floor office area.
- 1.4 All internal garage storage to be above bonnet. Dwelling 2-5 storage must contain a minimum area of 6 cubic meters. Dwelling 2-5 garages must have a minimum length of 6m and a minimum width of 3.5m.
- 1.5 Dwelling 1 and 6 storage sheds to be shifted to ensure clearance is maintained from the family room windows of Dwellings 2 and 5.
- 1.6 All east facing upper floor habitable room windows of Dwellings 5 and 6 to be screened in accordance with Condition 1.8.
- 1.7 The east facing attic floor habitable room window of Dwelling 4 and the west facing attic floor habitable room window of Dwelling 3 to be screened in accordance with Condition 1.8.
- 1.8 Annotation that all windows to be screened will have fixed obscure glazing (non-openable) to a height of 1.7 metres above finished floor level. The glazing may be clear and openable above 1.7 metres. Adhesive film must not be used.
- 1.9 Each dwelling to provide with bin storage areas within the Private Open Space.
- 1.10 Location of meter boxes to be shown.
- 1.11 All crossovers to be constructed to Council standards and match width of proposed internal driveway.
- 1.12 Crossovers to Dwellings 1 and 6 to join with neighbour's crossing.
- 1.13 Redundant crossings to be removed and kerb and naturestrip reinstated to Council Standards.
- 1.14 Drainage plans in accordance with Condition 2.
- 1.15 Landscape plans in accordance with Condition 3.
- 1.16 Sustainable Design Assessment in accordance with Condition 11.
- 1.17 Tree protection fencing in accordance with Conditions 13-20.

To the satisfaction of the Responsible Authority.

### **Drainage**

- 2. Prior to commencement of any buildings or works, three copies of drainage plans and computations must be submitted to and approved by the Responsible Authority. Construction of the drainage is to be in accordance with these plans. The plans must show the following:**
  - 2.1 All stormwater drainage discharge from the site connected to a legal point of discharge.**
  - 2.2 The internal drains of the dwellings to be independent of each other.**
  - 2.3 An on-site detention system designed by a suitably qualified Civil Engineering Consultant to ensure no net increase in stormwater discharge from the proposed development.**
  - 2.4 The on-site detention system to be installed in a suitable location for easy access and maintenance.**
  - 2.5 A suitable overland flow path for the entire site to the satisfaction of the Responsible Authority. Details of the overland flow path are to be included on the plans.**
  - 2.6 All levels to be to AHD (Australian Height Datum).**

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

### **Landscaping**

- 3. Prior to the commencement of any buildings or works, a landscape plan prepared by a suitably qualified Landscape architect or a suitably qualified landscape designer to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority in accordance with Council's 'Landscape Plan Guidelines'. When approved, the plan will be endorsed and will then form part of the permit. The plan must show:**
  - 3.1 A survey (including botanical names, height and width) of all existing vegetation to be retained and / or removed.**
  - 3.2 The identification and removal of all vegetation identified as an environmental weed in Knox (as outlined in Council's 'Landscape Plan Guidelines).**
  - 3.3 Buildings and trees (including botanical names, height and width) on neighbouring properties within three metres of the boundary including all trees that have their Tree Protection Zone extending into the subject site.**
  - 3.4 Details of the surface finishes of pathways and driveways.**
  - 3.5 Details and location of all existing and proposed services including above and below ground lines, cables and pipes.**
  - 3.6 A planting schedule of all proposed trees, shrubs and ground covers, including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant.**

- 3.7 Landscaping and planting within all open areas of the site (including additional planting within open space areas of the existing dwelling/s).
- 3.8 The plan must also show the provision of additional trees and additional medium/large shrubs chosen from plant list 1 or 2 of Council's 'Landscape Plan Guidelines'. These canopy trees must be a minimum of 1.5 – 2.0 metres tall when planted.
- 3.9 Planting of this site to comprise 40% of the vegetation species to be indigenous (across all plant forms) from plant list 1 of the 'Landscape Plan Guidelines' and 40% additional native species (across all plant forms) from plant list 2 of the 'Landscape Plan Guidelines'. Remaining plant species (20%) can be indigenous, native or exotic (across all plant forms) provided they are not listed as weeds.

To the satisfaction of the Responsible Authority.

4. Before the occupation of the development, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the responsible authority.
5. The landscaping shown on the endorsed plans must be maintained to the satisfaction of the responsible authority. Any dead, diseased or damaged plants are to be replaced.

General

6. All development must be in accordance with the endorsed plans.
7. The layout of buildings and works as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority. This does not apply to:
  - 7.1 An open-sided pergola or verandah to a dwelling with a finished floor level not more than 800mm above ground level and a maximum building height of three metres above ground level; or
  - 7.2 A deck to a dwelling with a finished floor level not more than 800mm above ground level.Where the total floor area of decks, pergolas and verandahs for each dwelling does not exceed 16m<sup>2</sup>.
8. Once the development has started it must be continued and completed to the satisfaction of the Responsible Authority.
9. Prior to the occupation of the dwellings the development is to be completed in accordance with the endorsed plan/s to the satisfaction of the Responsible Authority.
10. All walls on the boundaries of adjoining properties must be cleaned and finished to the satisfaction of the Responsible Authority.

### **Sustainable Design Assessment**

- 11. Prior to the commencement of any buildings or works, a Sustainable Design Assessment detailing Sustainable Design initiatives to be incorporated into the development must be submitted to and approved by the Responsible Authority. The Sustainable Design Assessment must outline the proposed sustainable design initiatives to be incorporated throughout the development such as (but not limited to) energy efficiency, water conservation, stormwater quality, waste management and material selection, to the satisfaction of the Responsible Authority.**
- 12. Prior to the occupation of the development, the development must be constructed in accordance with the Sustainable Design Assessment.**

### **Tree Protection**

- 13. All works, including excavation, within the critical root zone areas of the street tree on the naturestrip must be undertaken under the supervision of a qualified Arborist to ensure that there is no unreasonable damage to the root system of trees to be retained and/or protected, to the satisfaction of the Responsible Authority. Before the development starts, the owner must submit to the Responsible Authority details of the name of the Arborist who will supervise the works and the tasks to be undertaken by the Arborist, to the satisfaction of the Responsible Authority.**
- 14. Prior to any works commencing on the site, the street trees must be fenced off to create a protection zone. The protection zone must extend be installed a minimum 2.8m from the trunk of the *Callistemon salignus* and 3.5m from the trunk of *Eucalyptus scoparia* and be bordered by the footpath and the road.**
- 15. The fence is to be chain link or wire mesh, comprise either wooden or steel posts set into the ground or on concrete pads, and be a minimum height of 1.4 metres. Signage is to be affixed to the fence advising that the area is a tree protection zone and a no-go development area.**
- 16. The fence and signage is to be maintained throughout the construction period and removed at the completion of all works.**
- 17. No temporary removal of the fence, or encroachment into the protection zone is permitted without the written consent of the responsible authority.**
- 18. Prior to erecting the fence around the tree protection zone, all unwanted vegetation and weed species must be removed from within the zone, and the ground within the protection zone must be covered with a layer of well composted organic mulch (maximum 100mm depth). The area is to be watered at least fortnightly throughout the construction period.**
- 19. The following activities are prohibited from the tree protection area, without the written consent of the responsible authority:**
  - 19.1 Construction activities.**
  - 19.2 Dumping and/or storage of materials, goods and/or soil.**



**19.3 Trenching or excavation.**

**19.4 Lopping branches, nailing or affixing signs, service lines, lights etc to the trees.**

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

#### **Car Parking & Accessways**

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

**21.1 Fully constructed to the minimum standard of 100mm reinforced concrete and available for use in accordance with the plans submitted to and approved by the Responsible Authority; and**

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

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

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

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

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

#### **Fencing**

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

**24. Prior to the occupancy of the development all fencing shall be in a good condition to the satisfaction of the Responsible Authority.**

#### **Amenity During Construction**

**25. Upon commencement and until conclusion of the development, the developer shall ensure that the development does not adversely affect the amenity of the area in any way, including:**

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

**25.2 parking of motor vehicles**

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

**25.4 hours of operation**

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

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

**25.7 noise**

**25.8 rubbish and litter**

**25.9 sediment runoff****25.10 vibration**

Should the development cause undue detriment to the amenity of the area then immediate remedial measures must be undertaken to address the issue as directed by, and to the satisfaction of, the Responsible Authority.

**Stormwater**

26. Stormwater runoff from all buildings and hardstanding surfaces shall be properly collected and discharged in a complete and effective system of drains within the property and shall not cause or create a nuisance to abutting properties.

**Permit Expiry**

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

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

27.2 The development is not completed within four years of the date of this permit.

Pursuant to Section 69 of the Planning & Environment Act 1987, the Responsible Authority may extend:

- The commencement date referred to if a request is made in writing before the permit expires or within six (6) months afterwards.
- The completion date referred to if a request is made in writing within 12 months after the permit expires and the development started lawfully before the permit expired.

**NOTES**

**Drainage Notes (to be read in conjunction with the above drainage conditions):**

- Applicant shall engage a certified Engineering Consultant to analyse the site's existing drainage to determine type and size of the Onsite Detention (OSD) system. This shall be designed in accordance with the Knox City Council (Responsible Authority) Stormwater Drainage Guidelines, (copy available on Council's website), and approved drainage design methods specified in the current edition of Australian Rainfall and Runoff. It should be located preferably in a common area to the dwellings, and be easily accessible for maintenance.
- The total Permissible Site Discharge for the property including all dwellings is 5.1L/s to the existing Council drainage system for a 5 year ARI event.

- **Applicant is to direct all stormwater to the kerb and channel near the north west of the property as this represents the Legal Point of Discharge (LPD) for the property. Applicant is to verify this on site. Connect all stormwater discharge from the site to the LPD via an Onsite Detention (OSD) system. The internal drains for the dwellings are to be independent of each other.**
- **The Applicant is required to use Australian Height Datum (AHD) to present levels in all future plans. Applicant must ensure that levels on the plan are accurate.**
- **Drainage works in the Road reserve or in the Council easement will require a road opening permit.**
- **Drainage system designed so as to avoid impact on any vegetation shown on the endorsed plans as being retained.**
- **Water Sensitive Urban Design (WSUD) should be addressed as part of this development, eg water storage tanks, swale drains, etc.**

**Other Notes:**

- **Council encourages the consideration of water storage tanks for all existing and proposed residential developments.**
- **A building permit must be obtained before development is commenced.**
- **Buildings are not allowed to be built over Council easements.**
- **The dwelling/s must achieve a minimum 6-Star Energy Rating.**
- **In accordance with Council policy, an 8.5% public open space contribution may apply in the event of the subdivision of the land.**
- **To arrange an inspection of the Tree Protection fencing please contact Council Landscape Team on 9298 8125.**
- **Indigenous plants can be purchased through approved indigenous nurseries, as listed in the Knox City Council 'Preferred Local Replacement Plants' Information Sheet.**
- **Dwelling numbers as shown on the endorsed plans do not necessarily indicate any future street numbers. Property (street) numbering shall be in accordance with Council's Property (Street) Numbering Policy. Information regarding this can be obtained from Council's Property and Revenue Services Department on 9298 8215.**
- **Internal public lighting shall be provided to the satisfaction of the relevant authority and in accordance with AS1158. This would generally be low height or bollard type lighting to avoid spill-over into adjacent properties. It may be sensor activated, to avoid all night running costs.**

- **Raised concrete slabs on the existing footpath fronting the site should be grounded.**
- **All litter and rubbish associated with the construction must be contained on site at all times.**

***Report Prepared By: Planner - (Ollie Graovac)***

***Report Authorised By: Director – City Development  
(Paul Dickie)***



**Knox City Council**  
REPORT APPENDIX: A

<b>Property -</b>	
<b>Address</b>	10 & 12 Avril Street, SCORESBY
<b>Application Number</b>	P/2017/6819
<b>Description</b>	Development of the land for six (6) double storey dwellings
<b>Wardname</b>	Tirhatuan

**LEGEND:**

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

Scale: 1:3000

**DISCLAIMER:**

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

1. Whilst every endeavor has been made to ensure that the mapping information is current and accurate, no responsibility or liability is taken by Knox City Council or any of the above organizations in respect to inaccuracy, errors, omissions or for actions based on this information.
2. Planning information should be used only as a means of preliminary investigation. For accurate overlay information please obtain a Planning Certificate from the Department of Infrastructure.
3. This print contains information from Vicmap Property (Copyright State of Victoria). The State of Victoria does not warrant the accuracy or completeness of information in this product. Any person using or relying on this information does so on the basis that the State of Victoria shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information.
4. Drainage and flood extent information has been provided to Council on a yearly basis by Melbourne Water for indicative purposes only. Where the latest Melbourne Water drainage and flood extent mapping is critical, please contact Melbourne Water.



**Knox City Council**  
REPORT APPENDIX: A

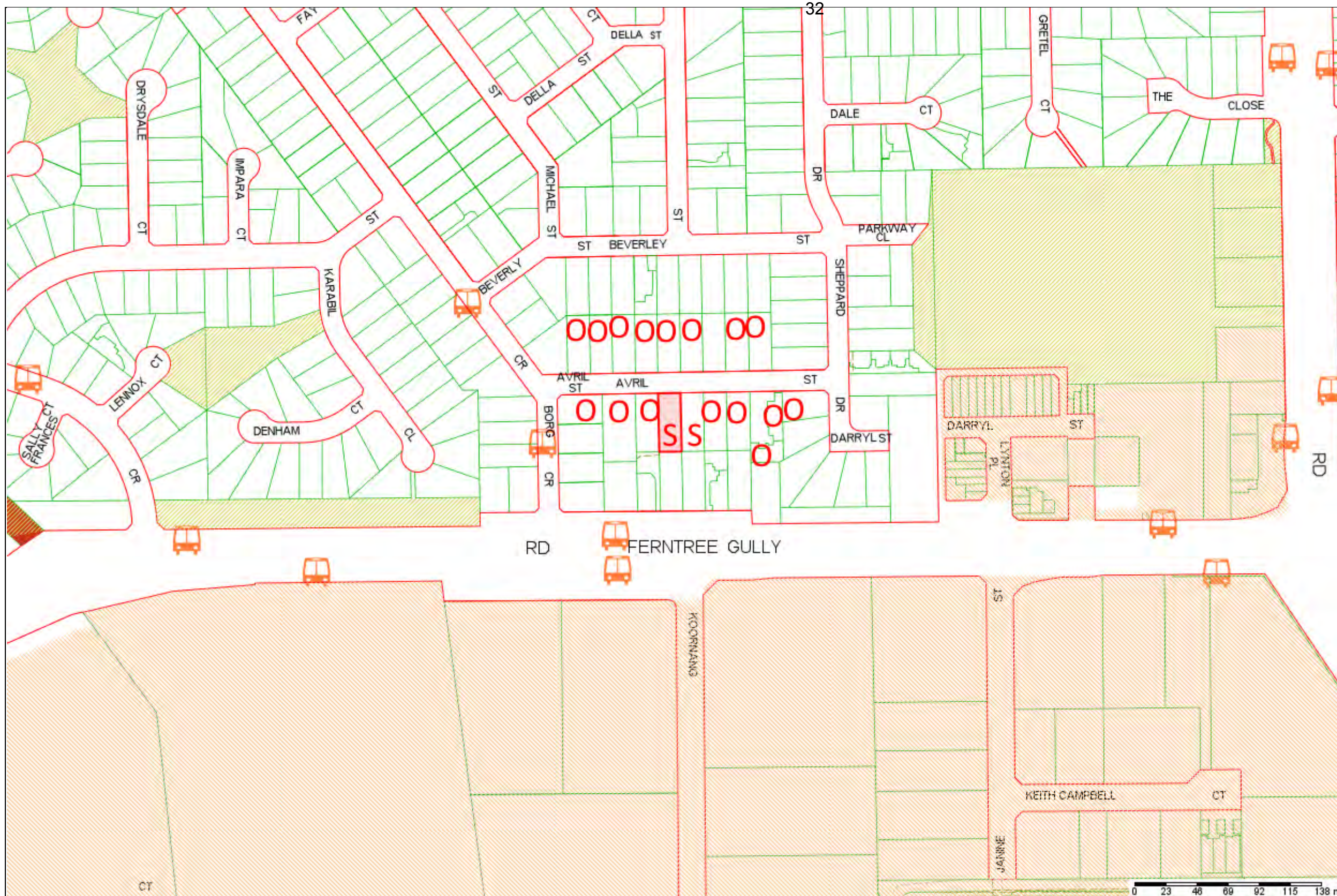
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- Petition



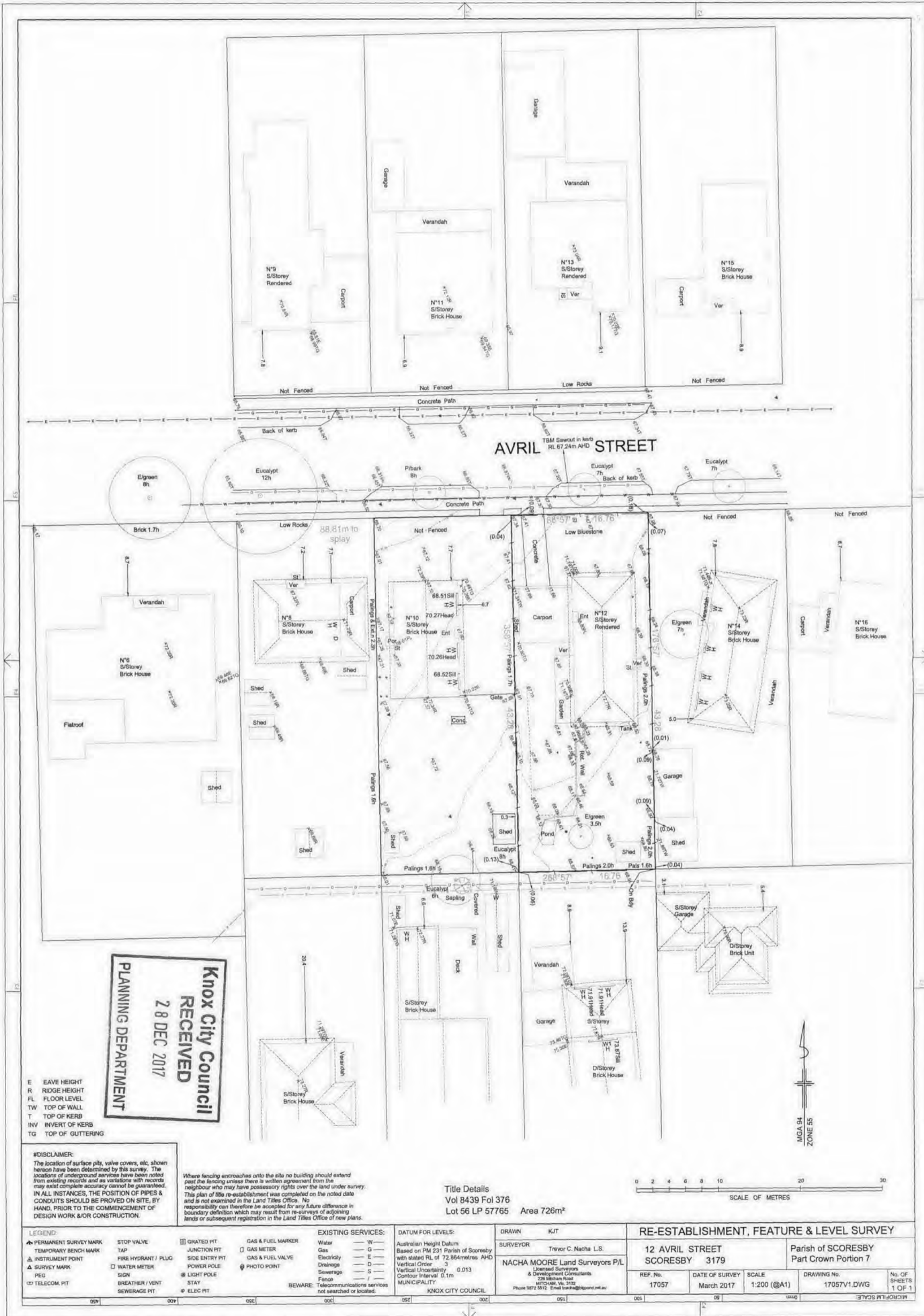
Scale: 1:3000



**DISCLAIMER:**

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

1. Whilst every endeavor has been made to ensure that the mapping information is current and accurate, no responsibility or liability is taken by Knox City Council or any of the above organizations in respect to inaccuracy, errors, omissions or for actions based on this information.
2. Planning information should be used only as a means of preliminary investigation. For accurate overlay information please obtain a Planning Certificate from the Department of Infrastructure.
3. This print contains information from Vicmap Property (Copyright State of Victoria). The State of Victoria does not warrant the accuracy or completeness of information in this product. Any person using or relying on this information does so on the basis that the State of Victoria shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information.
4. Drainage and flood extent information has been provided to Council on a yearly basis by Melbourne Water for indicative purposes only. Where the latest Melbourne Water drainage and flood extent mapping is critical, please contact Melbourne Water.



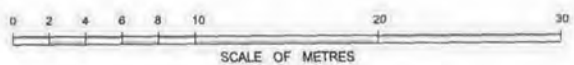
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- E EAVE HEIGHT
- R RIDGE HEIGHT
- FL FLOOR LEVEL
- TW TOP OF WALL
- T TOP OF KERB
- INV INVERT OF KERB
- TG TOP OF GUTTERING

**#DISCLAIMER:**  
 The location of surface pits, valve covers, etc. shown hereon have been determined by this survey. The locations of underground services have been noted from existing records and as variations with records may exist complete accuracy cannot be guaranteed. IN ALL INSTANCES, THE POSITION OF PIPES & CONDUITS SHOULD BE PROVED ON SITE, BY HAND, PRIOR TO THE COMMENCEMENT OF DESIGN WORK &/OR CONSTRUCTION.

Where fencing encroaches onto the site no building should extend past the fencing unless there is written agreement from the neighbour who may have possessory rights over the land under survey. This plan of title re-establishment was completed on the noted date and is not examined in the Land Titles Office. No responsibility can therefore be accepted for any future difference in boundary definition which may result from re-surveys of adjoining lands or subsequent registration in the Land Titles Office of new plans.

**Title Details**  
 Vol 8439 Fol 376  
 Lot 56 LP 57765 Area 726m<sup>2</sup>



<b>LEGEND:</b> ▲ PERMANENT SURVEY MARK ◻ TEMPORARY BENCH MARK ▲ SURVEY MARK PEG ◻ TELECOM. PIT STOP VALVE TAP FIRE HYDRANT / PLUG WATER METER SIGN BREATHER / VENT SEWERAGE PIT GRATED PIT JUNCTION PIT SIDE ENTRY PIT POWER POLE LIGHT POLE STAY ELEC PIT GAS & FUEL MARKER GAS METER GAS & FUEL VALVE PHOTO POINT EXISTING SERVICES: Water — W — Gas — G — Electricity — E — Drainage — D — Sewerage — S — Fence — F — MUNICIPALITY BEWARE: Telecommunications services not searched or located.		<b>DATUM FOR LEVELS:</b> Australian Height Datum Based on PM 231 Parish of Scoresby with stated RL of 72.864metres AHD Vertical Origin 3 Vertical Uncertainty 0.013 Contour Interval 0.1m MUNICIPALITY		<b>DRAWN</b> KJT <b>SURVEYOR</b> Trevor C. Nacha L.S. <b>NACHA MOORE Land Surveyors P/L</b> Licensed Surveyors & Development Consultants 276 Mitchell Road MITCHELL, Vic. 3112 Phone 9872 3512 Email t.nacha@nacha.com.au		<b>RE-ESTABLISHMENT, FEATURE &amp; LEVEL SURVEY</b> <b>12 AVRIL STREET</b> <b>SCORESBY 3179</b> Parish of SCORESBY Part Crown Portion 7 REF. No. 17057 DATE OF SURVEY March 2017 SCALE 1:200 (@A1) DRAWING No. 17057V1.DWG No. OF SHEETS 1 OF 1 MICROFILM SCALE:			
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LANDSCAPE CONCEPT LEGEND

- REMOVE (TREES ON SITE).
- PROPOSED CANOPY TREE.
- PROPOSED EVERGREEN PLANTING TO CONTRIBUTE TO SCREENING UP TO 3 M. HIGH.
- splayed area (2m x 2.5m) at the entrance to the site in accordance Clause 52.06
- DARK COLOURED CONCRETE OR BITUMEN DRIVEWAY AND PATHS.
- PAVERS LAID ON POROUS COMPACTED SAND BASE.
- CONCRETE PAVERS.

# AVRIL STREET



TBM Sawcut in kerb  
RL 67.24m AHD

NOTE:  
- INTERNAL BOUNDARY FENCES TO BE TIMBER PALING TYPE 1.8m HIGH  
- ALL BATHROOM / EN-SUITE & W.C. WINDOWS TO BE OBSCURE GLAZED.

88.81m to splay

N°8 S/Storey Brick House

N°14 S/Storey Brick House

Shed

E/green 7h

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## DESIGN RESPONSE PLAN "GROUND FLOOR"

S/Storey Brick House

SUMMARY OF PROPOSAL

UNIT NUMBER	NOTE	GROUND FLOOR M <sup>2</sup>	FIRST FLOOR / ATTIC	GARAGE	PORCH	OPENSOURCE	TOTAL
UNIT 1	TWO STOREY	98.70	86.10	35.00	4.50	31.10 + front	224.30
UNIT 2	TWO STOREY	74.00	57.20	23.20	1.80	44.80	156.00
UNIT 3	TWO STOREY	73.10	31.20	24.50	1.80	60.28	130.80
UNIT 4	TWO STOREY	73.10	31.20	24.50	1.80	60.28	130.80
UNIT 5	TWO STOREY	74.00	57.20	23.20	1.80	44.80	156.00
UNIT 6	TWO STOREY	98.70	86.10	35.00	4.50	31.10 + front	224.30
TOTAL							

IMPERVIOUS SITE COVER: 250.20 M<sup>2</sup> 17.24% | SITE COVERAGE: 675.42 M<sup>2</sup> = 46.64% | TOTAL LANDSCAPED AREA: 521.50 M<sup>2</sup> = 36.22% | = 100%

**ORNINA DESIGN**  
41 TALARNO AVENUE, VERMONT SOUTH 3133  
PHONE: (03) 9801 6635 | urnina@gmail.com

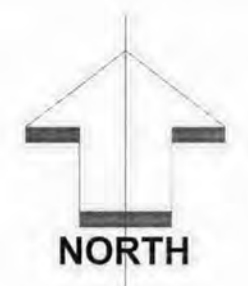
PROJECT: 10, 12 AVRIL STREET, SCORESBY 3179  
MELWAY REF. SHEET No. 1 OF  
SCALE: 1:100 DRAWING No. BR-1000-PA  
DATE: DEC 2017 DP-AD 1416  
REV: DESCRIPTION OF REVISION: DATE:



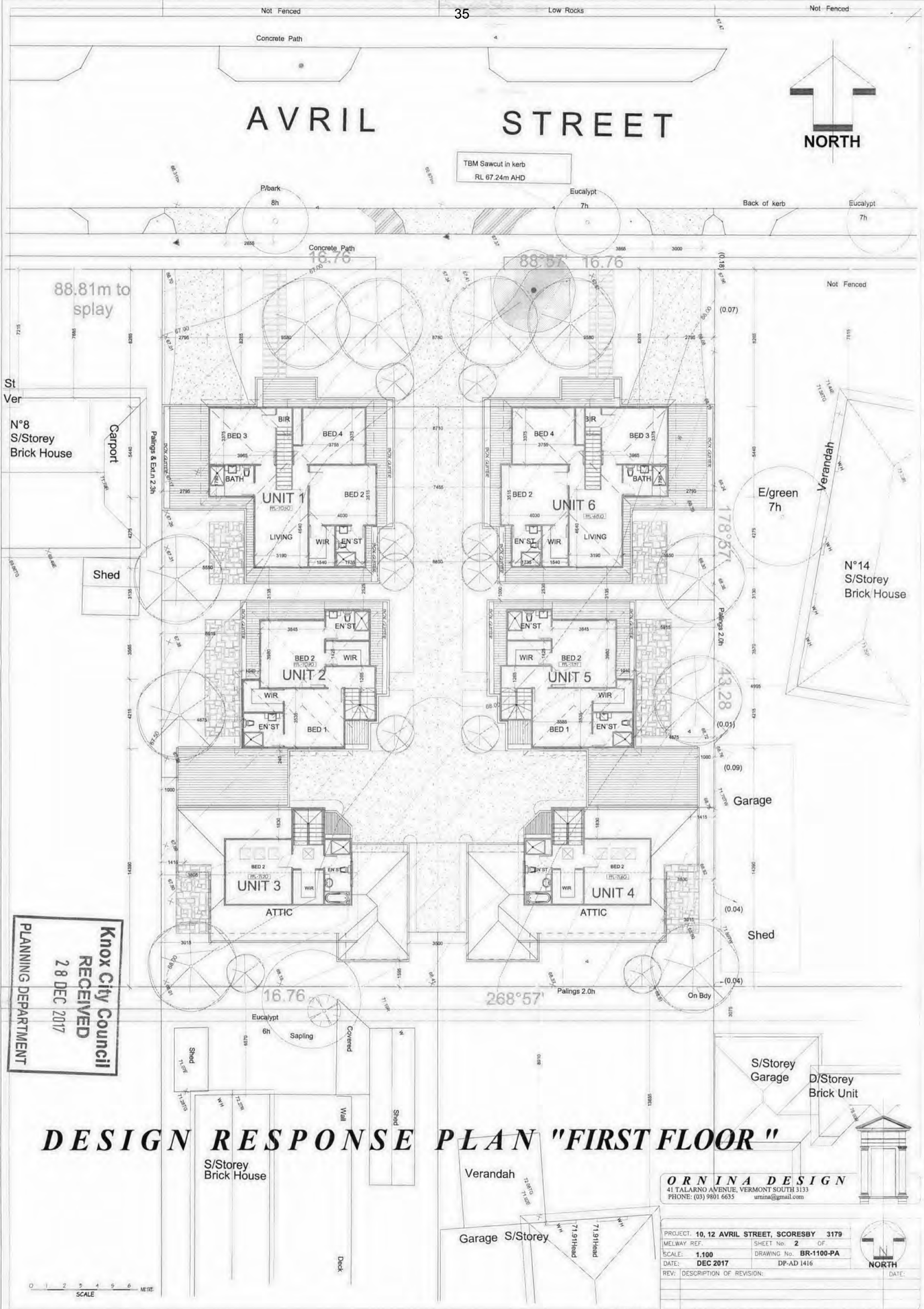
0 1 2 3 4 5 6 METRE SCALE



# AVRIL STREET



TBM Sawcut in kerb  
RL 67.24m AHD



N°8  
S/Storey  
Brick House

N°14  
S/Storey  
Brick House

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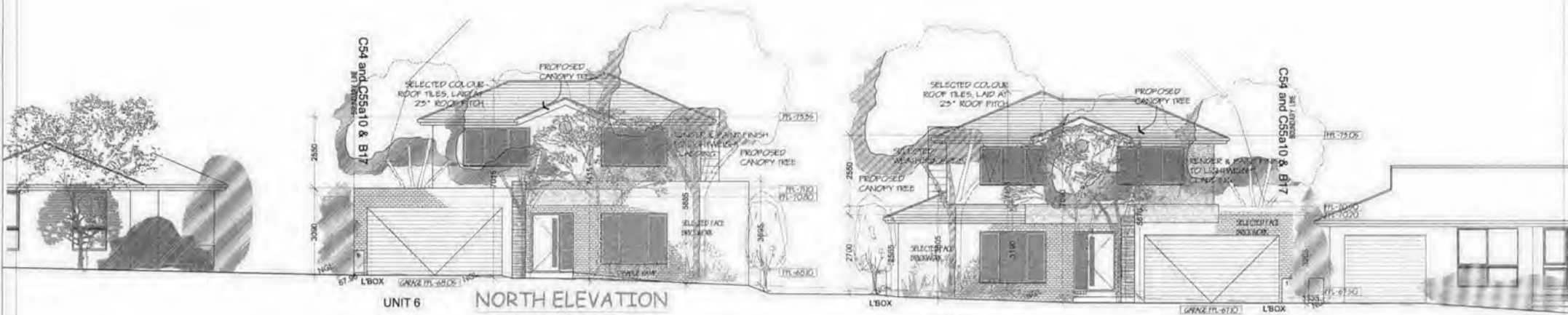
## DESIGN RESPONSE PLAN "FIRST FLOOR"

**ORNINA DESIGN**  
41 TALARNO AVENUE, VERMONT SOUTH 3133  
PHONE: (03) 9801 6635 urnina@gmail.com

PROJECT: 10, 12 AVRIL STREET, SCORESBY 3179	SHEET No. 2 OF
MELWAY REF.	DRAWING No. BR-1100-PA
SCALE: 1:100	DP-AD 1416
DATE: DEC 2017	REV: DESCRIPTION OF REVISION:



0 1 2 3 4 5 6 METRE  
SCALE



UNIT 6 NORTH ELEVATION

UNIT 1







WEST ELEVATION

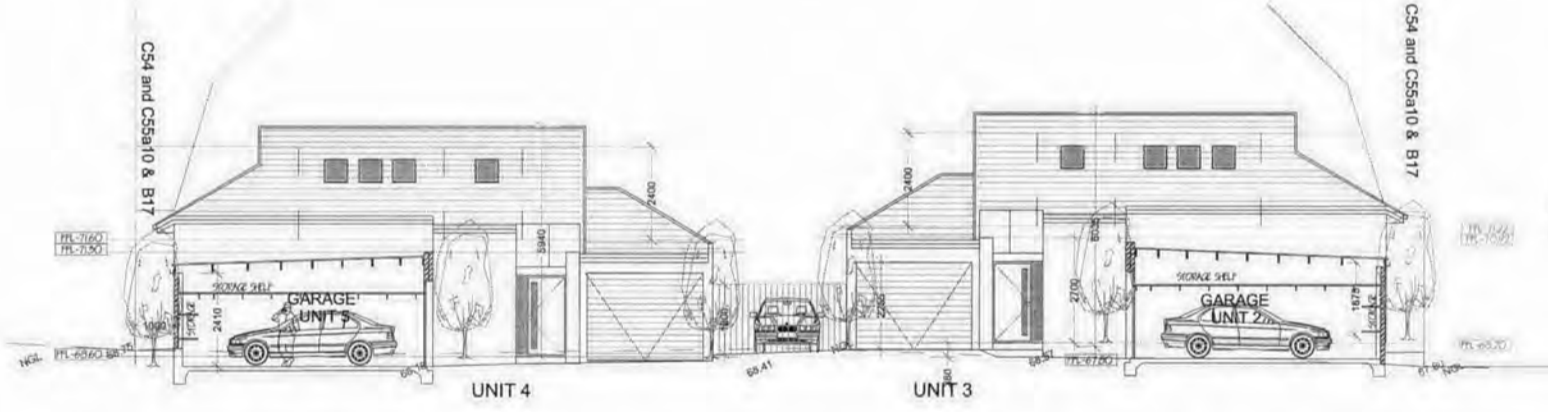


EAST ELEVATION

SCHEDULE OF FINISHES

-  TILE ROOF COVERING
-  FACE BRICKWORK
-  SELECTED RENDER
-  SELECTED WEATHERBOARDS

FINISHING MATERIALS AND COLOURS	
ROOF:	- AUSTRAL BRICKS 'DARK GRAY'
BRICKS:	- AUSTRAL BRICKS 'ELEMENTS' MAGNESIUM, unit 1 and 6 - AUSTRAL BRICKS 'ELEMENTS' NICKEL, unit 2 and 5 - AUSTRAL BRICKS 'ELEMENTS' MAGNESIUM, unit 3 and 4
GUTTERS, ROOFS AND WINDOW TRIMS:	- COLORBOND 'WOODLAND GREY'
RENDER COLOURS:	- DULUX 'BLIND DATE W A143', unit 1 and 6 - DULUX 'BUFF IT W A144', unit 2 and 5 - DULUX 'BLIND DATE W A143', unit 3 and 4 WEATHERBOARD DULUX -STOWE WHITE W B24
WINDOW FRAMES:	- POWDERCOAT FINISH COLOUR MATCHED TO COLORBOND 'WOODLAND GREY'
CANOPY COLOURS:	- LIGHT COLOUR STONE WITH DULUX -STOWE WHITE W B24
-BOUNDARY FENCING - 1800MM HIGH TIMBER PAILING	
-EXTERNAL PAVING- BORAL PRECINCT SMOOTH PAVERS CHARCOAL COLOUR	
-INTERNAL OPEN SPACE FENCING-1800MM HIGH TIMBER PAILING	



UNIT 4

UNIT 3

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**DESIGN RESPONSE NOTES:**

PROPOSED DWELLINGS SIMILAR IN FORM, MASSING, ARTICULATION AND SCALE TO EXISTING DWELLING IN THE NEIGHBOURHOOD.

MATERIALS PALETTE IS A COMBINATION OF THOSE ON THE EXISTING DWELLINGS IN THE NEIGHBOURHOOD.

ALL LIVING SPACES AND PRIVATE OPEN SPACES HAVE GOOD ASPECT OF SUN EXPOSURE.

ALL PAVERS IN P.O.S. TO BE LAID ON COMPACTED SAND BASE.

CONCRETE DRIVEWAYS ARE ONLY AREAS OF IMPERVIOUS PAVING.

NO OVER LOOKING OF P.O.S. TO ADJOINING PROPERTIES OR WITHIN DEVELOPMENT.

DIRECT ENTRY TO EACH DWELLINGS FROM THE DRIVEWAY WITHIN DEVELOPMENT.

GENERALLY BRICK VENEER CONSTRUCTION TO LOWER FLOOR. ROOF TILES @23.5 D PITCH.

SITE, CUT AND FILL TO SUIT FALL OF LAND.

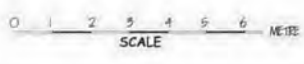
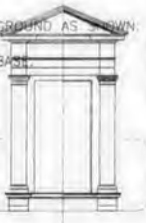
CONCRETE FOUNDATION ON BALANCED CUT AND FILLED GROUND AS SHOWN.

LIGHTWEIGHT CLADDING TO TIMBER FRAME TO FIRST FLOOR.

NO MORE THAN 25% PAVING FOR P.O.S ON COMPACTED SAND BASE.

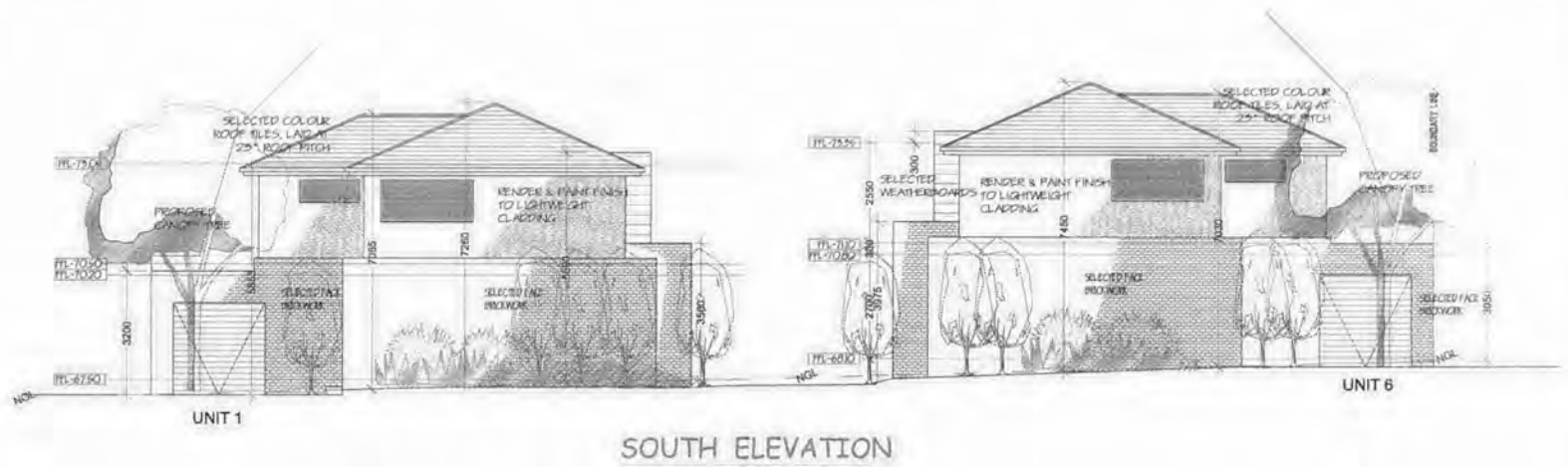
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 PHONE: (03) 9801 6635 urnina@gmail.com

PROJECT: 10, 12 AVRIL STREET, SCORESBY 3179	SHEET No. 3 OF
MELWAY REF.	DRAWING No. BR-1200-PA
SCALE: 1:100	DP-AD 1416
DATE: DEC 2017	
REV: DESCRIPTION OF REVISION:	DATE:



SCHEDULE OF FINISHES

-  TILE ROOF COVERING
-  FACE BRICKWORK
-  SELECTED RENDER
-  SELECTED WEATHERBOARDS



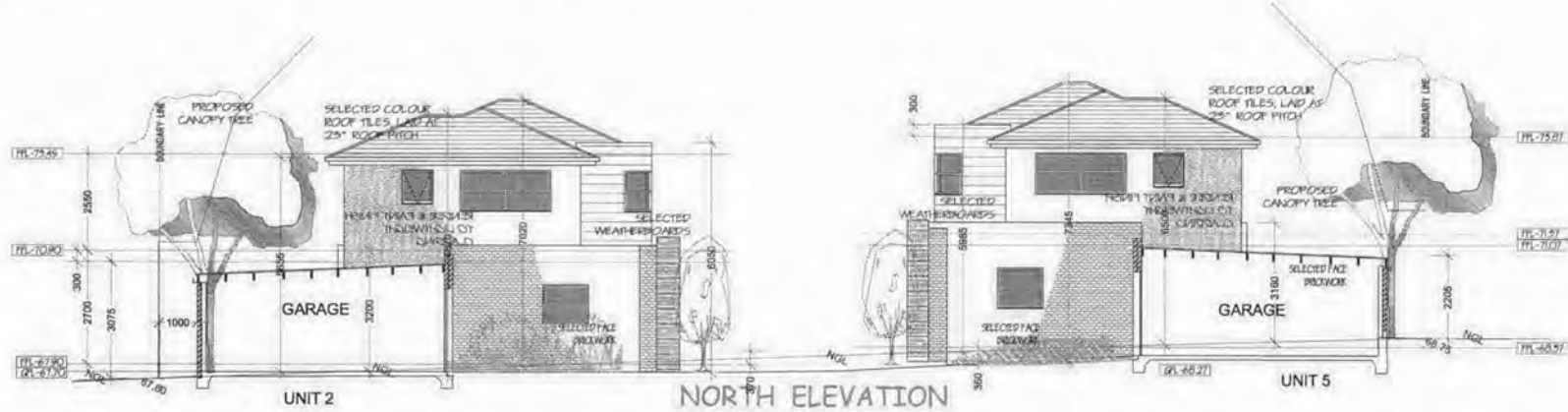
SOUTH ELEVATION



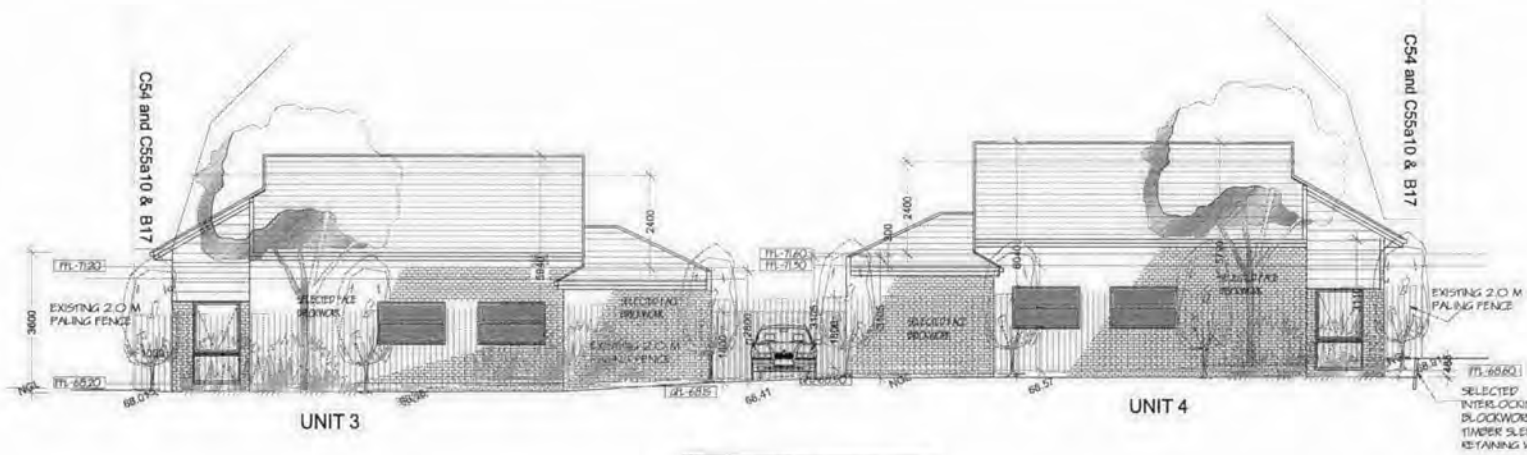
WEST ELEVATION



EAST ELEVATION



NORTH ELEVATION



UNIT 3

UNIT 4

SUMMARY OF PROPOSAL

UNIT NUMBER	NOTE	BUILDING FLOOR M <sup>2</sup>	FIRST FLOOR / ATTIC	GARAGE	PORCH	OPENSACE	TOTAL
UNIT 1	TWO STOREY	98.70	86.10	35.00	4.50	31.10 + front	224.30
UNIT 2	TWO STOREY	74.00	87.20	23.20	1.80	44.80	156.00
UNIT 3	TWO STOREY	73.10	31.20	24.80	1.80	60.28	130.80
UNIT 4	TWO STOREY	74.00	87.20	23.20	1.80	44.80	156.00
UNIT 5	TWO STOREY	98.70	86.10	35.00	4.50	31.10 + front	224.30
TOTAL							

IMPERVIOUS SITE COVER 280.20 M<sup>2</sup> 17.24%    SITE COVERAGE 675.42 M<sup>2</sup> = 46.54%    TOTAL LANDSCAPED AREA 521.50M<sup>2</sup> = 36.22% = 100%



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 MELWAY REF. SHEET No. 4 OF  
 SCALE: 1:100 DRAWING No. BR-1201-PA  
 DATE: DEC 2017 DP-AD 1416

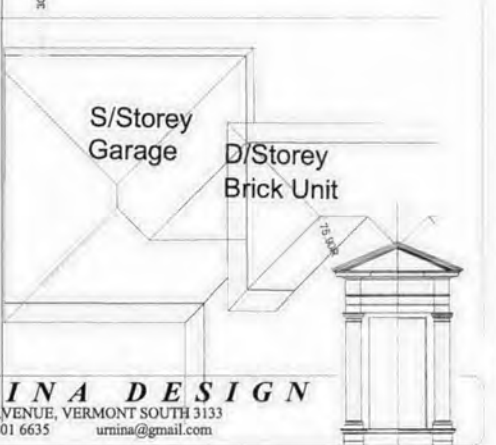
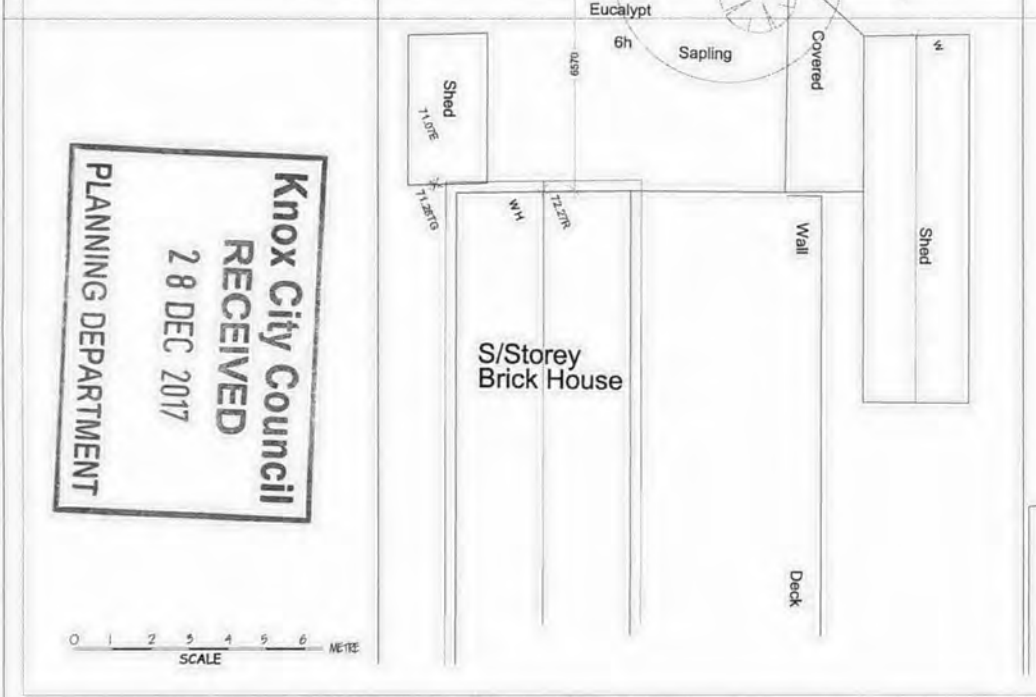
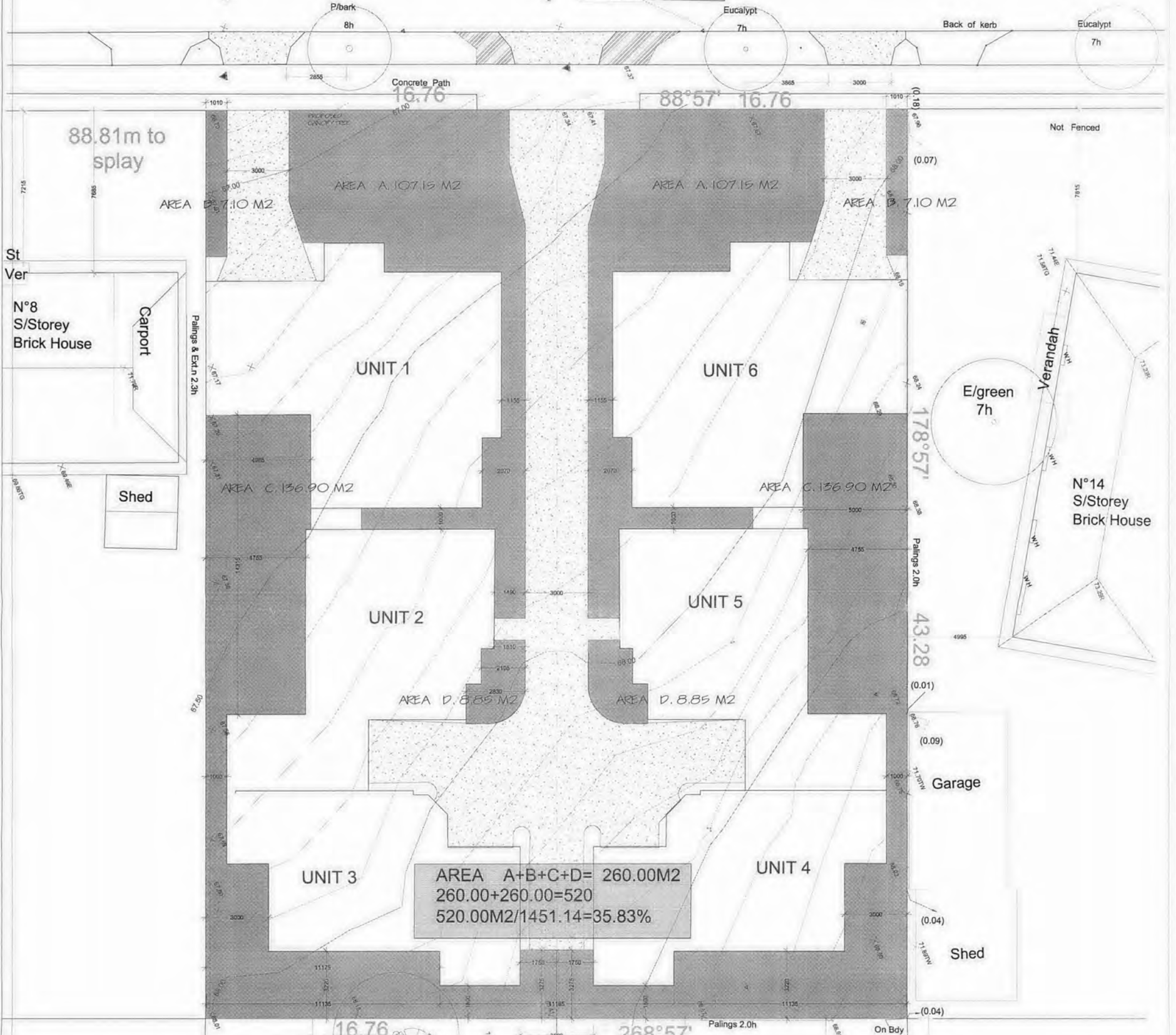


Not Fenced      38      Low Rocks      Not Fenced

# AVRIL STREET



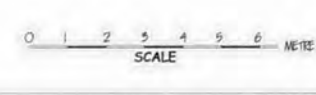
TBM Sawcut in kerb  
RL 67.24m AHD



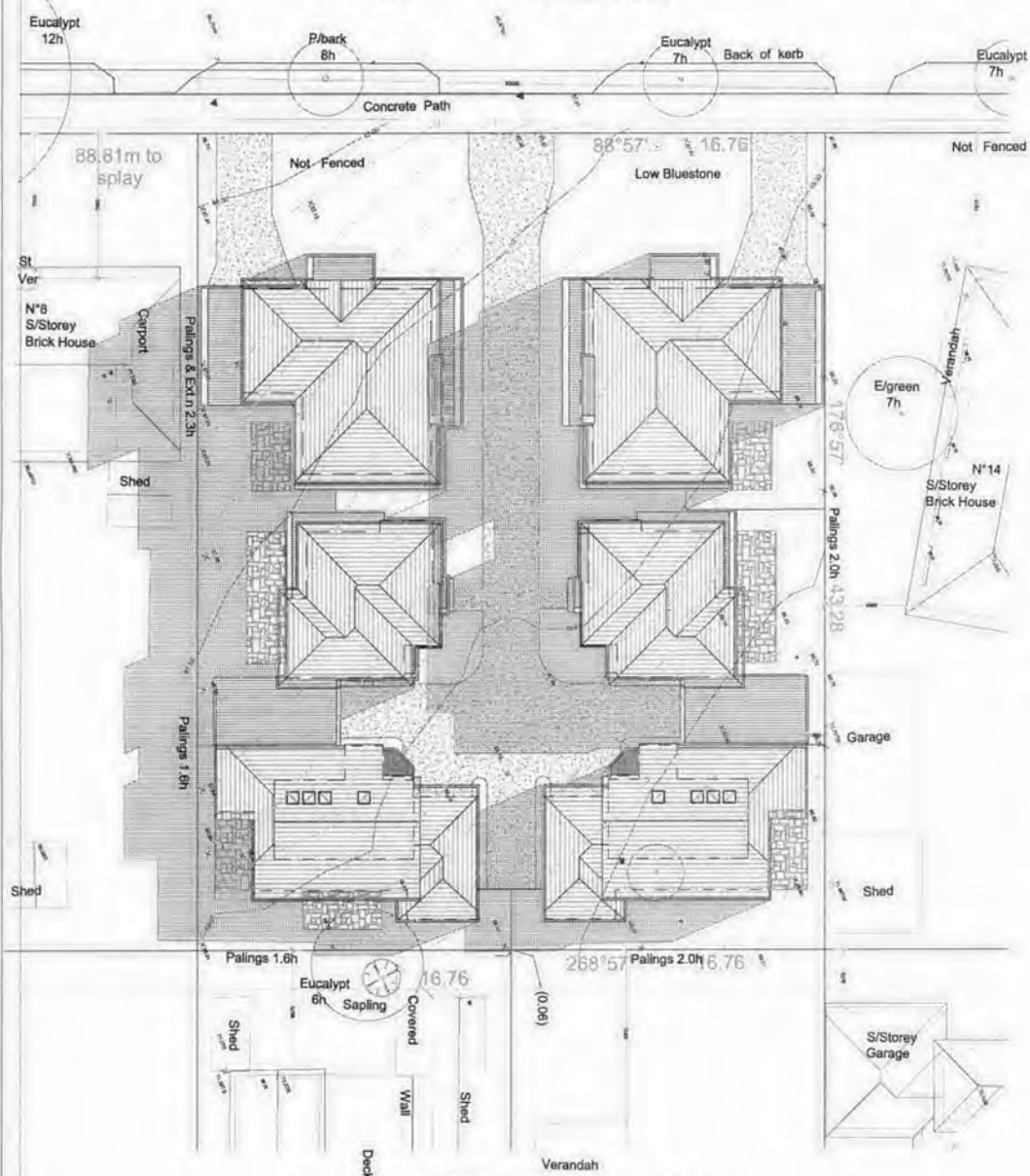
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PROJECT: 10, 12 AVRIL STREET, SCORESBY 3179	SHEET No. 5 OF
MELWAY REF.	DRAWING No. BR-1400-PA
SCALE: 1:100	DATE: DEC 2017
REV: DESCRIPTION OF REVISION:	DP-AD 1416
DATE:	



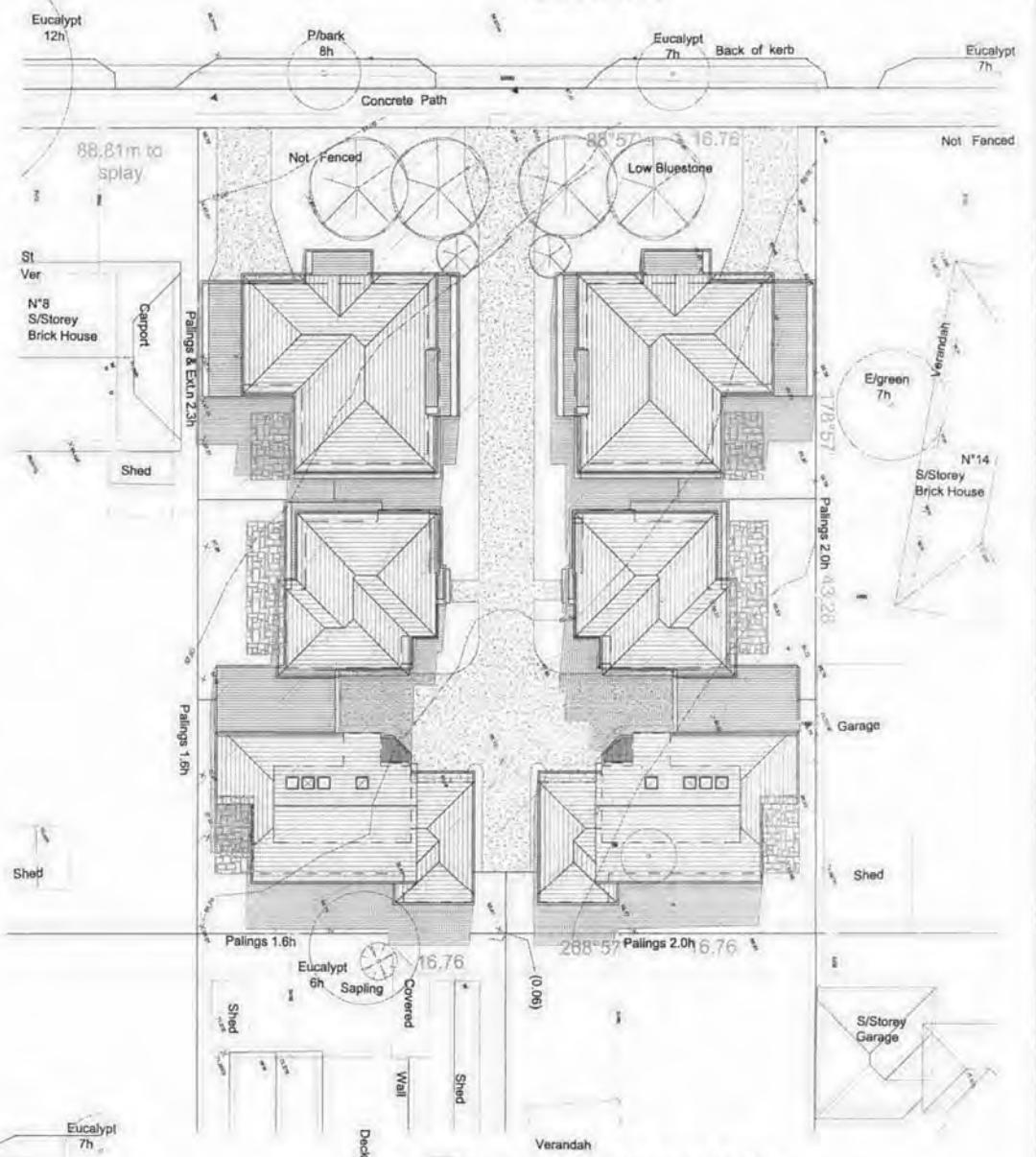
AVRIL STREET



**ANGLE OF SHADOW**  
22 SEPT & 22 MARCH 9AM.

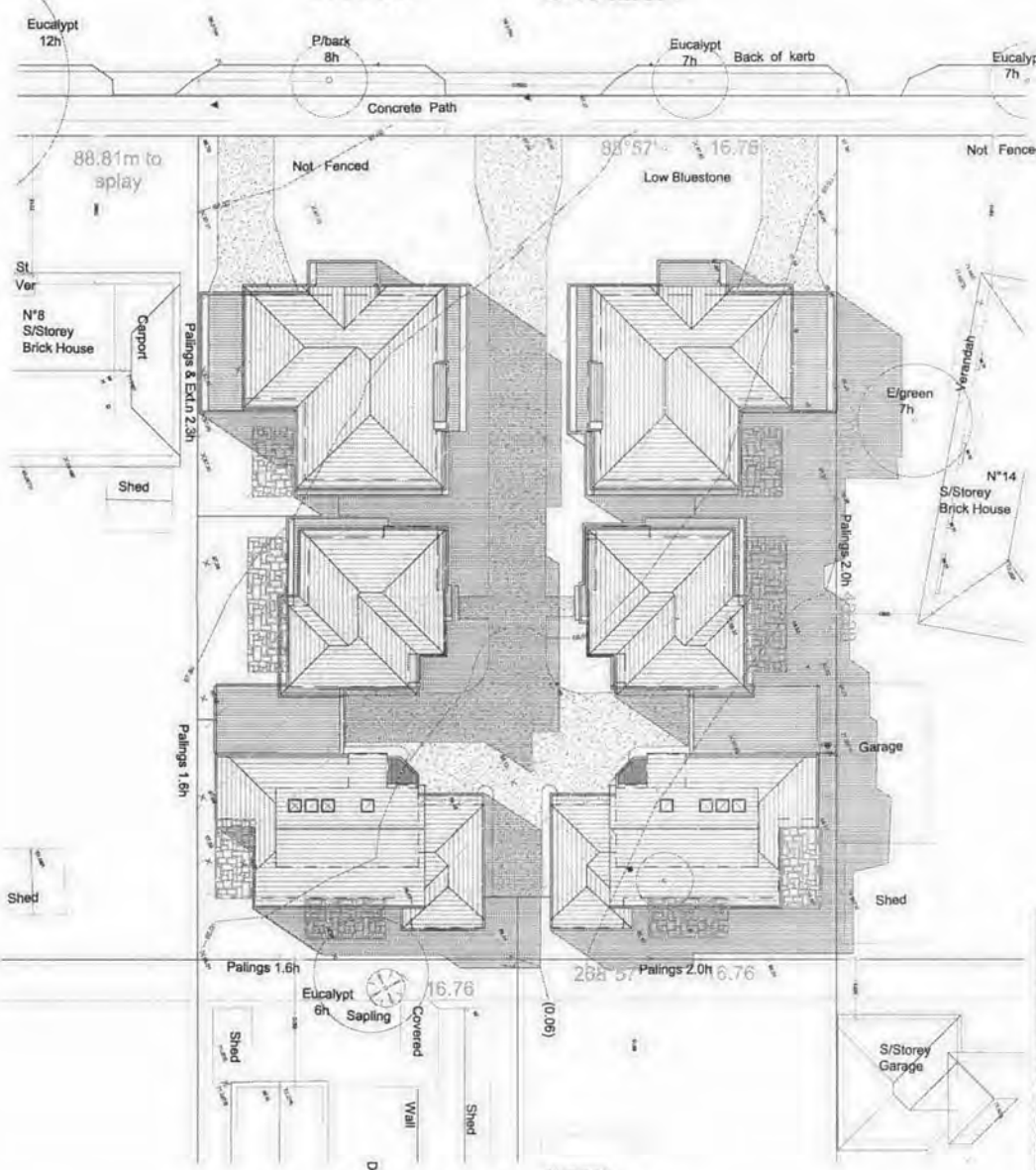


AVRIL STREET



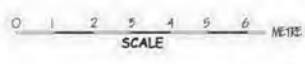
**ANGLE OF SHADOW**  
22 SEPT & 22 MARCH 12 NOON

AVRIL STREET



**ANGLE OF SHADOW**  
22 SEPT & 22 MARCH 3 PM.

ANGLE OF SHADOW 9AM  
 ANGLE OF SHADOW 3PM  
 ANGLE OF SHADOW 12 NOON



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 PHONE: (03) 9801 6635 urnina@gmail.com

PROJECT: 10, 12 AVRIL STREET, SCORESBY 3179	SHEET No 6 OF
MELWAY REF:	DRAWING No. BR-1900-PA
SCALE: 1:200	DP-AD 1416
DATE: DEC 2017	
REV: DESCRIPTION OF REVISION:	DATE:



## CHANDLER WARD

**6.3 APPLICATION FOR THE CHANGE OF USE TO A MEDICAL CENTRE (PSYCHOLOGY CLINIC WITH ANIMAL ASSISTED THERAPY), REDUCTION IN CAR PARKING, BUSINESS IDENTIFICATION SIGNAGE AND BUILDINGS AND WORKS AT 11 THELMA AVENUE BORONIA (APPLICATION NO. P/2017/6262)**

**1. SUMMARY:**

<b>Land:</b>	11 Thelma Avenue, Boronia
<b>Applicant:</b>	Lead The Way Clinics Pty Ltd
<b>Proposed Development:</b>	Change of use to a medical centre (psychology clinic with animal assisted therapy), reduction in car parking, business identification signage and buildings and works
<b>Existing Land Use:</b>	Residential
<b>Area:</b>	1270m <sup>2</sup>
<b>Zoning:</b>	Neighbourhood Residential Zone 1
<b>Overlays:</b>	Design and Development Overlay – 1 Significant Landscape Overlay – 2 Environmental Significance Overlay -3
<b>Local Policy:</b>	Municipal Strategic Statement (MSS) Non-Residential uses in Residential Areas Policy Advertising Signs Policy
<b>Application Received:</b>	28 April 2017
<b>Application Amended:</b>	8 December 2017
<b>Number of Objections:</b>	33
<b>PCC Meeting:</b>	N/A

**Assessment:**

*It is considered that the low scale nature of the proposal subject to a condition limiting practitioner numbers to two, is consistent with the outcomes sought by the Knox Planning Scheme and will not unreasonably compromise the amenity of the surrounding area.*

*The proposal is consistent with the Municipal Strategic Statement (MSS). The proposal is also compliant with Advertising Signage and Car Parking requirements of the Knox Planning Scheme.*

*The proposal is generally consistent with the purpose of the Neighbourhood Residential 1 Zone, Significant Landscape Overlay – Schedule 2 and the Environmental Significance Overlay – Schedule 3*

*On balance it is considered that the proposal responds well to State and Local Planning Policies. It is recommended that a Notice of Decision to Grant a Planning Permit be issued.*

## **2. BACKGROUND**

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

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

- The subject site is located on the eastern side of Thelma Avenue, in Boronia.
- The subject site is irregular in shape and has as an overall area of approximately 1270m<sup>2</sup>.
- The site currently contains a single storey brick dwelling and associated outbuildings.
- A scattering of vegetation exists throughout the property, including canopy trees, generally to the rear of the site.
- Vehicle access to the site is via a single crossover that connects to a concrete driveway providing access to a carport.
- Adjoining properties are zoned for residential use and have been developed accordingly.
- The Boronia activity centre is located approximately 280m to the North West of the site.
- Covenant B267968 is registered on the land. The covenant relates to the erection of buildings.

### **2.2 The Proposal**

(Refer to attached details at Appendix B)

The application proposes to change the use of the site to a medical centre (psychology clinic with animal assisted therapy), reduction in car parking, business identification signage and buildings and works. Specifically it proposes:

- The use of the land for a Psychology Clinic with animal assisted therapy. Operating hours are to be between 8:00am to 9:00pm Monday to Friday and 9:00am to 5:00pm on Saturdays.
- The clinic is to have a maximum of three (3) medical practitioners at any one time.

- A gravel car park is to be constructed to the rear of the site which is to accommodate six (6) car parking spaces, including one accessible space.
- A car parking reduction of five (5) car parking spaces is sought.
- Erection of a business identification sign. The sign is to be 900mm by 900mm and is to be located on the front facade of the building.
- A 1.8m high front and side boundary fence is proposed.
- An 18sqm shed is proposed to the rear of the site. The shed is to have a maximum height of 3.18m.

### **3. CONSULTATION**

#### **3.1 Advertising**

The application was advertised by way of a sign on the site and notices sent to adjoining property owners and occupiers. Thirty-three (33) objections to the application were received, and are summarised below:

Increase in traffic congestion

- *Council's Traffic Engineers have not raised any major concerns with the capacity of the street or surrounding street network to absorb the additional traffic that would be generated by the proposed use.*

Inadequate car parking

- *To ensure adequate car parking is available, conditions of any permit will restrict the use to no more than 2 practitioners to be on the premise at any one time and require an additional two (2) car parking spaces to be provided on site. This will ensure no car parking reduction is required and on street car parking impact minimised.*

Safety for pedestrians and traffic

- *Council's Traffic Engineers have not raised any concerns in relation to pedestrian or traffic safety that would be generated by the proposed development.*

Expansion to business

- *The proposal seeks approval for a maximum of 3 practitioners at any one time. A condition of any permit issued would limit practitioner numbers to two (2) and at this level, the medical centre is considered low scale. Any increases to the intensity of the use will require additional planning approval and assessment.*

Operating hours

- *The proposed Psychology Clinic is to operate between 8:00am to 9:00pm Monday to Friday and 9:00am to 5:00pm on Saturdays. A condition of any permit issued would limit the operation of the clinic.*



#### Amenity impacts (including noise)

- *The intensity, scale and type of the use is considered complimentary to the surrounding residential context. The use will not result in an unreasonable increase in noise. Standard construction and operational amenity conditions will be placed on any permit issued to ensure that amenity impacts are reasonable.*

#### Increase in crime/ the use will attract undesirables

- *There is no evidence that the proposal will lead to an increase in crime.*

#### Inappropriate use in a residential area

- *The proposal seeks to use the site as a medical practice (psychology clinic with animal assisted therapy). The Neighbourhood Residential Zone and Local Policy at Clause 22.03 in the Knox Planning Scheme supports non-residential uses in residential areas provided the use is appropriately located and does not negatively impact on the residential amenity of an area.*

*The proposed use is relatively low scale and conditions of any permit issued will ensure the intensity of the use is minimised while complying with Clause 22.03. (Non Residential uses in Residential Areas) of the Knox Planning Scheme. Refer to discussion below in Section 4 of this Report.*

#### Animals left alone over night

- *The application seeks to change the use to a medical clinic (psychology clinic with animal assisted therapy). The application incorporates animal assisted therapy and it does not seek to board or keep animals on site. Conditions of any permit issued will ensure no animals are kept on site unsupervised.*

#### Breach of covenant

- *In the matter of Panayiotou v Moonee Valley CC [2003] VCAT 1279 which was upheld in Saxena v Manningham CC [2003] VCAT 1837 his honour Mr Justice Morris found that such restrictive covenants referring to single dwellings deal with development only and not the use of the property. The covenant in question is consistent with the covenants involved in the before mentioned VCAT cases. The focus of this covenant is upon the erection of buildings and not upon the use of the buildings.*

### 3.2 Referrals

The application has been referred to VicRoads and Council's Traffic department for comment. The following is a summary of relevant advice:

Traffic Engineer

- *Use to be restricted to no more than 2 practitioners at any one time.*
- *Car park must be designed to comply with Clause 52.06 (Car parking).*

Building

- *Disabled access will need to be provided and building modified to comply with the Australian Standard AS1428.*
- *Building permit is required to change the use of the building from a dwelling to a medical building (class 1 building to a class 5 building).*

Health

- *No objection.*

Arborist

- *Alternative construction methods are required within the tree protection zone of the *Ulmus glabra* 'Lutescens' and *Brachychiton acerifolius*.*

**4. DISCUSSION**

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

**4.1 Zoning and Overlays****4.1.1 Zone**

The land is in a Neighbourhood Residential Zone 1. The purpose of the Neighbourhood Residential Zone is to recognise areas of predominantly single and double storey residential development, to manage and ensure that development respects the identified neighbourhood character, heritage, environmental or landscape characteristics and to allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.

A permit is required for the use of a medical centre pursuant to Clause 32.09-1 of the Neighbourhood Residential Zone 1.

An application to change the use must consider the decision guidelines. The key decision guidelines in the local neighbourhood context are:

- Whether the use or development is compatible with residential use.
- Whether the use generally serves local community needs.
- The scale and intensity of the use and development.
- The design, height, setback and appearance of the proposed buildings and works.

- The proposed landscaping.
- The provision of car and bicycle parking and associated accessways.
- Any proposed loading and refuse collection facilities.
- The safety, efficiency and amenity effects of traffic to be generated by the proposal.
- *Council's Traffic Engineers have not raised any major concerns with the capacity of the street or surrounding street network to absorb the additional traffic that would be generated by the proposed use.*
- *To ensure adequate car parking is available, conditions of any permit will restrict the use to no more than 2 practitioners to be on the premise at any one time and require an additional two (2) car parking spaces to be provided on site. These changes ensure that no car parking reduction is required and the impact on street car parking is minimised.*
- *Landscaping and the siting of the building will stay the same and will not be altered via the proposal. Changes are proposed to the rear of the site which will not be visible from the street.*
- *The proposed use is not expected to impact upon the amenity of the residential area as the proposed use will be controlled via appointments and bookings.*
- *Additionally a condition of any permit issued will restrict the operating hours from 8:00am to 8:00pm weekdays.*

#### **4.1.2 Overlays**

##### **Design and Development Overlay – Schedule 1**

The site is located within the Design and Development Overlay 1 (DDO1) relating to the Dandenong Foothills: Foothills backdrop and ridgeline area. Within the DDO1, a permit is not required to construct a building or to construct or carry out works if the following requirements are met:

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

The proposed works do not trigger a permit under the DDO1 as the works comply with the mandatory site coverage requirements.

##### **Significant Landscape Overlay – Schedule 2**

The site is located within the Significant Landscape Overlay 2 (SLO2) relating to the Dandenong Foothills: Foothills Backdrop and Ridgeline Area. The purpose of the SLO is to identify significant landscapes and to conserve and enhance the character of significant landscapes.

Within the SLO2, a planning permit is required for the construction of a fence unless the fence is a side or rear fence of post and wire construction that is 1.2 metres high or less and is more than 75% open construction, the removal, destruction or lopping of a tree if the circumference of the trunk is more than 0.5 metre or the height of the tree is 5 metres or more and for all works not associated with a dwelling.

Before deciding on an application, the responsible authority must consider, as appropriate the landscape character, finishes, height, landscaping, vegetation, buildings on slopes and fences.

- *Landscaping and the siting of the dwelling will not be altered with the proposal. The major changes are proposed to the rear of the site which will not be visible from the streetscape or are expected to impact the foothills backdrop.*
- *A condition of any permit will require the front fencing to be removed or reduced to a height of 1.2m and be more than 50% transparent. The condition will ensure the height and construction of the front fence responds to and maintains the landscape character of the area.*
- *The proposed rear carpark has potential to impact on the neighbouring *Brachychiton acerifolius* and the *Ulmus glabra 'Lutescens'* on the subject site. To ensure minimal impacts occur to the vegetation, conditions of any permit issued will require the plan to be redesigned to ensure minimal encroachment occurs to the vegetation from the construction of the driveway and carpark.*
- *Conditions of the permit, as per the recommendation of Council Arborist, will require the driveway material to be changed, no soil grade changes to occur and the driveway to be constructed above the natural ground level within tree protection zone of the *Ulmus glabra 'Lutescens'* and the *Brachychiton acerifolius*. The conditions will ensure the buildings and works are managed to reduce any potential impacts on existing vegetation.*
- *A condition of any permit issued will also require the external materials of the proposed shed to be in muted tones and non-reflective. This will ensure the external materials of the shed are compliant with the landscape character of the area.*

### **Environmental Significance Overlay –schedule 3**

The site is located within the Environmental Significance Overlay 3 (ESO3), the purpose of which is to identify areas where the development of land may be affected by environmental constraints and to ensure that development is compatible with identified environmental values.

A permit is not required under the Environmental Significance Overlay as the proposed buildings and works are located greater than 10 metres from a watercourse, a water body, and any indigenous vegetation that would require a permit for its removal, destruction or lopping.

## 4.2 Policy Consideration

### 4.2.1 State Planning Policy Framework (SPPF)

State policy requires Council to integrate the range of policies relevant to the issues to be determined, and balance conflicting objectives in favour of net community benefit and sustainable development.

Key Policies:

Clause 15 Built Environment and Heritage – Encourages high quality architecture and urban design outcomes that reflect the particular characteristics, aspirations and cultural identity of the community; enhances liveability, diversity, amenity and safety of the public realm; and promotes attractiveness of towns and cities within broader strategic contexts.

- *Minimal external changes are proposed to the existing building on site.*

Clause 17 – Economic Development – Provide for a strong innovative economy, where all sectors of the economy are critical to economic prosperity. Planning is to contribute to the economic wellbeing of communities and the State as a whole by supporting and fostering economic growth and development by providing land, facilitating decisions, and resolving land use conflicts.

Clause 17.01-1 Business - To encourage development which meet the communities' needs for retail, entertainment, office and other commercial services and provides net community benefit in relation to accessibility, efficient infrastructure use and the aggregation and sustainability of commercial facilities.

- *The SPPF requires Council to integrate the range of policies relevant to the issues to be determined and to balance conflicting objectives in favour of net community benefit and sustainable development. Subject to conditions the proposal is considered to be consistent with the needs of the community and provide a net benefit in relation to health services in the area.*

### 4.2.2 Local Planning Policy Framework

Clause 21.03 – Environmental and Landscape Values – *The Knox City Plan (incorporating the Council Plan) 2013-17 and Integrated City Strategy and Implementation Plan 2015-17* central overall vision is to prevent the loss of vegetation and enhancing the green and leafy image of Knox, reflecting its healthy, liveable communities and its local identity and character.

The importance of retaining and enhancing vegetation, in particular canopy tree coverage as part of the planning application process in the face of competing development pressures is therefore a key objective.

- *Subject to conditions, the use will maintain the established canopy treed environment of the Dandenong Foothills.*

Clause 21.10-1 – Dandenong Foothills – The Dandenong Foothills provide the scenic landscape backdrop to Knox and the outer eastern region of Melbourne. They are a major defining element on Knox's character and identity. The policy vision is to protect and enhance the metropolitan landscape significance of the Dandenong Foothills. Uninterrupted view lines of the Foothills from within the municipality and around metropolitan Melbourne will be maintained by ensuring retention of canopy trees and buildings and works are sensitively designed and sited to sit below the dominant tree canopy.

The first objective is to maintain and improve the continuous closed tree canopy of the Foothills. Objective 3 aims to protect and enhance the aesthetic, environmental and metropolitan landscape significance of the Dandenong Foothills.

- *The proposal does not seek to remove any vegetation. Subject to conditions, the construction of the rear car park will cause minimal impact in response to visual bulk. The established canopy cover within the Dandenong Foothills will be maintained and no loss of canopy trees will occur.*

#### Clause 22.01 Advertising Signs

This policy applies to all applications for the display of advertising signs in the municipality. Clause 21.05-7 of the MSS identifies the need to ensure that advertising signs meet the advertising needs of businesses on the land, without creating visual clutter or having detrimental streetscape or amenity impacts.

The objectives of this policy seek to:

- To support business in Knox to have adequate opportunities to identify their location, name and nature of business in an appropriate manner.
- To support the scale, form and location of signs that respect the character of buildings to which they are attached and the streetscapes and landscapes in which they are located.
- To require that signs respect and respond to the character and amenity of residential, environmental and other sensitive areas.
- To avoid major promotion signs, promotion panel signs and sky signs within areas of significant landscapes, in 'Gateways' on 'Bush Boulevards' and 'Paths into the Hills'.
- To avoid advertising clutter and ensure that signs do not visually dominate the streetscape either individually or as part of a group.
- To support signs of high quality construction and presentation.
- To support consolidation of signs, where appropriate, to improve visual amenity outcomes.

- *The proposed sign is to be located on the existing dwelling facade and is to be 900mm by 900mm. A condition of any permit issued will require the size of the sign to be reduced to 900mm by 600mm. The condition will ensure the sign is used to identify the business while ensuring minimal advertising occurs.*
- *Subject to conditions the sign will not create any visual clutter and will provide effective identification of the small scale clinic. For a detailed assessment see Clause 52.05 at section 4.3 of this report.*

### Clause 22.03 Non-Residential Uses in Residential Areas

It is policy to support local employment opportunities and reduce dependence upon car based travel by encouraging non-residential uses to generally locate in and around activity centres and other commercial precincts. This supports multipurpose trips and the use of public transport to access multiple businesses.

Despite these broader objectives, it is recognised that residential areas require some complementary non-residential uses for the convenience of residents, supporting opportunities for living close to local services and facilities. These uses include medical centres, veterinary centres, display homes, convenience shops, child minding centres, places of assembly and places of worship. Care must be taken in siting and designing these facilities to avoid any negative impact on the residential amenity of an area and to avoid inappropriate development of defacto commercial precincts.

It is policy that:

- The design, scale and appearance of non-residential premises reflects the residential character and streetscape of the area.
- Non-residential uses locate:
  - On sites with frontages to a road zone or a connector street (i.e. roads carrying a minimum of 3,000 vehicles per day).
  - On the periphery of activity centres or major facilities such as hospitals;
  - Adjacent to other non-residential uses, provided the cumulative impact of the non-residential uses will not create a defacto commercial precinct.
  - On or close to public transport routes.

Non-compliance with the above policy criteria will only be supported where the use is small scale and where its catchment will benefit local residents.

- The non-residential use:
  - Will not unreasonably impact on traffic flow of adjacent streets.
  - Will not be hazardous to local pedestrian traffic.
  - Will not unreasonably reduce car parking available for local residents in the area through generating additional on-street parking demand.

- On sites with frontages to a road zone or a connector street (i.e. roads carrying a minimum of 3,000 vehicles per day).
- Uses intending to open late hours are located near other compatible late night uses.
- Development is similar in character, scale, setback and height to development in the surrounding neighbourhood.
- Development responds appropriately to the character of the local neighbourhood through its use of materials, colours and landscaping.
- Redevelopment of existing non-residential uses is sensitive to the character and amenity of the local neighbourhood.
- Expansion of existing non-residential activities be permitted, provided amenity is improved or not further detrimentally affected.
- Development is designed to minimise intrusion on residential amenity, specifically overlooking, overshadowing and excessive noise.
- Lighting adjacent to residential sites is baffled to avoid direct lighting overspill onto residential sites.
- *It is noted the policy is silent on defining what a small scaled use is. In Zhao v Knox CC [2017] VCAT 1043 (14 July 2017) Member Cimino makes reference to what he considers as a small child care centre by stating:*

*‘Seeking permission for a maximum of 40 children, the proposal involves what is clearly a very small child care centre. In my experience, it is a centre at the very small end of the scale compared to many centres which provide accommodation for around 100 children or more. The relatively small scale of this centre is a factor that also weighs in favour of the proposal’.*
- *The use is considered to be small scale based on the Zaho v Knox CC [2017] VCAT 1042 (July 2017) decision. Only two practitioners will operate during any one time, this will equate to a maximum of two patients being seen and two patients in the waiting room. Including reception staff, it is anticipated that there would be on average seven people at the clinic at any one time.*
- *While the site does not front a road zone or a connector street, is not directly on the periphery of an activity centre, is not adjacent to other non-residential uses and is not directly located on a public transport route it is considered the use is small scale and its catchment will benefit local residents.*



- *Minimal works are proposed and as such it is considered that the design, scale and appearance of the site will not be significantly altered and the site will continue to reflect the residential character and streetscape of the area.*
- *It is considered that the proposed use will benefit local residents. The proposed use is an innovative animal assisted psychology practice servicing children, adolescents and families. The Victorian Population Health Survey 2008 for Knox, indicated almost 40% of the municipality reported 'moderate' to 'very severe' levels of psychological distress. Other findings such as the Adolescent Community Profile released in 2010 by the Department of Education further acknowledges statistics for bullying, hospitalisation and higher than average levels of psychological distress for young people in Knox.*
- *The animal assisted therapy is unique in nature and there are no similar psychology clinics in the catchment area. To ensure the use remains compliant with the policy a condition of any permit issued will only allow 'Lead The Way Clinics Pty Ltd' to operate on site. This will ensure no other medical practices can operate without prior consent of the Responsible Authority.*
- *Conditions of any permit will additionally reduce the intensity of the use further to ensure the scale of the use is 'small'. This will be done by requiring no more than two (2) practitioners at any one time. Conditions will also require operating hours to be reduced to 8:00pm on weekdays.*
- *Council's Traffic Engineers have not raised any major concerns with the capacity of the street or surrounding street network to absorb the additional traffic that would be generated by the proposed use.*
- *A condition of any permit issued will also require an additional two (2) car parking spaces to be provided on site. This combined with the reduction to two practitioners will ensure that car parking can be accommodated on site.*

### **4.3 Particular Provisions**

Clause 52.05 Advertising signage- A planning permit is required for the construction of the proposed signage pursuant to Clause 52.05 (Advertising Signage). The purpose of Category 3 of Clause 52.05 is to ensure that signs in high amenity areas are orderly and of good design.

Pursuant to Clause 52.05-9 a business identification sign is a section 2 use, therefore a planning permit is required for the proposed sign.

Before deciding on an application to display a sign, in addition to the decision guidelines in Clause 65, the responsible authority must consider, as appropriate:

- The character of the area.
- Impacts on views and vistas.

- The relationship to the streetscape, setting or landscape.
  - The relationship to the site and building.
  - The impact of structures associated with the sign.
  - The impact of any illumination.
  - The impact of any logo box associated with the sign.
  - The need for identification and the opportunities for adequate identification on the site or locality.
  - The impact on road safety.
- *The proposed sign is to be located on the existing dwelling façade, setback 10m from the property boundary and is to be 900mm by 900mm.*
  - *The proposed 900mm by 900mm signage is considered to provide ample identification and advertising to the site. To ensure the sign is only utilised to provide identification to the business and its amenity impact is reduced, a condition of any permit issued will require the size of the sign to be reduced to 900mm by 600mm. The reduced sign will still provide identification to the clinic.*
  - *Subject to conditions, the proposed sign will not have a detrimental impact on views and vistas as it will not obscure important views from the public realm, the size and shape of the sign will be appropriate to the scale of the building and surrounding vegetation, and will be setback 10m from the front boundary ensuring it is not overly dominant. Structures supporting the sign are minimal and do not impact the streetscape or landscape.*
  - *The proposed sign is not expected to impact on road safety as it will not obstruct a driver's line of sight at an intersection, curve or point of egress from an adjacent property.*
  - *Subject to conditions, the sign proposed is neat, uncluttered, will not be illuminated and is significantly setback.*

#### Clause 52.06 – Car Parking

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

Clause 52.06-5 outlines the requisite amount of parking to be provided. A place of Assembly has a ratio of 0.3 spaces to each patron permitted.

- *The proposal seeks approval for 3 practitioners and pursuant to the table at Clause 52.06-5 eleven (11) car parking spaces are required for the proposed use.*

Pursuant to Clause 52.06-3 a permit is required to reduce the number of car parking spaces. Clause 52.06-6 sets out the decision guidelines, including (as relevant):

- Any adverse economic impact a shortfall of parking may have on the economic viability of any nearby activity centre.
- The future growth and development of any nearby activity centre.
- Any car parking deficiency associated with the existing use of the land.
- Local traffic management in the locality of the land.
- The impact of fewer car parking spaces on local amenity, including pedestrian amenity and the amenity of nearby residential areas.
- The need to create safe, functional and attractive parking areas.
- Access to or provision of alternative transport modes to and from the land.
- The equity of reducing the car parking requirement having regard to any historic contributions by existing businesses.
- The character of the surrounding area and whether reducing the car parking provision would result in a quality/positive urban design outcome.
- *The proposal seeks a reduction of five (5) car parking spaces. The reduction for the required car parking spaces is considered excessive given the residential context.*
- *A condition of any permit issued will require no more than 2 practitioners to be permitted on the premise at any one time. Due to the large nature of the site and ample opportunities for additional car parking a condition of any permit issued will require an additional two (2) car parking spaces to be provided. These conditions will ensure that no reduction is required.*
- *Council's Traffic Engineer is satisfied with the amount of car parking provided subject to restricting the number of practitioners and ensuing conditions are placed on any permit issued to ensure the car parking layout is constructed in accordance with the requirements and design standards in Clause 52.06.*
- *A further condition on any permit issued will require the gravel carpark to be replaced with a fully constructed concrete carpark.*
- *The nature of the practice will ensure that appointments are made via bookings. This will also ensure adequate parking is available on site.*

#### **4.4 General Decision Guidelines**

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

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

## **5. CONCLUSION**

Clause 10.04 of the Knox Planning Scheme requires Council to balance relative policy objectives when making decisions to ensure resulting development is sustainable and achieves a net community gain. In this context, the development is appropriate given the following:

- *The proposal complies with the Neighbourhood Residential Zone - Schedule 1 and subject to conditions is compliant with the decision guidelines for non-residential uses in residential zones.*
- *The proposed buildings and works are compliant with the requirements of the Design and Development Overlay – Schedule 1, the Significant Landscape Overlay – Schedule 2 and the Environmental Significance Overlay – Schedule 3 subject to conditions on any permit to issue.*
- *Subject to conditions the proposal is consistent with Council's Non-Residential Uses in Residential Areas Policy (Clause 22.03 of the Knox Planning Scheme) in that the design and intensity of the use is a small scaled medical practice. In addition to this, the use provides additional health services to Boronia.*
- *The use and development is consistent with State and Local Planning Policy Framework (including the Municipal Strategic Statement).*
- *The development is generally compliant with Clause 52.05 (advertising signs) and Clause 52.06 (Car Parking) subject to changes required by conditions on any permit to issue.*

## **6. CONFIDENTIALITY**

There are no confidentiality issues associated with this report.

## **7. CONFLICT OF INTEREST**

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible – Greg Kent, Acting Manager City Planning and Building – In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Ollie Graovac, Planner – In providing this advice as the Author, I have no disclosable interests in this report.

### **RECOMMENDATION**

That Council issue a Notice of Decision to Grant a Planning Permit for the change of use to a medical centre (psychology clinic), business identification signage and buildings and works (front fence and shed) at 11 Thelma Avenue, Boronia, subject to the following conditions:

#### **AMENDED PLANS**

1. Prior to the commencement of any buildings or works, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted with the application but modified to show:
  - 1.1 The proposed driveway to be constructed above the natural ground level and with a permeable paving in the area of the driveway occurring within the tree protection zone of the *Ulmus glabra* 'Lutescens' (8.5m) and of the *Brachychiton acerifolius* (7.6m).
  - 1.2 Driveway to be redesigned so the driveway and carpark does not encroach into the 2.9 metres SRZ radius of the *Ulmus glabra* 'Lutescens', if this cannot be avoided the section of the driveway must be bridged within the structural root zone. Construction details of the bridging system must be provided.
  - 1.3 Front fencing to be removed or reduced to a height of 1.2m and be more than 50% transparent. External materials of fence to match the landscape character of the area.
  - 1.4 Advertising sign to have maximum dimensions of 900mm x 600mm.
  - 1.5 An additional two car parking spaces to be provided to the rear of the site.
  - 1.6 Car parking layout to be redesigned in accordance with the design standards of Clause 52.06 of the Knox Planning Scheme.
  - 1.7 The balance of the existing carpark to be reconstructed in concrete in accordance with Condition 9.
  - 1.8 Tree protection in accordance with Conditions 12 – 20.
  - 1.9 External materials of proposed shed to be in accordance with Condition 26.

To the satisfaction of the Responsible Authority.

#### **Use**

2. Without prior written consent from the Responsible Authority only Lead the Way Clinics Pty Ltd are to operate on site.
3. A maximum of two (2) qualified psychologists/therapists to consult on the site at any one time.

4. No animal keeping or boarding is to occur at the property after operating hours. Operating Hours
5. The use must not operate outside of the following hours:
  - a. Weekdays – 9:00am to 8:00pm.
  - b. Saturdays – 9:00am 5:00pm.

#### General

6. The use as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.
7. The owner/operator shall not cause or permit undue detriment to the amenity of the area to arise out of or in connection with the use of the premises to which the permit relates.

#### General amenity

8. The amenity of the area must not be detrimentally affected by the use or development, through the:
  - 8.1 Transport of materials, goods or commodities to or from the land;
  - 8.2 Appearance of any building, works, or materials;
  - 8.3 Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil;
  - 8.4 Presence of vermin.

To the satisfaction of the Responsible Authority.

#### Car Parking & Accessways

9. Before the use commences, driveways and car parking areas must be:
  - 9.1 Fully constructed to the minimum standard of 100mm reinforced concrete (*except in tree protection areas as required in Condition 1.1 and 1.2 of the planning permit*) and available for use in accordance with the plans submitted to and approved by the Responsible Authority; and
  - 9.2 Formed to such levels and drained so that they can be used in accordance with the approved plan; and
  - 9.3 Treated with an all-weather seal or some other durable surface; and
  - 9.4 Line-marked or provided with some other adequate means of showing the car parking spaces.

To the satisfaction of the Responsible Authority.

10. **Parking areas and driveways must be kept available and maintained for these purposes at all times to the satisfaction of the Responsible Authority**
11. **The disable car parking space is to be line marked in blue paint with symbols and signage in accordance with AS2890.6:2009.**

#### **Tree protection**

12. **A geotextile fabric laid on the ground within the 8.5m TPZ of the *Ulmus glabra* 'Lutescens' and within the 7.6m TPZ of the *Brachychiton acerifolius* covered with 100mm of no fines organic mulch/wood chip with strapped rumble boards placed on top of the mulch is to be installed prior to the development proceeding (pre demolition) where access is required the rest of the TPZ is to have tree protection fencing in accordance with Conditions 12-19. The rumble boards may only be removed once construction works have been completed and the installation of the above grade permeable driveway is to be installed. Rumble boards should be of a suitable thickness (40mm) to prevent soil compaction and root damage. Rumble boards are not be moved without written consent by the Responsible Authority.**
13. **All works, including excavation, within the critical root zone areas of the tree/s to be retained and other critical root zones on the land must be undertaken under the supervision of a qualified Arborist to ensure that there is no unreasonable damage to the root system of trees to be retained and/or protected, to the satisfaction of the Responsible Authority. Before the development starts, the owner must submit to the Responsible Authority details of the name of the Arborist who will supervise the works and the tasks to be undertaken by the Arborist, to the satisfaction of the Responsible Authority.**
14. **Prior to any works commencing on the site, all trees and vegetation to be retained including other critical root zones must be fenced off to create a protection zone. The protection zone must extend around the trees canopy drip-line unless an alternative tree protection zone has been approved by the responsible authority.**
15. **The fence is to be chain link or wire mesh, comprise either wooden or steel posts set into the ground or on concrete pads, and be a minimum height of 1.4 metres. Signage is to be affixed to the fence advising that the area is a tree protection zone and a no-go development area.**
16. **The fence and signage is to be maintained throughout the construction period and removed at the completion of all works.**
17. **No temporary removal of the fence, or encroachment into the protection zone is permitted without the written consent of the responsible authority.**
18. **Prior to erecting the fence around the tree protection zone, all unwanted vegetation and weed species must be removed from within**

the zone, and the ground within the protection zone must be covered with a layer of well composted organic mulch (maximum 100mm depth). The area is to be watered at least fortnightly throughout the construction period.

19. The following activities are prohibited from the tree protection area, without the written consent of the responsible authority:
  - 19.1 Construction activities.
  - 19.2 Dumping and/or storage of materials, goods and/or soil.
  - 19.3 Trenching or excavation.
  - 19.4 Lopping branches, nailing or affixing signs, service lines, lights etc to the trees.
20. Prior to any works commencing on site, the Responsible Authority must be contacted to inspect the Tree Protection fencing.

#### **Signage**

21. The location and details of signage as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.
22. The permitted sign must not be illuminated by flashing lights.
23. Except as may be permitted by the Planning Scheme no further advertising signs, flags, buntings or similar devices are to be displayed on the site without the prior written consent of the Responsible Authority.

#### **Amenity During Construction**

24. Upon commencement and until conclusion of the development, the developer shall ensure that the development does not adversely affect the amenity of the area in any way, including:
  - 24.1 the appearance of building, works or materials on the land
  - 24.2 parking of motor vehicles
  - 24.3 transporting of materials or goods to or from the site
  - 24.4 hours of operation
  - 24.5 stockpiling of top soil or fill materials
  - 24.6 air borne dust emanating from the site
  - 24.7 noise
  - 24.8 rubbish and litter
  - 24.9 sediment runoff
  - 24.10 vibration



**Should the development cause undue detriment to the amenity of the area then immediate remedial measures must be undertaken to address the issue as directed by, and to the satisfaction of, the Responsible Authority.**

#### **Stormwater**

- 25. Stormwater runoff from all buildings and hard standing surfaces shall be properly collected and discharged in a complete and effective system of drains within the property and shall not cause or create a nuisance to abutting properties.**

#### **External Materials**

- 26. The external materials of the development hereby permitted (including the roof) shall be non-reflective and finished in subdued tones and/or colours to the satisfaction of the Responsible Authority.**

#### **Permit Expiry**

- 27. This permit will expire if one of the following circumstances applies:**
- 27.1 The development is not started within two years of the date of this permit.**
- 27.2 The development is not completed within four years of the date of this permit.**
- 27.3 The use is not started within two years of the date of this permit.**
- 27.4 The use is discontinued for a period of two years.**

**Pursuant to Section 69 of the Planning & Environment Act 1987, the Responsible Authority may extend:**

- The commencement date referred to if a request is made in writing before the permit expires or within six (6) months afterwards.**
- The completion date referred to if a request is made in writing within 12 months after the permit expires and the development started lawfully before the permit expired.**

#### **NOTES**

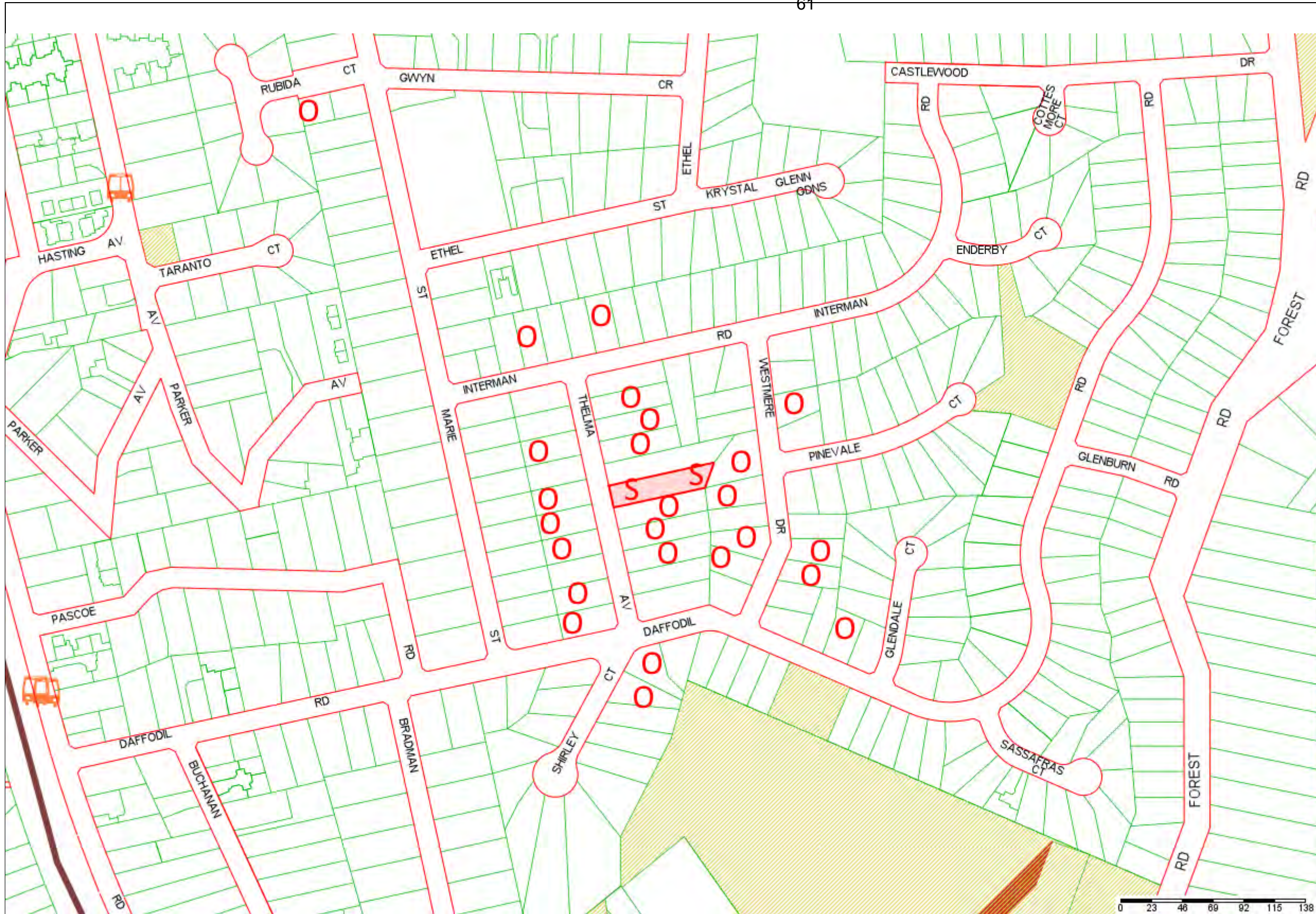
- Pursuant to Clause 43.02 'Design and Development Overlay (DDO1)' which applies to the site, the site area covered by buildings must not exceed 40%, and the site area covered by buildings and impervious surfaces must not exceed 60%. Planning permission cannot be granted to construct or carry out further buildings or works which are not in accordance with the requirements of the DDO1.**
- Indigenous plants can be purchased through approved indigenous nurseries, as listed in the Knox City Council 'Preferred Local Replacement Plants' Information Sheet.**
- All litter and rubbish associated with the construction must be contained on site at all times.**
- A building permit will be required to change the use of the building from a dwelling to a medical building (class 1 building to a class 5**

building). The building will need to be upgraded to comply with the building code for the new use. A new occupancy permit will be issued at the end of the building permit process.

- Disabled access will need to be provided to and within all areas normally used by the building occupants. Modifying an existing building to comply with the Australian Standard AS1428 for disability access may require the existing layout to be modified.
- The south side external wall of the building will have to be fire rated in accordance with the Building Code of Australia.

***Report Prepared By: Planner (Ollie Graovac)***

***Report Authorised By: Acting Director – City Development  
(Paul Dickie)***



**Knox City Council**  
REPORT APPENDIX: A

<b>Property - Address</b>	11 Thelma Avenue, BORONIA
<b>Application Number</b>	P/2017/6262
<b>Description</b>	Change of use - Medical Centre, car parking reduction, business identification signage and 1.8m high front fence
<b>Wardname</b>	Chandler

**LEGEND:**

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

Scale: 1:3000





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

1. Whilst every endeavor has been made to ensure that the mapping information is current and accurate, no responsibility or liability is taken by Knox City Council or any of the above organizations in respect to inaccuracy, errors, omissions or for actions based on this information.
2. Planning information should be used only as a means of preliminary investigation. For accurate overlay information please obtain a Planning Certificate from the Department of Infrastructure.
3. This print contains information from Vicmap Property (Copyright State of Victoria). The State of Victoria does not warrant the accuracy or completeness of information in this product. Any person using or relying on this information does so on the basis that the State of Victoria shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information.
4. Drainage and flood extent information has been provided to Council on a yearly basis by Melbourne Water for indicative purposes only. Where the latest Melbourne Water drainage and flood extent mapping is critical, please contact Melbourne Water.



<b>Property - Address</b>	11 Thelma Avenue, BORONIA
<b>Application Number</b>	P/2017/6262
<b>Description</b>	Change of use - Medical Centre, car parking reduction, business identification signage and 1.8m high front fence
<b>Wardname</b>	Chandler

**LEGEND:**

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

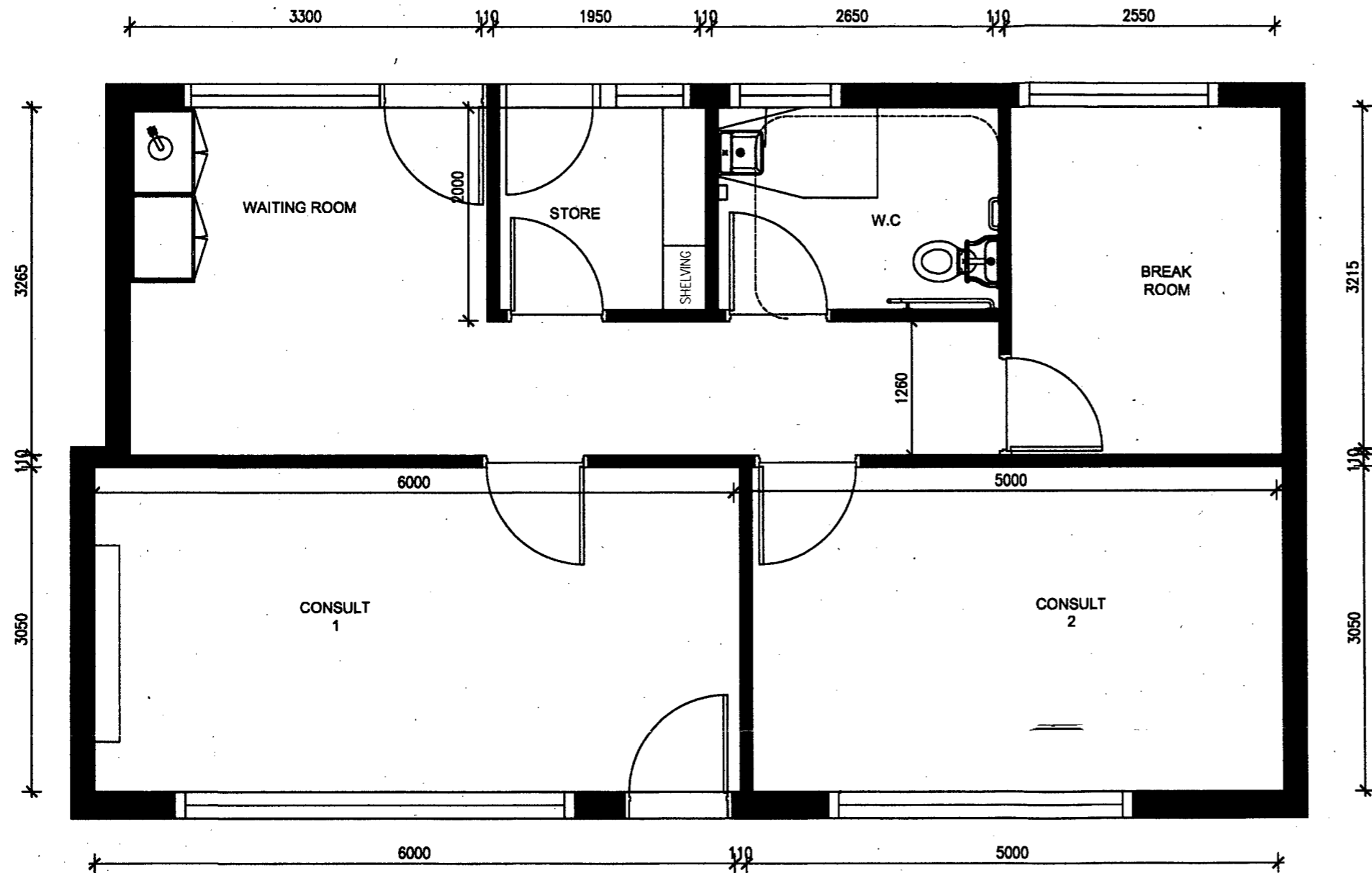


Scale: 1:3000

**DISCLAIMER:**

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

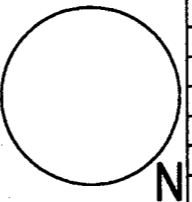
1. Whilst every endeavor has been made to ensure that the mapping information is current and accurate, no responsibility or liability is taken by Knox City Council or any of the above organizations in respect to inaccuracy, errors, omissions or for actions based on this information.
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4. Drainage and flood extent information has been provided to Council on a yearly basis by Melbourne Water for indicative purposes only. Where the latest Melbourne Water drainage and flood extent mapping is critical, please contact Melbourne Water.



PROPOSED FLOOR PLAN

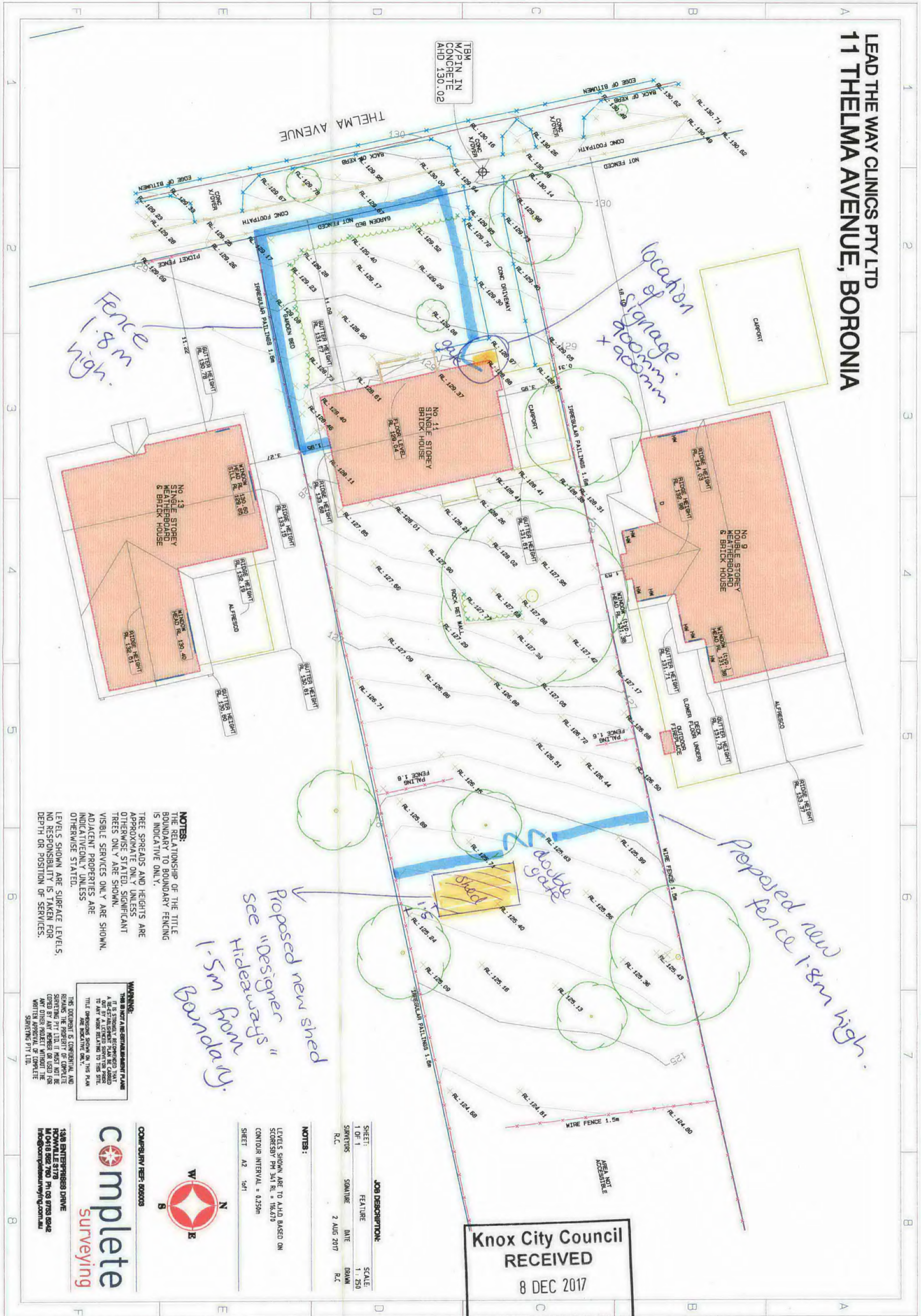
NOTE:  
SEE PLAN AND ELEVATION DWGS FOR DETAILS

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ARCHITECT	CLIENT MW		PROJECT			SCALE ● A3 1:50	PLOT DATE DEC 7 2017
	SCALE BAR		TITLE PROPOSED FLOOR-PLAN			CAD FILE NAME	DRAWN TF
NOTE: CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE PRIOR TO COMMENCING WORK AND ANY ANOMOLIES SHALL BE REFERRED TO ARCHITECT FOR CLARIFICATION.			REV	DESCRIPTION	DATE	INIT.	PROJECT No. 17_MJTHEL DRAWING No. A.03 REV.

Site Plan

# LEAD THE WAY CLINICS PTY LTD 11 THELMA AVENUE, BORONIA



Fence 1.8m high.

Location of signage + room + accom.

Proposed fence 1.8m high

Proposed new shed  
"Designer" "see Hideaways"  
1.5m from boundary

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**NOTES:**  
THE RELATIONSHIP OF THE TITLE BOUNDARY TO BOUNDARY FENCING IS INDICATIVE ONLY.  
TREE SPREADS AND HEIGHTS ARE APPROXIMATE ONLY UNLESS OTHERWISE STATED. SIGNIFICANT TREES ONLY ARE SHOWN. VISIBLE SERVICES ONLY ARE SHOWN. ADJACENT PROPERTIES ARE INDICATIVE ONLY UNLESS OTHERWISE STATED.  
LEVELS SHOWN ARE SURFACE LEVELS. NO RESPONSIBILITY IS TAKEN FOR DEPTH OR POSITION OF SERVICES.

**WARNING:**  
THIS IS NOT A RE-STATEMENT PLAN. IT IS A SURVEYING PLAN. THE SURVEYOR HAS CONDUCTED A VISUAL INSPECTION OF THE SITE AND HAS FOUND NO REASON TO BELIEVE THAT THE INFORMATION SHOWN ON THIS PLAN IS INCORRECT.

**JOB DESCRIPTION:**  
SHEET: 1 OF 1  
FEATURE: SIGNATURE  
DATE: 2 AUG 2017  
DRAWN: R.C.

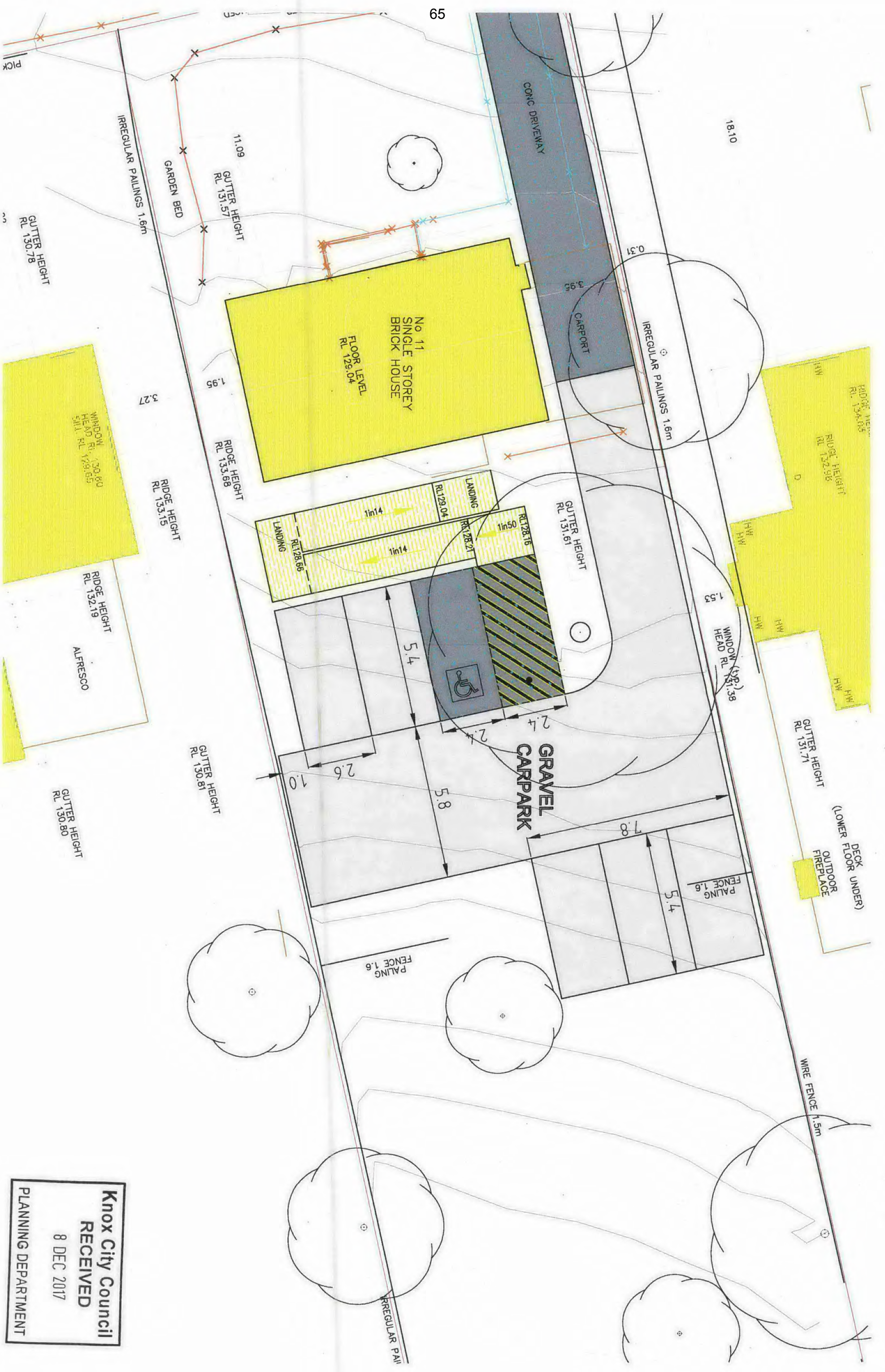
**NOTES:**  
LEVELS SHOWN ARE TO AHD BASED ON SCORERSBY PH 361 RL = 116.670  
CONTOUR INTERVAL = 0.250m  
SHEET: A2 1 of 1



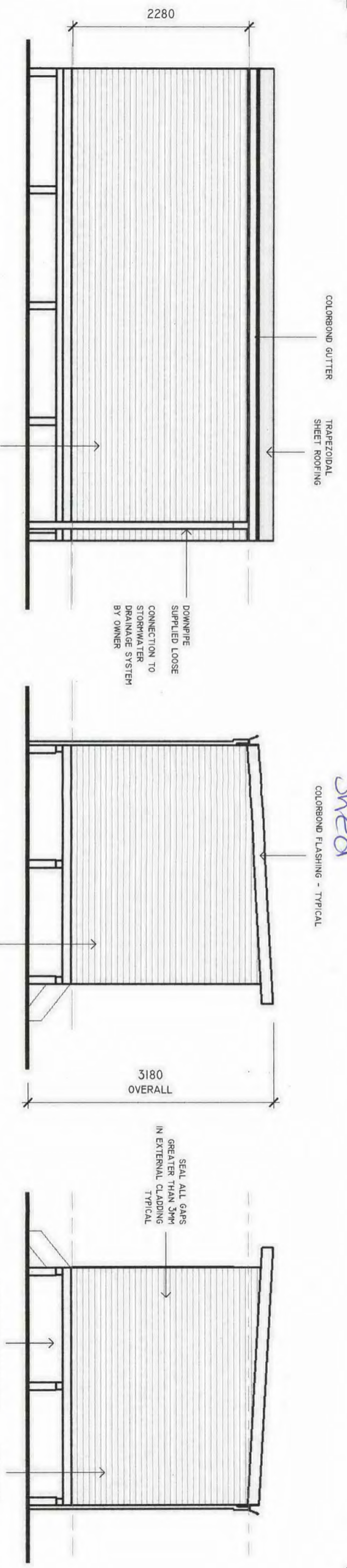
**complete**  
surveying

13/8 ENTERPRISES DRIVE  
ROSWAYLE 3179  
M 0418 992 700 Ph 03 9793 8246  
info@completesurveying.com.au

Engineered Car park



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ALL WORKS TO BE CARRIED OUT IN ACCORDANCE WITH THE BUILDING ACT 1993, THE BUILDING REGULATIONS 2006, THE NATIONAL CONSTRUCTION CODE (NCC - BCA) 2016 AND ALL RELEVANT AUSTRALIAN STANDARDS

WINDOWS AND EXTERNAL DOORS TO COMPLY WITH AS2047

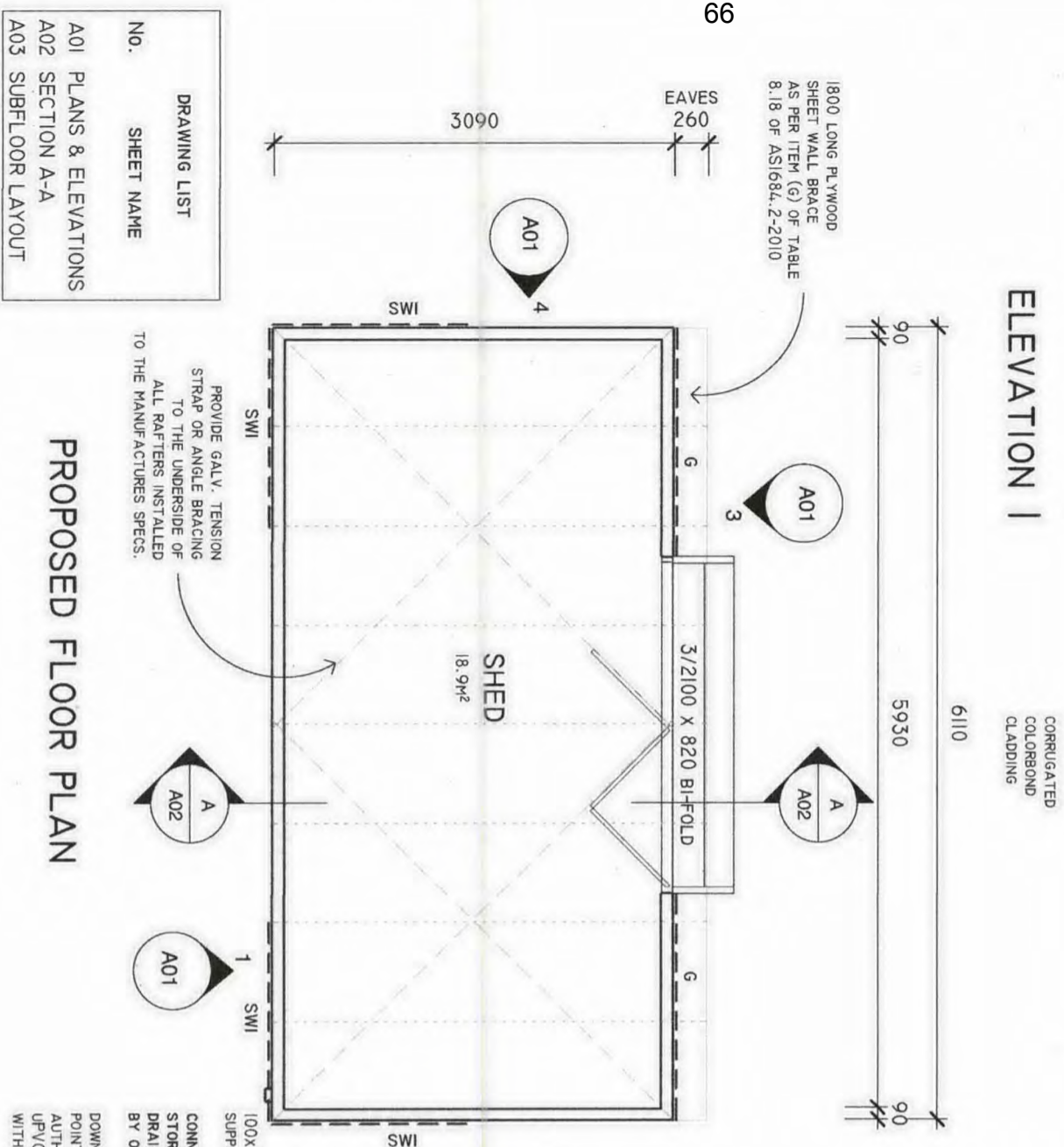
DO NOT SCALE OFF PLANS. USE FIGURED DIMENSIONS ONLY

ALL DIMENSIONS IN MILLIMETERS - UNLESS NOTED OTHERWISE

MAXIMUM WIND CLASSIFICATION N2 - CHECK ON SITE

MAX BAL RATING OF BAL-12.5 - CHECK ON SITE

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**PRELIMINARY**  
**NOT FOR CONSTRUCTION**

DOWNPIPES TO CONNECT TO THE LEGAL POINT OF DISCHARGE TO THE LOCAL AUTHORITY APPROVAL VIA 90MM Ø UPVC STORMWATER DRAINAGE SYSTEM WITH A MINIMUM FALL OF 1:100

**DRAWING LIST**

No.	SHEET NAME
A01	PLANS & ELEVATIONS
A02	SECTION A-A
A03	SUBFLOOR LAYOUT

REV	DESCRIPTION	DATE
1	PRELIMINARY	13/09/2017

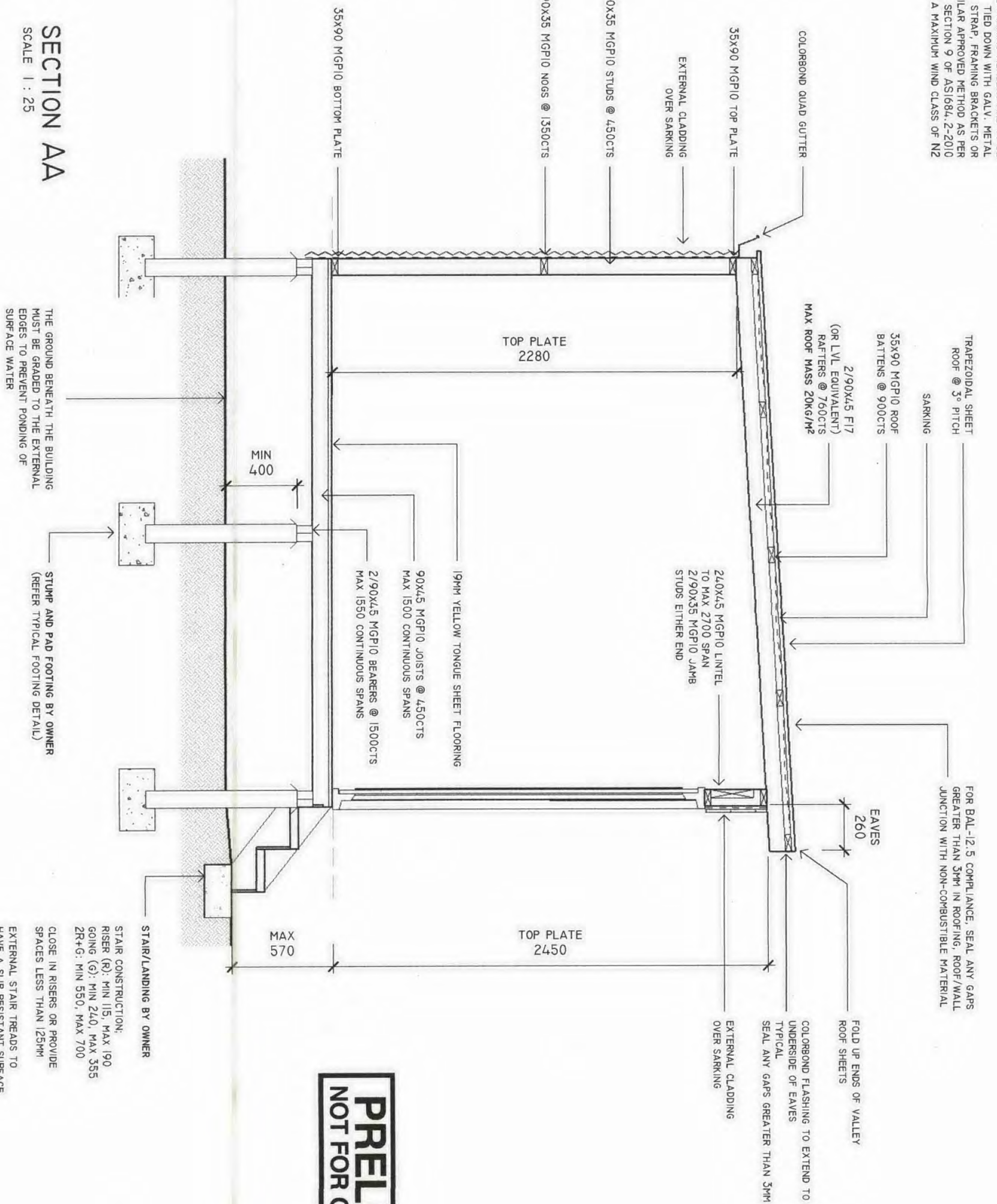
PROJECT: 'THE HAVEN'  
**CLASS 10A SHED**  
CLIENT: DESIGNER HIDEAWAYS

**DESIGNER Hideaways**  
Designer Hideaways  
Phone: 03 5968 3373  
www.designerhideaways.com

PLANS PREPARED BY: DS BUILDING DESIGN	SHEET TITLE: PLANS & ELEVATIONS	REVISION: 1
A.B.N. 80 203 904 837 PO BOX 439, MONBULK VIC 3798 0400 998 522 daniel@dsbuildingdesign.com.au	PROJECT No.: 17046 PROJECT DATE: 12/05/2017 SCALE @ A3: 1:50	SHEET No.: A01



ALL FRAMING MEMBERS ARE TO BE TIED DOWN WITH GALV. METAL STRAP, FRAMING BRACKETS OR SIMILAR APPROVED METHOD AS PER SECTION 9 OF AS1684.2-2010 FOR A MAXIMUM WIND CLASS OF N2



**SECTION AA**  
SCALE 1 : 25

**PRELIMINARY**  
**NOT FOR CONSTRUCTION**

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**PLANNING DEPARTMENT**

REV	DESCRIPTION	DATE
1	PRELIMINARY	13/09/2017

PROJECT: 'THE HAVEN'  
CLASS 10A SHED  
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**DESIGNER Hideaways**  
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Phone: 03 5968 3373  
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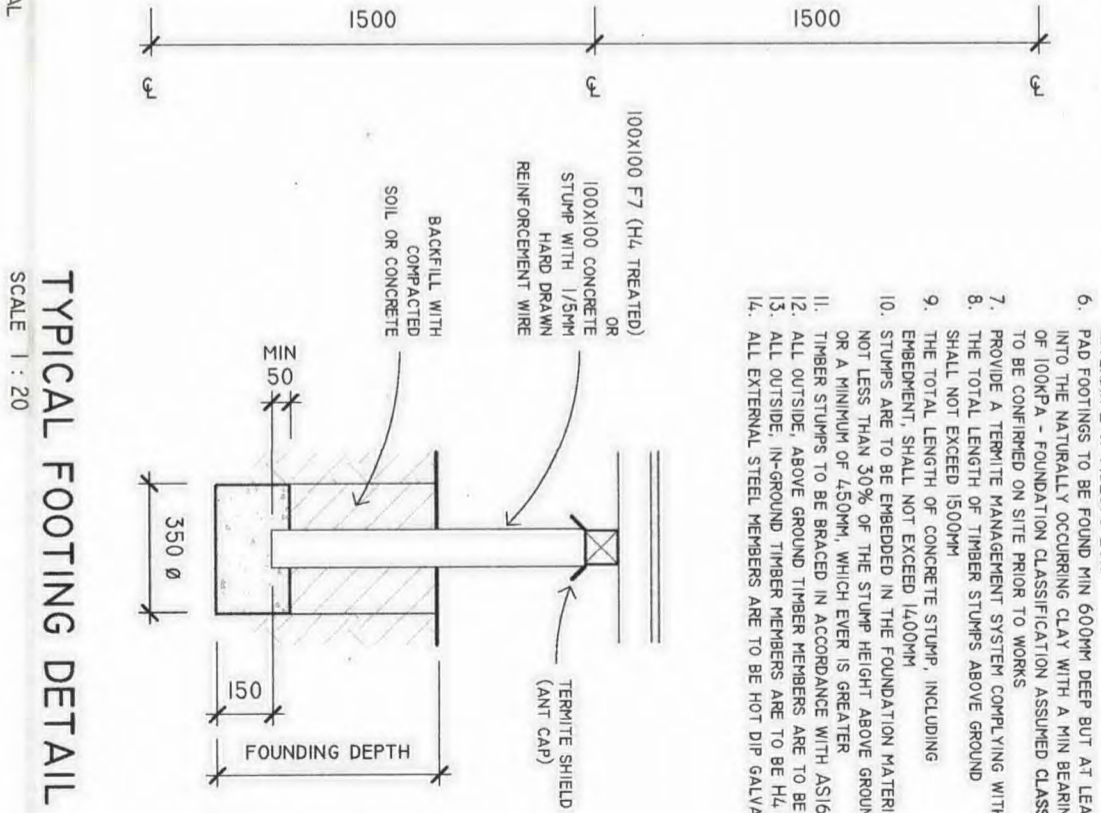
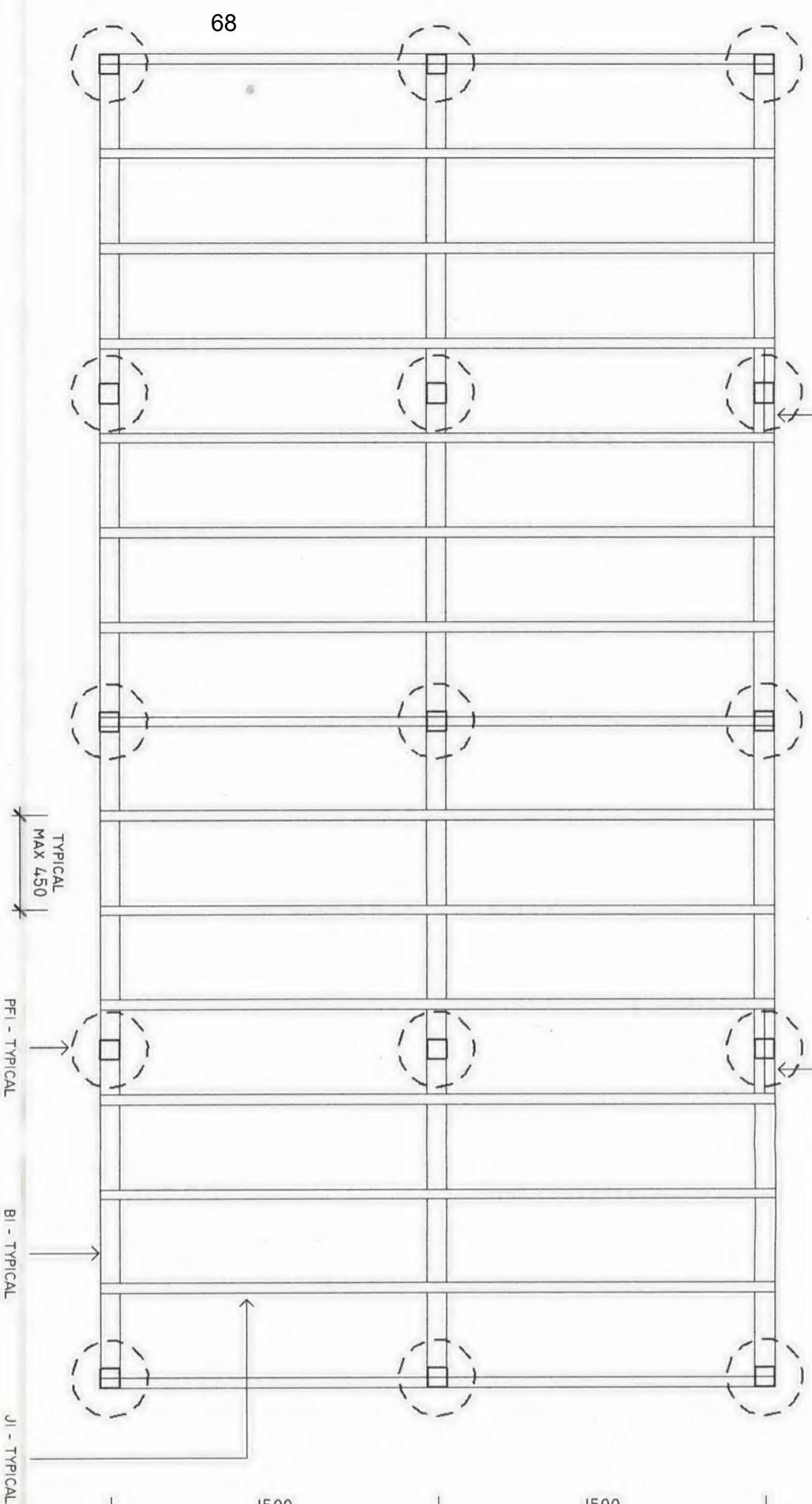
PLANS PREPARED BY:  
**DS BUILDING DESIGN**  
A.B.N. 80 203 904 837  
PO BOX 439, MONBULK VIC 3793  
0400 998 522  
daniel@dsbuildingdesign.com.au

SHEET TITLE: SECTION A-A  
PROJECT No.: 17046  
PROJECT DATE: 12/05/2017  
DWN BY: DS  
SCALE @ A3: 1 : 25

REVISION: 1  
SHEET No.: A02

PROVIDE SOLID 90x45 MGPI0  
BLOCKING BETWEEN JOISTS  
DIRECTLY BENEATH JAMB STUDS

PROVIDE SOLID 90x45 MGPI0  
BLOCKING BETWEEN JOISTS  
DIRECTLY BENEATH JAMB STUDS



- PAD FOOTING GENERAL NOTES:**
- EXCAVATIONS FOR FOOTINGS MUST BE CLEAN CUT AND FREE OF LOSS EARTH, ROOTS AND DEBRIS IMMEDIATELY BEFORE POURING CONCRETE.
  - CONCRETE TO COMPLY WITH ASS3600 AND HAVE A MIN STRENGTH OF 25MPA
  - PROVIDE MIN 400MM CLEARANCE BENEATH BEARER AND GROUND LEVEL ON SLOPING SITES. THIS CAN BE REDUCED TO 150MM WHERE WITHIN 2M OF AN EXTERNAL WALL
  - ALL WORKS TO COMPLY WITH AS2870-2011 AND BCA
  - PAD FOOTING SIZES AS PER CLAUSE 3.7 OF AS1684.2-2010 AND APPENDIX E OF AS2870-2011
  - PAD FOOTINGS TO BE FOUND MIN 600MM DEEP BUT AT LEAST 100MM INTO THE NATURALLY OCCURRING CLAY WITH A MIN BEARING CAPACITY OF 100kPa - FOUNDATION CLASSIFICATION ASSUMED CLASS M TO BE CONFIRMED ON SITE PRIOR TO WORKS
  - PROVIDE A TERRITE MANAGEMENT SYSTEM COMPLYING WITH ASS3660.1-2014 SHALL NOT EXCEED 1500MM
  - THE TOTAL LENGTH OF CONCRETE STUMP, INCLUDING EMBEDMENT, SHALL NOT EXCEED 1400MM
  - STUMPS ARE TO BE EMBEDDED IN THE FOUNDATION MATERIAL NOT LESS THAN 30% OF THE STUMP HEIGHT ABOVE GROUND, OR A MINIMUM OF 450MM, WHICH EVER IS GREATER
  - TIMBER STUMPS TO BE BRACED IN ACCORDANCE WITH AS1684.2
  - ALL OUTSIDE, ABOVE GROUND TIMBER MEMBERS ARE TO BE H3 TREATED
  - ALL OUTSIDE, IN-GROUND TIMBER MEMBERS ARE TO BE H4 TREATED
  - ALL EXTERNAL STEEL MEMBERS ARE TO BE HOT DIP GALVANISED

**TYPICAL FOOTING DETAIL**  
SCALE 1 : 20

MEMBER SCHEDULE	
JI	90x45 MGPI0 JOISTS @ 450CTS MAX 1500 CONTINUOUS SPANS
BI	2/90x45 MGPI0 BEARERS @ 1500CTS MAX 1500 CONTINUOUS SPANS
PFI	100x100 F7 (H4, TREATED) OR 100x100 CONCRETE STUMP WITH 1/5MM HARD DRAWN REINFORCEMENT WIRE CAST INTO 350Ø X 150(T) MASS CONCRETE PAD FOOTING - SEE DETAIL

**PRELIMINARY**  
NOT FOR CONSTRUCTION

**SUBFLOOR LAYOUT**

SCALE 1 : 25

**Knox City Council**  
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REV	DESCRIPTION	DATE
1	PRELIMINARY	13/09/2017

PROJECT: 'THE HAVEN'  
CLASS 10A SHED  
DESIGNER HIDEAWAYS

DESIGNER HIDEAWAYS  
Phone: 03 5968 3373  
www.designerhideaways.com

PLANS PREPARED BY:		SHEET TITLE:		REVISION:	
DS BUILDING DESIGN	A.B.N. 80 203 904 837	SUBFLOOR LAYOUT		1	
PO BOX 439, MONBULK VIC 3793	0400 998 522	PROJECT No.: 17046	PROJECT DATE: 12/05/2017	SHEET No.:	A03
daniel@dsbuildingdesign.com.au		DWN BY: DS	SCALE @ A3: As indicated		

DRAWING REGISTER

- A.00 GENERAL NOTES / DRAWING REGISTER
- A.0A GENERAL NOTES / DRAWING REGISTER
- A.01 EXISTING CONDITIONS / DEMOLITION FLOOR PLAN
- A.02 EXISTING CONDITIONS / DEMO REFLECTED CEILING PLAN
- A.03 PROPOSED FLOOR PLAN
- A.04 PROPOSED REFLECTED CEILING PLAN
- 1.00 GENERAL NOTES INTERIORS & FINISHES
- 1.01 PROPOSED FLOOR PLAN & ELEVATION-WAITING ROOM
- 1.02 PROPOSED FLOOR PLAN & ELEVATION-RECEPTION
- 1.03 PROPOSED FLOOR PLAN & ELEVATION-W.C
- 1.04 PROPOSED FLOOR PLAN & ELEVATION-HALL
- 1.05 PROPOSED FLOOR PLAN & ELEVATION-CONSULT. 1
- 1.06 PROPOSED FLOOR PLAN & ELEVATION-CONSULT. 2
- 1.07 PROPOSED FLOOR PLAN & ELEVATION-CONSULT. 3

GENERAL NOTES

- 01 DO NOT SCALE DRAWINGS, USE WRITTEN DIMENSIONS ONLY
- 02 THE BUILDER, SUBCONTRACTOR SHALL VERIFY ALL DIMENSIONS, LEVELS, SETBACKS AND SPECIFICATIONS PRIOR TO COMMENCING ANY WORKS OR ORDERING MATERIALS AND SHALL BE RESPONSIBLE FOR ENSURING THAT ALL BUILDING WORKS CONFORM TO THE BUILDING CODE OF AUSTRALIA, A.S. CODES (CURRENT EDITIONS) BUILDING REGULATIONS.  
REPORT ALL DISCREPANCIES TO THE OWNER.

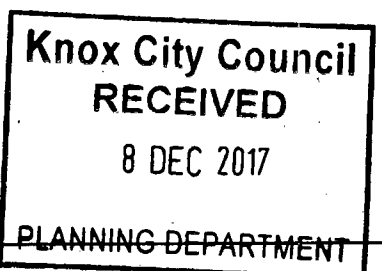
- 03 DEMOLITION / HAZARDOUS MATERIALS:  
GIVE NOTICE IMMEDIATELY ANY HAZARDOUS MATERIALS OR CONDITIONS FOUND

DEMOLISHED MATERIALS EXCEPT FOR MATERIALS TO BE SALVAGED OR RE-USED, ARE THE PROPERTY OF THE CONTRACTOR AND MUST BE REMOVED FROM SITE. DO NOT BURN OR BURY DEMOLISHED MATERIALS ON THE SITE.  
SALVAGE: RECOVER MATERIALS TO BE SALVAGED OR RE-USED WITHOUT DAMAGE  
RE-USE: RE-USE ONLY MATERIALS RECOVERED FROM THE DEMOLITIONS IN A SOUND AND SUITABLE CONDITION.  
STORAGE: STORE IN AN APPROVED LOCATION ANY MATERIALS TO BE RE-USED.  
REMOVAL: COVER MATERIALS IN TRANSIT TO PREVENT SPILLAGE

- 04 PLASTERING - STANDARD TO AS 2588 GYPSUM PLASTERBOARD OR MOST RECENT ENFORCED

PAINTING:  
CONFORM TO AS 2311 AND AS 2312 OR MOST RECENT ENFORCED

INTERNAL PAINTING:  
THE CONTRACTOR IS REQUIRED TO PAINT ALL WORKS INCLUDING AREAS REQUIRED OF MAKING GOOD AS A RESULT OF THE WORKS.



ARCHITECT		CLIENT		PROJECT		SCALE		PLOT DATE	
MW				A.00		1:50		DEC 5 2017	
SCALE BAR				TITLE		CAD FILE NAME		DRAWING No.	
				GENERAL NOTES		17_MITHEL A.00		REV.	
NOTE: CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE PRIOR TO COMMENCING WORK AND ANY ANOMALIES SHALL BE REFERRED TO ARCHITECT FOR CLARIFICATION.		REV. DESCRIPTION		DATE		INIT.		APPROVED	
								PLANNING	

GENERAL NOTES

06 ELECTRICAL SERVICES: RULES AND REGULATIONS

THE WHOLE OF THE WORKS SHALL COMPLY WITH THE CURRENT RULES AND REGULATIONS OF A.S/N.Z.S 3000:2016 THE SAA WIRING RULES, OR MOST RECENTLY ENFORCED, AND REQUIREMENTS OF LOCAL SUPPLY AUTHORITY AND REQUIREMENTS OF THE OTHER AUTHORITY HAVING JURISDICTION OVER THE WORKS OF THE CONTRACT.

THE INSTALLATION SHALL ALSO BE IN ACCORDANCE WITH THE FOLLOWING:  
BUILDING CODE OF AUSTRALIA AND LOCAL COUNCIL REGULATIONS  
VICTORIA SERVICES AND INSTALLATION REGULATIONS AUSTRALIAN STANDARD AS 2293 EXIT AND EMERGENCY EVACUATION LIGHTING WITHIN THE BUILDING.

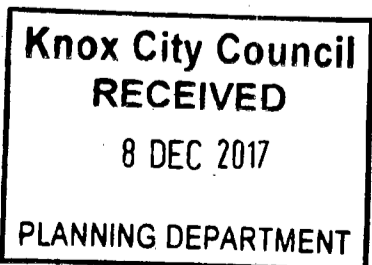
ON COMPLETION OF THE WORKS THE ELECTRICAL CONTRACTOR SHALL SUBMIT A 'CERTIFICATE OF COMPLIANCE' CONFIRMING THAT THE ELECTRICAL INSTALLATION COMPLIES WITH ALL RELEVANT AUTHORITIES REQUIREMENTS.

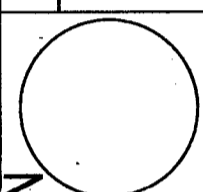
07 ALL GENERAL PURPOSE POWER OUTLETS AND LIGHTING CIRCUITS SHALL BE PROTECTED BY 30MA RESIDUAL CURRENT OPERATED EARTH LEAKAGE DEVICES SHALL COMPLY WITH THE REQUIREMENTS OF AS3190

RCD'S SERVING LIGHTING AND POWER CIRCUITS SHALL BE LABELLED : RCD PROTECTED

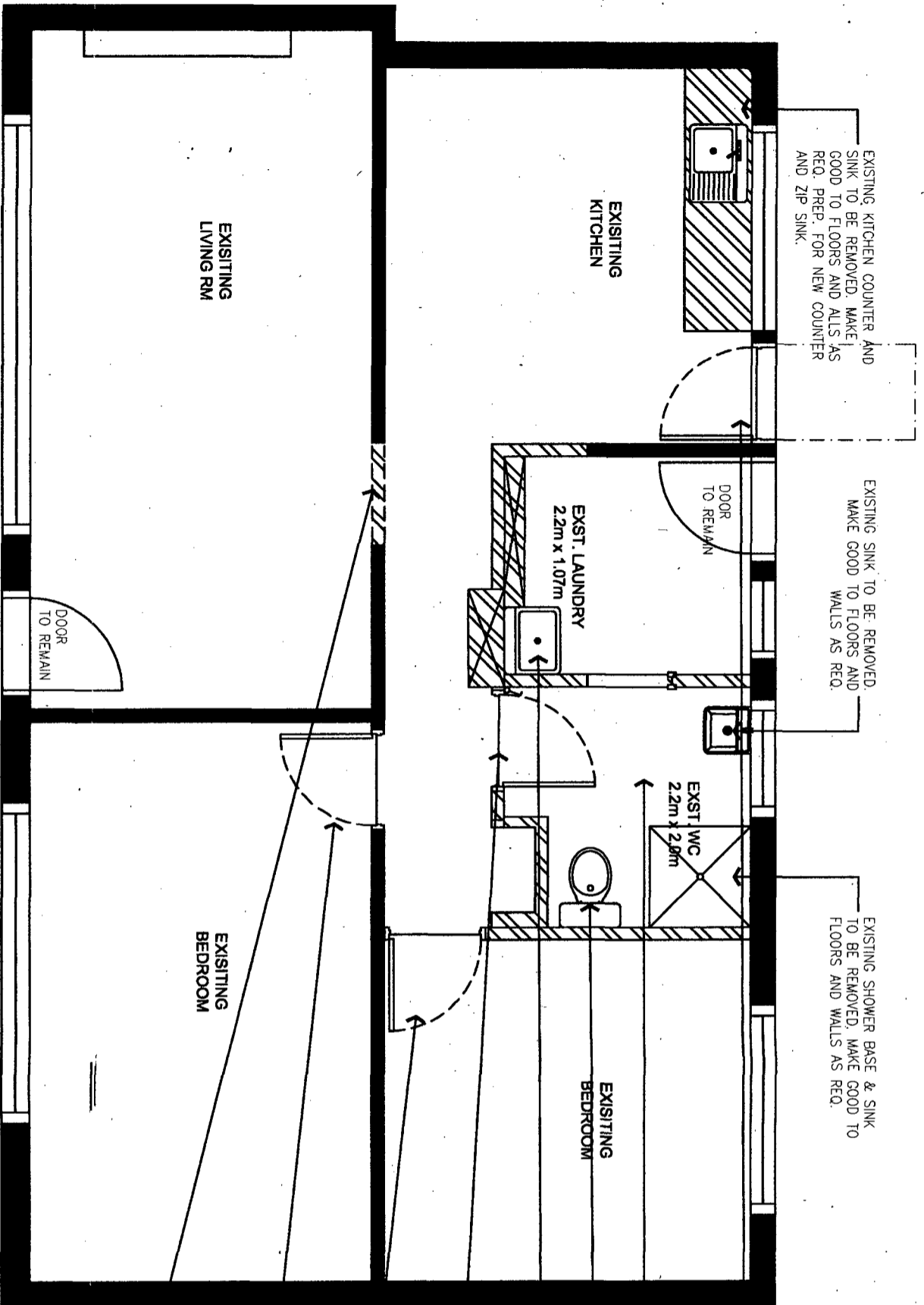
08 EARTHING OF ELECTRICAL INSTALLATION

AN EARTH WIRE SHALL BE RUN FOR ALL POWER OUTLETS, LUMINARES, CONDUITS, TRUNKING, METALWARE (IE METALLIC SWITCH PLATES ETC) AND WHERE REQUIRED BY REGULATIONS.



ARCHITECT	CLIENT MMW	PROJECT A.OA GENERAL NOTES	SCALE 1:50	PLOT DATE NOV 2017	REV.
NOTE: CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE PRIOR TO COMMENCING WORK AND ANY ANOMOLIES SHALL BE REFERRED TO ARCHITECT FOR CLARIFICATION.		TITLE A.OA GENERAL NOTES	CAD FILE NAME 17_MUTHEL	DRAWN TF	
SCALE BAR		DATE			
REV/ DESCRIPTION		INIT.			

PLANNING



**EXISTING CONDITIONS / DEMOLITION  
FLOOR PLAN**

EXISTING KITCHEN COUNTER AND SINK TO BE REMOVED. MAKE GOOD TO FLOORS AND ALLS AS REQ. PREP. FOR NEW COUNTER AND ZIP SINK.

EXISTING SINK TO BE REMOVED. MAKE GOOD TO FLOORS AND WALLS AS REQ.

EXISTING SHOWER BASE & SINK TO BE REMOVED. MAKE GOOD TO FLOORS AND WALLS AS REQ.

REMOVE EXISTING EXTERIOR DOOR. MAKE GOOD TO WALL & THRESHOLD AS REQUIRED. AND PREP. FOR 920MM LEAF DOOR.

REMOVE EXISTING VINYL AND UNDERLAY. PREPARE FLOOR TO RECEIVE NEW FLOOR COVERING. REMOVE EXISTING W.C. MAKE GOOD TO FLOOR AND WALL AS REQUIRED.

REMOVE EXISTING SINK AND VALVE. MAKE GOOD TO WALL AND FLOOR AS REQUIRED.

REMOVE EXISTING DOOR, FRAME & ROUNGONGERY. MAKE GOOD TO WALL AND THRESHOLD AS REQUIRED. PREP. FOR 920MM LEAF DOOR.

REMOVE EXISTING DOOR, FRAME & ROUNGONGERY. MAKE GOOD TO WALL AND THRESHOLD AS REQUIRED. PREP. FOR 850MM LEAF DOOR.

REMOVE EXISTING DOOR-FRAME. MAKE GOOD TO WALL AND THRESHOLD AS REQUIRED. PREP. FOR 920MM LEAF DOOR.

REMOVE EXISTING DOOR, FRAME. MAKE GOOD TO WALL AND THRESHOLD AS REQUIRED. AND PREP. FOR 920MM LEAF DOOR.

EXISTING WALL TO BE DEMOLISHED, & RE-LOCATED

EXISTING WALL TO REMAIN

NOTE: ALL EXISTING WINDOWS AND DOORS TO REMAIN, EXCEPT WHERE OTHERWISE NOTED.

NOTE: ALL EXISTING FLOOR COVERINGS TO BE REMOVED. MAKE SUBFLOOR GOOD IN PREP. FOR NEW COVERINGS.

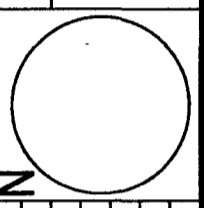
NOTE: ALL EXISTING PLUMBING FIXTURES TO BE REMOVED, UNLESS OTHERWISE NOTED.

ARCHITECT

CLIENT  
MW

SCALE BAR

NOTE:  
CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE PRIOR TO COMMENCING WORK AND ANY ANOMOLIES SHALL BE REFERRED TO ARCHITECT FOR CLARIFICATION.



REV.	DESCRIPTION	DATE	INT.

PROJECT

TITLE  
**FLOOR PLAN  
DEMO**

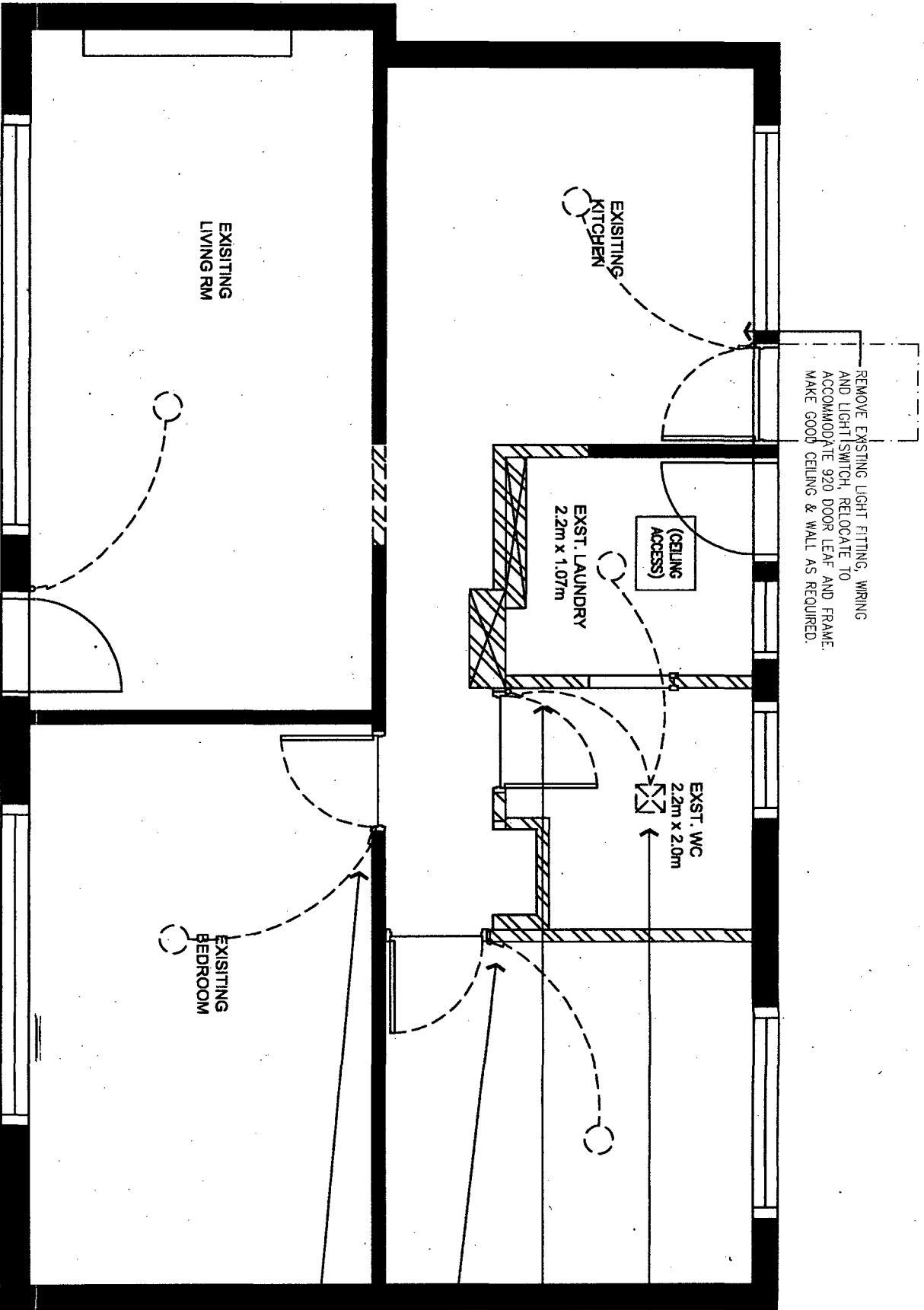
SCALE 1:50  
CAD FILE NAME  
**17\_MITHEL A.01**

PLOT DATE  
NOV 2017  
DRAWN  
TF

APPROVED

PROJECT No. 17\_MITHEL A.01  
DRAWING No. \_\_\_\_\_  
REV. \_\_\_\_\_

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**EXISTING CONDITIONS / DEMOLITION  
REFLECTED CEILING PLAN**

REMOVE EXISTING LIGHT FITTING, WIRING AND LIGHT SWITCH, RELOCATE TO ACCOMMODATE 920 DOOR LEAF AND FRAME. MAKE GOOD CEILING & WALL AS REQUIRED.

EXIST. WC  
2.2m x 2.0m

EXIST. LAUNDRY  
2.2m x 1.07m

EXISTING KITCHEN

EXISTING LIVING RM

EXISTING BEDROOM

REMOVE EXISTING EXTRACT FAN AND PREPARE AREA TO RECEIVE NEW IN LINE FAN.

REMOVE EXISTING LIGHT FITTING, WIRING AND LIGHT SWITCH. MAKE GOOD CEILING AS REQUIRED.

REMOVE EXISTING LIGHT FITTING, WIRING AND LIGHT SWITCH, RELOCATED TO ACCOMMODATE 850 DOOR LEAF & FRAME. MAKE GOOD CEILING AS REQUIRED.

REMOVE EXISTING LIGHT FITTING, WIRING AND LIGHT SWITCH, RELOCATE TO ACCOMMODATE 920 DOOR LEAF AND FRAME. MAKE GOOD CEILING AS REQUIRED.

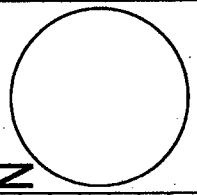
NOTE:  
SEE GENERAL NOTES RE: ELECTRICAL STANDARDS.

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8 DEC 2017  
PLANNING DEPARTMENT**

ARCHITECT

CLIENT  
MW

SCALE BAR



NOTE:  
CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE PRIOR TO COMMENCING WORK AND ANY ANOMALIES SHALL BE REFERRED TO ARCHITECT FOR CLARIFICATION.

REV.	DESCRIPTION	DATE	INT.

PROJECT  
TITLE  
RCP  
DEMO

SCALE 1:50  
CAD FILE NAME  
PLOT DATE  
DEC 7 2017  
DRAWN  
TF

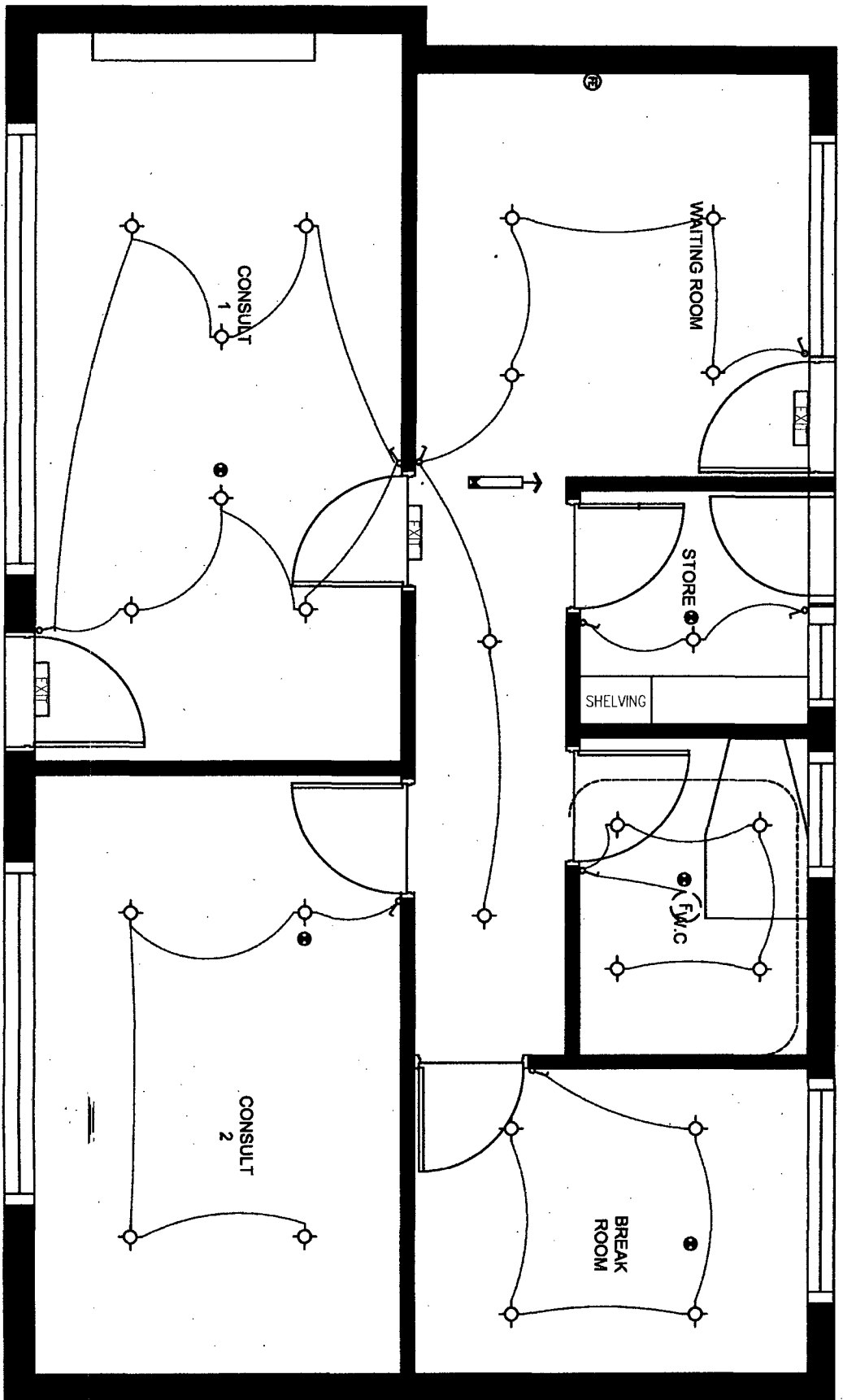
**PLANNING**

PROJECT No.  
DRAWING No.  
17\_MJTHEL A.02

APPROVED

REV.





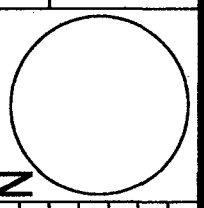
PROPOSED  
REFLECTED CEILING PLAN

- NON-DIRECTIONAL RECESSED LUMINAIRE
- EMERGENCY LIGHT
- ? SWITCHING
- ↔ DIRECTIONAL, ILLUMINATED EMERGENCY EXIT CEILING BLADE, WITH EMERGENCY LIGHT
- (F) FAN
- EXIT ILLUMINATED EMERGENCY EXIT SIGN
- FIRE EXTINGUISHER

ARCHITECT

CLIENT  
MMW

SCALE BAR



NOTE:  
CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE PRIOR TO COMMENCING WORK AND ANY ANOMALIES SHALL BE REFERRED TO ARCHITECT FOR CLARIFICATION.

REV.	DESCRIPTION	DATE	INT.

PROJECT

TITLE  
PROPOSED  
RCP/ELECTRICAL

SCALE ● A3  
1:50  
CAD FILE NAME  
PLOT DATE  
DEC 7 2017  
DRAWN  
TF  
APPROVED

PLANNING

PROJECT No.  
17\_MITHEL A.03  
DRAWING No.  
REV.

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### JOINERY CONSTRUCTION

- CONSTRUCTION SHALL BE OF CONTRACT QUALITY
- CONTRACTOR TO MEASURE EACH UNIT ON SITE ALL DIMENSIONS ARE NOMINAL ONLY DO NOT SCALE FROM DRAWINGS
- CONTRACTOR SHALL CHECK SITE CONDITIONS INCLUDING ACCESS WAYS, AND STAIRS SIZES PRIOR TO MANUFACTURE ORDERING OF MATERIALS
- LOCATION OF ALL JOINTS IN BENCHTOPS SHALL BE APPROVED BY THE DESIGNER
- GENERALLY ALL CONSTRUCTION TO BE IN 16mm OR 32mm THICKNESS PARTICLE BOARD UNLESS OTHERWISE NOTED ON THE DRAWINGS. BENCHTOPS TO BE WATER RESISTANT GRADE PARTICLE BOARD. CARCASSES TO BE CONSTRUCTED OF 18mm THICKNESS PRELAMINATED MELAMINE BOARD, COLOUR WHITE UNLESS NOTED OTHERWISE
- ALL FRAMEWORK SHALL BE SELECTED THICKNESS KILN DRIED HARDWOOD
- PROVIDE ADDITIONAL STUDWORK, NOGGINGS OR MASONRY ANCHORS TO WALLS TO SUPPORT KITCHEN CUPBOARD UNITS
- ALL FITTINGS, MECHANISMS AND EQUIPMENT SHALL BE INSTALLED AS PER MANUFACTURERS RECOMMENDATIONS
- ALL EXPOSED SURFACES (INC. REFRIGERATOR AND MICROWAVE SPACES) TO BE FINISHED IN NOMINATED LAMINATE
- JOINER TO PROVIDE CUTOUTS IN CARCASS AS REQUIRED TO ALLOW FOR CABLE ACCESS FITTINGS ETC
- HINGES SHALL BE CONCEALED CABINET HINGES 180° SWING OR SIMILAR APPROVED
- HINGES TO DOORS NEAR WALLS SHALL BE 95° SWING

### FINISHES

- TO BE SPECIFIED

### STAIR NOSING & TACTILE STRIP

- PROVIDE PROTECTION TO ALL SURFACES - FITTINGS & FIXTURES REPAIR / REPLACE DAMAGED SURFACES - FITTINGS & FIXTURES
- ALL EXPOSED TRAPS, PIPES & ASSOCIATED FITTINGS TO HAVE CHROME METAL FINISH
- JOINER TO ENSURE ALL WALLS ARE PLUMB PRIOR TO MANUFACTURER OF ANY JOINERY UNIT
- ABS EDGES TO ALL JOINERY DOORS AND BENCHTOPS TO BE 3mm
- ALL JOINERY CABINETRY TO BE LOCKABLE AND KEYPED TO MASTER KEY SYSTEM

### APPLIANCES

- DISHWASHER REFER TO FINISH SCHEDULE - CLIENT TO SUPPLY
- MICROWAVE REFER TO FINISH SCHEDULE - CLIENT TO SUPPLY
- REFRIGERATOR REFER TO FINISH SCHEDULE - CLIENT TO SUPPLY
- OVEN REFER TO FINISH SCHEDULE - CLIENT TO SUPPLY
- ALL APPLIANCES TO BE FIXED IN STRICT ACCORDANCE WITH MANUFACTURERS RECOMMENDATIONS

### TILES & GROUT

- CT1 297 X 97 UK CHROMA WALL TILES  
GLOSS: (ARCTIC WHITE)  
FROM: JOHNSON WALL TILES  
PH: 0419 549 955
- CT1 GROUT LATITCRETE #53 - TWILIGHT BLUE

### CUPBOARD DOOR HANDLES

GENERALLY, LOOKING - HAFFELE STAINLESS STEEL, CATALOGUE NO: 100.45.061

### LEGEND

- D DRAWER
- AS ADJUSTABLE SHELF AT 100CTS ON PREFINISHED WHITE MELAMINE FINISH ON PARTICLE BOARD - 600mm WIDE OR LESS TO BE 18mm THICK 600mm - 900mm WIDE TO BE 25mm THICK 900mm - 1200mm WIDE TO BE 32mm THICK
- FS FIXED SHELF
- FP FIXED PANEL
- TPH TOILET PAPER HOLDER
- HB HAND BASIN
- MT MIXER TAP
- PT PAPER TOWEL
- TR TOWEL RAIL

### FLOOR FINISHES

- C1 WELCOME II TILE 51031 'CHARCOAL' 31549 NEEDLEPOINT HOBWALL FROM: SHAW CONTRACT : 61 413 717 099 (OR SIMILAR APPROVED)
- C2 -NOT USED-
- C3 -NOT USED-
- V1 SURESTEP LAGUNA - 'STEEL' 181352 FROM: FORBIO - 0419 140 071 (OR SIMILAR APPROVED)
- V2 -NOT USED-
- V3 -NOT USED-
- V4 -NOT USED-
- V5 -NOT USED-
- V6 -NOT USED-
- V7 -NOT USED-

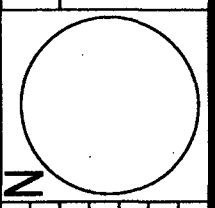
### PAINTS

- PT1 GENERAL WALL & CEILING COLOUR DULUX 'WHITE DUCK' 1 STRENGTH P18B1H/PN255
- PT2 -NOT USED-
- PT3 -NOT USED-
- PT4 -NOT USED-

ARCHITECT

CLIENT  
MW

SCALE BAR



NOTE:  
CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE PRIOR TO COMMENCING WORK AND ANY ANOMALIES SHALL BE REFERRED TO ARCHITECT FOR CLARIFICATION.

REV	DESCRIPTION	DATE	INT.

PROJECT

TITLE  
GENERAL NOTES  
INTERIOR

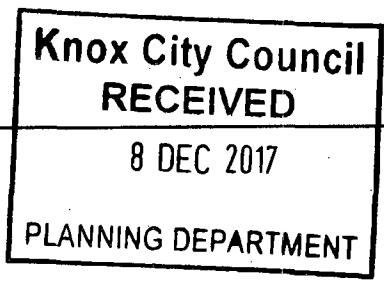
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TF

PLANNING

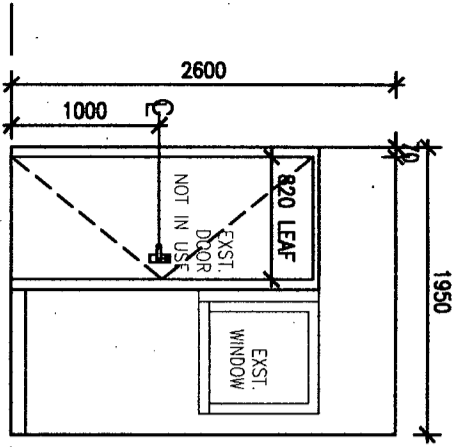
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DRAWING No.

APPROVED

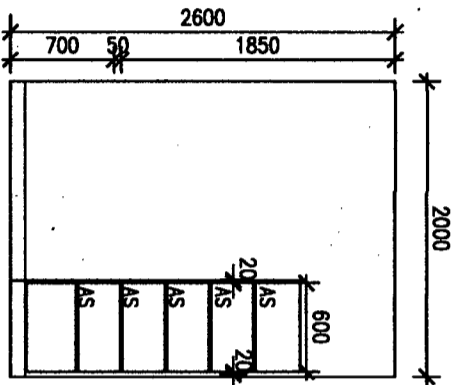
REV.



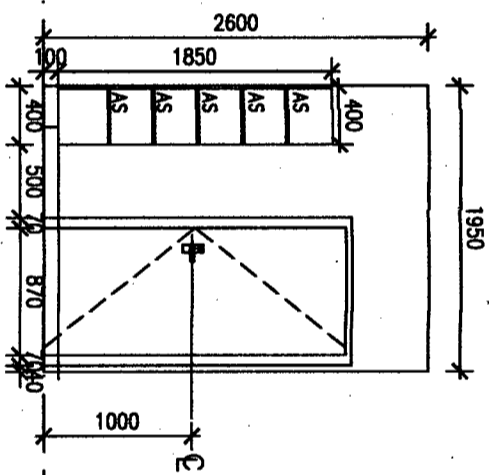




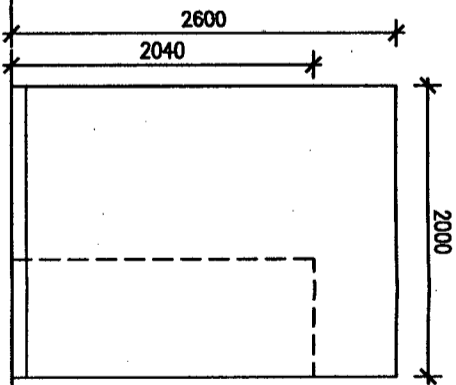
ELEVATION 1



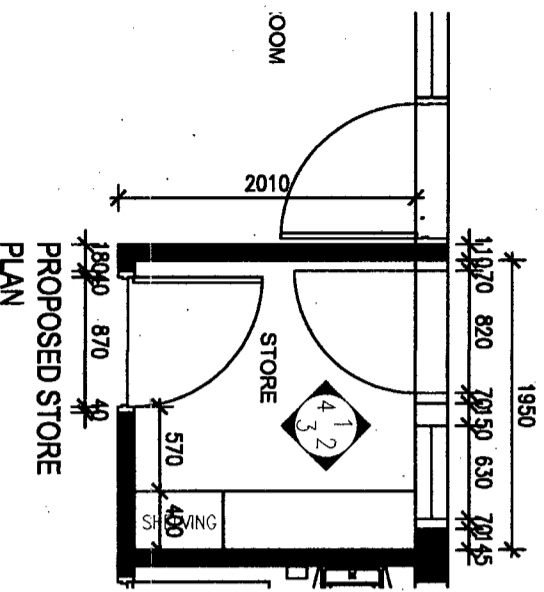
ELEVATION 2



ELEVATION 3



ELEVATION 4

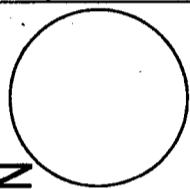


- NOTE: CONTRACTOR IS TO ENSURE ALL FINISHES AND FIXTURES ARE INSTALLED IN ACCORDANCE WITH AS 1428.1-2009 AMENDMENT 1 - 2010, OR CURRENTLY ENFORCED
- NOTE: ALL CABINETS AND DRAWERS TO BE LOCKABLE
- NOTE: ALL INTERNAL JOINERY CARCASS TO BE WHITE MELAMINE OR OTHER APPROVED
- NOTE: WHERE THERE ARE ANY WALL MOUNTED FIXTURES AND FITTINGS, CONTRACTOR TO ENSURE THAT THE WALL IS BLOCKED OUT ACCORDINGLY

ARCHITECT

CLIENT  
MW

SCALE BAR



NOTE: CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE PRIOR TO COMMENCING WORK AND ANY ANOMALIES SHALL BE REFERRED TO ARCHITECT FOR CLARIFICATION.

REV.	DESCRIPTION	DATE	INT.

PROJECT

TITLE  
FLOOR PLAN & ELEVATION  
STORE

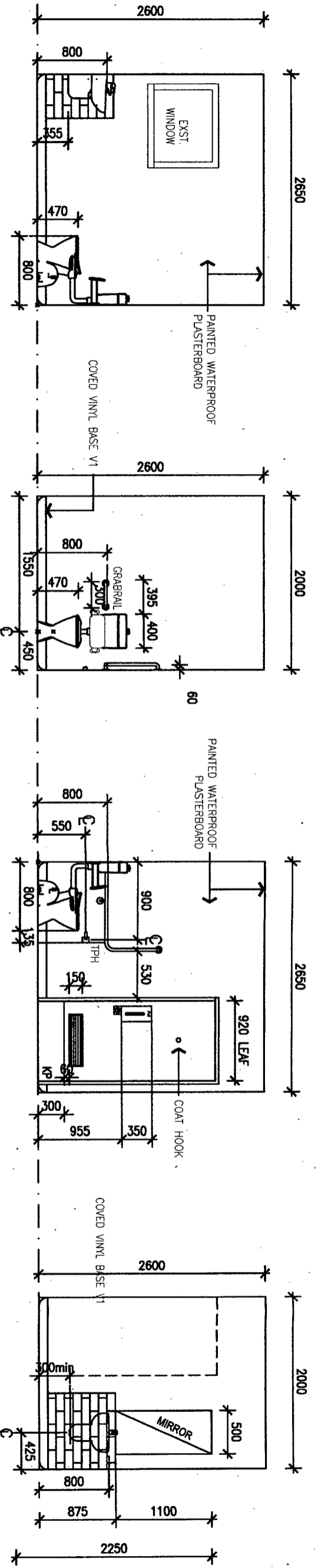
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PLOT DATE DEC 7 2017  
DRAWN TF  
DRAWING No. 1.02

PLANNING

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REV.

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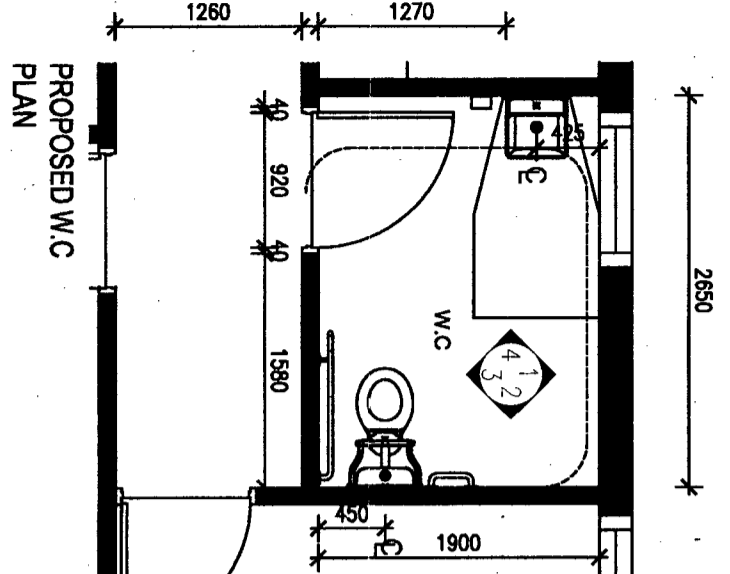


ELEVATION 1

ELEVATION 2

ELEVATION 3

ELEVATION 4



NOTE:  
CT1 WHITE TILE AS FIELD  
TILE, BRICK PATTERN

NOTE:  
CONTRACTOR IS TO ENSURE ALL FINISHES AND FIXTURES  
ARE INSTALLED IN ACCORDANCE WITH AS 1428.1-2009  
AMENDMENT 1 - 2010, OR CURRENTLY ENFORCED

NOTE:  
PT1 THROUGHOUT,  
INCLUDING CEILING

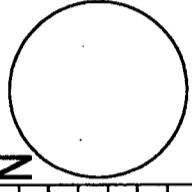
NOTE:  
WHERE THERE ARE ANY WALL MOUNTED FIXTURES AND  
FITTINGS, CONTRACTOR TO ENSURE THAT THE WALL IS  
BLOCKED OUT ACCORDINGLY

**Knox City Council  
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8 DEC 2017  
PLANNING DEPARTMENT**

ARCHITECT

CLIENT  
MW

SCALE BAR



NOTE:  
CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE PRIOR TO COMMENCING WORK AND  
ANY ANOMALIES SHALL BE REFERRED TO ARCHITECT FOR CLARIFICATION.

REV.	DESCRIPTION	DATE	INT.

DATE	INT.

PROJECT TITLE  
FLOOR PLAN & ELEVATION  
W.C

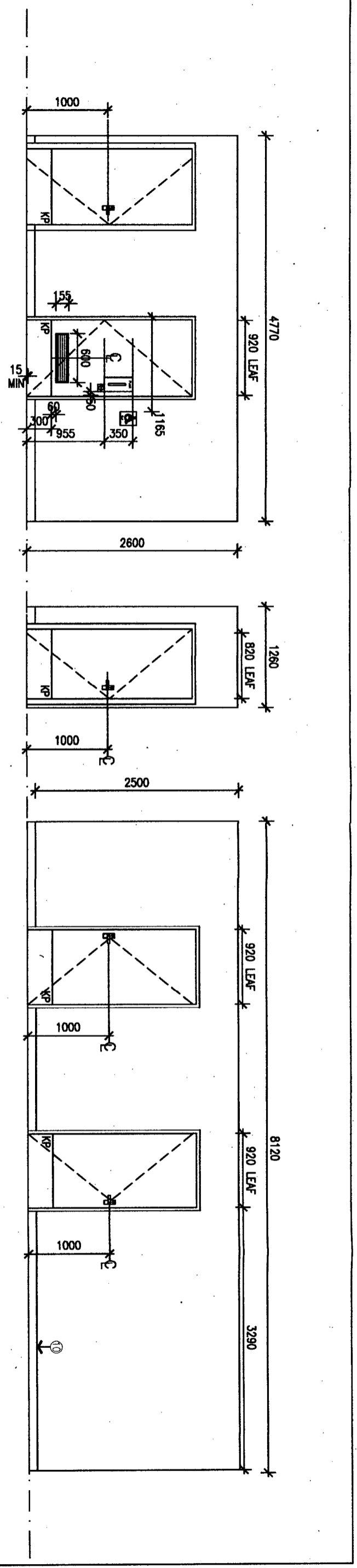
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DRAWING No. 17\_MUTHEL 1.03

PLANNING

PLOT DATE  
DEC 7 2017  
DRAWN  
TF

APPROVED

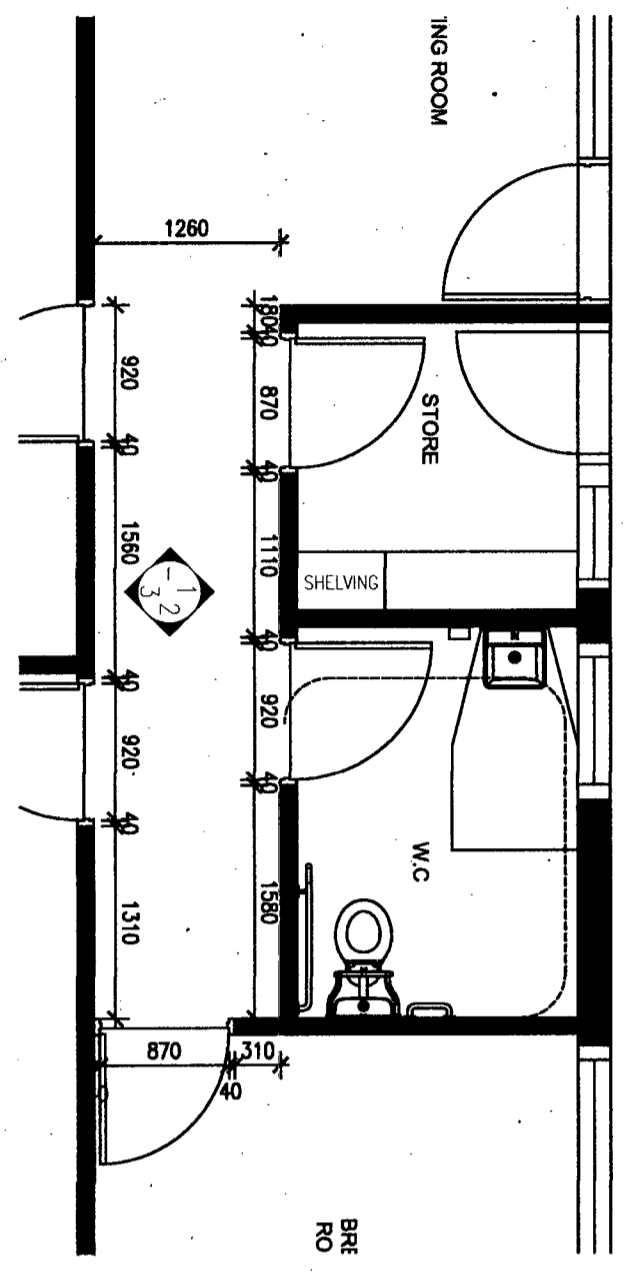
REV.



ELEVATION 1

ELEVATION 2

ELEVATION 3



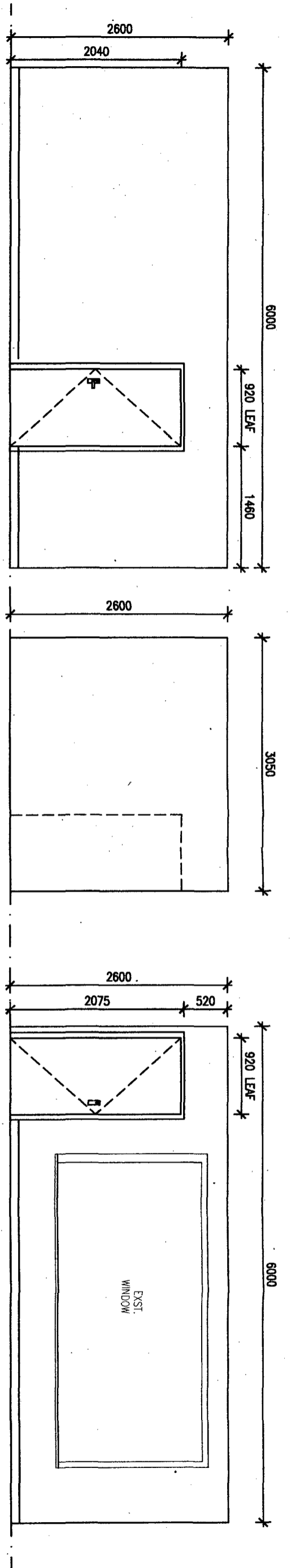
PROPOSED HALLWAY PLAN & ELEVATIONS

NOTE:  
LOCATION OF EXIT SIGNAGE. REFER RCP

NOTE:  
CONTRACTOR IS TO ENSURE ALL FINISHES AND FIXTURES ARE INSTALLED IN ACCORDANCE WITH AS 1428.1-2009 AMENDMENT 1 - 2010, OR CURRENTLY ENFORCED

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RECEIVED**  
8 DEC 2017  
PLANNING DEPARTMENT

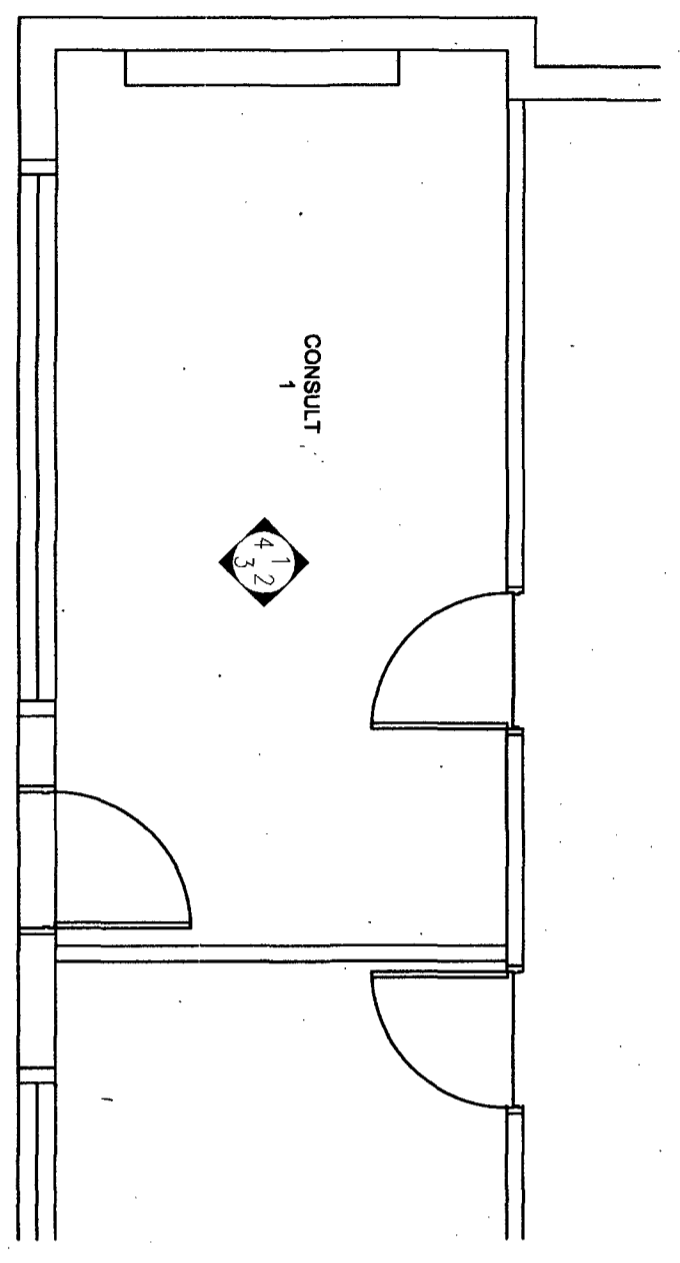
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			17_MITHEL I.04	TF
				APPROVED
				REV.
<p>NOTE: CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE PRIOR TO COMMENCING WORK AND ANY ANOMALIES SHALL BE REFERRED TO ARCHITECT FOR CLARIFICATION.</p>				
<p>SCALE BAR</p>				
<p>REV DESCRIPTION</p>				
<p>DATE INT.</p>				



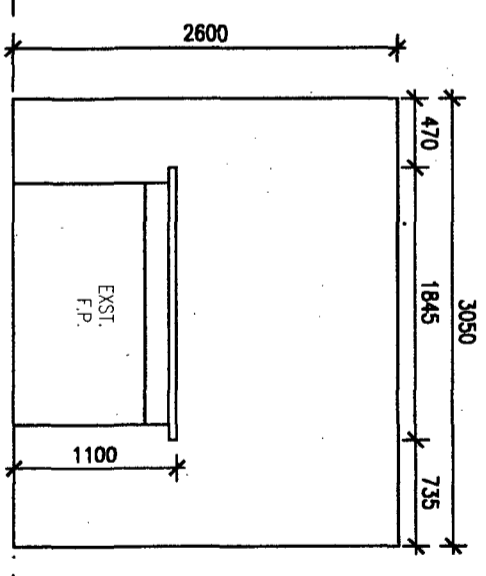
ELEVATION 1

ELEVATION 2

ELEVATION 3



PROPOSED CONSULT. 1 PLAN & ELEVATIONS

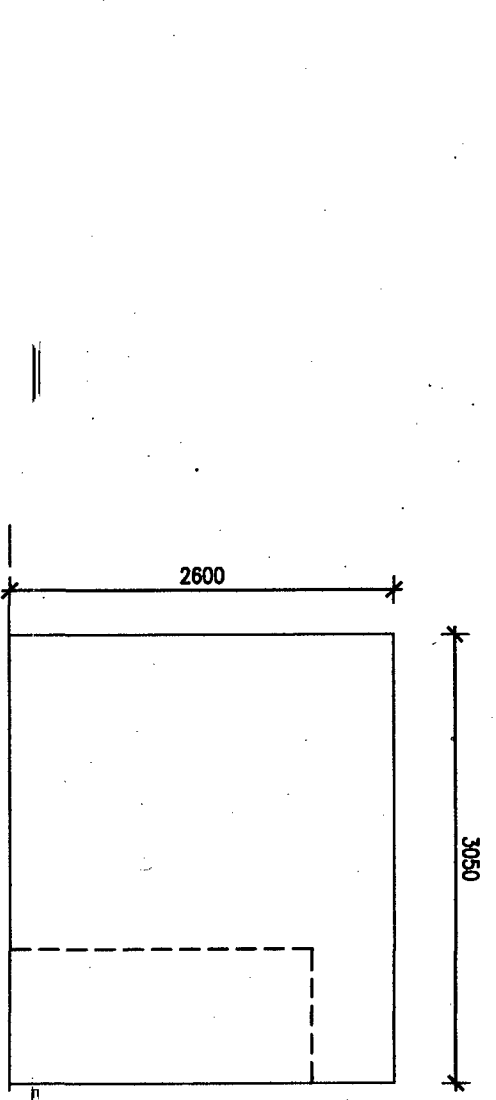
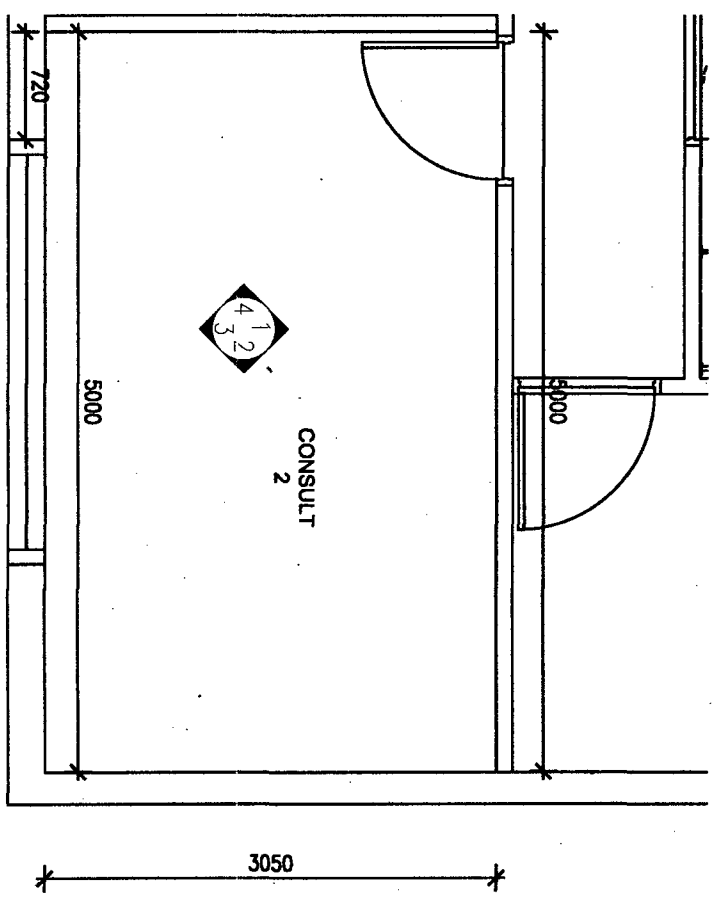
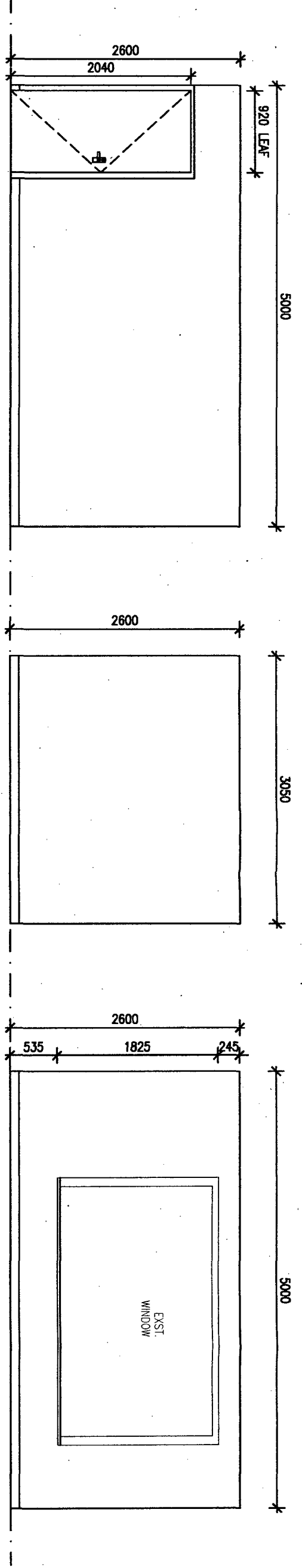


ELEVATION 4

NOTE:  
CONTRACTOR IS TO ENSURE ALL FINISHES AND FIXTURES ARE INSTALLED IN ACCORDANCE WITH AS 1428.1-2009 AMENDMENT 1 -2010, OR CURRENTLY ENFORCED

**Knox City Council  
RECEIVED**  
8 DEC 2017  
**PLANNING DEPARTMENT**

ARCHITECT		CLIENT		PROJECT		SCALE		PLOT DATE	
MM		MM		FLOOR PLAN & ELEVATION		A3		DEC 7 2017	
SCALE BAR		NOTE: CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE PRIOR TO COMMENCING WORK AND ANY ANOMOLIES SHALL BE REFERRED TO ARCHITECT FOR CLARIFICATION.		CONSULT 1		CAD FILE NAME		DRAWN	
N				TITLE		17_MJTHEL		TF	
REV. DESCRIPTION		DATE		INT.		DRAWING No.		APPROVED	
						17_MJTHEL 1.05		REV.	



NOTE:  
 CONTRACTOR IS TO ENSURE ALL FINISHES AND FIXTURES ARE INSTALLED IN ACCORDANCE WITH AS 1428.1-2009 AMENDMENT 1 - 2010, OR CURRENTLY ENFORCED

**Knox City Council  
 RECEIVED  
 8 DEC 2017  
 PLANNING DEPARTMENT**

ARCHITECT: \_\_\_\_\_ CLIENT: MW PROJECT: \_\_\_\_\_ SCALE: A5 PLOT DATE: DEC 7 2017  
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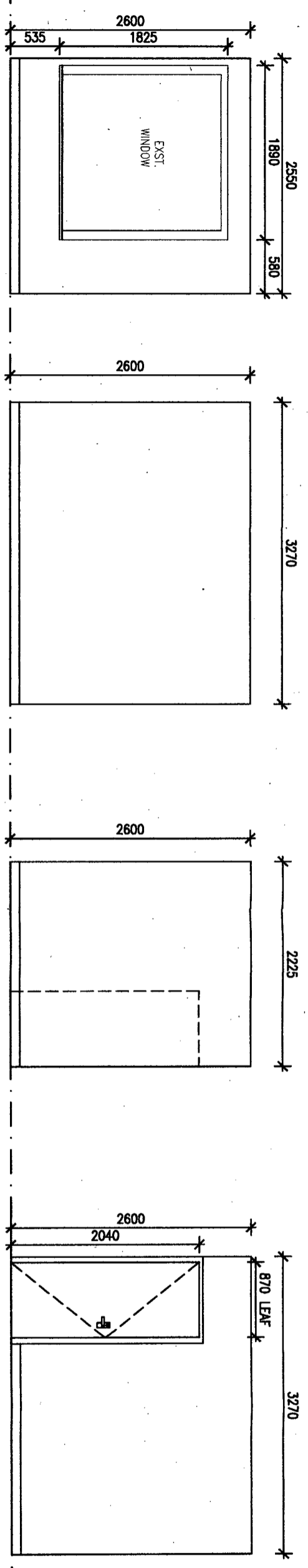
NOTE:  
 CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE PRIOR TO COMMENCING WORK AND ANY ANOMALIES SHALL BE REFERRED TO ARCHITECT FOR CLARIFICATION.

SCALE BAR

REV.	DESCRIPTION	DATE	INT.

PROJECT: \_\_\_\_\_  
 TITLE: FLOOR PLAN & ELEVATION  
 CONSULT 2

PLANNING  
 PROJECT No. 17\_MJTHEL DRAWING No. 1.06  
 REV. \_\_\_\_\_

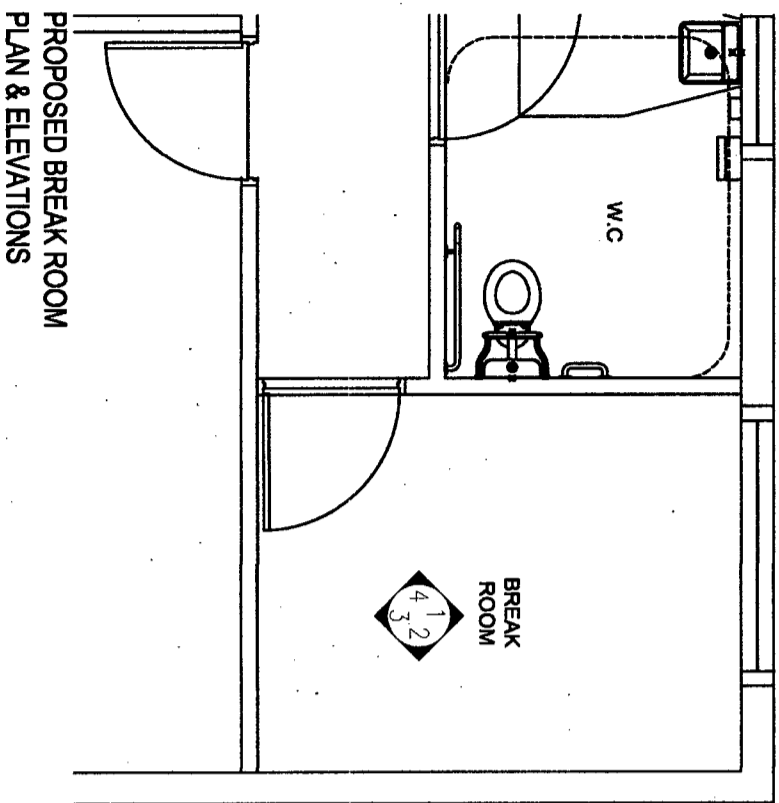


ELEVATION 1

ELEVATION 2

ELEVATION 3

ELEVATION 4



PROPOSED BREAK ROOM  
PLAN & ELEVATIONS

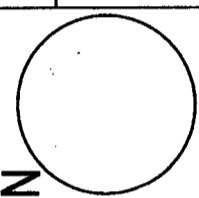
NOTE:  
CONTRACTOR IS TO ENSURE ALL FINISHES AND FIXTURES  
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AMENDMENT 1 - 2010, OR CURRENTLY ENFORCED

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ARCHITECT

CLIENT  
MW

SCALE BAR



NOTE:  
CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE PRIOR TO COMMENCING WORK AND  
ANY ANOMALIES SHALL BE REFERRED TO ARCHITECT FOR CLARIFICATION.

REV	DESCRIPTION	DATE	INT.

PROJECT

TITLE  
FLOOR PLAN & ELEVATION  
BREAK ROOM

SCALE 1:50  
CAD FILE NAME  
DRAWN TF

PLANNING


PROJECT No. 17\_MITHEL 1.07  
DRAWING No. REV.

APPROVED



900mm


900mm



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8 DEC 2017  
PLANNING DEPARTMENT

06/03/2018

Ollie Graovac  
Planning Department  
Knox City Council  
Ollie.Graovac@knox.vic.gov.au

Dear Ollie,

Thank you for the information relating to Amendment C150, and in particular Clause 22.03. The amendment appears to have been published on the 14<sup>th</sup> of December, which was *after* the date my application was summarily approved and proceeded to advertising. My application was therefore deemed appropriate and acceptable under the existing guidelines. To *re-evaluate* the proposal retrospectively, simply because the allocated planner has gone on leave is not appropriate, and represents a mismanagement of information and processes, and unnecessary double handling. Never the less, upon reading the intention of clause 22.03, it is apparent that the current application fits well within the policy basis and meets the objectives outlined.

Clause 22.03-1 outlines the policy basis. The primary intention of the policy appears to be - to retain residential amenity whilst encouraging appropriate non-residential services that are deemed of benefit to the community, including health services. The Objectives outlined in 22.03-2 list a range of stipulations describing how these goals may be achieved. The current proposal fits well within all 5 of these objectives, that is to have well-placed services that do not detract from residential amenity, are appropriate for the road network, provide car parking onsite, and do not create de-facto commercial precincts to the detriment to the local residential use.

Clause 22.03-3 describes the specific policy items that need to be addressed;

- The design, scale and appearance of the building will be untouched. In accordance with the covenant, the building will appear residential from the outside.
- The location is on the periphery of major activity centre, being walking distance from Boronia and close to public transport via Boronia road and Underwood road. The location is not on a road carrying 3,000 vehicles per day, however "*Non-compliance with the above policy criteria will only be supported where the use is **small scale** and where its catchment will benefit local residents*". The application clearly fits within these exemptions.



- The non-residential use will not negatively impact on traffic flow in the street, or adjacent streets, will not be hazardous to pedestrians or increase demand for on-street parking. Indeed, the proposed development will *reduce* the demand for on-street parking by moving the current clients from on-street parking to on-site parking. With regard to traffic flow, it is important to note that the proposed development is *not* a high traffic endeavour. In the past 8 months, the clinic has seen 600 clients, that is 600 cars in 8 months, an average of 3.4 cars each work day for 35 weeks. Assuming the clinic reaches an absolute maximum capacity for two clinicians, and assuming that every single client is seen at the clinic and not as an outreach client, and every single client attends the scheduled appointment, the maximum number of cars per day would be 20. Compare this to a typical health centre with two doctors working the same hours – that would equate to 100 cars, a fivefold increase – not including pathology and support staff. It is easy to see that our Psychology Clinic is comparatively extremely small.
- We do not propose to be open late at night. Client appointments are generally completed by 7.30 - 8pm when typical residential noise restrictions begin, and neighbours begin to wind down for the night. Overnight the centre will be closed, locked and dark.
- The development is similar in character and setback, matches materials colours and landscaping, and is sensitive to the character of the neighbourhood by retaining the external façade of the building as existing (as per covenant). There is no overlooking, overshadowing, and certainly no noise.
- *“Expansion of existing non-residential activities be permitted, provided amenity is improved or not further detrimentally affected”*. In our proposal, amenity is improved via the provision of off-street car parking.
- Lighting will be the same as a typical residence – that is some lighting on the drive-way, and at the rear of the building lighting the car-parking, similar to residential sensor-lights.

Clause 22.03-4 outlines the application requirements, which we have addressed, including the nature of the proposal, the demonstrable need, level of patronage and vehicles, noise, landscaping, signage etc. Clause 22.03-5 provides decision guidelines, namely the extent to which the proposal meets the objectives of the above policy statement, contributes positively to the local residential area, doesn't impact on the residential amenity, and does not impact on character or the traffic network. Our proposal clearly fits well within these requirements.

I trust you will find this information helpful in your decision, and I look forward to hearing back from you. Should you require further information or clarification, please contact me on 03) 9761 0973

Kind Regards,



Melanie G. Jones BA (Psych) G.Dip (Child & Adol. Psych.) PhD (Candidate), MAPS, FMAAIAA  
 Psychologist & Director  
 Lead the Way – Psychology & Animal-Assisted Therapy Clinics

**BAIRD WARD****6.4 APPLICATION TO AMEND PLANNING PERMIT P/2017/6041 TO EXTEND HOURS OF OPERATION AND INCREASE PATRON NUMBERS TO EXISTING FITNESS STUDIO AT 2C, 881-887 BURWOOD HIGHWAY FERNTREE GULLY (Application P/2017/6041/A)****1. SUMMARY:**

<b>Land:</b>	2C, 881-887 Burwood Highway, Ferntree Gully
<b>Applicant:</b>	Perry Town Planning
<b>Proposed Development:</b>	Amendment to Planning Permit P/2017/6041 to extend hours of operation and increase patron numbers to existing fitness studio
<b>Existing Land Use:</b>	Commercial
<b>Area:</b>	410.84m <sup>2</sup>
<b>Zoning:</b>	Commercial 2 Zone
<b>Overlays:</b>	Nil
<b>Local Policy:</b>	Municipal Strategic Statement (MSS)
<b>Application Received:</b>	4 September 2017
<b>Application Amended:</b>	7 February 2018
<b>Number of Objections:</b>	10
<b>PCC Meeting:</b>	Not required

**Assessment:**

*It is considered that the intensity of the proposal is consistent with the outcomes sought by the Knox Planning Scheme.*

*The proposal is consistent with the Municipal Strategic Statement (MSS). The proposal is also compliant with the Car Parking requirements of the Knox Planning Scheme.*

*The proposal is generally consistent with the purpose of the Commercial 2 Zone.*

*On balance it is considered that the proposal responds well to State and Local Planning Policies. It is recommended that a Notice of Decision to Amend a Planning Permit be issued.*

## **2. BACKGROUND**

### **2.1 Call up**

This application is being reported to Council as it has been called up by Councillor Lockwood.

#### **2.1.1 Subject Site and Surrounds**

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

- The subject site is located on the northern side of Burwood Highway and is an existing building within a small established commercial estate.
- The estate comprises a total of 7 tenancies and common property. Unit 2C is located along the southern side of the development facing Burwood Highway.
- The subject site has as an overall leasable area of approximately 410.84m<sup>2</sup> comprising of two offices, amenities and two separate zones for fitness classes.
- The site is provided with a total of sixty (60) shared car parking spaces located within common property.
- Access to the site is from Burwood Highway to the front and from Yose Street to the rear.
- Adjoining the Estate to the south east and west is land used for commercial purposes. To the north and north east is land used for residential purposes.
- Mountain Gate Shopping Centre is located approximately 300m to the southwest of the site.

#### **2.1.2 Current Permit**

Planning permit P/2017/6041 was issued on 2 May 2017 and allowed a change of use to an Indoor Recreation Facility (fitness studio) and internal alterations. The permit contained the following conditions regarding hours of operation and patron numbers:

- A maximum of 8 people (including instructors) shall be permitted on the premises at any one time from Monday – Friday: 9am – 5pm and Saturday: 9am – 12pm.
- A maximum of 29 people (including instructors) are permitted on the premises at any one time from Monday – Friday: 6am – 9am and 5pm – 8pm and Saturday: 6am – 9am.
- Hours of operation must only be between Monday – Friday: 6am – 8pm and Saturday 6am – 12pm unless otherwise permitted in writing by the Responsible Authority.

### **2.1.3 Original Amendment Proposal**

The applicant originally submitted an application to amend the permit to increase the patron numbers and hours of operation as follows:

- Change weekday (Monday to Friday) opening time from 6am to 5am and closing time from 8pm to 9pm.
- No changes to Saturday hours.
- Allow Sunday operating hours of 8am to 12.30pm (the original permit did not include any hours of operation on Sundays)
- In addition to the above change in hours, the applicant proposed to increase the patron numbers from 8 to 29 between 9.30am - 10.30am and 12.30pm – 1.30pm Monday to Friday; 6am – 12pm Saturday and 8am to 12.30pm Sunday.

### **2.1.4 Current Amendment Proposal**

After receiving advice from Council's Traffic Engineering Department, Council met with the applicant, and the amendment application was changed. The applicant now proposes to amend the conditions of Planning Permit P/2017/6041 to extend the operating hours and increase the number of patrons as follows:

- Amend Monday to Friday operating hours from 6am to 9am to 5am to 8am (one hour earlier, retaining the maximum 29 patrons).
- Amend Monday to Friday operating hours from 5.00pm to 8pm to 5.30pm to 9pm (retaining the maximum 29 patrons).
- Reduce Monday to Friday operating hours from 9.00am to 5.00pm to 9.00am to 1.30pm and increase maximum number of patrons during that time from 8 to 18.
- Increase maximum number of patrons Saturdays 9am to 12pm from 8 to 29.
- Extend operating hours to include Sundays 8am to 12.30pm with a maximum number of 29 patrons.

## **3. CONSULTATION**

### **3.1 Advertising**

The original application to amend the permit was advertised by way of a sign on the site and notices sent to adjoining property owners and occupiers, and previous objectors. Ten (10) objections to the application were received. The current amendment application was re-advertised by way of notices sent to adjoining properties only. Two of the original objectors submitted an additional objection to the amended application. A summary of all objections is summarised below:

#### Allocation of car parking spaces

- *The certificate of title for the subject site shows that all car parking spaces are located within common property with no formal allocation of car parking spaces to businesses. Entitlement and liability shown on the title refers to overall common land and not car parking spaces in particular.*

#### Inadequate car parking/Impact on existing businesses due to car parking

- *The site contains a total of sixty (60) car parking spaces located within common property.*
- *Council's Traffic Engineers conducted a site inspection and site surveys during the proposed operating hours which revealed that there would be sufficient car parking to cater for the anticipated demand. In particular, during the times where an increase in parking demand would be expected, site inspections and surveys observe that there is sufficient parking opportunities to cater for the increases to demand. As such, it is considered that there is sufficient parking available to the change in permit conditions.*
- *It should be noted that the proposed change in hours of operation result in the fitness studio being closed from 8am and 9am and 1.30pm and 5.30pm.*

#### Noise of music during classes

- *Several site inspections have been conducted by Council's Planning Investigation Officer in relation to noise complaints and are working with the owner to resolve this issue. Current permit conditions around noise can maintain ongoing compliance and can be enforced as required.*

### **3.2 Referrals**

The application has been referred to Council's Traffic and Transport department for comment. The following is a summary of relevant advice:

- *No objection to proposed increase in patron numbers and hours of operation. Refer to Response under Clause 52.06 (Car Parking) in section 4.3 of this report.*
- Standard conditions of the planning permit continue to apply.

## **4. DISCUSSION**

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

## 4.1 Zoning and Overlays

### 4.1.1 Zone

#### Commercial 2 Zone

The land is zoned Commercial 2 Zone. The purpose of the Commercial 2 Zone is to encourage commercial areas for offices, appropriate manufacturing and industries, bulky goods retailing, other retail uses, and associated business and commercial services which does not affect the safety and amenity of local communities.

A permit is required for the use of the land for an indoor recreation facility pursuant to Clause 34.02-1 of the Commercial 2 Zone.

- *The amended application is considered to remain consistent with the purpose of the Zone.*

### 4.1.2 Overlays

No overlays apply to the land.

## 4.2 Policy Consideration

### 4.2.1 State Planning Policy Framework (SPPF)

State policy requires Council to integrate the range of policies relevant to the issues to be determined, and balance conflicting objectives in favour of net community benefit and sustainable development.

Key Policies:

Clause 15 Built Environment and Heritage – Encourages high quality architecture and urban design outcomes that reflect the particular characteristics, aspirations and cultural identity of the community; enhances liveability, diversity, amenity and safety of the public realm; and promotes attractiveness of towns and cities within broader strategic contexts.

- *No external changes are proposed to the building.*

Clause 17 – Economic Development – Provide for a strong innovative economy, where all sectors of the economy are critical to economic prosperity. Planning is to contribute to the economic wellbeing of communities and the State as a whole by supporting and fostering economic growth and development by providing land, facilitating decisions, and resolving land use conflicts.

Clause 17.01-1 Business - To encourage development which meet the communities' needs for retail, entertainment, office and other commercial services and provides net community benefit in relation to accessibility, efficient infrastructure use and the aggregation and sustainability of commercial facilities.



Clause 17.02 Industry - Ensure availability of land for industry. Protect and carefully plan existing industrial areas to, where possible, facilitate further industrial development, encourage industrial uses that meet appropriate standards of safety and amenity, locate within activity centres and avoid approving non-industrial uses which will prejudice the availability of land for future industrial requirements in identified industrial areas.

- *The use already exists on the site and, on balance, the impact of the amended operating hours and patron numbers is considered to be negligible. Additionally, it is considered that the amended proposal will remain consistent with the SPPF, will not compromise the availability of land for future industrial requirements and will not detrimentally affect the amenity of the area.*

#### **4.2.2 Local Planning Policy Framework**

Clause 21.07 – MSS - Economic Development – Within Knox, substantial tracts of business and industrial land are considered to be underutilised. Greenfield sites are limited so the focus of local policy is to better utilise the land located within existing established industrial areas. The support and retention of existing industrial uses and employment growth of these businesses is sought to be encouraged. This policy also includes a number of objectives in relation to development and use which are:

- To create a strong and sustainable local economy and facilitate local employment opportunities.
- To ensure sufficient land is available for industrial and production economy-related uses.
- To provide a local amenity that makes it attractive to work and do business in Knox.
- To facilitate development and support the growth of key employment precincts, including the Scoresby-Rowville Employment Precinct, Bayswater Industrial Precinct and the Wantirna Health Precinct.
- To establish a network of viable activity centres that provide access to a wide range of goods and services commensurate with their role and function.
  1. *The use is existing and the amendment relates to an increase in hour and patron numbers only. Therefore the impact upon the MSS is negligible.*

### **4.3 Particular Provisions**

#### Clause 52.06 – Car Parking

Pursuant to Clause 52.06-6, where a use of land is not specified in Table 1 or where a car parking requirement is not specified for the use in another provision of the planning scheme or in a schedule to the Parking Overlay, before a new use commences or the floor area or site area of an existing use is increased, car parking spaces must be provided to the satisfaction of the responsible authority. This does not apply to the use of land for a temporary portable land sales office located on the land for sale.

The car parking requirement for an indoor recreational facility is not specified in Clause 52.06-5, and therefore car parking spaces must be provided to the satisfaction of the responsible authority.

- *The proposal seeks to increase the number of patrons from a maximum of 8 to a maximum of 18 from 9.00am – 1.30pm Monday to Friday; 6am to 12pm Saturday and 8am to 12.30pm Sunday.*
- *It is considered that the anticipated demand for car parking spaces can be met by the existing car parking spaces on site. This has been confirmed by Council's Traffic and Transport Department who have conducted site inspections and surveys during the week and on weekends and have concluded that there is sufficient car parking availability on the land to satisfy increase in patron numbers and hours of operation.*

### **4.4 General Decision Guidelines**

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

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

## **5. CONCLUSION**

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

- *The proposal is consistent with the relevant policies contained in the State and Local Planning Policy Framework (including the Municipal Strategic Statement) of the Knox Planning Scheme.*
- *The proposal will not detrimentally impact upon the car parking availability within the estate within core business hours. Council's Traffic and Transport Department have advised that there is sufficient car parking on site to cater for the anticipated demands of the proposed amendment. The proposal is also consistent with Clause 52.06 (car parking) of the Knox Planning Scheme.*

- *The proposal remains consistent with the purpose of the Commercial 2 Zone.*

## **6. CONFIDENTIALITY**

There are no confidentiality issues associated with this report.

## **7. CONFLICT OF INTEREST**

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible – Greg Kent, Acting Manager City Planning and Building - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Ros Lemin – Urban Planning Support Officer – In providing this advice as the Author, I have no disclosable interests in this report.

## **RECOMMENDATION**

**That Council issue a Notice of Decision to Amend a Planning Permit by extending hours of operation and increasing patron numbers at 2C, 881-887 Burwood Highway, Ferntree Gully, subject to the following conditions:**

### **General**

- 1. The layout of buildings and works as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.**
- 2. All development must be in accordance with the endorsed plans.**
- 3. Once the development has started it must be continued and completed to the satisfaction of the Responsible Authority.**

### **Use**

- 4. The use must not be altered without written consent of the Responsible Authority.**
- 5. A maximum of 18 people (including instructors) shall be permitted on the premises at any one time from Monday – Friday: 9am – 1.30pm.**
- 6. A maximum of 29 people (including instructors) are permitted on the premises at any one time from Monday – Friday: 5am – 8am and 5.30pm – 9pm, Saturdays 6am to 12pm and Sundays 8am to 12.30pm.**
- 7. Hours of operation must only be between Monday – Friday: 5am – 8am, 9am to 1.30pm and 5.30pm to 9pm, Saturdays 6am – 12pm and Sundays 8am – 12.30pm unless otherwise permitted in writing by the Responsible Authority.**

8. **The owner/operator shall not cause or permit undue detriment to the amenity of the area to arise out of or in connection with the use of the premises to which the permit relates.**
9. **In the event that any undue detriment is caused to the amenity of the area as a result of noise/vibration emanating from the activities within the building hereby permitted then noise/vibration amelioration measures shall be undertaken to address this amenity issue to the satisfaction of the Responsible Authority.**
10. **Parking areas and access lanes must be kept available for these purposes at all times.**

#### **Signage**

11. **Except as may be permitted by the Planning Scheme no advertising signs, flags, buntings or similar devices are to be displayed on the site without the prior written consent of the Responsible Authority.**

#### **Permit expiry**

12. **This permit will expire if the use is not started within two years of the date of this permit.**

**The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires or within six (6) months of expiry.**

#### **Permit Notes**

- **A building permit must be obtained before development is commenced.**

**Report Prepared By: *Urban Planning Support Officer  
(Ros Lemin)***

**Report Authorised By: *Acting Director – City Development  
(Paul Dickie)***














**Property Address** 2C/881-887 Burwood Highway, FERNTREE GULLY

**Application Number** P/2017/6041/A

**Description** Amend Planning Permit P/2017/6041 to extend hours of operation and increase patron numbers

**Ward** Baird

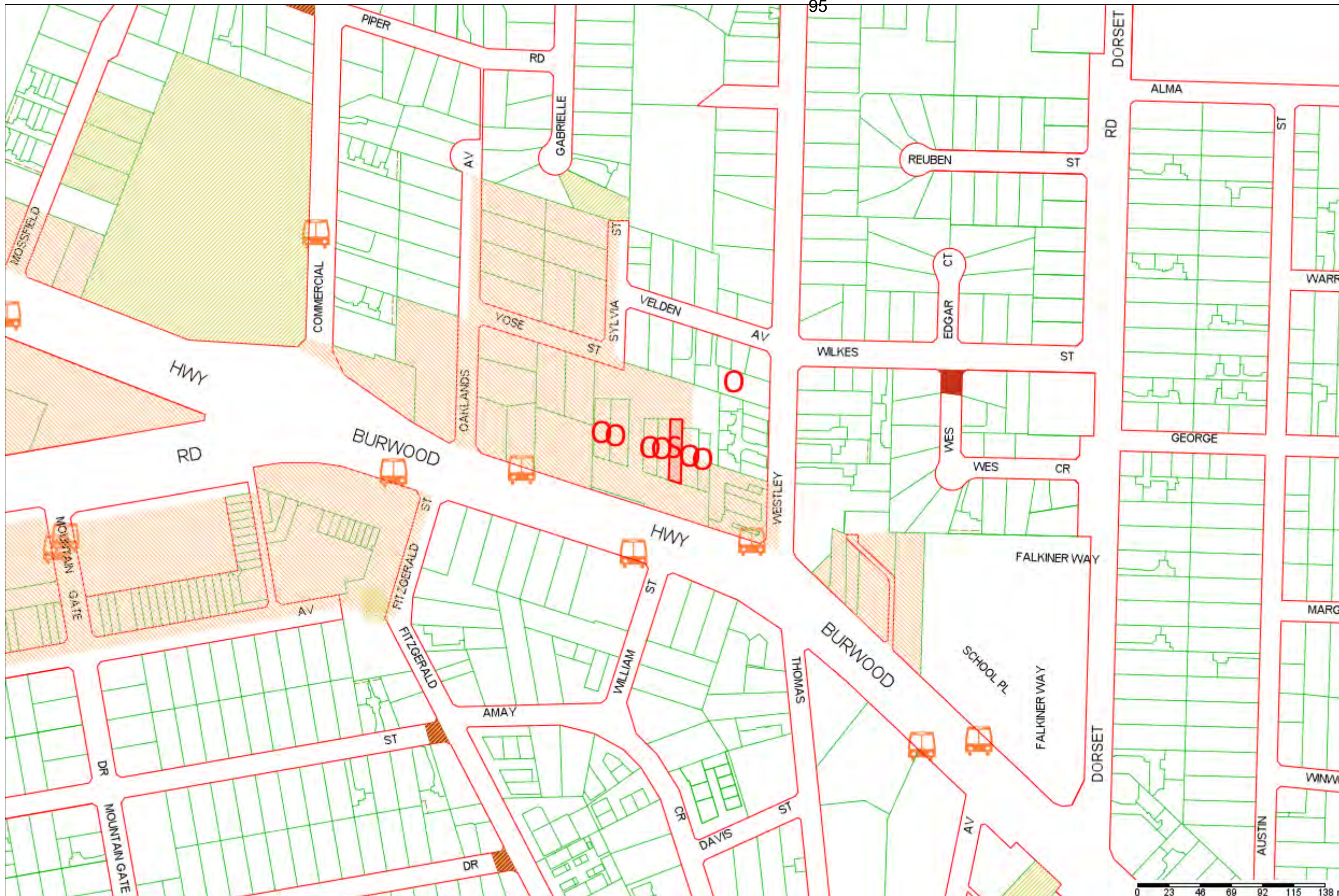
**LEGEND:**

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



Scale: 1:3000

0 23 46 69 92 115 138 m



**DISCLAIMER:**

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

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<b>Property Address</b>	2C/881-887 Burwood Highway, FERNTREE GULLY
<b>Application Number</b>	P/2017/6041/A
<b>Description</b>	Amend Planning Permit P/2017/6041 to extend hours of operation and increase patron numbers
<b>Ward</b>	Baird

**LEGEND:**

- Title Boundary
- Road Boundaries
- City Boundary
- Bus Route
- Reserves
- Commercial Areas
- Tertiary Schools
- Primary Schools
- Secondary Schools
- P-12 School
- Bus Stops
- Objector
- Unit Development
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Scale: 1:3000

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**SCOTT WARD**

**6.5 APPLICATION FOR THE DEVELOPMENT OF THE LAND FOR 32 DOUBLE STOREY DWELLINGS AND 4 SINGLE STOREY DWELLINGS, AND VARIATION TO DRAINAGE, SEWERAGE AND CARRIAGEWAY EASEMENT AT 62 BUNNETT ROAD, FERNTREE GULLY (Application No. P/2017/6626)**

**1. SUMMARY:**

<b>Land:</b>	62 Bunnett Road, Ferntree Gully
<b>Applicant:</b>	Taylor's Development Strategists
<b>Proposed Development:</b>	The development of the land for 32 double storey dwellings 4 single storey dwellings, and variation to drainage, sewerage and carriageway easement
<b>Existing Land Use:</b>	Existing residential development
<b>Area/Density:</b>	1.04 hectares / 1:278m <sup>2</sup>
<b>Zoning:</b>	General Residential Zone – Schedule 2
<b>Overlays:</b>	Nil
<b>Local Policy:</b>	Municipal Strategic Statement (MSS) Development in Residential Areas and Neighbourhood Character Policy Environmentally Sustainable Development
<b>Application Received:</b>	12 October 2017
<b>Number of Objections:</b>	83
<b>PCC Meeting:</b>	20 March 2018

*It is considered that the development will provide an appropriate balance between the need for additional housing within a fully serviced area and the amenity of occupants and adjoining residents.*

*The development complies with Council's Neighbourhood Character Policy and ResCode.*

*The proposal complies with the purpose of the General Residential Zone – Schedule 2.*

*The proposal addresses the concerns that VCAT identified with the previous application on the subject site.*

*On balance it is considered that the proposal responds reasonably to State and Local Planning Policies. It is recommended that a Notice of Decision to Grant a Planning Permit be issued.*

**2. BACKGROUND**

**2.1 Previous Permit Application**

On 27 March 2017, Council resolved to refuse planning application P/2016/6708, for the construction of 38 double storey dwellings and variation to drainage, sewerage and carriageway easement. The applicant appealed this decision to the Victorian Civil and Administrative Appeals Tribunal (VCAT).

On 9 August 2017, VCAT affirmed Council's position and directed that no permit be issued for the development. In summary, VCAT found that the proposal did not provide an acceptable landscaping and built form outcome that was responsive to the surrounding context and preferred character. In particular, the design and siting of dwellings and opportunities for landscaping in driveway areas did not provide a garden setting that would contribute to the green and leafy character of Knox and liveability objectives.

## **2.2 Subject Site and Surrounds**

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

- The subject site is a large single allotment located on the west side of Scoresby Road, known as 62 Bunnett Road, Ferntree Gully. The subject site is irregular in shape and has an approximate 4.5m slope from the north to south.
- The east side of the site contains an existing aged care facility accessed from Scoresby Road. The west side of the site is occupied by 11 single storey dwellings with associated car parking and landscaping. For the purposes of this application, the site is referred to as the residential component which is separate to the aged care facility.
- The site area of the residential component is 10,459m<sup>2</sup>. The site is accessed via Bunnett Road to the north and west however no vehicular through access is provided. Pedestrian access between the two Bunnett Road entrances exists which is protected by a carriageway, drainage and sewerage easement. No further easements exist on the site.
- No covenants are registered on the copy of title.
- No significant existing vegetation exists on the site.
- The subject site and surrounds are located within an established residential area, predominately single storey, with some double storey dwellings and landscaped setbacks. Knox Park Primary School is located approximately 290m to the west of the subject site.

## **2.3 The Proposal**

(Refer to attached plans at Appendix B)

The proposal seeks permission for the construction of 36 dwellings on the land and variation to drainage, sewerage and carriageway easement.

Details on the proposal are as follows:

- All existing single storey dwellings will be removed (planning permit not required for demolition)
- The construction of 32 double storey dwellings and four (4) single storey dwellings.



- The development will comprise: 5 x 2-bedroom dwellings, 23 x 3-bedroom dwellings and 8 x 4-bedroom dwellings.
- Vehicle access to the site is maintained via the Bunnett Road frontages, with no through access provided.
- Pedestrian access through the site will be maintained; however it is proposed to reduce the width of the drainage, sewerage and carriageway easement.
- Site coverage is 36% and permeability is 43%.

### **3. CONSULTATION**

#### **3.1 Advertising**

The application was advertised by way of three (3) signs on the site and notices were sent to adjoining property owners and occupiers. In total 83 objections were received and are summarised below.

Over-development and insufficient infrastructure

- *The proposal is not considered to be an overdevelopment of the site with the dwellings generally complying with the requirements of the General Residential Zone 2, in particular garden area, private open space and landscaping.*

*The proposal also complies with ResCode Standards (Clause 55) and is considered to achieve the neighbourhood character design objectives of the Knox Neighbourhood Area.*

- *Conditions on any permit issued would ensure the site to be adequately drained so as not to put any additional pressure on the existing drainage system.*

Neighbourhood Character

- *An assessment of the proposed development against Clause 22.07 Neighbourhood Character Policy is provided at Section 4.2.2 of this report.*

#### Car parking / impact on traffic

- *Car parking has been provided at ratios consistent with Clause 52.06 (Car Parking) of the Knox Planning Scheme. Car parking provision is considered to be adequately catered for in the proposed design as noted in Section 4.3 of this report. Further, Council's Traffic and Transport Department have not raised concerns with reference to the street networks ability to cater for the proposed development. It is important to note that the VCAT decision for the previous application decided that the capacity of the surrounding road network has the ability to accommodate the additional traffic volumes from the proposal. A copy of the expert traffic report which was presented to VCAT at this hearing is attached at Appendix C for reference. This report includes detailed traffic counts undertaken in May 2017.*

#### Child safety / general public safety

- *The car parking and access way areas have been designed in accordance with Clause 52.06 (Car Parking) of the Knox Planning Scheme (as discussed below under Section 4.3 of this report). The development provides appropriate sightlines, particularly surrounding the pedestrian footpath.*

#### Waste management (including hard waste)

- *The application was referred to Council's Waste Management Department who did not object to the proposed development. A condition of approval will require the submission of a Waste Management Plan to the satisfaction of the Responsible Authority.*

#### Mail boxes/mail delivery

- *A condition of planning permit will require the details of the letterboxes to be shown on amended plans. These will be required to comply with Standard B34 (Site Services) of Rescode.*

#### Possibility of poorly controlled animals

- *There is no evidence to suggest that the proposed development will result in poorly controlled animals.*

#### Amenity impacts (including noise)

- *The site is located within an established residential area where associated noise is a common feature of urban areas. The development will not result in an unreasonable increase in residential noise. Standard construction amenity conditions will be placed on any permit issued.*

#### Damaged roads due to heavy vehicles travelling to and from the site

- *Heavy vehicles are permitted to use public roads.*

The dwellings will be rented out

- *This is not a valid planning concern.*

Impact on property values

- *This is not a valid planning concern.*

Pedestrian access through the site to be maintained

- *It is proposed to maintain the pedestrian access through the site. However, it is noted that the existing carriageway easement is proposed to have a reduced width.*

Non-compliances with ResCode (i.e. infrastructure, site coverage/permeability, overshadowing, overlooking, private open space, solar access)

- *An assessment of the proposed development against Clause 55 (ResCode) is provided at Section 4.4 of this report.*

Displacement of existing tenants

- *This is not a valid planning concern.*

Access for emergency services / Fire hazards

- *The application has been referred to Council's Traffic Department who have not raised any issues relating to access for emergency services.*
- *Further, the design of the access ways complies with the Design Standards of Clause 52.06 (Car Parking) of the Knox Planning Scheme. A response to Clause 52.06 is provided at Section 4.3 of this report.*

Lack of landscaping

- *Council's Landscape Officer has advised that there is sufficient space across the site to accommodate a minimum of 93 canopy trees and 15 large shrubs. A landscape plan to the satisfaction of the Responsible Authority will be a condition of any permit to issue.*

Impact on existing services (i.e. sewerage, electricity, communications)

- *The impact of the development on the existing sewerage system is not a planning consideration. Prior to the commencement of the development, the developer must enter into a development agreement with South East Water. The development agreement will outline whether the sewerage system needs to be upgraded or whether the existing system is adequate.*
- *The impact on electricity and communication services is not a planning consideration. The connection of electricity and communication services to the dwellings will be managed by the owner of the property and the service providers. Should an application for subdivision be applied for in the future, the developer must enter into an agreement with the existing service providers.*

#### Stormwater runoff

- *Drainage plans to the satisfaction of the Responsible Authority will form part of any permit to issue. Further, a standard condition of permit will ensure that stormwater runoff from all buildings and hardstand surfaces shall be properly collected and discharged in a complete and effective system of drains within the property and shall not cause or create a nuisance to abutting properties.*

#### Internal car parking arrangement

- *Council's Traffic and Transport Department have not raised any issues in terms of the internal functionality of the accessways, and such arrangements are considered satisfactory.*

This new application does not respond to VCAT decision

- *It is considered that the proposed development appropriately addresses the issues raised in the VCAT decision dated 9 August 2017. Please see Section 4.5 of this report for further details.*

### **3.2 Planning Consultative Committee Meeting**

A Planning Consultative Committee (PCC) Meeting was held at the Civic Centre on 20 March 2018. The meeting was attended by 33 objectors and the objections listed above were discussed. The following issues were discussed in detail at the meeting:

- Location of letterboxes
- Security lighting, especially along the pedestrian footpath
- Overdevelopment of the site
- Traffic and car parking
- Insufficient infrastructure
- Amenity impacts (including noise)
- Waste, including hard waste
- Fencing
- Areas for children to play
- Lilydale toppings for the central path to be concrete

At the conclusion of the PCC meeting, it was agreed that conditions of any permit to issue would address the issues concerning the letterboxes, internal lighting and the Lilydale toppings for the central path. All other issues remained unresolved.

### **3.3 Referrals**

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

#### CFA

No objection, subject to the following conditions:

#### **1. Reticulated Water Supply**

- 1.1 *Operable hydrants, above or below ground must be provided to satisfaction of CFA.*
- 1.2 *The maximum distance between these hydrants and the rear of all building envelopes (or in the absence of the building envelope, the rear of all lots) must be 120m and hydrants must be no more than 200m apart.*
- 1.3 *Hydrants must be identified as specifies in 'Identification of Street Hydrants for Firefighting purposes' available under publications on the Country Fire Authority website ([www.cfa.vic.gov.au](http://www.cfa.vic.gov.au)).*

#### **2. Roads**

- 2.1 *Roads must be constructed to a standard so that they are accessible in all weather conditions and capable of accommodating a vehicle of 15 tonnes for the trafficable road width.*
- 2.2 *Must provide a minimum trafficable width of 7.3m if parking unrestricted, or 5.4m if parking prohibited on one side of the road or 3.5m if parking prohibited on both sides of road. Be clear of encroachments 4 metres vertically, to the satisfaction of the Responsible Authority.*

#### Melbourne Water

- *No objection and no conditions imposed by Melbourne Water*

#### South East Water

- *South East Water did not object to the proposal, subject to conditions which will be included in any permit to issue.*

Traffic Engineer

- *To improve the awareness for motorists that Bunnett Road ends at the subject site, the pavement colour of the private driveway should have a high difference in contrast with the Bunnett Road pavement. As bitumen is proposed for use on the private driveway, it is recommended that a colour band is installed across the driveway at the entrance to highlight the difference in roadway to approaching drivers.*
- *The applicant must show the provision of pram crossings at locations where the footpath is discontinued and is not at grade with the driveway.*
- *A Construction Management Plan (CMP) should form part of any permit to issue.*
- *Standard conditions to be included on any permit issued.*

Stormwater

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

Landscape

- *The site can accommodate 93 canopy trees and 15 large shrubs*
- *Standard conditions to be included on any permit issued.*

ESD Officer

- *The Sustainable Design Assessment (SDA) submitted with the application is satisfactory.*

Waste

- *This proposed development will require the lodgement of a Waste Management Plan (WMP) in accordance with Council's Waste Management in Multiple Unit Development Policy and Procedure for the review and approval by the Waste Management team. This will form part of any permit to issue.*

Assets

- *The internal access ways must align with the existing road width at the Bunnett Road entrances.*

Council's Property Coordinator

- *No objection.*

## **4. DISCUSSION**

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

### **4.1 Zoning and Overlays**

#### **4.1.1 Zone**

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

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

Schedule 2 to the General Residential Zone varies the ResCode requirements for Standard B13 (Landscaping) which requires a minimum of one canopy tree per 175 square metres of the site area including a minimum of one canopy tree within each area of secluded private open space and one canopy tree within the front setback per 5 metres of width of the site. Each tree should be required to be surrounded by 20 square metres of permeable surface with a minimum radius of 3 metres. Up to 50 per cent of the permeable surface may be shared with another tree.

- *The site can accommodate 93 canopy trees, which exceeds the minimum landscaping requirements for Standard B13.*

Schedule 2 to the General Residential Zone also varies the ResCode requirements for Standard B28 (Private Open Space) which requires the provision of private open space consisting of a minimum area of 80 square metres including one part of secluded private open space at the side or rear of the dwelling with a minimum area of 60 square metres with a minimum dimension of 5 metres with convenient access from a living room.

- *Complies. All dwellings are provided with 80m<sup>2</sup> of private open space, including 60m<sup>2</sup> of secluded private open space with a minimum dimension of 5m.*

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

- *Complies, no front fence is proposed.*

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

- *Complies. The development will not exceed 9m in height.*

#### 4.1.2 Overlays

The site is not affected by any overlays.

### 4.2 Policy Consideration

#### 4.2.1 State Planning Policy Framework (SPPF)

State policy requires Council to integrate the range of policies relevant to the issues to be determined, and balance conflicting objectives in favour of net community benefit and sustainable development.

Clause 15 Built Environment and Heritage – Encourages high quality architecture and urban design outcomes that reflects the particular characteristics, aspirations and cultural identity of the community; enhances liveability, diversity, amenity and safety of the public realm; and promotes attractiveness of towns and cities within broader strategic contexts.

- *The design of the development will make a positive contribution to the surrounding area, with built form considered to be appropriate in form and scale. The development incorporates important neighbourhood character features such as pitched roofs, brick finishes, eaves and car parking located behind or alongside the proposed dwellings. The upper levels of the dwellings are reduced in size and the development incorporates single storey dwellings adjacent the most sensitive interfaces. The development also provides generous landscaping opportunities along the internal access ways.*

Clause 15.02 Sustainable Development – Ensure that land use and development is consistent with the efficient use of energy and the minimisation of greenhouse gas emissions.

- *A satisfactory Sustainable Design Assessment has been provided with the application.*

Clause 16 Housing – Encourage the development of well-designed medium-density housing that respects the neighbourhood character; improves housing choice; makes better use of existing infrastructure; and, improves energy efficiency of housing. Locate new housing in or close to activity centres and employment corridors and at other strategic development sites that offer good access to services and transport.

- *Neighbourhood character - This is discussed in a later section of the report (Section 4.2.2).*
- *Housing choice – The development provides 32 double storey dwellings and four (4) single storey dwellings comprising 5 x 2-bedroom dwellings, 23 x 3-bedroom dwellings and 8 x 4-bedroom dwellings, providing a range of housing choices.*
- *Existing infrastructure – The site is located within a fully serviced area.*



- Energy efficiency – *This has been discussed above under Clause 15.02.*
- Location – *While the site is not located within an Activity Centre, it has access to a number of urban services within an established area. The subject site is capable of accommodating the proposed dwellings whilst making a positive contribution to the character of the area. Refer to the assessment against Council’s Neighbourhood Character Policy at Section 4.2.2 below.*

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

- *The site is located within a 368m walk of bus stops on the 753 and 755 bus routes along Scoresby Road.*
  - *The 753 bus route has a direct service between Glen Waverley and Bayswater. This service operates between 6:23am and 9:18pm Monday to Friday; between 7:51am and 9:30pm on Saturdays; and between 8:51am to 9:30pm Sundays, at various intervals.*
  - *The 755 bus route has a direct service between Bayswater and Knox Shopping Centre. This service operates between 6:03am and 8:54pm Monday to Friday; between 7:47am to 8:52pm Saturdays; and 8:55am to 8:54pm Sundays, at various internals.*

#### **4.2.2 Local Planning Policy Framework**

##### Municipal Strategic Statement (MSS)

Council’s MSS encourages development occurring with the necessary consideration to such matters as managing population growth, encouraging sustainable development, and influencing the urban form so that Knox itself becomes more sustainable.

With specific reference to the aging population in Knox, the MSS contains the following statement:

“The Knox community is diversifying and ageing. Knox’s dominant household type remains families with children, with the number of children (and their parents) forecast to increase over the next 20 years. However, the number of people at post-retirement age is growing quickly and forecast to double between 2011 and 2031. This will see an increase in the number of smaller household types, with ‘lone person’ and ‘couple only’ households making up just over half of all households in Knox within 20 years. With an increase in population and demographic diversity, the City of Knox will continue to play an important role in housing provision and diversity.”

- *The proposal is considered to be consistent with the MSS. The design response respects the low scale single and double storey nature of surrounding development, whilst allowing appropriate landscaping setbacks and building articulation to ensure the development transitions to the adjoining properties.*

Clause 21.05 Built Environment and Heritage – Development should address needs of changing household structures, creating high quality, well-designed places that respect and strengthen the local context and landscape qualities of Knox. It is important to achieve environmentally sustainable development that contributes to a more liveable and sustainable Knox, including efficient use of urban water runoff and the quality of stormwater entering waterways.

Housing liveability and amenity for occupants should be improved by supporting indoor environment quality (such as access to daylight and ventilation).

- *The proposal provides an appropriate balance between the need for providing housing, and the amenity of area and future occupiers of the site. The combination of double storey and single storey built form, increased landscaping areas, and increased setbacks will result in a good quality urban design outcome.*

Clause 21.06 – Housing: The Housing theme implements the Knox Housing Strategy 2015. In managing the City of Knox’s current and future housing needs, Council supports a scaled approach to residential development. This scaled approach recognises that some parts of the City will need to accommodate change, due to population growth and the community’s changing household needs. Development in residential areas will need to respond positively to the desired future character of the local area and take account of the particular built form and natural environmental elements that make up the neighbourhood character of Knox. The strong landscape character is the unifying element of the neighbourhood character of Knox.

The subject site is located within a ‘Knox Neighbourhood’ area, which has a sense of spaciousness within the public and private realm. These areas will continue to be low-scale neighbourhoods, characterised by detached dwellings with large backyards which contribute to the area’s green and leafy character.

Objective 1 for Housing Objectives and Strategies is to support residential development in accordance with the Knox Housing Strategy 2015, which identifies a scaled approach to residential development. The strategy is to direct housing growth toward Local Living and Activity Areas.

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

Objective 2 is to support a diversity of housing choice in appropriate locations. Strategies include encouraging a diversity of housing styles, types, forms and sizes to cater for the changing needs of the community.

- *The development will provide residents with alternative forms of housing styles and sizes.*

Objective 3 is to provide residential development that allows people to 'age-in-place'. Strategies include supporting smaller scale dwellings that cater for older people, supporting new residential aged care facilities, except in Bush Suburban areas within the Dandenong Foothills or in a Site of Biological Significance, and supporting the diversification of existing aged care facilities to provide a range of housing and care levels on-site.

- *As noted above, the development will provide residents with alternative forms of housing styles and sizes. The development provides four (4) single storey dwellings, contributing to the range of housing and allow people to age in place.*

Objective 4 is to support high quality housing design that responds to the City's green and leafy character, local character and creates a strong sense of place.

- *It is considered that the height, setbacks, and landscaping across the development appropriately respect the existing and preferred character of the area.*

Objective 5 is to protect and enhance the landscape and environmental values of the nature areas of significance within the municipality.

- *The site is not located in an area of biological significance.*

#### Clause 22.04 – Environmentally Sustainable Development:

This new policy introduced into Knox Planning Scheme under Amendment C150 requires applicants to address Environmentally Sustainable Development (ESD) principles including energy performance, water resources, indoor environmental quality, stormwater, waste management, transport and urban ecology, by applying these principles within the proposed development.

- *The Sustainable Design Assessment submitted with the application is considered to be acceptable.*

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

Council's Development in Residential Areas and Neighbourhood Character Policy identifies the subject site within a Knox Neighbourhood Area, where areas will continue to contribute to the protection and enhancement of Knox's distinctive environmental and biological values, and continue to be low-scale neighbourhood where significant indigenous and native vegetation is retained and complemented.

The key (relevant) design objectives are:

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

- *The proposal includes appropriate setbacks and large private open space areas to provide for canopy tree planting.*

Retain existing canopy trees and understorey planting, wherever possible.

- *The proposed development ensures ample opportunities for meaningful landscaping throughout the site and will include the provision of canopy trees that will contribute to the long term amenity of the area.*

Provide a landscaped front and rear yard and plant indigenous canopy trees in accordance with the requirements of the applicable zone schedule.

- *As noted above, the site can accommodate 93 canopy trees which exceeds the requirements of the zone schedule.*

In developments of three or more dwellings, ensure that the rear dwelling is single storey in height.

- *It is considered that the intent of this design objective is applicable to developments of three or more dwellings in a tandem layout. The subject site is a large allotment which does not have a designated 'rear'. Nevertheless the development proposes four (4) single storey dwellings at key locations within the site.*

Provide single crossovers for driveways.

- *The development is accessed via the existing crossovers into the site.*

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

- *The configuration of the lot means dwellings do not front the external road network and therefore garages do not present to the external road network.*
- *Garages are recessed behind the line of the dwellings to minimise dominance within the development.*

Minimise the amount of paving in front yards and driveways.

- *Dwellings are provided with landscaping at the front to soften the built form and driveway areas. The extent of driveways has been minimised where possible.*

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

- *All dwellings incorporate a pitched roof.*

Significantly setback first floor levels from the ground floor level.

- *It is acknowledged that a number of the dwellings located centrally within the development do not have upper levels that are significantly setback from the ground floor level. However, the development has been designed to respond to adjoining properties with upper levels sufficiently setback from the side and rear boundaries to offset amenity impacts to neighbouring properties. As noted above, the proposal incorporates four (4) single storey dwellings at key locations within the development.*

Provide no, low or transparent front fencing

- *No front fencing is proposed.*

Applications must also consider:

Accessible Design

- *The proposal caters for the needs of people with limited mobility as a clear and accessible path from the street to each front door has been provided. Further, there are dwellings with bedrooms, kitchen, dining/living and bathrooms at ground level.*
- *A satisfactory accessibility report was submitted with the application.*

Sustainable Design

- *The development incorporates passive solar design with north facing living areas and private open space areas.*
- *The Sustainable Design Assessment submitted with the application is satisfactory.*

Architectural Design

- *The design and scale of the proposal is generally consistent with the housing types encouraged in the Knox Neighbourhood Area.*
- *The development provides an appropriate degree of visual interest and articulation to present an appropriate scale to adjoining sites.*
- *Large blank walls and facades have been avoided through the incorporation of varied building materials and finishes. The upper levels have been reduced in size and the separation between the dwellings has been provided.*

Housing for Aged Persons

- *The development has not been specifically designed as a form of housing for aged persons, however the development incorporates four (4) single storey dwellings and three (3) of the double storey dwellings are provided with a bedroom, kitchen, dining/living and bathroom on the ground floor level (Dwellings 8, 22, 34).*

### 4.3 Particular Provisions

#### Clause 52.06 – Car Parking

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

Clause 52.06-5 outlines the requisite amount of parking to be provided to each dwelling and any applicable visitor parking at a ratio of two car spaces to each three or more bedroom dwelling (with studies or studios that are separate rooms counted as a bedrooms) and one visitor space to every five dwellings for developments of five or more dwellings.

A permit may be granted to reduce or to waive the number of car spaces required by the table.

- *The proposal satisfies the car parking provision as each dwelling two (2) bedroom dwelling is provided with a single garage and the remaining dwellings which contain three (3) or four (4) bedrooms are provided with double garages. The development also provides 7 visitor car parking spaces.*

Clause 52.06-8 details the design standards for car parking. The provision of car parking should meet the design requirements of this Clause. An assessment of the design standards, including any areas of non-compliance are considered below:

Design Standard 1: Access ways – *Complies. A standard condition of approval will require all footpaths to be constructed to satisfy the Disability Discrimination Act (DDA). This includes minimum footpath widths of 1.5m, a continuous path of travel, kerb ramps and Tactile Ground Surface Indicators, where appropriate.*

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

Design Standard 3: Gradients – *Complies.*

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

Design Standard 5: Urban Design – *Complies.*

Design Standard 6: Safety – *Complies.*

Design Standard 7: Landscaping – *Complies.*

Clause 52.02 Easements, Restrictions and Reserves - To enable the removal and variation of an easement or restrictions to enable a use or development that complies with the planning scheme after the interests of affected people are considered.

A permit is required to create, vary or remove an easement or restriction.

- *It is proposed to vary the drainage, sewerage and carriageway easement to cater for the proposed development, whilst retaining appropriate pedestrian and service access. A condition of any permit to issue will require the modified easement to be shown on the plans.*
- *The application was referred to Melbourne Water and South East Water under Section 55 of the Act. Melbourne Water and South East Water did not object to the proposal, subject to conditions which will be included in any permit issued.*
- *The application was also referred to Council's Drainage, Traffic and Property Management departments who did not object to the proposal.*
- *Therefore, the variation to the easement is considered satisfactory.*

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

##### Neighbourhood Character and Infrastructure

Neighbourhood Character – *The development complies with Neighbourhood Character, refer to Section 4.2.2 above.*

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

Dwelling Diversity – *Complies. The development provides 32 double storey dwellings and four (4) single storey dwellings comprising 5 x 2-bedroom dwellings, 23 x 3-bedroom dwellings and 8 x 4-bedroom dwellings, providing a range of housing choices*

Integration with the Street – *Complies.*

##### Site Layout and Building Massing

Street Setback – *Complies, the site does not have direct road frontage.*

Building Height – *Complies.*

Site Cover/Permeability – *Complies.*

Energy Efficiency – *Complies.*

Open Space – *Not applicable.*

Safety – *Complies.*

Landscaping – *Complies, a condition of any permit to issue will require landscape plans to the satisfaction of the Responsible Authority.*

Access – *Complies.*

Parking Location – *Complies.*

##### Amenity Impacts

Side and rear setbacks – *Complies.*

Walls on boundaries – *Complies.*

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

North-facing windows – *Complies.*

Overshadowing open space – *Complies. The majority of shadow cast by the proposal will fall within the subject site however; the proposal will marginally overshadow adjoining properties to the south and west. These properties will still receive a minimum of five hours of sunlight between 9am and 3pm on 22 September, in accordance with Clause 55.04-5 (Overshadowing) of the Knox Planning Scheme and therefore complies with the overshadowing standard.*

Overlooking – *Can comply, as discussed:*

*Ground floor level*

- *The Ground Floor Plan (TP-101) states that the side and rear boundaries contain 2m high fencing, however the Fencing Plan (TP-121) states that 1.8m high fencing is proposed along the side and rear boundaries. A condition of any permit to issue will require the side and rear boundary fencing to be no less than 2m high.*
- *In addition, due to the level of fill required across the site, ground floor overlooking will be possible from the west elevation (particularly Dwelling 16) and the north elevation (Dwellings 1-8). This will be addressed via conditions of any permit to issue.*

*First floor level*

- *All habitable room windows within 9m of adjoining secluded private open space areas are shown to comply with Standard B22 of ResCode on the Upper Floor Plan (TP-102). A condition of any permit to issue will require the elevation plans (TP-201, TP-202, and TP-203) to be updated to reflect the Upper Floor Plan.*

*A condition of any permit to issue will require a notation on the plans stating that windows to be screened will have fixed obscure glazing (non-openable) to a height of 1.7m above finished floor level. The window may be clear and openable above 1.7m. Adhesive film must not be used.*

Internal views – *Complies. The Fencing Plan (TP-121) shows that all internal fencing will have a minimum height of 1.8m.*

Noise Impacts – *Complies.*

On-Site Amenity and Facilities

Accessibility – *Complies.*

Daylight to new windows – *Complies.*

Private Open Space – *Complies.*

Solar access – *Complies.*

Storage – *Complies. All dwellings are now provided with 6m<sup>3</sup> of externally accessible storage space.*

Detailed Design

Design Detail – *Complies.*

Common Property – *Complies.*

Site Services – *Can comply. Details of letterboxes will be required as permit of any permit to issue.*

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



#### **4.5 Assessment Against VCAT Decision 9 August 2017**

As noted above, the previous permit application was refused by Council on 27 March 2017 and subsequently refused by VCAT on 9 August 2017.

It is considered that the proposal has adequately addressed the issues raised in the VCAT decision, in the following manner:

- *The overall number of dwellings has been reduced from 38 to 36.*
- *The incorporation of four (4) single storey dwellings at key locations within the development, moderating the transition of built form to the adjoining properties and to also improve dwelling diversity within the development.*
- *Landscaping opportunities throughout the site has been improved. The development now proposes improved landscaping opportunities along the access ways and the internal footpath, contributing to the green and leafy character of Knox.*
- *The presentation of the development when viewed from each side of Bunnett Road and internal access ways has been altered and improved in the proposed design. Landscaping has been provided at the end of each internal access way, in lieu of garages under the previous application.*
- *The dwellings have been modified to provide larger setbacks adjacent 60 Bunnett Road to allow existing vegetation to be retained.*
- *Increases to the ground and upper floor level setbacks to sensitive interfaces.*
- *The development has considered existing site levels.*

Given the above, the proposed development is considered to address the concerns raised by VCAT with the previous application for the subject site.

#### **4.6 General Decision Guidelines**

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

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

## **5. CONCLUSION**

Clause 10.04 of the Knox Planning Scheme requires Council to balance relative policy objectives when making decisions to ensure resulting development is sustainable and achieves a net community gain. In this context, the proposal is considered appropriate given the following:

- *The development is consistent with State Policy, Clause 21.05 (Built Environment and Heritage), Clause 21.06 (Housing), Clause 22.04 (Environmentally Sustainable Development), and Clause 22.07 (Development in Residential Areas and Neighbourhood Character Policy) of the Knox Planning Scheme.*
- *The proposal complies with the General Residential Zone - Schedule 2.*
- *The development is compliant with ResCode (Clause 55 of the Knox Planning Scheme).*
- *The development provides an appropriate balance between the need for additional housing within an established residential area while ensuring the amenity of occupants and adjoining residents is not compromised.*
- *The proposal satisfies the concerns raised by VCAT as it provides an acceptable landscaping and built form outcome that responds to the context of the site.*
- *It is considered that the proposal will contribute to the green and leafy character of Knox, with the provision of 93 canopy trees across the site.*

## **6. CONFIDENTIALITY**

There are no confidentiality issues associated with this report.

## **7. CONFLICT OF INTEREST**

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible – Greg Kent, Acting Manager City Planning and Building – In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Nancy Neil, Acting Coordinator Planning – In providing this advice as the Author, I have no disclosable interests in this report.

**RECOMMENDATION**

**That Council issue a Notice of Decision to Grant a Planning Permit for the development of the land for 36 dwellings and variation to drainage, sewerage and carriageway easement at 62 Bunnett Road, Ferntree Gully, subject to the following conditions:**

**Amended plans**

- 1. Prior to the commencement of any buildings or works, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans prepared by Taylors Strategists but modified to show:**
  - 1.1 The location of letterboxes shown on the plans, in accordance with Australia Post requirements.**
  - 1.2 Annotation stating, ‘all structures (including fences, letterboxes and meter boxes) shall be constructed to a maximum height of 900mm or relocated clear of a splayed area near the access way to ensure safe sight distances.’ Letterboxes must front the street.**
  - 1.3 The modified easement shown on the plans.**
  - 1.4 All footpaths to be constructed to satisfy the Disability Discrimination Act (DDA). This includes minimum footpath widths of 1.5m, a continuous path of travel, kerb ramps and Tactile Ground Surface Indicators, where appropriate. All footpaths to be constructed of concrete.**
  - 1.5 The internal access ways in alignment with the existing road width at the Bunnett Road entrances.**
  - 1.6 Low height or bollard type lighting to be installed along access ways and footpaths in accordance with the Australian Standards (AS1158).**
  - 1.7 A notation on the Upper Floor Plan (TP-102) and Elevation Plans (TP-201, TP202, and TP-203) stating that the windows to be screened will have fixed obscure glazing (non-openable) to a height of 1.7m above finished floor level. The window may be clear and openable above 1.7m. Adhesive film must not be used.**
  - 1.8 Modifications to prevent ground floor overlooking from Dwelling 16 (west elevation) and Dwellings 1-8 (north elevation) to comply with Standard B22 of ResCode. This could include free-standing screens, screening to decks etc.**
  - 1.9 Side and rear boundary fencing to be no less than 2.0m high from the finish ground level (not including height of retaining wall).**

- 1.10 The elevation plans (TP-201, TP-202, and TP-203) to be updated to reflect the Upper Floor Plan, in terms of screening and sill heights.
- 1.11 The provision of a colour band across the driveway at both entrances to highlight the difference in roadway to approaching drivers.
- 1.12 Drainage Plans in accordance with Condition 2.
- 1.13 Landscape Plans in accordance with Condition 4.
- 1.14 Tree protection measures shown on the plans in accordance with Conditions 7-14.
- 1.15 A Waste Management Plan in accordance with Condition 24.

To the satisfaction of the Responsible Authority.

#### **Drainage plans**

2. Prior to commencement of any buildings or works, three copies of drainage plans and computations must be submitted to and approved by the Responsible Authority. Construction of the drainage is to be in accordance with these plans. The plans must show the following:
  - 2.1 All stormwater drainage discharge from the site connected to a legal point of discharge.
  - 2.2 The internal drains of the dwellings to be independent of each other.
  - 2.3 An on-site detention system designed by a suitably qualified Civil Engineering Consultant to ensure no net increase in stormwater discharge from the proposed development.
  - 2.4 The on-site detention system to be installed in a suitable location for easy access and maintenance.
  - 2.5 The use of water quality improvement systems is required to be provided for this development. The use of rainwater tanks, bioretention systems and vegetated swales can be used and these are to be incorporated in the stormwater drainage design plans.
  - 2.6 A suitable overland flow path for the entire site to the satisfaction of the Responsible Authority. Details of the overland flow path are to be included on the plans.
  - 2.7 All levels to be to AHD (Australian Height Datum).

To the satisfaction of the Responsible Authority.

3. **Stormwater runoff from all buildings and hardstand surfaces shall be properly collected and discharged in a complete and effective system of drains within the property and shall not cause or create a nuisance to abutting properties.**

#### **Landscape plans**

4. **Prior to the commencement of any buildings or works, a landscape plan to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plan will be endorsed and will then form part of the permit. The plans must be generally in accordance with the plans prepared by John Patrick Landscape Architects (dated September 2017) but modified to show:**

- 4.1 **The Landscape plans must show the provision of at least 93 additional indigenous or native canopy trees and 15 additional large feature shrubs with a mature height of 4-5metres chosen from Plant List 1 or 2 of Council's Landscape Plan Guidelines for Planning Permits. These canopy trees must be a minimum 1.5metres tall when planted and are to be in the following areas:**

- 4.1.1 **21 canopy trees located across the common area including 8 large canopy trees and 13 small-medium canopy trees;**

- 4.1.2 **2 canopy trees located in each of the S.P.O.S. of each dwelling including 1 large canopy tree in the S.P.O.S of D1, D8, D21, D30, D34 and D36. The remaining trees to be a mix of small and medium canopy trees;**

- 4.1.3 **5 large feature shrubs with a mature height of 4-5metres located along the driveway adjacent to dwellings D5 and D6;**

- 4.1.4 **5 large feature shrubs with a mature height of 4-5metres located along the driveway adjacent to dwelling D23; and**

- 4.1.5 **5 large feature shrubs with a mature height of 4-5metres located along the driveway adjacent to dwelling D31.**

- 4.2 **Planting to comprise 40% of the vegetation species to be indigenous (across all plant forms) from plant list 1 of the 'Landscape Plan Guidelines' and 40% additional native species (across all plant forms) from plant list 2 of the 'Landscape Plan Guidelines'. Remaining plant species (20%) can be indigenous, native or exotic (across all plant forms) provided they are not listed as weeds.**

- 4.3 **Proposed climbers to be grown on a freestanding frame.**

- 4.4 **Any relevant Water Sensitive Urban Design techniques in accordance with condition 2.5.**

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

5. **Before the occupation of the development, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the responsible authority.**

6. **The landscaping shown on the endorsed plans must be maintained to the satisfaction of the responsible authority. Any dead, diseased or damaged plants are to be replaced.**

**Tree Protection (adjoining vegetation)**

7. **All works, including excavation, within the critical root zone areas of the tree/s to be retained and other critical root zones on adjoining properties must be undertaken under the supervision of a qualified Arborist to ensure that there is no unreasonable damage to the root system of trees to be retained and/or protected, to the satisfaction of the Responsible Authority. Before the development starts, the owner must submit to the Responsible Authority details of the name of the Arborist who will supervise the works and the tasks to be undertaken by the Arborist, to the satisfaction of the Responsible Authority.**
8. **Prior to any works commencing on the site, all trees and vegetation to be retained including other critical root zones must be fenced off to create a protection zone. The protection zone must extend around the trees canopy drip-line unless an alternative tree protection zone has been approved by the responsible authority.**
9. **The fence is to be chain link or wire mesh, comprise either wooden or steel posts set into the ground or on concrete pads, and be a minimum height of 1.4 metres. Signage is to be affixed to the fence advising that the area is a tree protection zone and a no-go development area.**
10. **The fence and signage is to be maintained throughout the construction period and removed at the completion of all works.**
11. **No temporary removal of the fence, or encroachment into the protection zone is permitted without the written consent of the responsible authority.**
12. **Prior to erecting the fence around the tree protection zone, all unwanted vegetation and weed species must be removed from within the zone, and the ground within the protection zone must be covered with a layer of well composted organic mulch (maximum 100mm depth). The area is to be watered at least fortnightly throughout the construction period.**
13. **The following activities are prohibited from the tree protection area, without the written consent of the responsible authority:**
  - 13.1 **Construction activities.**
  - 13.2 **Dumping and/or storage of materials, goods and/or soil.**
  - 13.3 **Trenching or excavation.**
  - 13.4 **Lopping branches, nailing or affixing signs, service lines, lights etc to the trees.**

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

#### **Sustainable Design Assessment**

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

#### **Variation of Easement**

16. A plan of Variation of Easement must be prepared and submitted to the Relevant Authority for approval.
17. The plan of Variation of Easement must be submitted for certification under the Subdivision Act 1988 must be referred to the relevant authority in accordance with Section 8 of the Act.
18. Prior to the occupation of the development, the variation of easement must be completed.

#### **Melbourne Water**

19. Pollution and sediment laden runoff shall not be discharged directly or indirectly into Melbourne Water's drains or waterways.
20. Prior to Certification, the Plan of Subdivision must be referred to Melbourne Water, in accordance with Section 8 of the Subdivision Act 1988.

#### **South East Water**

21. The owner of the subject land must enter into an agreement with South East Water for the provision of potable water supply and fulfil all requirements to its satisfaction.
22. The owner of the subject land must enter into an agreement with South East Water for the provision of sewerage and fulfil all requirements to its satisfaction.
23. Prior to certification, the Plan of Subdivision must be referred to South East Water, in accordance with Section 8 of the Subdivision Act 1988.

#### **Waste Management Plan**

24. Before the development commences, a waste collection and management plan must be submitted to and approved by the Responsible Authority, demonstrating how waste collection will be undertaken on site, including the operation of the garbage and recyclables storage area, in accordance with Council's Waste Management in MUDs Policy and Procedure. Garbage and recyclables storage and collection must be undertaken in accordance with the approved plan/documentation to the satisfaction of the Responsible Authority.

**CFA Conditions****25. Reticulated Water Supply**

- 25.1 Operable hydrants, above or below ground must be provided to satisfaction of CFA.**
- 25.2 The maximum distance between these hydrants and the rear of all building envelopes (or in the absence of the building envelope, the rear of all lots) must be 120m and hydrants must be no more than 200m apart.**
- 25.3 Hydrants must be identified as specifies in ‘Identification of Street Hydrants for Firefighting purposes’ available under publications on the Country Fire Authority website ([www.cfa.vic.gov.au](http://www.cfa.vic.gov.au)).**

**26. Roads**

- 26.1 Roads must be constructed to a standard so that they are accessible in all weather conditions and capable of accommodating a vehicle of 15 tonnes for the trafficable road width.**
- 26.2 Must provide a minimum trafficable width of 7.3m if parking unrestricted, or 5.4m if parking prohibited on one side of the road or 3.5m if parking prohibited on both sides of road. Be clear of encroachments 4 metres vertically, to the satisfaction of the Responsible Authority.**

**General**

- 27. All development must be in accordance with the endorsed plans.**
- 28. The development as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.**
- 29. Once the development has started it must be continued and completed to the satisfaction of the Responsible Authority.**
- 30. Prior to the occupation of the dwellings the development is to be completed in accordance with the endorsed plan/s to the satisfaction of the Responsible Authority.**
- 31. All walls on the boundaries of adjoining properties must be cleaned and finished to the satisfaction of the Responsible Authority.**

**Car parking and Driveways**

- 32. Before the dwellings are occupied, driveways and car parking areas must be:**



- 32.1 Fully constructed to the minimum standard of 100mm reinforced concrete and available for use in accordance with the plans submitted to and approved by the Responsible Authority; and**
- 32.2 Formed to such levels and drained so that they can be used in accordance with the approved plan; and**
- 32.3 Treated with an all-weather seal or some other durable surface; and**
- 32.4 Line-marked or provided with some other adequate means of showing the car parking spaces.**

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

- 33. Parking areas and driveways must be kept available and maintained for these purposes at all times to the satisfaction of the Responsible Authority.**
- 34. Car parking areas must not be used for storage.**
- 35. Internal public lighting shall be provided to the satisfaction of the relevant authority and in accordance with AS1158. This would generally be low height or bollard type lighting to avoid spill-over into adjacent properties. It may be sensor activated, to avoid all night running costs.**

#### **Fencing**

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

#### **Construction Management Plan**

- 38. Prior to the commencement of construction or any works on the site (including demolition and material removal) the applicant must submit for approval to the responsible authority a Construction Management Plan to the Responsible authority. The plan must be to the satisfaction of the responsible authority and must address, but not be limited to the following:**
  - 38.1 containment of dust, dirt and mud within the site and method and frequency of clean-up procedures in the event of build-up of matter outside of the site;**
  - 38.2 onsite facilities for washing construction vehicles;**
  - 38.3 parking arrangements for construction workers;**
  - 38.4 delivery and unloading points and expected frequency;**

- 38.5 a liaison officer for contact by residents and the responsible authority in the event of relevant queries or problems experienced;
- 38.6 an outline of requests to occupy public footpaths or roads, or anticipated disruption to local services;
- 38.7 a plan outlining the stages the development will be constructed/completed with demonstration how the pedestrian access between Bunnett Roads will be available to the public during construction at all times.

To the satisfaction of the Responsible Authority.

- 39. Construction activity at the site is to accord with this approved Construction Management Plan.

#### **Construction Amenity**

- 40. Upon commencement and until conclusion of the development, the developer shall ensure that the development does not adversely affect the amenity of the area in any way, including:

- 40.1 the appearance of building, works or materials on the land
- 40.2 parking of motor vehicles
- 40.3 transporting of materials or goods to or from the site
- 40.4 hours of operation
- 40.5 stockpiling of top soil or fill materials
- 40.6 air borne dust emanating from the site
- 40.7 noise
- 40.8 rubbish and litter
- 40.9 sediment runoff

Should the development cause undue detriment to the amenity of the area then immediate remedial measures must be undertaken to address the issue as directed by, and to the satisfaction of, the Responsible Authority.

#### **Permit Expiry**

- 41. This permit will expire if one of the following circumstances applies:
  - 41.1 The development is not started within two years of the date of this permit.
  - 41.2 The development is not completed within four years of the date of this permit.

**41.3 The Variation of Easement is not started within two years of the date of this permit as evidenced by a Plan of Variation of Easement being certified by the Council within that time limit;**

**41.4 The Certified Plan of Variation of Easement is not registered within five years from the date of the certification of the plan.**

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

## **NOTES**

**Drainage Notes (to be read in conjunction with the above drainage conditions):**

- **Applicant shall engage a certified Engineering Consultant to analyse the site's existing drainage to determine type and size of the Onsite Detention (OSD) system. This shall be designed in accordance with the Knox City Council (Responsible Authority) Stormwater Drainage Guidelines, (copy available on Council's website), and approved drainage design methods specified in the current edition of Australian Rainfall and Runoff. It should be located preferably in a common area to the dwellings, and be easily accessible for maintenance.**
- **The total Permissible Site Discharge for the property including all dwellings is 48.4L/s to the existing Council drainage system for a 100 year ARI event.**
- **Applicant is to direct all stormwater to the eastern side of the property as this represents the Legal Point of Discharge (LPD) for the property. Applicant is to verify this on site. Connect all stormwater discharge from the site to the LPD via an Onsite Detention (OSD) system. The internal drains for the dwellings are to be independent of each other.**
- **The applicant is required to construct approximately 67m of outfall drain along the eastern boundary. The outfall drain is to be constructed to Council standards and satisfaction. The applicant is to submit detailed design plans of the outfall drain to Council for approval.**
- **The development is to provide adequate clearance for the overland flow path through the property to Council's satisfaction. Details of regarding overland flow must be included in the engineering stormwater design plans.**
- **The Applicant is required to use Australian Height Datum (AHD) to present levels in all future plans. Applicant must ensure that levels on the plan are accurate.**
- **Drainage works in the Road reserve or in the Council easement will require a road opening permit.**
- **Drainage system designed so as to avoid impact on any vegetation shown on the endorsed plans as being retained.**
- **Water Sensitive Urban Design (WSUD) should be addressed as part of this development, e.g. water storage tanks, swale drains, etc.**

**Landscape Notes (to be read in conjunction with the above landscape conditions):**

- The plans must incorporate WSUD design; Raingardens and/or Bioswales to treat the water runoff from the hard surfaces (car parks and driveway's). The surface area of the proposed raingarden should be 3-5% of the surface area of the catchment feeding it. The levels should be shown on the plan and the concrete pavement should be shaped to drain into the raingardens/bioswales (at the lowest points of the hard surface areas)) through gaps in the kerbing. Details of the raingarden/bioswales should be shown on drainage and landscape plan in accordance with Knox City Council's standard. The roof water is to be captured by rainwater tanks and reused for toilet flushing and garden.

**Other Notes:**

- A building permit must be obtained before development is commenced.
- Road opening permit must be obtained before development is commenced.
- Buildings are not allowed to be built over Council easements without Council consent.
- In accordance with Council policy, an 8.5% public open space contribution may apply in the event of the subdivision of the land.
- The dwellings must achieve a minimum 6-Star Energy Rating.
- Dwelling numbers as shown on the endorsed plans do not necessarily indicate any future street numbers. Property (street) numbering shall be in accordance with Council's Property (Street) Numbering Policy. Information regarding this can be obtained from Council's Property and Revenue Services Department on 9298 8215.
- All litter and rubbish associated with the construction must be contained on site at all times.

**Report Prepared By:** *Acting Coordinator - Planning  
(Nancy Neil)*

**Report Authorised By:** *Acting Director – City Development  
(Paul Dickie)*

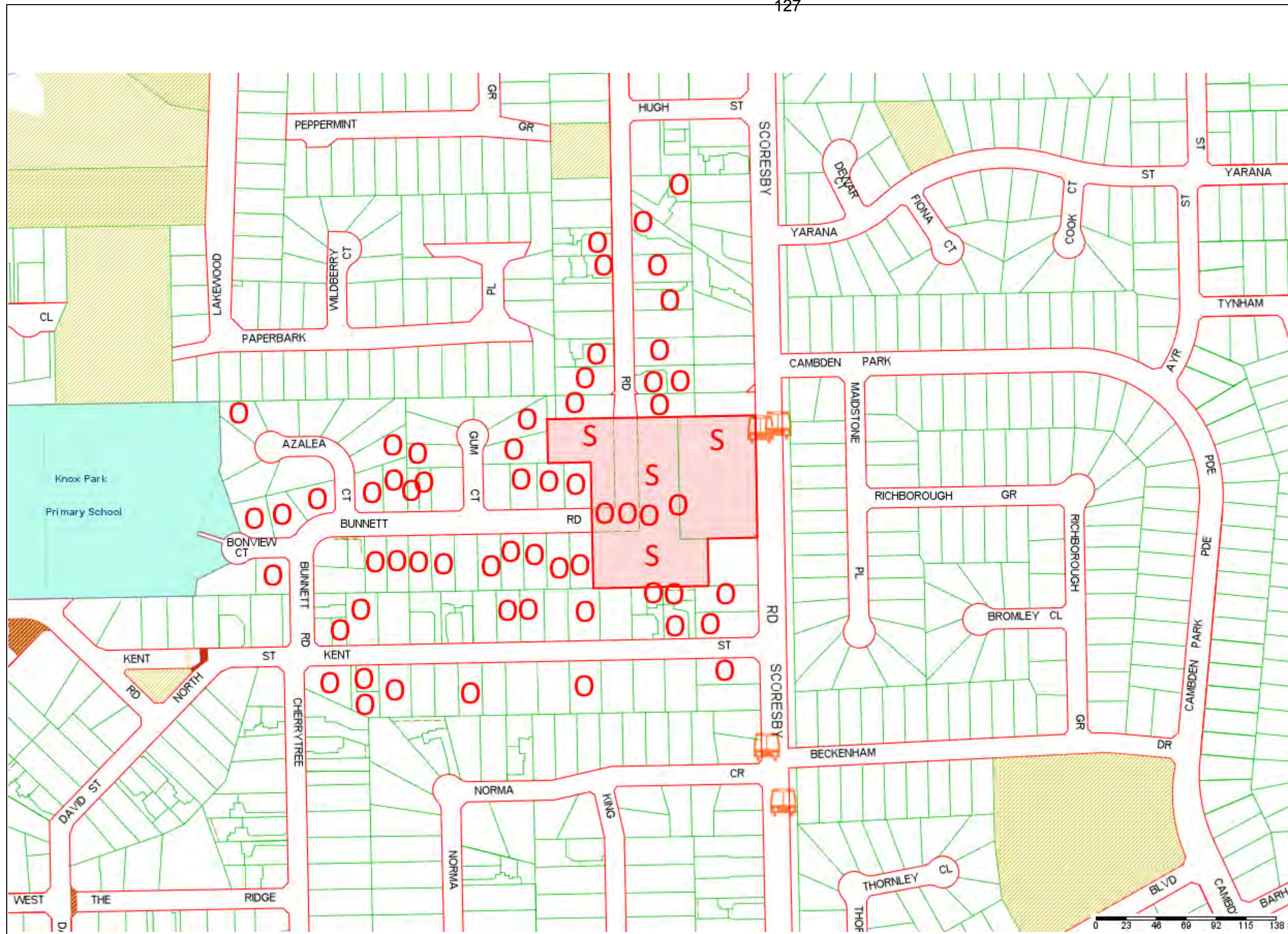
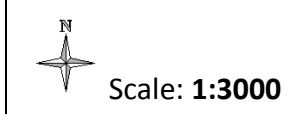


**Knox City Council**  
REPORT APPENDIX: A

<b>Property - Address</b>	62 Bunnett Road, FERNTREE GULLY
<b>Application Number</b>	P/2017/6626
<b>Description</b>	Development of the land for 32 double storey dwellings and four (4) single storey dwellings (Total 36 dwellings) and variation to drainage, sewerage and carriageway easement
<b>Wardname</b>	Scott

**LEGEND:**

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



**DISCLAIMER:**

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

1. Whilst every endeavor has been made to ensure that the mapping information is current and accurate, no responsibility or liability is taken by Knox City Council or any of the above organizations in respect to inaccuracy, errors, omissions or for actions based on this information.
2. Planning information should be used only as a means of preliminary investigation. For accurate overlay information please obtain a Planning Certificate from the Department of Infrastructure.
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4. Drainage and flood extent information has been provided to Council on a yearly basis by Melbourne Water for indicative purposes only. Where the latest Melbourne Water drainage and flood extent mapping is critical, please contact Melbourne Water.



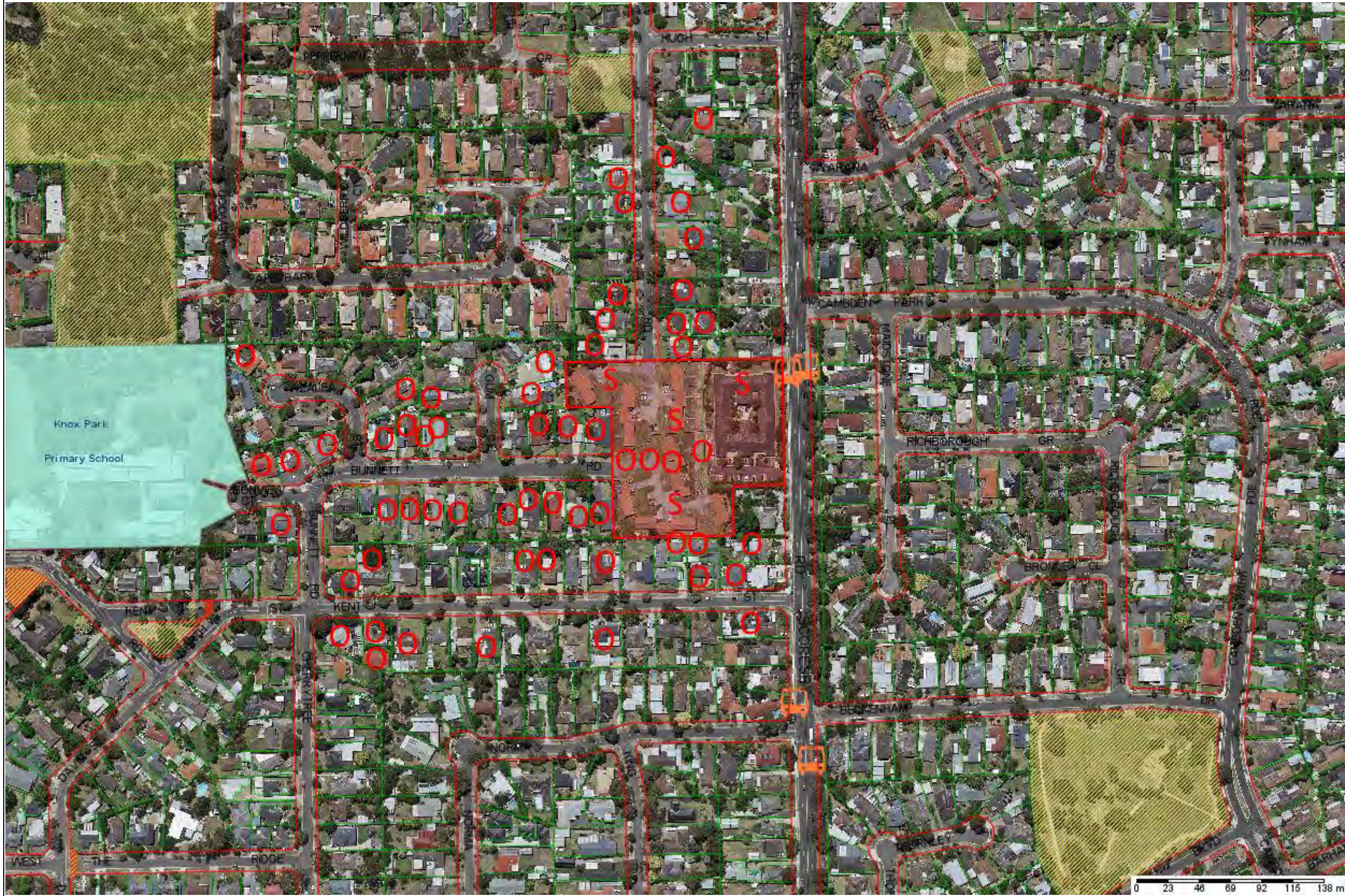
**Knox City Council**  
REPORT APPENDIX: A

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

Scale: **1:3000**



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**62 BUNNETT ROAD, FERNTREE GULLY RD, 3156**  
**PROPOSED RESIDENTIAL MEDIUM DENSITY DEVELOPMENT**  
**for Happytex Pty Ltd**

**ARCHITECTURE**  
**DRAWING REGISTER**

TP-000	TITLE SHEET
TP-001	SITE ANALYSIS
TP-002	DESIGN RESPONSE
TP-003	DEVELOPMENT SUMMARY
TP-101	GROUND FLOOR PLAN
TP-102	FIRST FLOOR PLAN
TP-110	DWELLING TYPES - FLOOR PLAN
TP-121	FENCING PLAN
TP-131	CUT AND FILL PLAN
TP-141	GARDEN PLAN
TP-201	OVERALL ELEVATIONS
TP-202	OVERALL ELEVATIONS
TP-203	OVERALL ELEVATIONS
TP-301	DWELLING TYPE A, A1
TP-302	DWELLING TYPE B, B1
TP-303	DWELLING TYPE B3, B5
TP-304	DWELLING TYPE B4, D
TP-305	DWELLING TYPE F, H
TP-306	DWELLING TYPE K, J
TP-307	DWELLING TYPE L
TP-401	SECTIONS 1,2,3,4
TP-402	SECTIONS 5,6,7
TP-501	PERSPECTIVE VIEW FROM SOUTH WEST
TP-502	PERSPECTIVE VIEW FROM NORTH EAST
TP-503	PERSPECTIVE VIEW FROM BUNNETT ROAD
TP-601	SHADOW DIAGRAMS
TP-602	SHADOW DIAGRAMS
TP-603	SHADOW DIAGRAMS

ADDRESS: 62BUNNETT ROAD, FERNTREEGULLY - VIC. POST CODE 3156  
 LOT / PLAN: LOT ...

CURRENT ISSUE: D  
 DATE: 19 / 12 / 2017

ISSUE "B" - INITIAL ISSUE:

1- FIRST ISSUE  
 2- SECOND ISSUE  
 3- THIRD ISSUE  
 4- FOURTH ISSUE

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**SITE ANALYSIS**

1. THE SITE COMPRISES THE ENTIRETY OF 62 BUNNETT ROAD.
2. THE SITE ACCESSED VIA BUNNETT ROAD WHICH RUNS THROUGH THE SITE IN DOGLEG FORMATION - ENTERING FROM THE NORTH AND FROM THE EAST. BUNNETT ROAD BECOMES DISCONNECTED WITHIN THE SITE AND CANNOT BE FOLLOWED ALL THE WAY THROUGH.
3. 11 BRICK, SINGLE STOREY DWELLINGS IN SEMI-DETACHED FORMATION ARE LOCATED THROUGHOUT THE SITE. THESE BUILDINGS ARE NOT CONSIDERED TO HAVE ANY SIGNIFICANT ARCHITECTURAL QUALITIES AND ARE PROPOSED TO BE DEMOLISHED.
4. THE MAJORITY OF THE SITE IS RECTANGULAR IN SHAPE WITH THE EXCEPTION OF TWO SMALLER AREAS WHICH PROTRUDE FROM THE NORTH-EAST AND SOUTH WEST CORNERS OF THE SITE.
5. THE TOTAL AREA OF THE SITE IS 10.510 S.Q.M.
6. TOPOGRAPHY: THE SITE HAS A DOWNWARD GRADE FROM ITS NORTH TO SOUTH BOUNDARIES OF APPROXIMATELY 3.8 METRES. THERE IS A LESS PRONOUNCED GRADE DOWNWARD FROM ITS WEST TO EAST BOUNDARIES OF APPROXIMATELY 0.5 METRES.
7. THERE IS NO RELATIVE DIFFERENCE IN LEVEL BETWEEN THE SITE AND ADJOINING PROPERTIES.
8. THERE IS NO KNOWN CONTAMINATION OR FILL ON THE SITE.
9. THE SITE IS ZONED GENERAL RESIDENTIAL 2 (GRZ2).
10. THE GENERAL CHARACTER OF THE AREA LEADING INTO THE SITE VIA BUNNETT ROAD IS THAT OF LOW DENSITY RESIDENTIAL.
11. THE STREETScape IS DOMINATED BY NATIVE AND NON-NATIVE TREES ALONG THE NATURE STRIPS WITH LOW LYING RESIDENTIAL GARDENS, BEHIND.
12. THERE ARE NO SIGNIFICANT NATURAL FEATURES TO THE IMMEDIATE VICINITY OF THE SITE WITH THE EXCEPTION OF THE NEARBY SCORESBY ROAD, WHICH IS A 4 LANE ARTERIAL ROAD, AND A NEIGHBOURING RETIREMENT VILLAGE (ESTIA HEALTH KNOXFIELD) AT 428 SCORESBY ROAD, WHICH IS AN EXPANSIVE SINGLE STOREY BRICK BUILDING.
13. DEVELOPMENT WITHIN THE NEIGHBOURHOOD IS GENERALLY DOMINATED BY SINGLES STOREY BRICK BUILDING.
14. THE SITE IS SURROUNDED BY:
  - TO THE NORTH: Nos 60 & 47 BUNNETT RD - BOTH SINGLE STOREY RESIDENTIAL DWELLINGS
  - TO THE SOUTH: Nos 2,4, & 6 KENT STREET - ALL SINGLES STOREY RESIDENTIAL DWELLINGS
  - TO THE EAST: No 428 SCORESBY ROAD - EASTIA HEALTH KNOXFIELD RETIREMENT VILLAGE No 430 SCORESBY ROAD - A SINGLE STOREY DWELLING
  - TO THE WEST: Nos 65, 68 & 70 BUNNETT ROAD - ALL RESIDENTIAL DWELLINGS No 5,6 & 7 GUM COURT - ALL RESIDENTIAL DWELLINGS
15. DWELLINGS IN THE IMMEDIATE AREA GENERALLY HAVE NO FRONT FENCES WITH THE EXCEPTION OF THOSE ALONG SCORESBY ROAD WHICH GENERALLY HAVE HIGH WOODEN FENCES OF APPROXIMATELY 1.8 METRES.
16. DWELLINGS IN THE SURROUNDING AREAS ARE CONSISTENTLY SET-BACK FROM THE STREETS BEHIND FRONT YARDS.

NOTE: AERIAL PHOTOGRAPH OBTAINED FROM NEARMAPS & DATED 2016 02 05

**N**

BURWOOD HIGHWAY  
850 M

FAIRHILLS HIGH SCHOOL  
1.2 KMS

RETAIL DISTRICT CORNER OF  
BURWOOD HIGHWAY  
850 M

**S**

FERNTREE GULLY ROAD  
1.6 KMS

KNOX PARK  
1.6 KMS

WINDERME RESERVE  
2.4 KMS

GILBERT PARK  
1.9 KMS

RETAIL DISTRICT CORNER OF  
FERNTREE GULLY RD  
1.6 KMS

**E**

SCORESBY ROAD  
400 M

SCORESBY BUS STATION  
800 M

FERNTREE GULLY TRAIN STATION  
5.1 KM

MOUNTAIN GATE SHOPPING CENTRE  
2.8 KM

KENT PARK PRIMARY SCHOOL  
1.5 KM

**W**

KNOX PARK PRIMARY SCHOOL  
300 M

**NW**

HIGH STREET ROAD  
1.8 KMS

RD EGAN-LEE RESERVE  
550 M

KNOX CITY SHOPPING CENTRE  
2.1 KMS

HEAD START EARLY LEARNING CENTRE KNOXFIELD  
700 M

**SE**

KENT PARK  
1.0 KM

**NE**

SCORESBY BUS STATION  
400 M

BORONIA ACTIVITY CENTRE  
4.8 KMS

BORONIA TRAIN STATION  
4.6 KM

COLD WINTER WINDS & PREVAILING SUMMER WINDS



**LEGEND**

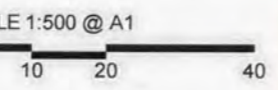
- PREVAILING WINDS
- PEDESTRIAN ACCESS
- NOISE AND TRAFFIC SOURCE
- DESIRABLE VIEWS FROM THE SITE
- LOCATION OF LOWEST & HIGHEST POINTS ON THE SITE
- VEHICLE ENTRY TO SITE
- SITe FALL
- EXISTING TREE TO BE RETAINED
- EXISTING TREE TO BE REMOVED

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1 TP-001 SITE ANALYSIS SCALE - 1:500 @ A1



JOB NO: 20793/AD DRAW: WMA / MMA / LHE  
DATE: 19/09/2017 CHECKED: TAR

62 BUNNETT ROAD PROPOSED MED. DENSITY DEVELOPMENT TP-001  
FERNTREE GULLY, 3156 SITE ANALYSIS

REVISION: A - 03.10.2017





**DEVELOPMENT SUMMARY  
DWELLING SCHEDULE**

Dwelling #	Bedrooms	Storeys	Bathrooms	Ground Floor Bedrooms	Garage	Site Area (m2)	Ground floor area (m2)	First Floor area (m2) (approx.)	Total Floor area (m2) (approx.)	Alfresco area	SPOS (m2)	Dwelling Type
1	3	2	2.5	0	Double	248	113	71	184	22	138	A1
2	3	2	2.5	0	Double	185	102	72	174	17	85	B
3	3	2	2.5	0	Double	194	102	72	174	17	94	B
4	4	2	2.5	0	Double	197	112	96	208	20	80	A
5	4	2	2.5	0	Double	197	112	96	208	20	80	A
6	2	1	2	2	Single	213	132	0	132	19	81	L
7	3	2	2.5	0	Double	189	102	72	174	17	93	B
8	4	2	3.5	1	Double	270	127	77	204	17	143	K
9	2	2	2.5	0	Single	171	81	61	142	17	91	B1
10	3	2	2.5	0	Double	181	102	72	174	17	82	B
11	3	2	2.5	0	Double	183	102	78	180	17	83	B-4
12	3	2	2.5	0	Double	183	102	78	180	17	83	B-4
13	3	2	2.5	0	Double	179	102	72	174	17	82	B
14	3	2	2.5	0	Double	182	102	72	174	17	83	B
15	2	1	2	2	Single	243	138	0	138	33	105	D
16	2	1	2	2	Single	220	126	0	126	22	94	H
17	3	2	2.5	0	Double	190	102	78	180	17	89	B-4
18	4	2	2.5	0	Double	181	102	92	194	17	80	B3
19	3	2	2.5	0	Double	198	102	72	174	17	100	B
20	3	2	2.5	0	Double	182	102	72	174	17	85	B
21	2	2	2.5	0	Single	175	81	61	142	17	94	B1
22	4	2	3.5	1	Double	226	140	81	221	17	81	F
23	4	2	2.5	0	Double	184	102	92	194	17	84	B3
24	3	2	2.5	0	Double	186	102	72	174	17	85	B
25	3	2	2.5	0	Double	177	102	72	174	17	81	B
26	3	2	2.5	0	Double	179	102	72	174	17	80	B
27	3	2	2.5	0	Double	178	102	72	174	17	81	B
28	3	2	2.5	0	Double	178	102	72	174	17	81	B
29	3	2	2.5	0	Double	180	102	72	174	17	82	B
30	2	2	2.5	0	Single	180	85	57	142	13	95	B-5
31	3	2	2.5	0	Double	180	102	78	180	17	83	B-4
32	3	2	2.5	0	Double	177	102	72	174	17	80	B
33	3	2	2.5	0	Double	179	102	72	174	17	81	B
34	4	2	3.5	1	Double	260	127	77	204	17	134	K
35	3	2	2.5	0	Double	193	102	72	174	17	93	B
36	3	1	2	3	Double	298	174	0	174	18	123	J

**DEVELOPMENT SUMMARY  
SITE SUMMARY**

SITE AREA	10675 sqm
SITE COVERAGE	3894 sqm
(Ground Floor incl Garage)	36 %
PAVED AREA (Driveway, footpaths)	2216 sqm
Not covered by building form	21 %
PERMEABLE AREA	4563 sqm
	43 %
GARDEN AREA (min req 35% = 3726 sqm)	4555 sqm
	43 %

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AMENITIES LEGEND	
[Symbol]	BINS
[Symbol]	CLOTHES LINE
[Symbol]	MAIL BOX
[Symbol]	STORAGE
[Symbol]	WATER TANK

WINDOW LEGEND	
[Symbol]	CLEAR GLAZING
[Symbol]	OBSCURE GLAZING
[Symbol]	FIXED OBSCURE GLAZING To minimum 1700mm above FFL
[Symbol]	FIX GLAZING
[Symbol]	HIGHLIGHT WINDOW

EXTERNAL FINISHES LEGEND	
GROUND SURFACES	
[Symbol]	DRIVEWAY
[Symbol]	NON PERMEABLE PAVING
[Symbol]	GRASS - PRIVATE AREAS
[Symbol]	GRASS - COMMON AREAS
[Symbol]	LILYDALE TOPPING
[Symbol]	PROPOSE RETAINING WALL & FENCE
[Symbol]	PROPOSED PERMEABLE DECKING WITH PERGOLA

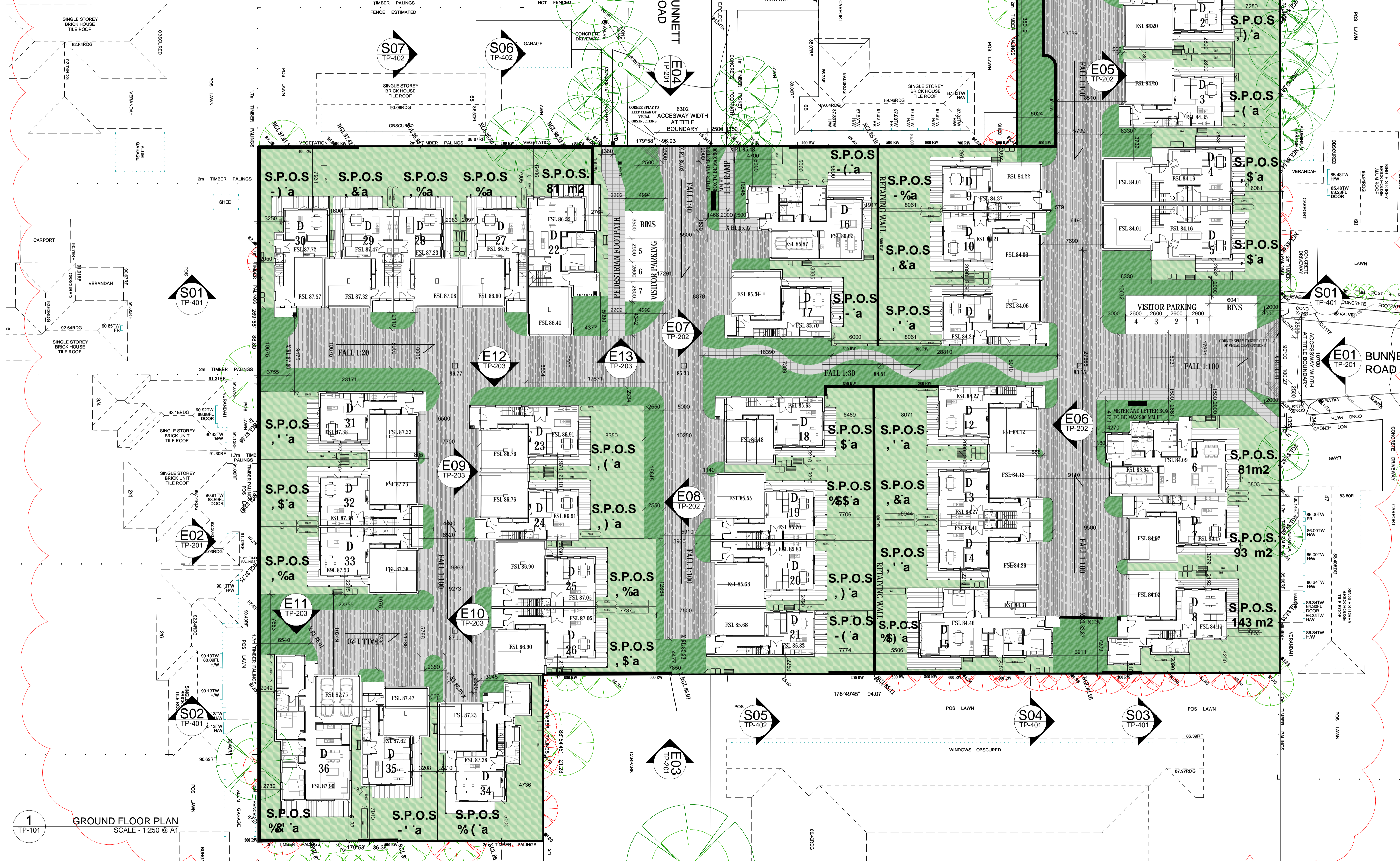
VEGETATION LEGEND	
PLANTS	
[Symbol]	EXISTING TREE TO BE REMOVED
[Symbol]	EXISTING TREE TO BE RETAINED

MARKERS LEGEND	
[Symbol]	SECTION MARKER
[Symbol]	ELEVATION MARKER

NOTE:  
REFER TO LANDSCAPE PLANS FOR ALL  
INTERNAL FOOTPATHS, PATHS TO  
ENTRIES AND LANDSCAPE DETAILS

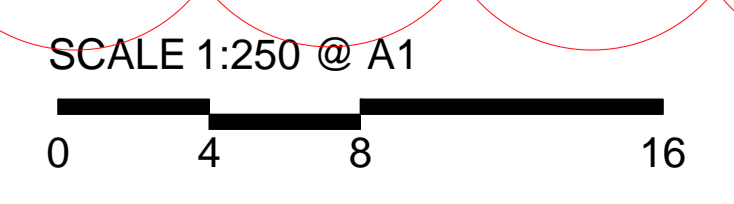
LEGEND	
TW	TOP OF WINDOW/DOOR
S	SILL
H.W	HABITABLE WINDOW

HATCH LEGEND	
[Symbol]	CONCRETE
[Symbol]	WINDOW
[Symbol]	DOOR
[Symbol]	BITUMEN
[Symbol]	ADJOINING PROPERTIES
[Symbol]	POOL



1 TP-101 GROUND FLOOR PLAN  
SCALE - 1:250 @ A1

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Do not scale from this drawing.



JOB NO: 20793/AD  
DATE: 19/09/2017  
DRAWN: WMA / MMA / LHE  
CHECKED: TAR



**WINDOW LEGEND**

**WINDOWS**

- CLEAR GLAZING
- OBSOLETE GLAZING
- FIXED OBSOLETE GLAZING  
To minimum 1700mm above FFL
- FIX GLAZING
- HIGHLIGHT WINDOW

**EXTERNAL FINISHES LEGEND**

**GROUND SURFACES**

- DRIVEWAY
- NON PERMEABLE PAVING
- GRASS - PRIVATE AREAS
- GRASS - COMMON AREAS
- LILYDALE TOPPING
- PROPOSE RETAINING WALL & FENCE
- PROPOSED PERMEABLE DECKING WITH PERGOLA

**VEGETATION LEGEND**

**PLANTS**

- EXISTING TREE TO BE REMOVED
- EXISTING TREE TO BE RETAINED

**MARKERS LEGEND**

- SECTION MARKER
- ELEVATION MARKER

NOTE:  
ALL ALFRESCO AREAS TO BE OPEN TO THE SKY (PERGOLA)

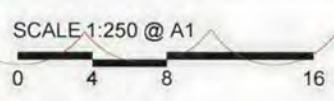
**LEGEND**

- TW TOP OF WINDOW/DOOR
- S SILL
- H.W HABITABLE WINDOW

**HATCH LEGEND**

- CONCRETE
- WINDOW
- DOOR
- BITUMEN
- ADJOINING PROPERTIES
- POOL

1 TP-102  
FIRST FLOOR PLAN  
SCALE - 1:250 @ A1

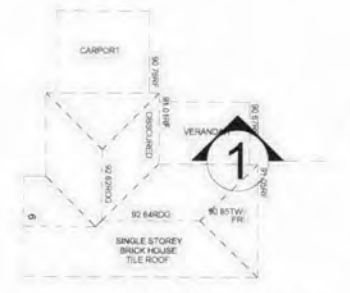
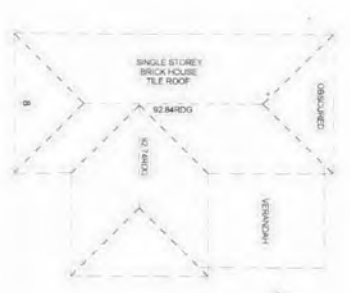


JOB NO: 20793/AD  
DRAWN: WMA / MMA / LHE  
DATE: 19/09/2017  
CHECKED: TAR

62 BUNNETT ROAD PROPOSED MED. DENSITY DEVELOPMENT TP-102  
FERNTREE GULLY, 3156 FIRST FLOOR PLAN  
REVISION: D - 19.12.2017 - RFI

DWELLING TYPE LEGEND

[Color]	TYPE A
[Color]	TYPE A - 1
[Color]	TYPE B
[Color]	TYPE B - 1
[Color]	TYPE B - 3
[Color]	TYPE B - 4
[Color]	TYPE B - 5
[Color]	TYPE D
[Color]	TYPE F
[Color]	TYPE H
[Color]	TYPE J
[Color]	TYPE K
[Color]	TYPE L



1 GROUND FLOOR PLAN SCALE - 1:250 @ A1

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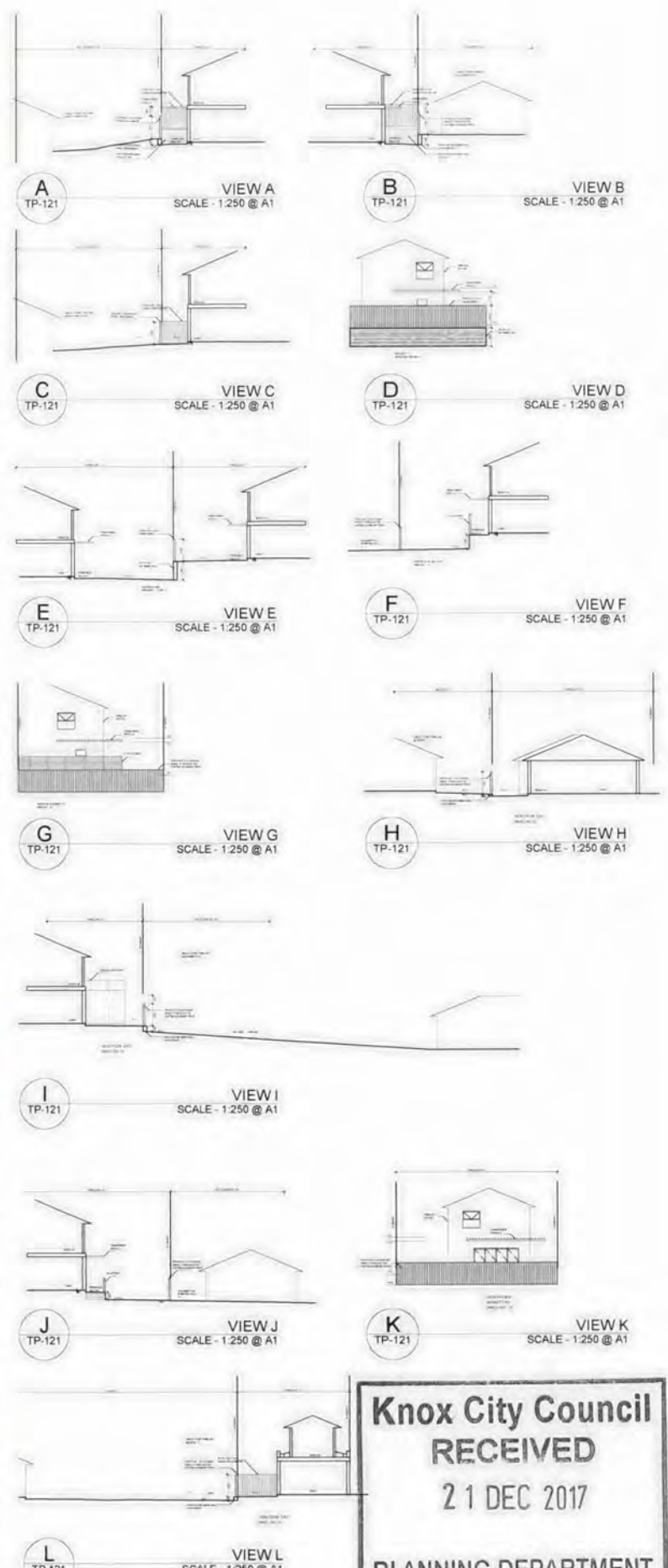
**VEGETATION LEGEND**

**PLANTS**

- EXISTING TREE TO BE REMOVED
- EXISTING TREE TO BE RETAINED

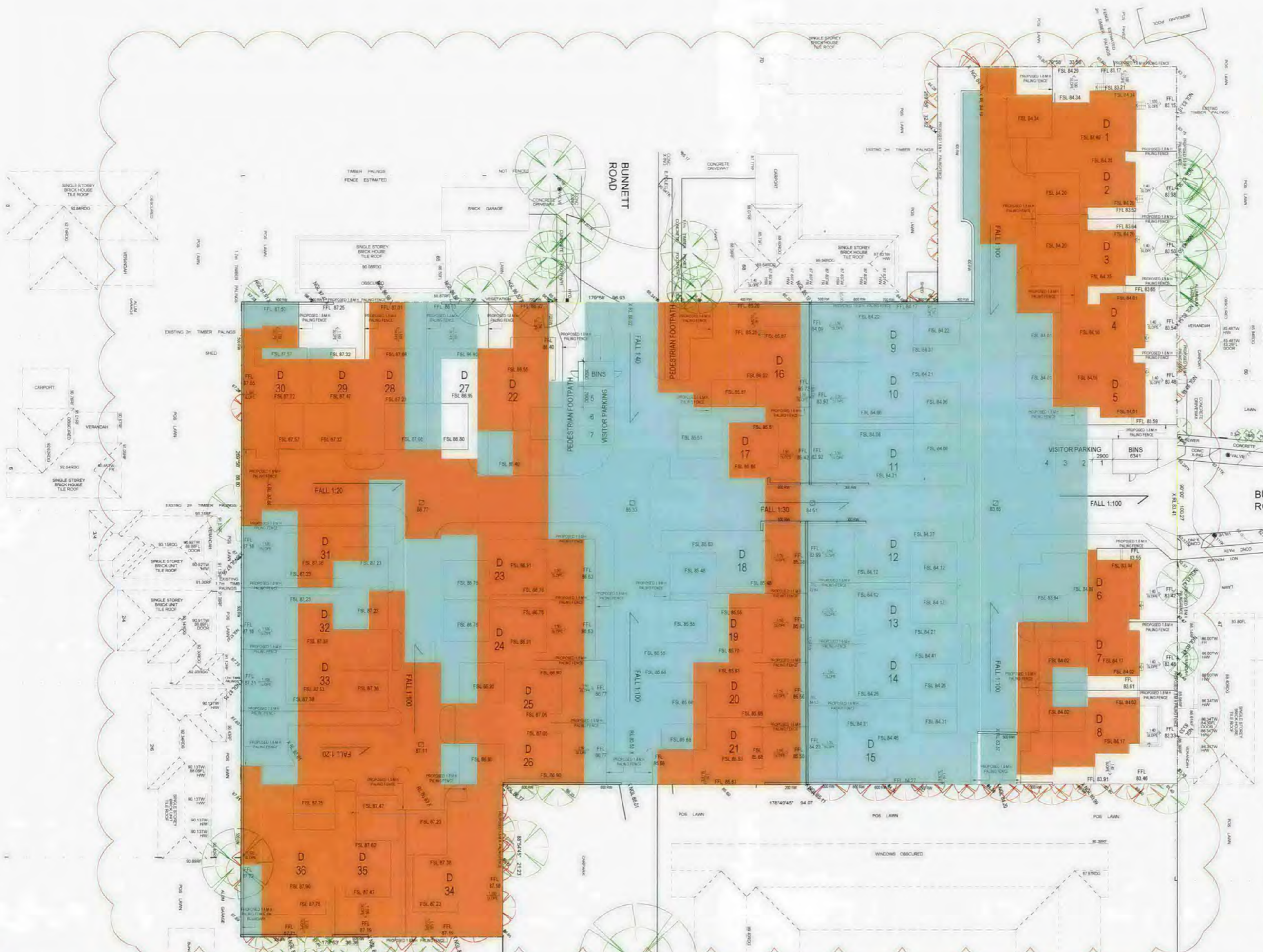
NOTE:  
REFER TO LANDSCAPE PLANS FOR ALL  
INTERNAL FOOTPATHS, PATHS TO  
ENTRIES AND LANDSCAPE DETAILS

REFER TO CUT AND FILL PLAN FOR  
RETAINING WALLS HEIGHTS



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CUT AND FILL	
LEGEND	
	CUT VOLUME 1765.4 M³ (APPROX)
	FILL VOLUME 1310.4 M³ (APPROX)
	400 RW RETAINING WALL (NO. INDICATES HT.)



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GARDEN AREA CALCULATION

DWELLING 1	138 SQM
DWELLING 2	85 SQM
DWELLING 3	94 SQM
DWELLING 4	80 SQM
DWELLING 5	80 SQM
DWELLING 6	81 SQM
DWELLING 7	93 SQM
DWELLING 8	143 SQM
DWELLING 9	91 SQM
DWELLING 10	82 SQM
DWELLING 11	83 SQM
DWELLING 12	83 SQM
DWELLING 13	82 SQM
DWELLING 14	83 SQM
DWELLING 15	105 SQM
DWELLING 16	94 SQM
DWELLING 17	89 SQM
DWELLING 18	80 SQM
DWELLING 19	100 SQM
DWELLING 20	85 SQM
DWELLING 21	94 SQM
DWELLING 22	81 SQM
DWELLING 23	84 SQM
DWELLING 24	85 SQM
DWELLING 25	81 SQM
DWELLING 26	80 SQM
DWELLING 27	81 SQM
DWELLING 28	81 SQM
DWELLING 29	82 SQM
DWELLING 30	95 SQM
DWELLING 31	83 SQM
DWELLING 32	80 SQM
DWELLING 33	81 SQM
DWELLING 34	134 SQM
DWELLING 35	93 SQM
DWELLING 36	123 SQM
PUBLIC AREA	1266 SQM
TOTAL AREA	4555 SQM
	43%

GARDEN AREA LEGEND

**GROUND SURFACES**

	DRIVEWAY
	NON PERMEABLE PAVING - COMMON AREAS
	GRASS - PRIVATE AREAS
	GRASS - COMMON AREAS
	GRASS - LESS THAN 1 m <sup>2</sup> NOT INCLUDED IN GARDEN AREA
	PERMEABLE DECKING WITH PERGOLA (AS GARDEN AREA)
	DWELLING FOOTPRINT

VEGETATION LEGEND

**PLANTS**

	EXISTING TREE TO BE REMOVED
	EXISTING TREE TO BE RETAINED

NOTE:  
-ALL ALFRESCO AREAS TO BE OPEN TO THE SKY (PERGOLAS) WITH PERMEABLE DECKING  
-ALFRESCO AREAS ARE INCLUDED WITHIN THE GARDEN AREA CALCULATIONS

NOTE:  
-REFER TO LANDSCAPE PLANS FOR LANDSCAPE AND FOOTPATHS DETAILS

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E05 ELEVATION 08  
202 SCALE 1:200



E06 ELEVATION 09  
202 SCALE 1:200



E07 ELEVATION 10  
202 SCALE 1:200



E08 ELEVATION 11  
202 SCALE 1:200

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E09 ELEVATION 12  
203 SCALE 1:200



E10 ELEVATION 13  
203 SCALE 1:200



E11 ELEVATION 14  
203 SCALE 1:200

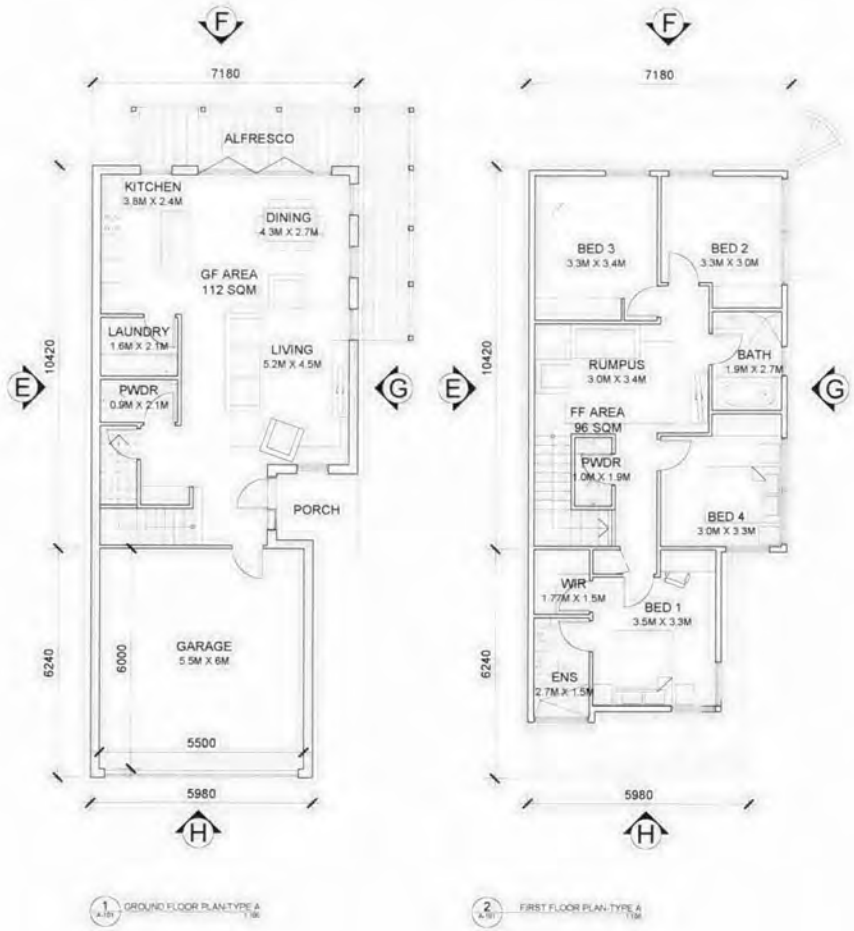


E12 ELEVATION 15  
203 SCALE 1:200



E13 ELEVATION 16  
203 SCALE 1:200

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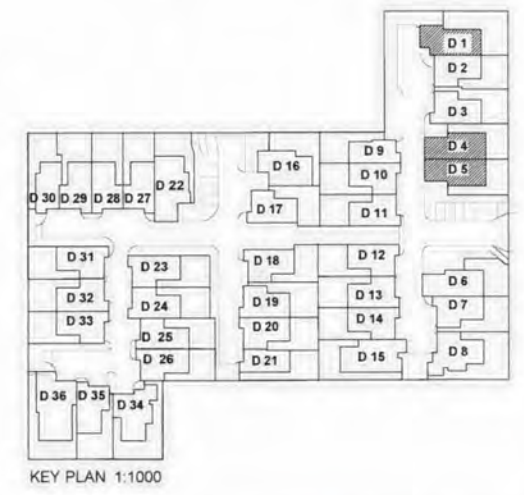
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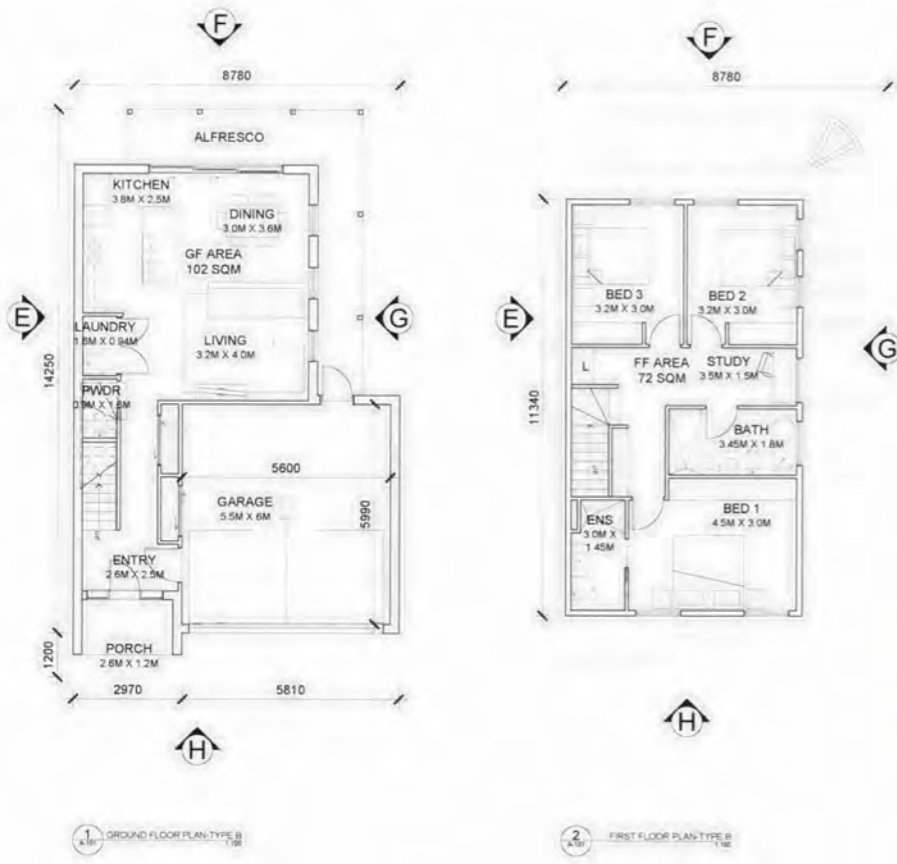
**EXTERNAL CLADDING**

- TILED ROOF
- BRICK - GREY OR SIMILAR
- BRICK - RED OR SIMILAR
- RENDER - WHITE OR SIMILAR
- TIMBER FINISH CLADDING
- RENDER - GREY OR SIMILAR
- RENDER/BANDING - DARK GREY OR SIMILAR
- METAL FINISH WINDOW SURROUND
- WEATHERBOARD FINISH - GREY OR SIMILAR COLOUR
- CONCRETE FINISH
- GARAGE DOORS WITH WEATHERBOARD CLADDING FINISH
- WEATHERBOARD FINISH - OFFWHITE OR SIMILAR

NOTE:  
ALL ALFRESCO AREAS TO BE OPEN TO THE SKY

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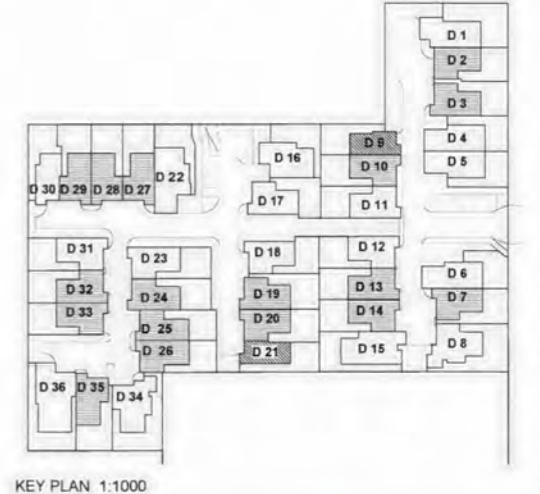
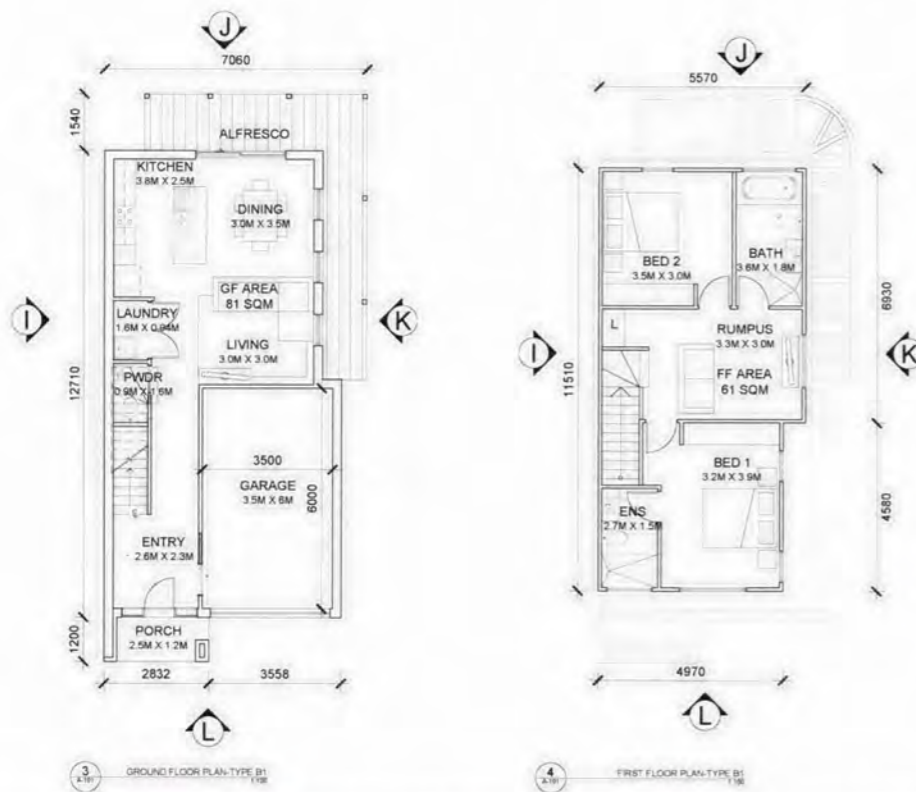
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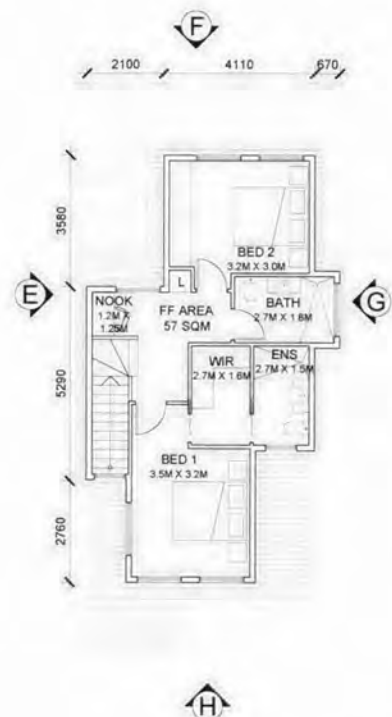
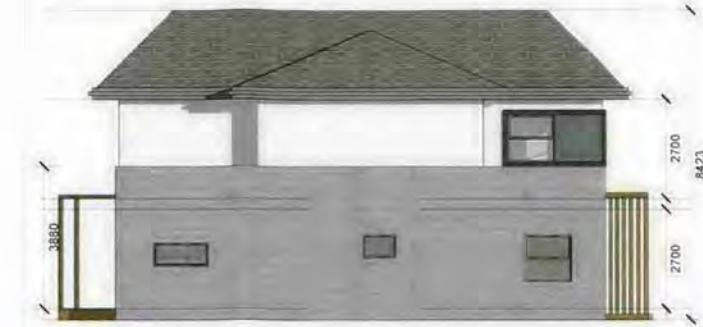
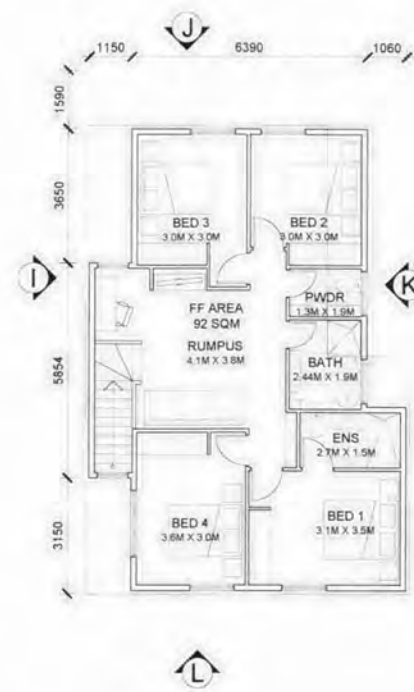
**EXTERNAL CLADDING**

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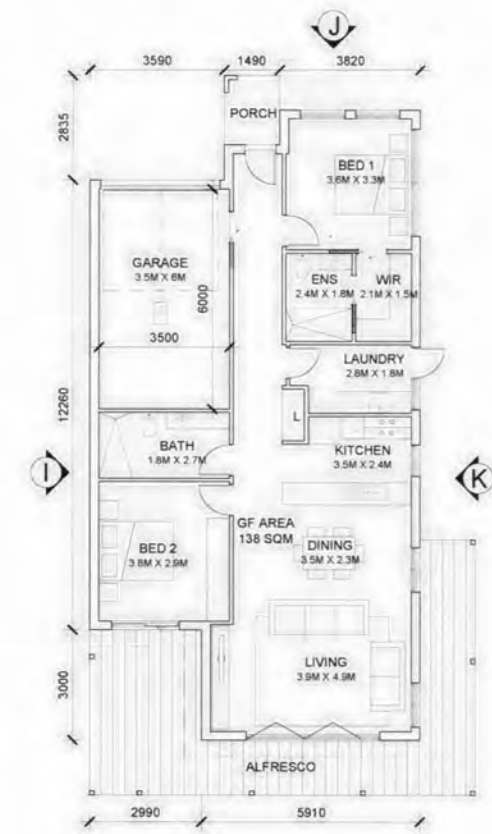
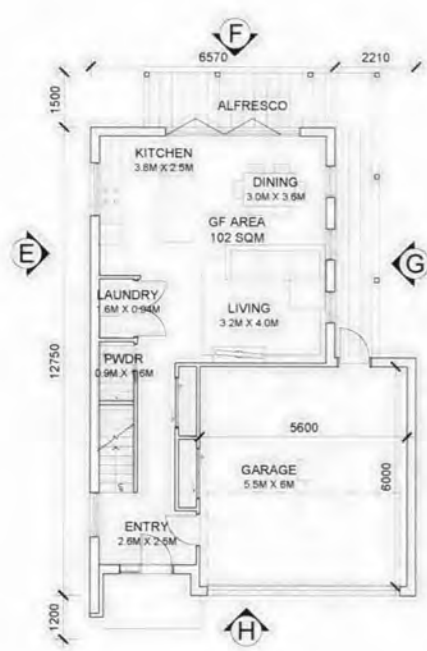
**MATERIALS LEGEND**

**EXTERNAL CLADDING**

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[Color swatch]	TILED ROOF
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[Color swatch]	BRICK - RED OR SIMILAR
[Color swatch]	RENDER - WHITE OR SIMILAR
[Color swatch]	TIMBER FINISH CLADDING
[Color swatch]	RENDER - GREY OR SIMILAR
[Color swatch]	RENDER/BANDING - DARK GREY OR SIMILAR
[Color swatch]	METAL FINISH WINDOW SURROUND
[Color swatch]	WEATHERBOARD FINISH - GREY OR SIMILAR COLOUR
[Color swatch]	CONCRETE FINISH
[Color swatch]	GARAGE DOORS WITH WEATHERBOARD CLADDING FINISH
[Color swatch]	WEATHERBOARD FINISH - OFFWHITE OR SIMILAR

NOTE:  
ALL ALFRESCO AREAS TO BE OPEN TO THE SKY





**MATERIALS LEGEND**

**EXTERNAL CLADDING**

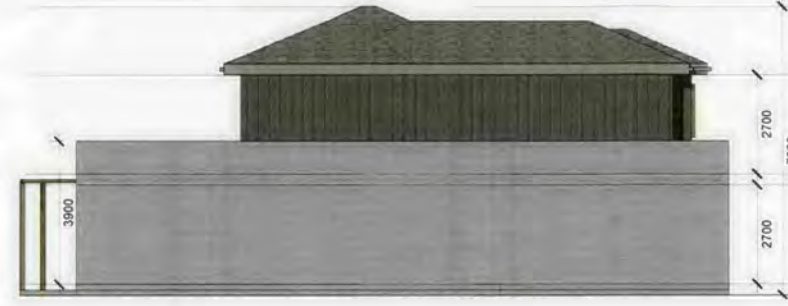
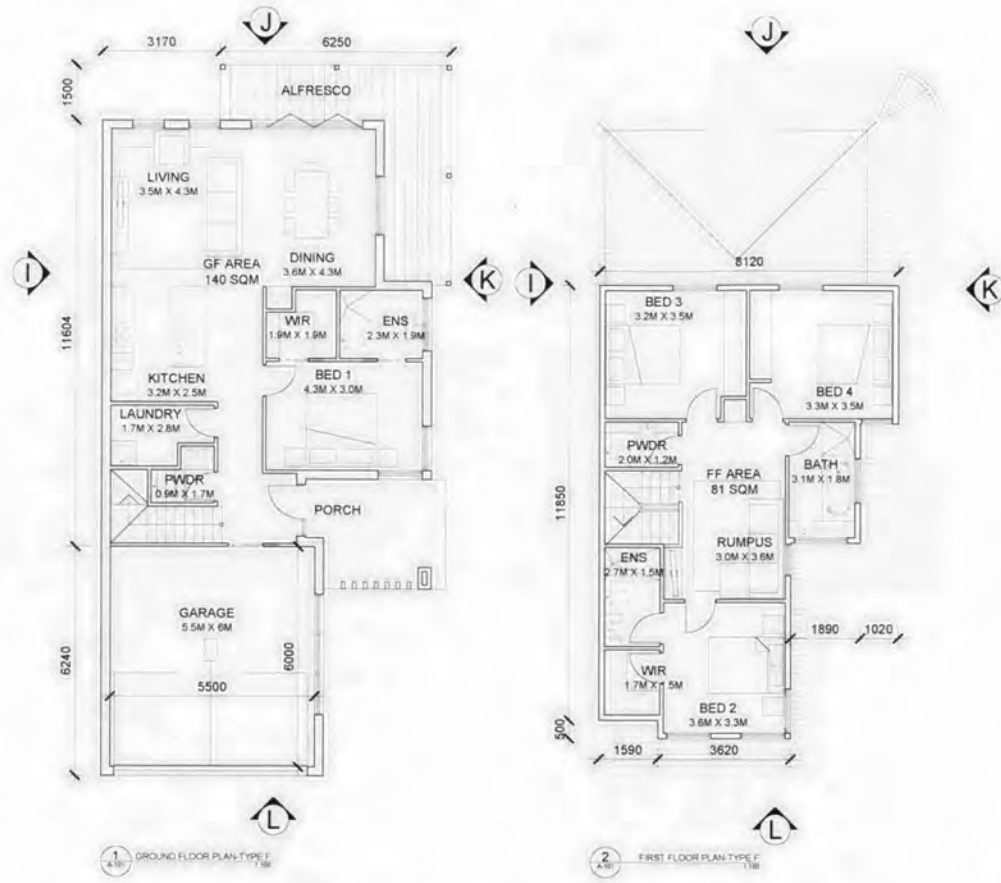
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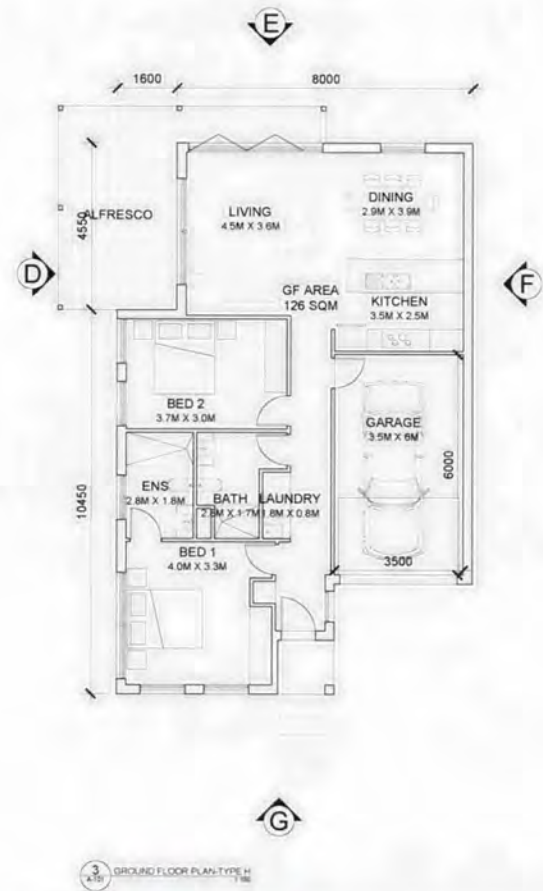




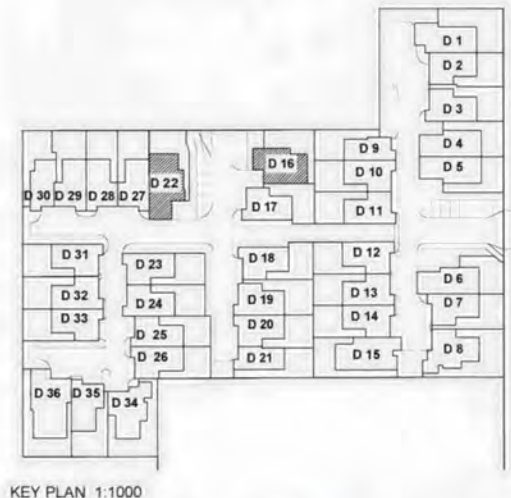
**MATERIALS LEGEND**

EXTERNAL CLADDING	
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	TILED ROOF
	BRICK - GREY OR SIMILAR
	BRICK - RED OR SIMILAR
	RENDER - WHITE OR SIMILAR
	TIMBER FINISH CLADDING
	RENDER - GREY OR SIMILAR
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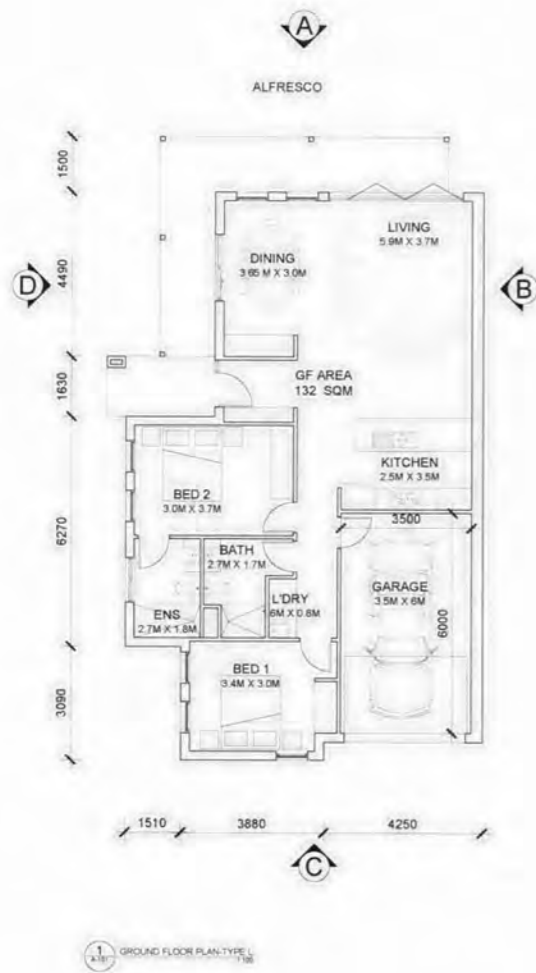


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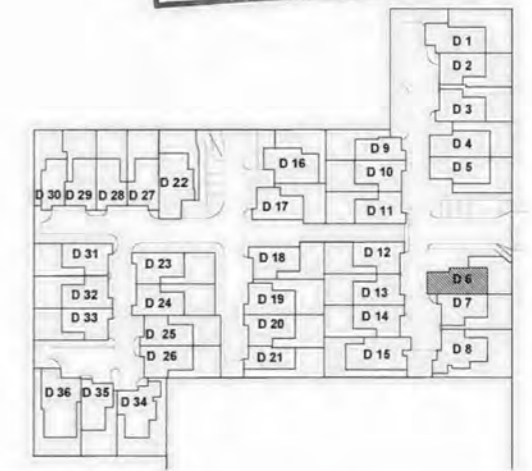
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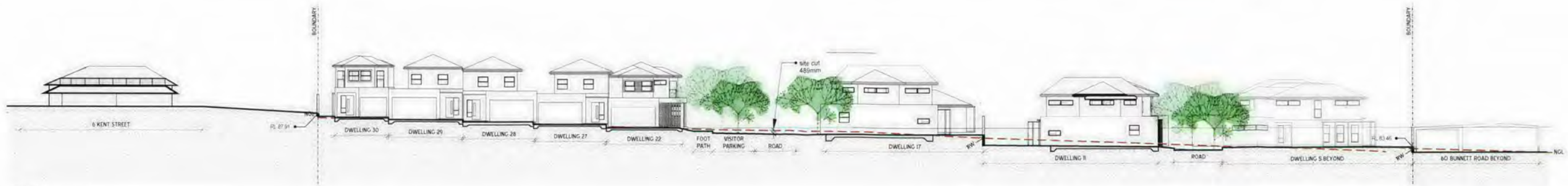
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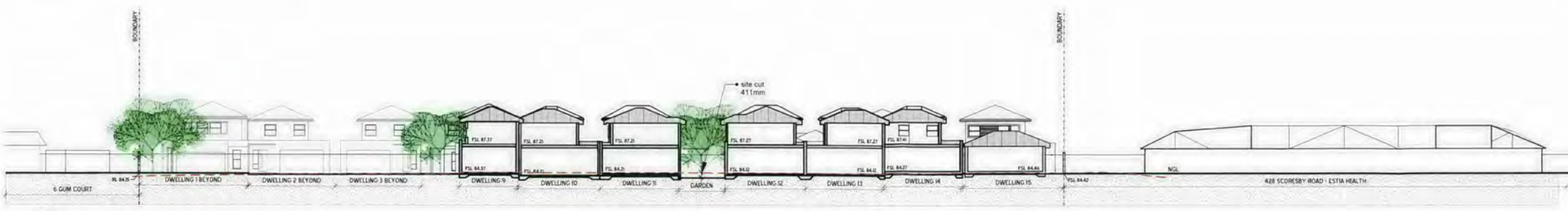
401 SECTION 1  
1 SCALE 1:250



401 SECTION 2  
2 SCALE 1:250

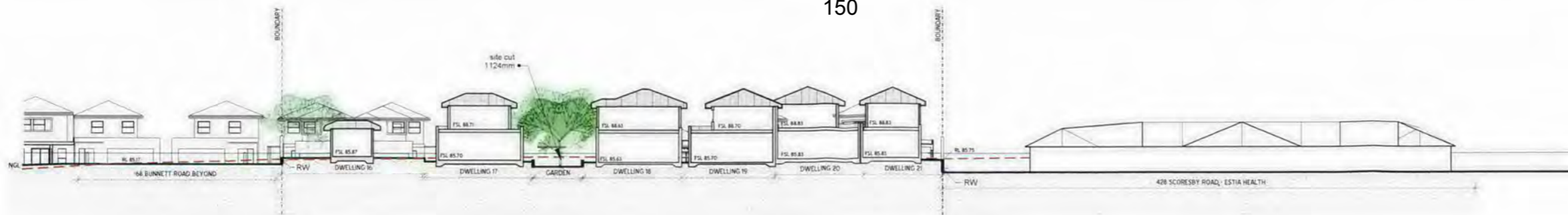


401 SECTION 3  
3 SCALE 1:250



401 SECTION 4  
4 SCALE 1:250

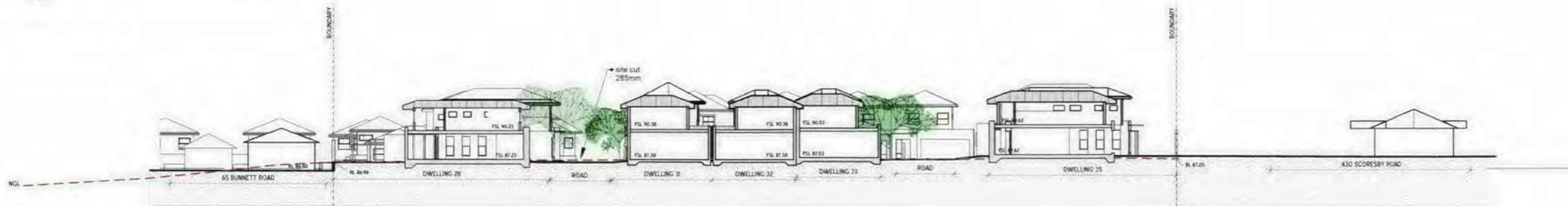
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402 SECTION 5  
1 SCALE 1:250



402 SECTION 6  
2 SCALE 1:250



402 SECTION 7  
3 SCALE 1:250

SECTION NOTES:  
LEVELS SHOWN ARE TO BE USED AS A GUIDE ONLY.  
LEVELS NEED TO BE RE-CONFIRMED WITH CIVIL ENGINEER AND ON-SITE PRIOR CONSTRUCTION

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BUNNETT ROAD

BUNNETT ROAD

501 PERSPECTIVE VIEW FROM SOUTH WEST  
1 NOT TO SCALE

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502 PERSPECTIVE VIEW FROM NORTH EAST  
 1 NOT TO SCALE

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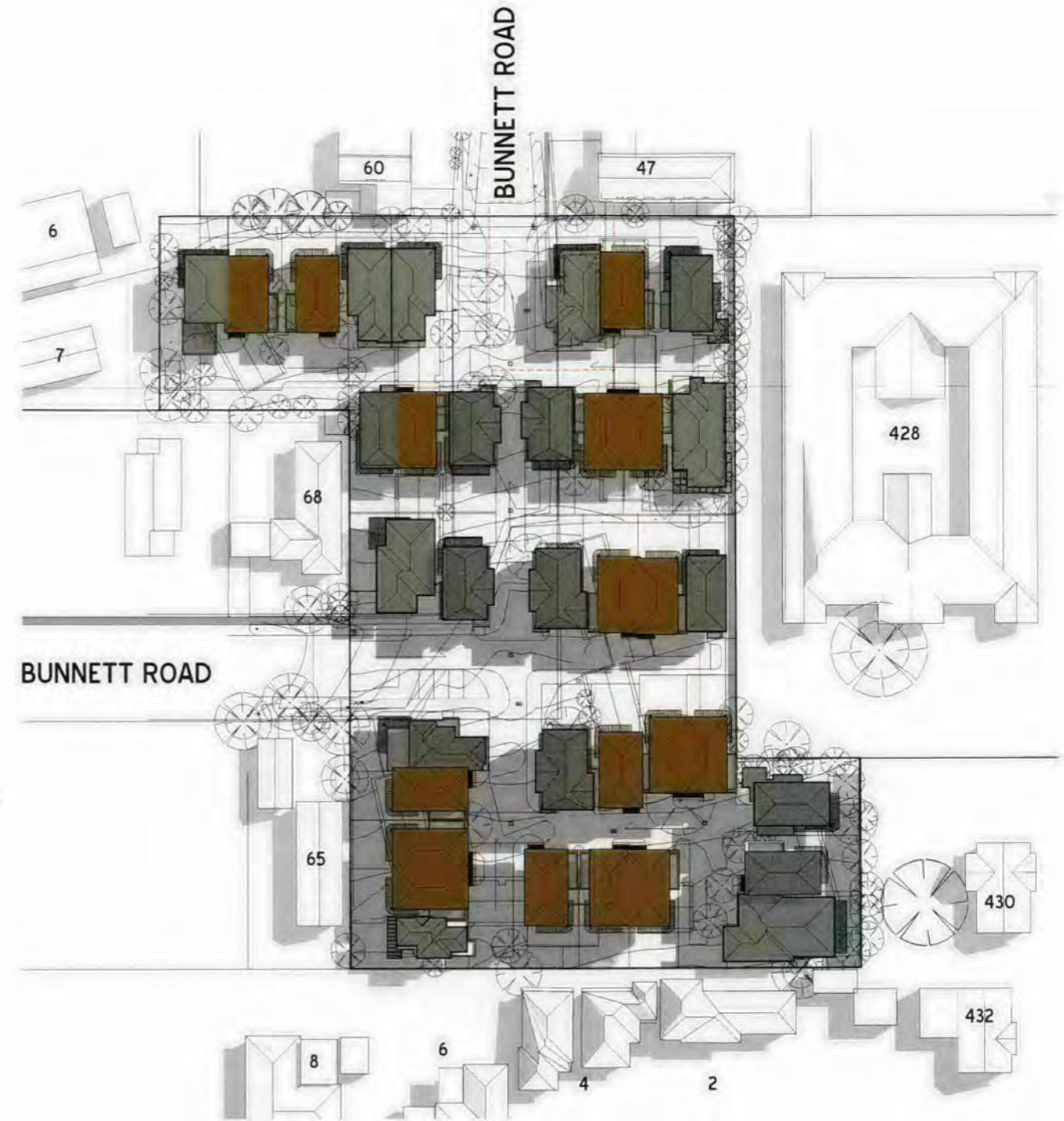
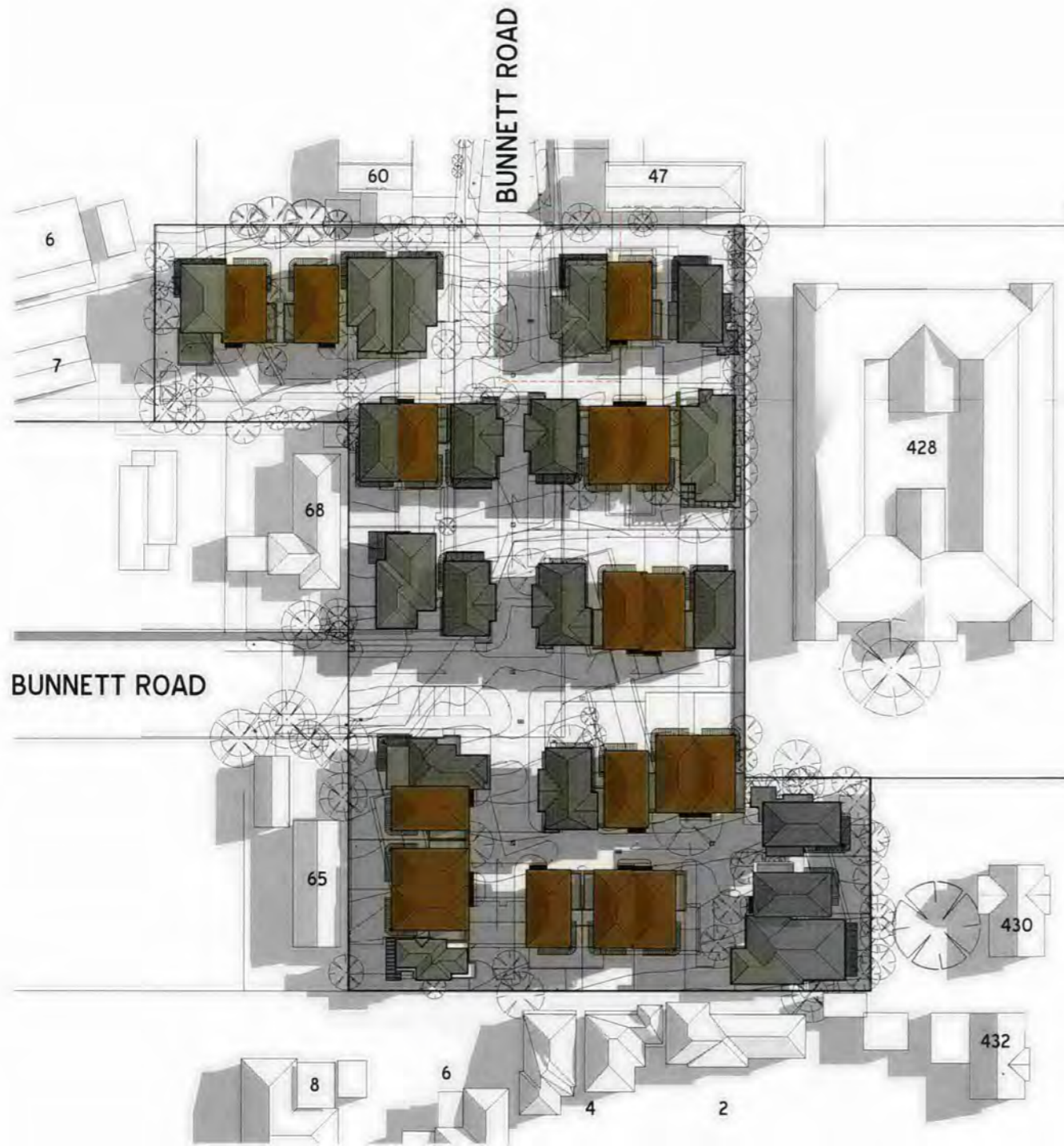




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501 PERSPECTIVE VIEW FROM SOUTH WEST  
 1 NOT TO SCALE



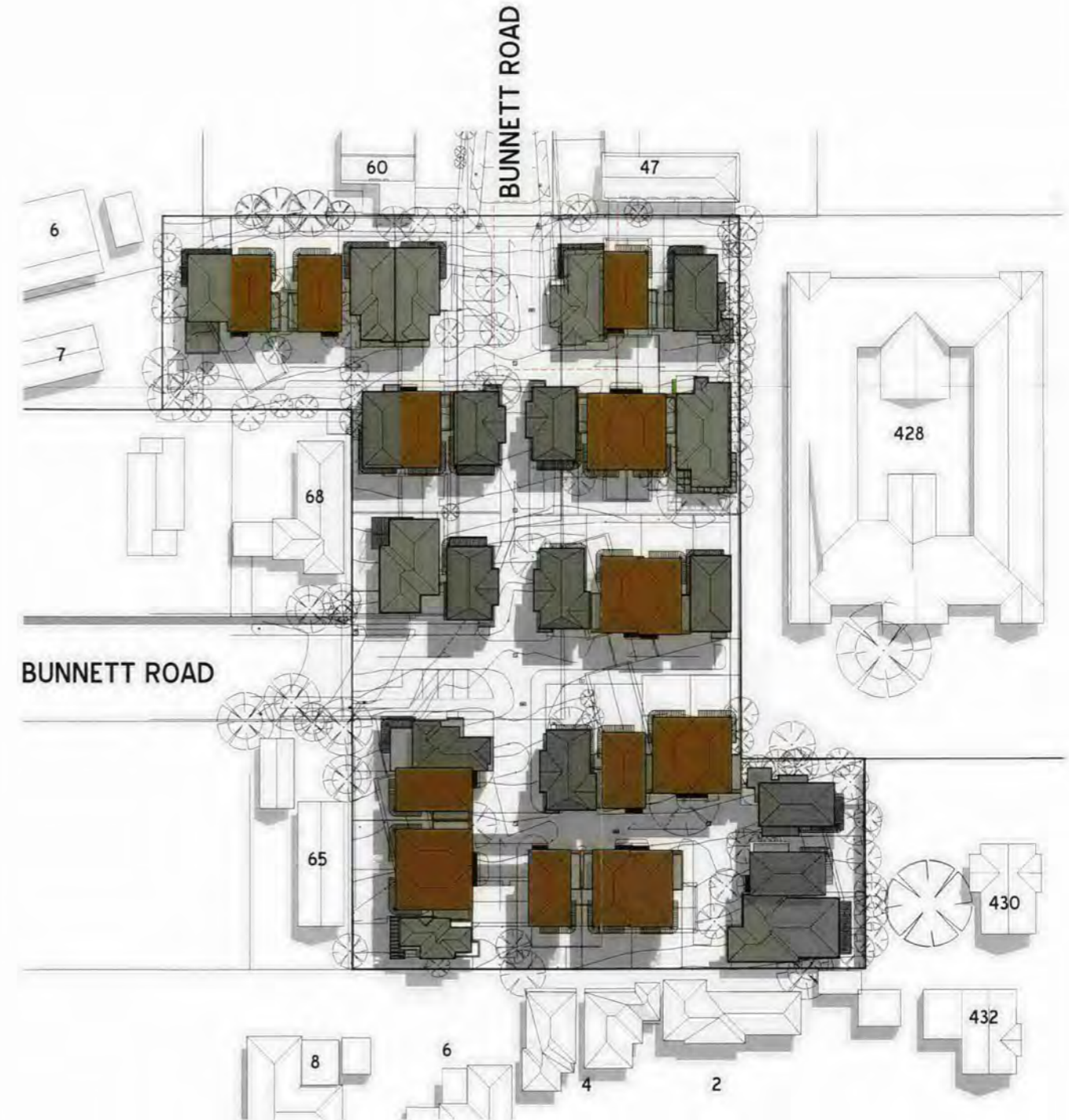
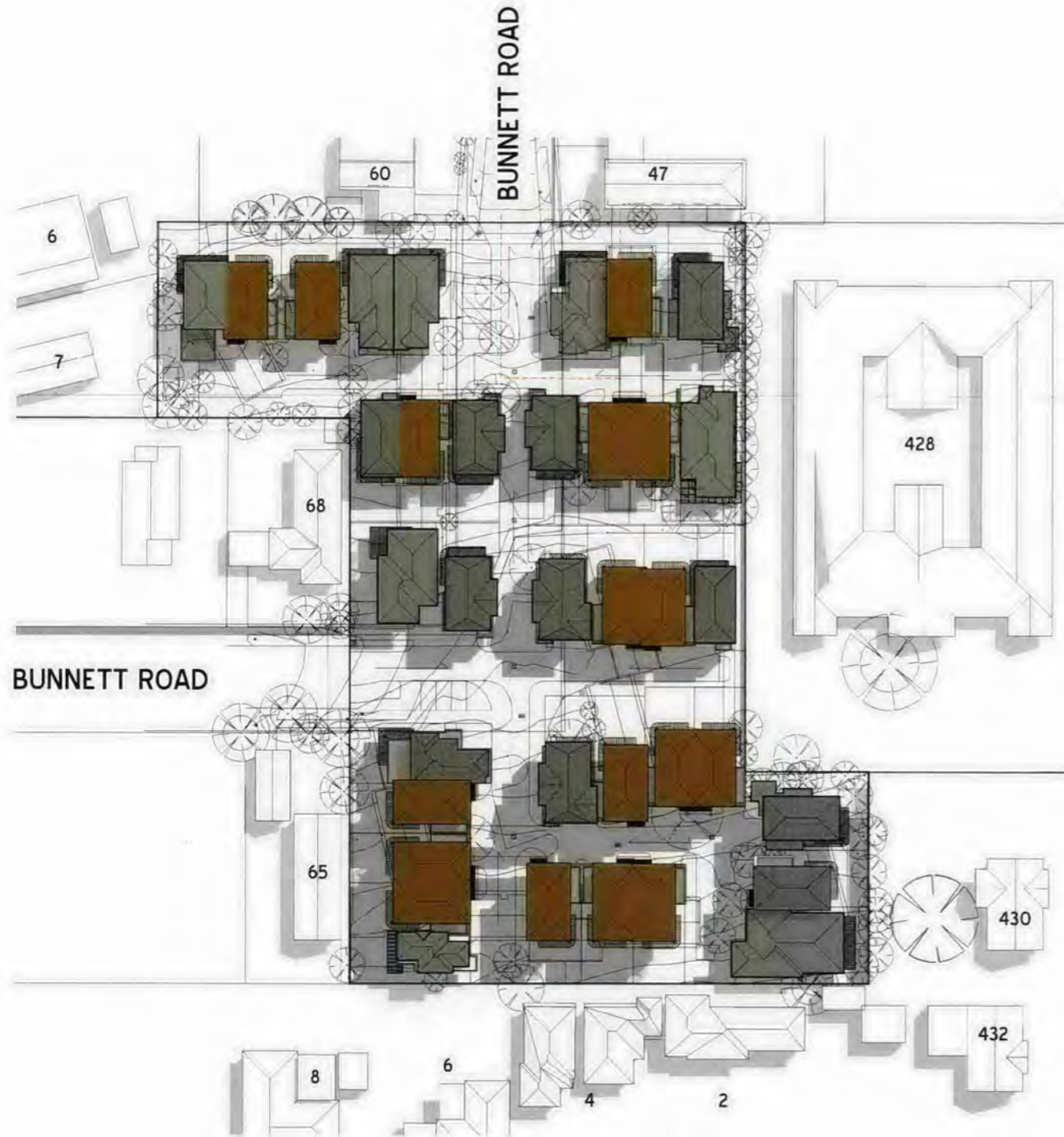


301 SHADOW DIAGRAM - 9AM @ EQUINOX  
1 SCALE 1:500

301 SHADOW DIAGRAM - 10AM @ EQUINOX  
2 SCALE 1:500

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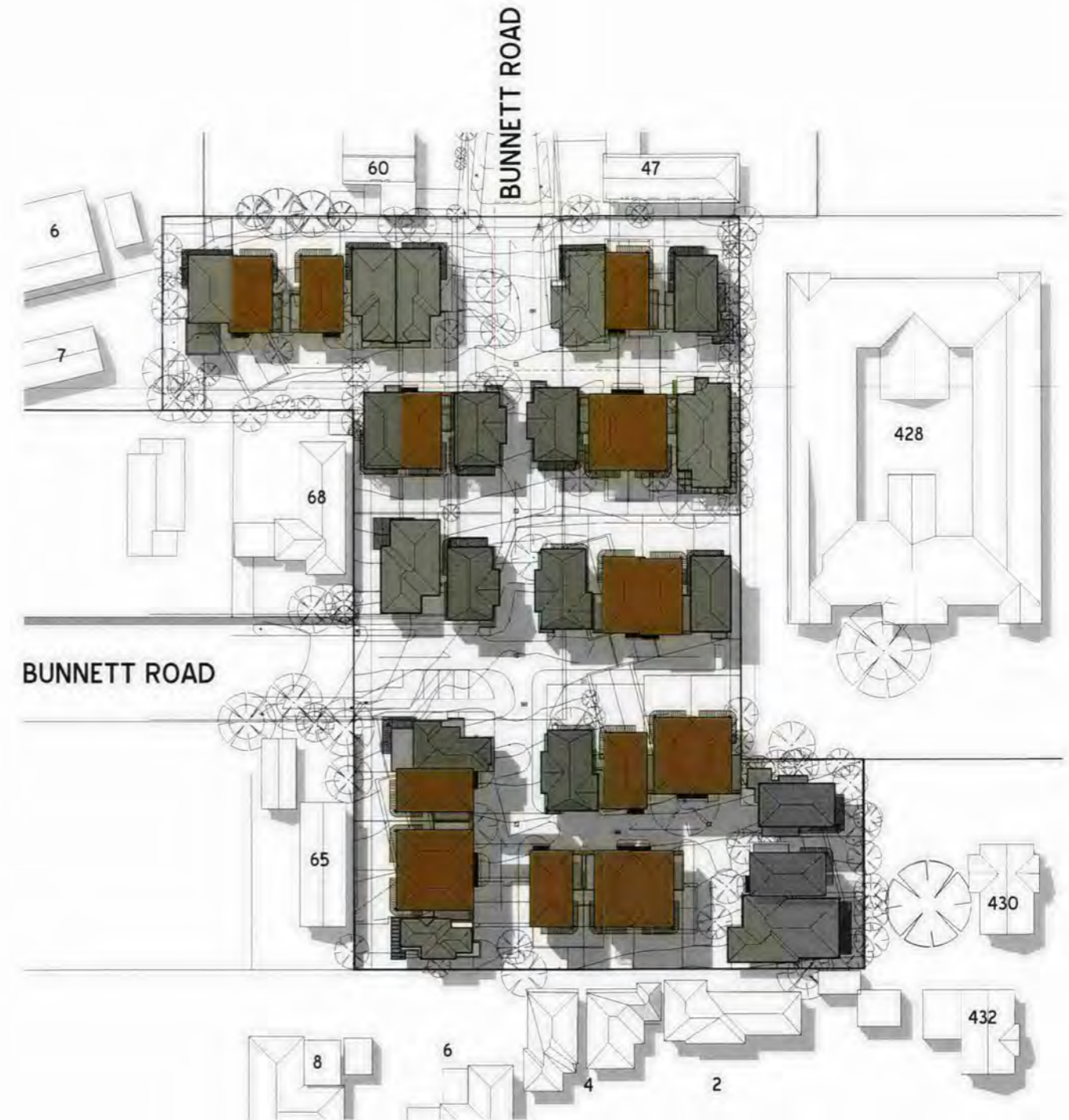
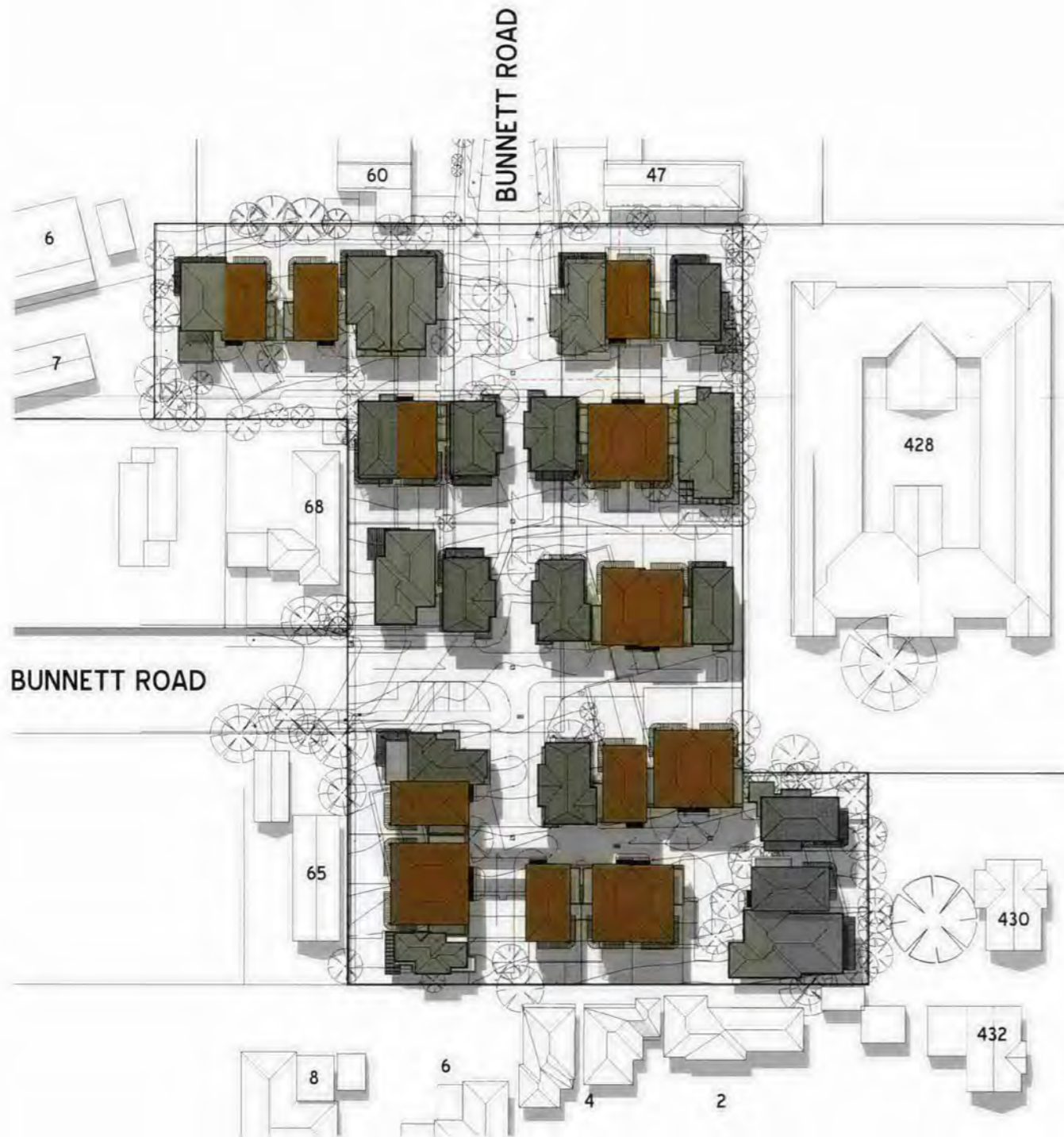




302 SHADOW DIAGRAM - 11AM @ EQUINOX  
1 SCALE 1:500

302 SHADOW DIAGRAM - 12NOON @ EQUINOX  
2 SCALE 1:500

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303 SHADOW DIAGRAM - 2PM @ EQUINOX  
1 SCALE 1:500

303 SHADOW DIAGRAM - 3PM @ EQUINOX  
2 SCALE 1:500

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VCAT Reference Number: P179/2017

62 Bunnett Road, Ferntree Gully: Proposed Residential Development

## 1 Executive Summary

### 1.1 Proposal and Summary of Issues

This statement presents my traffic engineering assessment of a proposed residential development at 62 Bunnett Road, Ferntree Gully.

The development proposal considered by Knox City Council was for 38 dwellings, comprising:

- 4 x two-bedroom dwellings,
- 29 x three-bedroom dwellings, and
- 5 x four-bedroom dwellings.

All resident car spaces were located within private double garages, with the exception of 3 dwellings which were to be provided with a single car garage, with a second car space provided in front of the garage in a tandem arrangement. A total of 8 shared visitor car parking spaces were provided on the site. No reduction in car parking was sought under Clause 52.06-5.

An Application for Review has been lodged by the permit applicant against Knox City Council's failure to determine on Application No. P/2016/6708 within the prescribed time.

Following the lodgement of the Application for Review by the Applicant, Council's Officer recommended through the Delegate Report (dated 27<sup>th</sup> March, 2017) that if it had been in a position to determine on the application, Council should support the application subject to conditions. A number of these conditions related to traffic engineering matters, including the deletion of dwelling 4, provision of a reversing area for garages of a number of dwellings, footpath widths and line marking details for tandem car spaces.

The Council decided at its Council Meeting on 27<sup>th</sup> March, 2017 that if Council had been in a position to determine on the application, it would have refused the application. One of the grounds for refusal related to traffic engineering matters, as follows:

4. *The proposal fails to comply with Clause 52.06 (Car Parking) of the Knox Planning Scheme as vehicles to Dwelling's 10, 18 and 23 cannot exit the site in a forward direction.*

Amended plans were not circulated for the VCAT hearing and accordingly, my assessment is based on the Council Decision plans, which are attached at Appendix B. I have recommended that a number of conditions be included as part of any permit issued in order to ensure a compliant and functional design. I understand that the applicant has agreed to Condition 1.1 from the Council Officer's Recommended Conditions of Permit from the Delegate Report (dated 27<sup>th</sup> March, 2017), which relates to the deletion of Dwelling 4 (i.e. a total of 37 dwellings). I have reviewed an indicative plan prepared by Terry Harper Architects that shows the revised proposal (with the deletion of dwelling 4) and there are no traffic or parking concerns with that plan. This indicative plan is attached at Appendix C.

Statements of Grounds submitted by third party objectors raise concerns relating to parking impacts, traffic impacts, insufficient allowance for emergency services vehicles, road safety for children,

VCAT Reference Number: P179/2017

62 Bunnett Road, Ferntree Gully: Proposed Residential Development

construction impacts, pedestrian safety risk within the site, lack of pedestrian walkways, and waste collection.

I have visited the site, made various assessments, perused relevant documentation and plans, and report as follows.

The Statement Of Witness is provided in accordance with the VCAT Practice Note – PNVCAT2 – Expert Evidence is provided at Appendix A.

## 1.2 Summary of Opinion

- a) the development generates a statutory car parking requirement of 77 car spaces under Clause 52.06-5 of Knox Planning Scheme, comprising 70 resident and 7 visitor car spaces,
- b) the provision of 82 car spaces, comprising 74 resident and 8 visitor car spaces, satisfies the car parking requirements under Clause 52.06-5 of the Planning Scheme and a car parking reduction is not sought by the application,
- c) bicycle parking is not required under Clause 52.34 of the Planning Scheme as the development is less than 4 storeys in height, however I am satisfied that any bicycle demands can be accommodated within the private garages of each dwelling,
- d) the proposed parking layout and vehicle access arrangements accord with the requirements of the Planning Scheme, AS2890.1:2004 (where relevant) and current practice, subject to the following being included as conditions of permit:
  - i) Windows of habitable rooms to be located in accordance with Clause 55.03-10 of the Knox Planning Scheme.
  - ii) Garages must be dimensioned in accordance with Clause 52.06-8 (Design Standard 2) of the Knox Planning Scheme.
  - iii) Garage doors are to be provided with a minimum width of 5.2m for double garages and 3.2m for single garages. Any obstructions or landscaping is to be cut back to meet these requirements as appropriate.
  - iv) Tandem car spaces to be dimensioned in accordance with Clause 52.06-8 (Design Standard 2) of the Knox Planning Scheme.
  - v) Visitor car spaces are to be dimensioned in accordance with Clause 52.06-8 (Design Standard 2) of the Knox Planning Scheme.
  - vi) Grades across the site must be provided in accordance with Clause 52.06-8 (Design Standard 3) of the Knox Planning Scheme and AS2890.1-2004.
  - vii) All internal doorways to garages are to either open outwards or provided via a sliding door.
  - viii) Wheel stops to be provided for visitor car spaces which front a pedestrian footpath in accordance with AS2890.1-2004.
- e) the proposed vehicle accesses to Bunnett Road will facilitate safe and convenient access to the site,
- f) waste collection will be via a private contractor with waste collected from within the site,

**VCAT Reference Number: P179/2017**

**62 Bunnett Road, Ferntree Gully: Proposed Residential Development**

- g) the level of traffic generated as a result of this proposal will be relatively low, residential in nature, spread throughout the day and can be accommodated within the environmental capacities of Bunnett Road, Hugh Street, Kent Street and the local road network, and
- h) there are no traffic engineering reasons why a planning permit for the proposed residential development at 62 Bunnett Road, Ferntree Gully, should be refused, subject to appropriate conditions.

VCAT Reference Number: P179/2017  
62 Bunnett Road, Ferntree Gully: Proposed Residential Development



## Appendix D: Traffic Count Summaries (Tube Counts)



*Traffic Data Collection Services*

Traffix Survey Pty Ltd  
ABN 57 120 461 510

Address  
Suite 8, 431 Burke Road  
Glen Iris Victoria 3146

Contact  
Telephone 03 9822 2888  
Facsimile 03 9822 7444  
survey@traffixgroup.com.au  
www.traffixgroup.com.au

**Bunnett Road, Knoxfield**  
**Between**  
**Kent Street & Bonview Court**

Prepared for  
Traffix Group Pty Ltd

May 2017

Reference: 38601671

## TRAFFIC COUNT SUMMARY



**Bunnett Road, Knoxfield**  
At: mid-block  
Between  
**Kent Street & Bonview Court**

CUSTOMER:	Traffix Group Pty Ltd	MAP REF:	73 C3
TYPE COUNT:	7 days, Speed Vol Class	ACTUAL DURATION:	9 days
DATE START:	16/05/17	DATE FINISH:	22/05/17
TIME START:	0000	TIME FINISH:	2300
DIRECTION-1:	Southbound	DIRECTION-2:	Northbound
COUNTER NO:		SPEED LIMIT:	50
CLASSES:	1 - 12	SPEEDS:	All

ALL VEHICLES	Southbound	Northbound	COMBINED
24 Hour Week Day Average	273	275	549
24 Hour 7 Day Average	247	249	496
A.M. Peak Hour Volume	51	51	95
A.M. Peak Hour	0800-0859	0800-0859	0800-0859
P.M. Peak Hour Volume	56	56	111
P.M. Hour	1500-1559	1500-1559	1500-1559

COMMERCIAL VEHICLE	Southbound	Northbound	COMBINED
Total Volume	60	30	90
%	3.5%	1.7%	2.6%

SPEEDS	Southbound % Vol.	Northbound % Vol.	COMBINED % Vol.
>119km/h	0.0	0.0	0.0
>109km/h	0.0	0.0	0.0
>99km/h	0.0	0.0	0.0
>89km/h	0.0	0.0	0.0
>79km/h	0.0	0.0	0.0
>69km/h	0.0	0.0	0.0
>59km/h	0.0	0.0	0.0
>49km/h	0.1	0.1	0.1
>39km/h	6.4	6.8	6.6
>29km/h	67.1	71.6	69.4
>19km/h	95.5	96.4	95.9
85%ile	36.9	37.3	37.1
Mean	31.5	32.0	31.7

Notes

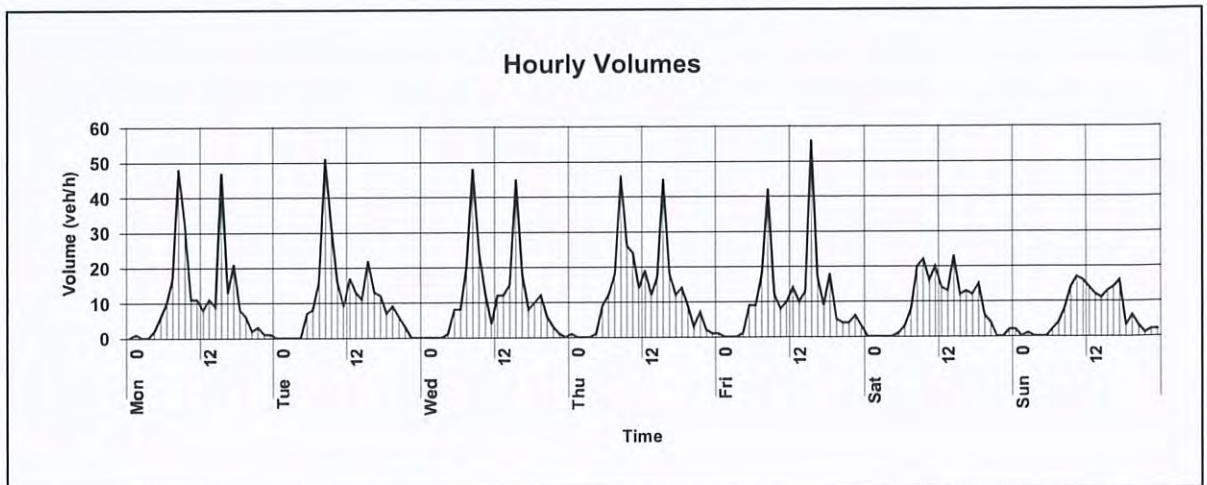


Traffic Survey Traffic Count  
Traffic Volume Analysis



Site No: 3860167  
 Site location: Bunnett Road, Knoxfield  
 Between : Kent Street & Bonview Court  
 Direction : Southbound  
 Time range: 0000 16/05/17 to 2300 22/05/17  
 Filters: Class: 1-12, Speeds: All

Date	22/05/17	16/05/17	17/05/17	18/05/17	19/05/17	20/05/17	21/05/17	AVERAGES	
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	WEEKDAY	ALL DAYS
Period									
0000-0059	0	0	0	1	1	0	2	0	1
0100-0159	1	0	0	0	0	0	0	0	0
0200-0259	0	0	0	0	0	0	1	0	0
0300-0359	0	0	0	0	0	0	0	0	0
0400-0459	2	0	1	1	1	0	0	1	1
0500-0559	6	7	8	9	9	1	0	8	6
0600-0659	10	8	8	12	9	3	2	9	7
0700-0759	17	16	20	18	18	8	4	18	14
0800-0859	<b>48</b>	<b>51</b>	<b>48</b>	<b>46</b>	<b>42</b>	20	8	47	38
0900-0959	33	32	24	26	12	22	14	25	23
1000-1059	11	16	12	24	8	16	17	14	15
1100-1159	11	9	4	14	10	20	16	10	12
1200-1259	8	17	12	19	14	14	14	14	14
1300-1359	11	13	12	12	10	13	12	12	12
1400-1459	9	11	15	17	13	23	11	13	14
1500-1559	<b>47</b>	<b>22</b>	<b>45</b>	<b>45</b>	<b>56</b>	12	13	43	34
1600-1659	13	13	18	18	17	13	14	16	15
1700-1759	21	12	8	12	9	12	16	12	13
1800-1859	8	7	10	14	18	15	3	11	11
1900-1959	6	9	12	9	5	6	6	8	8
2000-2059	2	6	6	3	4	4	3	4	4
2100-2159	3	3	3	7	4	0	1	4	3
2200-2259	1	0	1	2	6	0	2	2	2
2300-2359	1	0	0	1	3	2	2	1	1
<b>TOTALS</b>									
12Hr 7-19	237	219	228	<b>265</b>	227	188	142	235	215
24Hr 0-24	269	252	267	<b>310</b>	269	204	161	273	247
24/12 Fact	1.14	1.15	1.17	1.17	1.19	1.09	1.13	1.16	1.15
AM HR	0800-0859	<b>0800-0859</b>	0800-0859	0800-0859	0800-0859	0900-0959	1000-1059		
PEAK	48	<b>51</b>	48	46	42	22	17		
PM HR	1500-1559	1500-1559	1500-1559	1500-1559	<b>1500-1559</b>	1400-1459	1700-1759		
PEAK	47	22	45	45	<b>56</b>	23	16		

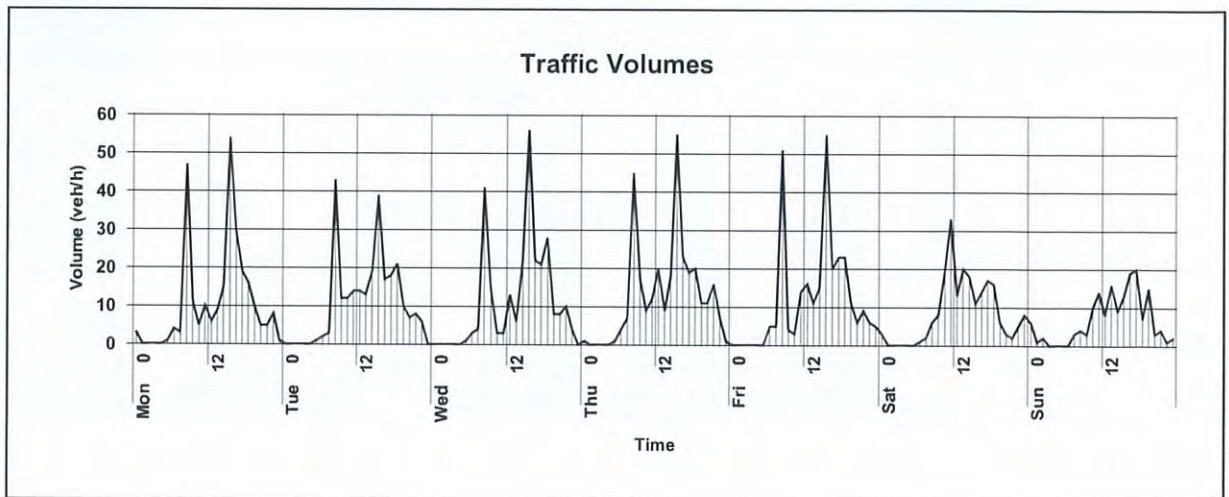


164  
**Traffic Survey Traffic Count**  
*Traffic Volume Analysis*



Site No: 3860167  
 Site location: Bunnett Road, Knoxfield  
 Between: Kent Street & Bonview Court  
 Direction: Northbound  
 Time range: 0000 16/05/17 to 2300 22/05/17  
 Filters: Class: 1-12, Speeds: All

Date	22/05/17	16/05/17	17/05/17	18/05/17	19/05/17	20/05/17	21/05/17	AVERAGES	
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	WEEKDAY	ALL DAYS
Period									
0000-0059	3	0	0	1	0	3	6	1	2
0100-0159	0	0	0	0	0	0	1	0	0
0200-0259	0	0	0	0	0	0	2	0	0
0300-0359	0	0	0	0	0	0	0	0	0
0400-0459	0	0	0	0	0	0	0	0	0
0500-0559	1	1	1	1	0	0	0	1	1
0600-0659	4	2	3	4	5	1	0	4	3
0700-0759	3	3	4	7	5	2	3	4	4
0800-0859	<b>47</b>	<b>43</b>	<b>41</b>	<b>45</b>	<b>51</b>	6	4	45	34
0900-0959	11	12	15	17	4	8	3	12	10
1000-1059	5	12	3	9	3	19	10	6	9
1100-1159	10	14	3	12	14	<b>33</b>	<b>14</b>	11	14
1200-1259	6	14	13	20	16	13	8	14	13
1300-1359	9	13	6	9	11	<b>20</b>	16	10	12
1400-1459	15	19	22	18	15	18	9	18	17
1500-1559	<b>54</b>	<b>39</b>	<b>56</b>	<b>55</b>	<b>55</b>	11	13	52	40
1600-1659	30	17	22	23	20	14	19	22	21
1700-1759	19	18	21	19	23	17	<b>20</b>	20	20
1800-1859	16	21	28	20	23	16	7	22	19
1900-1959	10	10	8	11	11	6	15	10	10
2000-2059	5	7	8	11	6	3	3	7	6
2100-2159	5	8	10	16	9	2	4	10	8
2200-2259	8	6	4	7	6	5	1	6	5
2300-2359	1	0	0	1	5	8	2	1	2
<b>TOTALS</b>									
12Hr 7-19	225	225	234	<b>254</b>	240	177	126	236	212
24Hr 0-24	262	259	268	<b>306</b>	282	205	160	275	249
24/12 Fact	1.16	1.15	1.15	1.20	1.18	1.16	1.27	1.17	1.18
AM HR	0800-0859	0800-0859	0800-0859	0800-0859	<b>0800-0859</b>	1100-1159	1100-1159		
PEAK	47	43	41	45	<b>51</b>	33	14		
PM HR	1500-1559	1500-1559	<b>1500-1559</b>	1500-1559	1500-1559	1300-1359	1700-1759		
PEAK	54	39	<b>56</b>	55	55	20	20		

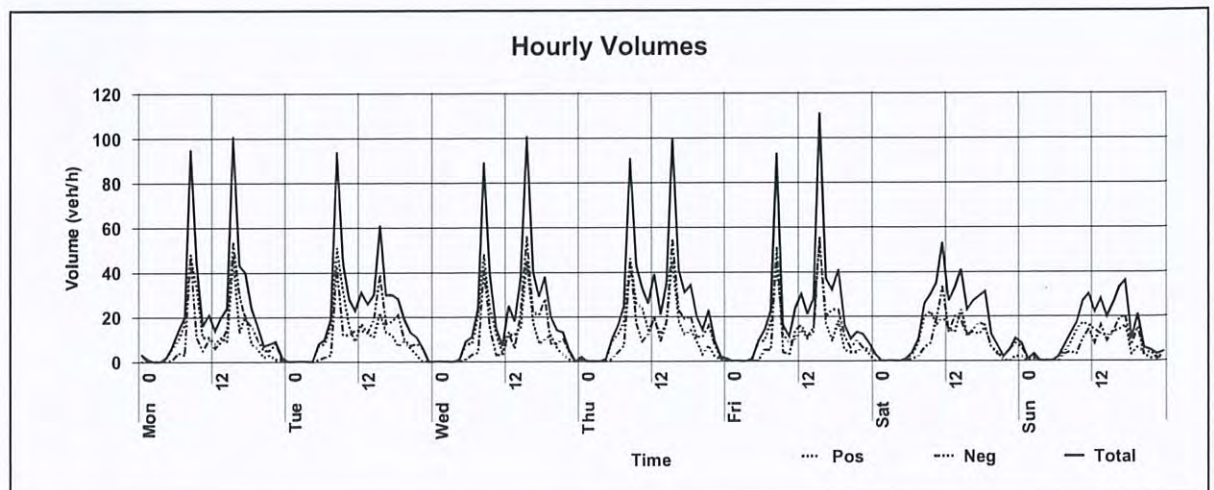


### Traffic Survey Traffic Count Traffic Volume Analysis



Site No: 3860167  
 Site location: Bunnett Road, Knoxfield  
 Between : Kent Street & Bonview Court  
 Direction : Southbound & Northbound  
 Time range: 0000 16/05/17 to 2300 22/05/17  
 Filters: Class: 1-12, Speeds: All

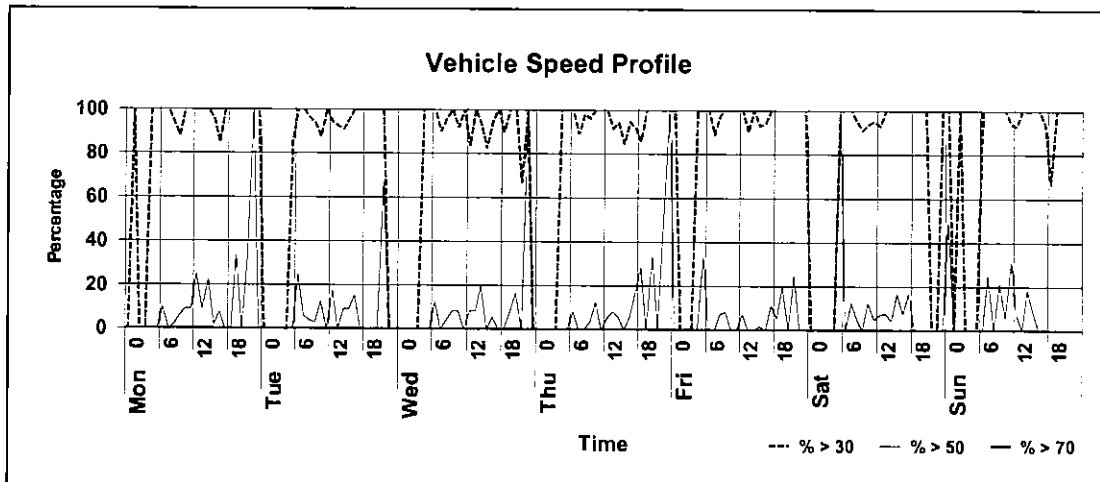
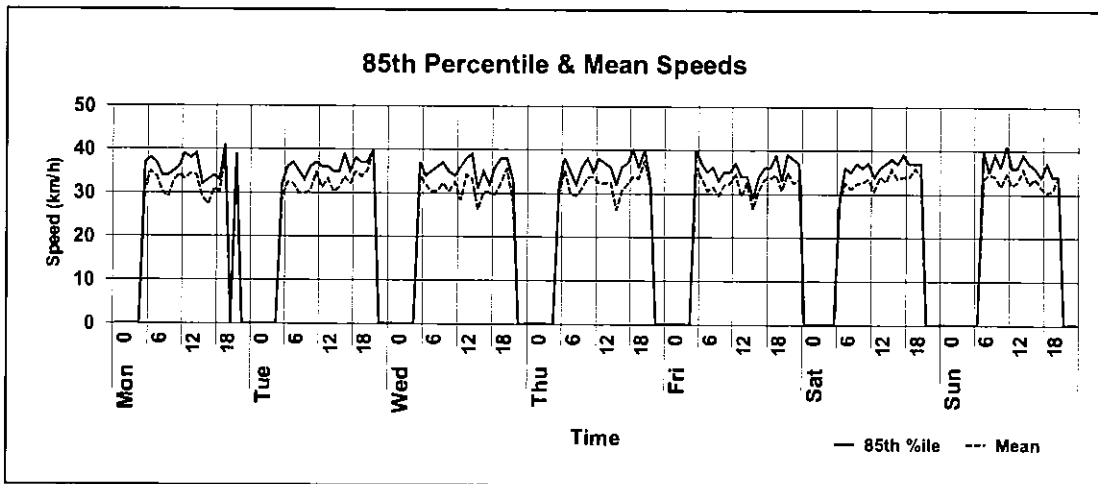
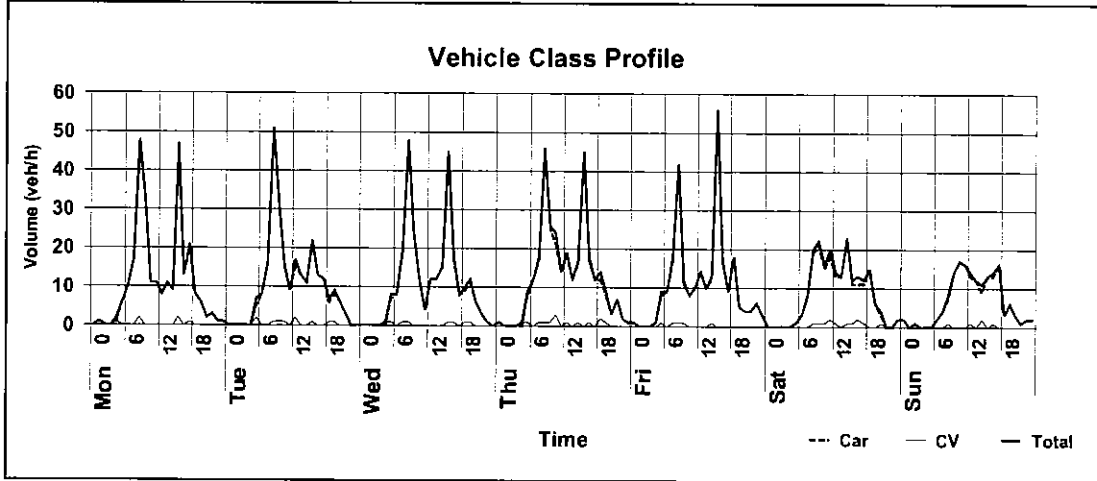
Date	22/05/17	16/05/17	17/05/17	18/05/17	19/05/17	20/05/17	21/05/17	AVERAGES	
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	WEEKDAY	ALL DAYS
Period									
0000-0059	3	0	0	2	1	3	8	1	2
0100-0159	1	0	0	0	0	0	1	0	0
0200-0259	0	0	0	0	0	0	3	0	0
0300-0359	0	0	0	0	0	0	0	0	0
0400-0459	2	0	1	1	1	0	0	1	1
0500-0559	7	8	9	10	9	1	0	9	6
0600-0659	14	10	11	16	14	4	2	13	10
0700-0759	20	19	24	25	23	10	7	22	18
0800-0859	<b>95</b>	<b>94</b>	<b>89</b>	<b>91</b>	<b>93</b>	26	12	92	71
0900-0959	44	44	39	43	16	30	17	37	33
1000-1059	16	28	15	33	11	35	27	21	24
1100-1159	21	23	7	26	24	<b>53</b>	<b>30</b>	20	26
1200-1259	14	31	25	39	30	27	22	28	27
1300-1359	20	26	18	21	21	33	28	21	24
1400-1459	24	30	37	35	28	<b>41</b>	20	31	31
1500-1559	<b>101</b>	<b>61</b>	<b>101</b>	<b>100</b>	<b>111</b>	23	26	95	75
1600-1659	43	30	40	41	37	27	33	38	36
1700-1759	40	30	29	31	32	29	<b>36</b>	32	32
1800-1859	24	28	38	34	41	31	10	33	29
1900-1959	16	19	20	20	16	12	21	18	18
2000-2059	7	13	14	14	10	7	6	12	10
2100-2159	8	11	13	23	13	2	5	14	11
2200-2259	9	6	5	9	12	5	3	8	7
2300-2359	2	0	0	2	8	10	4	2	4
<b>TOTALS</b>									
12Hr 7-19	462	444	462	<b>519</b>	467	365	268	471	427
24Hr 0-24	531	511	535	<b>616</b>	551	409	321	549	496
24/12 Fact	1.15	1.15	1.16	1.19	1.18	1.12	1.20	1.17	1.16
AM HR	<b>0800-0859</b>	0800-0859	0800-0859	0800-0859	0800-0859	1100-1159	1100-1159		
PEAK	<b>95</b>	94	89	91	93	53	30		
PM HR	1500-1559	1500-1559	1500-1559	1500-1559	<b>1500-1559</b>	1400-1459	1700-1759		
PEAK	101	61	101	100	<b>111</b>	41	36		



**Traffix Survey Traffic Count**  
**Traffic Volume and Speed Summary**



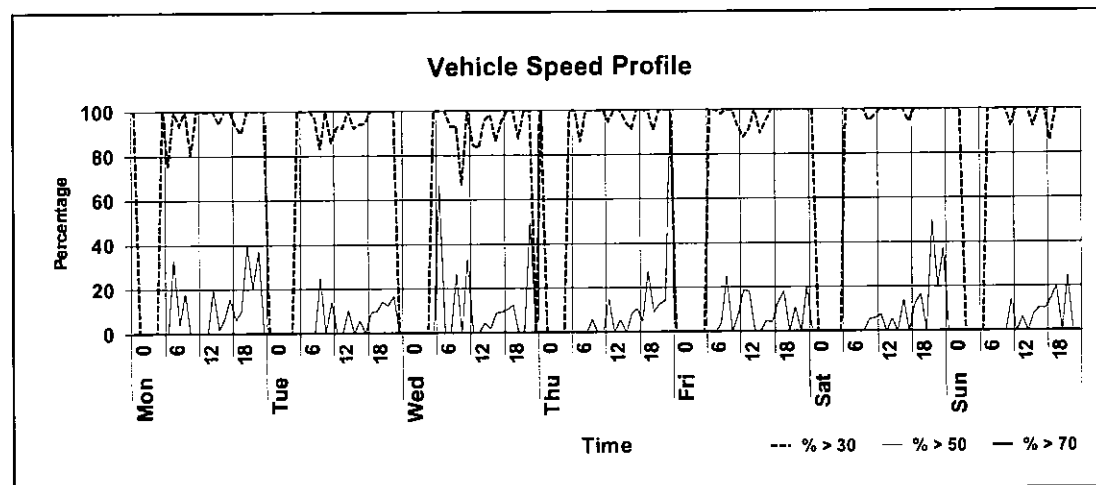
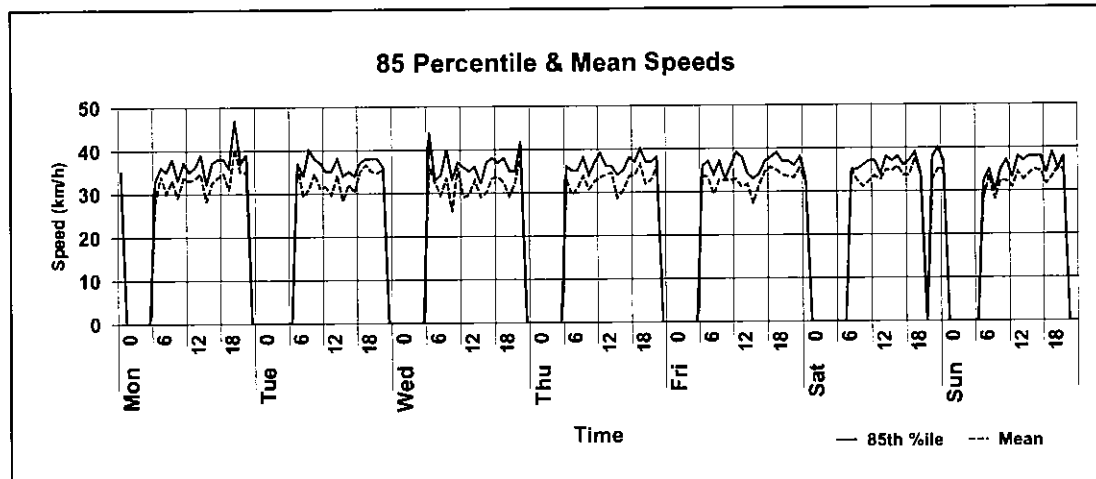
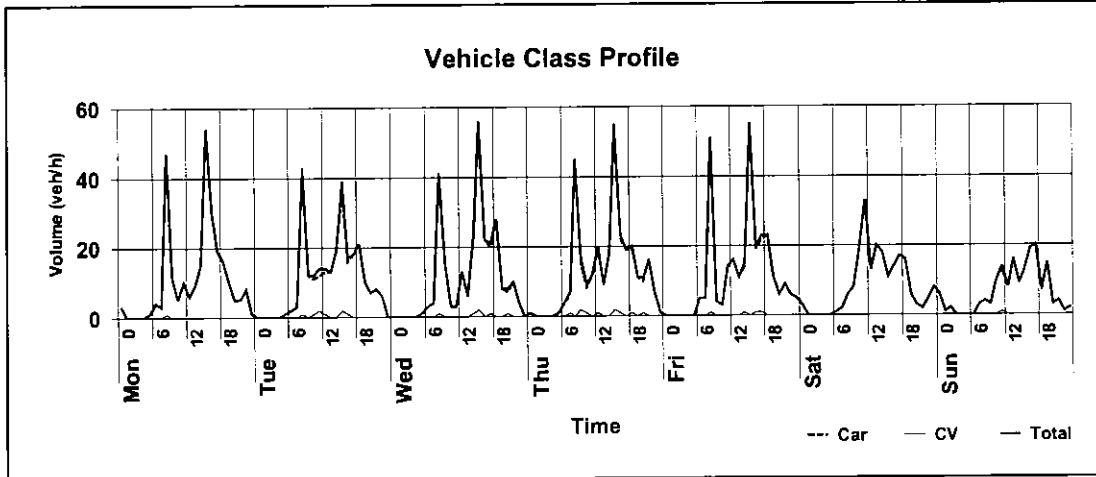
Site No: 3860167  
 Site Location: Bunnett Road, Knoxfield  
 Between: Kent Street & Bonview Court  
 Direction: Southbound  
 Time range: 0000 16/05/17 to 2300 22/05/17  
 Filters: Class: 1-12, Speeds: All



**Traffic Survey Traffic Count**  
**Traffic Volume and Speed Summary**



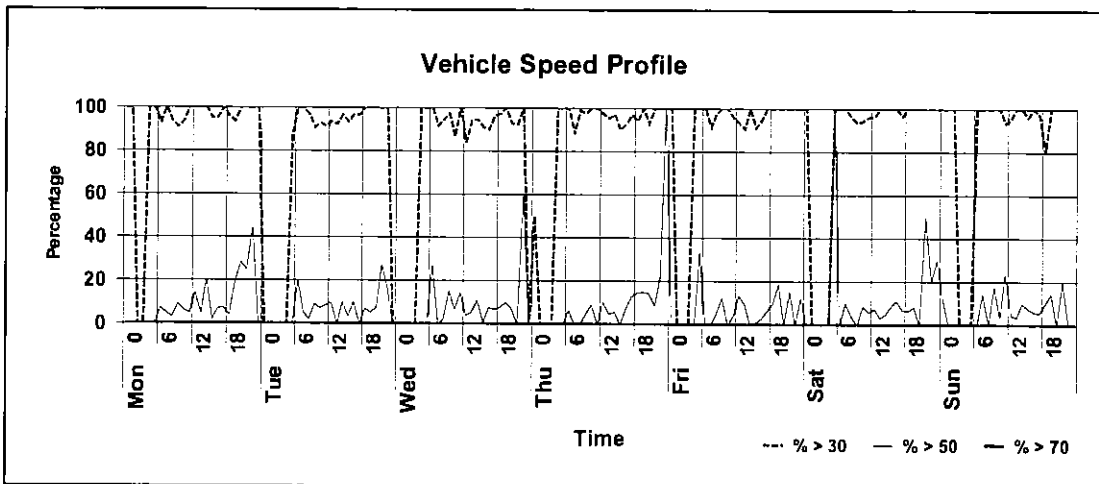
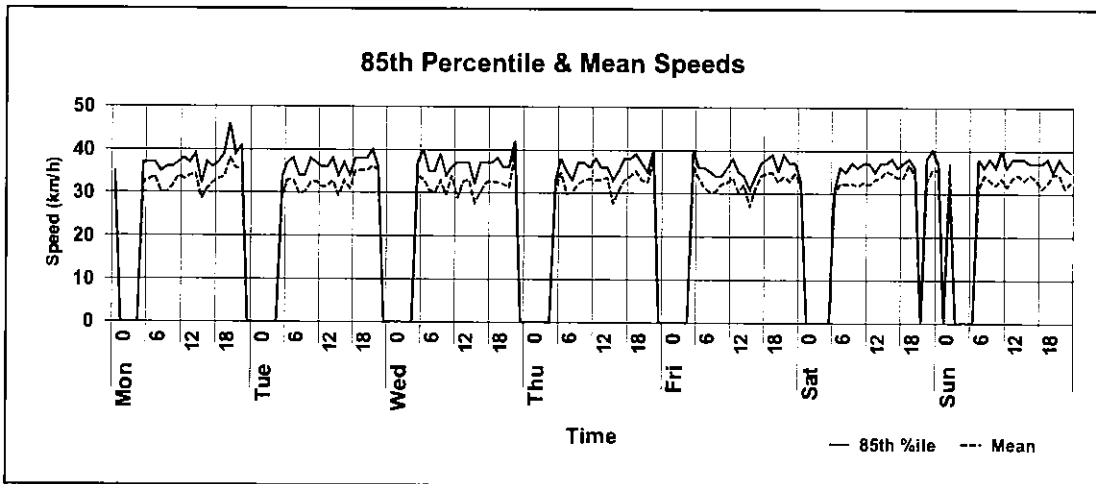
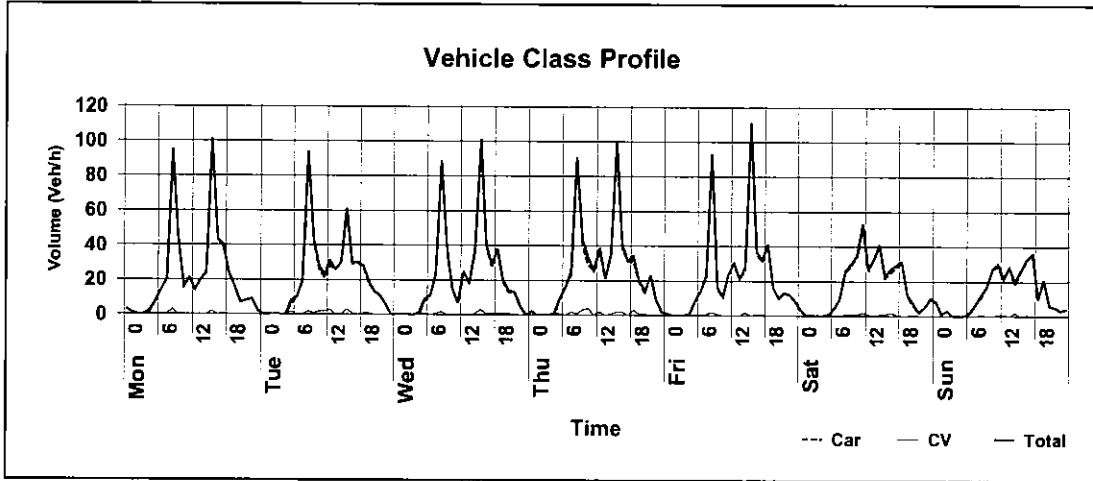
Site No: 3860167  
 Site location: Bunnett Road, Knoxfield  
 Between: Kent Street & Bonview Court  
 Direction: Northbound  
 Time range: 0000 16/05/17 to 2300 22/05/17  
 Filters: Class: 1-12, Speeds: All



**Traffix Survey Traffic Count**  
**Traffic Volume and Speed Summary**



Site No: 3860167  
 Site location: Bunnett Road, Knoxfield  
 Between: Kent Street & Bonview Court  
 Direction: Southbound & Northbound  
 Time range: 0000 16/05/17 to 2300 22/05/17  
 Filters: Class: 1-12, Speeds: All



Traffix Survey Traffic Count  
Summarised Time Format



Traffic Data Collection Services

Site No: 3860167  
 Site location: Bunnett Road, Knoxfield  
 Between : Kent Street & Bonview Court  
 Direction : Southbound  
 Time range: 0000 16/05/17 to 2300 22/05/17  
 Filters: Class: 1-12, Speeds: All

Note: A -ve 85%ile indicates a sample size less than 50

Date	Day	Hr Start	Vol	C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	C11	C12	C13	Mean Sp	85%ile
16/05/17	Tue	0000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0500	7	5	0	1	1	0	0	0	0	0	0	0	0	0	28.7	-32.8
16/05/17	Tue	0600	8	8	0	0	0	0	0	0	0	0	0	0	0	0	32.4	-36.4
16/05/17	Tue	0700	16	16	0	0	0	0	0	0	0	0	0	0	0	0	32.1	-37.8
16/05/17	Tue	0800	51	50	0	1	0	0	0	0	0	0	0	0	0	0	30.0	35.2
16/05/17	Tue	0900	32	31	0	1	0	0	0	0	0	0	0	0	0	0	29.9	-33.6
16/05/17	Tue	1000	16	13	2	1	0	0	0	0	0	0	0	0	0	0	30.4	-36.2
16/05/17	Tue	1100	9	9	0	0	0	0	0	0	0	0	0	0	0	0	34.8	-37.5
16/05/17	Tue	1200	17	15	0	1	0	1	0	0	0	0	0	0	0	0	31.2	-36.9
16/05/17	Tue	1300	13	13	0	0	0	0	0	0	0	0	0	0	0	0	33.2	-36.5
16/05/17	Tue	1400	11	11	0	0	0	0	0	0	0	0	0	0	0	0	30.3	-35.1
16/05/17	Tue	1500	22	21	0	1	0	0	0	0	0	0	0	0	0	0	31.3	-35.7
16/05/17	Tue	1600	13	13	0	0	0	0	0	0	0	0	0	0	0	0	33.7	-39.1
16/05/17	Tue	1700	12	12	0	0	0	0	0	0	0	0	0	0	0	0	32.1	-35.2
16/05/17	Tue	1800	7	6	0	1	0	0	0	0	0	0	0	0	0	0	34.9	-38.5
16/05/17	Tue	1900	9	8	0	1	0	0	0	0	0	0	0	0	0	0	33.8	-37.3
16/05/17	Tue	2000	6	6	0	0	0	0	0	0	0	0	0	0	0	0	35.2	-37.7
16/05/17	Tue	2100	3	3	0	0	0	0	0	0	0	0	0	0	0	0	40.0	-40.5
16/05/17	Tue	2200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	2300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0400	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0500	8	7	0	1	0	0	0	0	0	0	0	0	0	0	34.0	-37.4
17/05/17	Wed	0600	8	8	0	0	0	0	0	0	0	0	0	0	0	0	32.0	-34.8
17/05/17	Wed	0700	20	18	1	1	0	0	0	0	0	0	0	0	0	0	30.3	-35.7
17/05/17	Wed	0800	48	47	0	1	0	0	0	0	0	0	0	0	0	0	30.4	-36.6
17/05/17	Wed	0900	24	24	0	0	0	0	0	0	0	0	0	0	0	0	32.3	-37.4
17/05/17	Wed	1000	12	12	0	0	0	0	0	0	0	0	0	0	0	0	30.4	-35.6
17/05/17	Wed	1100	4	4	0	0	0	0	0	0	0	0	0	0	0	0	32.5	-34.6
17/05/17	Wed	1200	12	12	0	0	0	0	0	0	0	0	0	0	0	0	28.4	-36.4
17/05/17	Wed	1300	12	12	0	0	0	0	0	0	0	0	0	0	0	0	34.2	-38.2
17/05/17	Wed	1400	15	15	0	0	0	0	0	0	0	0	0	0	0	0	33.3	-39.3
17/05/17	Wed	1500	45	44	0	1	0	0	0	0	0	0	0	0	0	0	26.2	-31.5
17/05/17	Wed	1600	18	17	0	1	0	0	0	0	0	0	0	0	0	0	30.3	-35.6
17/05/17	Wed	1700	8	8	0	0	0	0	0	0	0	0	0	0	0	0	30.1	-32.8
17/05/17	Wed	1800	10	9	0	1	0	0	0	0	0	0	0	0	0	0	29.8	-36.0
17/05/17	Wed	1900	12	11	0	1	0	0	0	0	0	0	0	0	0	0	32.5	-38.2
17/05/17	Wed	2000	6	6	0	0	0	0	0	0	0	0	0	0	0	0	35.7	-38.8
17/05/17	Wed	2100	3	3	0	0	0	0	0	0	0	0	0	0	0	0	28.0	-33.4
17/05/17	Wed	2200	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	2300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0000	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0400	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0500	9	8	0	1	0	0	0	0	0	0	0	0	0	0	30.2	-32.3
18/05/17	Thu	0600	12	12	0	0	0	0	0	0	0	0	0	0	0	0	35.3	-38.6
18/05/17	Thu	0700	18	17	0	1	0	0	0	0	0	0	0	0	0	0	29.9	-35.3
18/05/17	Thu	0800	46	45	0	1	0	0	0	0	0	0	0	0	0	0	29.5	-32.4
18/05/17	Thu	0900	26	24	1	1	0	0	0	0	0	0	0	0	0	0	31.2	-36.1
18/05/17	Thu	1000	24	20	1	2	1	0	0	0	0	0	0	0	0	0	33.7	-38.4
18/05/17	Thu	1100	14	14	0	0	0	0	0	0	0	0	0	0	0	0	33.9	-36.0
18/05/17	Thu	1200	19	18	0	1	0	0	0	0	0	0	0	0	0	0	32.4	-38.1
18/05/17	Thu	1300	12	11	1	0	0	0	0	0	0	0	0	0	0	0	32.3	-37.4
18/05/17	Thu	1400	17	16	0	1	0	0	0	0	0	0	0	0	0	0	32.6	-36.9
18/05/17	Thu	1500	45	45	0	0	0	0	0	0	0	0	0	0	0	0	26.2	-32.3
18/05/17	Thu	1600	18	16	1	1	0	0	0	0	0	0	0	0	0	0	30.7	-36.3
18/05/17	Thu	1700	12	12	0	0	0	0	0	0	0	0	0	0	0	0	32.2	-37.6
18/05/17	Thu	1800	14	12	0	2	0	0	0	0	0	0	0	0	0	0	33.9	-40.9
18/05/17	Thu	1900	9	8	0	1	0	0	0	0	0	0	0	0	0	0	33.6	-36.8
18/05/17	Thu	2000	3	3	0	0	0	0	0	0	0	0	0	0	0	0	37.7	-40.2
18/05/17	Thu	2100	7	7	0	0	0	0	0	0	0	0	0	0	0	0	31.9	-33.9
18/05/17	Thu	2200	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	2300	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0000	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0400	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0500	9	8	0	1	0	0	0	0	0	0	0	0	0	0	36.1	-40.3
19/05/17	Fri	0600	9	9	0	0	0	0	0	0	0	0	0	0	0	0	33.6	-37.3





Traffic Survey Traffic Count Summarised Time Format



Site No: 3860167
Site location: Bunnett Road, Knoxfield
Between: Kent Street & Bonview Court
Direction: Northbound
Time range: 0000 16/05/17 to 2300 22/05/17
Filters: Class: 1-12, Speeds: All

Note: A -ve 85%ile indicates a sample size less than 50

Table with columns: Date, Day, Hr Start, Vol, C1, C2, C3, C4, C5, C6, C7, C8, C9, C10, C11, C12, C13, Mean Sp, 85%ile. Rows represent hourly traffic counts from 0000 to 2300 for dates 16/05/17 to 19/05/17.

19/05/17	Fri	0700	5	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	33.4	-37.3
19/05/17	Fri	0800	51	50	0	1	0	0	0	0	0	0	0	0	0	0	0	0.0	29.4	34.2
19/05/17	Fri	0900	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	32.8	-37.4
19/05/17	Fri	1000	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	32.7	-33.1
19/05/17	Fri	1100	14	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	32.7	-36.9
19/05/17	Fri	1200	16	16	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	32.9	-39.6
19/05/17	Fri	1300	11	11	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	31.2	-38.7
19/05/17	Fri	1400	15	14	0	1	0	0	0	0	0	0	0	0	0	0	0	0.0	31.6	-34.4
19/05/17	Fri	1500	55	55	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	27.3	33.3
19/05/17	Fri	1600	20	19	0	1	0	0	0	0	0	0	0	0	0	0	0	0.0	31.6	-34.0
19/05/17	Fri	1700	23	22	0	1	0	0	0	0	0	0	0	0	0	0	0	0.0	34.4	-37.5
19/05/17	Fri	1800	23	23	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	35.7	-38.8
19/05/17	Fri	1900	11	11	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	34.9	-39.3
19/05/17	Fri	2000	6	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	33.8	-37.1
19/05/17	Fri	2100	9	9	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	33.4	-37.6
19/05/17	Fri	2200	6	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	33.2	-36.2
19/05/17	Fri	2300	5	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	35.4	-38.3
20/05/17	Sat	0000	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	32.3	-33.8
20/05/17	Sat	0100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0	0.0
20/05/17	Sat	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0	0.0
20/05/17	Sat	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0	0.0
20/05/17	Sat	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0	0.0
20/05/17	Sat	0500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0	0.0
20/05/17	Sat	0600	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0	0.0
20/05/17	Sat	0700	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0	0.0
20/05/17	Sat	0800	6	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	35.2	-35.4
20/05/17	Sat	0900	8	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	32.5	-35.5
20/05/17	Sat	1000	19	19	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	31.0	-36.1
20/05/17	Sat	1100	33	33	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	32.2	-37.3
20/05/17	Sat	1200	13	13	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	33.5	-37.5
20/05/17	Sat	1300	20	20	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	32.7	-34.8
20/05/17	Sat	1400	18	18	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	34.9	-38.2
20/05/17	Sat	1500	11	11	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	34.7	-37.7
20/05/17	Sat	1600	14	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	35.7	-39.0
20/05/17	Sat	1700	17	17	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	33.6	-36.2
20/05/17	Sat	1800	16	16	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	33.6	-37.6
20/05/17	Sat	1900	6	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	37.7	-39.1
20/05/17	Sat	2000	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	33.7	-34.8
20/05/17	Sat	2100	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0	0.0
20/05/17	Sat	2200	5	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	32.8	-38.8
20/05/17	Sat	2300	8	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	35.1	-40.8
21/05/17	Sun	0000	6	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	34.8	-37.1
21/05/17	Sun	0100	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0	0.0
21/05/17	Sun	0200	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0	0.0
21/05/17	Sun	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0	0.0
21/05/17	Sun	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0	0.0
21/05/17	Sun	0500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0	0.0
21/05/17	Sun	0600	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0	0.0
21/05/17	Sun	0700	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	28.3	-33.0
21/05/17	Sun	0800	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	33.5	-35.2
21/05/17	Sun	0900	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	28.0	-30.1
21/05/17	Sun	1000	10	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	32.4	-35.5
21/05/17	Sun	1100	14	13	0	0	1	0	0	0	0	0	0	0	0	0	0	0.0	32.2	-37.9
21/05/17	Sun	1200	8	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	30.9	-33.8
21/05/17	Sun	1300	16	16	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	34.3	-38.5
21/05/17	Sun	1400	9	9	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	32.7	-37.3
21/05/17	Sun	1500	13	13	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	33.9	-38.5
21/05/17	Sun	1600	19	19	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	34.9	-38.2
21/05/17	Sun	1700	20	19	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	34.5	-38.5
21/05/17	Sun	1800	7	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	31.6	-35.0
21/05/17	Sun	1900	15	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	33.1	-39.4
21/05/17	Sun	2000	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	35.3	-35.5
21/05/17	Sun	2100	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	34.8	-38.8
21/05/17	Sun	2200	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0	0.0
21/05/17	Sun	2300	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0	0.0
22/05/17	Mon	0000	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	35.0	-35.7
22/05/17	Mon	0100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0	0.0
22/05/17	Mon	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0	0.0
22/05/17	Mon	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0	0.0
22/05/17	Mon	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0	0.0
22/05/17	Mon	0500	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0	0.0
22/05/17	Mon	0600	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	28.0	-33.8
22/05/17	Mon	0700	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	34.0	-36.4
22/05/17	Mon	0800	47	46	0	1	0	0	0	0	0	0	0	0	0	0	0	0.0	30.1	-35.3
22/05/17	Mon	0900	11	11	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	33.1	-38.7
22/05/17	Mon	1000	5	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	29.0	-33.8
22/05/17	Mon	1100	10	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	33.6	-37.3
22/05/17	Mon	1200	6	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	33.0	-35.4
22/05/17	Mon	1300	9	9	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	33.3	-36.7
22/05/17	Mon	1400	15	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	34.7	-39.5
22/05/17	Mon	1500	54	54	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	28.1	32.7
22/05/17	Mon	1600	30	30	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	32.5	-37.4
22/05/17	Mon	1700	19	18	1	0	0	0												

Traffic Survey Traffic Count  
Summarised Time Format



Traffic Data Collection Services

Site No: 3860167  
 Site location: Bunnett Road, Knoxfield  
 Between : Kent Street & Bonview Court  
 Direction : Southbound & Northbound  
 Time range: 0000 16/05/17 to 2300 22/05/17  
 Filters: Class: 1-12, Speeds: All

Note: A -ve 85%ile indicates a sample size less than 50

Date	Day	Hr Start	Vol	C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	C11	C12	C13	Mean Sp	85%ile
Virtual	Mon	0000	3	3	0	0	0	0	0	0	0	0	0	0	0	0	35.0	-35.7
Virtual	Mon	0100	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Mon	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Mon	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Mon	0400	2	1	0	1	0	0	0	0	0	0	0	0	0	0	32.4	-37.5
Virtual	Mon	0500	7	7	0	0	0	0	0	0	0	0	0	0	0	0	32.9	-37.9
Virtual	Mon	0600	14	14	0	0	0	0	0	0	0	0	0	0	0	0	33.8	-37.7
Virtual	Mon	0700	20	20	0	0	0	0	0	0	0	0	0	0	0	0	30.1	35.1
Virtual	Mon	0800	95	92	0	2	1	0	0	0	0	0	0	0	0	0	30.0	-36.4
Virtual	Mon	0900	44	44	0	0	0	0	0	0	0	0	0	0	0	0	31.6	-36.2
Virtual	Mon	1000	16	16	0	0	0	0	0	0	0	0	0	0	0	0	33.9	-37.4
Virtual	Mon	1100	21	21	0	0	0	0	0	0	0	0	0	0	0	0	33.1	-38.8
Virtual	Mon	1200	14	14	0	0	0	0	0	0	0	0	0	0	0	0	33.9	-37.3
Virtual	Mon	1300	20	20	0	0	0	0	0	0	0	0	0	0	0	0	34.4	-39.4
Virtual	Mon	1400	24	24	0	0	0	0	0	0	0	0	0	0	0	0	28.5	32.8
Virtual	Mon	1500	101	99	0	2	0	0	0	0	0	0	0	0	0	0	30.9	-37.1
Virtual	Mon	1600	43	43	0	0	0	0	0	0	0	0	0	0	0	0	32.2	-36.7
Virtual	Mon	1700	40	38	1	1	0	0	0	0	0	0	0	0	0	0	33.2	-37.7
Virtual	Mon	1800	24	24	0	0	0	0	0	0	0	0	0	0	0	0	33.7	-39.6
Virtual	Mon	1900	16	16	0	0	0	0	0	0	0	0	0	0	0	0	38.0	-46.5
Virtual	Mon	2000	7	7	0	0	0	0	0	0	0	0	0	0	0	0	35.6	-39.6
Virtual	Mon	2100	8	8	0	0	0	0	0	0	0	0	0	0	0	0	35.7	-41.3
Virtual	Mon	2200	9	9	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Mon	2300	2	2	0	0	0	0	0	0	0	0	0	0	0	0		
Virtual	Tue	0000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Tue	0100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Tue	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Tue	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Tue	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	29.5	-34.6
Virtual	Tue	0500	8	6	0	1	1	0	0	0	0	0	0	0	0	0	33.0	-37.8
Virtual	Tue	0600	10	10	0	0	0	0	0	0	0	0	0	0	0	0	32.9	-38.1
Virtual	Tue	0700	19	19	0	0	0	0	0	0	0	0	0	0	0	0	29.7	34.8
Virtual	Tue	0800	94	92	0	1	1	0	0	0	0	0	0	0	0	0	30.2	-34.8
Virtual	Tue	0900	44	43	0	1	0	0	0	0	0	0	0	0	0	0	32.2	-38.3
Virtual	Tue	1000	28	23	3	2	0	0	0	0	0	0	0	0	0	0	32.6	-37.8
Virtual	Tue	1100	23	21	0	0	1	1	0	0	0	0	0	0	0	0	31.4	-36.7
Virtual	Tue	1200	31	28	0	1	1	1	0	0	0	0	0	0	0	0	31.5	-36.3
Virtual	Tue	1300	26	26	0	0	0	0	0	0	0	0	0	0	0	0	32.8	-38.3
Virtual	Tue	1400	30	30	0	0	0	0	0	0	0	0	0	0	0	0	29.3	35.0
Virtual	Tue	1500	61	57	1	1	2	0	0	0	0	0	0	0	0	0	32.8	-37.5
Virtual	Tue	1600	30	29	0	0	1	0	0	0	0	0	0	0	0	0	31.0	-34.9
Virtual	Tue	1700	30	30	0	0	0	0	0	0	0	0	0	0	0	0	34.9	-38.3
Virtual	Tue	1800	28	27	0	1	0	0	0	0	0	0	0	0	0	0	35.2	-38.4
Virtual	Tue	1900	19	18	0	1	0	0	0	0	0	0	0	0	0	0	35.1	-38.0
Virtual	Tue	2000	13	13	0	0	0	0	0	0	0	0	0	0	0	0	36.2	-40.3
Virtual	Tue	2100	11	11	0	0	0	0	0	0	0	0	0	0	0	0	35.3	-36.6
Virtual	Tue	2200	6	6	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Tue	2300	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Virtual	Wed	0000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Wed	0100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Wed	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Wed	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Wed	0400	1	0	0	0	1	0	0	0	0	0	0	0	0	0	33.8	-37.3
Virtual	Wed	0500	9	8	0	1	0	0	0	0	0	0	0	0	0	0	33.2	-40.7
Virtual	Wed	0600	11	11	0	0	0	0	0	0	0	0	0	0	0	0	30.7	-35.3
Virtual	Wed	0700	24	21	2	1	0	0	0	0	0	0	0	0	0	0	30.0	35.4
Virtual	Wed	0800	89	87	0	1	1	0	0	0	0	0	0	0	0	0	32.8	-39.1
Virtual	Wed	0900	39	39	0	0	0	0	0	0	0	0	0	0	0	0	29.5	-34.9
Virtual	Wed	1000	15	15	0	0	0	0	0	0	0	0	0	0	0	0	34.0	-36.8
Virtual	Wed	1100	7	7	0	0	0	0	0	0	0	0	0	0	0	0	28.8	-37.1
Virtual	Wed	1200	25	25	0	0	0	0	0	0	0	0	0	0	0	0	32.6	-37.3
Virtual	Wed	1300	18	18	0	0	0	0	0	0	0	0	0	0	0	0	33.0	-37.2
Virtual	Wed	1400	37	36	0	1	0	0	0	0	0	0	0	0	0	0	27.7	32.8
Virtual	Wed	1500	101	98	0	2	1	0	0	0	0	0	0	0	0	0	30.2	-37.0
Virtual	Wed	1600	40	39	0	1	0	0	0	0	0	0	0	0	0	0	32.4	-37.8
Virtual	Wed	1700	29	28	0	0	1	0	0	0	0	0	0	0	0	0	32.7	-37.2
Virtual	Wed	1800	38	37	0	1	0	0	0	0	0	0	0	0	0	0	32.4	-38.5
Virtual	Wed	1900	20	19	0	1	0	0	0	0	0	0	0	0	0	0	32.0	-36.9
Virtual	Wed	2000	14	13	0	0	1	0	0	0	0	0	0	0	0	0	31.2	-36.0
Virtual	Wed	2100	13	13	0	0	0	0	0	0	0	0	0	0	0	0	38.8	-42.5
Virtual	Wed	2200	5	5	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Wed	2300	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Virtual	Thu	0000	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Thu	0100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Thu	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Thu	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Thu	0400	1	0	0	0	1	0	0	0	0	0	0	0	0	0	30.7	-33.0
Virtual	Thu	0500	10	9	0	1	0	0	0	0	0	0	0	0	0	0	34.8	-38.3
Virtual	Thu	0600	16	16	0	0	0	0	0	0	0	0	0	0	0	0		

Virtual	Thu	0700	25	23	0	1	1	1	0	0	0	0	0	0	0	0	0	29.8	-35.6
Virtual	Thu	0800	91	89	1	1	0	0	0	0	0	0	0	0	0	0	0	30.2	33.6
Virtual	Thu	0900	43	39	1	3	0	0	0	0	0	0	0	0	0	0	0	32.2	-37.5
Virtual	Thu	1000	33	28	1	3	1	0	0	0	0	0	0	0	0	0	0	32.9	-37.5
Virtual	Thu	1100	26	25	1	0	0	0	0	0	0	0	0	0	0	0	0	33.3	-36.7
Virtual	Thu	1200	39	37	0	1	1	0	0	0	0	0	0	0	0	0	0	33.0	-38.4
Virtual	Thu	1300	21	20	1	0	0	0	0	0	0	0	0	0	0	0	0	33.0	-36.7
Virtual	Thu	1400	35	34	0	1	0	0	0	0	0	0	0	0	0	0	0	33.6	-36.9
Virtual	Thu	1500	100	98	0	0	2	0	0	0	0	0	0	0	0	0	0	27.6	33.5
Virtual	Thu	1600	41	38	1	1	1	0	0	0	0	0	0	0	0	0	0	30.5	-35.6
Virtual	Thu	1700	31	30	1	0	0	0	0	0	0	0	0	0	0	0	0	33.0	-38.4
Virtual	Thu	1800	34	31	0	3	0	0	0	0	0	0	0	0	0	0	0	33.9	-39.0
Virtual	Thu	1900	20	19	0	1	0	0	0	0	0	0	0	0	0	0	0	35.1	-39.0
Virtual	Thu	2000	14	13	0	0	1	0	0	0	0	0	0	0	0	0	0	33.1	-38.0
Virtual	Thu	2100	23	23	0	0	0	0	0	0	0	0	0	0	0	0	0	32.5	-35.8
Virtual	Thu	2200	9	9	0	0	0	0	0	0	0	0	0	0	0	0	0	37.3	-40.3
Virtual	Thu	2300	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Fri	0000	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Fri	0100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Fri	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Fri	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Fri	0400	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Fri	0500	9	8	0	1	0	0	0	0	0	0	0	0	0	0	0	36.1	-40.3
Virtual	Fri	0600	14	14	0	0	0	0	0	0	0	0	0	0	0	0	0	33.6	-37.0
Virtual	Fri	0700	23	22	0	1	0	0	0	0	0	0	0	0	0	0	0	31.3	-36.8
Virtual	Fri	0800	93	91	0	2	0	0	0	0	0	0	0	0	0	0	0	30.3	35.7
Virtual	Fri	0900	16	15	0	1	0	0	0	0	0	0	0	0	0	0	0	30.4	-34.6
Virtual	Fri	1000	11	11	0	0	0	0	0	0	0	0	0	0	0	0	0	32.2	-34.9
Virtual	Fri	1100	24	24	0	0	0	0	0	0	0	0	0	0	0	0	0	32.6	-36.7
Virtual	Fri	1200	30	30	0	0	0	0	0	0	0	0	0	0	0	0	0	33.6	-38.8
Virtual	Fri	1300	21	21	0	0	0	0	0	0	0	0	0	0	0	0	0	30.4	-35.9
Virtual	Fri	1400	28	26	0	2	0	0	0	0	0	0	0	0	0	0	0	32.1	-34.4
Virtual	Fri	1500	111	111	0	0	0	0	0	0	0	0	0	0	0	0	0	28.9	31.2
Virtual	Fri	1600	37	36	0	1	0	0	0	0	0	0	0	0	0	0	0	31.2	-34.6
Virtual	Fri	1700	32	31	0	1	0	0	0	0	0	0	0	0	0	0	0	34.1	-37.5
Virtual	Fri	1800	41	41	0	0	0	0	0	0	0	0	0	0	0	0	0	34.8	-38.3
Virtual	Fri	1900	16	16	0	0	0	0	0	0	0	0	0	0	0	0	0	34.8	-39.3
Virtual	Fri	2000	10	10	0	0	0	0	0	0	0	0	0	0	0	0	0	32.6	-35.5
Virtual	Fri	2100	13	13	0	0	0	0	0	0	0	0	0	0	0	0	0	33.9	-39.0
Virtual	Fri	2200	12	12	0	0	0	0	0	0	0	0	0	0	0	0	0	32.8	-37.2
Virtual	Fri	2300	8	8	0	0	0	0	0	0	0	0	0	0	0	0	0	34.6	-37.8
Virtual	Sat	0000	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	32.3	-33.8
Virtual	Sat	0100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sat	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sat	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sat	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sat	0500	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sat	0600	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	30.0	-31.6
Virtual	Sat	0700	10	10	0	0	0	0	0	0	0	0	0	0	0	0	0	32.5	-36.5
Virtual	Sat	0800	26	25	0	1	0	0	0	0	0	0	0	0	0	0	0	32.1	-35.1
Virtual	Sat	0900	30	29	0	1	0	0	0	0	0	0	0	0	0	0	0	32.4	-37.3
Virtual	Sat	1000	35	34	0	1	0	0	0	0	0	0	0	0	0	0	0	31.8	-36.4
Virtual	Sat	1100	53	51	0	2	0	0	0	0	0	0	0	0	0	0	0	32.6	37.4
Virtual	Sat	1200	27	26	0	1	0	0	0	0	0	0	0	0	0	0	0	32.1	-37.5
Virtual	Sat	1300	33	33	0	0	0	0	0	0	0	0	0	0	0	0	0	33.2	-35.0
Virtual	Sat	1400	41	39	1	1	0	0	0	0	0	0	0	0	0	0	0	33.7	-37.8
Virtual	Sat	1500	23	22	0	1	0	0	0	0	0	0	0	0	0	0	0	35.2	-37.8
Virtual	Sat	1600	27	25	0	2	0	0	0	0	0	0	0	0	0	0	0	34.7	-38.5
Virtual	Sat	1700	29	28	0	1	0	0	0	0	0	0	0	0	0	0	0	33.8	-36.9
Virtual	Sat	1800	31	31	0	0	0	0	0	0	0	0	0	0	0	0	0	33.7	-37.7
Virtual	Sat	1900	12	12	0	0	0	0	0	0	0	0	0	0	0	0	0	36.8	-38.6
Virtual	Sat	2000	7	6	0	1	0	0	0	0	0	0	0	0	0	0	0	34.1	-37.0
Virtual	Sat	2100	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sat	2200	5	5	0	0	0	0	0	0	0	0	0	0	0	0	0	32.8	-38.8
Virtual	Sat	2300	10	10	0	0	0	0	0	0	0	0	0	0	0	0	0	35.5	-40.5
Virtual	Sun	0000	8	8	0	0	0	0	0	0	0	0	0	0	0	0	0	35.5	-37.8
Virtual	Sun	0100	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sun	0200	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	37.0	-161710112.0
Virtual	Sun	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sun	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sun	0500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sun	0600	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sun	0700	7	7	0	0	0	0	0	0	0	0	0	0	0	0	0	31.3	-38.9
Virtual	Sun	0800	12	11	0	1	0	0	0	0	0	0	0	0	0	0	0	34.2	-36.1
Virtual	Sun	0900	17	17	0	0	0	0	0	0	0	0	0	0	0	0	0	33.0	-38.3
Virtual	Sun	1000	27	27	0	0	0	0	0	0	0	0	0	0	0	0	0	32.0	-36.5
Virtual	Sun	1100	30	29	0	0	1	0	0	0	0	0	0	0	0	0	0	33.5	-40.3
Virtual	Sun	1200	22	21	0	1	0	0	0	0	0	0	0	0	0	0	0	31.6	-36.7
Virtual	Sun	1300	28	28	0	0	0	0	0	0	0	0	0	0	0	0	0	33.7	-38.2
Virtual	Sun	1400	20	18	0	2	0	0	0	0	0	0	0	0	0	0	0	34.3	-38.5
Virtual	Sun	1500	26	26	0	0	0	0	0	0	0	0	0	0	0	0	0	33.1	-38.4
Virtual	Sun	1600	33	32	0	1	0	0	0	0	0	0	0	0	0	0	0	34.4	-37.7
Virtual	Sun	1700	36	35	1	0	0	0	0	0	0	0	0	0	0	0	0	33.2	-37.5
Virtual	Sun	1800	10	10	0	0	0	0	0	0	0	0	0	0	0	0	0	31.2	-37.5
Virtual	Sun	1900	21	21	0	0	0	0	0	0	0	0	0	0	0	0	0	32.5	-38.8
Virtual	Sun	2000	6	6	0	0	0	0	0	0	0	0	0	0	0	0	0	34.7	-35.5
Virtual	Sun	2100	5	5	0	0	0	0	0	0	0	0	0	0	0	0	0	34.4	-38.5
Virtual	Sun	2200	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	31.3	-36.1
Virtual	Sun	2300	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	32.5	-35.4





Traffic Data Collection Services

Traffix Survey Pty Ltd  
ABN 57 120 461 510

Address  
Suite 8, 431 Burke Road  
Glen Iris Victoria 3146

Contact  
Telephone 03 9822 2888  
Facsimile 03 9822 7444  
survey@traffixgroup.com.au  
www.traffixgroup.com.au

**Bunnett Road, Knoxfield**  
**Between**  
**Hugh Street & end**

Prepared for  
Traffix Group Pty Ltd

May 2017

Reference: 38601661

## TRAFFIC COUNT SUMMARY



## Bunnett Road, Knoxfield

At: mid-block

Between

Hugh Street &amp; end

CUSTOMER:	Traffix Group Pty Ltd	MAP REF:	73 D3
TYPE COUNT:	7 days, Speed Vol Class	ACTUAL DURATION:	9 days
DATE START:	16/05/17	DATE FINISH:	22/05/17
TIME START:	0000	TIME FINISH:	2300
DIRECTION-1:	Southbound	DIRECTION-2:	Northbound
COUNTER NO:		SPEED LIMIT:	50
CLASSES:	1 - 12	SPEEDS:	All

ALL VEHICLES	Southbound	Northbound	COMBINED
24 Hour Week Day Average	123	124	247
24 Hour 7 Day Average	120	120	241
A.M. Peak Hour Volume	10	17	25
A.M. Peak Hour	1000-1059	1100-1159	1000-1059
P.M. Peak Hour Volume	20	15	34
P.M. Hour	1800-1859	1500-1559	1500-1559

COMMERCIAL VEHICLE	Southbound	Northbound	COMBINED
Total Volume	34	25	59
%	4.0%	3.0%	3.5%

SPEEDS	Southbound % Vol.	Northbound % Vol.	COMBINED % Vol.
>119km/h	0.0	0.0	0.0
>109km/h	0.0	0.0	0.0
>99km/h	0.0	0.0	0.0
>89km/h	0.0	0.0	0.0
>79km/h	0.0	0.0	0.0
>69km/h	0.0	0.1	0.1
>59km/h	0.4	0.1	0.2
>49km/h	3.4	1.7	2.6
>39km/h	17.7	17.1	17.4
>29km/h	67.0	64.6	65.8
>19km/h	95.8	94.9	95.4
85%ile	39.9	39.7	39.8
Mean	33.0	32.5	32.7

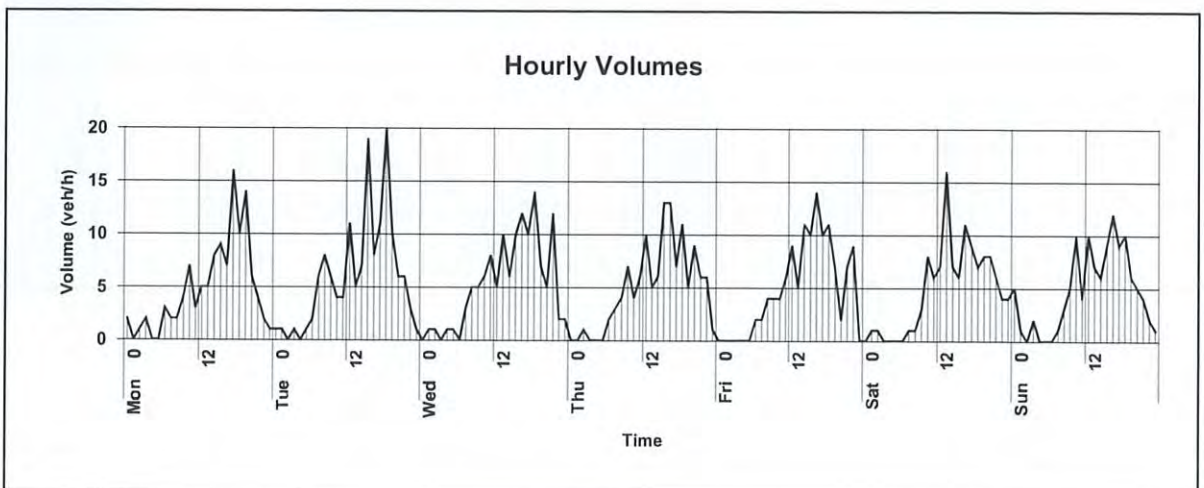
Notes

Traffic Survey Traffic Count  
Traffic Volume Analysis



Site No: 3860166  
 Site location: Bunnett Road, Knoxfield  
 Between : Hugh Street & end  
 Direction : Southbound  
 Time range: 0000 16/05/17 to 2300 22/05/17  
 Filters: Class: 1-12, Speeds: All

Date	22/05/17	16/05/17	17/05/17	18/05/17	19/05/17	20/05/17	21/05/17	AVERAGES	
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	WEEKDAY	ALL DAYS
Period									
0000-0059	2	1	0	0	0	0	5	1	1
0100-0159	0	1	1	0	0	1	1	0	1
0200-0259	1	0	1	1	0	1	0	1	1
0300-0359	2	1	0	0	0	0	2	1	1
0400-0459	0	0	1	0	0	0	0	0	0
0500-0559	0	1	1	0	0	0	0	0	0
0600-0659	3	2	0	2	2	0	0	2	1
0700-0759	2	6	3	3	2	1	1	3	3
0800-0859	2	8	5	4	4	1	3	5	4
0900-0959	4	6	5	7	4	3	5	5	5
1000-1059	7	4	6	4	4	8	10	5	6
1100-1159	3	4	8	6	6	6	4	5	5
1200-1259	5	11	5	10	9	7	10	8	8
1300-1359	5	5	10	5	5	16	7	6	8
1400-1459	8	7	6	6	11	7	6	8	7
1500-1559	9	19	10	13	10	6	9	12	11
1600-1659	7	8	12	13	14	11	12	11	11
1700-1759	16	11	10	7	10	9	9	11	10
1800-1859	10	20	14	11	11	7	10	13	12
1900-1959	14	10	7	5	7	8	6	9	8
2000-2059	6	6	5	9	2	8	5	6	6
2100-2159	4	6	12	6	7	6	4	7	6
2200-2259	2	3	2	6	9	4	2	4	4
2300-2359	1	1	2	1	0	4	1	1	1
<b>TOTALS</b>									
12Hr 7-19	78	109	94	89	90	82	86	92	90
24Hr 0-24	113	141	126	119	117	114	112	123	120
24/12 Fact	1.45	1.29	1.34	1.34	1.30	1.39	1.30	1.34	1.34
AM HR	1000-1059	0800-0859	1100-1159	0900-0959	1100-1159	1000-1059	1000-1059		
PEAK	7	8	8	7	6	8	10		
PM HR	1700-1759	1800-1859	1800-1859	1500-1559	1600-1659	1300-1359	1600-1659		
PEAK	16	20	14	13	14	16	12		



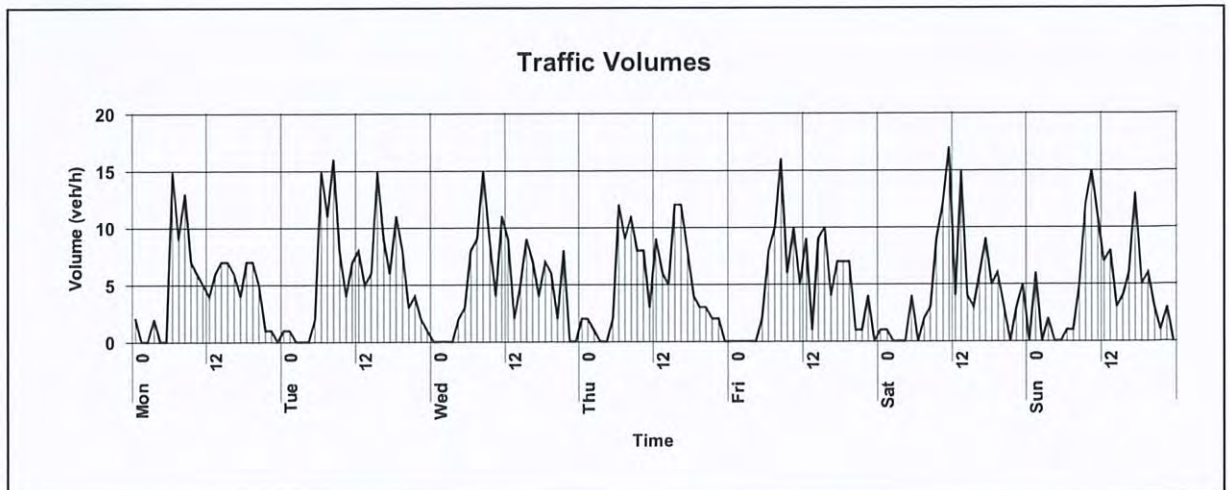


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**Traffic Survey Traffic Count**  
 Traffic Volume Analysis



Site No: 3860166  
 Site location: Bunnett Road, Knoxfield  
 Between : Hugh Street & end  
 Direction : Northbound  
 Time range: 0000 16/05/17 to 2300 22/05/17  
 Filters: Class: 1-12, Speeds: All

Date	22/05/17	16/05/17	17/05/17	18/05/17	19/05/17	20/05/17	21/05/17	AVERAGES	
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	WEEKDAY	ALL DAYS
Period									
0000-0059	2	1	0	2	0	1	0	1	1
0100-0159	0	1	0	2	0	1	6	1	1
0200-0259	0	0	0	1	0	0	0	0	0
0300-0359	2	0	0	0	0	0	2	0	1
0400-0459	0	0	2	0	0	0	0	0	0
0500-0559	0	2	3	2	2	4	0	2	2
0600-0659	15	15	8	12	8	0	1	12	8
0700-0759	9	11	9	9	10	2	1	10	7
0800-0859	13	16	15	11	16	3	5	14	11
0900-0959	7	8	9	8	6	9	12	8	8
1000-1059	6	4	4	8	10	12	15	6	8
1100-1159	5	7	11	3	5	17	11	6	8
1200-1259	4	8	9	9	9	4	7	8	7
1300-1359	6	5	2	6	1	15	8	4	6
1400-1459	7	6	5	5	9	4	3	6	6
1500-1559	7	15	9	12	10	3	4	11	9
1600-1659	6	9	7	12	4	6	6	8	7
1700-1759	4	6	4	8	7	9	13	6	7
1800-1859	7	11	7	4	7	5	5	7	7
1900-1959	7	8	6	3	7	6	6	6	6
2000-2059	5	3	2	3	1	3	3	3	3
2100-2159	1	4	8	2	1	0	1	3	2
2200-2259	1	2	0	2	4	3	3	2	2
2300-2359	0	1	0	0	0	5	0	0	1
<b>TOTALS</b>									
12Hr 7-19	81	106	91	95	94	89	90	93	92
24Hr 0-24	114	143	120	124	117	112	112	124	120
24/12 Fact	1.41	1.35	1.32	1.31	1.24	1.26	1.24	1.32	1.30
AM HR	0600-0659	0800-0859	0800-0859	0600-0659	0800-0859	1100-1159	1000-1059		
PEAK	15	16	15	12	16	17	15		
PM HR	1400-1459	1500-1559	1200-1259	1500-1559	1500-1559	1300-1359	1700-1759		
PEAK	7	15	9	12	10	15	13		

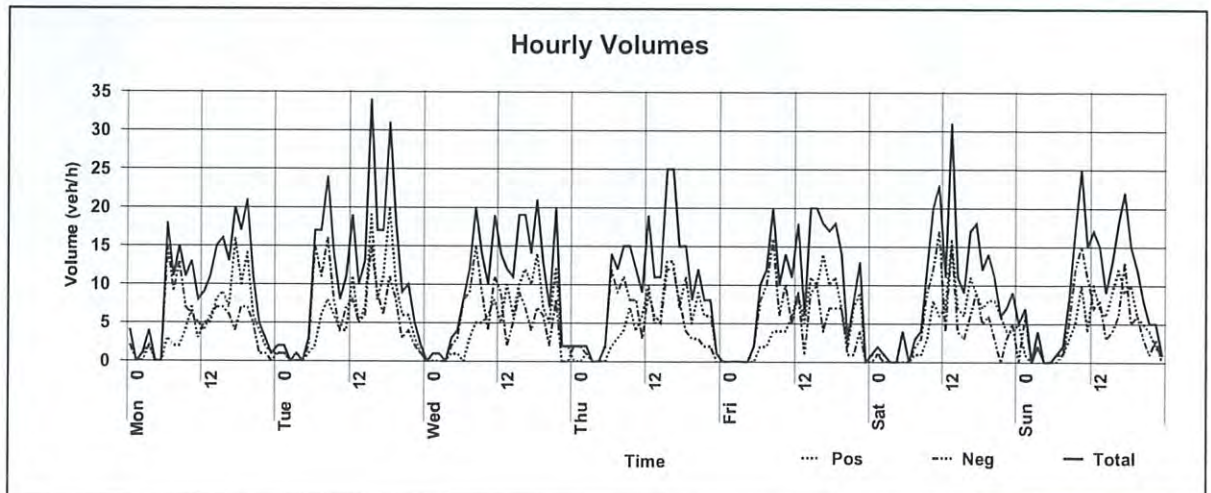


### Traffic Survey Traffic Count Traffic Volume Analysis



Site No: 3860166  
 Site location: Bunnett Road, Knoxfield  
 Between : Hugh Street & end  
 Direction : Southbound & Northbound  
 Time range: 0000 16/05/17 to 2300 22/05/17  
 Filters: Class: 1-12, Speeds: All

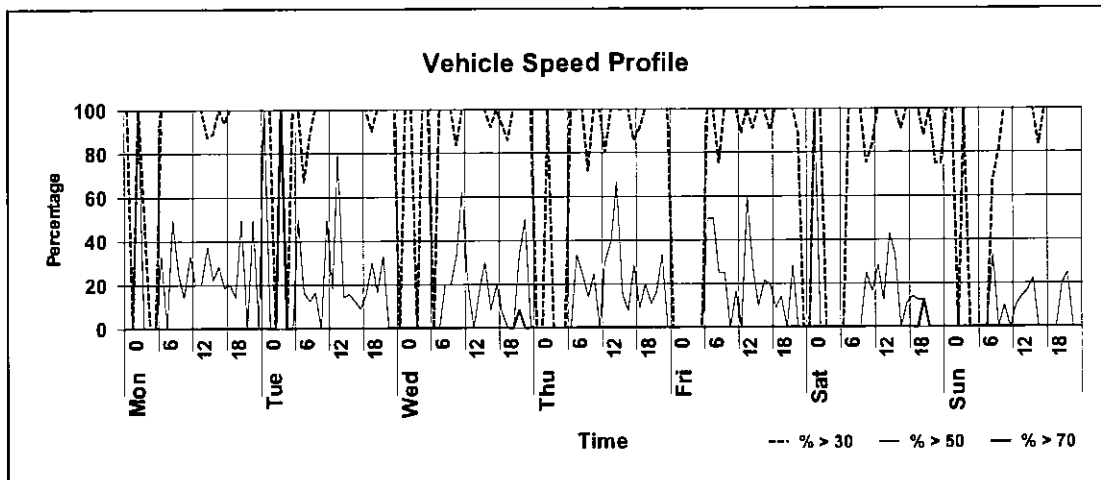
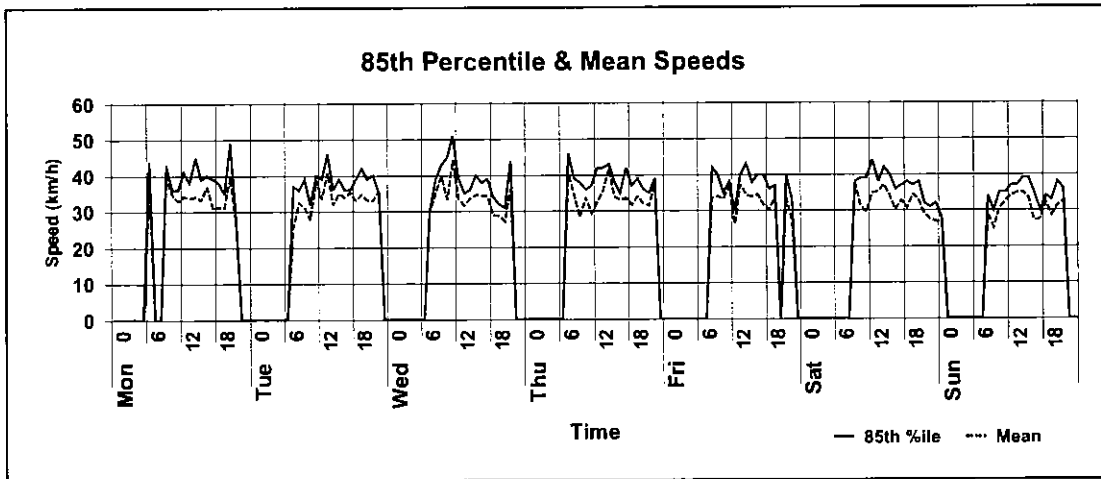
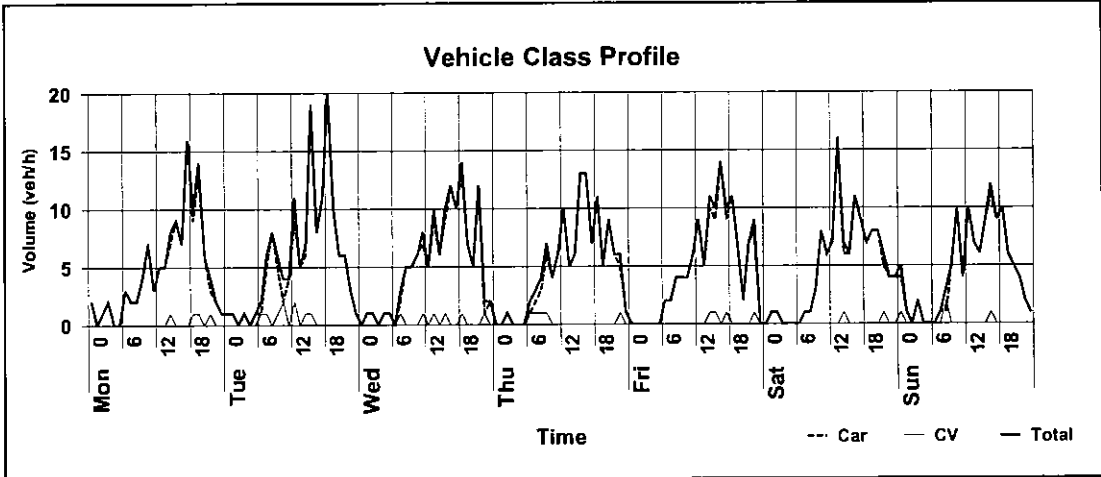
Date	22/05/17	16/05/17	17/05/17	18/05/17	19/05/17	20/05/17	21/05/17	AVERAGES	
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	WEEKDAY	ALL DAYS
Period									
0000-0059	4	2	0	2	0	1	5	2	2
0100-0159	0	2	1	2	0	2	7	1	2
0200-0259	1	0	1	2	0	1	0	1	1
0300-0359	4	1	0	0	0	0	4	1	1
0400-0459	0	0	3	0	0	0	0	1	0
0500-0559	0	3	4	2	2	4	0	2	2
0600-0659	18	17	8	14	10	0	1	13	10
0700-0759	11	17	12	12	12	3	2	13	10
0800-0859	15	24	20	15	20	4	8	19	15
0900-0959	11	14	14	15	10	12	17	13	13
1000-1059	13	8	10	12	14	20	25	11	15
1100-1159	8	11	19	9	11	23	15	12	14
1200-1259	9	19	14	19	18	11	17	16	15
1300-1359	11	10	12	11	6	31	15	10	14
1400-1459	15	13	11	11	20	11	9	14	13
1500-1559	16	34	19	25	20	9	13	23	19
1600-1659	13	17	19	25	18	17	18	18	18
1700-1759	20	17	14	15	17	18	22	17	18
1800-1859	17	31	21	15	18	12	15	20	18
1900-1959	21	18	13	8	14	14	12	15	14
2000-2059	11	9	7	12	3	11	8	8	9
2100-2159	5	10	20	8	8	6	5	10	9
2200-2259	3	5	2	8	13	7	5	6	6
2300-2359	1	2	2	1	0	9	1	1	2
<b>TOTALS</b>									
12Hr 7-19	159	215	185	184	184	171	176	185	182
24Hr 0-24	227	284	246	243	234	226	224	247	241
24/12 Fact	1.43	1.32	1.33	1.32	1.27	1.32	1.27	1.33	1.32
AM HR	0600-0659	0800-0859	0800-0859	0800-0859	0800-0859	1100-1159	1000-1059		
PEAK	18	24	20	15	20	23	25		
PM HR	1900-1959	1500-1559	1800-1859	1500-1559	1400-1459	1300-1359	1700-1759		
PEAK	21	34	21	25	20	31	22		



**Traffic Survey Traffic Count**  
**Traffic Volume and Speed Summary**



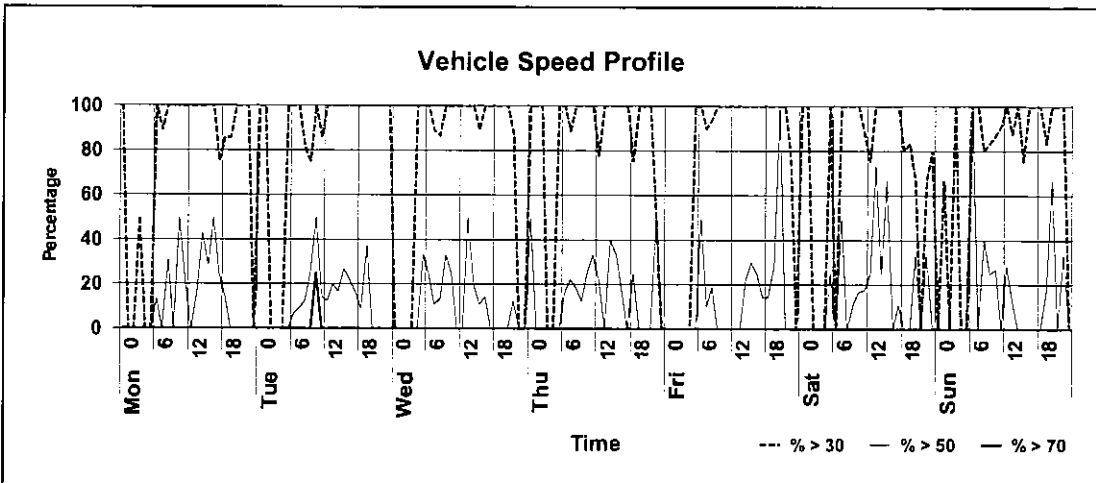
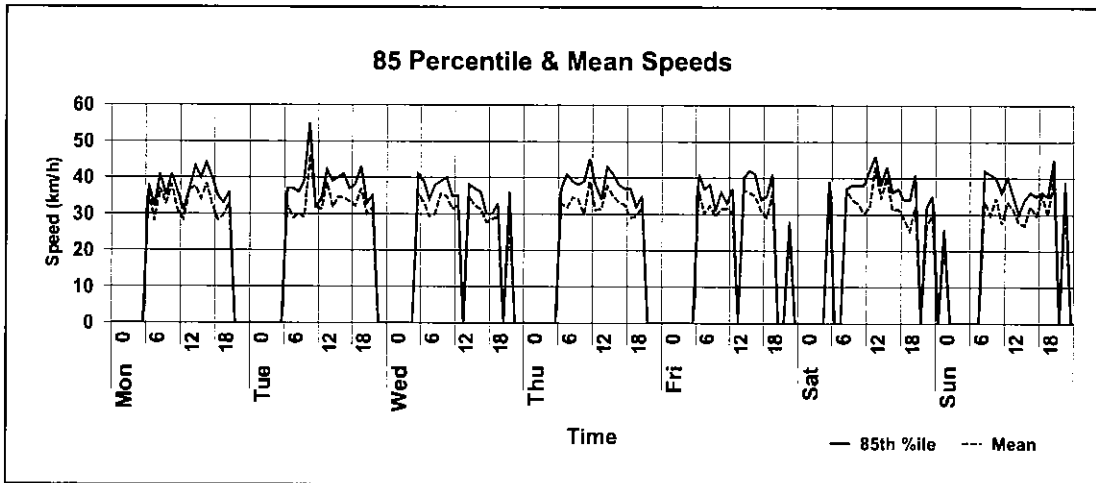
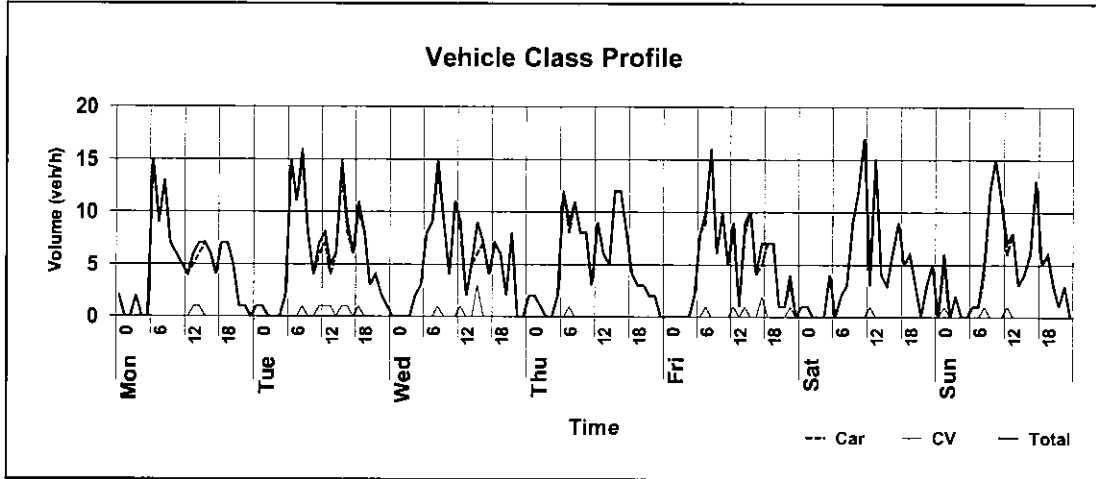
**Site No:** 3860166  
**Site location:** Bunnett Road, Knoxfield  
**Between :** Hugh Street & end  
**Direction :** Southbound  
**Time range:** 0000 16/05/17 to 2300 22/05/17  
**Filters:** Class: 1-12, Speeds: All



**Traffic Survey Traffic Count**  
**Traffic Volume and Speed Summary**



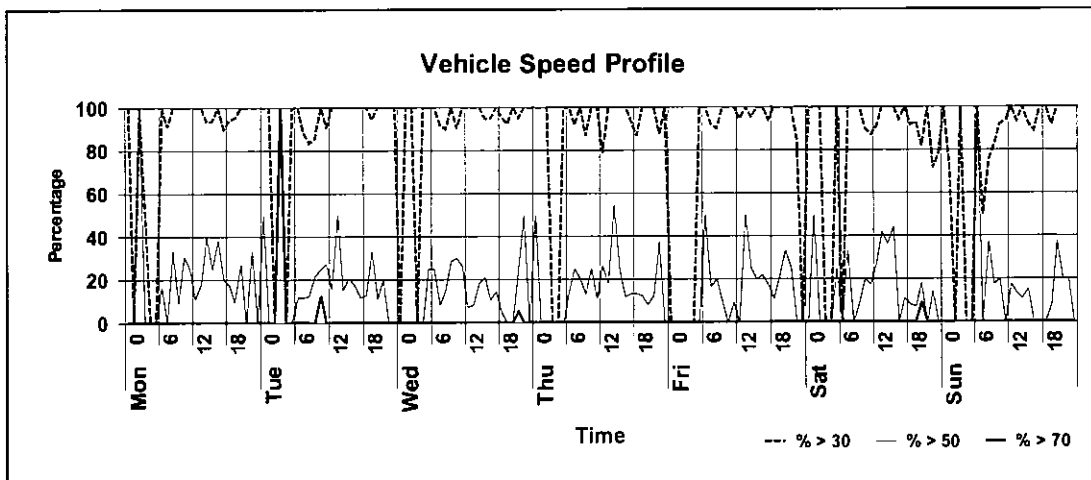
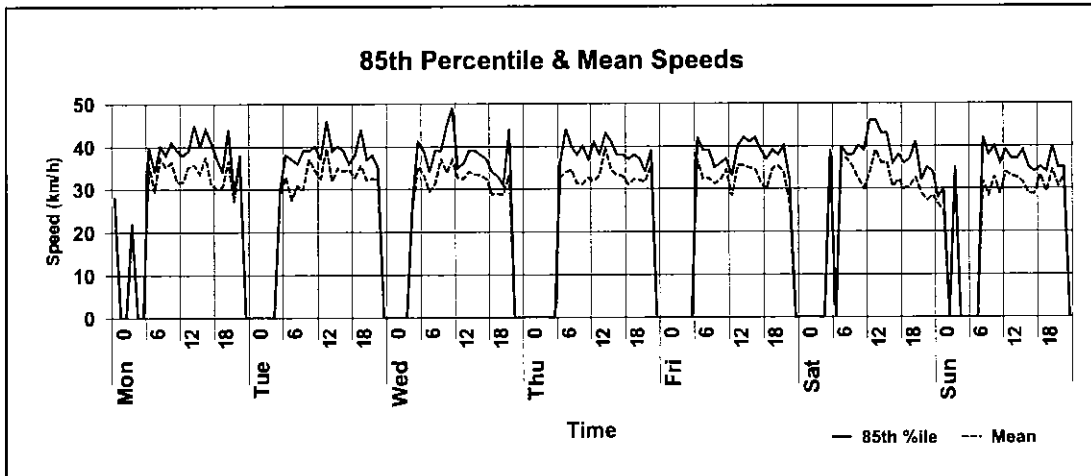
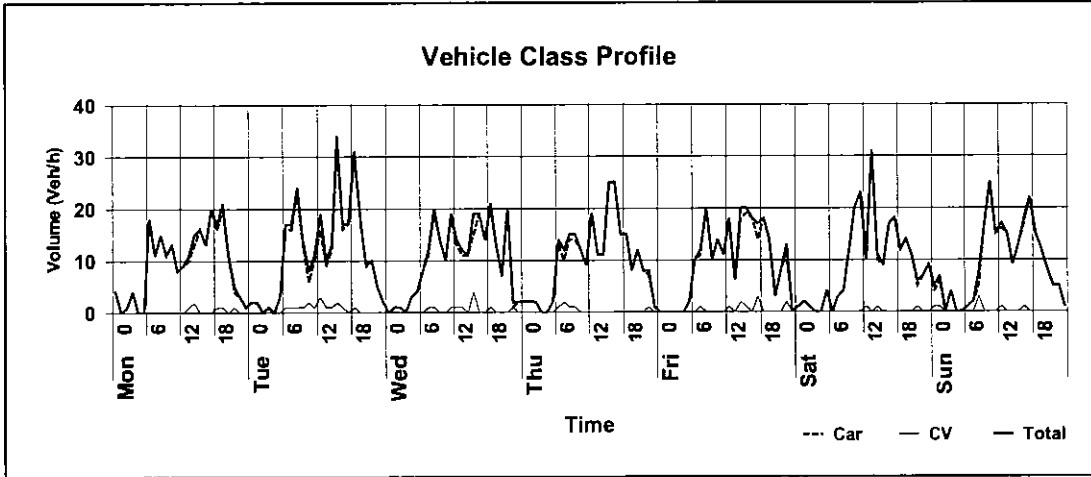
Site No: 3860166  
 Site location: Bunnett Road, Knoxfield  
 Between: Hugh Street & end  
 Direction: Northbound  
 Time range: 0000 16/05/17 to 2300 22/05/17  
 Filters: Class: 1-12, Speeds: All



**Traffix Survey Traffic Count**  
*Traffic Volume and Speed Summary*



**Site No:** 3860166  
**Site location:** Bunnett Road, Knoxfield  
**Between :** Hugh Street & end  
**Direction :** Southbound & Northbound  
**Time range:** 0000 16/05/17 to 2300 22/05/17  
**Filters:** Class: 1-12, Speeds: All



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Traffix Survey Traffic Count  
Summarised Time Format



Traffic Data Collection Services

Site No: 3860166  
Site location: Bunnett Road, Knoxfield  
Between : Hugh Street & end  
Direction : Southbound  
Time range: 0000 16/05/17 to 2300 22/05/17  
Filters: Class: 1-12, Speeds: All

Note: A -ve 85%ile indicates a sample size less than 50

Date	Day	Hr Start	Vol	C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	C11	C12	C13	Mean Sp	85%ile
16/05/17	Tue	0000	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0100	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0300	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0500	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0600	2	1	0	0	1	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0700	6	5	0	0	1	0	0	0	0	0	0	0	0	0	25.3	-37.4
16/05/17	Tue	0800	8	8	0	0	0	0	0	0	0	0	0	0	0	0	32.5	-36.2
16/05/17	Tue	0900	6	5	0	1	0	0	0	0	0	0	0	0	0	0	31.2	-39.2
16/05/17	Tue	1000	4	2	0	0	1	0	0	1	0	0	0	0	0	0	27.8	-32.6
16/05/17	Tue	1100	4	4	0	0	0	0	0	0	0	0	0	0	0	0	38.8	-40.1
16/05/17	Tue	1200	11	9	0	1	1	0	0	0	0	0	0	0	0	0	33.5	-39.5
16/05/17	Tue	1300	5	5	0	0	0	0	0	0	0	0	0	0	0	0	40.8	-46.3
16/05/17	Tue	1400	7	6	0	0	1	0	0	0	0	0	0	0	0	0	31.9	-36.8
16/05/17	Tue	1500	19	18	0	1	0	0	0	0	0	0	0	0	0	0	35.1	-39.6
16/05/17	Tue	1600	8	8	0	0	0	0	0	0	0	0	0	0	0	0	34.0	-36.8
16/05/17	Tue	1700	11	11	0	0	0	0	0	0	0	0	0	0	0	0	35.4	-36.8
16/05/17	Tue	1800	20	20	0	0	0	0	0	0	0	0	0	0	0	0	33.1	-39.0
16/05/17	Tue	1900	10	10	0	0	0	0	0	0	0	0	0	0	0	0	34.7	-42.5
16/05/17	Tue	2000	6	6	0	0	0	0	0	0	0	0	0	0	0	0	33.2	-39.3
16/05/17	Tue	2100	6	6	0	0	0	0	0	0	0	0	0	0	0	0	33.0	-40.3
16/05/17	Tue	2200	3	3	0	0	0	0	0	0	0	0	0	0	0	0	35.7	-35.8
16/05/17	Tue	2300	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0100	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0200	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0400	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0500	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0600	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0700	3	2	0	0	0	0	1	0	0	0	0	0	0	0	30.0	-30.5
17/05/17	Wed	0800	5	5	0	0	0	0	0	0	0	0	0	0	0	0	35.0	-39.5
17/05/17	Wed	0900	5	5	0	0	0	0	0	0	0	0	0	0	0	0	39.8	-43.3
17/05/17	Wed	1000	6	6	0	0	0	0	0	0	0	0	0	0	0	0	33.3	-45.1
17/05/17	Wed	1100	8	7	0	1	0	0	0	0	0	0	0	0	0	0	44.3	-51.7
17/05/17	Wed	1200	5	5	0	0	0	0	0	0	0	0	0	0	0	0	33.4	-39.5
17/05/17	Wed	1300	10	9	0	1	0	0	0	0	0	0	0	0	0	0	31.7	-35.5
17/05/17	Wed	1400	6	6	0	0	0	0	0	0	0	0	0	0	0	0	33.5	-36.2
17/05/17	Wed	1500	10	9	0	1	0	0	0	0	0	0	0	0	0	0	34.5	-40.8
17/05/17	Wed	1600	12	12	0	0	0	0	0	0	0	0	0	0	0	0	34.4	-38.2
17/05/17	Wed	1700	10	10	0	0	0	0	0	0	0	0	0	0	0	0	34.2	-39.0
17/05/17	Wed	1800	14	13	0	1	0	0	0	0	0	0	0	0	0	0	28.9	-35.0
17/05/17	Wed	1900	7	7	0	0	0	0	0	0	0	0	0	0	0	0	28.7	-32.9
17/05/17	Wed	2000	5	5	0	0	0	0	0	0	0	0	0	0	0	0	27.2	-31.3
17/05/17	Wed	2100	12	12	0	0	0	0	0	0	0	0	0	0	0	0	36.2	-44.2
17/05/17	Wed	2200	2	1	0	1	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	2300	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0200	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0600	2	1	0	0	1	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0700	3	2	0	0	1	0	0	0	0	0	0	0	0	0	40.7	-46.2
18/05/17	Thu	0800	4	3	0	1	0	0	0	0	0	0	0	0	0	0	34.5	-39.0
18/05/17	Thu	0900	7	6	0	1	0	0	0	0	0	0	0	0	0	0	28.3	-38.8
18/05/17	Thu	1000	4	4	0	0	0	0	0	0	0	0	0	0	0	0	33.8	-36.6
18/05/17	Thu	1100	6	6	0	0	0	0	0	0	0	0	0	0	0	0	29.3	-37.1
18/05/17	Thu	1200	10	10	0	0	0	0	0	0	0	0	0	0	0	0	32.4	-42.5
18/05/17	Thu	1300	5	5	0	0	0	0	0	0	0	0	0	0	0	0	35.4	-42.5
18/05/17	Thu	1400	6	6	0	0	0	0	0	0	0	0	0	0	0	0	41.7	-43.2
18/05/17	Thu	1500	13	13	0	0	0	0	0	0	0	0	0	0	0	0	33.9	-38.4
18/05/17	Thu	1600	13	13	0	0	0	0	0	0	0	0	0	0	0	0	33.2	-35.2
18/05/17	Thu	1700	7	7	0	0	0	0	0	0	0	0	0	0	0	0	33.6	-42.7
18/05/17	Thu	1800	11	11	0	0	0	0	0	0	0	0	0	0	0	0	31.7	-37.7
18/05/17	Thu	1900	5	5	0	0	0	0	0	0	0	0	0	0	0	0	34.0	-39.3
18/05/17	Thu	2000	9	9	0	0	0	0	0	0	0	0	0	0	0	0	32.1	-36.3
18/05/17	Thu	2100	6	6	0	0	0	0	0	0	0	0	0	0	0	0	31.5	-35.5
18/05/17	Thu	2200	6	5	0	1	0	0	0	0	0	0	0	0	0	0	37.2	-39.5
18/05/17	Thu	2300	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0600	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0

19/05/17	Fri	0700	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0800	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	33.5	-42.0
19/05/17	Fri	0900	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	34.0	-40.2
19/05/17	Fri	1000	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	33.3	-35.2
19/05/17	Fri	1100	6	6	0	0	0	0	0	0	0	0	0	0	0	0	0	36.7	-38.7
19/05/17	Fri	1200	9	9	0	0	0	0	0	0	0	0	0	0	0	0	0	26.2	-30.6
19/05/17	Fri	1300	5	5	0	0	0	0	0	0	0	0	0	0	0	0	0	37.2	-40.6
19/05/17	Fri	1400	11	10	0	1	0	0	0	0	0	0	0	0	0	0	0	34.5	-43.8
19/05/17	Fri	1500	10	9	0	1	0	0	0	0	0	0	0	0	0	0	0	33.8	-38.5
19/05/17	Fri	1600	14	14	0	0	0	0	0	0	0	0	0	0	0	0	0	34.4	-40.8
19/05/17	Fri	1700	10	9	0	1	0	0	0	0	0	0	0	0	0	0	0	31.7	-40.0
19/05/17	Fri	1800	11	11	0	0	0	0	0	0	0	0	0	0	0	0	0	30.2	-36.7
19/05/17	Fri	1900	7	7	0	0	0	0	0	0	0	0	0	0	0	0	0	33.7	-38.0
19/05/17	Fri	2000	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	2100	7	7	0	0	0	0	0	0	0	0	0	0	0	0	0	33.6	-40.8
19/05/17	Fri	2200	9	8	0	1	0	0	0	0	0	0	0	0	0	0	0	27.0	-33.3
19/05/17	Fri	2300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
20/05/17	Sat	0000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
20/05/17	Sat	0100	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
20/05/17	Sat	0200	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
20/05/17	Sat	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
20/05/17	Sat	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
20/05/17	Sat	0500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
20/05/17	Sat	0600	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
20/05/17	Sat	0700	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
20/05/17	Sat	0800	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
20/05/17	Sat	0900	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	38.0	-38.3
20/05/17	Sat	1000	8	8	0	0	0	0	0	0	0	0	0	0	0	0	0	31.3	-39.8
20/05/17	Sat	1100	6	6	0	0	0	0	0	0	0	0	0	0	0	0	0	29.5	-39.1
20/05/17	Sat	1200	7	7	0	0	0	0	0	0	0	0	0	0	0	0	0	34.9	-44.5
20/05/17	Sat	1300	16	16	0	0	0	0	0	0	0	0	0	0	0	0	0	35.3	-38.6
20/05/17	Sat	1400	7	5	1	1	0	0	0	0	0	0	0	0	0	0	0	37.1	-42.8
20/05/17	Sat	1500	6	6	0	0	0	0	0	0	0	0	0	0	0	0	0	34.0	-40.5
20/05/17	Sat	1600	11	11	0	0	0	0	0	0	0	0	0	0	0	0	0	30.1	-36.3
20/05/17	Sat	1700	9	9	0	0	0	0	0	0	0	0	0	0	0	0	0	32.8	-37.7
20/05/17	Sat	1800	7	7	0	0	0	0	0	0	0	0	0	0	0	0	0	30.7	-38.7
20/05/17	Sat	1900	8	6	0	0	0	0	0	0	0	0	0	0	0	0	0	34.5	-37.9
20/05/17	Sat	2000	8	8	0	0	0	0	0	0	0	0	0	0	0	0	0	32.8	-38.2
20/05/17	Sat	2100	6	5	0	1	0	0	0	0	0	0	0	0	0	0	0	29.0	-32.7
20/05/17	Sat	2200	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	27.5	-31.8
20/05/17	Sat	2300	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	27.0	-32.2
21/05/17	Sun	0000	5	4	0	1	0	0	0	0	0	0	0	0	0	0	0	26.4	-28.3
21/05/17	Sun	0100	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
21/05/17	Sun	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
21/05/17	Sun	0300	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
21/05/17	Sun	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
21/05/17	Sun	0500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
21/05/17	Sun	0600	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
21/05/17	Sun	0700	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
21/05/17	Sun	0800	3	1	0	2	0	0	0	0	0	0	0	0	0	0	0	28.7	-34.9
21/05/17	Sun	0900	5	5	0	0	0	0	0	0	0	0	0	0	0	0	0	25.2	-30.3
21/05/17	Sun	1000	10	10	0	0	0	0	0	0	0	0	0	0	0	0	0	30.5	-35.6
21/05/17	Sun	1100	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	32.5	-35.6
21/05/17	Sun	1200	10	10	0	0	0	0	0	0	0	0	0	0	0	0	0	34.1	-37.5
21/05/17	Sun	1300	7	7	0	0	0	0	0	0	0	0	0	0	0	0	0	34.9	-38.0
21/05/17	Sun	1400	6	6	0	0	0	0	0	0	0	0	0	0	0	0	0	35.0	-39.4
21/05/17	Sun	1500	9	9	0	0	0	0	0	0	0	0	0	0	0	0	0	33.4	-39.9
21/05/17	Sun	1600	12	11	0	1	0	0	0	0	0	0	0	0	0	0	0	27.1	-35.2
21/05/17	Sun	1700	9	9	0	0	0	0	0	0	0	0	0	0	0	0	0	27.6	-30.6
21/05/17	Sun	1800	10	10	0	0	0	0	0	0	0	0	0	0	0	0	0	32.1	-34.8
21/05/17	Sun	1900	6	6	0	0	0	0	0	0	0	0	0	0	0	0	0	28.7	-33.1
21/05/17	Sun	2000	5	5	0	0	0	0	0	0	0	0	0	0	0	0	0	31.4	-38.0
21/05/17	Sun	2100	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	32.5	-36.4
21/05/17	Sun	2200	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
21/05/17	Sun	2300	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
22/05/17	Mon	0800	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
22/05/17	Mon	0100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
22/05/17	Mon	0200	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
22/05/17	Mon	0300	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
22/05/17	Mon	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
22/05/17	Mon	0500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
22/05/17	Mon	0600	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	38.3	-44.7
22/05/17	Mon	0700	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
22/05/17	Mon	0800	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
22/05/17	Mon	0900	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	39.5	-43.6
22/05/17	Mon	1000	7	7	0	0	0	0	0	0	0	0	0	0	0	0	0	34.7	-36.9
22/05/17	Mon	1100	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	33.0	-36.0
22/05/17	Mon	1200	5	5	0	0	0	0	0	0	0	0	0	0	0	0	0	34.2	-41.3
22/05/17	Mon	1300	5	5	0	0	0	0	0	0	0	0	0	0	0	0	0	33.8	-38.6
22/05/17	Mon	1400	8	7	0	1	0	0	0	0	0	0	0	0	0	0	0	34.1	-45.0
22/05/17	Mon	1500	9	9	0	0	0	0	0	0	0	0	0	0	0	0	0	33.2	-39.7
22/05/17	Mon	1600	7	7	0	0	0	0	0	0	0	0	0	0	0	0	0	37.0	-40.9
22/05/17	Mon	1700	16	16	0	0	0	0	0	0	0	0	0	0	0	0	0	30.8	-39.4
22/05/17	Mon	1800	10	9	0	1	0	0	0	0	0	0	0	0	0	0	0	31.3	-38.5
22/05/17	Mon	1900	14	13	0	1	0	0	0	0	0	0	0	0	0	0	0	31.1	-35.9
22/05/17	Mon	2000	6	6	0	0	0	0	0	0	0	0	0	0	0	0	0	39.7	-49.1
22/05/17	Mon	2100	4	3	0	1	0	0	0	0	0	0	0	0	0	0	0	27.5	-29.5
22/05/17	Mon	2200																	

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**Traffix Survey Traffic Count**  
 Summarised Time Format



**Site No:** 3860166  
**Site location:** Bunnett Road, Knoxfield  
**Between :** Hugh Street & end  
**Direction :** Northbound  
**Time range:** 0000 16/05/17 to 2300 22/05/17

Note: A -ve 85%ile indicates a sample size less than 50

**Filters:** Class: 1-12, Speeds: All

Date	Day	Hr Start	Vol	C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	C11	C12	C13	Mean Sp	85%ile
16/05/17	Tue	0000	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0100	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0500	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0600	15	15	0	0	0	0	0	0	0	0	0	0	0	0	32.3	-37.9
16/05/17	Tue	0700	11	11	0	0	0	0	0	0	0	0	0	0	0	0	28.8	-37.3
16/05/17	Tue	0800	16	15	0	0	1	0	0	0	0	0	0	0	0	0	30.0	-36.8
16/05/17	Tue	0900	8	8	0	0	0	0	0	0	0	0	0	0	0	0	29.0	-39.0
16/05/17	Tue	1000	4	4	0	0	0	0	0	0	0	0	0	0	0	0	46.3	-55.6
16/05/17	Tue	1100	7	6	0	0	1	0	0	0	0	0	0	0	0	0	31.9	-33.0
16/05/17	Tue	1200	8	7	0	1	0	0	0	0	0	0	0	0	0	0	31.3	-34.8
16/05/17	Tue	1300	5	4	0	0	1	0	0	0	0	0	0	0	0	0	38.6	-42.8
16/05/17	Tue	1400	6	6	0	0	0	0	0	0	0	0	0	0	0	0	31.7	-39.2
16/05/17	Tue	1500	15	14	0	0	1	0	0	0	0	0	0	0	0	0	34.7	-40.6
16/05/17	Tue	1600	9	8	0	0	0	0	0	1	0	0	0	0	0	0	34.4	-41.6
16/05/17	Tue	1700	6	6	0	0	0	0	0	0	0	0	0	0	0	0	33.3	-37.3
16/05/17	Tue	1800	11	10	0	1	0	0	0	0	0	0	0	0	0	0	32.2	-38.3
16/05/17	Tue	1900	8	8	0	0	0	0	0	0	0	0	0	0	0	0	36.9	-43.2
16/05/17	Tue	2000	3	3	0	0	0	0	0	0	0	0	0	0	0	0	30.0	-33.1
16/05/17	Tue	2100	4	4	0	0	0	0	0	0	0	0	0	0	0	0	31.8	-35.2
16/05/17	Tue	2200	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	2300	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0400	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0500	3	3	0	0	0	0	0	0	0	0	0	0	0	0	35.7	-41.8
17/05/17	Wed	0600	8	8	0	0	0	0	0	0	0	0	0	0	0	0	33.4	-39.0
17/05/17	Wed	0700	9	9	0	0	0	0	0	0	0	0	0	0	0	0	29.2	-34.7
17/05/17	Wed	0800	15	14	0	1	0	0	0	0	0	0	0	0	0	0	30.1	-36.5
17/05/17	Wed	0900	9	9	0	0	0	0	0	0	0	0	0	0	0	0	35.7	-39.8
17/05/17	Wed	1000	4	4	0	0	0	0	0	0	0	0	0	0	0	0	34.8	-40.0
17/05/17	Wed	1100	11	11	0	0	0	0	0	0	0	0	0	0	0	0	31.4	-35.3
17/05/17	Wed	1200	9	8	0	1	0	0	0	0	0	0	0	0	0	0	32.3	-35.3
17/05/17	Wed	1300	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	1400	5	5	0	0	0	0	0	0	0	0	0	0	0	0	34.8	-38.8
17/05/17	Wed	1500	9	6	0	1	1	0	0	1	0	0	0	0	0	0	32.2	-37.3
17/05/17	Wed	1600	7	7	0	0	0	0	0	0	0	0	0	0	0	0	31.3	-36.9
17/05/17	Wed	1700	4	4	0	0	0	0	0	0	0	0	0	0	0	0	27.8	-30.4
17/05/17	Wed	1800	7	7	0	0	0	0	0	0	0	0	0	0	0	0	28.6	-31.0
17/05/17	Wed	1900	6	6	0	0	0	0	0	0	0	0	0	0	0	0	29.2	-33.3
17/05/17	Wed	2000	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	2100	8	8	0	0	0	0	0	0	0	0	0	0	0	0	28.6	-36.2
17/05/17	Wed	2200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	2300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0000	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0100	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0200	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0500	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0600	12	12	0	0	0	0	0	0	0	0	0	0	0	0	33.0	-37.6
18/05/17	Thu	0700	9	8	0	0	1	0	0	0	0	0	0	0	0	0	31.7	-41.3
18/05/17	Thu	0800	11	11	0	0	0	0	0	0	0	0	0	0	0	0	34.5	-39.0
18/05/17	Thu	0900	8	8	0	0	0	0	0	0	0	0	0	0	0	0	34.0	-38.6
18/05/17	Thu	1000	8	8	0	0	0	0	0	0	0	0	0	0	0	0	29.9	-39.2
18/05/17	Thu	1100	3	3	0	0	0	0	0	0	0	0	0	0	0	0	39.0	-45.1
18/05/17	Thu	1200	9	9	0	0	0	0	0	0	0	0	0	0	0	0	31.1	-39.0
18/05/17	Thu	1300	6	6	0	0	0	0	0	0	0	0	0	0	0	0	31.3	-34.2
18/05/17	Thu	1400	5	5	0	0	0	0	0	0	0	0	0	0	0	0	37.6	-43.5
18/05/17	Thu	1500	12	12	0	0	0	0	0	0	0	0	0	0	0	0	34.9	-41.2
18/05/17	Thu	1600	12	12	0	0	0	0	0	0	0	0	0	0	0	0	33.3	-38.6
18/05/17	Thu	1700	8	8	0	0	0	0	0	0	0	0	0	0	0	0	32.5	-37.8
18/05/17	Thu	1800	4	4	0	0	0	0	0	0	0	0	0	0	0	0	29.0	-37.0
18/05/17	Thu	1900	3	3	0	0	0	0	0	0	0	0	0	0	0	0	29.3	-32.0
18/05/17	Thu	2000	3	3	0	0	0	0	0	0	0	0	0	0	0	0	32.0	-35.4
18/05/17	Thu	2100	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	2200	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	2300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0500	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0600	8	8	0	0	0	0	0	0	0	0	0	0	0	0	36.3	-41.6





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**Traffic Survey Traffic Count**  
 Summarised Time Format

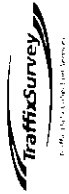


Site No: 3860166  
 Site location: Bunnett Road, Knoxfield  
 Between : Hugh Street & end  
 Direction : Southbound & Northbound  
 Time range: 0000 16/05/17 to 2300 22/05/17  
 Filters: Class: 1-12, Speeds: All

Note: A -ve 85%ile indicates a sample size less than 50

Date	Day	Hr Start	Vol	C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	C11	C12	C13	Mean Sp	85%ile
Virtual	Mon	0000	4	4	0	0	0	0	0	0	0	0	0	0	0	0	26.8	-28.7
Virtual	Mon	0100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Mon	0200	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Mon	0300	4	4	0	0	0	0	0	0	0	0	0	0	0	0	21.0	-22.6
Virtual	Mon	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Mon	0500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Mon	0600	18	18	0	0	0	0	0	0	0	0	0	0	0	0	36.0	-40.2
Virtual	Mon	0700	11	11	0	0	0	0	0	0	0	0	0	0	0	0	29.4	-34.8
Virtual	Mon	0800	15	15	0	0	0	0	0	0	0	0	0	0	0	0	37.3	-40.9
Virtual	Mon	0900	11	11	0	0	0	0	0	0	0	0	0	0	0	0	35.2	-38.3
Virtual	Mon	1000	13	13	0	0	0	0	0	0	0	0	0	0	0	0	36.2	-41.0
Virtual	Mon	1100	8	8	0	0	0	0	0	0	0	0	0	0	0	0	31.6	-39.6
Virtual	Mon	1200	9	9	0	0	0	0	0	0	0	0	0	0	0	0	31.7	-38.1
Virtual	Mon	1300	11	10	0	1	0	0	0	0	0	0	0	0	0	0	35.3	-39.1
Virtual	Mon	1400	15	13	0	2	0	0	0	0	0	0	0	0	0	0	35.7	-45.5
Virtual	Mon	1500	16	16	0	0	0	0	0	0	0	0	0	0	0	0	33.6	-40.3
Virtual	Mon	1600	13	13	0	0	0	0	0	0	0	0	0	0	0	0	37.6	-44.1
Virtual	Mon	1700	20	20	0	0	0	0	0	0	0	0	0	0	0	0	31.2	-41.0
Virtual	Mon	1800	17	16	0	1	0	0	0	0	0	0	0	0	0	0	30.1	-37.8
Virtual	Mon	1900	21	20	0	1	0	0	0	0	0	0	0	0	0	0	30.6	-34.9
Virtual	Mon	2000	11	11	0	0	0	0	0	0	0	0	0	0	0	0	36.6	-44.1
Virtual	Mon	2100	5	4	0	1	0	0	0	0	0	0	0	0	0	0	27.2	-29.1
Virtual	Mon	2200	3	3	0	0	0	0	0	0	0	0	0	0	0	0	37.0	-38.2
Virtual	Mon	2300	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Tue	0000	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Tue	0100	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Tue	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Tue	0300	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Tue	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Tue	0500	3	3	0	0	0	0	0	0	0	0	0	0	0	0	28.7	-30.1
Virtual	Tue	0600	17	16	0	0	1	0	0	0	0	0	0	0	0	0	32.9	-38.5
Virtual	Tue	0700	17	16	0	0	1	0	0	0	0	0	0	0	0	0	27.6	-37.5
Virtual	Tue	0800	24	23	0	0	1	0	0	0	0	0	0	0	0	0	30.8	-36.8
Virtual	Tue	0900	14	13	0	1	0	0	0	0	0	0	0	0	0	0	29.9	-39.9
Virtual	Tue	1000	8	6	0	0	1	0	0	1	0	0	0	0	0	0	37.0	-39.0
Virtual	Tue	1100	11	10	0	0	1	0	0	0	0	0	0	0	0	0	34.4	-40.0
Virtual	Tue	1200	19	16	0	2	1	0	0	0	0	0	0	0	0	0	32.6	-37.6
Virtual	Tue	1300	10	9	0	0	1	0	0	0	0	0	0	0	0	0	39.7	-46.5
Virtual	Tue	1400	13	12	0	0	1	0	0	0	0	0	0	0	0	0	31.8	-39.1
Virtual	Tue	1500	34	32	0	1	1	0	0	0	0	0	0	0	0	0	34.9	-40.9
Virtual	Tue	1600	17	16	0	0	0	0	0	1	0	0	0	0	0	0	34.2	-39.9
Virtual	Tue	1700	17	17	0	0	0	0	0	0	0	0	0	0	0	0	34.6	-38.9
Virtual	Tue	1800	31	30	0	1	0	0	0	0	0	0	0	0	0	0	32.7	-38.8
Virtual	Tue	1900	18	18	0	0	0	0	0	0	0	0	0	0	0	0	35.7	-44.3
Virtual	Tue	2000	9	9	0	0	0	0	0	0	0	0	0	0	0	0	32.1	-37.3
Virtual	Tue	2100	10	10	0	0	0	0	0	0	0	0	0	0	0	0	32.5	-38.5
Virtual	Tue	2200	5	5	0	0	0	0	0	0	0	0	0	0	0	0	32.2	-35.6
Virtual	Tue	2300	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Wed	0000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Wed	0100	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Wed	0200	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Wed	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Wed	0400	3	3	0	0	0	0	0	0	0	0	0	0	0	0	25.7	-27.1
Virtual	Wed	0500	4	4	0	0	0	0	0	0	0	0	0	0	0	0	35.3	-41.0
Virtual	Wed	0600	8	8	0	0	0	0	0	0	0	0	0	0	0	0	33.4	-39.0
Virtual	Wed	0700	12	11	0	0	0	0	1	0	0	0	0	0	0	0	29.4	-34.2
Virtual	Wed	0800	20	19	0	1	0	0	0	0	0	0	0	0	0	0	31.3	-39.0
Virtual	Wed	0900	14	14	0	0	0	0	0	0	0	0	0	0	0	0	37.1	-40.0
Virtual	Wed	1000	10	10	0	0	0	0	0	0	0	0	0	0	0	0	33.9	-45.0
Virtual	Wed	1100	19	18	0	1	0	0	0	0	0	0	0	0	0	0	36.8	-49.2
Virtual	Wed	1200	14	13	0	1	0	0	0	0	0	0	0	0	0	0	32.7	-36.0
Virtual	Wed	1300	12	11	0	1	0	0	0	0	0	0	0	0	0	0	32.4	-36.4
Virtual	Wed	1400	11	11	0	0	0	0	0	0	0	0	0	0	0	0	34.1	-39.0
Virtual	Wed	1500	19	15	0	2	1	0	0	1	0	0	0	0	0	0	33.4	-39.5
Virtual	Wed	1600	19	19	0	0	0	0	0	0	0	0	0	0	0	0	33.3	-38.2
Virtual	Wed	1700	14	14	0	0	0	0	0	0	0	0	0	0	0	0	32.4	-37.7
Virtual	Wed	1800	21	20	0	1	0	0	0	0	0	0	0	0	0	0	28.8	-34.4
Virtual	Wed	1900	13	13	0	0	0	0	0	0	0	0	0	0	0	0	28.9	-33.0
Virtual	Wed	2000	7	7	0	0	0	0	0	0	0	0	0	0	0	0	28.7	-32.0
Virtual	Wed	2100	20	20	0	0	0	0	0	0	0	0	0	0	0	0	33.2	-44.0
Virtual	Wed	2200	2	1	0	1	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Wed	2300	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Thu	0000	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Thu	0100	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Thu	0200	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Thu	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Thu	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Thu	0500	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Thu	0600	14	13	0	0	1	0	0	0	0	0	0	0	0	0	32.6	-36.7

Virtual	Thu	0700	12	10	0	0	2	0	0	0	0	0	0	0	0	0	0	33.9	-44.2
Virtual	Thu	0800	15	14	0	1	0	0	0	0	0	0	0	0	0	0	0	34.5	-40.3
Virtual	Thu	0900	15	14	0	1	0	0	0	0	0	0	0	0	0	0	0	31.3	-38.8
Virtual	Thu	1000	12	12	0	0	0	0	0	0	0	0	0	0	0	0	0	31.2	-40.2
Virtual	Thu	1100	9	9	0	0	0	0	0	0	0	0	0	0	0	0	0	32.6	-37.7
Virtual	Thu	1200	19	19	0	0	0	0	0	0	0	0	0	0	0	0	0	31.8	-41.2
Virtual	Thu	1300	11	11	0	0	0	0	0	0	0	0	0	0	0	0	0	33.2	-38.1
Virtual	Thu	1400	11	11	0	0	0	0	0	0	0	0	0	0	0	0	0	39.8	-43.7
Virtual	Thu	1500	25	25	0	0	0	0	0	0	0	0	0	0	0	0	0	34.4	-41.3
Virtual	Thu	1600	25	25	0	0	0	0	0	0	0	0	0	0	0	0	0	33.3	-38.3
Virtual	Thu	1700	15	15	0	0	0	0	0	0	0	0	0	0	0	0	0	33.0	-38.8
Virtual	Thu	1800	15	15	0	0	0	0	0	0	0	0	0	0	0	0	0	31.0	-37.9
Virtual	Thu	1900	8	8	0	0	0	0	0	0	0	0	0	0	0	0	0	32.3	-38.6
Virtual	Thu	2000	12	12	0	0	0	0	0	0	0	0	0	0	0	0	0	32.1	-37.4
Virtual	Thu	2100	8	8	0	0	0	0	0	0	0	0	0	0	0	0	0	31.6	-34.6
Virtual	Thu	2200	8	7	0	1	0	0	0	0	0	0	0	0	0	0	0	35.4	-39.9
Virtual	Thu	2300	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Fri	0000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Fri	0100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Fri	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Fri	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Fri	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Fri	0500	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Fri	0600	10	10	0	0	0	0	0	0	0	0	0	0	0	0	0	36.7	-42.8
Virtual	Fri	0700	12	11	0	1	0	0	0	0	0	0	0	0	0	0	0	32.4	-39.4
Virtual	Fri	0800	20	20	0	0	0	0	0	0	0	0	0	0	0	0	0	32.5	-39.5
Virtual	Fri	0900	10	10	0	0	0	0	0	0	0	0	0	0	0	0	0	31.2	-35.5
Virtual	Fri	1000	14	14	0	0	0	0	0	0	0	0	0	0	0	0	0	32.0	-36.8
Virtual	Fri	1100	11	11	0	0	0	0	0	0	0	0	0	0	0	0	0	34.4	-37.3
Virtual	Fri	1200	18	17	0	1	0	0	0	0	0	0	0	0	0	0	0	28.3	-33.2
Virtual	Fri	1300	6	6	0	0	0	0	0	0	0	0	0	0	0	0	0	35.5	-40.5
Virtual	Fri	1400	20	18	0	2	0	0	0	0	0	0	0	0	0	0	0	35.4	-42.0
Virtual	Fri	1500	20	19	0	1	0	0	0	0	0	0	0	0	0	0	0	34.9	-41.0
Virtual	Fri	1600	18	18	0	0	0	0	0	0	0	0	0	0	0	0	0	34.6	-42.6
Virtual	Fri	1700	17	14	0	3	0	0	0	0	0	0	0	0	0	0	0	31.5	-38.5
Virtual	Fri	1800	18	18	0	0	0	0	0	0	0	0	0	0	0	0	0	29.8	-38.0
Virtual	Fri	1900	14	14	0	0	0	0	0	0	0	0	0	0	0	0	0	34.7	-39.8
Virtual	Fri	2000	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	35.3	-38.0
Virtual	Fri	2100	8	8	0	0	0	0	0	0	0	0	0	0	0	0	0	33.9	-40.2
Virtual	Fri	2200	13	11	0	2	0	0	0	0	0	0	0	0	0	0	0	26.2	-32.1
Virtual	Fri	2300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sat	0000	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sat	0100	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sat	0200	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sat	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sat	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sat	0500	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	37.5	-39.6
Virtual	Sat	0600	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sat	0700	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	37.3	-40.2
Virtual	Sat	0800	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	37.0	-38.7
Virtual	Sat	0900	12	12	0	0	0	0	0	0	0	0	0	0	0	0	0	35.1	-38.5
Virtual	Sat	1000	20	20	0	0	0	0	0	0	0	0	0	0	0	0	0	32.3	-40.0
Virtual	Sat	1100	23	23	0	0	0	0	0	0	0	0	0	0	0	0	0	30.1	-39.2
Virtual	Sat	1200	11	10	0	1	0	0	0	0	0	0	0	0	0	0	0	33.7	-46.0
Virtual	Sat	1300	31	31	0	0	0	0	0	0	0	0	0	0	0	0	0	39.0	-46.2
Virtual	Sat	1400	11	8	2	1	0	0	0	0	0	0	0	0	0	0	0	36.1	-43.3
Virtual	Sat	1500	9	9	0	0	0	0	0	0	0	0	0	0	0	0	0	36.1	-43.3
Virtual	Sat	1600	17	17	0	0	0	0	0	0	0	0	0	0	0	0	0	30.5	-36.5
Virtual	Sat	1700	18	18	0	0	0	0	0	0	0	0	0	0	0	0	0	32.1	-38.3
Virtual	Sat	1800	12	12	0	0	0	0	0	0	0	0	0	0	0	0	0	29.9	-36.6
Virtual	Sat	1900	14	14	0	0	0	0	0	0	0	0	0	0	0	0	0	30.6	-37.5
Virtual	Sat	2000	11	11	0	0	0	0	0	0	0	0	0	0	0	0	0	32.5	-41.1
Virtual	Sat	2100	6	5	0	1	0	0	0	0	0	0	0	0	0	0	0	29.0	-32.7
Virtual	Sat	2200	7	7	0	0	0	0	0	0	0	0	0	0	0	0	0	27.3	-35.6
Virtual	Sat	2300	9	9	0	0	0	0	0	0	0	0	0	0	0	0	0	28.4	-34.7
Virtual	Sun	0000	5	4	0	1	0	0	0	0	0	0	0	0	0	0	0	26.4	-28.3
Virtual	Sun	0100	7	6	0	1	0	0	0	0	0	0	0	0	0	0	0	24.7	-30.8
Virtual	Sun	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sun	0300	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	33.8	-35.0
Virtual	Sun	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sun	0500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sun	0600	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sun	0700	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sun	0800	8	5	0	3	0	0	0	0	0	0	0	0	0	0	0	31.8	-42.4
Virtual	Sun	0900	17	17	0	0	0	0	0	0	0	0	0	0	0	0	0	28.5	-38.8
Virtual	Sun	1000	25	25	0	0	0	0	0	0	0	0	0	0	0	0	0	32.8	-40.1
Virtual	Sun	1100	15	15	0	0	0	0	0	0	0	0	0	0	0	0	0	28.7	-36.4
Virtual	Sun	1200	17	16	0	1	0	0	0	0	0	0	0	0	0	0	0	33.8	-39.9
Virtual	Sun	1300	15	15	0	0	0	0	0	0	0	0	0	0	0	0	0	33.0	-37.8
Virtual	Sun	1400	9	9	0	0	0	0	0	0	0	0	0	0	0	0	0	32.6	-38.0
Virtual	Sun	1500	13	13	0	0	0	0	0	0	0	0	0	0	0	0	0	31.5	-39.1
Virtual	Sun	1600	18	17	0	1	0	0	0	0	0	0	0	0	0	0	0	28.8	-35.7
Virtual	Sun	1700	22	22	0	0	0	0	0	0	0	0	0	0	0	0	0	28.8	-34.4
Virtual	Sun	1800	15	15	0	0	0	0	0	0	0	0	0	0	0	0	0	33.1	-35.8
Virtual	Sun	1900	12	12	0	0	0	0	0	0	0	0	0	0	0	0	0	29.2	-34.2
Virtual	Sun	2000	8	8	0	0	0	0	0	0	0	0	0	0	0	0	0	34.5	-40.6
Virtual	Sun	2100	5	5	0	0	0	0	0	0	0	0	0	0	0	0	0	30.6	-35.5
Virtual	Sun	2200	5	5	0	0	0	0	0	0	0	0	0	0	0	0	0	32.8	-35.8
Virtual	Sun	2300	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0



Traffic Survey Traffic Count Speed Class Matrix

Site Location: Bunnett Road, Knoxville  
Between: High Street & end  
Filters: Class 1-12, Speeds: All

Site No: 3960166  
Date Range: 0000 16/05/17 to 2300 22/05/17

Southbound

Table with columns for vehicle types (Car, Car towing) and axle counts (2 to 13). Rows include speed classes from 160+ to 00-10 and an ALL row. Data includes frequency and percentage for each category.

Northbound

Table with columns for vehicle types (Car, Car towing) and axle counts (2 to 13). Rows include speed classes from 160+ to 00-10 and an ALL row. Data includes frequency and percentage for each category.

Southbound & Northbound

Table with columns for vehicle types (Car, Car towing) and axle counts (2 to 13). Rows include speed classes from 160+ to 00-10 and an ALL row. Data includes frequency and percentage for each category.



Traffic Data Collection Services

Traffix Survey Pty Ltd  
ABN 57 120 461 510

Address  
Suite 8, 431 Burke Road  
Glen Iris Victoria 3146

Contact  
Telephone 03 9822 2888  
Facsimile 03 9822 7444  
survey@traffixgroup.com.au  
www.traffixgroup.com.au

**Hugh Street, Knoxfield**  
**Between**  
**Bunnett Road & Scoresby Road**

Prepared for  
Traffix Group Pty Ltd

May 2017

Reference: 38601651

## TRAFFIC COUNT SUMMARY



Traffix - Data Collection Services

**Hugh Street, Knoxfield**  
**At: mid-block**  
**Between**  
**Bunnett Road & Scoresby Road**

<b>CUSTOMER:</b>	Traffix Group Pty Ltd	<b>MAP REF:</b> 73 D2
<b>TYPE COUNT:</b>	7 days, Speed Vol Class	<b>ACTUAL DURATION:</b> 9 days
<b>DATE START:</b>	16/05/17	<b>DATE FINISH:</b> 22/05/17
<b>TIME START:</b>	0000	<b>TIME FINISH:</b> 2300
<b>DIRECTION-1:</b>	Eastbound	<b>DIRECTION-2:</b> Westbound
<b>COUNTER NO:</b>		<b>SPEED LIMIT:</b> 50
<b>CLASSES:</b>	1 - 12	<b>SPEEDS:</b> All

ALL VEHICLES	Eastbound	Westbound	COMBINED
24 Hour Week Day Average	160	148	308
24 Hour 7 Day Average	150	140	290
A.M. Peak Hour Volume	25	13	38
A.M. Peak Hour	1100-1159	1000-1059	1100-1159
P.M. Peak Hour Volume	19	28	37
P.M. Hour	1700-1759	1700-1759	1800-1859

COMMERCIAL VEHICLE	Eastbound	Westbound	COMBINED
Total Volume	53	29	82
%	5.0%	3.0%	4.0%

SPEEDS	Eastbound % Vol.	Westbound % Vol.	COMBINED % Vol.
>119km/h	0.0	0.0	0.0
>109km/h	0.0	0.0	0.0
>99km/h	0.0	0.0	0.0
>89km/h	0.0	0.0	0.0
>79km/h	0.0	0.0	0.0
>69km/h	0.0	0.0	0.0
>59km/h	0.0	0.0	0.0
>49km/h	0.0	0.0	0.0
>39km/h	1.2	3.9	2.5
>29km/h	51.9	60.7	56.1
>19km/h	93.2	97.5	95.3
85%ile	34.2	35.6	34.9
Mean	29.0	30.6	29.8

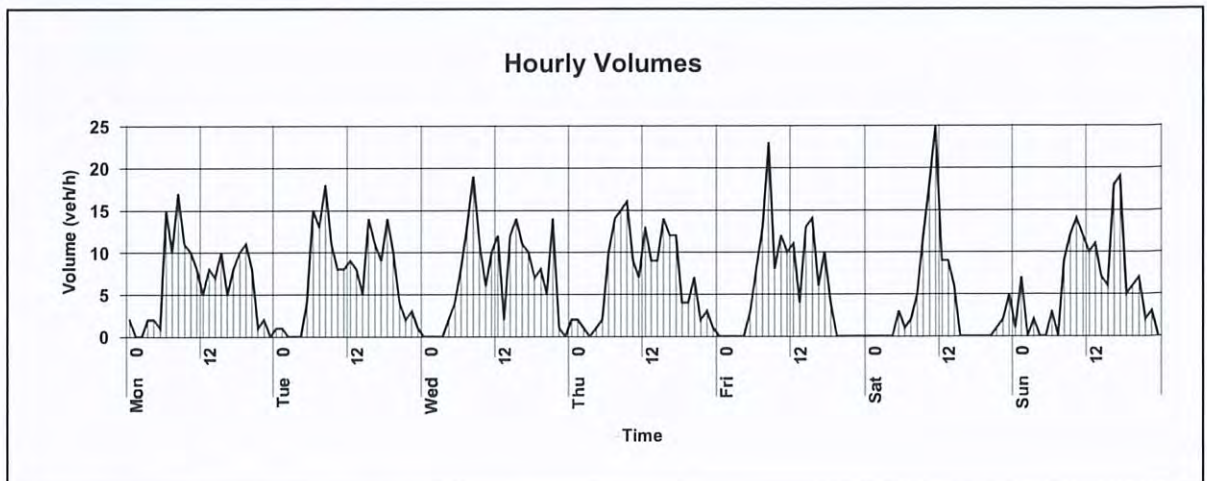
Notes

Traffix Survey Traffic Count  
Traffic Volume Analysis



Site No: 3860165  
 Site location: Hugh Street, Knoxfield  
 Between: Bunnett Road & Scoresby Road  
 Direction: Eastbound  
 Time range: 0000 16/05/17 to 2300 22/05/17  
 Filters: Class: 1-12, Speeds: All

Date	22/05/17	16/05/17	17/05/17	18/05/17	19/05/17	20/05/17	21/05/17	AVERAGES	
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	WEEKDAY	ALL DAYS
Period									
0000-0059	2	1	0	2	0	0	1	1	1
0100-0159	0	1	0	2	0	0	7	1	1
0200-0259	0	0	0	1	0	0	0	0	0
0300-0359	2	0	0	0	0	0	2	0	1
0400-0459	2	0	2	1	0	0	0	1	1
0500-0559	1	4	4	2	3	3	0	3	2
0600-0659	15	15	8	10	8	1	3	11	9
0700-0759	10	13	13	14	13	2	0	13	9
0800-0859	17	18	19	15	23	5	9	18	15
0900-0959	11	11	11	16	8	12	12	11	12
1000-1059	10	8	6	9	12	18	14	9	11
1100-1159	8	8	10	7	10	25	12	9	11
1200-1259	5	9	12	13	11	9	10	10	10
1300-1359	8	8	2	9	4	9	11	6	7
1400-1459	7	5	12	9	13	6	7	9	8
1500-1559	10	14	14	14	14	0	6	13	10
1600-1659	5	11	11	12	6	0	18	9	9
1700-1759	8	9	10	12	10	0	19	10	10
1800-1859	10	14	7	4	4	0	5	8	6
1900-1959	11	10	8	4	0	0	6	7	6
2000-2059	8	4	5	7	0	0	7	5	4
2100-2159	1	2	14	2	0	1	2	4	3
2200-2259	2	3	1	3	0	2	3	2	2
2300-2359	0	1	0	1	0	5	0	0	1
<b>TOTALS</b>									
12Hr 7-19	109	128	127	134	128	86	123	125	119
24Hr 0-24	153	169	169	169	139	98	154	160	150
24/12 Fact	1.40	1.32	1.33	1.26	1.09	1.14	1.25	1.28	1.26
AM HR	0800-0859	0800-0859	0800-0859	0900-0959	0800-0859	1100-1159	1000-1059		
PEAK	17	18	19	16	23	25	14		
PM HR	1900-1959	1500-1559	1500-1559	1500-1559	1500-1559	1200-1259	1700-1759		
PEAK	11	14	14	14	14	9	19		

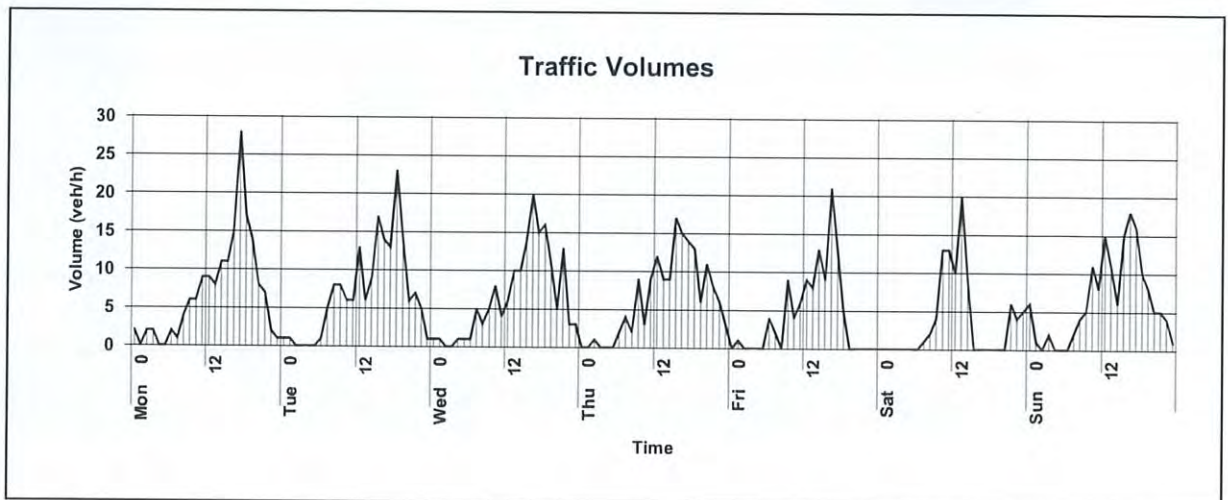


194  
**Traffic Survey Traffic Count**  
**Traffic Volume Analysis**



Site No: 3860165  
 Site location: Hugh Street, Knoxfield  
 Between : Bunnett Road & Scoresby Road  
 Direction : Westbound  
 Time range: 0000 16/05/17 to 2300 22/05/17  
 Filters: Class: 1-12, Speeds: All

Date	22/05/17	16/05/17	17/05/17	18/05/17	19/05/17	20/05/17	21/05/17	AVERAGES	
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	WEEKDAY	ALL DAYS
Period									
0000-0059	2	1	1	0	0	0	6	1	1
0100-0159	0	1	1	0	1	0	1	1	1
0200-0259	2	0	0	1	0	0	0	1	0
0300-0359	2	0	0	0	0	0	2	0	1
0400-0459	0	0	1	0	0	0	0	0	0
0500-0559	0	0	1	0	0	0	0	0	0
0600-0659	2	1	1	2	4	0	0	2	1
0700-0759	1	5	5	4	2	1	2	3	3
0800-0859	4	8	3	2	0	2	4	3	3
0900-0959	6	8	5	9	9	4	5	7	7
1000-1059	6	6	8	3	4	13	11	5	7
1100-1159	9	6	4	9	6	13	8	7	8
1200-1259	9	13	6	12	9	10	15	10	11
1300-1359	8	6	10	9	8	20	11	8	10
1400-1459	11	9	10	9	13	9	6	10	10
1500-1559	11	17	14	17	9	0	15	14	12
1600-1659	15	14	20	15	21	0	18	17	15
1700-1759	28	13	15	14	13	0	16	17	14
1800-1859	17	23	16	13	5	0	10	15	12
1900-1959	14	14	11	6	0	0	8	9	8
2000-2059	8	6	5	11	0	0	5	6	5
2100-2159	7	7	13	8	0	6	5	7	7
2200-2259	2	5	3	6	0	4	4	3	3
2300-2359	1	1	3	3	0	5	1	2	2
<b>TOTALS</b>									
12Hr 7-19	125	128	116	116	99	72	121	117	111
24Hr 0-24	165	164	156	153	104	87	153	148	140
24/12 Fact	1.32	1.28	1.34	1.32	1.05	1.21	1.26	1.27	1.26
AM HR	1100-1159	0800-0859	1000-1059	0900-0959	0900-0959	1000-1059	1000-1059		
PEAK	9	8	8	9	9	13	11		
PM HR	1700-1759	1800-1859	1600-1659	1500-1559	1600-1659	1300-1359	1600-1659		
PEAK	28	23	20	17	21	20	18		



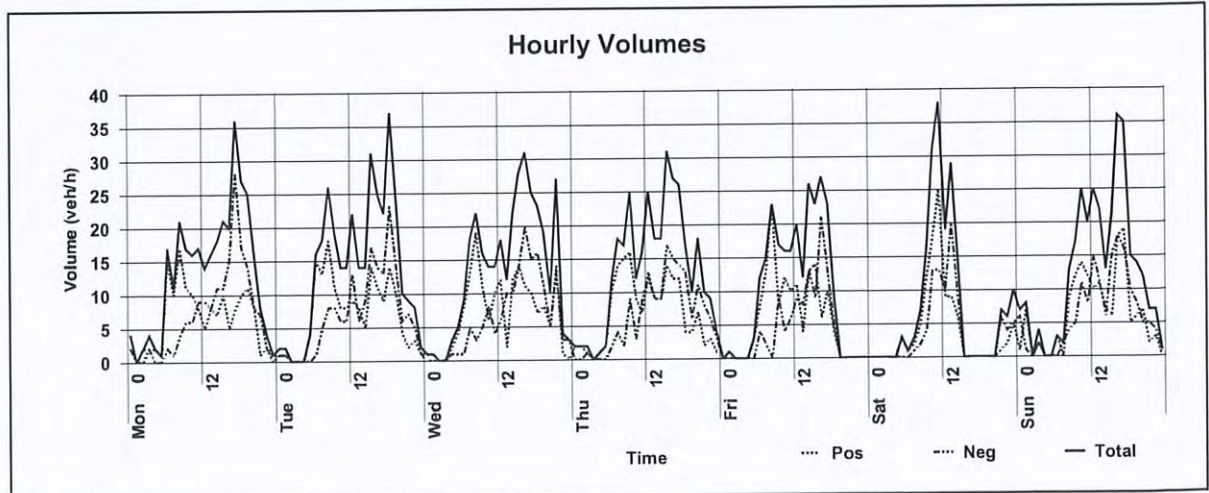


### Traffic Survey Traffic Count Traffic Volume Analysis



Site No: 3860165  
 Site location: Hugh Street, Knoxfield  
 Between: Bunnett Road & Scoresby Road  
 Direction: Eastbound & Westbound  
 Time range: 0000 16/05/17 to 2300 22/05/17  
 Filters: Class: 1-12, Speeds: All

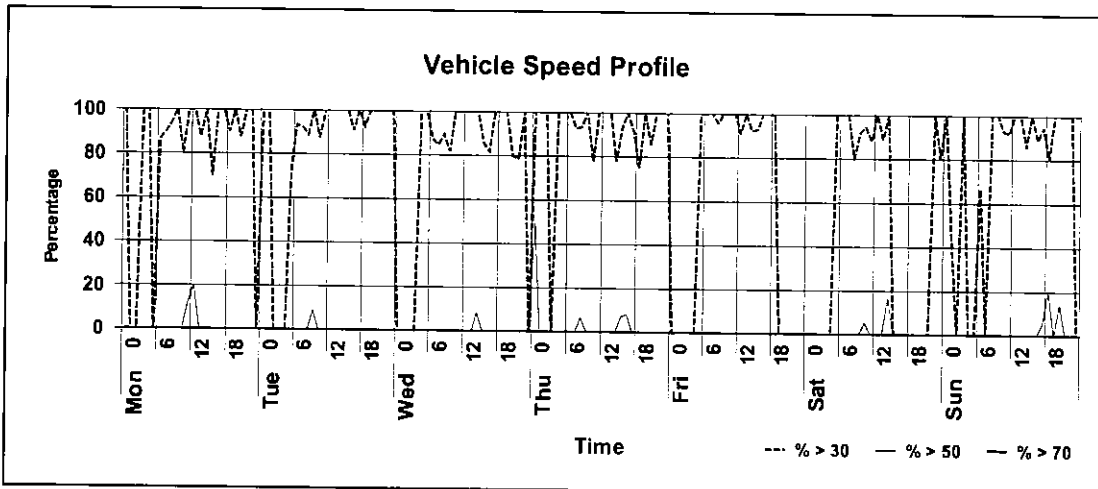
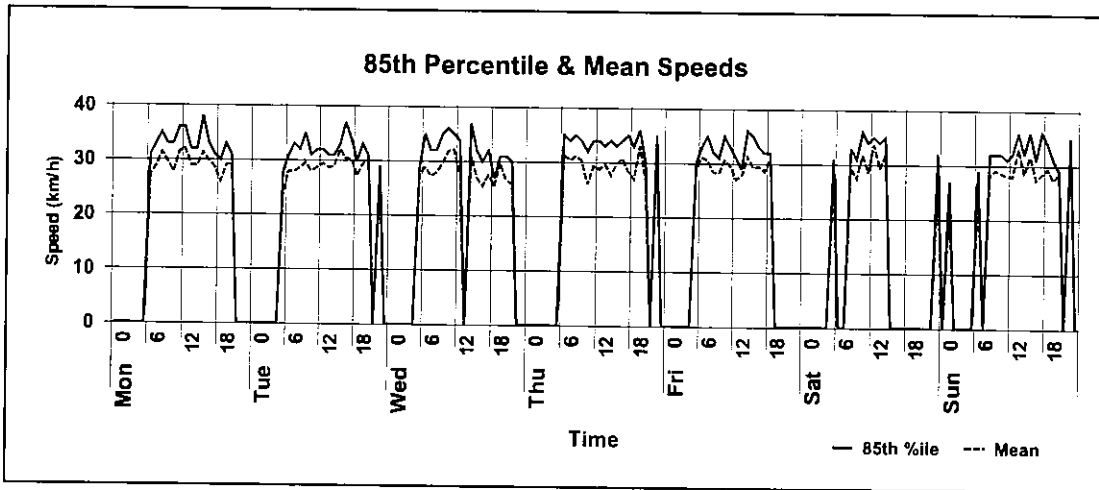
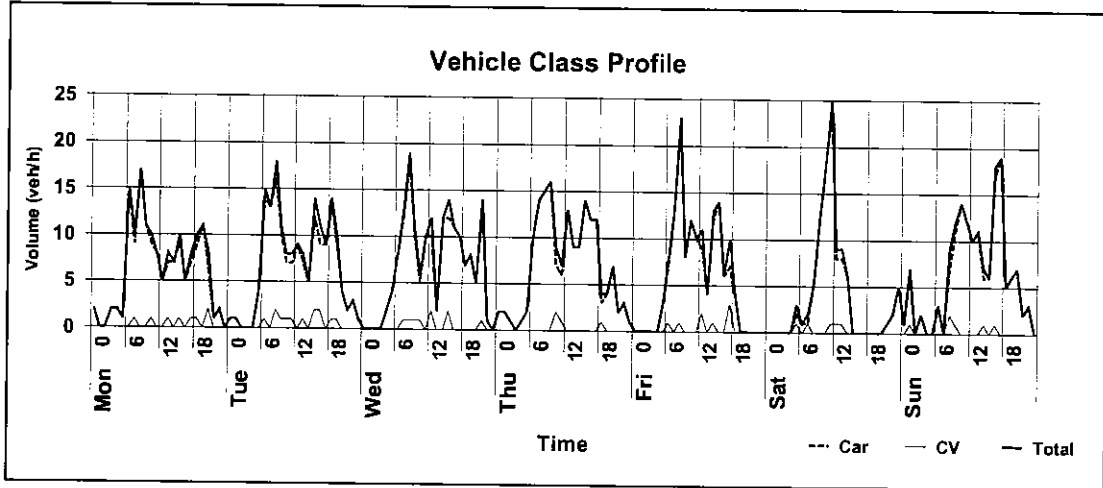
Date	22/05/17	16/05/17	17/05/17	18/05/17	19/05/17	20/05/17	21/05/17	AVERAGES	
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	WEEKDAY	ALL DAYS
Period									
0000-0059	4	2	1	2	0	0	7	2	2
0100-0159	0	2	1	2	1	0	8	1	2
0200-0259	2	0	0	2	0	0	0	1	1
0300-0359	4	0	0	0	0	0	4	1	1
0400-0459	2	0	3	1	0	0	0	1	1
0500-0559	1	4	5	2	3	3	0	3	3
0600-0659	17	16	9	12	12	1	3	13	10
0700-0759	11	18	18	18	15	3	2	16	12
0800-0859	21	26	22	17	23	7	13	22	18
0900-0959	17	19	16	25	17	16	17	19	18
1000-1059	16	14	14	12	16	31	25	14	18
1100-1159	17	14	14	16	16	38	20	15	19
1200-1259	14	22	18	25	20	19	25	20	20
1300-1359	16	14	12	18	12	29	22	14	18
1400-1459	18	14	22	18	26	15	13	20	18
1500-1559	21	31	28	31	23	0	21	27	22
1600-1659	20	25	31	27	27	0	36	26	24
1700-1759	36	22	25	26	23	0	35	26	24
1800-1859	27	37	23	17	9	0	15	23	18
1900-1959	25	24	19	10	0	0	14	16	13
2000-2059	16	10	10	18	0	0	12	11	9
2100-2159	8	9	27	10	0	7	7	11	10
2200-2259	4	8	4	9	0	6	7	5	5
2300-2359	1	2	3	4	0	10	1	2	3
<b>TOTALS</b>									
12Hr 7-19	234	256	243	250	227	158	244	242	230
24Hr 0-24	318	333	325	322	243	185	307	308	290
24/12 Fact	1.36	1.30	1.34	1.29	1.07	1.17	1.26	1.27	1.26
AM HR	0800-0859	0800-0859	0800-0859	0900-0959	0800-0859	1100-1159	1000-1059		
PEAK	21	26	22	25	23	38	25		
PM HR	1700-1759	1800-1859	1600-1659	1500-1559	1600-1659	1300-1359	1600-1659		
PEAK	36	37	31	31	27	29	36		



Traffix Survey Traffic Count  
Traffic Volume and Speed Summary



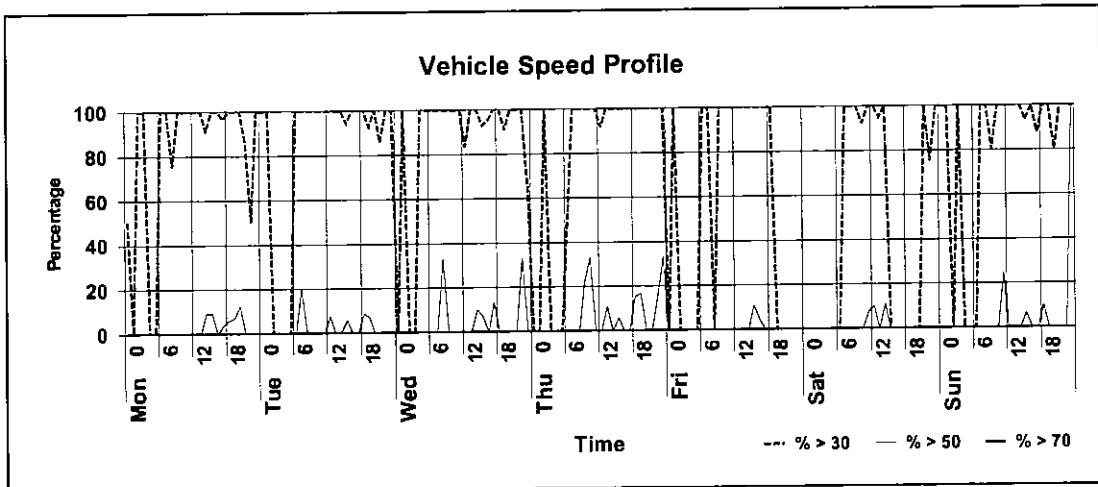
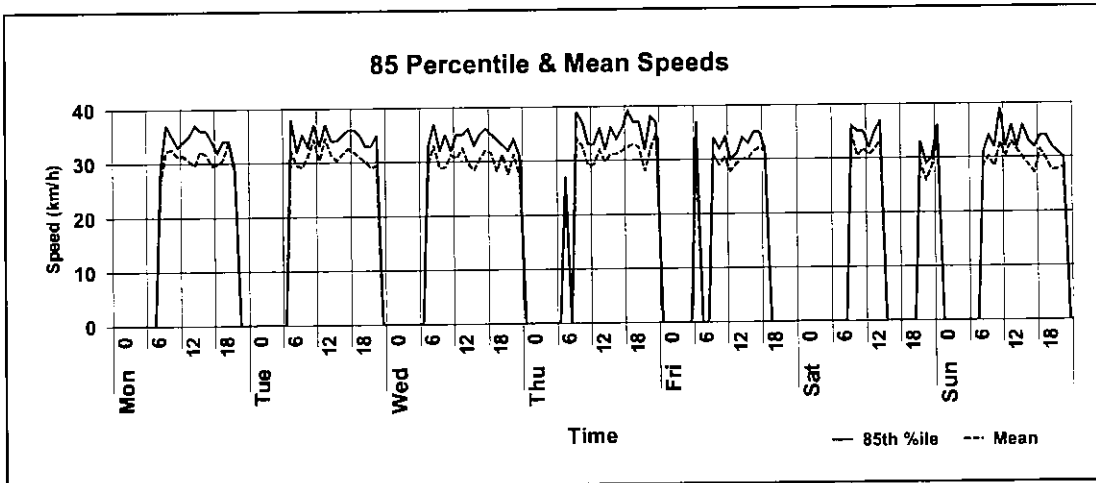
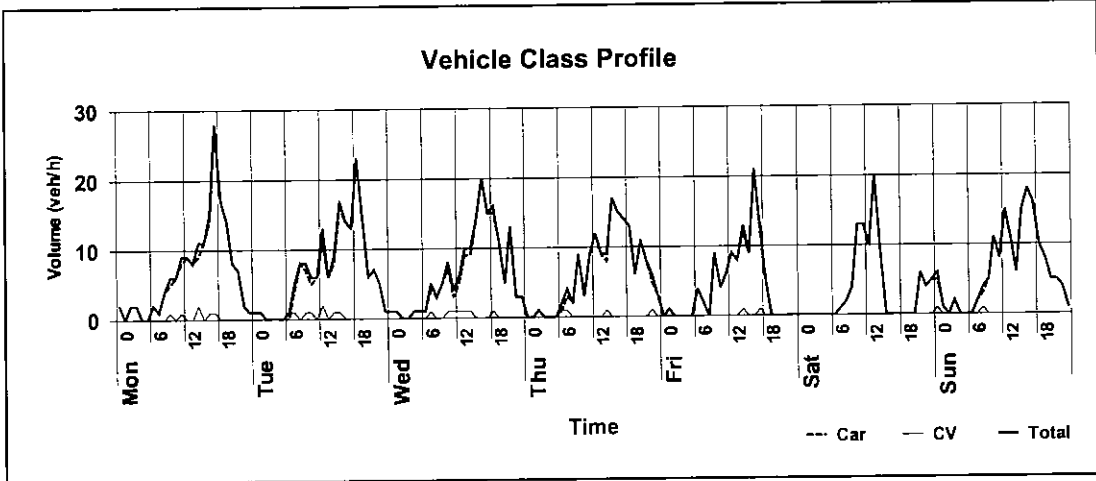
Site No: 3860165  
 Site location: Hugh Street, Knoxfield  
 Between: Bunnett Road & Scoresby Road  
 Direction: Eastbound  
 Time range: 0000 16/05/17 to 2300 22/05/17  
 Filters: Class: 1-12, Speeds: All



**Traffix Survey Traffic Count**  
**Traffic Volume and Speed Summary**



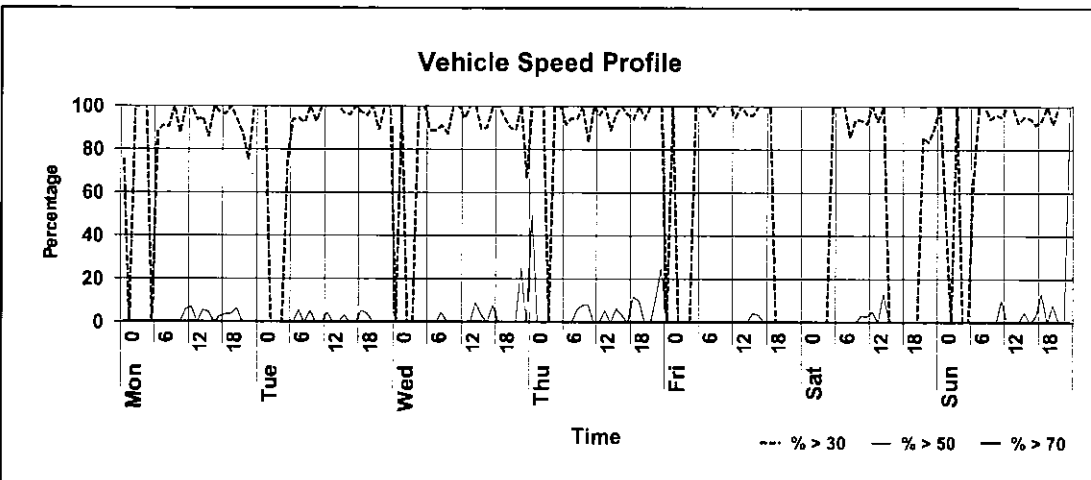
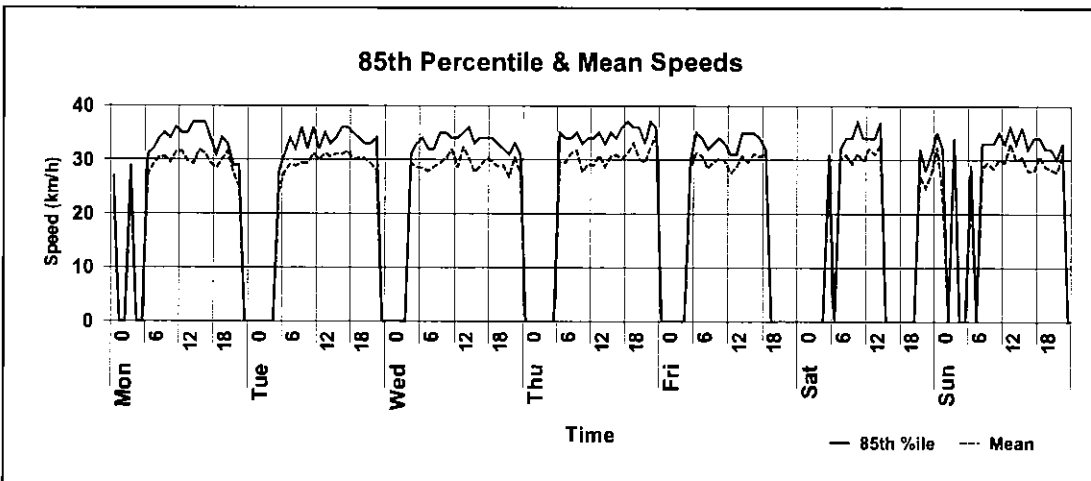
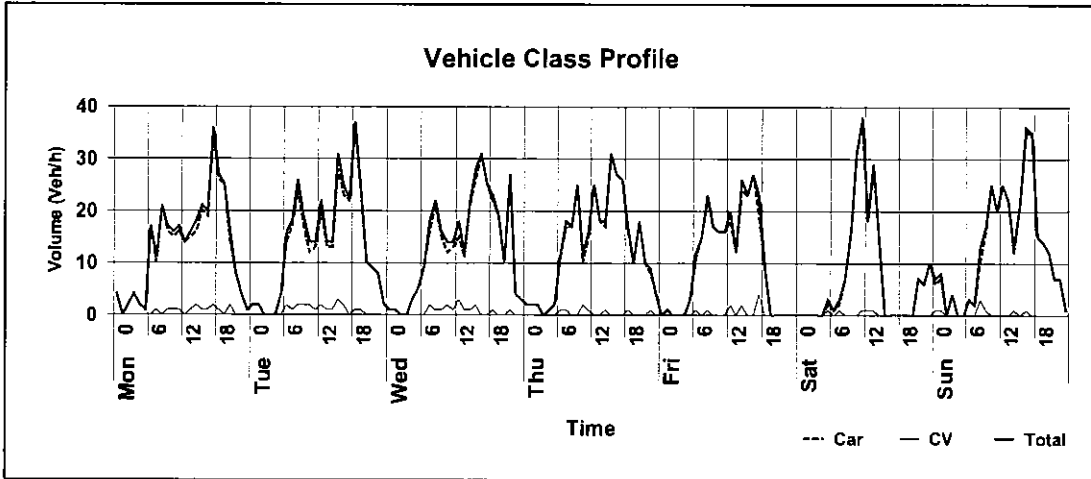
Site No: 3860165  
 Site location: Hugh Street, Knoxfield  
 Between: Bunnett Road & Scoresby Road  
 Direction: Westbound  
 Time range: 0000 16/05/17 to 2300 22/05/17  
 Filters: Class: 1-12, Speeds: All



**Traffic Survey Traffic Count**  
**Traffic Volume and Speed Summary**



Site No: 3860165  
 Site location: Hugh Street, Knoxfield  
 Between: Bunnett Road & Scoresby Road  
 Direction: Eastbound & Westbound  
 Time range: 0000 16/05/17 to 2300 22/05/17  
 Filters: Class: 1-12, Speeds: All



## 199 Traffix Survey Traffic Count Summarised Time Format



**Site No:** 3860165  
**Site location:** Hugh Street, Knoxfield  
**Between :** Bunnett Road & Scoresby Road  
**Direction :** Eastbound  
**Time range:** 0000 16/05/17 to 2300 22/05/17  
**Filters:** Class: 1-12, Speeds: All

Note: A -ve 85%ile indicates a sample size less than 50

Date	Day	Hr Start	Vol	C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	C11	C12	C13	Mean Sp	85%ile
16/05/17	Tue	0000	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0100	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0500	4	4	0	0	0	0	0	0	0	0	0	0	0	0	24.3	-28.4
16/05/17	Tue	0600	15	14	0	1	0	0	0	0	0	0	0	0	0	0	28.0	-31.8
16/05/17	Tue	0700	13	13	0	0	0	0	0	0	0	0	0	0	0	0	28.0	-33.5
16/05/17	Tue	0800	18	16	0	1	1	0	0	0	0	0	0	0	0	0	28.6	-32.7
16/05/17	Tue	0900	11	10	0	1	0	0	0	0	0	0	0	0	0	0	29.5	-35.3
16/05/17	Tue	1000	8	7	0	1	0	0	0	0	0	0	0	0	0	0	28.0	-31.8
16/05/17	Tue	1100	8	7	0	0	1	0	0	0	0	0	0	0	0	0	28.8	-32.6
16/05/17	Tue	1200	9	9	0	0	0	0	0	0	0	0	0	0	0	0	29.4	-32.3
16/05/17	Tue	1300	8	7	0	0	1	0	0	0	0	0	0	0	0	0	28.6	-31.4
16/05/17	Tue	1400	5	5	0	0	0	0	0	0	0	0	0	0	0	0	29.0	-31.5
16/05/17	Tue	1500	14	12	0	1	1	0	0	0	0	0	0	0	0	0	32.0	-34.0
16/05/17	Tue	1600	11	9	0	2	0	0	0	0	0	0	0	0	0	0	30.4	-37.2
16/05/17	Tue	1700	9	9	0	0	0	0	0	0	0	0	0	0	0	0	30.2	-35.0
16/05/17	Tue	1800	14	13	0	1	0	0	0	0	0	0	0	0	0	0	27.1	-31.0
16/05/17	Tue	1900	10	9	0	1	0	0	0	0	0	0	0	0	0	0	29.4	-33.0
16/05/17	Tue	2000	4	4	0	0	0	0	0	0	0	0	0	0	0	0	30.3	-31.6
16/05/17	Tue	2100	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	2200	3	3	0	0	0	0	0	0	0	0	0	0	0	0	25.7	-29.1
16/05/17	Tue	2300	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0400	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0500	4	4	0	0	0	0	0	0	0	0	0	0	0	0	27.5	-29.8
17/05/17	Wed	0600	8	8	0	0	0	0	0	0	0	0	0	0	0	0	28.9	-35.2
17/05/17	Wed	0700	13	12	0	1	0	0	0	0	0	0	0	0	0	0	27.2	-32.5
17/05/17	Wed	0800	19	18	0	1	0	0	0	0	0	0	0	0	0	0	28.0	-32.1
17/05/17	Wed	0900	11	10	0	1	0	0	0	0	0	0	0	0	0	0	29.6	-35.3
17/05/17	Wed	1000	6	5	0	1	0	0	0	0	0	0	0	0	0	0	31.8	-36.3
17/05/17	Wed	1100	10	10	0	0	0	0	0	0	0	0	0	0	0	0	32.1	-35.5
17/05/17	Wed	1200	12	10	0	2	0	0	0	0	0	0	0	0	0	0	27.5	-34.2
17/05/17	Wed	1300	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	1400	12	12	0	0	0	0	0	0	0	0	0	0	0	0	30.9	-37.4
17/05/17	Wed	1500	14	12	0	1	1	0	0	0	0	0	0	0	0	0	27.0	-32.9
17/05/17	Wed	1600	11	11	0	0	0	0	0	0	0	0	0	0	0	0	25.5	-30.0
17/05/17	Wed	1700	10	10	0	0	0	0	0	0	0	0	0	0	0	0	27.5	-32.5
17/05/17	Wed	1800	7	7	0	0	0	0	0	0	0	0	0	0	0	0	25.6	-28.0
17/05/17	Wed	1900	8	8	0	0	0	0	0	0	0	0	0	0	0	0	29.8	-31.9
17/05/17	Wed	2000	5	5	0	0	0	0	0	0	0	0	0	0	0	0	26.6	-31.3
17/05/17	Wed	2100	14	13	0	1	0	0	0	0	0	0	0	0	0	0	25.9	-30.9
17/05/17	Wed	2200	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	2300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0000	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0100	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0200	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0400	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0500	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0600	10	10	0	0	0	0	0	0	0	0	0	0	0	0	31.4	-35.8
18/05/17	Thu	0700	14	14	0	0	0	0	0	0	0	0	0	0	0	0	30.4	-35.0
18/05/17	Thu	0800	15	15	0	0	0	0	0	0	0	0	0	0	0	0	31.1	-35.1
18/05/17	Thu	0900	16	16	0	0	0	0	0	0	0	0	0	0	0	0	30.4	-34.8
18/05/17	Thu	1000	9	7	0	2	0	0	0	0	0	0	0	0	0	0	26.0	-32.7
18/05/17	Thu	1100	7	6	0	1	0	0	0	0	0	0	0	0	0	0	29.3	-34.8
18/05/17	Thu	1200	13	13	0	0	0	0	0	0	0	0	0	0	0	0	28.8	-34.0
18/05/17	Thu	1300	9	9	0	0	0	0	0	0	0	0	0	0	0	0	29.7	-33.7
18/05/17	Thu	1400	9	9	0	0	0	0	0	0	0	0	0	0	0	0	27.7	-35.0
18/05/17	Thu	1500	14	14	0	0	0	0	0	0	0	0	0	0	0	0	29.8	-33.5
18/05/17	Thu	1600	12	12	0	0	0	0	0	0	0	0	0	0	0	0	30.8	-34.2
18/05/17	Thu	1700	12	12	0	0	0	0	0	0	0	0	0	0	0	0	28.4	-35.2
18/05/17	Thu	1800	4	3	0	1	0	0	0	0	0	0	0	0	0	0	27.0	-33.6
18/05/17	Thu	1900	4	4	0	0	0	0	0	0	0	0	0	0	0	0	33.0	-36.4
18/05/17	Thu	2000	7	7	0	0	0	0	0	0	0	0	0	0	0	0	26.9	-31.0
18/05/17	Thu	2100	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	2200	3	3	0	0	0	0	0	0	0	0	0	0	0	0	33.0	-35.5
18/05/17	Thu	2300	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0500	3	3	0	0	0	0	0	0	0	0	0	0	0	0	29.0	-30.1
19/05/17	Fri	0600	8	7	0	1	0	0	0	0	0	0	0	0	0	0	31.1	-33.9



## 201 Traffix Survey Traffic Count Summarised Time Format



**Site No:** 3860165  
**Site location:** Hugh Street, Knoxfield  
**Between :** Bunnelt Road & Scoresby Road  
**Direction :** Westbound  
**Time range:** 0000 16/05/17 to 2300 22/05/17  
**Filters:** Class: 1-12, Speeds: All

Note: A -ve 85%ile indicates a sample size less than 50

Date	Day	Hr Start	Vol	C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	C11	C12	C13	Mean Sp	85%ile
16/05/17	Tue	0000	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0100	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0600	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0.0	0.0
16/05/17	Tue	0700	5	4	0	0	1	0	0	0	0	0	0	0	0	0	32.2	-38.5
16/05/17	Tue	0800	8	8	0	0	0	0	0	0	0	0	0	0	0	0	29.5	-32.6
16/05/17	Tue	0900	8	7	0	1	0	0	0	0	0	0	0	0	0	0	29.1	-35.6
16/05/17	Tue	1000	6	4	1	0	1	0	0	0	0	0	0	0	0	0	31.2	-33.5
16/05/17	Tue	1100	6	6	0	0	0	0	0	0	0	0	0	0	0	0	34.3	-37.1
16/05/17	Tue	1200	13	11	0	1	1	0	0	0	0	0	0	0	0	0	30.4	-33.1
16/05/17	Tue	1300	6	6	0	0	0	0	0	0	0	0	0	0	0	0	34.5	-37.2
16/05/17	Tue	1400	9	8	0	0	1	0	0	0	0	0	0	0	0	0	31.4	-34.7
16/05/17	Tue	1500	17	16	0	1	0	0	0	0	0	0	0	0	0	0	30.4	-34.2
16/05/17	Tue	1600	14	14	0	0	0	0	0	0	0	0	0	0	0	0	31.5	-35.8
16/05/17	Tue	1700	13	13	0	0	0	0	0	0	0	0	0	0	0	0	32.5	-36.5
16/05/17	Tue	1800	23	23	0	0	0	0	0	0	0	0	0	0	0	0	31.8	-36.5
16/05/17	Tue	1900	14	14	0	0	0	0	0	0	0	0	0	0	0	0	30.9	-35.9
16/05/17	Tue	2000	6	6	0	0	0	0	0	0	0	0	0	0	0	0	30.2	-33.2
16/05/17	Tue	2100	7	7	0	0	0	0	0	0	0	0	0	0	0	0	29.0	-33.9
16/05/17	Tue	2200	5	5	0	0	0	0	0	0	0	0	0	0	0	0	29.4	-35.8
16/05/17	Tue	2300	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0000	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0100	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0400	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0500	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0600	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
17/05/17	Wed	0700	5	4	0	0	0	0	1	0	0	0	0	0	0	0	29.6	-33.3
17/05/17	Wed	0800	3	3	0	0	0	0	0	0	0	0	0	0	0	0	33.0	-37.2
17/05/17	Wed	0900	5	5	0	0	0	0	0	0	0	0	0	0	0	0	28.8	-32.8
17/05/17	Wed	1000	8	7	0	1	0	0	0	0	0	0	0	0	0	0	28.0	-35.0
17/05/17	Wed	1100	4	3	0	1	0	0	0	0	0	0	0	0	0	0	31.3	-32.4
17/05/17	Wed	1200	6	5	0	1	0	0	0	0	0	0	0	0	0	0	30.7	-35.3
17/05/17	Wed	1300	10	9	0	1	0	0	0	0	0	0	0	0	0	0	32.4	-35.5
17/05/17	Wed	1400	10	9	0	1	0	0	0	0	0	0	0	0	0	0	29.7	-36.0
17/05/17	Wed	1500	14	14	0	0	0	0	0	0	0	0	0	0	0	0	28.4	-33.9
17/05/17	Wed	1600	20	20	0	0	0	0	0	0	0	0	0	0	0	0	30.5	-35.0
17/05/17	Wed	1700	15	15	0	0	0	0	0	0	0	0	0	0	0	0	32.1	-36.5
17/05/17	Wed	1800	16	15	0	1	0	0	0	0	0	0	0	0	0	0	31.6	-35.6
17/05/17	Wed	1900	11	11	0	0	0	0	0	0	0	0	0	0	0	0	28.1	-34.4
17/05/17	Wed	2000	5	5	0	0	0	0	0	0	0	0	0	0	0	0	31.2	-33.5
17/05/17	Wed	2100	13	13	0	0	0	0	0	0	0	0	0	0	0	0	27.6	-32.0
17/05/17	Wed	2200	3	3	0	0	0	0	0	0	0	0	0	0	0	0	31.3	-34.7
17/05/17	Wed	2300	3	3	0	0	0	0	0	0	0	0	0	0	0	0	27.3	-31.8
18/05/17	Thu	0000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0200	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0600	2	1	0	0	1	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0700	4	3	0	0	0	1	0	0	0	0	0	0	0	0	26.5	-27.8
18/05/17	Thu	0800	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
18/05/17	Thu	0900	9	9	0	0	0	0	0	0	0	0	0	0	0	0	34.0	-39.3
18/05/17	Thu	1000	3	3	0	0	0	0	0	0	0	0	0	0	0	0	32.7	-37.3
18/05/17	Thu	1100	9	9	0	0	0	0	0	0	0	0	0	0	0	0	29.1	-34.0
18/05/17	Thu	1200	12	12	0	0	0	0	0	0	0	0	0	0	0	0	29.3	-33.4
18/05/17	Thu	1300	9	9	0	0	0	0	0	0	0	0	0	0	0	0	31.9	-36.3
18/05/17	Thu	1400	9	8	0	1	0	0	0	0	0	0	0	0	0	0	29.8	-32.3
18/05/17	Thu	1500	17	17	0	0	0	0	0	0	0	0	0	0	0	0	31.2	-36.5
18/05/17	Thu	1600	15	15	0	0	0	0	0	0	0	0	0	0	0	0	31.1	-34.9
18/05/17	Thu	1700	14	14	0	0	0	0	0	0	0	0	0	0	0	0	31.8	-36.8
18/05/17	Thu	1800	13	13	0	0	0	0	0	0	0	0	0	0	0	0	32.5	-39.0
18/05/17	Thu	1900	6	6	0	0	0	0	0	0	0	0	0	0	0	0	33.0	-37.3
18/05/17	Thu	2000	11	11	0	0	0	0	0	0	0	0	0	0	0	0	32.4	-37.2
18/05/17	Thu	2100	8	8	0	0	0	0	0	0	0	0	0	0	0	0	28.0	-32.2
18/05/17	Thu	2200	6	5	0	1	0	0	0	0	0	0	0	0	0	0	32.0	-38.3
18/05/17	Thu	2300	3	3	0	0	0	0	0	0	0	0	0	0	0	0	35.0	-37.8
19/05/17	Fri	0000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0100	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
19/05/17	Fri	0600	4	4	0	0	0	0	0	0	0	0	0	0	0	0	31.5	-37.4





203  
**Traffic Survey Traffic Count**  
 Summarised Time Format



**Site No:** 3860165  
**Site location:** Hugh Street, Knoxfield  
**Between :** Bunnett Road & Scoresby Road  
**Direction :** Eastbound & Westbound  
**Time range:** 0000 16/05/17 to 2300 22/05/17  
**Filters:** Class: 1-12, Speeds: All

Note: A -ve 85%ile indicates a sample size less than 50

Date	Day	Hr Start	Vol	C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	C11	C12	C13	Mean Sp	85%ile
Virtual	Mon	0000	4	4	0	0	0	0	0	0	0	0	0	0	0	0	24.0	-27.4
Virtual	Mon	0100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Mon	0200	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Mon	0300	4	4	0	0	0	0	0	0	0	0	0	0	0	0	25.3	-29.2
Virtual	Mon	0400	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Mon	0500	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Mon	0600	17	17	0	0	0	0	0	0	0	0	0	0	0	0	27.3	-31.8
Virtual	Mon	0700	11	10	0	1	0	0	0	0	0	0	0	0	0	0	29.2	-32.7
Virtual	Mon	0800	21	21	0	0	0	0	0	0	0	0	0	0	0	0	30.5	-34.8
Virtual	Mon	0900	17	16	0	1	0	0	0	0	0	0	0	0	0	0	30.6	-35.7
Virtual	Mon	1000	16	15	0	1	0	0	0	0	0	0	0	0	0	0	29.5	-34.6
Virtual	Mon	1100	17	16	0	1	0	0	0	0	0	0	0	0	0	0	31.4	-36.2
Virtual	Mon	1200	14	14	0	0	0	0	0	0	0	0	0	0	0	0	31.6	-35.8
Virtual	Mon	1300	16	15	0	1	0	0	0	0	0	0	0	0	0	0	29.8	-35.3
Virtual	Mon	1400	18	16	0	2	0	0	0	0	0	0	0	0	0	0	29.3	-37.3
Virtual	Mon	1500	21	20	0	1	0	0	0	0	0	0	0	0	0	0	31.8	-37.6
Virtual	Mon	1600	20	19	0	1	0	0	0	0	0	0	0	0	0	0	31.2	-37.0
Virtual	Mon	1700	36	33	1	2	0	0	0	0	0	0	0	0	0	0	29.4	-34.2
Virtual	Mon	1800	27	26	0	1	0	0	0	0	0	0	0	0	0	0	28.4	-31.6
Virtual	Mon	1900	25	25	0	0	0	0	0	0	0	0	0	0	0	0	30.0	-34.3
Virtual	Mon	2000	16	14	0	2	0	0	0	0	0	0	0	0	0	0	31.6	-33.8
Virtual	Mon	2100	8	8	0	0	0	0	0	0	0	0	0	0	0	0	27.6	-29.9
Virtual	Mon	2200	4	4	0	0	0	0	0	0	0	0	0	0	0	0	25.0	-29.6
Virtual	Mon	2300	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Tue	0000	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Tue	0100	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Tue	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Tue	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Tue	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Tue	0500	4	4	0	0	0	0	0	0	0	0	0	0	0	0	24.3	-28.4
Virtual	Tue	0600	16	14	0	1	1	0	0	0	0	0	0	0	0	0	27.8	-31.6
Virtual	Tue	0700	18	17	0	0	1	0	0	0	0	0	0	0	0	0	29.2	-34.3
Virtual	Tue	0800	26	24	0	1	1	0	0	0	0	0	0	0	0	0	28.9	-32.7
Virtual	Tue	0900	19	17	0	2	0	0	0	0	0	0	0	0	0	0	29.4	-36.2
Virtual	Tue	1000	14	11	1	1	1	0	0	0	0	0	0	0	0	0	29.4	-32.5
Virtual	Tue	1100	14	13	0	0	1	0	0	0	0	0	0	0	0	0	31.1	-36.9
Virtual	Tue	1200	22	20	0	1	1	0	0	0	0	0	0	0	0	0	30.0	-32.8
Virtual	Tue	1300	14	13	0	0	1	0	0	0	0	0	0	0	0	0	31.1	-35.4
Virtual	Tue	1400	14	13	0	0	1	0	0	0	0	0	0	0	0	0	30.6	-33.9
Virtual	Tue	1500	31	28	0	2	1	0	0	0	0	0	0	0	0	0	31.1	-34.1
Virtual	Tue	1600	25	23	0	2	0	0	0	0	0	0	0	0	0	0	31.0	-36.6
Virtual	Tue	1700	22	22	0	0	0	0	0	0	0	0	0	0	0	0	31.6	-36.3
Virtual	Tue	1800	37	36	0	1	0	0	0	0	0	0	0	0	0	0	30.1	-35.5
Virtual	Tue	1900	24	23	0	1	0	0	0	0	0	0	0	0	0	0	30.3	-34.7
Virtual	Tue	2000	10	10	0	0	0	0	0	0	0	0	0	0	0	0	30.2	-33.5
Virtual	Tue	2100	9	9	0	0	0	0	0	0	0	0	0	0	0	0	29.3	-33.3
Virtual	Tue	2200	8	8	0	0	0	0	0	0	0	0	0	0	0	0	28.0	-34.8
Virtual	Tue	2300	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Wed	0000	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Wed	0100	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Wed	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Wed	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Wed	0400	3	3	0	0	0	0	0	0	0	0	0	0	0	0	29.3	-31.9
Virtual	Wed	0500	5	5	0	0	0	0	0	0	0	0	0	0	0	0	28.6	-33.3
Virtual	Wed	0600	9	9	0	0	0	0	0	0	0	0	0	0	0	0	28.4	-34.6
Virtual	Wed	0700	18	16	0	1	0	0	1	0	0	0	0	0	0	0	27.9	-32.7
Virtual	Wed	0800	22	21	0	1	0	0	0	0	0	0	0	0	0	0	28.7	-32.3
Virtual	Wed	0900	16	15	0	1	0	0	0	0	0	0	0	0	0	0	29.4	-35.6
Virtual	Wed	1000	14	12	0	2	0	0	0	0	0	0	0	0	0	0	30.2	-35.8
Virtual	Wed	1100	14	13	0	1	0	0	0	0	0	0	0	0	0	0	31.9	-34.9
Virtual	Wed	1200	18	15	0	3	0	0	0	0	0	0	0	0	0	0	28.6	-34.8
Virtual	Wed	1300	12	11	0	1	0	0	0	0	0	0	0	0	0	0	32.3	-35.2
Virtual	Wed	1400	22	21	0	1	0	0	0	0	0	0	0	0	0	0	30.4	-36.8
Virtual	Wed	1500	28	26	0	1	1	0	0	0	0	0	0	0	0	0	27.7	-33.8
Virtual	Wed	1600	31	31	0	0	0	0	0	0	0	0	0	0	0	0	28.7	-34.4
Virtual	Wed	1700	25	25	0	0	0	0	0	0	0	0	0	0	0	0	30.2	-34.8
Virtual	Wed	1800	23	22	0	1	0	0	0	0	0	0	0	0	0	0	29.7	-34.5
Virtual	Wed	1900	19	19	0	0	0	0	0	0	0	0	0	0	0	0	28.8	-33.2
Virtual	Wed	2000	10	10	0	0	0	0	0	0	0	0	0	0	0	0	28.9	-32.8
Virtual	Wed	2100	27	26	0	1	0	0	0	0	0	0	0	0	0	0	26.7	-31.9
Virtual	Wed	2200	4	4	0	0	0	0	0	0	0	0	0	0	0	0	30.5	-33.2
Virtual	Wed	2300	3	3	0	0	0	0	0	0	0	0	0	0	0	0	27.3	-31.8
Virtual	Thu	0000	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Thu	0100	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Thu	0200	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Thu	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Thu	0400	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Thu	0500	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Thu	0600	12	11	0	0	1	0	0	0	0	0	0	0	0	0	29.6	-35.3

Virtual	Thu	0700	18	17	0	0	0	0	204	0	0	0	0	0	0	0	0	0	29.5	-34.7
Virtual	Thu	0800	17	17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	31.2	-34.7
Virtual	Thu	0900	25	25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	31.7	-35.8
Virtual	Thu	1000	12	10	0	2	0	0	0	0	0	0	0	0	0	0	0	0	27.7	-33.2
Virtual	Thu	1100	16	15	0	1	0	0	0	0	0	0	0	0	0	0	0	0	29.2	-34.6
Virtual	Thu	1200	25	25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	29.0	-34.1
Virtual	Thu	1300	18	18	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30.8	-35.3
Virtual	Thu	1400	18	17	0	1	0	0	0	0	0	0	0	0	0	0	0	0	28.7	-33.3
Virtual	Thu	1500	31	31	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30.5	-35.7
Virtual	Thu	1600	27	27	0	0	0	0	0	0	0	0	0	0	0	0	0	0	31.0	-34.7
Virtual	Thu	1700	26	26	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30.2	-36.1
Virtual	Thu	1800	17	16	0	1	0	0	0	0	0	0	0	0	0	0	0	0	31.2	-37.3
Virtual	Thu	1900	10	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	33.0	-36.8
Virtual	Thu	2000	18	18	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30.2	-36.3
Virtual	Thu	2100	10	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	29.5	-33.8
Virtual	Thu	2200	9	8	0	1	0	0	0	0	0	0	0	0	0	0	0	0	32.3	-37.3
Virtual	Thu	2300	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	34.5	-36.8
Virtual	Fri	0000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Fri	0100	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Fri	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Fri	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Fri	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Fri	0500	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	29.0	-30.1
Virtual	Fri	0600	12	11	0	1	0	0	0	0	0	0	0	0	0	0	0	0	31.3	-35.4
Virtual	Fri	0700	15	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30.7	-34.8
Virtual	Fri	0800	23	22	0	1	0	0	0	0	0	0	0	0	0	0	0	0	28.4	-32.3
Virtual	Fri	0900	17	17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	29.6	-33.7
Virtual	Fri	1000	16	16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30.3	-34.5
Virtual	Fri	1100	16	16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	29.8	-33.9
Virtual	Fri	1200	20	18	0	2	0	0	0	0	0	0	0	0	0	0	0	0	27.5	-31.0
Virtual	Fri	1300	12	12	0	0	0	0	0	0	0	0	0	0	0	0	0	0	28.8	-31.2
Virtual	Fri	1400	26	24	0	2	0	0	0	0	0	0	0	0	0	0	0	0	30.7	-35.1
Virtual	Fri	1500	23	23	0	0	0	0	0	0	0	0	0	0	0	0	0	0	29.6	-35.5
Virtual	Fri	1600	27	27	0	0	0	0	0	0	0	0	0	0	0	0	0	0	31.1	-36.0
Virtual	Fri	1700	23	19	0	4	0	0	0	0	0	0	0	0	0	0	0	0	30.6	-34.5
Virtual	Fri	1800	9	9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	31.2	-32.7
Virtual	Fri	1900	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Fri	2000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Fri	2100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Fri	2200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
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Virtual	Sat	0100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sat	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sat	0300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sat	0400	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sat	0500	3	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	28.0	-31.6
Virtual	Sat	0600	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sat	0700	3	2	0	1	0	0	0	0	0	0	0	0	0	0	0	0	30.3	-32.1
Virtual	Sat	0800	7	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30.9	-34.9
Virtual	Sat	0900	16	16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	29.3	-34.4
Virtual	Sat	1000	31	31	0	0	0	0	0	0	0	0	0	0	0	0	0	0	31.2	-37.2
Virtual	Sat	1100	38	37	0	1	0	0	0	0	0	0	0	0	0	0	0	0	29.7	-34.7
Virtual	Sat	1200	19	17	1	1	0	0	0	0	0	0	0	0	0	0	0	0	32.1	-34.4
Virtual	Sat	1300	29	28	0	1	0	0	0	0	0	0	0	0	0	0	0	0	31.0	-34.9
Virtual	Sat	1400	15	13	2	0	0	0	0	0	0	0	0	0	0	0	0	0	32.7	-37.5
Virtual	Sat	1500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sat	1600	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sat	1700	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sat	1800	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sat	1900	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sat	2000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sat	2100	7	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	27.0	-32.8
Virtual	Sat	2200	6	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24.8	-28.3
Virtual	Sat	2300	10	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	27.5	-31.5
Virtual	Sun	0000	7	6	0	1	0	0	0	0	0	0	0	0	0	0	0	0	32.4	-35.8
Virtual	Sun	0100	8	7	0	1	0	0	0	0	0	0	0	0	0	0	0	0	23.3	-32.8
Virtual	Sun	0200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
Virtual	Sun	0300	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	33.5	-34.8
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Virtual	Sun	0600	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25.0	-29.8
Virtual	Sun	0700	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0.0
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Virtual	Sun	1100	20	20	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30.0	-35.0
Virtual	Sun	1200	25	25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	29.5	-33.3
Virtual	Sun	1300	22	22	0	0	0	0	0	0	0	0	0	0	0	0	0	0	33.0	-36.3
Virtual	Sun	1400	13	12	0	1	0	0	0	0	0	0	0	0	0	0	0	0	29.8	-33.5
Virtual	Sun	1500	21	21	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30.5	-36.8
Virtual	Sun	1600	36	35	0	1	0	0	0	0	0	0	0	0	0	0	0	0	28.0	-32.6
Virtual	Sun	1700	35	35	0	0	0	0	0	0	0	0	0	0	0	0	0	0	27.9	-34.8
Virtual	Sun	1800	15	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	30.7	-34.5
Virtual	Sun	1900	14	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	28.7	-32.9
Virtual	Sun	2000	12	12	0	0	0	0	0	0	0	0	0	0	0	0	0	0	28.2	-32.0
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**CHANDLER AND BAIRD WARDS****6.6 BORONIA RENEWAL PROJECT – STAGE 1 KEY DIRECTIONS REPORT**

**SUMMARY:**            *Manager City Futures (Tanya Clark)*  
                              *Manager Community Infrastructure (David Yeouart)*

*The Boronia Renewal Project Scope Plan was approved by Council on 11 September 2017. This report provides an update on the progress of the project to date including completion of Stage 1 background reports and a draft set of Key Directions to guide future redevelopment.*

**RECOMMENDATION**

That Council

1. Note the Community Engagement program completed in Stage 1 that was successful in gathering ideas and issues from the community to inform the direction for Boronia and the various technical background reports completed in *Stage 1 - Background and Research* and support their use as the foundation for Stage 2 Strategy Development.
2. Adopt the nine draft Key Directions that have been drawn from the Community Engagement and Technical report findings in this report as the main product of Stage 1 Background and Research.
3. Endorse the use of the nine draft Key Directions to guide the preparation of the Renewal Strategy and Planning Scheme Amendment in Stage 2 – Strategy Development.
4. Request officers to prepare a project plan that sets out the scope of work, requirements and resources necessary to undertake further community engagement with young people to feed into to the Boronia Renewal Strategy during Stage 2 Strategy Development.
5. Endorse the revised Community Engagement program for Stage 2 Strategy Development as outlined in Section 2.7 and Appendix A of this report.
6. Endorse the Stage 2 Strategy Development work program, including preparation of a planning scheme amendment and scope of the Renewal Strategy as outlined in Sections 2.8 and 2.9 of this report.

## **1. INTRODUCTION**

### **Stage 1 Background and Research components**

There are three main elements to the Stage 1 work program for the Boronia Renewal Project:

1. Community Engagement Program.
2. Technical Background Reports.
3. Draft Key Directions.

An overview summary presentation of the work undertaken as part of Stage 1 Background and Research is provided in **Appendix A** of this report. These elements are summarised in this report and are discussed in greater detail in **Appendices B – F**.

The approach taken in Stage 1 has been successful in gaining community support for change and forms a solid foundation on which to base the proposed Renewal Strategy and Planning Scheme Amendment.

The Boronia Structure Plan 2006 is due for review, with the existing Planning Scheme controls expiring in December 2019. The Boronia Renewal Project Scope Plan was approved by Council on 11 September 2017.

The Boronia Renewal Project will act as a mechanism to coordinate infrastructure and economic development, service provision and land use planning for the Boronia Activity Centre.

Boronia is a high priority area due to significant social issues, a relatively poor business environment, ageing and inadequate infrastructure and a need to review planning controls across the Activity Centre. The multi-faceted needs of this project require a cross-organisational approach to enable planning for community, infrastructure, built form and economic outcomes; dedicated resources to ensure its delivery and investigation into opportunities to leverage Council assets to deliver community outcomes and financial returns.

The Boronia Renewal Project has several key drivers and seeks to address a range of key social, infrastructure and economic development issues and proposed planning scheme controls including:

- Need for a new, contemporary planning framework - current strategic context is out of date; Planning Scheme controls due to expire in December 2019. Successive State Governments have directed a 'complete review' of the Boronia Structure Plan, including Activity Centre boundaries and heights;
- A need to reinvigorate the retail and commercial environment – the overall business climate is stagnant due to a lack of commercial investment and there is a lack of connectivity between the main retail precincts;
- Ageing infrastructure – several assets are coming to the end of the building's lifecycle and will require major investment to sustain future uses, e.g. Park Crescent Childcare; Bellbird Senior Citizens'; Knox Leisureworks;
- Some existing infrastructure is failing with serious structural and are no longer fit for purpose – Knox Basketball Stadium, retarding basin capacity, local flooding, former Youth Hall;

- Social disadvantage – including low income, family violence, educational attainment etc;
- Changes in housing and community – Approximately 1,300 new dwellings were approved in Boronia between 2008 and 2016;
- Potential asset disposal, leverage and redevelopment opportunities – Boronia Youth Hall, Boronia Park, Dorset Square.

## **2. DISCUSSION**

### **2.1 Community engagement**

Listening to the community has been a pivotal point in this first stage of preparing a Renewal Strategy to guide redevelopment over the next 20 years.

#### **2.1.1 Engaging the Boronia Community**

The success of the Boronia Renewal Project does not sit with Knox Council alone; rather its success will depend on how the community and key stakeholders embrace the new vision and work collectively to implement the various strategies to make it a reality. This places added importance on the Community Engagement component and its contribution as an essential part of delivering the Boronia Renewal Project.

Through a targeted and intensive community consultation process in Stage 1, a greater level of interaction with the community and key stakeholders was achieved. The use of the online survey and distribution through Council's service providers has enabled a wide audience to be reached within a relatively short, six-month period. This process was enhanced through the review of data from past-related studies undertaken by Council, use and monitoring of social media discussions and Council sharing its public information and insights<sup>1</sup> with key stakeholders through a series of community workshops. Working beyond the initial Project Plan has generated a broad awareness of the project and significant interest from key stakeholders to be involved with the project.

**Table 1 - Participation Summary Table**

<i>Event</i>	<i>Participation</i>
<i>Community conversations</i>	100+
<i>Boronia Survey</i>	500+
<i>Workshops</i>	80+
<i>Social media</i>	6500+
<i>Stakeholder meetings</i>	20+
<i>Registered for updates</i>	300+
<b><i>Total Stage 1</i></b>	<b>7500+</b>

<sup>1</sup> Council's analysis of ABS 2016 Census data for Boronia

Some of the key findings from the **community conversations** held in Boronia included:

- *Changing character of Boronia with the new developments – some pointed out how they are ‘wedged’ between two developments;*
- *People feel a connection to the history of Boronia and seeing the changes taking place. Not all negative;*
- *Public toilet needed in Boronia Village/Junction area;*
- *New residents really like living in Boronia;*
- *Concern about the perceived drug problem around Boronia and in particular, Orchid Avenue;*
- *Rubbish in shopping areas and streets, especially Dorset Square;*
- *A few people pointed out on the map where the existing or proposed development was effecting their property regarding outlook and views;*
- *The main concern related to development occurring throughout Boronia.*

### **2.1.2 Boronia Survey**

The high response rate of over 500 survey returns, indicated the community is ready to engage with the project. Significantly, the pool of 300 interested residents gained from this process has been kept in the loop on the projects progress via subscription to regular newsletters. This group has also formed a touchstone for Council when seeking responses to issues facing the Activity Centre. This has enabled officers to identify and test options to particular issues. A detailed report on the findings of the survey is included in **Appendix B**.

### **2.1.3 Community workshops**

A series of community/stakeholder-focused workshops were held between December 2017 and February 2018. To ensure the widest possible audience, a database of over 600 businesses, community groups and government agencies was established.

Participants were asked several questions intended to prompt discussion about the recent changes experienced in Boronia and what further changes might be required in the future. This discussion was supported by information from the most recent ABS Census. In many cases, this data confirmed the experiences of service providers and community groups, which have seen significant growth over the past few years. The forecast growth afforded participants the opportunity to think about future changes and adapt their plans in a proactive way.

### **2.1.4 Voices of the Community**

Over 80 people attended the four sessions, with group discussions identifying existing issues and generating a number of new ideas for Boronia's future. The workshops provided a forum for participants to express their concerns and to hear directly from each other about different approaches to common problems. In addition, ideas for Boronia's future were shared and teased out through small group discussions.

The following provides a snap shot of ideas raised at the workshops:

- *Businesses could benefit from big promotions/events and synergies generated but need help/expertise to organise these. The workshops were successful in creating a forum for sharing new perspectives on how positive changes in Boronia could be implemented;*
- *Raise the profile of Boronia to encourage tourist stops on the way to the Dandenongs;*
- *A new local market in Boronia could attract more people to Boronia;*
- *Increased marketing and promotion of what is already available in Boronia – there is a lot!*
- *Use current spaces and places smarter;*
- *Facilities need to be accessible and in some cases updated so people don't leave Boronia and the municipality to go elsewhere;*
- *Need to improve the quality of shops and clean up shop fronts – increase greenery around shops to make them more attractive and to provide a visual link to the different shopping areas in Boronia;*
- *Consolidate shopping areas to reduce the shopping and parking areas and create more open space.*

## **2.2 Technical Background Report Summaries**

The original Project Scope and Plan envisaged a two-part community consultation process and a series of technical reports prepared by consultants.

However, it was recognised that much of the information required for the technical reports was already available within Council. On this basis, it was considered more efficient to produce several of the technical reports in house and leave only a few selected reports to be prepared by consultants.

The Technical Reports listed below gather information from across Council to create a comprehensive picture of Boronia and act as a useful starting point for further analysis. Some of this information was shared with the community and stakeholders and confirmed much of the feedback received from service providers.

- Community Services and Facilities Review report
- Land Use and Planning Analysis Report



- Economic Assessment
- Asset Leveraging and Feasibility advice
- Transport and Movement<sup>2</sup>
- Social and Community Profile
- Asset Audit and Mapping Report

### **2.2.1 Physical constraints**

These reports identified a range of major barriers that currently restrict redevelopment potential in the Boronia Activity Centre. The structure of the centre, cut into quadrants by major roads, the train line and the large-scale at-grade car parking areas cause the centre to sprawl across approximately 100ha.

This constraint is compounded by the fragmented land ownership pattern that limits yield without further lot consolidation. In addition, the expectation that car parking supply should meet the peak demand on-site would require significant space to accommodate cars at-grade or would add substantial costs to development for the provision of spaces in a basement configuration.

### **2.2.2 Council Assets**

This process also highlighted gaps and overlaps within existing Council projects and enabled the project team to collaborate to produce mutually beneficial outcomes. An example of this came from the Asset Audit and Mapping exercise, where it became apparent that there was considerable overlap with the Building Asset Management Plan (BAMP) project. As a result, a selected subset was carved out to become the **BAMP for Boronia project**. The additional strategic and integrated consideration of the future of these assets have generated a change in thinking which is equally useful to both projects.

### **2.2.3 Capital works**

This review reflected Council's substantial investment in Boronia over the past 12 years.

As well as the more notable projects, including the upgrade of the retarding basin in Boronia Park and the major upgrade of the Dorset Square car park and surrounds, Council has spent over \$18 million through its capital work program.

While many of these works are not in the foreground, the age of the facilities suggests this will be an ongoing matter for Council and new ways of funding infrastructure renewal should be investigated.

The detailed discussion of these issues and findings are included in **Appendices D – F**. A summary table of the technical background reports and the findings can be found at **Appendix C**.

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<sup>2</sup> Currently being prepared by Consultants.

## **2.3 Stage 1 Findings**

The high response rates, profile on social media and ongoing enquiries are evidence of the strong interest in this project from the community and key stakeholders. There is a recognition that Boronia will continue to change with lots of positive ideas generated. The information sharing with the community and key stakeholders has generated considerable goodwill and delivered several benefits to Council.

An integrated planning approach, using multi-discipline teams drawn from across Council was employed. These linkages and the investment of resource time have enabled collaboration, which has brought about better results and greater resolution of issues.

Planning analysis has shown that future capacity to accommodate growth is constrained by a number of factors. These include planning zone changes, difficulty in lot consolidation, adverse community response to poor quality design and market return on investment being insufficient at current permitted densities.

Due to the recent growth spurt and ongoing forecast population growth, demand for and pressure on several Council services is expected to continue. Options for new ways of managing ageing Council assets should be explored in the context of the Strategic Asset Investment Strategy (SAIS) currently being prepared by Council. Nevertheless, efficiencies are gained from a more integrated approach to asset and place management. There are also opportunities to add value to Council assets through the renewal or disposal process.

## **2.4. Setting future direction**

The Boronia of today is very different from the Boronia in 2006 and the rate of change will again, make Boronia a different place in 2036. A number of draft Key Directions for Boronia have emerged from the community feedback to assist in shaping its future.

### **2.4.1 *Building on the past***

The Boronia Structure Plan 2006, identified eight Strategic Directions that were primarily focused on managing the physical changes and visual amenity of the centre.

The implementation of many of the initiatives identified in the Plan relied on organisations external to Knox Council.

1. Pedestrian Priority, Connectivity and Accessibility;
2. Land use and Activity;
3. Sustainability;
4. Urban Design and Building Form;
5. Heritage Context;
6. Access, Traffic, Transport and Circulation;
7. Social Wellbeing;
8. Quality Environment and Maintenance.

While these Strategic Directions reflected the community's aspirations at the time, the implementation was constrained by the mechanisms available through the Planning Scheme. In several cases, the actions identified sat outside the Planning Scheme and required a different mechanism to bring the aspirations into effect.

## **2.5 Issues, Challenges and Opportunities Facing Boronia**

Some of these issues remain from the earlier 2006 Structure Plan and some new issues have arisen as a result of the growth it generated. Many of these issues cannot be addressed through a short-term quick fix approach. Instead, they highlight a need maintain ongoing attention and embed place management strategies to achieve long-term transformation.

### **2.5.1 Issues**

- There are some examples of poor quality design outcomes with minimal amenity in recent residential development;
- The recent high growth rate is not sufficient to attract private investment for revitalising the Activity Centre;
- High car dependency with increasing rates of car ownership and limited public transport services;
- Upgrading of private property in the commercial areas has not kept up with community expectations and other centres within its catchment;
- Ageing infrastructure and facilities are no longer fit for purpose;
- Small lot land use pattern with poor connections between activities and major destinations;
- The fragmented nature of land ownership and the separated urban structure make it difficult to consolidate titles to form more efficient redevelopment parcels.
- Disparate land ownership and business tenure with absentee landlords;
- Community expectations regarding the protection of views to the foothills across privately owned land restrict redevelopment opportunities;
- Movement around the Activity Centre for pedestrians is difficult;
- Poor perceptions of safety and property security;
- Socio-economic disadvantage in terms of isolation, low-income, family violence, education attainment and housing stress.

### **2.5.2 Challenges and Opportunities**

- Accommodating forecast population growth within limited existing capacity;
- Future infrastructure upgrade and service provision in a constrained financial environment;
- Fostering improved health and wellbeing outcomes for a community that is ageing as well as getting younger;
- Building capacity and resilience in the community to address social disadvantage;
- Utilise advances in digital technologies to improve community cohesion;
- Harness the emerging cultural diversity; and
- Create more opportunities for the community to participate in the shaping of Boronia through online social media platforms.

## **2.6 Draft Key Directions**

The findings from Stage 1 are a blend of information gathered through a series of technical reports and the views and ideas collected from the community engagement process. These findings have shaped the draft Key Directions paper. The seven draft Key Directions are a mix of continuing themes from the earlier Structure Plan 2006 and some new ideas focused on taking Boronia into the future. Once these directions have been further refined they will form the core of the proposed Renewal Strategy.

### **2.6.1 Boronia is a unique local place**

Through much of the feedback received and in further conversations with the local community, Boronia is viewed as a unique place with many features, which hold local importance. This Key Direction takes this concept as a foundation strength to build on.

#### *Possible Starting Point*

A possible strategy to achieve this Direction could be a local prospectus or information portal that lists the different services, destinations and businesses local to Boronia.

### **2.6.2 Boronia has quality living environments**

New residential and mixed-use development should contribute to a sense of place and community connection. Establishing urban design principles to increase the amenity available for the whole community in local neighbourhoods is essential. The challenge is retaining traditional elements in the new emerging character as the suburb changes and balancing the growth with the need for taller built form whilst retaining visual connections to the foothills.

The importance of well-designed residential development that responds to the surrounding context and considers the environment is paramount. Residential redevelopment in Boronia will be directed to locations that can take advantage of public transport services and are supported by appropriate infrastructure in the Activity Centre.

This Direction recognises that a range of house types is necessary to meet the needs of the diverse population moving into Boronia. It would promote detailed consideration of external and internal design elements and amenity as dwelling density increases.

*Possible Starting Point*

The preparation of an Urban Design Framework and built form guidelines will provide a clear articulation to Council's and the community's development expectations.

**2.6.3 Boronia's local community is healthy, active and connected**

Strong communities rely on social networks and support structures that enable people to meet their daily needs. Increasing the emphasis on people friendly environments with convenient access to destinations will encourage more active lifestyles and improve the overall health of the community.

Being connected can occur through digital media, membership of community groups and participation in public life. The physical environment can facilitate increased connectivity through providing multiple routes choice and place for people to meet, gather, exchange and relax. Clear connections between key destinations will make the Activity Centre more accessible for residents, visitors and workers via sustainable transport modes.

*Possible Starting Point*

Investigate a wayfinding strategy that shows clear connections (walking distance and time) between services and destinations that are used on a daily basis.

**2.6.4 Boronia supports small/medium-scale businesses, micro-making and social enterprise**

Recent changes in the mix of businesses in Boronia show a move away from its traditional central retail role to one of greater diversity. In particular, the small-scale production of crafts and goods has been recognised as a creative industry that Boronia can foster as a part of its local economy. The emergence of several new businesses with a focus on "micro-making" highlights a new entrepreneurial stream that can be further harnessed. This creative industry concept can be extended across several sectors i.e. Food & Beverage and will have a flow on impact for other related business and personal services sector.

These types of new enterprises need small-scale adaptable premises and can often co-locate with other businesses to offset costs. There is a growing need for affordable, well-presented premises in the Activity Centre for existing home-based businesses, currently located in the surrounding neighbourhoods, to grow into and share support services.

This will create a rich cluster of creative activity that will be attractive to other businesses with the potential to further generate innovation that will take Boronia in a new direction.

*Possible Starting Point*

There is the opportunity to build on the existing anchors of Kmart, Coles/Woolworths supermarkets to attract other medium-size businesses and private sector investment.

**2.6.5 Building capacity and resilience in Boronia**

This Direction sets out to increase the resilience and capacity in the community to adapt and be responsive to an ever-changing environment and external factors that cause local changes. Traditionally urban renewal has relied heavily on local government interventions to initiate change. This often fails due to the resource-intensive, short-term focus and as a single entity, councils do not have the ability to sustain this level of action over the long-term.

This Direction puts a greater focus on harnessing the energy of local community groups, businesses and not-for-profit sector to deliver grass roots actions with Council taking a supporting role to build capacity in others. Knox City Council can lend its expertise in terms of setting up projects/groups and ensuring that structures are in place in the early stages of development to achieve positive changes as well as sustaining community participation over the long term.

The need to build resilience and capacity can also be applied to the physical environment, with an ever-increasing pressure on the Activity Centre to provide for quality lifestyles, education and recreation choices and unknown needs of a future community.

*Possible Starting Point*

Increase awareness of locally available training and skills development courses in Boronia.

**2.6.6 Boronia is a green place with spaces to play**

Boronia is well endowed with recreational facilities, parks and green open spaces. This Direction seeks to build on the existing spaces/parks to create a fine-grained network of destinations connected by green links to enhance the amenity that is available but currently under-utilised.

A range of different open spaces near homes and workplaces will provide opportunities to use these spaces in new ways by including play equipment for all ages and careful arrangement of furniture and landscaping to encourage the community, of all ages, to relax and take respite in a shady green space and scenic environment.

*Possible Starting Point*

Produce a brochure that shows the location of all the open spaces and parks in Boronia and the facilities offered in each location.

### **2.6.7 Smart digital Boronia**

There is the opportunity to exploit new technology for community benefit through improved digital literacy and skills training for knowledge economy jobs.

There is a clear advocacy role for Council in highlighting that local businesses need the best available broadband as a minimum, but best in region should be the goal.

There is the potential to work with community groups, not-for-profit organization and local businesses to build a strong online and offline interconnectivity and profile for the Boronia Activity Centre. A consistent visual identity across web and traditional media that businesses and centre users will notice will assist in changing the existing negative perceptions of the centre.

#### *Possible Starting Point*

There are a few short-term actions that will create a spark in the centre, which could be further investigated:

- A branded local Wi-Fi max network to encourage increased length of stay of visitors/shoppers to the centre;
- Harnessing online and digital communication and engagement tools that invite and excite traders, service providers, businesses beyond the immediate commercial core area and grow the centre's catchment online and physically; and
- Working with schools/KIOSC/firms to establish a Boronia Centre "Hackathon" where young people work on projects/initiatives to create a safer more appealing Activity Centre using digital technologies.

### **2.6.8 Active Boronia nightlife**

As more people move into the area and the use of public transport services extends further into the evening there is a need to create legitimate activities that continue after conventional office hours. There are several businesses that currently operate into the evening in Boronia that could be leveraged to grow a night-time economy. Increased perceptions of safety and greater exposure (and hence discouragement) of anti-social behaviour are both bi-products of more people going out and visiting the commercial areas in the evening.

In the short term, upgrades to the public realm with lighting and signage could assist in drawing attention to places of interest and activity. Further urban design analysis using Crime Prevention through Environmental Design (CPTED) principles will expose places that have poor surveillance where crime currently occurs.

This Direction opens up the opportunity to work with property owners, local businesses and stakeholders around landscaping and furnishings to encourage al fresco dining concentrated in selected locations.

Additional summertime evening activities e.g. open air cinema; night-time markets, arts shows and free concerts could be organised to further support this draft Key Direction.

*Possible Starting Point*

Work with the local Traders Association to investigate the potential for a night market during the summer months in 2018/2019.

**2.6.9 Unite land use activity and urban structure to grow Boronia back together**

This Direction focuses on the physical changes necessary to make the Activity Centre and in particular, the core commercial area, more attractive for businesses, residents and visitors. Intensification of land use activities along the major arterial roads and in the at-grade car parking areas will assist in consolidating the Activity Centre identity as a single place.

This will require compact building footprints and taller built form to be located to support a concentration of activity near the public transport. A variety of land uses will be generated in part by exploring opportunities to adjust the urban structure (block layout and street pattern). This will create a new fine-grained system of connections between key destinations and more efficient redevelopment parcels. The emerging new mixed-use development pattern, consisting of a range of businesses with residential uses above ground floor level will produce the conditions for a vibrant Activity Centre. This will be further reinforced through improving the urban design quality of the public realm, street layout, streetscapes, landscaping and building facades to activate the ground floor level and improve amenity as well as perceptions of safety.

A focus on reducing barriers for redevelopment and renewal will attract private sector investment and new businesses to Boronia. An investigation of selected strategic sites (including Council owned assets) will reveal the potential for mixed-use redevelopment that can deliver sufficient public benefits and private sector returns to warrant the necessary scale of investment. Actions from Council and others are essential to trigger the major structural changes that are required to set the Activity Centre along this key direction path.

*Possible Starting Point*

Identify where increased residential and commercial density could be accommodated and investigate economic feasibility as well as redevelopment barriers to unlock the full potential of strategic sites.

**2.6.10 Refining draft Key Directions**

The nine Key Directions identified require further refinement and testing to ensure that expectations can be met and proposed outcomes can be delivered within the existing constrained resource environment. Implementation of the draft Key Directions is likely to have more success if a broader ownership of the issues and concepts is developed with the community and if actions take the form of incremental steps instead of large-scale transformation.



To support the preparation of a planning scheme amendment, a consultation process on the draft Key Directions is necessary. However, this may not need to delay the timeline or create a large amount of extra work. Alternately, further consultation could be conducted online to test ideas already raised and the working vision with a forward- looking approach rather than a short-term focus on immediate problems.

## **2.7 Stage 2 Strategy Development**

### **2.7.1 Proposed work program**

The components put forward in the original Project Plan were revisited in response to the findings from Stage 1 and the nine draft Key Directions identified. A holistic and integrated approach used in the early part of the Project has subsequently changed the context for progressing Stage 2 Strategy Development.

### **2.7.2 Ongoing Community Engagement**

To continue to hear directly from the community and stakeholders and inform the work program in Stage 2, an enhanced Community Engagement process has been proposed. Building on Stage1, multiple platforms for the community to give feedback and input to the project will be used. The established resident pool (over 300 registered) means these opportunities can occur at a greater frequency than originally anticipated. In particular, the use of the survey tool will allow many members of the community to receive information about an issue and provide a quick response.

A further proposal is being developed which will allow the voices of youth, students and the very young to be integrated into the project. While this specialised engagement can be accommodated within the project plan, there are additional permissions and sensitivities involved in working with a younger demographic. This work may require additional resources and funds, as this consultation was not included in the original project scope.

## **2.8 Planning Scheme Amendment**

A Planning Scheme Amendment is required to manage future redevelopment in the Activity Centre and apply urban design guidelines to residential development in the surrounding neighbourhood areas.

The existing residential controls surrounding the Activity Centre currently restrict new higher density development from occurring through height and open space requirements. In the commercial areas, interim discretionary controls set a built form limit of four storeys.

Recently several VCAT decisions have facilitated an increase in building height to 5 – 6 storeys. It is likely that the market will take this as an indication of a shift and push yield expectations further. This response is reinforced by the ABS population growth forecast (an additional 4000 people by 2036) which suggests another 1600 dwellings will need to be accommodated in the Boronia suburb area.

At this stage, the amount of land that will be rezoned is unclear as a certain amount of intensification is already permissible in the Activity Centre.

In response to the community concerns regarding the design quality of recent medium density development around the Activity Centre, a set of design guidelines will form part of the amendment. These guidelines will assist in directing growth to appropriate locations and give greater guidance on Council's development and built form expectations.

Any delays to the Amendment process will require a formal application to extend the existing interim controls, which expire in December 2019.

## 2.9. Draft Scope of the Renewal Strategy

The main product from Stage 2 is the Boronia Renewal Strategy, which will be used to guide future redevelopment of the Activity Centre and surrounding neighbourhoods.

Actions identified in the Strategy and Implementation Plan will be assessed to ensure community benefits are maximised within the umbrella of the nine key directions.

	Code	Strategies	Purpose/Description	Contents
<b>RENEWAL STRATEGY + IMPLEMENTATION PLAN</b>	Regulatory	BORONIA LAND USE AND BUILT FORM PLAN 2018 + URBAN DESIGN GUIDELINES	This is a foundation document that informs and forms part of the planning scheme amendment	Justification/Rationale Concept Plan Strategic Direction for land uses Local Policy Design Guidelines
	Regulatory	PLANNING SCHEME AMENDMENT	This mechanism allows Council to put controls specific to Boronia in the Knox Planning Scheme	Land Use Zones and schedules Overlay Controls Incorporated Documents Structure Plan Urban Design Guidelines Developer Contributions Plan
	Regulatory	PUBLIC REALM	This Strategy will guide the redevelopment of the Public Realm by identifying capital works. It is linked to the Asset Management plan	Car Parks Public Toilets Landscaping and streetscapes
	Non-Regulatory	MOVEMENT AND TRANSPORT	This document will be used to coordinate the actions of VicRoads, PTV, VicTrack and council in the provision of infrastructure for walking, cycling, public transport, managing business freight and private vehicle traffic	

	Code	Strategies	Purpose/Description	Contents
<b>RENEWAL STRATEGY + IMPLEMENTATION PLAN</b>	Non-Regulatory	ASSET MANAGEMENT (BAMP for Boronia)	This Strategy will outline at a high level the proposed future works/changes for each of the Council's assets (buildings/facilities) in the Boronia Activity Centre. This strategy will also identify and provide a preliminary business case for any new building/facilities that may be required in the future.	Leisureworks Basketball Stadium Library Youth Hall Progress Hall Early Years Centre Car Parks Public Toilets Landscaping and streetscapes
	Non-Regulatory	COUNCIL SERVICES AND FACILITIES	This Strategy will be used to coordinate the provision of services, by multiple providers, across the Boronia Activity Centre.	
	Non-Regulatory	ECONOMIC DEVELOPMENT	This document will provide a future business mix required to activate the centre and meet the future needs of the growing community	
	Non-Regulatory	INVESTMENT ATTRACTION	This strategy will outline a range of mechanisms that might be used to attract new business, investment to the Boronia Activity Centre. This document may set the high level rationale or be a forerunner to a funding strategy for the proposed long term works	
	Non-Regulatory	PLACE-MAKING, SOCIAL AND CULTURE PLAN	This plan will set out a range of actions and activities that are local and celebrate unique character that is Boronia.	
	Non-Regulatory	ENVIRONMENTAL AND SUSTAINABILITY	This strategy will seek to incorporate sustainable measured in new development and the public realm to respond to the impact of climate change.	

### **3. CONSULTATION**

A detailed discussion of the community and stakeholder consultation associated with this project is contained in the body of this report.

In addition, a cross-council project reporting structure along with a working group that has representation from a broad range of Council teams has been established. This approach has produced solutions that are robust and are integrated into the work programs beyond a single team.

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

Reviewing the extent of the Activity Centre boundary as well as maximum building heights will have implications for the Dandenong Foothills landscape and will require detailed consideration.

Renewal of infrastructure within Boronia Park will also have amenity and drainage implications to be considered.

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

Utilising a two-year 'fast track' approach requires increased demand on existing resources across Directorates, with the project being elevated to a high Council priority. The project, other than additional community consultation as outlined in section 2.7.2 of this report, is funded within the Council budget.

Whilst a 'fact-track' approach is being utilised, it is important to note that delays may result in longer delivery times and, potentially, increased costs. While measures will be taken to mitigate associated risks, some may be beyond the control of the project or Council, e.g. ministerial authorisation to exhibit an amendment.

The project is investigating and planning for possible cost recovery mechanisms for the delivery of services and infrastructure, including asset or public land sales, developer contributions, and/or private sector partnerships.

### **6. SOCIAL IMPLICATIONS**

This project recognises the significant social issues present in the Boronia community and will explore ways to intervene together with community partners.

The Boronia Renewal Strategy and Implementation Plan will take a place-based approach to planning for Council's interventions in the Activity Centre.

### **7. RELEVANCE TO KNOX COMMUNITY AND COUNCIL PLAN 2017-2021**

The Boronia Renewal Project is directly aligned to Goals 1, 4 and 5 of the Knox Community and Council Plan 2017-2021 and is specifically directed by the following strategies and Council initiatives:

Goal 1 – We value our natural and built environment.

*Strategy 1.3 - Ensure the Knox local character is protected and enhanced through the design and location of urban development and infrastructure.*

*Council Initiatives:*

1.3.4 - Develop and undertake a review of the Master plan for the Boronia Park precinct. Year 2 (2018/19).

Goal 4 – We are safe and secure.

*Strategy 4.3 - Maintain and manage the safety of the natural and built environment.*

*Council Initiatives:*

4.3.1 - Implement a community safety program and build community connections to improve perceptions of safety within key locations across the municipality (including Boronia Activity Centre). Year 1-4 (2017-2021).

Goal 5 – We have a strong regional economy, local employment and learning opportunities.

*Strategy 5.2 – Plan for a range of key strategic centres that provide a diversity of employment, services and amenities to support the changing needs of our community.*

*Council Initiatives:*

5.2.1 - Undertake a strategic review of the Boronia Structure Plan including a detailed assessment of strategic sites (i.e. Boronia Park). Year 1 (2017/18).

## **8. CONFLICT OF INTEREST**

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible – Tanya Clark, Manager City Futures - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Officer Responsible – David Yeouart, Manager Community Infrastructure - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Yvonne Rust, Senior Project Manager - In providing this advice as the Author, I have no disclosable interests in this report.

## **9. CONCLUSION**

The Project Plan adopted in September 2017 set out an ambitious scope for the Boronia Renewal Project. In rising to this challenge, a substantial amount of information has been gathered and a comprehensive Community Engagement program completed. This multi-faceted cross-council planning represents a major shift in approach from the previous structure plan. The combination of the Community Engagement program and a broad range of technical reports has laid a strong foundation for further work. The Community Engagement program has been successful in gathering views from a wide audience and in providing multiple forums for community members to contribute their ideas.

The feedback received from the community and stakeholders in Stage1 is reflected in the draft Key Directions. While there is some alignment with the strategic directions established through the 2006 Structure Plan, other Key Directions are sourced from emerging trends and recent technological advances. The nine Key Directions identified require further development and testing to ensure that expectations can be met and proposed outcomes can be delivered within the existing constrained resource environment. Implementation of the draft Key Directions is likely to have more success if a broader ownership of the issues and concepts is developed with the community and if actions take the form of incremental steps instead of large-scale transformation.

Although the Project Plan was designed with clear definitive stages, there is merit in revisiting it to identify where there is room for adjustments. In this case, Stage 1 and some of the community consultation work has been extended until April 2018 and this is offset by work in Stages 2 and 3 being brought forward. This variation has been reflected in the revised timelines proposed as part of the Stage 2 work program. Although this compresses some of the necessary work in the next 8 months it will provide a buffer if the Panel Hearing or subsequent reports are delayed as per previous experiences.

In recognition of the need for more than a conventional Structure Plan, a comprehensive Boronia Renewal Strategy and Implementation Plan will be prepared in Stage 2 of this Project. This Renewal Strategy will be guided by the nine draft Key Directions and will offer an integrated methodology that will ensure agreed solutions are embedded across the organisation with a clear delivery path.

## **10. CONFIDENTIALITY**

There are no issues of confidentiality associated with this report.

**Report Prepared By:** *Manager - City Futures  
(Tanya Clark)*

*Manager - Community Infrastructure  
(David Yeouart)*

**Report Authorised By:** *Director - City Development  
(Paul Dickie)*

**6.6 – Boronia Renewal Project – Stage 1 Key Directions Report**

Appendices A – F are circulated under separate cover

Appendix A - Issues Briefing 19 March 2018 presentation

Appendix B - Boronia Survey Report

Appendix C - Summary table of Technical Reports and findings

Appendix D - Community Services and Facilities Review

Appendix E - Draft Land Use and Planning Background Report

Appendix F - HillPDA Economic Report

## ALL WARDS

**6.7 STREETLIGHT REPLACEMENT PROJECT OUTCOMES AND FUTURE OPPORTUNITIES**

**SUMMARY:** *Senior Program Lead - Sustainability (Sam Sampanthar)*

*This report provides an outline of the final costs and benefits from the Bulk Streetlight Replacement Program which saw over 10,600 inefficient 80W Mercury Vapour lights being replaced with more efficient LED lights. The new lights are over 75% more energy efficient and last 5 times longer than the lights they replaced – resulting in significant maintenance and energy savings from the project. The project has been completed well under the original budget and improves the business case from a payback of 8 years to just over 5 years.*

*The report also presents a summary of future opportunities to save operating costs, reduce emissions and improve lighting standards across Knox.*

**RECOMMENDATION**

**That Council:**

**1. Note the report including:**

- the completion of the project below the original project estimate; and
  - the anticipated saving of \$17.4 million and 74,000 tonnes of greenhouse gasses over a 20 year time frame.
- 2. Continue to monitor pricing for LED Decorative Post Top style lights and external funding opportunities in relation to Smart City functionality and replacement of Vehicle category lights, for referral to a future budget process.**

**1. INTRODUCTION**

Knox City Council undertook the bulk replacement of 80W Mercury Vapour lamps with LED lights, with the installation program commencing in July 2016 and being completed by October 2017. The original business case was based on replacing approximately 10,200 standard 80W Mercury Vapour lights with the following parameters:

- Project Cost: \$6.73m.
- Savings over 20 year life of LED lights: \$21m.
- Net Present Value: \$10.2m.
- Greenhouse savings: 78,350 tonnes.
- Implementation timeframe: 12 to 16 months (2015 to 2017).



Due to significant project savings and the availability of several LED alternatives for the Decorative 80W Mercury Vapour lights, the installation program was extended to cover an additional 700 Decorative, heritage-style lights located across the municipality.

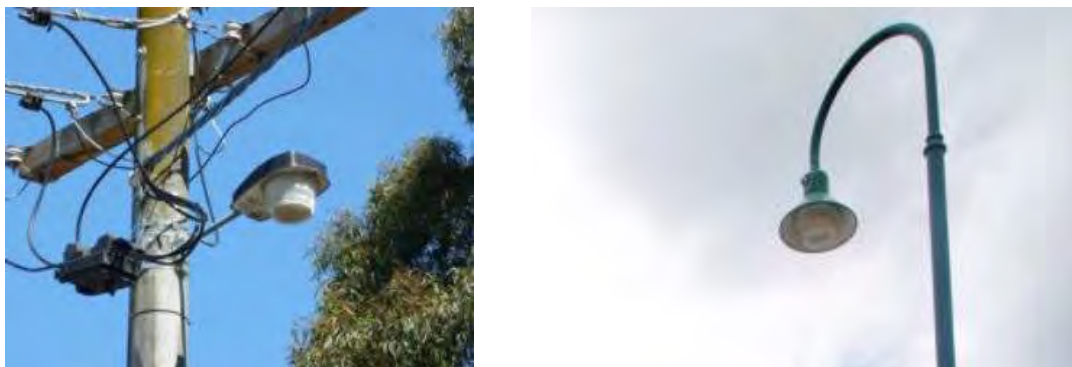
This report provides an outline of the final costs and benefits from the Bulk Streetlight Replacement Program as well as details about opportunities for further investment in street lighting including V-category lights (on major roads and intersections) and lighting in key activity centres.

## **2. DISCUSSION**

Council allocated \$4.75m in the 2015/16 budget to commence the Bulk Streetlight Replacement Program. The project design, procurement of lights and installation contractors, as well as the negotiations with Ausnet and United Energy, was expected to take approximately six months with on-ground replacement to commence in February 2016 and be completed within 10 to 12 months.

The installation commenced in July 2016 (five months behind schedule) and was completed by June 2017. The main delay was due to a second light manufacturer being approved by both United Energy and Ausnet in December 2015 – just prior to Council procuring the preferred lighting supplier for the Project. The approval of a second LED alternative saw a significant reduction in the cost of lights, along with savings from tendering the entire project over a short implementation phase (instead of staging the installation over multiple years).

The project saw the replacement of 9,935 standard LED lights – approximately 330 fewer lights than originally estimated in the Business case. This was due to discrepancies between the data supplied by the energy distribution businesses and the lights found in-field. This included lights that were the wrong type (e.g. Decorative, High Pressure Sodium) or already an efficient option (e.g. T5) and or lights not existing in the field.



**Figure 2.1:** Standard (Left) and Decorative (Right) 80W Mercury Vapour lights

With the standard light replacement project being delivered under budget, and the emergence of multiple decorative LED lights, the replacement program was expanded to include an additional 694 decorative lamps. The decorative LED replacement program was completed by October 2017.

Table 2.1 below details the original project scope and the final outcomes. It shows that the project resulted in a larger number of lights being replaced with a reduced project cost and a reduction in cumulative cost and greenhouse savings due to calculation adjustments with updated data.

	Estimated	Actual
Project Cost	\$6,726,074	\$4,233,673
Number of lights	10,200	10,629
Cumulative Savings (20 year timeframe)	\$20,948,168	\$17,428,720 <sup>3</sup>
Cumulative Greenhouse Savings (20 years)	78,350 tonnes	74,098 tonnes <sup>4</sup>
Year at which the project is cash flow positive	8 years	5 years

**Table 2.1:** Comparison of estimated and actual project costs and benefits

As an example, a comparison of the January 2015 street lighting bills with the January 2018 bills reveals a saving of nearly \$75,000 in one month alone across both the Operation, Maintenance and Repair (OMR) bills and from the retail energy bill.

The recent street lighting bills indicate that Council is on track to realise the energy and OMR savings as a result of the bulk replacement of streetlights program.

On 27 March 2018, Council discussed how these savings could be best utilised during consideration of the Call Up item – Sunshine Coast Council Solar Farm and Opportunities for Knox. As a part of receiving the Call Up Report, Council resolved to:

- “Consider that 50% of the annual cost savings from the energy efficient lighting project into the revolving energy fund be referred to the 2019-2020 budget process.
- Refer a business case of \$50,000 for a technical feasibility of on the use of Landfill sites as solar farms in 2019-2020 budget process.”

### **Future Streetlighting Opportunities**

With the completion of the first two stages of the Bulk Streetlight Replacement Program, the following project opportunities still exist and could be considered in future budgets. These include:

- ***Post-Top 80W Mercury Vapour Lights***

At present Knox has approximately 300 Decorative Post-Top style lights (pictured). While these lights are also 80W MV lamps and will provide similar energy and OMR savings, the lack of viable and competitively priced LED alternatives means that these lights have not been replaced to date.



<sup>3</sup> Cumulative savings adjusted to reflect more accurate energy and maintenance cost forecasts available from the Australian Energy Market Operator and the Australian Energy Regulator.

<sup>4</sup> Greenhouse savings adjusted to reflect the projected greenhouse emissions from Australia’s Energy sector after Australia became a signatory to the Paris Climate Accord in 2016.

- ***Vehicle Category lights***

V-category lights are found on all major roads (for example Burwood Highway and Stud Road), as well as over traffic management devices such as speed humps and roundabouts. These lights typically have a yellow-orange colour. There are over 3,200 V-category lights in Knox – of these 1,172 are the full responsibility of Council (i.e. Council pays all of the OMR and energy costs) and a further 2,081 lights are co-shared with VicRoads (with Knox responsible for 40% share of the costs).

A number of Councils, including all members of the Eastern Alliance for Greenhouse Action are advocating the State Government and VicRoads to part fund a V-category light replacement program with Local Governments. For Knox Council, a replacement program would result in annual energy and OMR savings in excess of \$300,000 and 916 tonnes of greenhouse gas emissions per annum.

The estimated cost for Knox to co-invest (with the State Government) on a major road lighting replacement project would be in excess of \$1.6m. A program that involves the replacement of Council-responsible V-category lights would be just under \$1m. In both scenarios, Council's investment would be recouped in just over 5 years.

A detailed business case, along with confirmed funding from the State Government would be required for Council to proceed with this project. Coordinating the installation with a number of neighbouring Councils will also likely to result in significant project savings by taking advantage of volume pricing.

Further opportunities for future projects include:

- ***Enhancing Lighting in Activity Centres and Key Pedestrian Routes***

The project also provided an opportunity to assess public lighting across the municipality and help identify lighting levels in Activity Centres and key Pedestrian routes. While the vast majority of the municipality meets the minimum lighting standards, an opportunity exists to enhance lighting in strategic pedestrian routes that would help improve the perceptions of safety and encourage walking and cycling. This can be achieved by installing additional lighting and tree pruning to improve lighting. A program to progressively address these key areas would be an additional \$30,000 to \$50,000 per annum over a number of years.

- ***Smart City functionality***

All 10,600 lights that have been replaced to date include the enabling base technology to add Smart City functionality in the future. This will enable streetlights to serve more than one purpose. This may include environmental monitoring (e.g noise, smoke or air quality), traffic monitoring (e.g. parking or congestion), wi-fi hotspots, webcams or control of streetlights including dimming and motion control.

Many of these examples exist across the globe including in cities like Melbourne, Sydney and Adelaide – with the application and full capabilities still emerging. With the enabling technology already deployed as part of the streetlight replacement program across the majority of the municipality, Knox would be in a good position to take advantage of any funding opportunities that may arise in the medium to long term in relation to Smart Cities.

### **3. CONSULTATION**

All residents were notified of the Bulk Streetlight Replacement Program including information via a letter box drop, customer service screens, social media (see image on right), signage on trucks as well as print media.



Overall, the program has been well received by residents with mostly positive comments and feedback from residents via Facebook, email and letters.

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

The Bulk Streetlight Replacement Program will result in just over 74,000 tonnes of CO<sub>2</sub> over the 20-year life of the LED lights.

In addition, LED lights are more directional compared to the Mercury Vapour lamps, minimising light spill. Streetlights along sensitive environments such as bushland reserves and near some creeks are fitted with special baffles to further minimise light spill.

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

Just over 10,600 energy inefficient 80 Watt Mercury Vapour lamps were replaced with LED lights at a cost of \$4.2m. The project is expected to provide cumulative savings of \$17m over the 20-year life of the LED lights and have a payback of 5 years.

It was originally intended that the cost of the street light replacement project would be funded through loan borrowings. However the project was funded through available cash reserves.

### **6. SOCIAL IMPLICATIONS**

The streetlight project has resulted in improved lighting on local streets compared to the old 80W Mercury Vapour lights, which quickly degraded in light output after the first three years of operation. Improving lighting could lead to increased perception of safety and pedestrian and cycling activity in the local streets.

## **7. RELEVANCE TO KNOX COMMUNITY AND COUNCIL PLAN 2017-2021**

This report is consistent with the following goal of the Knox Community and Council Plan 2017-2021:

*Goal 1* – We value our natural and built environment.

*Strategy 1.1* - Protect and enhance our natural environment.

Including the following Council Targets:

- A reduction in greenhouse gas emissions.
- An increase in the usage of renewable energy.

*Goal 2* – We can move around easily.

*Strategy 3.2* - Improve bike and footpath connectivity, including identifying gaps between existing bike routes, footpaths and key places.

Including the following key focus for Council:

- Provide improvements to street lighting along key routes/places, leading to better connectivity and safety at night.

## **8. CONFLICT OF INTEREST**

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible – (Tanya Clark, Manager City Futures) - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – (Sam Sampanthar, Senior Program Lead - Sustainability) - In providing this advice as the Author, I have no disclosable interests in this report.

## **9. CONCLUSION**

Council's bulk replacement of streetlights program saw the replacement of over 10,600 inefficient 80W Mercury Vapour lights with more efficient LED lights. The new lights are over 75% more energy efficient and last 5 times longer than the old lights – resulting in significant maintenance and energy savings from the project.

With the vast majority of Council's local (Pedestrian category) streetlights now being replaced with LED lights, the opportunity now exists to address the inefficient streetlights on major roads and intersections. Knox has approximately 3,200 Vehicle Category major road lights, many of which (over 60%) are on a co-shared cost arrangement with VicRoads. A bulk replacement program with the Victorian State Government contributing a proportional share of the project costs would make the replacement of V-category lights financially viable.

A program that progressively addresses lighting along key activity centres and key pedestrian routes, including the installation of additional lights and tree pruning should also be pursued in the short to medium term to enhance walkability along priority sites.

#### **10. CONFIDENTIALITY**

There are no confidential issues associated with this report.

**Report Prepared By:**      **Senior Program Lead - Sustainability  
(Sam Sampanthar)**

**Manager City Futures  
(Tanya Clark)**

**Report Authorised By:**   **Acting Director – City Development  
(Paul Dickie)**

**7. PUBLIC QUESTION TIME**

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

## ALL WARDS

**8.1 KNOX REGIONAL SPORTS PARK – DRAFT MASTERPLAN**

**SUMMARY:** *Executive Engineer – Major Initiatives Unit  
(Monica Micheli)*

*At its Ordinary Meeting of 18 December 2017, Council reviewed a number of masterplan options for the Knox Regional Sports Park and resolved to undertake further investigation, consultation and financial modelling to develop a preferred draft Masterplan Option for consideration.*

*This report provides an overview of the investigation and consultation undertaken as part of the development of a preferred draft Masterplan Option and identifies recommendations for addressing identified sporting facility demands at/or alternate to the Knox Regional Sports Park. Preliminary cost estimates and staging proposals are also presented in this report.*

**RECOMMENDATION**

That Council

1. Endorse the draft Masterplan for the Knox Regional Sports Park, as shown in Appendix D, including proposed staging and preliminary cost estimates for each sporting component;
2. Note that the implementation of the Masterplan for the Knox Regional Sports Park includes:
  - a. Decommissioning the Boronia Basketball stadium within the next five (5) years, subject to funding of stage 1 (Centre of Excellence, gymnastics and ten (10) additional domestic basketball courts);
  - b. Exploring the rezoning and potential disposal of the existing gymnastics facility at Picketts Reserve;
  - c. Refurbishment of the four (4) existing squash courts at Carrington Park;
  - d. Provision of two (2) full sized soccer fields as part of the Kingston Links development; and
  - e. Supporting the relocation of VARMS to an alternative location at the conclusion of the current lease (July 2022);
3. Note that the future use of the site incorporating the Boronia Basketball Stadium and the ongoing future direction of the Boronia Library is to be referred to and considered as part of the Boronia Renewal Project;
4. Enact the consultation/communication plan following endorsement of the draft Masterplan for the Knox Regional Sports Park;



5. **Following the consultation period, receive a further report in August 2018 to receive a final Masterplan for the Knox Regional Sports Park for consideration and endorsement; and**
6. **Note that Sport and Recreation Victoria (SRV) has funded and will facilitate the preparation of a Business Case for the expansion and operation of the State Basketball Centre, to be completed by August 2018.**

## **1. INTRODUCTION**

Four (4) Masterplan options were presented to Council at its meeting on 18 December 2017, with Council resolving to:

1. *Note that the review of the Stadium Schematic Masterplan (2010) and Site Masterplan has identified a number of possible scenarios at the Knox Regional Sports Park;*
2. *Note that these scenarios will require further investigation, consultation and financial modelling by Council – which will include:*
  - a. *Seeking the views of the key stakeholders – including potential financial contributions;*
  - b. *Seeking the views of key Government representatives and Department representatives (eg. SRV), including advice regarding possible grant funding opportunities and the required economic analysis and business case development;*
  - c. *Further develop cost estimates and associated financial modelling;*
  - d. *That these scenarios place a higher priority on the provision of domestic sporting and recreation facilities; and*
  - e. *That the inclusion of a NBL stadium with supporting infrastructure (i.e. car parking, road and intersection upgrades) is the lesser priority at the Knox Regional Sports Park site at this time;*
3. *Receive a further report via a Confidential Issues Briefing, with the information noted above.*

This report responds to the above resolution.

## **2. DISCUSSION**

### **2.1 Background**

The Knox Regional Sports Park (formerly the Eastern Recreation Precinct) is located on the south-west corner of High Street Road and George Street, Wantirna South. A Masterplan for the site was developed in 2009, including a variety of sporting facilities (Refer to Appendix A – Knox Eastern Recreation Precinct (ERP) Masterplan 2009).

The current Indoor Sports Stadium Schematic Masterplan includes basketball courts, a gymnastics facility and administration areas, proposed to be delivered over four (4) stages. *Stage One* of the stadium was completed in 2012.

A revision of the previous Eastern Recreation Precinct Masterplan 2009 has been undertaken to incorporate the demand for additional basketball courts identified through the recent adopted Knox Basketball Plan – Domestic Demand Analysis (27 November 2017) and the potential inclusion of an NBL stadium and elite training centre.

A recent review of the demand for basketball in Knox has identified an increase in participation following development of *Stage One* of the Eastern Recreation Precinct (ERP) Masterplan 2009.

Council is also considering the transitioning of Basketball from Boronia stadium to the Knox Regional Sports Park within the next five (5) years due to the existing structural deterioration, location within an existing floodway and that the forecast cost of renewal and maintenance over the next ten (10) years is in the order of \$6M.

The Eastern Recreation Precinct Masterplan (2009) proposal (Stages 2 and 4) for the stadium identified provision for eight (8) additional courts, however in view of the recently adopted Knox Basketball Plan – Domestic Demand Analysis and opportunities for future growth, an increase of the stadium to an additional ten (10) courts is considered necessary to provide for future usage.

Initial discussions have also been held in regard to the potential location of a stadium for an NBL (National Basketball League) basketball team and elite training facility at the site. Consideration of the potential location, facility size and parking requirements to cater for this type of stadium have been taken into account in the overall site plan.

The development of the revised site Masterplan presented in this report, is based on the consideration of community sporting demands, Council resolution (23 October 2017), Council Notice of Motion (13 November 2017) and Council resolution (18 December 2017).

Further consultation has been undertaken with Basketball Victoria (BV), Basketball Australia (BA), Knox Basketball Incorporated (KBI), Football Federation Victoria (FFV), Knox Gymnastics Club, Gymnastics Victoria, Knox Hockey Club and Victoria Association of Radio Model Soaring Inc. (VARMS), to confirm the functional needs and stakeholder requirements.

This report also reiterates the need to assess and consider the financial and operational viability of the facility elements for Council and for the other key stakeholders, capital and operating funding strategies and facility management models.

Further to this, the State Government of Victoria announced on Sunday 18 March 2018, funding of \$200,000 towards a business case to build up to ten (10) new courts and a State level gymnastics facility at the State Basketball Centre in Knox, including the provision of a National Centre of Excellence and Administration hub for basketball bodies in Australia. (Refer to Appendix B – State Government Media Release.)

It is expected that this business case will be prepared by the State Government with Council as a project partner. Completion of the business case is anticipated in August 2018.

## **2.2 Vision for Basketball and the State Basketball Centre**

The key Basketball organisations (Knox Basketball Incorporated, Basketball Victoria and Basketball Australia) have a vision for the State Basketball Centre as a centre of excellence with a further show court/stadium that would have the capacity to cater for NBL games and other significant events. The Basketball organisations have been doing their own planning in this regard. They are also of the view that with the possible decentralisation of some elements of the Institute of Sport from Canberra, there is the prospect that the State Basketball Centre could be the home for the Basketball in Australia.

Discussions had also taken place between the Basketball organisations and key stakeholders in regard to a further NBL side being located in Melbourne with the prospective home being the State Basketball Centre. This would require at a minimum a show court/stadium with a capacity of 8,000 seats.

It is recognised that 50% of basketball participation in Australia is in Victoria, and 50% of those are within the Eastern suburbs. The State Basketball Centre is seen by the basketball organisations to be the natural location for a National Headquarters. The Basketball organisations are of the view that the State Basketball Centre has the potential to be the centre for basketball excellence in Australia.

The Basketball organisations are also of the view that such an undertaking would have a significant positive impact on the Knox community and economy. This would include flow on interest in investment such as accommodation, hotels, entertainment, etc. It is understood that there has been limited formal business or economic analysis undertaken by the Basketball organisations to support this vision.

It is recognised that to proceed, funding would need to be provided by State/Federal Government and other key stakeholders.

## **2.3 Draft Masterplan**

Subsequent to the development of the preliminary Masterplan options for the Knox Regional Sports Park, presented to Council at its meeting on 18 December 2017, further discussions with stakeholder groups and an assessment of demands and needs for sporting activities in Knox has been undertaken. (Refer to Appendix C – Sporting Facility Demand Analysis)

A number of discussions have also been held with Members of Parliament and key government representatives on Council's Masterplan options and to seek preliminary advice.

Government representatives advised Council to explore the possibility of a Centre of Excellence constructed as a separate component to the NBL stadium, but remaining integrated with the ten (10) domestic basketball courts and overall stadium.

Consolidation of all feedback and assessment undertaken to date has been articulated in the presented draft Masterplan (Refer to Appendix D – Draft Knox Regional Sports Park Masterplan) and discussed below.

Note, the advantages and disadvantages outlined below focus only on the spatial inclusion and do not include commentary on the relevant business cases, relative capital, life cycle and ongoing operational costs.

### **NBL Stadium**

The provision of an 8,000 spectator NBL stadium is included in the draft Masterplan as a facility which can be provided as a future stage. The NBL stadium is shown as an integrated facility with the indoor stadium containing domestic basketball and the Centre of Excellence. An integrated facility provides the benefits of a grass-roots-to-elite centre, provides for a central access and controlled entry and enables the sharing of amenity and administration areas.

Previous Masterplan options presented to Council included an NBL stadium and Centre of Excellence integrated together. The presented draft Masterplan depicts the NBL stadium and Centre of Excellence as separate discrete elements within the overall facility, enabling the opportunity for a staged approach to their construction.

Previous Masterplan options also incorporated a 5-level multi-deck carpark to cater for approximately 2,500 parking spaces at a cost of \$70M. Insufficient space within the Knox Regional Sports Park site is available to provide this amount of at-grade car parking.

Alternate opportunities for car parking have been explored, identifying the Cathies Lane landfill site, directly adjacent to the Knox Regional Sport Park (west side), as a potential overflow parking area. The Cathies Lane landfill site is currently undergoing rehabilitation works which are expected to continue for the next 20 years. Environmental consultants were engaged by Council to assess the potential use of the landfill site for overflow car parking.

The environmental report indicates that a section of the landfill site could be used for overflow parking to cater for the patrons of the NBL Stadium. The carpark would require a permeable surface (i.e. gravel) and significant drainage works, particularly along the access roads where significant subsurface water flow was detected. The landfill site is approximately 300m from the proposed new stadium entry (550m from the furthest car parking space).

A preliminary cost estimate for provision of overflow car parking on the adjacent landfill site is in the order of \$6M. This is a net cost reduction of \$64M from the initial multi-deck car park proposal shown in previous Masterplan options.

### **Centre of Excellence**

The presented draft Masterplan provides for a Centre of Excellence as a separate component to the NBL stadium. The Centre of Excellence provides an elite training facility for athletes, comprising a 25m pool, ice bath, spa, half-court basketball, general sports training area and gymnasium, as well as amenities, administration, meeting spaces and would integrate sports science, sports medicine and performance management. The facility proposal in the draft Masterplan is indicative only and will require further analysis and advice on the most contemporary training components.

The Centre of Excellence would be delivered in partnership with Basketball Australia and Gymnastics Australia. Gymnastics Victoria has indicated its support for this initiative and advised that the current provision at the Australian Institute of Sport will be reviewed in 2020.

### **Domestic Basketball**

A recent review of the demand for basketball in Knox has identified an increase in participation following development of *Stage One* of the Eastern Recreation Precinct Masterplan 2009. Council is also considering the decommissioning of the Boronia Basketball stadium within the next five (5) years, which will result in the net loss of six (6) courts. The original Schematic Masterplan 2009 proposal (Stages 2 and 4) for the stadium identified provision for eight (8) additional courts, however in view of the recently adopted Knox Basketball Plan, Domestic Demand Analysis and opportunities for future growth, an increase of the stadium to an additional ten (10) courts is considered necessary to provide for future usage.

The distance between the two facilities (i.e. Boronia Basketball Stadium and KRSP) is approximately 7km. This will place an additional travel requirement for some members of the basketball community (e.g. residents of Boronia and The Basin). It is noted however that most members currently travel to a number of facilities depending on where games are scheduled, including Fairhills Secondary College, Rowville Secondary College, Rowville Community Centre and the State Basketball Centre. Any additional travel required should be offset by the high standard and modern facilities that the State Basketball Stadium would offer.

The draft Masterplan provides for:

- 10 basketball courts (an increase from the 8 courts in the 2009 masterplan);
- Basketball courts to be designed to allow for netball usage (increased runoff areas);
- Retention of existing show court (3,200 seating capacity); and
- Additional office, administration and storage areas.

### **Gymnastics**

Council's Leisure team undertook a Sporting Facility Demand Analysis which identified the current gymnastics facility, located in Pickett Reserve, is at capacity. There has been a significant participation increase with membership from 726 participants to 929 in last 5-year period. In addition, there is a waiting list of over 400 potential new participants with many enquiries not even registering for the waiting list.

The inclusion of a gymnastics facility at the Knox Regional Sports Park enables the facility to be a multi-purpose facility, catering for sports other than just basketball. The draft Masterplan provides for a gymnastics facility suitable for State Level competition, including a 500-seat spectator viewing area, a trampolining area, change rooms and administration areas. The overall size of the facility in the draft Masterplan has been increased from 2,700m<sup>2</sup> to 3,000m<sup>2</sup> to allow for State Level competition, providing greater state funding grant opportunities.

The inclusion of gymnastics into the Masterplan also provides Council with the possible option to divest or repurpose the current facility located at Pickett Reserve.

### **Squash**

The Sporting Facility Demand Analysis undertaken for squash and racquetball participation and future demand in Knox previously presented to Council (4 December 2017), recommended that an additional facility was not justified given participation rates. Council provided direction to investigate the possible inclusion of a squash facility in the Knox Regional Sports Park Masterplan review. As such previous Masterplan Options considered the provision of a 9-court squash facility, at a cost of \$5.5M.

The Knox Regional Sports Park stadium footprint is however extremely tight and the inclusion of a squash facility would impact on the functionality and capacity of the other key sporting uses.

Carrington Park Leisure Centre currently has four (4) disused squash courts which were repurposed for other activities. The Carrington Park Leisure Centre has been subjected to drainage issues with damage to parts of the structure and interior of the building. The parts of the building that were subject to structural issues have now been rebuilt. The cost of refurbishing the existing four (4) courts for re-use by squash and racquetball and other activities (e.g. personal fitness) is in the order of \$350,000. These costs do not include refurbishment of the entire Leisure Centre.

The refurbishment of the four (4) courts at Carrington Park would provide for the current participation and identified future demand and provide a cost effective alternative to the Knox Regional Sports Park.

The provision of a new squash facility at the Knox Regional Sports Park has therefore been excluded from the draft Masterplan.

Carrington Park has a draft masterplan which was prepared in 2015. Whilst not formally endorsed by Council at this time, this plan could be revisited if expanded squash and racquetball facilities are to be included at this site in the future.

**Soccer**

Football Federation of Victoria (FFV) have identified that they would like to develop the Knox Regional Sports Park as one of their regional facilities. The current demand analysis however does not support significant expansion of the soccer facilities at the Knox Regional Sports Park in line with the ERP Masterplan in 2009.

The growth in soccer in the Knox region is in female participation, particularly in the southern part of the municipality (Rowville/Lysterfield).

The Leisure Plan 2014-19 has identified the future growth in soccer and locality, recommending two (2) full size fields to be provided as part of the Kingston Links development.

The current nine 5-a-side pitches at Knox Regional Sports Park are also not being fully utilised, with a preference by FFV to convert these pitches to one full size field, and to provide six new 5-a-side pitches to the south of the pavilion, as shown in the presented draft Masterplan. An extension to the existing pavilion (240m<sup>2</sup>) will provide greater administration, amenities, meeting and social spaces.

**Hockey**

The need for a hockey facility has arisen as a result of the pending closure of the current facility located within The Knox School grounds in the next 3-year period. Participation levels are currently based at 300 membership.

A regional study, with 3 neighbouring Councils (Monash, Maroondah and Yarra Ranges) has commenced to identify the need and a potential site for a shared regional facility. The regional study is due for completion in June 2018.

As such, the draft Masterplan has excluded the provision of hockey pending the outcome of the study report.

**VARMS**

VARMS are currently located at the Knox Regional Sports Park, with their current lease expiring in July 2022. The area required to operate VARMS is significant, with a clear fly zone area of 150m wide, 300m length, 30m buffer from any infrastructure and a no-fly zone restrictions over carparks.

The draft Masterplan with the NBL stadium included, does not provide for VARMS to be retained at the Knox Regional Sports Park due to the reduced and inadequate operating space available.

Whilst the draft Masterplan displays a preliminary layout of the indoor stadium facility and the overall site layout, further detailed assessment of the facility footprint, site configuration and parking requirements needs to be undertaken to ascertain the full extent of the proposed development. As such, there may be a possibility of retaining VARMS, with a fly zone that partially incorporates the wetland area to the south-west of the site. Council has however previously restricted flying in this vicinity as there had been significant damage to remnant vegetation and issues with tree heights. The development of the proposed future NBL stadium will however not provide for the retention of VARMS.

This is consistent with the initial master-planning of the site, as reported at Council Strategic Planning Committee (11 August 2009), that whilst every effort was made to accommodate VARMS in *Stage One* of the development, it was unlikely that VARMS could be accommodated with the ultimate development of the site.

Council officers have also explored numerous potential alternate sites for the relocation of VARMS within the municipality, however, no suitable site has been identified to date.

Investigation has included the following sites:

- Dandenong Police Paddocks - not suitable due to PCZ zoning;
- Land between Wellington Road and Ferntree Gully Roads - Melbourne Water has subsequently developed these as wetlands;
- Chesterfield Farm - power lines issues;
- Stamford Park - masterplan and concept design completed, predominately focused on provision of passive open space, ephemeral wetlands, walking trails, recreational lake, playground and village green; and
- Land South of Burwood Highway, also to the south of Wantirna Reserve - topography not suitable.

Should VARMS no longer be accommodated on site, Council officers will work actively with the group to find a new location. As it is a regional facility, the future option may be within an adjoining municipality.

#### **2.4 Traffic Management Considerations**

The Knox Regional Sports Park currently has limited public transport options with only a bus service operating at a 20-30 minute frequency along the High Street Road frontage of the site. This is insufficient to cater for visitors to major events on the site.

Adequate access and parking for vehicles must therefore be provided as part of any Masterplan option. Traffic consultants were engaged to provide preliminary advice into the options being considered.



An assessment of parking space requirements, based on the Knox Planning Scheme, was undertaken with approximately 400-600 additional parking spaces required for the site without an NBL stadium or 3,000 parking spaces with an NBL stadium. A substantive bus zone area will also need to be considered to supplement car parking provision, particularly to service high levels of spectators during major events. Shuttle bus services are also commonly activated by event organisers to support major events. Shuttle services are typically deployed from nearby railway service stations, activity centres and *Park and Ride Areas*.

The development of an NBL stadium at the Knox Regional Sports Park will also result in an additional 3,000 vehicle movements into and then out of the site when the NBL stadium is at full capacity. This would require the construction of two 150m long right turn lanes out of George Street into High Street Road, and the construction of a 110m long deceleration left turn lane on High Street Road into George Street.

The construction of a new left in/left out access to the west of the soccer facilities, with an additional left turn deceleration lane on High Street Road, would also be required. Preliminary discussions with VicRoads has identified support for this additional entry/egress point at High Street Road.

Whilst significantly lower traffic movements are expected without the NBL stadium, intersection upgrade works at the George Street and High Street Road intersection will still be required as part of any further expansion/development works. This is consistent with the conditions set by VicRoads for any further development of the site subsequent to completion of *Stage One* of the ERP Masterplan 2009.

### **3. CONSULTATION**

Further consultation has been undertaken with Members of Parliament, Sports and Recreation Victoria (SRV), Basketball Victoria (BV), Basketball Australia (BA), Knox Basketball Incorporated (KBI), Football Federation Victoria (FFV), Knox Gymnastics Club, Gymnastics Victoria, Knox Hockey Club and VARMS, to confirm the functional needs and stakeholder requirements for consideration in the development of the revised masterplan.

Key aspects of feedback from key stakeholders is as follows:

- Consultation with BV, BA and KBI identified their support for a separate Centre of Excellence facility to the NBL stadium, with the future NBL Stadium as an integral part of the overall indoor stadium to encourage and promote the sport as a grass roots-to-elite sport;
- The State Government announced on Sunday 18 March 2018, funding of \$200,000 towards a business case to build up to ten (10) new courts at the State Basketball Centre in Knox including the provision of a National Centre of Excellence and Administration hub for basketball bodies in Australia. Completion of the business case is anticipated in August 2018;
- VARMS has indicated a desire to remain at the current site based on the restriction of activities applicable to a new site and the impacts this will potentially have on their membership and club viability;

- FFV has identified their aspiration to continue with an improved Knox Regional Football Centre at the Knox Regional Sports Park with the provision of facilities in accord with the adopted Masterplan 2009. Further consultation with FFV has gained their overall support of the proposed facilities upgrades for soccer proposed in draft Masterplan; and
- A further review of hockey is being undertaken with other Councils across the Eastern Region.

Consultation with the community and stakeholders will be required following Council adoption of a draft Masterplan. The proposed consultation/communications plan and timeline is outlined in Table 1.

Activity	Audience	Date
<b>Council Meeting – Endorsement of draft Masterplan</b>	<b>Councillors / General community</b>	<b>23 Apr 2018</b>
Community Consultation commences with survey live on website (4 weeks)	General community	24 Apr- 22 May 2018
Publish article in Knox News	All households in Knox	May 2018
Media Release – announcing the commencement of community consultation on the draft masterplan	Local Media	Apr 2018
Targeted consultation on the draft Masterplan with key stakeholders e.g. sporting clubs/organisations including Knox Basketball & member clubs, Knox Gymnastics, Sport & Recreation Victoria, VicRoads, DEWLP	Key stakeholders	Apr / May 2018
Specific webpage for project <a href="http://knox.vic.gov.au/krspmaterplan">knox.vic.gov.au/krspmaterplan</a>	General community	Apr / May 2018
Signage installed at KRSP calling for submissions on draft masterplan	Visitors to KRSP	Apr / May 2018
Publish link to survey on Council's social media (Facebook, Twitter, etc.)	General community	Apr / May 2018
Publish ad within newspapers (Community news, Leader)	General community	Apr / May 2018
Establish a display (including a copy of the draft masterplan) within the Civic Centre foyer, at KRSP, Boronia Park and Pickets Reserve	Visitors to Council offices/ KRSP, Boronia Basketball Stadium, Knox Gymnastics	Apr / May 2018
Utilise digital screens within Customer Service and ERL to promote survey	Visitors to Council/libraries	Apr / May 2018
<b>Council Issues Briefing – report on community feedback</b>	<b>Councillors</b>	<b>Jul 2018</b>

<b>Council Meeting – Endorsement of final Masterplan</b>	<b>Councillors / General community</b>	<b>Jul / Aug 2018</b>
Report back to the community on outcome of consultation, next steps	General community	Aug 2018

Table 1 – Community and Stakeholder consultation

Changes to the adopted Masterplan 2009 would need to be undertaken in accord with the requirements of the Heads of Agreement / Memorandum of Understanding. It is anticipated that this would require the approval of the State Government (Department of Environment, Water, Land and Planning – DEWLP and Sport and Recreation Victoria) as well as the stakeholders who were part of the original masterplan.

Council and DEWLP have been working towards a longer term lease for the site recognising the significant capital investment. The new lease has also provided an opportunity to realign the boundary that abuts the north-west corner of the Knox Material Recycling Centre. It is envisaged that in order to complete the administrative process, a report to Council will be required to approve the surrender of the existing lease and support entering a new longer term lease. Council will be required to execute the new lease and a Land Management Agreement. The Crown is currently preparing plans of the Crown Allotment which is anticipated by end May/early June 2018.

It is anticipated that the feedback from the consultation period will be considered by Council in July/August 2018.

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

A previous assessment of the Knox Regional Sports Park site was undertaken in 2013, identifying nationally endangered vegetation in the south-west corner of the site. The site contains nationally endangered *Eucalyptus yarraensis*, as well as many other species that are endangered in Knox and across Melbourne.

The site is listed as a Site of Biological Significance (Site 58) and contains an Environmental Significance Overlay.

Protection and retention of the vegetation area will be required through the design and planning stages of the development.

The original ERP Masterplan 2009 included Water Urban Sensitive Design / wetland treatments. The draft Masterplan will incorporate these treatments to manage drainage in an environmentally sensitive manner.

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

Preliminary cost estimates and a preferred implementation / staging plan for the draft Masterplan comprises of three (3) stages, as follows: -

Stage 1 – Indoor sports facility (\$87.5M)

(Centre of Excellence, ten (10) domestic basketball courts, gymnastics, intersection upgrades, parking and site works)

Stage 2 – Soccer facilities (\$4.3M)

Stage 3 – NBL Stadium and overflow parking (\$52.2M)

It is expected that funding of the masterplan implementation will attract a one-third contribution from the State and Federal government. Council's funding component can also potentially be supplemented by contributions for sporting groups.

The inclusion of gymnastics into the masterplan provides Council with the possible option to divest or repurpose the current facility located at Pickett Reserve that may provide some funding towards the development. Furthermore, under the current Knox Gymnastics agreement, the club are required to set aside an annual amount toward the improvement of gymnastics infrastructure in Knox.

Opportunities for further Government grants may be possible depending on the elements that are included in each option. In order to maximise the attraction of government grants from Sport and Recreation Victoria, Council would need to provide evidence that the development is multipurpose and is intended for community use.

Council would also be seeking funding contributions from key sporting club stakeholders. This will be explored in detail during the Business Case process coordinated by SRV.

## **6. SOCIAL IMPLICATIONS**

There is a significant community benefit in providing courts for over 10,000 participants to take part in Knox basketball competitions. This includes improvement to the health and wellbeing of our community and the provision of opportunity for social interaction and community development.

Participation in sports develops healthy living habits, and provides physical benefits such as developing coordination, physical fitness and strength.

However, it is important that any significant investment by Council, or other levels of government and sporting associations, is based on reasonable certainty that the facilities can be financially sustainable and well utilised. If not, capacity for investment in other identified community priorities would be negatively affected.

## **7. RELEVANCE TO KNOX COMMUNITY AND COUNCIL PLAN 2017-2021**

Goal 1: We value our natural built environment.

Strategy 1.3 Ensure the Knox local character is protected and enhanced through the design and location of urban design and infrastructure:

Goal 5: We have strong regional economy, local employment and learning opportunities.

Strategy 5.1 Attract new investment to Knox and support the development of existing local business, with a particular focus on the Advanced Manufacturing, Health, Ageing and Business Services sector:

Goal 6: We are healthy, happy and well

Strategy 6.2 Support the community to enable positive physical and mental health.

Goal 7: We are inclusive, feel a sense of belonging and value our identity

Strategy 7.3 Strengthen community connections.

## **8. CONFLICT OF INTEREST**

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible – Ian Bell, Director Engineering and Infrastructure – In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Monica Micheli, Executive Engineer – Major Initiatives Unit – In providing this advice as the Author, I have no disclosable interests in this report

## **9. CONCLUSION**

The draft Masterplan consolidates the consultation and assessment undertaken and presents the following recommendations:

- Provide ten (10) additional domestic basketball courts at Knox Regional Sports Park and decommission the Boronia Basketball stadium within the next 5-years;
- Provide a new gymnastics and trampoline facility, suitable for State level competition and divest the existing gymnastics facility in Pickett Reserve;
- Provide a separate Centre of Excellence facility to the proposed future NBL stadium and high performance gymnastics programs to enable independent staging of works;
- Provision for an 8,000 seating capacity NBL Stadium with overflow parking for 2,500 vehicles within the adjacent Cathies Lane Landfill site;

- Provide four (4) squash courts at Carrington Park Leisure Centre by refurbishing the existing court facilities;
- Provide for the conversion of the existing 5-a-side soccer pitches to one (1) full size field, six (6) new 5-a-side pitches, an extension to the existing pavilion and include the provision of two (2) full size soccer fields as part the Kingston Links development to cater for growth in the southern area of the municipality; and
- Provide for the retention of VARMS at the Knox Regional Sports Park until the end of their lease in July 2022, with further extensions pending detailed facility and car parking design outcomes and/or development timeframes for the proposed NBL stadium. Council will continue to work with the club to seek alternate locations (possibly outside of the municipality) during this time.

#### **10. CONFIDENTIALITY**

There are no confidential issues associated with this report.

**Report Prepared By:** *Executive Engineer – Major Initiatives Unit  
(Monica Micheli)*

**Report Authorised By:** *Director – Engineering and Infrastructure  
(Ian Bell)*



## Media Release

**The Hon John Eren MP**  
Minister for Tourism and Major Events  
Minister for Sport  
Minister for Veterans



Sunday, 18 March, 2018

### VICTORIA NETS USA DREAM TEAM AND BOOMERS SERIES

The USA Dream team is coming to Melbourne for an exclusive series between the USA Basketball Men's National Team and the Australian Boomers next year at Etihad Stadium.

Minister for Tourism and Major Events John Eren joined representatives from Basketball Australia and USA Basketball today to announce the two-game series in August 2019.

It will be the first time the USA Dream Team will play in Australia since the 2000 Sydney Olympics and will give thousands of fans the chance to see some of the world's best basketballers battle it out on the court, before heading to China for the FIBA World Cup later that month.

To ensure basketball continues to grow at the grassroots level, the Labor Government has announced funding towards a business case to build up to ten new courts at the State Basketball Centre in Knox.

The upgrade would provide a National Centre of Excellence and Administration hub for basketball bodies in Australia, as well as the ability to host major championships.

This comes on top of more than \$20 million the Labor Government has invested to upgrade facilities that benefit local basketballers, from the Bendigo Stadium expansion to the Collingwood Indoor Sports Centre.

The Labor Government is also investing in a high performance centre and new youth pathway programs with Basketball Victoria and Melbourne United at the Melbourne Sports and Aquatic Centre.

The Basketball USA-Australia series will be played at Etihad Stadium on 22 and 24 August 2019. A waitlist for tickets is now open at [teglive.com.au](http://teglive.com.au).

#### Quotes attributable to Minister for Tourism and Major Events John Eren

*"This exclusive blockbuster series will not only inspire our young athletes to hit the court, but attract fans from interstate and overseas – and that's good news for Victorian jobs, businesses and the economy."*

*"We're proud to back the talent of tomorrow by delivering the courts and pathways our kids need to make it to the big leagues."*

#### Quote attributable to Basketball Australia CEO Anthony Moore

*"With these two games occurring just prior to the 2019 FIBA World Cup in China, our Boomers and the USA will be at full strength and the quality of basketball that Australian sports fans will witness will be extraordinary."*

#### Quote attributable to USA Basketball CEO Jim Tooley

*"The USA-Australia game at the 2016 Rio Olympics was intense, passionate and a very competitive game that came down to the final minutes. We expect these games in 2019 will again showcase international basketball at its highest level and offer sports fans a very memorable event."*

Media contact: Kosta Pandos 0409 795 849 | [kosta.pandos@minstaff.vic.gov.au](mailto:kosta.pandos@minstaff.vic.gov.au)



## Appendix C- Sporting Facility Demand Analysis

### **Introduction**

As part of the Knox Regional Sports Park Masterplan review, officers have undertaken a review of key sporting groups (existing tenants and possible new) for potential inclusion in a revised Masterplan. The initial proposal submitted to Council by Basketball Victoria and Knox Basketball Incorporated, included only a basketball consideration. This has since been expanded to include Gymnastics, Soccer, Hockey, Squash and VARMS.

In considering facility requests and developing a revised Masterplan, it has been necessary to consider the overarching Council strategic framework including the Council and Community Plan 2017 – 2021, the Knox Leisure Plan 2014 – 2019 and the Knox Open Space Plan 2012 – 2022 as well as a number of regional plans which relate to either facilities or sports.

The staging of this project and the infrastructure developments included on the site should also be complimentary and workable from an operational perspective and a consideration of shared spaces but also allowing site flexibility to remain for future additions as required.

### **Strategic Documents**

#### ***Council***

##### **Council and Community Plan 2017 – 2021**

**Goal 1 –** We value our nature and built environment

**Strategy 1.3 -** Ensure the Knox local character is protected and enhanced through the design and location of urban development and infrastructure

**Goal 6 -** We are Healthy, Happy and Well

**Strategy 6.2 -** Support the community to enable positive physical and mental health

#### ***Knox Leisure Plan 2014 – 2019***

- Basketball has experienced the largest increase (16%) in local participation in the 12 months leading up to the Leisure Plan's development.
- Cricket and AFL also recorded increased participation levels, whilst participation in Tennis, Netball and Soccer have remained relatively stable.

***Regional*****Melbourne East Sport and Recreation Strategy 2016**

- There are high participation rates in primary sports across the region, including basketball, netball, football, cricket and soccer.
- There is current demand for more indoor courts for basketball and netball, and an immediate need for a gymnastics facility.
- There is an immediate need for additional hockey pitches in the region.
- Formalised sports such as tennis, basketball, soccer, netball, football and cricket are prominent and are the highest structured participation sports in the region.

**Sport Specific****Basketball**

## Strategic Documents:

- Basketball Victoria Strategic Plan 2017 – 2020
- Knox Basketball Plan – November 2017

## Regional Perspective:

Basketball is a high participation sport which operates through several associations. The areas of Knox, Maroondah, Whitehorse and Dandenong are the largest associations in the East. Whilst most surrounding Councils have at least a 6 court stadium, basketball continues to grow. The KRSP is now the home of Knox Basketball Inc, Basketball Victoria and Basketball Australia.

Sport Proposal	Demand Analysis	Actual Demand	Recommendation
<p>Domestic Basketball</p> <ul style="list-style-type: none"> <li>• Knox Basketball recorded larger than anticipated increase in participation (22%) since 2012</li> <li>• Membership was reported at 10,444</li> <li>• KBI requested that Council deliver an additional eight (8) courts at KRSP to meet future need</li> </ul>	<ul style="list-style-type: none"> <li>• Currently there are approximately 10,444 players affiliated with KBI. This figure is anticipated to increase to over 12,500 in the next twenty years resulting in increasing demand for basketball competition infrastructure. In addition to this other additional pressures on basketball infrastructure including junior domestic training, increasing participation from local Chinese communities and a focus on 3-on-3 basketball is anticipated to place further demand for basketball courts</li> <li>• Council, at its meeting of 27 November 2017 adopted plans for an additional ten (10) courts at the State Basketball Stadium to future proof Council's basketball infrastructure.</li> </ul>	<p>Short Term – six (6) courts to replace the courts at Boronia</p> <p>Medium Term – four (4) additional courts – potentially two of these courts could be used for netball (would need to allow for additional run off)</p> <p>With additional courts comes the need for additional office, administration and storage areas as well as additional amenity areas (change rooms and toilets)</p>	<ul style="list-style-type: none"> <li>• As per Basketball Plan adopted in November 2017: <ul style="list-style-type: none"> <li>○ 10 basketball courts</li> <li>○ Additional office, administration and storage areas</li> <li>○ Additional amenity areas (change rooms and toilets)</li> </ul> </li> </ul>

National Basketball League (NBL)			
<ul style="list-style-type: none"> <li>• NBL Stadium (8,000 seating capacity)</li> <li>• Centre of Excellence, elite training centre and change areas</li> <li>• Specialist fitness / training area</li> <li>• NBL office area, media area</li> <li>• Player lounge, corporate viewing areas, retail</li> <li>• Child minding (crèche) facility</li> <li>• Two outdoor (3-on-3) courts</li> <li>• Theatrette</li> </ul>	<ul style="list-style-type: none"> <li>• The addition of two outdoor 3-on-3 courts would take up open space and might also need to allow for a spectator area</li> <li>• Child minding facilities come with their own regulatory requirement and would also need to be supported from a business case perspective.</li> <li>• No Men's NBL team has been confirmed</li> <li>• Theatrette – could be incorporated in the future Arts Centre at Knox Central.</li> <li>• Any commercial element on the site may need to be checked for consistency with the allowable activities on the site under the current lease</li> </ul>	<ul style="list-style-type: none"> <li>• It is expected that Melbourne will secure a second NBL side in the next couple of years</li> </ul>	<ul style="list-style-type: none"> <li>• A further feasibility and business case is required</li> </ul>

## Gymnastics

### Strategic Documents:

- Gymnastics Victoria Strategic Plan 2017 – 2021
- Gymnastics Victoria – Knox Gymnastics Club Regional Gymnastics Facility Proposal – 2017
- Draft Knox Gymnastics Facility Strategic Review 2013

### Regional Perspective:

Gymnastics across the region is provided in both community and private facilities. Monash Council are progressing towards the establishment of a regional facility to be completed in the coming year.

Sport Proposal	Demand Analysis	Actual Demand	Recommendation
<p>Gymnastics</p> <ul style="list-style-type: none"> <li>• Significant participation increase with memberships increasing from 726 participants to 929 in 5 years (2012-2017)</li> <li>• Waiting list of over 400 potential new participants</li> <li>• 2,200+ gymnastics facility which would include space for office space, new programs (parkour and ninjutsu) and canteen</li> </ul>	<ul style="list-style-type: none"> <li>• The increased participation and significant waiting list at Knox Gymnastics still exists despite the establishment of a second (private) gymnastics facility in the municipality</li> <li>• Trampolining is affiliated with gymnastics and as such can be co-located within a gymnastics facility. Council currently supports the Omega Trampoline Club that has 114 members and operates from Carrington Park Leisure Centre and Rowville Community Centre</li> <li>• Current gymnastics space at Pickett Reserve is 700m<sup>2</sup> however is undersized for amount of activities</li> </ul>	<ul style="list-style-type: none"> <li>• Demand for a municipal facility to accommodate Knox Gymnastics with possible co-location of Omega Trampoline Club</li> <li>• Gymnastics facility, as recommended by Gymnastics Victoria and supported by Sporting Dimensions Guide (2008) including office space and storage</li> <li>• Trampolining area for four (4) trampolines</li> <li>• Competition viewing area (500 seating capacity).</li> <li>• No evidence provided for new programming e.g. parkour, cheerleading, etc.</li> </ul>	<ul style="list-style-type: none"> <li>• Gymnastics facility suitable for State level competitions, including trampolining</li> </ul>

**Soccer**

## Strategic Documents:

- Football Federation Victoria Strategic Map – 2012 – 2015
- Football Federation Victoria Business Plan for the Knox Regional Football Centre Expansion – February 2018

## Regional Perspective:

FFV have identified that they would like to develop the Knox Regional Football Centre, the Darebin facility and a facility in Geelong as their three regional facilities.

Soccer is a high demand sport, particularly through increased female participation. This is confirmed through the Leisure Plan which identified a need for two (2) additional pitches in the southern part of the municipality (Rowville/Lysterfield).

Sport Proposal	Demand Analysis	Actual Demand	Recommendation
Soccer			
<ul style="list-style-type: none"> <li>• A total of four (4) full size pitches one of which would have the capacity for small sided games</li> <li>• Pavilion upgrade</li> <li>• Re-use of the <i>5-a-side</i> pitches</li> </ul>	<ul style="list-style-type: none"> <li>• The current facility is not at capacity, participation on site is stable</li> <li>• The FFV State Facilities Plan indicates a requirement for three (3) additional community pitches in Knox by 2026 The rationale linking the need for community pitches to the Knox Regional Sports Park is unclear</li> <li>• FFV have indicated that this should be a regional facility however no consultation has been undertaken with the Eastern Region Councils</li> <li>• Two full size community pitches are planned to be provided at Kingston Links development, consistent with the Leisure Plan 2014-19</li> <li>• Only 1 in 10 annual participation KPIs achieved</li> <li>• Financial assessment: total income falling since 2013, team entry fee income behind forecast and declining.</li> </ul>	<ul style="list-style-type: none"> <li>• Convert existing <i>5-a-side</i> pitch area to a full size</li> <li>• Two (2) additional full size pitches can be provided at the Kingston Links site in the coming years</li> </ul>	<ul style="list-style-type: none"> <li>• Two (2) pitches to be provided at Kingston Links</li> <li>• Convert current <i>5-a-side</i> pitches to one full sized pitch with dividing netting</li> <li>• Six (6) new <i>5-a-side</i> pitches</li> <li>• Pavilion upgrade</li> </ul>

## Squash

### Strategic Documents:

- Squash Victoria Strategic Plan 2017 – 2020
- Squash and Racquetball in Knox Issues Briefing Report December 2017

### Regional Perspective:

Squash is a declining sport across the region and across the State. In the metropolitan area many squash courts are privately owned and this trend is reflected in Knox also with all the facilities in Knox under private ownership.

Sport Proposal	Demand Analysis	Actual Demand	Recommendation
<p>Squash</p> <ul style="list-style-type: none"> <li>• No expressed demand for additional courts</li> <li>• Currently 112 registered squash and racquetball players and 125 non-affiliated players</li> <li>• Total of 23 courts currently operating within Knox</li> </ul>	<ul style="list-style-type: none"> <li>• Participation data from Squash and Racquetball Victoria and current venue owners indicates a reduced demand for the sport over the past 5 years</li> <li>• Any new spaces provide flexibility for a range of other uses (i.e. pilates, yoga, etc.)</li> <li>• Industry benchmarks indicates there is no demand for additional squash facilities (taking into account future loss of 15 courts across two venues in the next three years)</li> <li>• A more detailed response is provided in Council's Issues Briefing – 4 December 2017</li> </ul>	<ul style="list-style-type: none"> <li>• No current demand and limited future demand</li> </ul>	<ul style="list-style-type: none"> <li>• Not to be included in KRSP</li> <li>• Can re-establish squash at Carrington Park Leisure Centre – potentially four (4) courts</li> </ul>

**Hockey**

## Strategic Documents:

- Hockey Victoria Strategic Plan 2017 - 2020
- Hockey Victoria Facilities Master Plan 2015 – 2025
- Regional Hockey Plan 2018 – Monash, Maroondah, Knox and Yarra Ranges

## Regional Perspective:

The MERSRS identified an immediate need within the region for additional hockey pitches (an additional one pitch was identified at Ashwood Reserve in Monash). With the proposed closure of the Knox School Hockey field this is even more evident.

Sport Proposal	Demand Analysis	Actual Demand	Recommendation
<p>Hockey</p> <ul style="list-style-type: none"> <li>• New synthetic pitch</li> <li>• Demand required as a result of the impending expiry of agreement with The Knox School for provision of community pitch</li> <li>• Current membership 300 (impacted upon by uncertainty of permanent future home)</li> </ul>	<ul style="list-style-type: none"> <li>• Additional pitches are required in the eastern suburbs where hockey participation is extremely high and current pitches are at capacity</li> <li>• Council has also endorsed a regional feasibility to look at the needs of hockey within the region and the re-establishment of a facility in the area. This might identify additional options for Council's consideration</li> </ul>	<ul style="list-style-type: none"> <li>• Two (2) hockey pitches</li> <li>• New pavilion with amenities and storage</li> <li>• Car parking</li> </ul>	<ul style="list-style-type: none"> <li>• Immediate demand for one hockey pitch however preliminary findings indicate that for a regional facility, two pitches would be required</li> <li>• Await outcome of Regional Hockey Plan due June 2018</li> </ul>



**VARMS**

Strategic Documents:

- VARMS Strategic Plan 2018 – 2020

Regional Perspective:

There has generally been an increase in the amount of radio controlled model clubs looking for space in Knox, this includes car and off road groups. There has also been an increase in the amount of flying models such as drones, helicopters, etc. VARMS is one of only three other flying fields in the Eastern Region.

Sport Proposal	Demand Analysis	Actual Demand	Recommendation
VARMS			
<ul style="list-style-type: none"> <li>• No expressed demand for additional airfields</li> <li>• The current flying field (300m x 150m with an additional 30m buffer) is assessed as the minimum size that will safely accommodate the range of flying activities undertaken at the Club. Preference is 200m x 400m north/south with additional flyer over areas around</li> <li>• Desire to expand club house</li> <li>• The Club has the only MAAA and CASA approved flying field in the eastern region</li> <li>• Long term Strategic Plan seeks to achieve continuing tenancy at current location</li> </ul>	<ul style="list-style-type: none"> <li>• Fulfils unique/boutique sporting activity and interest</li> <li>• Located at its current site for the last 30 years</li> <li>• Significant increase in membership – from 80 to 230 between 2010 and 2017. 10% of members currently reside within Knox. This is only one of three facilities in the state</li> <li>• There is a strong social program (including operating as a Men's Shed)</li> <li>• VARMS is the only site where all radio controlled gliders can be flown in safety within greater Melbourne</li> </ul>	<ul style="list-style-type: none"> <li>• The current site appears sufficient for regular competitions (slope and thermal soaring)</li> <li>• The club have flagged a possible extension to their shed on site</li> <li>• Currently licence for 5 years plus 2 years, ending in 2022</li> </ul>	<ul style="list-style-type: none"> <li>• Consider retaining on site in the interim, if possible</li> </ul>

**Open Space**

## Strategic Documents:

- Knox Open Space Plan 2012 – 2022

## Regional Perspective:

Whilst the Knox Open Space Plan initially identified that Knox had an adequate provision of open space when considering adjacent land provision by Parks Victoria, there are some major barriers that are currently compromising this provision. Open space in the region needs to be maintained and balanced with the associated private land developments.

The original concept master plan for the KRSP (then ERP) identified a need to balance the active spaces and built up areas with some passive areas and connecting path networks. The adjacent land was also identified as a future site for passive recreation and connections to neighbouring areas and shared trails.

APPENDIX D – Draft Knox Regional Sports Park Masterplan



- 1a) to basketball court expansion, including change rooms and storage
- 1b) Relocation of 1 existing court to improve compliance & spectator seating
- 1c) New Gymnasium Centre fit for state competition, including 300 seats spectator area to maximise over change area
- 1d) New entry, self serve cafe, cafe, foyer & administration office, includes reception, retail and control entry
- 1e) New Centre of Excellence - elite athlete training facility
- 2) Future 11v11 football in including administration
- 3) Current 5-a-side fields to be converted to 1 new synthetic soccer field
- 4) Extension & refurbishment of existing soccer pavilion to provide a controlled entry for playing area
- 5) 2 new 2-a-side soccer pitches to be fit with new fencing & lighting - ground works required due to slope of site
- 6) New bus zone for school groups, leisure & potential public bus stop - to be relocated West when Hill road is built
- 7) Relocation of existing car park to enable expansion of building
- 8) New access road to High Street Road
- 9) Upgrade of High Street Road/George Street intersection to increase capacity
- 10) WARMS location in the interim until M11, stadium & bank
- 11) Allocation for future overflow parking (2000-3000 spaces) including landfill site with a new bridge connection



316 BUSINLEY STREET, RICHMOND  
 1501 06 MANTRIX COURT RD  
 RICHMOND VIC 3121  
 P +61 3 9453 4304  
 F +61 3 9453 4337  
 WWW.MANTRIX.COM.AU

KNOX REGIONAL SPORTS PARK  
 MASTERPLAN - OPTION 5

15<sup>TH</sup> MARCH 2018  
 324 OFFSHOOT



MP-09



**NOTE:**  
The internal planning drawings shown here is provided as an indicative sweeping study only. It is not the intent of this drawing to confirm the project scope and required internal spaces.

Further detailed briefing and spatial requirements are required to finalise the project brief.

The cost assessment undertaken as part of this high level Master Plan feasibility have relied on these indicative layout and preliminary areas schedules. As such they should be considered a preliminary 'options cost comparison' only. Further cost analysis will be required to determine the final budget based on a more refined set of spatial requirements.

— Represents extent of existing building



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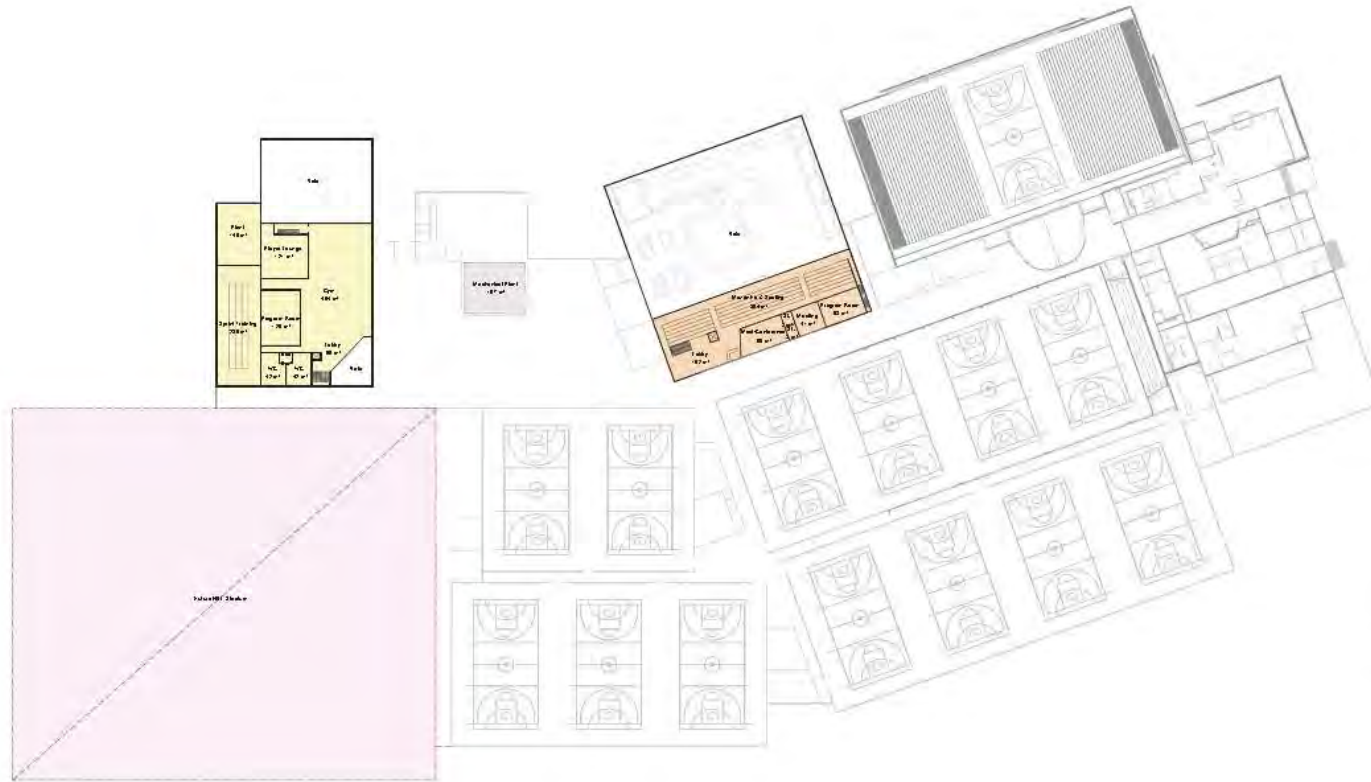
141 BURNLEY STREET, RICHMOND  
INFO@MANTRICH.COM.AU  
P: 02 9421 6266  
F: 02 9421 6277  
WWW.MANTRICH.COM.AU

KNOX REGIONAL SPORTS PARK  
GROUND FLOOR PLAN - OPTION 5

SCALE 1:3000 MARCH, 2018  
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**MP-10**



**NOTE:**  
The internal planning drawings shown here is provided as an indicative scoping study only. It is not the intent of this drawing to confirm the project scope and required internal spaces.

Further detailed briefing and spatial requirements are required to finalise the project brief.

The cost assessment undertaken as part of this high level Master Plan feasibility have relied on these indicative layout and preliminary area schedules. As such they should be considered a preliminary 'options cost comparison' only. Further cost analysis will be required to determine the final budget based on a more refined set of spatial requirements.

— Represents extent of existing building



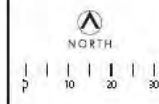
**MANTRIX  
ARCHITECTURE**

141 BURNLEY STREET, RICHMOND  
INFO@MANTRIX.COM.AU  
P : 03 9461 6266  
F : 03 9421 6777

WWW.MANTRIX.COM.AU

**KNOX REGIONAL SPORTS PARK  
GROUND FLOOR PLAN - OPTION 5**

SCALE 1:1000 MARCH, 2018  
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**MP - 11**

**ALL WARDS****9.1 AMENDMENT TO COMMUNITY DEVELOPMENT FUND POLICY**

**SUMMARY:** *Community Resourcing Officer (Deb Robert) & Coordinator, Arts and Cultural Services (Elissa Pachacz)*

*On 8 December 2017 the CDF Evaluation Panel met to reflect on the 2017-18 grants round. The Panel identified the overlap and duplication between Category 1 grants under the CDF (grants under \$2000) and the Minor Grants (grants up to \$3000) as an issue that needed to be clarified.*

*This report presents recommendations for a change to the Community Development Fund Policy to address the duplication of the two grants programs.*

*Further, the report presents the Arts and Cultural grants review recommendation to incorporate this funding scheme (a total pool of \$10,000p/a) to the CDF program for the 2018-19 program, noting that the CDF program already caters for arts and cultural activities and events within the existing CDF Policy and that this will be further strengthened through this change.*

**RECOMMENDATION**

That Council

1. approve the amended Community Development Fund Policy as provided in Appendix A, notably the removal of Category 1 grants under \$2000 and revision of current Category 2 to cover grants between \$3000 and \$20,000; and
2. approve the nesting of the Arts and Cultural grants (\$10,000) within the existing policy and governance framework of the CDF program in readiness for the 2018 CDF funding round; and sun-set the Arts and Cultural Grant Scheme Policy (2014 – 2017).

**1. INTRODUCTION**

The Community Development Fund (CDF) is Council's annual funded grants program that provides project-specific grants to locally focused, not-for-profit organisations involving and supporting Knox community members.

The CDF program is administered in accordance with the Knox CDF Policy and Guidelines and the CDF Evaluation Panel Terms of Reference.

The CDF has, for many years, offered grants ranging from under \$1000 up to \$20,000. Grants provided through the CDF support a broad range of community projects, including straightforward and modest equipment purchases through to more complex events, programs or significant one-off equipment.

With the recent introduction and promotion of Council’s Minor Grants program in 2017 (previously Incidental Community Grants) now offering grants up to \$3000 there is need to make clearer the distinction between the grant options offered by Council.

It is proposed that Category 1 (grants up to \$2000) be removed from the CDF policy and guidelines as it is now duplicated by the grants available in Council’s Minor Grants program.

The Arts and Cultural Grants program has been in abeyance since 2016, and has since undergone a review by internal stakeholders and the Knox Arts and Cultural Advisory Committee (KACAC). The review recommendation is to nest this small funding pool of \$10,000p/a within the CDF funding program. This would allow for an increase to the total funding pool available to arts and cultural initiatives, and improve the accessibility, alignment and transparency of Council funding programs.

The Arts and Cultural grants policy sits compatibly within the existing CDF Policy and governance structures, which currently caters for around 30% of its allocation to projects that have an arts or cultural component. The CDF application and guidelines already reflect the eligibility of arts and cultural initiatives as eligible within the program, and also have a strong presence within the CDF program objectives.

Council’s 2018-19 CDF program promotion is due to commence in April-May and proposed minor policy adjustments are required to enable customer-focused improvements to assist the current management of both CDF and Minor Grants programs. The promotion of the funding round will include increased targeting of the local arts and cultural community with a clear communications strategy around the nesting of these programs.

## **2. DISCUSSION**

The CDF Policy currently specifies that grants will be provided in three categories as documented in Table 1 below.

The applications for grants under the current CDF Category 1 are frequently for purposes also supported under the Minor Grants program, which can respond more promptly to community groups needs with less onerous paperwork, as befits the modest scale and relative simplicity of those projects.

**Table 1. CDF Grant Categories**

Current Policy	Proposed Changes
Category 1 – up to and including \$2,000	Category 1 - \$3000 up to \$20,000
Category 2 - \$2,001 up to \$20,000	
Category 3 – up to \$5,000 for annual community events established for more than 3 years	Category 3 – up to \$5,000 for annual community events established for more than 3 year

The current Minor Grants, offering grants up to \$3000, is intended to exclude projects eligible under the CDF however there are few circumstances in which an application under \$3000 would not also be eligible for the CDF. The limitations for small grants under the CDF is the annual timeframe and the more extensive application and acquittal requirements.

In response to the significant over-subscription to the 2017-18 CDF grants round, the CDF Evaluation Panel recommended the referral of eight small grant requests to the Minor grants program for consideration. These were requests for small projects and/or equipment purchases in Category 1 and were subsequently approved by Council through the Minor Grants process.

### **2.1 2018-19 CDF Program**

The 2018-19 CDF is scheduled to be open for submission in the last week of May. Promotion is due to begin as soon as possible with grants information sessions planned for late-April and early May.

Grants information sessions and Council's Grants web page provide the opportunity to promote and explain the range of grants that Council provides to support community activity.

### **2.2 Arts and Cultural Grants Review**

Through the review of the Arts and Cultural Grants, it was proposed that the focus be moved away from individual applicants to community group initiatives, with a stronger focus on local community cultural development outcomes rather than professional development for individual artists.

This change was suggested when KACAC recognised that individual professional development funding for artists was a duplication of various State and Federal funding schemes, and that the professional development opportunities previously sought through the funding program would be more effectively supported through aligning artists with the Knox Biz small business training workshops and short courses. During the two year period of the Arts and Cultural Grants abeyance, there have been only two known enquiries about the program from individual artists.

The promotional campaign for the CDF will include increased promotion of arts and cultural development as a clear objective of the program, to ensure that the community is aware of grant opportunities for those type of projects with the incorporation of Council's Arts and Cultural Grants into the CDF in 2018. A targeted communications strategy around the nesting of the program within the CDF framework, and the refocus away from individual funding will form a central part of grant communications and promotion.

### **2.3 Council's Community Grants Review**

The broader Community Grants Review, currently underway, will enable comprehensive consideration of all Council's grants program policies and processes to ensure consistency, efficiency and effectiveness in their delivery and communication.



The Review will provide the opportunity to reflect on the purpose and intent of Council's grants programs to facilitate clear messaging to the community, minimise duplication for the future while ensuring appropriate levels of accountability for the use of public funds. This review may result in recommendations for the consideration by Council at a later date.

### **3. CONSULTATION**

The proposed CDF policy change was discussed by Council's CDF Evaluation Panel at its reflection meeting in December 2017 and has been under consideration since the changes to the Minor Grants policy last year.

The changes to the Arts and Cultural grants scheme were developed in partnership with the Knox Arts and Cultural Advisory Committee in 2017 alongside key internal stakeholders.

The recommendations for the CDF policy amendment have been discussed with relevant Council departments and there is support for this proposed policy change to clearly distinguish between the CDF and minor grant streams.

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

There are no environmental or amenity issues in relation to this policy or the proposed amendment

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

There are no financial or economic implications in relation to the proposed policy amendment.

It is expected that the removal of CDF Category 1 grants may result in increased demand for Minor Grants. Increased promotion and community awareness of Minor Grants as a quicker response for small grants is also likely to increase interest in that grant option. The administrative impact can be accommodated within current staffing arrangements.

The 2018-19 CDF budget of \$275,000 will be supplemented by the roll-over of the 2018-19 \$10,000 allocation previously distributed as Arts and Cultural Grants, which will bring the total for the 2018-19 CDF round to \$285,000.

### **6. SOCIAL IMPLICATIONS**

The CDF grant program facilitates positive engagement between Council and a diverse range of community groups. It strengthens existing relationships, broadens understanding of community need and activity and initiates new collaborations.

Removal of the CDF Category 1 will encourage applicants for grants under \$3000 to access the more timely and less administratively onerous Minor Grants stream.

The nesting of the Arts and Cultural grants within the CDF program streamlines the related management of the Grant funds and enables a larger pool of funds to be available to applicants previously applying within the \$10,000 pool of funding, meaning that the scope and diversity of community-driven arts and cultural initiatives has the potential to grow.

## **7. RELEVANCE TO KNOX COMMUNITY AND COUNCIL PLAN 2017-2021**

The Community Development Fund aligns with several goals and objectives in the Community and Council Plan 2017-21, and assists community organisations to respond to the following goals in particular:

- Goal 1 – We value our natural and built environment
- Goal 4 – We are safe and secure
- Goal 5 – We have strong regional economy, local employment and learning opportunities
- Goal 6 – We are healthy, happy and well
- Goal 7 – We are inclusive, feel a sense of belonging and value our identity

Clear and transparent grants processes will also support Council's role and responsibilities in Goal 8 – Build, strengthen and promote good governance practices across government and community organisations.

## **8. CONFLICT OF INTEREST**

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible – (Kathy Parton, Manager Community Wellbeing) - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Co-Authors – (Deb Robert, Community Resourcing Officer and Elissa Pachacz, Coordinator Arts and Cultural Services) - In providing this advice as the Authors, we have no disclosable interests in this report.

## **9. CONCLUSION**

Following the CDF Evaluation Panel 2017-18 program reflection meeting in December 2017 and changes to the Minor Grants Policy in July 2017 it is proposed to amend the CDF Policy with the removal of Category 1 grants under \$2,000.

This will provide a clearer, streamlined approach for community groups accessing Council grants in 2018-19, clarifying the distinction between the Minor Grants and the more rigorous requirements of the Community Development Fund for grants of higher \$ value.

The nesting of the Arts and Cultural grants (\$10,000) within the existing policy and governance framework of the CDF program will occur in readiness for the 2018 CDF funding round; at which time the Arts and Cultural Grants Scheme Policy (2014 – 2017) will be sunsetted.

The proposed policy amendments will support the achievement of promotional deadlines for the 2018-19 Community Development Fund and general promotion of Council grants commencing in May 2018.

#### **10. CONFIDENTIALITY**

There are no confidentiality issues in relation to this report.

***Report Prepared By: Community Resourcing Officer (Deb Robert) & Coordinator, Arts and Cultural Services (Elissa Pachacz)***

***Report Authorised By: Director – Corporate Development (Kerry Stubbings)***



Date Updated: 23 April 2018

Reviewed & Prepared by: Deb Robert

Knox Explorer Reference: D18-159437

Doc Number: xxxxxxx

# Community Development Fund

## 1. Purpose

The purpose of this policy is to guide the annual allocation of the Community Development Fund grants to not-for-profit community organisations in Knox.

The aim of the Community Development Fund is to develop, enhance and support the involvement of community groups in activities and projects which respond to identified needs in the Knox community.

## 2. Content

Each year Council provides funding for the allocation of once-off project grants and annual event grants to not-for-profit community groups. The grants are assessed and allocated in response to the local community needs identified in the submissions received.

The Community Development Fund has been underpinned by the following principles:

- funded projects/activities will provide benefit to the Knox community and help meet Council's objectives;
- co-operation and collaboration between groups will be encouraged;
- grants processes will be consistent, equitable and transparent;
- grants processes will support and strengthen community groups in developing local solutions to local needs.

## 3. Scope

The policy will apply to submissions received and grants allocated in the annual Community Development Fund funding round each year.

The Community Development Fund program is not designed to supplement, subsidise or replace existing Council Budget allocations.

## 4. References

### 4.1 Council Plan

- Council and Community Plan 2017-21

### 4.2 Relevant Legislation

- Local Government Act 1989 – Conflict and Interest Provisions

### 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

- Minor Grants Policy

### 4.5 Related Council Documents

- Community Development Fund Guidelines
- Community Development Fund Evaluation Panel Terms of Reference

## 5. Definitions

<b>Council</b>	Means Knox City Council, whether constituted before or after the commencement of this Policy.
<b>Individual(s)</b>	Means a resident(s) of the Knox Municipality.
<b>Community Group(s)/Organisation(s)</b>	Means a legal entity which provide services, support or activities to the Knox community.
<b>Funding Agreement</b>	An agreement between the grant recipient and Council that documents the agreed objectives of the funded project/activity and the reporting and accountability requirements of the grant.
<b>Community Representative</b>	A member of the community appointed by Council to participate in the Evaluation Panel
<b>Evaluation Panel</b>	Title of the specific purpose committee to provide recommendations to Council on Community Development Fund grants allocations
<b>Not-For-Profit group</b>	An organisation that does not operate for the profit or gain of its individual members

## 6. Council Policy

6.1 Council will provide an allocation in each annual budget to fund the Community Development Fund Program.

6.2 The Community Development Fund provides grants in ~~three~~ two categories.

- Category 1 - ~~up to and including \$2,000~~ from \$3000 up to \$20,000
- ~~Category 2 – \$2,001 up to \$20,000~~
- Category ~~3~~ 2 - up to \$5,000 for annual community events\* established for more than three years

\*An annual community event is defined as an event that is open to the entire Knox community.

### 6.3 Eligibility & Exclusion Criteria

#### 6.3.1 Organisation Eligibility

- Submitting organisations must be a not-for-profit organisation established under one of the following;
  - the Victorian Associations Incorporation Reform Act 2012,
  - the Victorian Co-operatives Act 1996,
  - the Aboriginal Councils and Associations Act 1976,
  - Corporations Act 2001,
  - an Act passed by the Legislative Assembly of Victoria, or
  - in another form considered appropriate by Knox Council.

Applications will also be considered from organisations under the auspice of another organisation which meets any of these criteria.

NB: Schools are not eligible for funding, however School Parent's Associations that are incorporated, (or similar), and attached to a not-for-profit school are eligible.

- Submitting organisations must have a Committee of Management, or similar, that can accept responsibility for a grant, ensure the project is carried out, and meet the evaluation and reporting requirements.
- Organisations granted funding must have either an Australian Business Number (ABN) or provide a Statement by Supplier (SbS) declaration.
- Submitting organisations must provide direct services, support or benefit to people living in the City of Knox.
- Organisations that show a strong connection to their local community will be favourably considered.

#### 6.3.2 Organisations Exclusions

- Organisations are not eligible to apply to the Community Development Fund if:
  - They have a delinquent account with Knox Council, i.e. an amount owed to Council that was not paid by the due date;
  - They have outstanding acquittal documentation, i.e. the acquittal documentation for a previous grant has not been handed in by the agreed due date.

#### 6.3.3 Application Exclusions

Applications that are submitted after the submission period closes are ineligible and will not be assessed.

#### 6.3.4 Project and Event Eligibility

- Projects and events must have a definitive start and finish date.
- It is preferable that the project start and finish within the 12 month funding period, however projects up to three years can be considered.
- Projects and events must clearly support Council's strategic objectives and priorities which are captured in the Council and Community Plan 2017-21.

- Projects and events must aim to meet a demonstrated need within the Knox community.
- Projects and events must be conducted within the boundaries of the City of Knox and have significant participation of Knox residents.

NB: School Parent Associations must be able to demonstrate that their proposed project is for the benefit of the Knox community, not just for the benefit of the School community, i.e. CDF cannot fund a project that will only benefit school students, student's families and/or staff of the school.

- Projects and events which involve collaboration with other organisations and services, share resources within the community, and involve volunteers will be favourably considered.
- Projects with well defined and clearly communicated aims and outcomes, along with clear and succinct detail regarding how the project will be implemented will be favourably considered

#### 6.3.5 Project and Event

The following types of projects and items **cannot** be funded through the Community Development Fund:

- Fundraising: For example, but not limited to, purchase of raffle prizes, purchase of items for auction, purchase of items for re-sale, direct contributions to charity organisations, payment for facilitators and prizes for fundraising events such as trivia nights, movie nights, karaoke night, fashion parades etc.
- Capital or facility maintenance works: Capital works projects are considered to be those that primarily focus on improvement, replacement, disposal or addition to fixed assets such as land, building and facilities. Examples: permanently fixed play structures, major structural building improvements, etc.
- State or Federal government responsibilities: Projects may not be an event or activity that is the core program funding responsibility of another level of government. Example: curriculum-based activities for schools.
- Retrospective funding: A CDF grant may not be used to reimburse an organisation for expenses already paid; i.e. if money has been spent on the project or event prior to the organisation receiving the grant cheque, grant monies may not be allocated to this expense.
- Consecutive project submissions: Applications for projects that have been funded by the CDF for three consecutive years are not eligible.
- Operational expenses: A CDF grant may not be used to fund the day-to-day expenses incurred in carrying out the usual business of the submitting organisation. This includes expenses such as salaries for existing positions, insurance and utilities.

6.4 The annual submission round will be widely publicised and promoted to the Knox community.

6.5 Assessment of submissions will be undertaken by the Community Development Fund Evaluation Panel that will comprise Councillors, Community Representatives and Council officers in accordance with the Community Development Fund Panel Terms of Reference

6.6 Specific ranking criteria are endorsed by the Panel for utilisation in the project assessment process to establish how recommendations for funding approval are determined.

6.7 A report shall be presented to Council for each funding round (annually) to consider and endorse the recommendations from the Panel.

6.8 Council will host an annual event to acknowledge the allocation of grants to successful applicants.

- 6.9 All funded projects require a signed funding agreement which will specify relevant accountability requirements relating to the delivery of the project and financial reporting.
- 6.10 Organisations with inadequate grant acquittal documentation after two (2) years from the original grant approval date will be referred to Council's Finance Department for debt retrieval.
- 6.11 Any unallocated funds from the ~~Incidental Community~~ Minor Grants program in any year are to be carried forward and allocated to the Community Development Fund for the following financial year.

## 7. Administrative Updates

From time to time, circumstances may change leading to the need for minor administrative changes to this document. Where an update does not materially alter this policy, such change may be made administratively. 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.



**ALL WARDS****10.1 KNOX COMMUNICATIONS PLAN**

**SUMMARY:** *Acting Manager – Communication and Customer Service (Jude Whelan)*

*The Knox Communication Plan 2018-21 aims to provide direction for Council's strategic and effective interactions with the community. It serves as the guiding plan and approach for an agile, innovative service of Council, directing the realigned department that was formed as a result of the approved Communications Service Plan 2014.*

**RECOMMENDATION**

**That Council endorses Appendix A - Knox Communication Plan 2018-2021**

**1. INTRODUCTION**

The Knox Communication Plan 2018 - 21 provides clear strategic direction and an implementation plan for the organisation to deliver the following:

- Direction about where and why Council's communication resources should be deployed during the next three years
- Communications priorities, consistency in output, and effective engagement with the community
- Position the Communications service as a source of strategic advice and support, adding value to all Council programs, activities and events

This Communication Plan is one of the outputs required by the Council and Community Plan, and identified in the Communications Service Plan.

**2. DISCUSSION**

Implementation of Council's Communications Service Plan in 2014 required the service to deliver the following outcomes:

- The community is informed of Council's services, programs and activities and receive a balanced view of Council activity and performance
- Increased levels of community engagement and connection with Council
- A coordinated (and where possible integrated) approach to municipal news media, social media, email newsletters and municipal newsletters.
- The organisation is better supported to promote and communicate its programs and activities.
- Increased transparency and governance through better communication and connection

- Increased promotional opportunities (the community is aware that Council provides opportunities to get involved).

The earlier Service Analysis conducted during 2014 provided benchmarking data and rationale for future communications activities and included a revised service model which enabled the team to:

- Focus on major organisational activities that support the Council Plan and a strategic approach to communications, incorporating the core activities that support effective communications.
- Place greater emphasis on the best and most efficient ways to communicate, including web and digital media, direct mail and email, a more focussed newsletter approach, traditional media and social media activities.
- Develop a greater emphasis on strategic communications (including issues management, major projects and advocacy) as well as resourcing large scale whole-of-Council campaigns that support the community to get involved with their Council and community

The Communications team has been progressively implementing the actions and recommendations of the Service Plan while aligning with the newer Community and Council Plan 2017-21.

The Communication Plan links Council's many forms of communication to specific objectives. It identifies actions to improve consistency and ensure Council is communicating and engaging on the issues of highest priority to the community, while catering for the City's diverse audience groups. Ensuring all our communications are more clearly identified as part of the suite of Council's services, activities and events will improve the perception of value for money, and in turn build trust and confidence in Council.

The Communication Plan builds awareness, engagement, trust, and confidence in the community through five goals:

1. Reaffirm and communicate Council's brand, functions and identity to increase awareness of and participation in Council's services, activities and events.
2. Increase awareness and effectiveness of advocacy activities to achieve an outcome: attracting external funds, changes in policy, influence positive behavioural change or encouraging community engagement.
3. Develop an organisational approach to communications that delivers professional, consistent messaging relevant to specific audiences while staying true to the fundamental brand identity and promise.
4. Strengthen the bond with our community through effective engagement and consultation.
5. Improve the effectiveness of all channels to ensure we are achieving the highest return on investment.

The Communications Plan takes a fresh approach to analysing and interpreting the key data as well as learnings from implementing the Service Plan. This new approach reflects Council's strategic communications priorities over the next three years.

### **3. CONSULTATION**

The following reports have guided the development of the Communication Plan:

- The Agenda Group – Background Paper – Communications (2017)
- Annual Community Satisfaction Survey (2017)
- The Knox News and Your Knox evaluation (2017)
- Knox City Council Municipal Survey (2016)
- Communications Service Planning Analysis (2013-14)
- Reputation Research (2013)

Consultation has also been conducted with management and staff across council to understand the communication needs of the organisation and community.

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

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

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

The Communication Plan supports:

- Connecting the community and businesses to support a healthy and vibrant local economy and marketing the community as an attractive destination to live, work, play and invest.
- Council's advocacy activities designed to secure support and funding for local infrastructure projects.

The Communication Plan can be executed within Council's current Communication budget.

### **6. SOCIAL IMPLICATIONS**

The Communication Plan supports:

- Enhancing the community's awareness of Council services, especially those which help disadvantaged people and groups within the community.
- Council's advocacy activities designed to mobilise the community and other community service groups or policy change to support a broad range of social issues.

- Addressing community expectations of greater transparency, involvement in decision making and access to Council information.

## **7. RELEVANCE TO KNOX COMMUNITY AND COUNCIL PLAN 2017-2021**

The Communication Plan is aligned with the Community and Council Plan 2017-21 and its implementation will enable Council to achieve Goal 8: We have confidence in decision making Strategy 8.2 Enable the community to participate in a wide range of engagement activities.

Implementation of the Communication Plan will enable Council to build public confidence and community engagement necessary to deliver on all eight goals of the Community and Council Plan.

## **8. CONFLICT OF INTEREST**

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible – (Michael Fromberg, Manager Corporate Services) - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – (Jude Whelan, Acting Manager Communications and Customer Service) - In providing this advice as the Author, I have no disclosable interests in this report.

## **9. CONCLUSION**

The Communication Plan 2018-21 aims to provide direction for Council's strategic and effective interactions with the community. It serves as the guiding plan and approach for an agile, innovative service of Council.

## **10. CONFIDENTIALITY**

There are no confidentiality issues in relation to this report.

**Report Prepared By:** *Acting Manager – Communications and Customer Service (Jude Whelan)*

**Report Authorised By:** *Director – Corporate Services (Michael Fromberg)*

# Knox Communication Plan 2018 - 2021



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## Introduction

Knox City Council is committed to meeting community expectations for quality services within finite and limited resources.

The communication function is critical to inform and engage effectively with the community. It must raise and maintain awareness and knowledge of Council's activities, services and events, while supporting the organisation to engage on a wide range of topics. It also serves to best manage and support the reputation of Council while assisting advocacy for financial and other support to benefit the Council and community.

Rapidly evolving technology has transformed the way councils communicate and engage with their communities, staff and other stakeholders. These changes bring both opportunities and risks as new and cost-effective tools allow instant and interactive communication involving levels deep within Council's structure.

Research shows that Council is straddling the 'digital divide', with a groundswell of the community embracing technology, and a large proportion of its audience still preferring traditional communication.

The Knox Communication Plan 2018-21 provides the structure to link Council's many forms of communication to achieve specific objectives. It identifies actions to improve consistency and ensure Council is communicating and engaging on the issues of highest priority to the community, while catering for the City's diverse audiences.

The document uses the same framework as Council's Community and Council Plan in articulating goals, strategies, and actions.

## Purpose

The purpose of this Plan is to explain how best to communicate and support Council's Community and Council plan by:

- establishing communication objectives and principles
- creating key communication strategies to set the foundation for the communication program for 2018-21
- identifying audience groups
- optimising each of Council's communication channels
- developing evaluation measures to monitor the effectiveness of the goals

## Goals

The Communication Plan builds awareness, engagement, trust, and confidence in the community through five goals:

1. Reaffirm and communicate Council's brand, functions and identity to increase awareness of and participation in Council's services, activities and events.
2. Increase awareness and effectiveness of advocacy activities to achieve an outcome: attracting external funds, changes in policy, influence positive behavioural change or encouraging community engagement.
3. Develop an organisational approach to communications that delivers professional, consistent messaging relevant to specific audiences while staying true to the fundamental brand identity and promise.
4. Strengthen the bond with our community through effective engagement and consultation.
5. Improve the effectiveness of all channels to ensure we are achieving the highest return on investment.

## What has informed our Plan

The following research initiatives have been considered when developing this Plan:

- The Agenda Group – Background Paper - Communications (2017)
- Annual Community Satisfaction Survey (2017)
- The Knox News and Your Knox evaluation (2017)
- Knox City Council Municipal Survey (2016)
- Communication Service Planning Analysis (2013-14)
- Reputation Research (2013)



## Community Profile

The community profile of the City has been considered when designing the Communication Plan.

- Approximately 25 kilometres from Melbourne's Central Business District, Knox is a major hub of cultural, commercial, business and innovative activity in the eastern suburbs of Melbourne.
- The City of Knox covers an area of 114 square kilometres. The area boasts a green, leafy environment extending to the foothills of the picturesque Dandenong Ranges. Knox comprises the following suburbs: The Basin, Bayswater, Boronia, Ferntree Gully, Knoxfield, Lysterfield, Rowville, Sassafras, Scoresby, Upper Ferntree Gully, Wantirna and Wantirna South.
- Knox's total population - 157,052 (30 June 2017)
- Residents from 130 different countries speaking 54 languages.
- 14% of our residents are aged between 35 and 44 years (2015)
- 15% are aged 65 years or over (2016)
- 35% of residents were born overseas (2016)
- 28% speak a language other than English at home (2016)
- 22,750 people have a mild, moderate, severe or profound disability
- 28% of residents work in Knox
- 66,244 people work in Knox
- 32.8% of residents are 50 years and older with forecast indicating that by 2031, 1/3 of Knox's population will be 55 and over, including 20% being 65 and over
- 51.4% of families are couple families with children, 32.2% couple-family without children and 15% one parent families

## Audience Groups

Knox has a number of key demographic audiences requiring specific and differing communication approaches. Each of these audiences will be considered in the developing of the strategies and actions listed in a later section of this Plan. Key audiences considered are:

### Primary Audiences

- Residents – with specific note of the following:
  - the 24 to 49-year-old age group who tend to be the most disengaged in relation to their understanding of Council however are the most satisfied with Council
  - the 50-plus age group who have the most contact with Council but are generally the most dissatisfied across a range of issues
- CALD communities and people with disabilities
  - Council's Access and Equity plan stating our communication activities should be accessible to the CALD communities and people with disabilities will be a guiding document and will lead to appropriate tone of voice and images in our material
- Community organisations and agencies

- Local businesses – with specific note of the following:
  - large businesses who have indicated an interest in advocacy opportunities, particularly regarding employment
  - small businesses who have indicated an interest in Council’s business services and opportunities to have a say on matters affecting the community
- Internal audiences including:
  - Mayor and Councillors
  - CEO and Executive Management Team
  - Council officers
  - Volunteers
  - Contractors

### Secondary Audiences

- State Government
  - The State Government is having a significant impact on the operation of local government in Victoria through its review of the Local Government Act and caps on Council rates. To achieve positive advocacy results on behalf of the community, Knox City Council must develop long-lasting relationships with the State Government.
- Federal Government
  - While one-step removed, the Federal Government provides funding for many key activities, particularly in the health and wellbeing space, an area in which residents have said they find important.
- Media
  - Local media e.g. Leader
  - State-wide media and specialist publications
  - Community Media: Rowville-Lysterfield Community News, Boronia and The Basin Community News, The Foothills, Studfield-Wantirna Community News, and Ferntree Gully News.

### Key findings from research reports

While the research provides some valuable data providing input into the Plan, the team’s actual experience has also proved invaluable to supplement the findings.

Based on the research undertaken and listening to the community and stakeholders, the strategic intent for the Communication service is to lead the organisation in activities that directly connects it with the community and creates opportunities for the community to access Council. As a result, the Plan seeks to address the key findings some of which are noted below, but in summary:

- The community’s low level of awareness and understanding of the full suite of Council services
- Awareness of Council’s advocacy activities is low and there are opportunities to enhance Council’s advocacy programs for improved outcomes
- There are opportunities to leverage Communications to enhance the reputation of Council

- There are opportunities for consistency of message in moving to a more coordinated approach to internal communications
- Usage of all Council's channels could be improved to proactively respond to the changing community preferences and specifically people moving to consuming more digital formats.

### The Agenda Group – Background Paper - Communications (2017)

This paper drew insights from reputation research in local government bodies' worldwide as well as general research on reputation, trust and brand development.

- The Reputation Campaign (2005 - UK) identified communication core actions including: manage the media effectively to promote and defend council; publish a regular magazine to inform residents; ensure council brand is consistently linked to services; ensure good internal communications making sure staff are informed and become better advocates of council.
- My Council Campaign (2008 - UK) identified 'value for money' and 'quality of service' as the principle factors effecting satisfaction with local authorities. This same research revealed that residents did not perceive value for money in purely monetary terms but rather how much information they receive on how and why Council money is spent.
- The New Reputation Guide (2010 - UK) reiterated the core actions of the 2005 research and strengthened three core element: leadership, brand and communications. This research identified that the more resident trust the government the higher they score on reputation.
- We are NZ (2015) identified that low awareness of the range of services that Council provided resulted in under-valuation of Council Services and identified priority areas to improve reputation including: engaging with business and communication and engaging with the public.

### Annual Local Government Community Satisfaction Survey (2017)

Survey shows that age and level of contact with Council has a close relationship to satisfaction with Council.

- While survey satisfaction rates Knox Council were strong, people across all age groups, male and female, identified that there is plenty of room for improvement in the Council's overall performance around community consultation and engagement, making community decisions and lobbying.
- Lobbying (Advocacy) was identified as an area for improvement as Council is rated significantly lower than the average for Metropolitan councils
- There is a gap between the importance respondent place on being kept informed and their level of satisfaction with Council's performance.
- A five point drops on community consultation and engagement indicates this is an area requiring Council focus
- Pockets of dissatisfaction were identified with survey respondents in the 50 to 64 age group (20% poor to very poor) with men more likely to rate consultation and engagement as poor or very poor (16%), than women (12%).
- Communication preferences indicates there is still 36% of the population who prefer a newsletter by mail (NB this is fairly consistent with residents over 50 and under 50).

#### Knox News and Ward News Research (2017)

- Research conducted as part of the Communication and Customer Service Business Plan 2016-17
- Found that residents use a variety of sources to find out what's happening in Knox and while younger residents would like to see great use of social and digital channels older residents still prefer paper based publications.
- Key findings were: increase frequency, redesign and develop a magazine style forms, digitise Knox News and improve distribution.

#### Knox City Council Municipal Survey (2016)

- Residents appeared to be unaware about what Council does to support the local economy or may not perceive how a strong local economy could support them
- Identified opportunities to:
  - better inform residents of what is available in the way of arts, culture and celebration of cultural diversity and the support Council offers business and the skilled workforce and elevate the importance by demonstrating how these aspects enhance ones persons; experience of living in Knox;
  - improve business perceptions of operating a business in Knox and increase perceptions about the support for local business growth

#### Communications Service Planning Analysis (2013-14)

- Identified the need for a strategic approach to communication, which includes management and communication support for major projects and advocacy, as well as resourcing large-scale whole-of-Council campaigns, to better facilitate and build reputation with residents and businesses within the City of Knox.
- Lack of awareness of the breadth of Council services, activities and events was raised consistently throughout
- Recommended that Council realign Communication Resources in a way that best suits the organisation

#### Reputation Research (2013)

- Indicated that 71% of residents use the Knox City Council website as a starting point when seeking information about Council. This highlights the importance of this channel. Evidence of services recently added to website support this trend with, for example, all but one of the immunisation booking occurred only immediately after the ability to book online became available on the website.
- Identified that residents seek information via telephone (52%), local newspaper (36%), through Knox's Offices (30%) and through literature/brochures sent to the house (28%).
- Explored via online and telephone surveys, the question 'which of the following formats would
- Identified that the Knox community has shown it is open to more communication from Council, not less. This is supported by best practice research that indicates that the better informed residents and stakeholders are, the higher Councils tend to score on reputation.
- Research indicates that Knox could capitalise on the appetite for deeper engagement from businesses. Collaboration should involve opportunities to influence the local economic development strategy and the facilitation of job creation as this influences how businesses view the local government sector.

- Males over 50 are experiencing the most contact (and least customer service satisfaction) with Council and are generally discontent with Council. As the population in Knox is ageing<sup>1</sup> it is important to undertake further studies into why there is dissatisfaction among this age group.
- More specific communication strategies would be required to begin to address the 16% of residents who said they are dissatisfied or very dissatisfied with the Council. This effort would need to be focused around better all-round communication and engagement with people the Council directly interacts with.

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<sup>1</sup> There has been significant growth in the share of 55s and over, which has increased from one in six residents in 2001 to nearly one in four in 2016 (Census 2016). By 2036 it is forecast that one-third of Knox's population will be aged over 55 years, including 20% at post-retirement age (65+ years) (id population forecast, 2014)

## Communication principles

Communications should reflect Knox values with activities based on the following common principles strengthening brand and reputation:

### On message, strategic and consistent

Ensure consistency of messages, writing style and branding across a range of communications. Messages should reflect the information needs of (providing value to) the community and align with the strategic narrative to ensure everyone (from staff to Councillors) is telling the same story and understands community expectations. A consistent approach builds trust and confidence and increases community recognition and awareness of the Knox brand.

### Communicating through preferred channels

Strategically target communication channels to reach particular audience segments. It is widely recognised that certain groups of audience use certain types of channels. By placing targeted campaign messages in particular channels cost-effectiveness can be maximized and the uptake of key messages can be improved while Council provides information that is of value to each segment.

### Communication segmentation

Council should actively practice communication segmentation to provide value to their different audiences. Messages designed to reach a broad cross-section of the audience are likely to be less effective in bringing about higher-order (such as behavioural) changes than lower-order (such as attitudinal) changes because they are less tailored to the needs of individuals. Mass media can still be effective for raising awareness of an issue, but online communication is more effective for promoting behaviour change.

### Timeliness

Knox should communicate early whenever possible (pre-emptive rather than just responsive) and seek out new ways to tell the Knox story. A quick proactive response will reduce potential risks that may develop from misinformation. Communication should always be open and honest and only used when and if appropriate.

### Clear communication and responsive

Communication should always be easy to understand, have value to the recipient, encourage feedback and be placed in a number of different places. Communication needs to consider diversity of residents (geographic, demographic, and level of interest).

### Integrity and decision making

Demonstrates honesty, keeps commitments and behaves in a consistent manner. Identifies and understands issues, problems and opportunities and compares a range of different sources to draw a conclusion taking action that is consistent with the information available. Takes accountability for actions and conduct.

### Community focused

Communication should be in plain English and easily understood with a focus on the actions being taken and the outcomes for the community.

**Participation**

It is important that Knox Council seeks out and facilitates involvement of those potentially affected by or interested in a decision. Input on issues is encouraged, considered with communication delivered on how input has shaped decision making.

**Accountability**

The only accurate way of knowing if your communication is good or not is to evaluate its effectiveness. Communication should be evaluated to assess effectiveness.

**Visibility**

To commence or maintain a strong two-way communication relationship with stakeholders it is important that Knox is visible as much as possible. Visibility leads to recognition and acceptance plus it allows the community to see the breadth and value of your work.

**Simplicity**

The community is busy with many aspects of their lives whether at work or home. Communication must be simple and straight forward out of respect for their time.

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# Communication Goals and Strategies

## Goals

1. Reaffirm and communicate Council's brand, functions and identity to increase awareness of and participation in Council's services, activities and events.
2. Increase awareness and effectiveness of advocacy activities to achieve an outcome: attracting external funds, changes in policy, influence positive behavioural change or encouraging community engagement.
3. Develop an organisational approach to communications that delivers professional, consistent messaging relevant to specific audiences while staying true to the fundamental brand identity and promise.
4. Strengthen the bond with our community through effective engagement and consultation.
5. Improve the effectiveness of all channels to ensure we are achieving the highest return on investment.

## GOAL

## STRATEGIES

<p>1. Reaffirm and communicate Council's brand, functions and identity to increase knowledge and understanding of, and participation in, Council's services, activities and events.</p>	<ul style="list-style-type: none"> <li>• Develop a consistent <b>Visual Identity and tone of voice</b> to Council's information and communication material, activities, services and products</li> <li>• Develop and implement effective <b>campaign and marketing</b> plans, in line with organisational priorities and community needs to build access and usage of, and participation in, Council events and activities.</li> <li>• Foster a better awareness, knowledge and utilisation of each of our owned, earned and paid <b>channels</b> (social media, media, self-service, templates and Electronic Direct Mail (EDM) to ensure they are used effectively and to maximum return.</li> </ul>
<p>2. Increase awareness and effectiveness of advocacy activities to achieve an outcome: attracting external funds, changes in policy, influence positive behavioural change or encouraging community engagement.</p>	<ul style="list-style-type: none"> <li>• Develop appropriate <b>campaign and marketing</b> support for each advocacy issue</li> <li>• Complete the <b>Advocacy</b> Framework and associated resources (as per Annual Business Plan) and establish a prioritisation list of initiatives Encourage and support citizen action where appropriate</li> </ul>
<p>3. Develop an organisational approach to communications that delivers professional, consistent messaging relevant to specific audiences while staying true to the fundamental brand identity and promise.</p>	<ul style="list-style-type: none"> <li>• Enhance involvement of Councillors to deepen engagement and consistency of message with the Community.</li> <li>• Develop a high quality, <b>internal communications</b> strategy including functions and tools that facilitates an understanding of the business goals and the organisations strategic decisions</li> <li>• Develop and implement a <b>business partnership model</b> providing a Directorate specific strategic, trusted advisor who understands the current and future needs and provides an effective and cost efficient approach to campaign/promotional activity.</li> </ul>



**GOAL**
**STRATEGIES**

4. Strengthen the bond with our community through effective engagement and consultation.

- Develop a more focused approach to **community engagement**

5. Improve the effectiveness of all channels to ensure we are getting the highest ROI.

- Ensure all channels are used more effectively by ensuring target audiences are identified, key messages are clear and channels are tracked.
- Maintain focus on three significant channels:
- Develop and maintain a contemporary website which is relevant, current and becomes the frontline information source and self-service channel
- Maintain an appropriate and effective community profile through effective and proactive media management
- Implement a social media strategy that involves staff and articulates when/how we respond as the channel is used to disseminate information and encourage engagement

It should be noted that some strategies support the realisation of multiple goals and the strategies themselves represent logical work streams. As a result the implementation plan focuses on the key activities to deliver on each strategy.

## Evaluation

It is proposed the communication goals and strategies are measured against a set of performance metrics so reviews can be conducted and the program periodically modified to ensure optimised performance. Individual programs or activities would consider four types of performance metrics:

1. **Inputs:** The activity carried out
2. **Outputs:** How many people had the opportunity to see or hear the activity
3. **Out-takes:** What was its immediate effect on the audience
4. **Intermediate outcomes:** Did they do anything as a result of the activity
5. **Outcomes:** Did Council achieve the overall objective

For a more general metric, the Local Government Community Satisfaction Survey will be referred to.

In those cases where measures cannot be set as benchmarks are not yet established, it is recommended that Council use surveys, customer service feedback and statistics, as well as media analysis to evaluate performance.

## Appendix 1 - Implementation Plan

This implementation plan has been developed to ensure a coordinated delivery of the strategy over a three-year period and outlines major actions. The plan has also been developed with an understanding of the existing resources within the Communication team. The Communication Plan should be viewed as a living document that is updated regularly in response to changing internal and external circumstances, including changing political environment, organisational priorities and resourcing requirements.

STRATEGIES	ACTIONS	<span style="color: green;">■</span> In progress <span style="color: blue;">■</span> Planned							
		YEAR 1 (17/18)			YEAR 2 (18/19)		YEAR 3 (19/20)		
		Q1-2	Q3	Q4	Q1-2	Q3-4	Q1-2	Q3-4	
Brand & Visual Identity (Goals: 1)	Embed the brand characteristics and VI consistently throughout the organisation thereby addressing the importance of brand as an influencer on reputation. Offer more self-service opportunities to minimise costs.								
	Strengthen Council's brand and promote Council's services, events and initiatives through designing and delivering a range of high quality publications, signage (including fixed physical, infrastructure / project based, promotional) and web graphics from concept to finished art.	✓	✓	✓	✓	✓	✓	✓	
	Continue implementing the new Visual Identity to enhance and improve the consistency and quality of Knox communication and branding.	✓	✓	✓	✓	✓	✓	✓	
	Create an authentic narrative around Knox City Council, connected to the Council brand and visual identity.	✓	✓	✓	✓	✓	✓	✓	
	Conduct annual review of Masterbrand architecture strategy and visual identity.				✓			✓	
Advocacy (Goals: 2)	Develop a planned approach to advocacy which is informed by community interest and builds awareness that Knox is lobbying state and fed government for funding to improve the lives of the community.								
	Establish a prioritisation list of initiatives to encourage and support citizen action where appropriate.			✓					

STRATEGIES	ACTIONS	YEAR 1 (17/18)			YEAR 2 (18/19)		YEAR 3 (19/20)	
		Q1-2	Q3	Q4	Q1-2	Q3-4	Q1-2	Q3-4
	Complete the Advocacy Framework and associated resources (as per Annual Business Plan) to drive a proactive and coordinated approach					✓		
Channel Development (Goals: 1+5)	Improve the monitoring and use of our owned, earned and paid channels in delivering our advocacy and marketing & campaign activities including better use of social media, media (Leader, community newspapers and online sites), self-service, templates and Electronic Direct Mail (EDM).							
	Media - Implement a new media model with associated Staff Media Procedure that allows for more agile and equal liaison with media representatives, including community media				✓			
	Social Media - Develop a social media strategy and framework that align social media activity to the Council's communications objectives, including key messages about services and programs and the assessment of a multi-page strategy				✓			
	Website - Develop a website strategy focusing on creating an easy and functional experience that enables the community to interact and transact with Council in the best digital manner possible. The website strategy should identify how services and programs can be easily accessed and featured in a dynamic and engaging way.				✓			
	Implement media monitoring and environmental scanning to track reputation and deliver monthly reports to EMT.	✓	✓	✓	✓	✓	✓	✓
	Knox News - Implement the recommendations from Knox News and Your Knox evaluation project.		✓	✓	✓	✓	✓	✓
	Develop an Electronic Direct Marketing (EDM) strategy that enables Council to effectively and efficiently target segmented audiences with content that is relevant to their needs.				✓			

STRATEGIES	ACTIONS	YEAR 1 (17/18)			YEAR 2 (18/19)		YEAR 3 (19/20)	
		Q1-2	Q3	Q4	Q1-2	Q3-4	Q1-2	Q3-4
	Develop a video strategy that highlights Council services and programs featuring stories about residents and Council staff.				✓			
Community Engagement (Goals: 4)	Develop a more rigorous process for ongoing engagement and tracking to engage with audiences on the key liveability issues they have identified as of high importance and low satisfaction.				✓			
	As resources allow, work with Community Wellbeing and other key stakeholders to review Council's approach to Community Engagement, including reviewing the Knox Community Engagement Program Review Recommendations (2011) document and adopt appropriate recommendations.			✓	✓	✓	✓	✓
	Develop an internal community engagement register of upcoming events as early notice of emerging issues puts Council in a better position to respond in a proactive manner					✓		
	Facilitate ongoing staff training on community engagement by implementing regularly training for Communications staff on community engagement.					✓		
	Identify and develop scope for a single digital platform for community engagement across the whole of organisation (eg. Our Say, Bang the Table), solitciting feedback from the community on a range of topics from infrastructure, planning and service provision		✓					
	As part of an overall communication strategy, a media plan should be developed for each major community engagement activities including pitching stories to local media on current and future community engagement activities.			✓				
Internal Communications (Goals: 3)	Deliver a program that facilitates all staff learning from each other and celebrating successes that are happening across Knox which will help keep costs down and avoid duplication of activities.							
	Develop internal communications strategy				✓			

STRATEGIES	ACTIONS	YEAR 1 (17/18)			YEAR 2 (18/19)		YEAR 3 (19/20)	
		Q1-2	Q3	Q4	Q1-2	Q3-4	Q1-2	Q3-4
Business Partnering (Goals: 3)	Move the Communication team to that of strategic, trusted advisor/business partner who works closely with teams to understand their current and future needs and provides a more effective and cost efficient approach.							
	Develop and implement a business partnership model providing a directorate specific strategic, trusted advisor who understand the current and future needs and provides an effective and cost efficient approach to campaign/promotional activity.		✓	✓	✓	✓	✓	✓
Marketing and Campaigns (Goals: 1+2+4)	Develop a highly visible annual marketing calendar that builds awareness in key audiences of the range of quality services delivered by Council that link to quality of life improvements – including business support, waste services, pool safety and festivals.							
	Develop a highly visible annual marketing calendar that will build awareness in key audiences of the range of services provided by council that links to quality of life improvements		✓	✓	✓	✓	✓	✓
	Develop and implement effective marketing and campaign plans in line with organisational priorities and community needs to build access and usage of, and participation in, Council events, services and activities.		✓	✓	✓	✓	✓	✓
Content (Goals: 1+5)	Develop audience specific planned content which focuses on community benefits, frequency and content efficiency (create once publish everywhere). Look to utilise channels to reach the widest audience with a consistent core message, enhancing involvement of Councillors, staff and other stakeholders to further extend our messages.							
	Develop a clear tone of voice guide to assist consistency if message in all out communications			✓				

STRATEGIES

ACTIONS

	YEAR 1 (17/18)			YEAR 2 (18/19)		YEAR 3 (19/20)	
	Q1-2	Q3	Q4	Q1-2	Q3-4	Q1-2	Q3-4
Develop a content plan for communicating the Council’s delivery of ‘community benefit’ across a range of services. The content plan would identify content opportunities over 12-months that could be matched to interests and specific demographics (age and location)				✓			
Work with IT to investigate and develop a scoping and requirements brief for a Customer Relationship Management platform to coordinate electronic direct marketing and customer communications.						✓	

DRAFT

**ALL WARDS****10.2 ICT STRATEGY – COST BENEFITS REPORT**

**SUMMARY:** *Acting Manager Information Technology (Paul Barrett)*

*This analysis responds to part four of Notice of Motion on 8 May 2017 whereby Council requested that staff ‘Provide a cost benefit analysis for the Knox Digital Strategy’.*

*The benefits analysis report is presented to Council for noting and referral to the ICT Governance Committee.*

**RECOMMENDATION**

That Council

1. Note the benefits analysis report and the associated return on investment.
2. Note the ICT Governance Committee has now been formed and will provide an advisory role in the delivery of the ICT strategy.

**1. INTRODUCTION**

On 8 May 2017, Council resolved as follows:

1. *That all ICT upgrade investments (identified as computers and telecommunications capital investment) as proposed in 2017-18 and forward years 2018-19 to 2020-21 be quarantined, until items 2-8 have been completed and reported back to Council.*
2. *The Knox Digital Strategy and ICT Roadmap be reported to Council identifying preliminary scoping and intended expenditure for proposed:*
  - a) *renewal of KCC’s current ICT systems; and*
  - b) *the implementation and new investment required of the remainder of the ICT Strategy.*
3. *Scoping for 2(b) should include discussions with at least 2 other Councils, not necessarily in the eastern region group (ERG) on establishing standard platforms.*
4. *Provide a cost benefit analysis for the Knox Digital Strategy.*
5. *Provide a risk analysis for the Knox Digital Strategy which must be reviewed by the Audit Committee prior to consideration by Council.*
6. *Introduce a governance structure using Australian standard AS/NZS 8016:2013 Governance of IT enabled projects as a reference.*
7. *Provide business cases for the project components proposed for 2017/2018 identified in point (2) above.*
8. *That the outcome of the above be the subject of a report to Council at the appropriate 2017 Council Meeting and at this meeting Council consider the appropriate allocation of 2017/2018 and forward years 2018/19 to 2020/21 budget.*

A report was presented to Council on 28 August 2017 that addressed a number of elements of these resolutions. There have been ongoing discussions with Council with associated budget and funding. The remaining element is item 4 which is addressed in this report.

The Digital and ICT Strategies were developed to provide direction for future technology investment decisions that will align with Council's adopted Council and Community Plan 2017-2021 priorities, improve customer experience and support lean business processes. It is intended these will now be presented to the newly formed ICT Governance Committee for a report to Council.

A detailed benefits analysis report was produced focusing on Council's core business "interactions" and demonstrating the broad business benefits and service improvements Council can realise through the implementation of the Digital and ICT Strategy. The attached Cost Benefit Report Summary provides a high level overview of the detailed report (Appendix A).

The outcomes of the analysis and works completed to date have been utilised to resequence the initiatives and cost profile associated with the Strategy.

## **2. DISCUSSION**

### **2.1 ICT Strategy and Roadmap**

Council's last ICT Strategy was developed in 2001 and notionally ran through to the end of 2015. The new and updated ICT Strategy was first presented to Councillors on 20 February 2017, upon release of crucial capital funding the IT team have worked to improve legacy systems. Staff have continued to upgrade and refresh Council's core technology infrastructure to provide a technology environment that broadly supports Council's service delivery.

The ICT Strategy provides direction and a framework to guide future technology decisions around investment and upgrades, in line with Council's adopted Council Plan priorities. The framework itself is guided by five strategic principles as described below with the anticipated community outcomes.

<b>Strategic Principle</b>	<b>Community Outcome</b>
Easy to do business with	The effort involved dealing with Council is reduced and easier to understand. I can easily find and utilise Council services.
Remove Barriers	I can interact with Council the way I want, the time I want.
Drive Efficiencies	Council provides services quickly and efficiently.
Build Brand Advantage	I have a positive experience with Council, receiving quality services in reasonable timeframes.
Deep insight to remain agile and relevant	Council can perceive and respond to the needs of the community.



These principles promote a strong emphasis on improving customer focus and lean business processes. The Strategy is a key business transformation tool to deliver appropriate technology systems to meet customer and business needs, both now and with capacity to grow and expand as needs evolve. The Strategy has been developed to meet the needs articulated in Council’s Community and Annual Plan.

The Strategy forms a key platform to support service delivery, and will form a key foundation for Council’s Lean and continuous improvement initiative, leveraging how Council can make best use of current and evolving digital solutions for better and more efficient service provision.

The Strategy identifies the need for an initial ‘catch up’ period, which is reflective of a significant under-investment in ICT over the past 10 years. Examples of this include key corporate and customer facing systems, which had previously not been upgraded in over 10 years.

Contemporary systems will support our drive to improve organisational efficiencies by improving our ability to respond quickly to customer requests, removing onerous and time-consuming manual business processes and allowing for self-service, where possible, to improve the ability of our customers to manage their interactions with Council anytime, anywhere.

A simple representation of how the Strategy will enable Council to transition from our current customer experience to our desired future state is provided below.

<b><u>Today</u></b> Organisation Centric	<b><u>Future</u></b> Customer Centric	<b><u>Made possible by</u></b> (ICT Enabled By)
Focus on Property & Process	Focus on People & Place	
Customers must fit in with our processes, not how they want to receive services.	We design our services around how Customers want to interact with us, not how we work.	Designing customer centric processes, minimising waste and maximising customer value.
We don’t have a consolidated view of our customer. We ask questions when we already know the answer.	We have a consolidated view of our customer.	Customers and their services are related across systems. Contextual information is presented to staff whilst providing customer service. Customer details flow across departments.
Customers have to relate by a property, not a place.	We can answer questions about property and place.	Spatially capturing and representing information. Leveraging spatial information to make better informed decisions.

## 2.2 Cost Benefits Analysis

The benefits analysis was developed in consultation with a representative cross section of staff within a seven-week business engagement.

In close consultation with the business, eight common types of interaction that customers utilise to interact with Council were identified, which represent approximately 80% of Council's work effort.

The table below presents the eight customer and Council high level interaction types. Please note the report provides a comprehensive summary of each interaction types respective benefits to customer experience, community safety, organisational risk and employee experience.

Type of Interaction	Examples
I want to <b><u>Register/Update</u></b>	I want to <b>register</b> my animal details. I want to <b>update</b> my address details.
I want to <b><u>Book</u></b> a	I want to <b>book</b> a hard rubbish collection.
I want to <b><u>Report/Complain</u></b> about	I want to <b>report</b> a missed bin. I want to <b>complain about</b> an animal nuisance.
I want to <b><u>Apply</u></b> for	I want to <b>apply</b> for a Road Opening Permit.
I want to <b><u>Pay</u></b> for	I want to <b>pay for</b> an Open Space Contribution.
I (KCC) want to <b><u>View</u></b> a	I want to <b>view</b> business metrics and insights.
I (KCC) want to <b><u>Attend</u></b> a	I want to <b>carry out</b> a routine inspection.
I (KCC) want to be <b><u>Informed on</u></b>	I want to <b>inform</b> the community of Council newsletters.

The next stage involved developing a more detailed understanding of the above interaction types and their related process. This included identifying Customer Experience, Community Safety, Organisational Risk and Employee Experience for the current and ICT enabled processes.

These common interactions types were then used to establish estimates of current costs and assess community benefits and opportunities for capacity release and savings. Identified benefits and opportunities were then aggregated and presented based on a stage delivery of enabling technology.

This analysis informed the resequencing of the ICT Strategy Roadmap and amended the associated capital and savings profiles. Note the overall project expenditure is consistent with previous reports and detailed in section 6.

The consultation across Council identified several areas where historical data or technology gaps existed. These gaps have limited the ability to accurately track and compile a complete end to end process map, and therefore provide a complete benefits analysis for the entire ICT Strategy.

These limitations have highlighted areas of the organisation that will require significantly more focus and effort to understand why these gaps exist and how they should be addressed.

The cost benefit analysis identified a number of findings that had a direct impact on the development of the analysis itself along with informing updates to the Strategy and roadmap.

A summary of these findings include:

1. Identification of the manual processes provided valuable insight, informing the update and additional projects proposed within the updated Strategy.
2. Some projects do not independently present a return on investment but do form fundamental infrastructure for additional projects.
3. The analysis identified an annual benefit of \$6.0M +/- 30% on delivery of the Strategy. This includes potential costs savings and capacity realignment across the organisation.
4. Approximate 30% return on investment can be realised within a five-year timeframe (+ -30% confidence).
5. Coupled with the financial and capacity benefits, delivery of the ICT Strategy provides Council the opportunity to offer our community more efficient and easier access to Council's services.

### **3. CONSULTATION**

Extensive consultation was conducted with staff across Council to understand existing processes and opportunities to determine outcomes for inclusion in the benefits analysis report.

Consultation was also undertaken with Director Corporate Services, Manager Information Technology and key staff within Information Technology team in the further development of work packages and the updated sequencing of works.

Consultation including contact and visits to several other Councils included Casey, Cardinia, Whitehorse and Boroondara. Given a large number of Councils are looking to modernise and progress ICT strategies the intent is to continue regular contact to leverage the experiences of like Councils.

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

There are no direct environmental/amenity implications arising from this report.

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

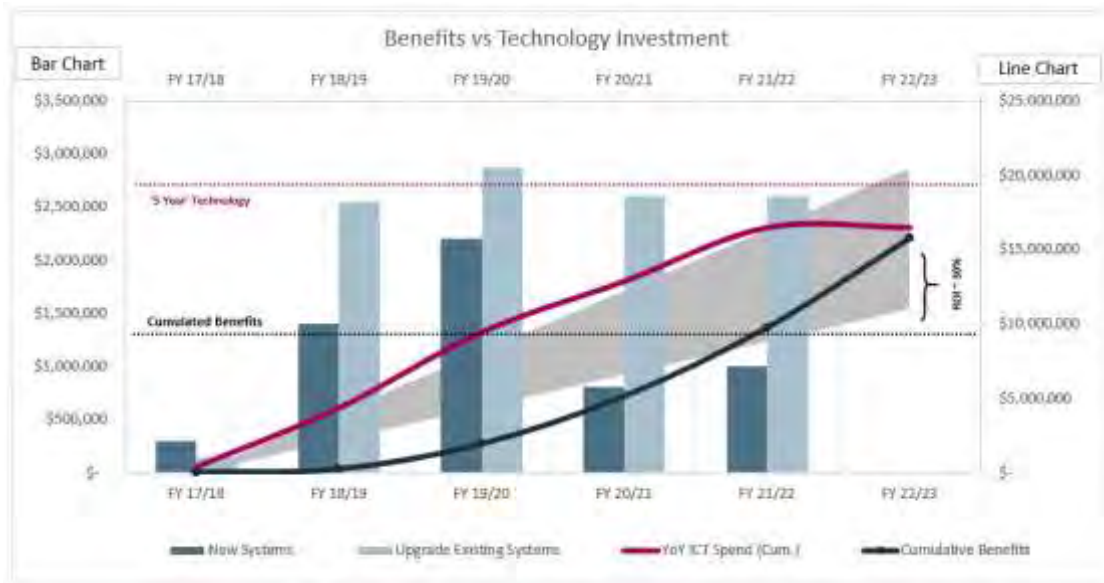
#### **5.1 Cost Benefit Analysis**

The report supports a \$16.9M spend on new and upgrade activities resulting, on completion of the program over 5 years, an annualised benefit of \$6.0M with the cost and benefits profiles detailed in the graph below.

Note the overall project expenditure is consistent with previous reports. A reconciliation previously presented submission is detailed in 6.2 below.

As a result of the dynamic nature of technology, uncertainty around transactional volumes and expected evolution throughout the delivery of the Strategy, the return on investment and benefits have been estimated within a tolerance of + - 30%.

The analysis indicates a program breakeven point in FY22/23.



Realised benefits will be utilised through a combination of cost reduction and released capacity supporting higher quality services, re-investment in Council staff and re-investment in the business.

## 5.2 Strategic Investment Profile

The initial estimates were based on a 5 year strategic roadmap. The funding estimates formed a combination of "New" and "Upgrade/Renewal" works related to the implementation of the strategy as well as the ongoing maintenance and upgrades of existing systems and infrastructure.

The benefits analysis report validated previous funding estimates and provided more clarity in terms of fit with “new”, “upgrade” and “renewal” categories. A summary of the total strategic investment required to execute the delivery and completion of the ICT Strategy is detailed below.

<b>Category</b>	<b>Description</b>	<b>Strategic Investment</b>
New	Projects and/or services to deliver new technologies and associated services to the organisation.	<b>\$8,655,000</b>
Upgrade	Projects and/or works to uplift existing technology infrastructure and/or assets to meet organisational needs.	<b>\$8,271,400</b>
Renewals	Projects and/or services to maintain operation of existing IT infrastructure and assets including operational leasing costs.	<b>\$6,293,000</b>
<b>Total</b>		<b>\$23,219,400</b>

The new and upgrade components represent the strategic investment required and are the components included in the cost benefit analysis for the purposes of calculating returns.

The roadmap and associated expenditure profile has been adjusted from the Cost Benefits Analysis to align with Council’s expected capacity, capability and risk appetite to deliver the overall program.

The table below describes the resulting year on year expenditure from the above categories.

<b>Category</b>	<b>FY 17/18</b>	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY 20/21</b>	<b>FY 20/22</b>	<b>Total FY18-22</b>
New	\$400,000	\$2,250,000	3,216,000	\$1,200,000	\$1,589,000	\$8,655,000
Upgrade	\$150,000	\$2,600,000	\$1,877,000	\$2,280,000	\$1,364,400	\$8,271,400
Renewal	\$1,318,000	\$1,180,000	\$1,345,000	\$1,100,000	\$1,350,000	\$6,293,000
<b>Totals</b>	<b>\$1,868,000</b>	<b>\$6,030,000</b>	<b>\$6,438,000</b>	<b>\$4,580,000</b>	<b>\$4,303,400</b>	<b>\$23,219,400</b>

## **6. SOCIAL IMPLICATIONS**

The outcomes of the Strategy will provide the community:

- Greater accessibility to council services via digital channels.
- Improved customer service by more efficient Council processes enabled by improved datasets and technologies.

## **7. RELEVANCE TO KNOX COMMUNITY AND COUNCIL PLAN 2017-2021**

This report relates directly to Goal 8 “We have confidence in decision making”, and specifically initiative 8.1.4 (Implement staged delivery of the ICT Roadmap to support organisational efficiency and effectiveness and to increase capacity for customer self-service) within Strategy 8.1, which seeks to “build, strengthen and promote good governance practices across government and community organisations”.

## **8. CONFLICT OF INTEREST**

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible – (Paul Barrett, Acting Manager Information Technology) - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – (Paul Barrett, Acting Manager Information Technology) - In providing this advice as the Author, I have no disclosable interests in this report.

## **9. CONCLUSION**

The Cost Benefit Analysis report provided to Council demonstrates a realisable return on investment through a combination of cost reduction and released capacity supporting higher quality services, re-investment in Council staff and re-investment in the business.

All future ICT business cases will be delivered for review through the ICT Governance Committee and Councils budget process.

## **10. CONFIDENTIALITY**

There are no confidential matters associated with this report.

**Report Prepared By:** *Acting Manager – Information Technology  
(Paul Barrett)*

**Report Authorised By:** *Director – Corporate Services  
(Michael Fromberg)*

# 1 Benefit Analysis Summary Report

## 1.1 Document Purpose

Provide a high-level summary of the detailed cost benefit analysis report provided by Pario Solutions Group. The report outlines the business process changes, service improvements and overall benefits resulting from the implementation of the ICT strategies and associated roadmap.

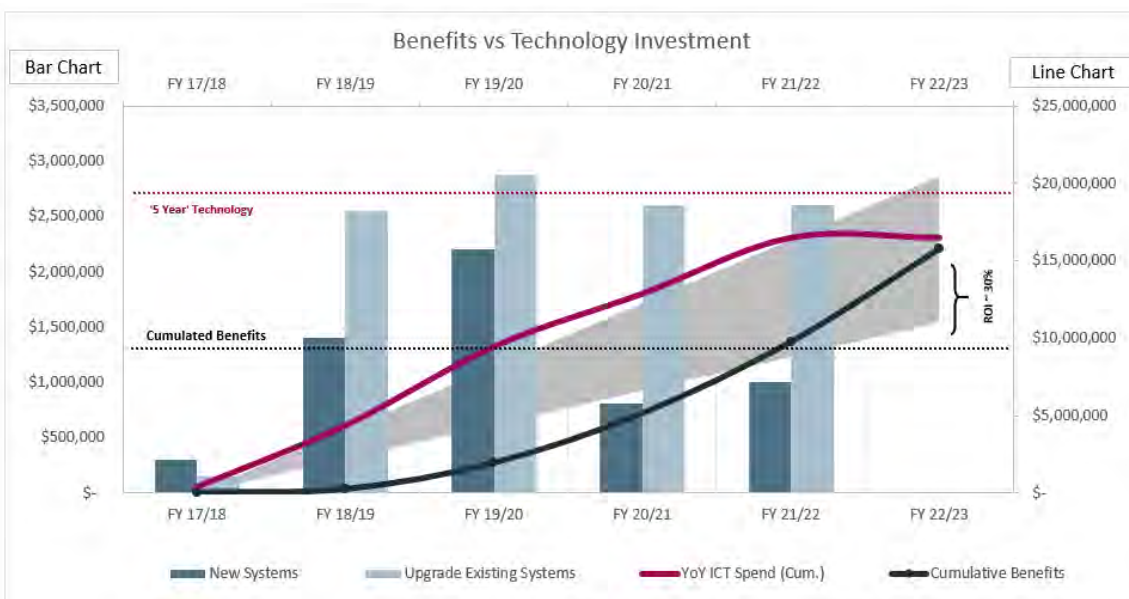
For context and for the purposes of ensuring alignment with the technology implementation and the required business outcomes this summary report includes a contextual overview of the Digital & ICT Strategies as well as the methodology leading to the cost benefit analysis.

## 1.2 Executive Summary

The works leading to the development of this report included the analyses of current and future state processes, resequencing of the roadmap and establishing the associated benefits through the lenses of: customer experience, community safety, organisational risk, employee experience and cost/capacity release. The programs costs were also validated during the process.

Officers have completed complementary work on the roadmap timeline to ensure that it aligns with Knox’s current capacity, capability and risk appetite, which has resulted in the program and associated costs spread over a longer period with the program completing in FY21/22 against the detailed report showing completion in FY20/21.

The report supports a \$16.9M spend on new and upgrade activities resulting, on completion of the program over 5 years, an annualised benefit of \$6.0M with the cost and benefits profiles detailed in the graph below. Note the overall project expenditure is consistent with previous reports and is reconciled in section 5.4.



In addition to cost/capacity release benefits detailed, the report also identifies the expected improvements to customer experience, community safety, organisational risk and employee experience as detailed below.

Interaction Type	Example Processes	CURRENT / FUTURE STATE		Customer Experience	Community Safety	Organisational Risk	Employee Experience	(\$) Equivalent Annualised Savings realised as capacity
		Current	Future State					
I want to register / I want to update...	...my domestic animal ...my child for Child Care ...my name/address details	FAIR	GREAT	FAIR	GREAT	POOR	FAIR	\$ 244,228
I want to book...	...Hard Waste Collection ...Occasional (Child) Care	FAIR	EXCELLENT	GOOD	GREAT	POOR	FAIR	\$ 594,261
I want to report... / I want to complain About...	...a tree limb down ...a health hazard ...dumped rubbish	FAIR	EXCELLENT	GOOD	EXCELLENT	FAIR	POOR	\$ 260,257
I want to apply...	...for a food premises license ...for a parking permit	GOOD	GREAT	GREAT	EXCELLENT	GREAT	GOOD	\$ 84,135
I want to pay...	...a rates instalment ...for (aged) home care	POOR	GREAT	FAIR	GREAT	GOOD	POOR	\$ 422,115
I (KCC) want to view...	...business insights to make improvements ...organisational knowledge to perform a process	FAIR	GREAT	GOOD	GREAT	FAIR	POOR	\$ 2,844,740
I (KCC) want to attend...	...to investigate a damaged footpath ...to inspect a domestic animal business	FAIR	EXCELLENT	GOOD	EXCELLENT	FAIR	FAIR	\$ 1,530,283
I (KCC) want to inform...	...residents of a planning scheme amendment ...subscribers about upcoming events	GOOD	EXCELLENT	GOOD	GREAT	FAIR	FAIR	\$ 14,566
								\$5,994,565



## 2 Digital & ICT Strategy Background

### 2.1 Strategic Vision

The Digital and ICT Strategies were developed to provide direction for future technology investment decisions that align with Council's adopted Council and Community Plan 2017 - 2021 priorities, improve customer experience and support lean business processes. The Digital Strategy outlines Knox's vision to be:

"... a digital progressive, through thoughtfully implemented digital solutions that sustain valued and relevant citizen interactions, and inspire best-practice from staff and partners."

Business objectives of this vision are the realisation of:

- Enhanced customer experiences
- Significant operational efficiencies

### 2.2 Structure and Development Methodology of the Strategy

A number of components make up the overall strategy, each component and their respective role is outlined below.

Component	Provides	Development method
Digital Strategy	The vision, scope, principles, key success areas, defines what success looks like and guide the delivery of technology enabled initiatives.	Extensive, cross-organisational consultation to gain an understanding of Council business functions, services, challenges and opportunities. Market research, alignment to appropriate guiding bodies and the Council and Community Plan contributed to developing the overarching vision, principles and key success factors.
ICT Strategy	The ICT Strategy leverage the principles and guidelines of the Digital Strategy to describe the new capabilities and uplift required. Challenges, solutions, approach and themes are identified within.	Technical analysis of existing Council systems, reviewing their capabilities, fit for purpose and managed information to document Council's current technology state. A set of 'Challenge', 'Solution' and 'Guiding Principles' were developed and aligned to delivery streams.
Roadmap	Is a part of the ICT Strategy, sequencing new, upgrade and renewal projects to be performed (Work Packages) with respective investments.	Projects to address the 'Challenges' documented within ICT Strategy were firstly identified. Each project then had costing estimates and prioritisations applied to efficiently deliver the program.
Benefits Report	Validates and refreshes Roadmap against business needs. Provides confidence in investments and sequencing of projects.	Develops ROI based upon core process (interaction types) across the Council and extrapolating current versus ICT enabled future state from available metrics and information.

## 2.3 Digital Strategy Principles - Community Outcomes

The five Digital Strategy principles and their anticipated community outcomes are as follows:

Strategic Principle	Community Outcome
Easy to do business with	The effort involved dealing with council is reduced and easier to understand. I can easily find and utilise council services.
Remove Barriers	I can interact with council the way I want, the time I want.
Drive Efficiencies	Council provides services quickly and efficiently.
Build Brand Advantage	I have a positive experience with council, receiving quality services in reasonable timeframes.
Deep insight to remain agile and relevant	Council can perceive and respond to the needs of the community.

## 2.4 ICT Enablement - Customer Experience Transition

The implementation of the projects within the Roadmap provide the building blocks required to uplift Council's capability. The table below provides a simple representation of how the implemented technologies will improve the customer experience.

<u>Today</u> Organisation Centric Focus on Property & Process	<u>Future</u> Customer Centric Focus on People & Place	<u>Made possible by</u> (ICT Enabled By)
Customers must fit in with our processes, not how they want to receive services	We design our services around how Customers want to interact with us, not how we work	Designing customer centric processes, minimising waste and maximising customer value.
We don't have a consolidated view of our customer. We ask questions when we already know the answer	We have a consolidated view of our customer.	Customers and their services are related across systems. Contextual information is presented to staff whilst providing customer service. Customer details flow across departments.
Customers have to relate by a property, not a place.	We can answer questions about property & place	Spatially capturing and representing information. Leveraging spatial information to make better informed decisions.

## 3 Benefits Report

### 3.1 Development Approach

Council's core, common processes that support and/or deliver 80% of business activity were identified with their associated system and data touchpoints, supported by readily available metrics.

This approach then enabled informed prioritisation of projects within the ICT Strategy and demonstrated opportunities for improvement across a range of outcomes between the current and future (ICT enabled) states (e.g. cost of service, customer experience, community safety, organisational risk and employee experience).

The report provides insight into how future processes need to be designed and the associated considerations for the technology and data management projects requiring design and implementation.

The analysis was completed in five key stages:

Stage	Description
Process Models/ Interaction Types	Development of common (core) process models comprising: <ul style="list-style-type: none"> <li>• high-level, current state business process with system and data touchpoints</li> <li>• high-level, target business process (i.e. post-implementation of strategies) &amp;</li> <li>• Metrics to support both views (time, cost, risk, benefit)</li> </ul>
Benefits Report	Evaluate metrics of the current and target future state, business process models to provide a view of benefits and risks of implementing the Strategy.
Technology & Data Models	A current state and target state view of KCC's technology and data architecture, including indicators of functional suitability, risk and integration.
Revised Roadmap	Re-sequence the projects within the ICT Roadmap based on outcomes.
Resource Plan	Present potential resourcing models for program delivery of the ICT Roadmap.

The report was developed in consultation with a representative cross section of staff within a seven week business engagement.

The project acknowledges these works cannot be performed at a detailed level given the volume of processes across the organisation. Hence a top-down, or high-level representation of core processes were used to provide an appropriate representation whilst maintaining enough information to enable a return on investment calculation to be made.

## 4 Outcomes

### 4.1 Process Models/Interaction Types – Current versus Future (ICT enabled) States

The table below presents the eight customer interaction types with current examples and a comparison on current versus an ICT enabled state.

Process Examples	Current State	Future (ICT enabled) State
<b>I want to register/update</b> <ul style="list-style-type: none"> <li>• Register an Animal/update Animal tag</li> <li>• Update my Animal details</li> <li>• Update Animal address</li> <li>• Register (enquiry)</li> </ul>	<p>Processes such as the purchase of a property or registration/renewal of a domestic animal can trigger the requirement for customer information be to be updated as well as that of the property or animal. Customers expect that all records across council reflect these changes, however they need to request this manually through each of the council services they consume. If substantiating documents are required, Customers need to post or physically present them.</p>	<p>Customers will be able maintain/update their own information as well as register/renew their domestic animals, via the KCC Customer Portal, Customers will provide substantiating documents in cases where these are still required, which is expected to be less frequent since customers will have been verified upon registration for the Customer Portal.</p>

### I want to apply

- Register an Animal/update Animal tag
- Update my Animal details
- Update Animal address
- Register (enquiry)

#### Locating, completing and submitting an application form

Applications for permits and licences are currently available in various forms (printable and completed by hand, or online), submitted in various ways (post/email/online) and supported by different payment methods (online/in-person/cheque/money order/cash/cheque). This interaction type contains many manual process steps, such as the registering of cheques by the Corporate Records team. During the assessment process, officers may have to conduct an inspection in-person, causing delay to the issuing of the approval/authority.

#### Locating, completing and submitting an application form

Through the KCC customer portal, customers can easily locate services, check their eligibility before wasting time completing an application, access a pre-populated web form (based on their registered user profile), pay and submit online, check the status of their application and access their approval/authority (removing the risk of the authority being lost in ordinary mail).

### I want to book

- Hard Waste collection
- Occasional Care
- Community hall/recreation facility
- Community transport
- Event participation

Customers currently book a variety of different services and facilities from council via variety of different methods. There are barely any consistent channels, booking systems, or processes, despite the activity of booking following a two major themes across council business areas – Simple (E.g. Hard Waste) and Complex (E.g. Facilities/Events).

#### Simple Bookings Solution (for Access to Services)

A solution for 'simple bookings' of services based on basic checks of eligibility and available capacity will allow customers to self-serve when making new and rescheduling/deleting existing bookings (within specifiable cancellation timeframes).

#### Complex Bookings Solution (for Access to Facilities/Participation in Events)

For bookings which involve more complexity such as venue capacity, amenities, seating plans/custom room layouts, special AV requirements etc. A complex bookings solution should accommodate this, including supporting necessary extra communication prior to events.

## I want to report/complain

<p><b>Report...</b></p> <ul style="list-style-type: none"> <li>• Repair/replace/retrieve bin</li> <li>• Trees</li> <li>• Missed waste service</li> </ul> <p><b>Complain about.</b></p> <ul style="list-style-type: none"> <li>• Weeds/long grass</li> <li>• Animal nuisance</li> <li>• Partly emptied waste bin</li> </ul>	<p><b>Capture of Physical Location with Report/Complaint</b></p> <p>Reports/complaints about an issue in the municipal area most often trigger KCC attendance (inspection/investigation) to a property nearest the reported location. In many cases (e.g. finding a fallen limb in a park), significant time is wasted locating the site based solely on the provided address.</p> <p><b>Spatial Display of Active Reports, Complaints, and Outcomes</b></p> <p>Does not happen currently, leading to frequent duplicate reports/complaints.</p>	<p><b>Capture of Physical Location with Report/Complaint</b></p> <p>Spatial (GPS and polygon) location data will be captured and used to efficiently identify locations at which to plan and carry out inspections/investigations/issues resolution. It will also assist in making customers and customer service aware of existing/active complaints/reports eliminating significant duplicated effort.</p> <p><b>Spatial Display of Active Reports, Complaints, and Outcomes</b></p> <p>As with displaying the location of existing/active complaints/reports, displaying outcomes such as whether inspection has occurred and if so, the hazard rating/expected resolution timeframe will not only prevent duplicate reports, but represent a dramatic customer service improvement.</p>
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## I want to apply

<ul style="list-style-type: none"> <li>• A road opening permit</li> <li>• Other permits</li> <li>• A building certification</li> <li>• A health premises license</li> <li>• Building notices</li> <li>• A security deposit (bonds)</li> <li>• Asset protection (bonds)</li> </ul>	<p><b>Locating, completing and submitting an application form</b></p> <p>Applications for permits and licences are currently available in various forms (printable and completed by hand, or online), submitted in various ways (post/email/online) and supported by different payment methods (online/in-person/cheque/money order/cash/cheque). This interaction type contains many manual process steps, such as the registering of cheques by the Corporate Records team. During the assessment process, officers may have to conduct an inspection in-person, causing delay to the issuing of the approval/authority.</p>	<p><b>Locating, completing and submitting an application form</b></p> <p>Through the KCC customer portal, customers can easily locate services, check their eligibility before wasting time completing an application, access a pre-populated web form (based on their registered user profile), pay and submit online, check the status of their application and access their approval/authority (removing the risk of the authority being lost in ordinary mail).</p>
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### I want to pay

<ul style="list-style-type: none"> <li>• My Property's Rates</li> <li>• Animal Registration/Renewal</li> <li>• Childcare services</li> <li>• A Planning Application</li> </ul>	<p>Shadow data repositories are used across most KCC departments to address capability gaps in Enterprise Systems of Record (SoRs) such as a lack of system integration/interoperability, restricted access, and lack of 'fit for purpose' components for capture and management of data/content.</p>	<p>Data will be stored in KCC Enterprise 'Systems of Record' (SoRs), and Content Management solutions (E.g. Knowledge Repositories, Enriched BI data stores), reducing risk and delay from manual human effort between the stages of origination and consumption of data.</p>
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### I want to attend

#### To investigate

- Local Laws related report/complaint
- Parks related report/complaint

#### To carry out

- Works routine inspections
- Facilities routine inspections

#### Display of Location

When KCC needs to attend an inspection/work site, only address is provided which is useful in some cases, however in many others (e.g. finding a fallen limb in a park), significant time is wasted locating the site based solely on the provided address (e.g. of the park).

#### Capture of Attendance Outcomes

Frequent duplication and information capture/entry (often via transcription), resulting in additional effort and delay before information reaches the point where people and teams need to use it.

#### Display of Location

Use of spatial (GPS) data to locate inspection/work sites will offer significant efficiency savings, reduction in risk, and an increase in community safety and customer experience.

#### Capture of Attendance Outcomes

Capture/entry of information involves initial effort only, and business rules determine the prompt and automated flow of information to the 'Points of Consumption' (the devices and systems which other people (in some cases customers) and teams need to see and use the information).

## I want to inform

### Inform the community of...

- Council Newsletters
- Upcoming festival/event notices

### Inform staff of...

- Updates in council policies
- Internal news

There is significant variance in how customer contact information (including preferences) is managed across KCC, especially for outbound written communications. In the current best cases, Mailchimp (cloud email list manager) enables customers to unsubscribe/change email information, and Pathway 'roles' can be used reactively upon customers request to specify preference for contact. In other cases contact details are stored in Shadow Data repositories (e.g. spreadsheets, databases), and manually maintained and updated.

Outbound communications will be largely (with exceptions) standardised across KCC in accordance with policy and supporting processes of approval for content and design. This will assist to preserve the KCC Visual Identity and foster community trust in KCC's digital communication methods, therefore increasing the rate of adoption of digital channels (which brings myriad benefits in customer experience and efficiency). Customer contact information and personally identifiable information will also be centralised and manageable by customers via authenticated use of the Customer Portal.



## 4.2 Revised ICT Roadmap

The original ICT Roadmap was reviewed as part of the benefits report process. An update Roadmap was provided, reflecting progress of projects to date and providing a heightened consideration for focus on management of corporate data. Officers further modified the roadmap, to better reflect current capacity and capability constraints and councils expected risk appetite resulting in modifications to the Strategy cost profile as reflected in the Financial & Economic Implications section below.

## 4.3 Resource Plan

Options were also provided in resourcing the delivery of the Strategy. These models ranged from solely dedicated teams to hybrids of operational and project based. These models have informed the organisation in preferred methods to deliver the program with potential delegation of responsibilities. The 'Resourcing the Program (Options)' section of the report provides details of each option with summaries as follows:

### 4.3.1 Fixed Term Digital Team

This option involves creating a Digital IT team, led by a (fixed term) Program Manager and organised into work "streams", each managed by a Project Coordinator and a core delivery team.

### 4.3.2 Mix of Contractors/existing staff

This option involves creating a Digital IT team of skilled contractors, who report into a PMO Coordinator (created by modifying the existing Business Engagement Lead position). Each Project Manager would be recruited based on prior knowledge and skill regarding the technology to be implemented and proven record of project success

### 4.3.3 Transformation Team

This option involves creating a Digital IT team that is part of a larger "Transformation" team at KCC, comprising Enterprise IT and the LEAN Program team. This would necessitate creating a Senior Manager-Transformation to oversee the teams, and recruiting a number of contractor roles for the Digital IT team.

### 4.3.4 Hybrid

The complexities, risks, and costs associated with the KCC ICT Roadmap necessitate the creation of two teams. An 'enterprise IT' (the current Information Technology team) and a 'digital IT' team, led by a Program Manager supported by a delivery team comprising skilled contractors (project managers and business analysts) relevant to the technology they are implementing, and the IT team where appropriate. The digital IT team will also comprise an Organisational Change Manager and, an Integration/Data Architect whom will liaise directly with the Solution Architect within the IM team regarding system requirements, constraints, risks and technology/solution design and procurement decisions.

### 4.3.5 KCC Proposal

KCC propose a model based on the hybrid recommendation where the digital components are developed and built within Corporate Services Transformation function to enable these activities to be combined with Knox Lean and customer centric thinking and design. Teams would be constructed around individual project needs, predominantly with contractors. The IT team will retain the ownership of the target architecture and responsibility for upgrading and contemporising existing systems and assuming ownership of newly developed technologies as builds are completed. The proposed model aligns with the proposed costings/budget.

# 5 Financial & Economic Implications

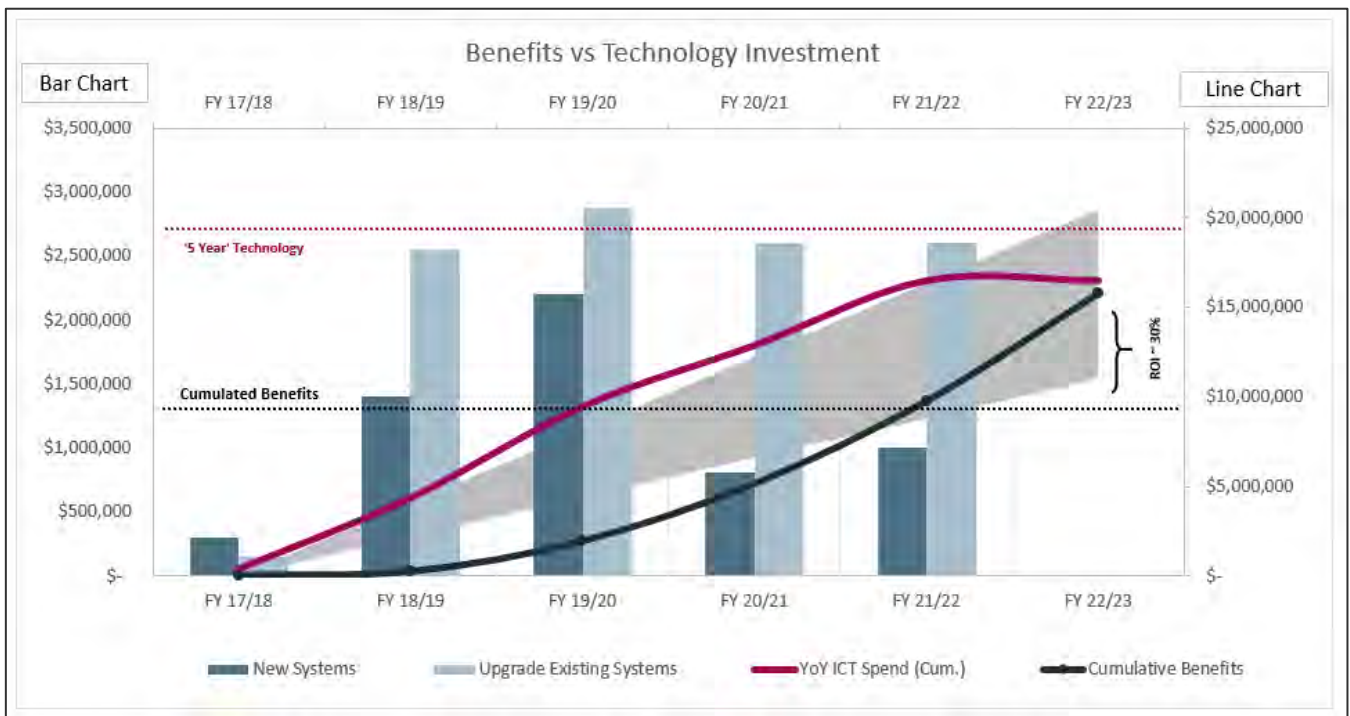
## 5.1 Cost Benefit

The findings of the benefits analysis have indicated a forecast financial and capacity release of benefits, realised annually as project delivery occurs over the duration of the program.

Realised benefits, equivalent to \$6.0M per year at the end of the implementation period, will be utilised through a combination of cost reduction, released capacity supporting higher quality and/or enhanced Council services and/or re-investment in Council staff and the business.

The dynamic nature of technology, uncertainty around transactional volumes and expected evolution throughout the delivery of the strategy, will see the return on investment and benefits estimated within a tolerance of + - 30%.

The graph below indicates the projected ICT investment over the duration of the program with associated cumulative benefits increasing throughout the delivery of the Strategy, providing break-even benefits at completion.



## 5.2 Benefits Summary

A summary of benefits showing outcomes between the current and future, ICT enabled state in four main areas are provided in Appendix 6.1. Additional descriptive information for each interaction type is detailed in Appendix 6.2. Note due to resequencing and re-evaluation the benefits across each interaction type vary slightly from those presented in the detailed report.

## 5.3 Strategic Investment Profile

The initial estimates were based on a 5 year strategic roadmap. The funding estimates formed a combination of “New” and “Upgrade/Renewal” works related to the implementation of the strategy as well as the ongoing maintenance and upgrades of existing systems and infrastructure.

The benefits analysis report validated previous funding estimates and provided more clarity in terms of fit with “new”, “upgrade” and “renewal” categories. A summary of the total strategic investment required to execute the delivery and completion of the ICT Strategy is detailed below.

Category	Description	Strategic Investment
New	Projects and/or services to deliver new technologies and associated services to the organisation.	<b>\$8,655,000</b>
Upgrade	Projects and/or works to uplift existing technology infrastructure and/or assets to meet organisational needs.	<b>\$8,271,400</b>
Renewals	Projects and/or services to maintain operation of existing IT infrastructure and assets including operational leasing costs.	<b>\$6,293,000</b>
<b>Total</b>		<b>\$23,219,400</b>

The new and upgrade components represent the strategic investment required and are the components included in the cost benefit analysis for the purposes of calculating returns.

## 5.4 Year on Year Expenditure

The associated expenditure profile adjusted as a result of the report and aligned with Council's capacity, capability and expected risk appetite is detailed below.

Category	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 20/22	Total FY18-22
New	\$400,000	\$2,250,000	3,216,000	\$1,200,000	\$1,589,000	\$8,655,000
Upgrade	\$150,000	\$2,600,000	\$1,877,000	\$2,280,000	\$1,364,400	\$8,271,400
Renewal	\$1,318,000	\$1,180,000	\$1,345,000	\$1,100,000	\$1,350,000	\$6,293,000
<b>Totals</b>	\$1,868,000	\$6,030,000	\$6,438,000	\$4,580,000	\$4,303,400	<b>\$23,219,400</b>

## 6 Appendix

### 6.1 Benefits summarised by interaction types and outcomes.

	Annualised Savings realised as capacity (\$)	Customer Experience	Community Safety	Organisational Risk	Employee Experience
<b>I want to register...</b>	\$244,228	Customers will be able to register for services via a consistent and convenient digital channels, and provide/update their information once instead of all of the departments they have relationships with.	Simplified registration processes will allow KCC to maintain accurate information in case of the need for emergency contact.	Convenient, centrally governed, and self-service-driven management of customer details including contact preferences will minimise any risk of any breaches of our obligation around unsolicited or unwelcome contact.	Employees will find digitally supported process enable capture of more completed, accurate, and updated information, leading to fewer process interruptions and less rework.

	Annualised Savings realised as capacity (\$)	Customer Experience	Community Safety	Organisational Risk	Employee Experience
<b>I want to book...</b>	\$594,261	For simple booking types, automated checks of service eligibility and resource capacity and reservation will enable customers to receive near-real-time booking confirmations (along with essential pre-requisites for certain services), compared with great variance in current delays across service types.	The near-real-time confirmation of booking (made possible by straight-through processing) will enable customers to be provided with important information while they are engaged in the booking process, meaning they are more likely to observe/adhere to service rules/requirements (E.g. correct hard waste items, proof of child immunisation, etc.)	Elimination of unsanctioned/ungoverned 'Shadow Data' repositories will address the Business Continuity risks (data integrity and key personnel) associated with stores of Shadow Data containing booking records	Automation of eligibility and capacity checks will lead to less manual and error prone employee effort. Greater customer adherence to service rules and requirements will reduce the instance of challenging customer scenarios where services cannot be provided (E.g. services declined due to non-adherence to essential rules).
<b>I want to report/complain...</b>	\$260,257	Customers will have visibility of any active complaints/reports in proximity and of the type they are making (including status and where applicable hazard rating), and be able to request to receive updates.	Capture and dynamic use of spatial (location) data when receiving complaints/reports of many types of issues will help both eliminate duplicate instances as well as minimise timeframes for their investigation and resolution.	Increased community safety through the prompt reporting and resolution of issues as well as their geographical location will lead to an overall reduction in risk.	Employees will make use of spatial data to find and resolve issues more easily, reducing the frustration of not being able to locate work sites.

	Annualised Savings realised as capacity (\$)	Customer Experience	Community Safety	Organisational Risk	Employee Experience
<b>I want to apply...</b>	\$84,135	Digitally enabled application processes will enable Customers to lodge, pay for, track, and enquire upon the progress of many types of applications within the convenience of a customer portal, avoiding the need to do many of these in person or via telephone per current state.	Efficiencies gained in processing permit applications (e.g. food or health premises), will free resources to focus on more stringent evaluation and background research, shifting the focus of effort in the application assessment process from 'essential admin' to 'thorough compliance'	The shift in focus of effort in the application assessment process (from 'essential admin' to 'thorough compliance') will drive a decline in organisational risk through the increased standards upheld for applicants to meet.	The reduction in the manual effort of application processing/assessment and its replacement with value-added background research will create a more rewarding experience for employees.
<b>I want to pay...</b>	\$422,115	Customers will gain access to a broader range of payment methods across KCC services, including convenient, self-service methods which don't involve the level of effort and risk associated with visiting the Civic Centre per current state.	The ability to make a broader range of (and eventually all) payments without visiting the Civic Centre will improve accessibility, especially for members of the community who have issues around transport and/or mobility.	The increased speed, convenience, and safety with which large cash sum payments which are currently made over the Civic Centre counter will be able to be made will lead to a reduction in various types of risk.	A reduction in manual administrative tasks such as cheque processing will improve the job satisfaction of certain customer-facing and corporate records roles.

	Annualised Savings realised as capacity (\$)	Customer Experience	Community Safety	Organisational Risk	Employee Experience
<b>I want to view...</b>	\$2,844,740	Easier access for staff across KCC to the accurate and current information necessary to carry out processes and perform roles will contribute to a significant reduction in end to end process timeframes, resulting in an overall improvement in customer satisfaction.	Timely and accurate visibility of information regarding potentially hazardous reported issues will assist with minimising resolution or at least 'make safe' timeframes, resulting in improved community safety outcomes.	Acting upon inaccurate/out-of-date information significantly heightens the potential for consequences ranging from compliance breaches to impact on community wellbeing, many of which may attract financial loss and reputational damage. Automatic, instant information flow will markedly reduce these risks.	Employees will encounter significantly less frustration finding information and waste significantly less effort recreating/duplicating artefacts that are not readily accessible/searchable as KCCs information and knowledge assets are actively managed to become 'searchable corporate memory'
<b>I want to attend...</b>	\$1,530,263	Customers will benefit from the reduction in timeframes for investigation and resolution of reported issues as well as visibility of KCC attendance outcomes (e.g. "the fallen limb has been removed from the bicycle path, so it can now be used").	As KCC staff are empowered (by spatial location data) to more quickly locate the sites of reported issues requiring inspection/resolution, the total timeframe for resolution of issues will decline, improving community safety.	Time taken to locate problems reported in the physical space can directly influence resolution time, which in turn may jeopardise public safety and potentially increase chances of insurance claims (and consequent financial loss and reputational damage).	Employees will experience reduced frustration finding work sites on large properties where the only location information provided is the property address.



	Annualised Savings realised as capacity (\$)	Customer Experience	Community Safety	Organisational Risk	Employee Experience
<b>I want to inform...</b>	\$14,566	A consistent aesthetic (aligned to the official Visual Identity) and standards for language, quality, and appropriateness of content will give customers confidence in identifying the authenticity of communications received from KCC. Digital channels will facilitate a convenient and cost effective feedback channel for responses to outbound communications.	The ability for customers to identify communications that are not from KCC will reduce their susceptibility to fraudulent or duplicitous activities (e.g. phishing or social engineering attempts), contributing to the reduction of the effectiveness of these.	Supplementing traditional (hard copy) outbound communication channels will improve the reach and effectiveness of attempts to inform customers through overcoming the barrier of incorrect/outdated mailing address details, leading to a reduction in risk of failure to effectively engage / capture important feedback on planned activities.	The elimination of shadow data repositories for storing customer contact information will remove the administrative burden of maintaining contact details and preferences manually.

## ALL WARDS

**10.3 PROPOSED BUDGET 2018-19**

**SUMMARY:** *Manager Business & Financial Services (Dale Monk)*

*The Proposed Budget 2018-19 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 includes the Operating Budget, the Capital Works Program for 2018-19, 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 2018-19. 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 \$84.361 million of which \$29.142 million is allocated to maintaining and renewing community assets. \$47.619 million is to be invested in new and upgraded community assets.*

*The Budget proposes a rate increase of 2.25% in accordance with the rate cap requirements of the State Government as per Section 185A to 185G of the Local Government Act 1989.*

**RECOMMENDATION**

That Council

1. Adopt in principle the Proposed Budget 2018-19 as per Appendix A (separately circulated) as its budget for the 2018-19 financial year as required by the Local Government Act 1989 (the 'Act').
2. Authorise the Chief Executive Officer to:
  - a) Give public notice of the preparation of the Proposed Budget 2018-19 in accordance with the Act;
  - b) Make available for public inspection the information required by Regulation 9 of the Local Government (Planning and Reporting) Regulations 2014 and invite submissions under Section 223 of the Act.

- 3. Appoint a committee comprising all Councillors 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 Monday, 4 June 2018 from 6.30pm to hear such submissions at the Council Offices, 511 Burwood Highway, Wantirna South.**

## **1. INTRODUCTION**

Council is required to produce a Budget for each financial year and to have that Budget adopted by Council. The Act requires Council to prepare a proposed Budget and make it 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 Act, 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 2018-19 Budget with or without any adjustments that might have arisen from the submissions or other relevant information provided by the Chief Executive Officer. A further advertisement advising the public of the Budget's final adoption is required.

The Proposed Budget 2018-19 is included as Appendix A to this report.

## **2. DISCUSSION**

The Proposed Budget 2018-19, outlining all external influences including economic conditions is attached to this report (Appendix A – separately circulated). The Proposed Budget seeks to balance the competing demands for Council services and infrastructure, and the community's capacity to pay, using prudent financial management principles to ensure financial sustainability. The proposed budget is expected to deliver recurrent surpluses in order to fund capital works.

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

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

- Achievement and maintenance of annual underlying surpluses.
- Rate and fee increases that are both manageable and sustainable.

The budget proposes a rate increase of 2.25 per cent. This is in line with the Fair Go Rates System (FGRS) which has capped rates increases by Victorian Councils. The additional Council eligible pensioner rebate of \$100 will be maintained.

The budget proposes an increase in the Residential Garbage Charge from \$152 to \$183, a 20.39% increase. This charge has been set at an amount to ensure only full cost recovery inclusive of the State Government Landfill Levy. The recent collapse of the global recycling markets, particularly in China, has adversely impacted the cost of processing recyclable waste. It is estimated that the financial impact of this is an additional \$1.647 million per annum in recycling costs. Whilst it is acknowledged that this will impact all Councils, Knox City Council will continue to monitor both the contractor and waste costs in line with its long term financial forecast.

The Proposed Budget includes a capital works program of \$84.361 million. This includes an estimate of works to be carried forward from the 2017-18 financial year of \$31.880 million. The highlights of the capital works program include the continued investment in:

- the Knox Central project (\$8.085 million);
- the Stamford Park development (\$5.679 million);
- Early Years Hub - Bayswater (\$7.601 million);
- Early Years Hub – Wantirna South (\$4.388 million);
- local roads (\$8.760 million); and
- open space (\$11.001 million).

The Proposed Budget 2018-19 has been developed through a comprehensive review process. The Councillors together with staff rigorously analysed available information and financial data to ensure the budget delivers Council's objectives and financial plans.

The budget sets clear directions for the delivery of Council programs and builds upon the main financial and operational strategies previously established. The exhaustive analysis of the information provided and the review process undertaken to establish the budget for 2018-19 have produced a financially responsible budget that will continue to assure Council's long-term financial strength.

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

- The Community and Council Plan 2017-21
- The Strategic Resource Plan
- The Annual Budget
- Internal and External Audit
- Annual Report

### **3. CONSULTATION**

The 2018-19 Annual Budget process involves publicly advertising the availability of the Proposed Budget document and inviting the community to make written submissions to the Proposed Budget. Documents will be available for inspection on the Council website ([www.knox.vic.gov.au](http://www.knox.vic.gov.au)) and at the Civic Centre and libraries within the municipality. Online submissions should be made via Council's website ([www.knox.vic.gov.au](http://www.knox.vic.gov.au)) or a written submission sent by mail addressed to the Chief Executive Officer. The final date for receipt of submissions is 5.00pm, Wednesday, 23 May 2018 with a hearing date of submissions on Monday, 4 June 2018 commencing at 6.30pm 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 2018-19 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 2018-19 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 2018-19 Annual Budget contains financial resourcing for a wide range of programs that deliver important community services to the Knox community. The 2018-19 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 KNOX COMMUNITY AND COUNCIL PLAN 2017-2021**

The Proposed 2018-19 Annual Budget document contains Council's Annual Plan for the 2018-19 financial year, which outlines the major activities and initiatives Council will undertake in 2018-19 to progress toward achievement of Knox's Community and Council Plan 2017-21. The proposed Annual Plan demonstrates close links with the Community and Council Plan 2017-21, following the same theme structure. The focus this year has been on developing specific initiatives for 2018-19 to progress the community toward achievement of the objectives of the Community and Council Plan 2017-21.

## **8. CONFLICT OF INTEREST**

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible – Dale Monk, Manager Business & Financial Services - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – James Morris, Coordinator Management Accounting - In providing this advice as the Author, I have no disclosable interests in this report.

## **9. CONCLUSION**

The Proposed 2018-19 Annual Budget forms an integral part of Council's overall strategic planning framework and endeavours to resource the directions that have been established in the Knox Community and Council Plan 2017-21. Council has established its four-year strategic direction in the Community and Council Plan and has developed actions to implement these directions which flow directly through to this Budget.

The 2018-19 Knox City Council Budget is submitted for the consideration of Council.

## **10. CONFIDENTIALITY**

This report does not contain confidential information.

**Report Prepared By:**      **Manager Business & Financial Services  
(Dale Monk)**

**Coordinator Management Accounting  
(James Morris)**

**Report Authorised By:**   **Director Corporate Services  
(Michael Fromberg)**

**10.3 Proposed Budget 2018-19**

Appendix A – Proposed Budget 2018-19 is circulated under separate cover.

**DOBSON WARD****10.4 PROPOSED SALE OF COUNCIL PROPERTY – 3 THE AVENUE, FERNTREE GULLY**

**SUMMARY:** *Coordinator Property Management  
(Angela Mitchell)*

*The property at 3 The Avenue, Ferntree Gully has been assessed as surplus to Council's requirements in accordance with Council's Sale of Land and Buildings Policy. This report recommends that Council give notice of its intention to commence the statutory process to sell this property by private treaty.*

**RECOMMENDATION**

That Council, being of the opinion that the property known as 3 The Avenue, Ferntree Gully is surplus to Council's requirements:

1. Commence the statutory process under Section 189 of the Local Government Act 1989, to sell the property, known as 3 The Avenue, Ferntree Gully, identified in Certificate of Title Volume 7527 Folio 110 as Lot 3 on PS 20631 and Certificate of Title Volume 7090 Folio 816 as Lot 17 on PS 10154, by way of private treaty to Eastern Access Community Health Limited for no less than market value (plus GST) as determined by a certified valuer.
2. Hear submissions in accordance with Section 223(1)(b) of the Local Government Act 1989 and appoint the following Committee of Council comprising Cr \_\_\_\_\_, Cr \_\_\_\_\_ and Cr \_\_\_\_\_ to consider submissions on Tuesday, 12 June 2018 at 5.00pm.
3. That a further report be presented to Council following the conclusion of the statutory process.

**1. INTRODUCTION**

3 The Avenue Ferntree Gully is located on the southern side of The Avenue within 300m of Ferntree Gully Station and 100m from Council's recent property purchase of 88-100 Station Street, Ferntree Gully.

The Country Fire Authority is immediately adjacent to the west of the site with retail uses to the east, detached housing to the south and The Avenue to the north.

The property is zoned Mixed Use and abuts the Commercial 1 Zoning within Ferntree Gully. It is 956m<sup>2</sup> (approximately) in area and contains two unused buildings. There is an existing crossover into the property from The Avenue, with a laneway adjacent to the property. This laneway is approximately 5.5m wide, which is sufficient for access to the rear of adjacent properties and for delivery vehicles.



The property was in a long-term lease arrangement with Eastern Access Community Health (EACH), previously Knox Community Health Service, who vacated the property in 2017 due to the condition of the buildings on the site.

In 2017, 3 The Avenue, Ferntree Gully was identified as surplus to Council requirements, particularly in light of the purchase of 88-100 Station Street for future community use.

One of Council's core responsibilities is to manage its assets in order to optimise their value to the community. Part of this responsibility involves evaluating any unused or redundant assets and releasing the funds tied up in these assets in order to acquire, develop or improve other assets. The subject land is an example of resources tied up in an asset, which Council can deploy in other areas of priority.

Another role of Council is to consider how Council assets can be used in the best interests of the community and to progress achievement of the Community and Council Plan. A key goal of the Community and Council Plan is "Goal 2: We have housing to meet our changing needs".

## **2. DISCUSSION**

The property comprises two disused buildings and is located within 250m of the Ferntree Gully train station and 200m from the Ferntree Gully shopping area.

### **2.1 Assessment Against Criteria for Sale of Land and Buildings**

In accordance with Council's Sale of Land and Buildings Policy, consideration will be given to a number of criteria in order to ensure that the proposed disposal of this property is in the community's best interests prior to resolving to proceed.

An assessment of these criteria follows:

#### **ECONOMIC**

<b>Principle:</b>	Council evaluation of surplus property will consider the value the land as well as the cost of retaining the land; ongoing maintenance, utilities and any foregone revenue; as well as any potential return available from use for alternative purposes.
<b>Assessment:</b>	There is currently no revenue from this site as the buildings have been assessed as unusable. The cost to undertake repairs is not feasible, particularly that this site has been assessed as surplus to Council's requirements.

#### **ENVIRONMENT**

<b>Principle:</b>	Council will sell surplus land where retention will not enhance or protect its environmental value.
<b>Assessment:</b>	There is no objection from Biodiversity to the sale. However, a tree audit of the site has been undertaken (refer Appendix B). The outcome is that three trees are identified to have medium retention value and should be considered within any future land development project.

**PHYSICAL WORKS**

<b>Principle:</b>	Council will sell surplus land where it is not required in the foreseeable future for the development of new assets or the improvements of existing assets.
<b>Assessment:</b>	<p>Traffic - There are no issues relating to traffic for this property.</p> <p>Stormwater - There are no flood management issues/needs for this parcel. The existing drainage is located within a declared easement.</p> <p>Buildings - Building inspection on 29 August 2017 identified a number of building compliance issues that present a medium to high risk for the service staff and clients. Continued occupancy presents a considerable risk to Council, as the buildings on the site are well past their lifecycle and are becoming increasingly unsafe.</p>

**RECREATION**

<b>Principle:</b>	Council will sell surplus land where it is not required in the foreseeable future for recreational purposes.
<b>Assessment:</b>	The site is not required for Open Space or for other specific recreational use.

**LAND USE PLANNING**

<b>Principle:</b>	Council will sell surplus land where there are not compelling land use planning grounds for retention.
<b>Assessment:</b>	There are no compelling land use planning reasons that would obstruct the sale of the land.

**SOCIAL**

<b>Principle:</b>	Council will sell surplus land where alternative social uses have not been identified.
<b>Assessment:</b>	<p>The Council and Community Plan identifies a need for increasing social housing and supporting vulnerable people and people with disabilities.</p> <p>A report (2018) prepared by SGS Economics and Planning Pty Ltd into the demand of Specialist Disability Accommodation (SDA) under the NDIS identifies Knox as an area with high potential demand with low relative supply of SDA's.</p> <p>The Knox Disability Housing Network has also endorsed that there is an undersupply of Specialist Disability Accommodation within Knox.</p> <p>The site has the potential to accommodate specialist disability accommodation and social housing.</p> <p>It could also accommodate other community services, however Council's purchase of land in Ferntree Gully Village may make this unnecessary.</p>

**2.2 Land Use Zoning**

3 The Avenue, Ferntree Gully is zoned Mixed Use Zone, with a Design & Development Overlay – Schedule 8 (Ferntree Gully Village) which includes a height limit of 8 metres/2 storeys and Vegetation Protection Overlay – Schedule 3.

### **2.3 Affordable/Social Housing**

The Knox Affordable Housing Action Plan 2015-2020 outlines the role of Council in providing Affordable Housing in the Municipality. Council's role with regard to such housing proposes that Council "*consider providing surplus land, building, capital or other in-kind resources to assist the development of affordable housing*".

### **2.4 EACH Proposal**

The previous tenant, EACH, has provided a proposal in relation to this site and has indicated an interest to develop the site. EACH Housing, a subsidiary of EACH and a recognised Government Housing Agency is proposing to develop the site for disability and social housing. Their proposal is attached as Appendix C.

EACH Housing has indicated there is a growing demand for 'autonomous and independent living in the community' by those with a disability – specialist disability accommodation (SDA). The estimated demand for SDA in Knox ranges between '35 and 89 SDA dwellings' in Knox. EACH Housing have experience in developing SDA's and have already constructed a site in Ringwood.

### **2.5 Specialist Disability Accommodation and the National Disability Insurance Scheme (NDIS)**

From 1 July 2016, NDIS eligible participants will have Specialist Disability Accommodation (SDA) included in their plan, allowing participants to select the most appropriate housing for their needs from providers in the market.

Funding for SDA is for the dwelling only. The NDIS separately funds ongoing support of participants. The provision and accommodation types of SDA are set out in the National Disability Insurance Scheme (Specialist Disability Accommodation) Rules 2016 (Rules).

Any service provider registered with the NDIS is able to develop SDA, compliant with the Rules.

SDA providers will only receive payment for dwellings occupied by NDIS participants – property owners bear the risk if the building is untenanted. Rents payable by participants are limited to 25% of the Disability Support Pension.

This pricing model will continue for 20 years, after which providers will be able to release the property to the general market providing lump sum cash flow to investors equal to the market value of the property.

EACH Housing has proposed options to enable SDA's through a long-term lease at a peppercorn rate, or purchase of the site. The proposal in Appendix C highlights the historical association of EACH with the site and delivery of services and programs, along with the organisation's role in supporting the community and EACH Housing's experience in the development and management of social housing and SDA.

## **2.6 Future Use of 3 The Avenue, Ferntree Gully**

As this site has been identified as surplus to Council's requirements a sale by private treaty to EACH due to the following is the preferred option:

- Council's stated aim in the Affordable Housing Action Plan to support an increase in the availability of social housing, knowing that a gap in provision exists; and
- That there is a high need for affordable, supported housing for people with disabilities and the new NDIS Specialist Disability Accommodation (SDA) program offers a new opportunity for Council to support an experienced, local provider to implement this program in Knox.
- By using an agreed market valuation, Council can ensure a fair market price, which can be used to invest in other Council priority projects for the municipality in line with the Community and Council Plan.

It is proposed to sell this site to EACH for no less than market value determined on an unencumbered basis, ie with no restrictions (S173 Agreement) on title.

EACH has made a formal offer (refer confidential Appendix D) to acquire 3 The Avenue, Ferntree Gully at an agreed market value (with no restrictions on title). EACH proposes to construct Special Disability Accommodation on this site.

## **2.7 Methods of Disposal**

Council's Policy on the Sale of Land and Buildings and the Local Government Best Practice Guidelines provides that a sale will occur through a public process unless Council resolves that circumstances exist that justify an alternative method of sale.

Should a property be considered for sale, the policy stipulates that the public process be selected from the options of public auction, public tender or registration of expressions of interest and that this will be determined by the Chief Executive Officer on recommendation from the Director Corporate Development and be based on achieving the optimum return to Council.

An alternative method of sale is by private treaty and it is recommended that on this occasion officers commence discussions to sell the property by private treaty to EACH Limited for no less than market value with the market value being assessed by a certified valuer.

## **3. CONSULTATION**

Should Council resolve to sell the property, a public consultation program on a proposal to sell will be undertaken to fulfil both its statutory and community engagement obligations.

The consultative process covers the following measures:

- Pursuant to section 189 of the Local Government Act 1989, Council will place a public notice in a newspaper which is generally circulating within the municipality at least four weeks prior to the sale of land.

- The public notice will invite submissions on the proposal to sell the land.
- Submissions will be considered by Council pursuant to section 223 of the Local Government Act 1989.
- Submitters have the opportunity to be heard, in person, in support of any written submission they make should they desire to do so.
- Following consideration of the report, Council will then decide whether to proceed with its proposal to sell the land.

It would also be proposed to send a copy of the public notice to residents immediately surrounding the property.

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

Vegetation Protection Overlay-Schedule 3 (VPO3) of the Knox Planning Scheme affects the site. This overlay seeks to protect remnant overstorey vegetation. As indicated above and located in Appendix 2 of Appendix B, there are three trees identified to have 'retention' value and afforded planning protection. The outcome is a slightly reduced developable site area.

Amenity issues such as impact on neighbouring properties and landscaping would be considered as part of any future planning process if the property is proposed to be redeveloped.

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

The proposed sale of 3 The Avenue, Ferntree Gully at no less than market value, will meet Council's financial objectives and provide significant proceeds from the asset. A valuation dated 28 September 2017 is circulated under separate cover as confidential report Appendix B.

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

The EACH Housing proposal could assist to address a significant lack of social housing for people with disabilities in Knox. It would also continue a long association of this site with support services for people with disabilities.

Disposal of the asset would provide resources for Council to invest in various projects identified in the Council and Community Plan.

#### **7. RELEVANCE TO KNOX COMMUNITY AND COUNCIL PLAN 2017-2021**

This report relates to:

##### **Goal 2. We have housing to meet our changing needs**

Strategy 2.3 - Support the delivery of a range of housing that addresses housing and living affordability needs

##### **Goal 5. We have a strong regional economy, local employment and learning opportunities**

Strategy 5.2 - Plan for a range of key strategic centres that provide a diversity of employment, services and amenities to support the changing needs of our community

**Goal 7. We are inclusive, feel a sense of belonging and value our identity**  
Strategy 7.3 - Strengthen community connections

**Goal 8. We have confidence in decision making**

Strategy 8.1 - Build, strengthen and promote good governance practices across government and community organisations

Strategy 8.2 - Enable the community to participate in a wide range of engagement activities

## **8. CONFLICT OF INTEREST**

Under section 80c of the Local Government Act 1989, officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible – Dale Monk, Manager Business and Financial Services - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Angela Mitchell, Coordinator Property Management - In providing this advice as the Author, I have no disclosable interests in this report.

## **9. CONCLUSION**

As 3 The Avenue, Ferntree Gully has been identified as surplus to Council's requirement, it is recommended that a sale by private treaty for no less than market value as assessed by a Certified Valuer be negotiated with Eastern Access Community Health Limited. EACH has indicated in their proposal that they would construct SDA's on this site. This proposal would assist in the current undersupply of social housing within Knox and support Council's objectives within the Knox Affordable Housing Action Plan and Community and Council Plan.

## **10. CONFIDENTIALITY**

Confidential Appendices B, C and D are circulated under separate cover.

**Report Prepared By: Coordinator Property Management  
(Angela Mitchell)**

**Manager Business and Financial Services  
(Dale Monk)**

**Report Authorised By: Director – Corporate Services  
(Michael Fromberg)**

APPENDIX A – Proposed Sale of Council Property - 3 The Avenue, Ferntree Gully

Location Map



Subject Site

Aerial Photo of Subject Site



**10.4 Proposed Sale of Council Property – 3 The Avenue, Ferntree Gully**

Confidential appendices B, C and D are circulated under separate cover.



**DOBSON WARD****10.5 PROPOSED SALE OF 2A FRANCIS CRESCENT, FERNTREE GULLY**

**SUMMARY:** *Coordinator Property Management (Angela Mitchell)*

*Council has been approached by the property owner of 2 Francis Crescent, Ferntree Gully to acquire the area of Council land to the south of this property. This area is identified as 2A Francis Crescent, Ferntree Gully which has been assessed as surplus to Council's requirements in accordance with Council's Sale of Land and Buildings Policy. This report recommends that Council gives notice of its intention to commence the statutory process to sell 2A Francis Crescent, Ferntree Gully by private treaty.*

**RECOMMENDATION**

That Council, being of the opinion that 2A Francis Crescent, Ferntree Gully, as shown in Appendix A, identified as Lot 1 on TP 92088IU within Certificate of Title Volume 8892 Folio 173, is surplus to Council's requirements:

1. Commence the statutory process, under Section 189 of the Local Government Act 1989, to sell the subject land to the owner of 2 Francis Crescent, Ferntree Gully by private treaty for \$200,000 (plus GST), plus Council's costs in relation to this sale.
2. Under Section 223 of the Local Government Act 1989, give public notice of the proposed sale of the subject land in the Knox Leader newspaper.
3. Hear submissions in accordance with Section 223(1)(b) of the Local Government Act 1989 and appoint the following Committee of Council comprising Cr \_\_\_\_\_, Cr \_\_\_\_\_ and Cr \_\_\_\_\_ to consider submissions at 5.00pm on 18 June 2018.
4. That a further report be presented to Council following the conclusion of the statutory process.

**1. INTRODUCTION**

2A Francis Crescent, Ferntree Gully is a small triangular shaped allotment (213m<sup>2</sup> approximately) situated between a larger parcel at 2 Francis Crescent and the Francis Crescent roadway.

The land is identified as Lot 1 on TP 92088IU within Certificate of Title Volume 8892 Folio 173. This land is included within General Residential Zone Schedule 6 and is affected by the following overlays:

- Design and Development Overlay (DDO8)
- Vegetation Protection Overlay (VPO3)
- Environmental Audit Overlay (EAO)

One of Council's core responsibilities is to manage its assets in order to optimise their value to the community. Part of this responsibility involves evaluating any unused or redundant assets and releasing the funds tied up in these assets in order to acquire, develop or improve other assets. The subject land is an example of resources tied up in an asset considered to be surplus to Council's needs which Council can deploy in other areas of priority.

## **2. DISCUSSION**

2A Francis Crescent, Ferntree Gully is vacant land and abuts 2 Francis Crescent, Ferntree Gully. The property is currently occupied by the owner of 2 Francis Crescent, Ferntree Gully for access and car parking.

It is recommended to sell 2A Francis Crescent, Ferntree Gully by private treaty to the abutting property owner due to the following:

- The size and shape of site makes it difficult to develop as an individual site.
- The zoning of the land is the same as 2 Francis Crescent, Ferntree Gully.
- The only other abutting property is VicTrack land which is zoned PUZ4.

### **2.1 Assessment Against Criteria for Sale of Land and Buildings**

In accordance with Council's Sale of Land and Buildings Policy, consideration will be given to a number of criteria in order to ensure that the proposed disposal of this property is in the community's best interests prior to resolving to proceed.

An assessment of these criteria follows:

#### **ECONOMIC**

<b>Principle:</b>	Council evaluation of surplus property will consider the value the land as well as the cost of retaining the land; ongoing maintenance, utilities and any foregone revenue; as well as any potential return available from use for alternative purposes.
<b>Assessment:</b>	There has been no expenditure on this land nor has there been any income. Any maintenance has been undertaken by the abutting property owner.

#### **ENVIRONMENT**

<b>Principle:</b>	Council will sell surplus land where retention will not enhance or protect its environmental value.
<b>Assessment:</b>	The land is vacant with no vegetation, however a native canopy tree is located nearby on the VicTrack land.

#### **PHYSICAL WORKS**

<b>Principle:</b>	Council will sell surplus land where it is not required in the foreseeable future for the development of new assets or the improvements of existing assets.
<b>Assessment:</b>	There is no requirement to retain this land for physical work.

#### **RECREATION**

<b>Principle:</b>	Council will sell surplus land where it is not required in the foreseeable future for recreational purposes.
<b>Assessment:</b>	There is no requirement to retain this land for recreational purposes.

**LAND USE PLANNING**

<b>Principle:</b>	Council will sell surplus land where there are not compelling land use planning grounds for retention.
<b>Assessment:</b>	There are no planning grounds to retain this land, however there is a current planning application for this and the abutting property (2 Francis Crescent) for the development of 15 double storey dwellings (P/2018/6090).

**SOCIAL**

<b>Principle:</b>	Council will sell surplus land where alternative social uses have not been identified.
<b>Assessment:</b>	There are no identified social uses for this site.

**3. CONSULTATION**

Council will undertake a public consultation program in order to fulfil both its statutory and community engagement obligations.

The consultative process covers the following measures:

- Pursuant to section 189 of the Local Government Act 1989, Council will place a public notice in a newspaper which is generally circulating within the municipality.
- The public notice will invite submissions on the proposal to sell the land.
- Submissions will be considered by Council pursuant to section 223 of the Local Government Act 1989.
- Submitters have the opportunity to be heard, in person, in support of any written submission they make should they desire to do so.
- Following consideration of the Committee's report, Council will then decide whether to proceed with its proposal to sell the land.

It is also proposed to send a copy of the public notice to residents immediately surrounding the property.

**4. ENVIRONMENTAL/AMENITY ISSUES**

These are addressed in the assessment criteria in section 2 above.

**5. FINANCIAL & ECONOMIC IMPLICATIONS**

The proposed sale of 2A Francis Crescent, Ferntree Gully will meet Council's financial objectives. The land will be sold at market value with the purchaser required to meet Council's costs apportioned to the sale of this land. These costs include legal, valuation and lodgement fees and are estimated to be between \$6,000 and \$8,000.

A valuation dated 28 September 2017 is circulated under separate cover as confidential Appendix B.



APPENDIX A



**10.5 Proposed Sale of 2A Francis Crescent, Ferntree Gully**

Confidential Appendix B is circulated under separate cover.

## ALL WARDS

**10.6 MINOR GRANTS PROGRAM APPLICATIONS**

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

*This report summarises the recommended grants from the Minor Grants Program. All applications have been assessed against the criteria as set out in the Minor Grants Program Policy.*

**RECOMMENDATION**

That Council:

1. Approve the one (1) recommended Minor Grants Program application for a total of \$1,770.00 as detailed below:

Applicant Name	Project Title	Amount Requested	Amount Recommended
Boronia RSL Sub-Branch Inc.	Funding to hire and erect a marquee for protection from inclement weather on ANZAC day 2018.	\$1,770	\$1,770
	<b>TOTAL</b>	<b>\$1,770</b>	<b>\$1,700</b>

2. Note the two (2) Minor Grants Program applications approved and paid under delegated authority for a total of \$620.00 as detailed below:

Applicant Name	Project Title	Amount Requested	Amount Recommended
The Basin Fire Brigade Auxiliary	Funding to provide an afternoon tea for elderly and disabled residents and their carers at a concert for pensioners at The Basin Music Festival.	\$320	\$320
The Vintage Motorcycle Club Vic	Funding towards event displaying vintage motorcycles in Bayswater.	\$300	\$300
	<b>TOTAL</b>	<b>\$620</b>	<b>\$620</b>

3. Note that inclusive of the above grants, a total of \$110,945.08 has been awarded under the Minor Grants Program in 2017-18 in support of a variety of community based organisations and their programs.

## **1. INTRODUCTION**

At the Strategic Planning Committee meeting held on 10 July 2017 the Committee endorsed the Minor Grants Program Policy, effective from 25 July 2017.

Minor Grant applications must be for the purposes of meeting requests for small, incidental funding requests from eligible organisations within Knox and not exceed \$3,000.00.

Under the Minor Grants Program Policy an eligible organisation 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. This expressly excludes educational institutions and State and Federal government departments and agencies; but does not exclude related not for profit organisations, including school councils/auxiliaries/parent groups who otherwise qualify under the Policy;
- be incorporated or be auspiced by an incorporated body (for grants over \$500 only);
- 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 (for grants over \$500 only);
- hold adequate public liability insurance appropriate to the activity outlined in the application;
- be able to supply permits and plans appropriate to the funded activity where requested by Council;
- have provided evidence to Council's satisfaction of the expenditure of any previous grant provided by Council.

This report presents to Council recommended grant applications in accordance with the Minor Grants Program Policy.

## **2. DISCUSSION**

Council established the Minor Grants Program to ensure that funding may be provided to community groups who request ad hoc, incidental, community based, one-off grants.

The Minor Grants Program Policy (the Policy) sets out an open and transparent grant program that meets the principles of good governance and is compliant with the requirements of the *Local Government Act 1989*.



In accordance with the Policy, applications for funding up to \$500 are assessed and determined under delegation by the Chief Executive Officer, or delegate. Applications for funding between \$501 and \$3,000 have been assessed by the Chief Executive Officer, or delegate, for Council's approval.

All recipients of Minor Grants must provide proof of expenditure or purchase. In addition, Minor Grants over \$1,000.00 must meet all funding agreement requirements.

This report outlines the grant applications received since the 27 March 2018 Ordinary Council meeting. It recommends one grant for Council's approval and notes two grants that have been approved and paid under delegated authority.

### **3. CONSULTATION**

No consultation has been undertaken in relation to the grant applications detailed in this report as the policy specifies assessment can occur by the Chief Executive Officer, or delegate, and make recommendation for Council's determination.

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

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

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

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

### **6. SOCIAL IMPLICATIONS**

The Minor Grants program allows Council the flexibility to respond to requests from community groups within Knox at a municipal level. These grants provide applicants the opportunity to participate and support a variety of community based programs.

### **7. RELEVANCE TO KNOX COMMUNITY AND COUNCIL PLAN 2017-2021**

Provision of the Minor Grants program assists Council in meeting the following objectives under the Knox Community and Council Plan.

Goal 6. We are healthy, happy and well

- Strategy 6.2- Support the community to enable positive physical and mental health.

Goal 7. We are inclusive, feel a sense of belonging and value our identity

- Strategy 7.3 - Strengthen community connections.

Goal 8. We have confidence in decision making

- Strategy 8.1 – Build, strengthen and promote good governance practices across government and community organisations.

**8. CONFLICT OF INTEREST**

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible – Michael Fromberg, Director Corporate Development - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Kirstin Ritchie, Governance Officer - In providing this advice as the Author, I have no disclosable interests in this report

**9. CONCLUSION**

This report contains the recommendation for funding through the Minor Grants program.

**10. CONFIDENTIALITY**

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

***Report Prepared By: Governance Officer (Kirstin Ritchie)***

***Report Authorised By: Director – Corporate Services  
(Michael Fromberg)***

**10.6 Minor Grants Program Applications**

Confidential Appendix A is circulated under separate cover.

**ALL WARDS****11.1 WORKS REPORT AS AT 29 MARCH 2018**

**SUMMARY:** *Coordinator – Capital Works (Gene Chiron)*

*The Works Report shows projects on Council's Capital Works Program and indicates the status of each project as at 29 March 2018.*

**RECOMMENDATION**

That the works report, as at 29 March 2018, be received and noted.

**1. INTRODUCTION**

This report summarises Council's Capital Works Program for the 2017/2018 financial year. The aim of this report is to provide a regular and succinct status summary of each project over the last month. The Capital Works Report, as of 29 March 2018, is attached as Appendix A.

Highlights of the Works Report as at 29 March, 2018 include:

- Footpath Renewal Program – Program nearing completion.
- Dobson Street Reserve Retarding Basin – Works complete.
- Colchester Reserve Rugby Pitches – Works complete.
- Chandler Park, Boronia Masterplan Implementation – Works complete.
- Bayswater Activity Centre Streetscape Improvements – Streetscape works nearing completion.
- Preschool Bathroom Upgrades – Bena Angliss Preschool – Works complete.

**Report Prepared By:** *Coordinator – Capital Works (Gene Chiron)*

**Report Authorised By:** *Director – Engineering & Infrastructure  
(Ian Bell)*

## Knox City Council Project Status Report

29-Mar-2018

Project Number	Project Name	Total Approved Budget
<b>1</b>	<b>Bridges Renewal Program</b>	<b>\$599,093</b>
All Wards	Burwood Highway-Ferntree Gully Library bridge investigation has commenced to determine the most appropriate solution to increase carrying capacity.	
<b>4</b>	<b>High Risk Road Failures</b>	<b>\$500,000</b>
All Wards	Reactive works to be undertaken to complete this program.	
<b>7</b>	<b>Road Surface Renewal Program</b>	<b>\$4,000,000</b>
All Wards	Program progressing with 65 streets completed.	
<b>8</b>	<b>Drainage Pit and Pipe Renewal Program</b>	<b>\$2,000,000</b>
All Wards	Works at 19 Myrtle Street, Bayswater have been completed. Works at Rickards Avenue North, Knoxfield are continuing. Conyers Avenue, The Basin and Ferntree Gully Bowling Club drainage are to commence shortly.	
<b>9</b>	<b>Footpath Renewal Program</b>	<b>\$1,900,000</b>
All Wards	Program nearing completion with 97% of budget expended.	
<b>10</b>	<b>Bicycle / Shared Path Renewal Program</b>	<b>\$500,000</b>
All Wards	Underwood Road, Ferntree Gully and Burwood Highway (rail underpass to Council Boundary towards Upwey) shared paths to be renewed. They are being scoped and expected to commence soon.	
<b>16</b>	<b>Building Renewal Program</b>	<b>\$6,094,500</b>
All Wards	Program is 55% committed/expended. Works nearing completion/commencing over April include: Knox Leisureworks stage 2 - structural investigation report and pool plant renewal works, State Basketball Centre - airconditioning renewal works, Alchester Village Preschool - external painting, Windermere Preschool - external painting, Wattleview Preschool - external painting, The Fields Preschool - internal/external painting, Bayswater Oval Pavilion - kitchen refit.	
<b>17</b>	<b>Playground Renewal Program</b>	<b>\$1,434,367</b>
All Wards	2016/17 program, 5 of 6 playgrounds are now at Practical Completion. Balmoral Reserve works are under construction. Structure is completed and softworks about to commence. Knox Playspace Renewal 2017/18 program, documentation package being finalised with tender documents to follow.	
<b>22</b>	<b>Fire Hydrant Replacement Program</b>	<b>\$250,000</b>
All Wards	Final Payment to be made in June.	
<b>24</b>	<b>Car Park Renewal</b>	<b>\$550,000</b>
All Wards	Program will be 100% expended by the end of the financial year.	
<b>25</b>	<b>Plant &amp; Machinery Replacement Program</b>	<b>\$2,985,330</b>
All Wards	Fleet Renewal Program 52% of funding committed.	
<b>26</b>	<b>Street Tree Replacement Program</b>	<b>\$755,000</b>
All Wards	Removals have begun. All nursery stock has been secured and purchase orders have been raised.	

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
<b>31</b>	<b>Stamford Park Redevelopment</b>	<b>\$9,256,618</b>
Tirhatuan	Homestead – services (sewer, fire, heating/cooling) complete, internal flooring and wall repairs complete, verandah and ramps complete. Awaiting internal painting, accessible toilet and kitchen extension. Works in accordance with heritage conservation report. Homestead Gardens - works currently out to public tender. Parklands - progressing with design works and have commenced planning process.	
<b>43</b>	<b>Shade Sails &amp; Play Structure Maintenance</b>	<b>\$3,193</b>
All Wards	Project completed.	
<b>104</b>	<b>Roadside Furniture Renewal Program</b>	<b>\$100,000</b>
All Wards	Budget 28% expended. Road furniture program focusing on reactive based works referrals. Funding being expended throughout the year as required.	
<b>147</b>	<b>Energy &amp; Greenhouse Program for Council Facilities</b>	<b>\$70,000</b>
All Wards	Energy efficiency works at the Tim Neville Arboretum including timer control of the fountain pump and installation of PE cells to control park lighting to be completed by April. Energy monitoring and lighting works at Murrindal and Liberty Avenue Preschools to be completed during the Term 1 school holidays.	
<b>229</b>	<b>Building Code Australia Compliance</b>	<b>\$100,000</b>
All Wards	Remaining projects to be rolled out between April and June.	
<b>345</b>	<b>Asbestos Removal</b>	<b>\$100,000</b>
All Wards	Remaining projects to be undertaken between April and June.	
<b>347</b>	<b>Miscellaneous Industrial Roads - Pavement Rehabilitation</b>	<b>\$250,000</b>
All Wards	Works continuing at Rocco Drive, Scoresby, Corporate Avenue, Rowville and Wigan Road, Bayswater.	
<b>409</b>	<b>Parks Furniture Renewal</b>	<b>\$50,000</b>
All Wards	Installations ongoing and nearing completion.	
<b>410</b>	<b>Parks Signage Renewal</b>	<b>\$20,000</b>
All Wards	Installations of replacement signs continue to occur on schedule.	
<b>412</b>	<b>Water Sensitive Urban Design Renewal</b>	<b>\$326,061</b>
All Wards	Design of the swales at Waterford Valley Golf Course is underway.	
<b>441</b>	<b>Tim Neville Arboretum Renewal</b>	<b>\$280,000</b>
Dobson	Consultant currently completing structural engineering drawings and computations for lake shelter and footings.	
<b>443</b>	<b>Reserves Paths Renewal</b>	<b>\$60,000</b>
All Wards	Renewals works almost complete.	
<b>459</b>	<b>Dobson Street Reserve Retarding Basin</b>	<b>\$738,692</b>
Friberg	Project completed.	
<b>492</b>	<b>Food Act Compliance - Kitchen Retrofitting</b>	<b>\$50,000</b>
All Wards	Remaining works to occur over April.	

Project Number	Project Name	Total Approved Budget
<b>494</b>	<b>Cathies Lane - Landfill Rehabilitation Works</b>	<b>\$175,000</b>
Scott	<p>Reinstatement of inadequate capping around gas wells exposed in cells 1 and 2 and also topsoiling of exposed areas of capping and depressions completed in February.</p> <p>Recommendation from consultant's investigations is that there is no current requirement to lower leachate at the site. Investigations underway on stability of embankment near leachate pond. Installed drains at top and toe of embankment and undertaking periodic surveys over twelve months to ascertain if the embankment is moving.</p> <p>Investigation underway to determine if high carbon dioxide levels in landfill gas monitoring bores are from the landfill or other sources. EPA have issued a draft Post Closure Pollution Abatement Notice which will govern the management of the site.</p>	
<b>516</b>	<b>Rumann and Benedikt Reserves - Open Space Upgrade</b>	<b>\$176,094</b>
Tirhatuan	Design plans completed and project tender has closed. Anticipate a late April construction commencement.	
<b>536</b>	<b>Parkland Asset Renewal</b>	<b>\$64,000</b>
All Wards	Suffern Reserve works about to commence.	
<b>537</b>	<b>Bush Boulevard Renewal</b>	<b>\$30,000</b>
All Wards	Renewal works continue with completion anticipated prior to the end of June.	
<b>543</b>	<b>Llewellyn Park - Landfill Rehabilitation Works</b>	<b>\$175,000</b>
Scott	<p>Drainage improvements on the site completed in December 2017. Investigation is being undertaken to determine if a landfill gas extraction system is required. This is being done by installing replacement monitoring bores further away from the landfill. The replacement bores were installed in November 2016 and being monitored.</p> <p>Work to remove exposed waste in the south west and north west areas of the site was completed in December 2017. Investigation being undertaken on high carbon dioxide readings in monitoring bores to determine if this is from the landfill or background sources.</p>	
<b>566</b>	<b>Artwork Renewal</b>	<b>\$30,463</b>
All Wards	Restoration of the Placemaker Legacy continues. Remaining works are being reviewed via a deaccession process (as outlined in the Knox Public Art Implementation Plan). It is expected this budget will be fully spent by end of financial year.	
<b>576</b>	<b>Early Years Facility Emergency Warning System</b>	<b>\$50,000</b>
All Wards	Quotations finalised. Implementation planned for April holidays.	
<b>587</b>	<b>Upper Ferntree Gully Neighbourhood Activity Centre - Design</b>	<b>\$472,867</b>
Dobson	Project on hold at Council request.	
<b>589</b>	<b>KEYS - Application Review and Solution Remediation</b>	<b>\$70,000</b>
All Wards	Initial scoping and discussions with business being scheduled.	
<b>593</b>	<b>Marie Wallace Reserve - Masterplan Implementation</b>	<b>\$416,876</b>
Dinsdale	<p>(1) Access road carpark - works completed.</p> <p>(2) Pedestrian bridge - survey completed and concept plans. Works to include renewal of existing shared use pedestrian bridge as well as design of new bridge between ovals. Design &amp; construct documentation to commence in late April.</p>	

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
<b>607</b>	<b>Ashton Road, FTG - Reconstruction</b>	<b>\$350,000</b>
Friberg	Stage 2 of Ashton Road road works packaged with Stage 2 of Kingston Street. Contractor appointed. Anticipate construction to commence early April.	
<b>608</b>	<b>Kingston Street, FTG - Reconstruction</b>	<b>\$265,000</b>
Friberg	Stage 2 of Kingston Street road works packaged with Stage 2 of Ashton Road. Contractor appointed. Anticipate construction to commence early April.	
<b>630</b>	<b>Early Years Hubs – Bayswater</b>	<b>\$5,925,571</b>
Dinsdale	1. Building: Existing building demolished, site preparation works completed. Underground plumbing nearing completion with ground slab to follow early April. 2. Hub carpark: Scope of works discussed with further information to follow. Survey & design included into Project Delivery program. Aim to complete design by December 2018 and commence construction early 2019.	
<b>649</b>	<b>Scoresby (Exner) Reserve - Masterplan Implementation</b>	<b>\$430,000</b>
Tirhatuan	Knox Construction appointed and car park works underway. Anticipate construction to reach completion by end of May.	
<b>660</b>	<b>Mountain Highway (No. 598), Bayswater Drainage - Design</b>	<b>\$15,015</b>
Dinsdale	Final costing has been received. Council officers currently reviewing the estimation.	
<b>664</b>	<b>Stormwater Harvesting Program Development</b>	<b>\$92,961</b>
All Wards	Deliberations continue to resolve the current issues and challenges facing the program.	
<b>667</b>	<b>Dobson Creek Catchment - Streetscape Water Sensitive Urban Design</b>	<b>\$186,587</b>
Chandler	Stage 2 - Wicks Road Water Sensitive Urban Design project works are underway.	
<b>668</b>	<b>Knox Active Aging Management System (KAAMS)</b>	<b>\$36,266</b>
All Wards	Project completed.	
<b>675</b>	<b>Public Art Project</b>	<b>\$160,858</b>
All Wards	Knox's most significant public artwork to date, Aeroplane Boy, is currently being installed at Bayswater Station as part of the Level Crossing Removal works. Other public art projects in the last few months include 'Untitled House' (the mirror house), a partnership with Swinburne University, Cinema Lane light box renewal, Billboard renewal, and mural and other commissions in Council facilities as part of the Immerse program.  A scoping document outlining the process, implementation and management of public art at Stamford Park is currently being drafted.  A request for quote has been sent to various artists regarding potential artwork commissions at Marie Wallace Reserve.	
<b>689</b>	<b>Lewis Park, Wantirna South Oval 1 Renewal</b>	<b>\$700,000</b>
Dinsdale	Oval work is progressing on schedule. Cricket pitch installed with fences, coaches boxes and goal posts to follow.	
<b>708</b>	<b>Cricket run ups and goal squares</b>	<b>\$44,000</b>
All Wards	Turf is available and works at Fair Park is scheduled.	
<b>710</b>	<b>Colchester Reserve Rugby Pitches</b>	<b>\$17,160</b>
Chandler	Project completed.	



<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
<b>716</b>	<b>Early Years Hubs - Wantirna South</b>	<b>\$13,511,821</b>
Scott	All concrete works complete. The erection of ground floor steel framing is well underway.	
<b>717</b>	<b>Knox Central Package</b>	<b>\$8,085,000</b>
Dinsdale	Negotiations to acquire parcels for future road corridor and delivery of Knox Central Masterplan continue, with conclusion expected in this financial year. Residual funding from the Operations Centre land acquisition to remain allocated to the project should additional land be required.	
<b>718</b>	<b>Bulk Replacement of Street Lights with LED</b>	<b>\$500,000</b>
All Wards	Project completed.	
<b>721</b>	<b>Eildon Park Reserve (Pavilion upgrade), Rowville</b>	<b>\$97,600</b>
Taylor	Project completed.	
<b>724</b>	<b>Knox (Interim) Library</b>	<b>\$674,215</b>
Dinsdale	Awaiting confirmed start date from Westfield.	
<b>725</b>	<b>Placemakers Site - Design</b>	<b>\$222,263</b>
Dobson	Project to be carried forward.	
<b>727</b>	<b>Knox Community Arts Centre - Outdoor Furniture</b>	<b>\$9,517</b>
Dinsdale	Project completed.	
<b>733</b>	<b>Preschool Office/Storage - Minor Works</b>	<b>\$50,000</b>
All Wards	Project completed.	
<b>735</b>	<b>Family &amp; Children Services Buildings Door Jamb Protectors</b>	<b>\$25,000</b>
All Wards	Project completed.	
<b>737</b>	<b>Meals on Wheels site reconfiguration - Stage 2</b>	<b>\$50,000</b>
Dinsdale	Strategic review of Meals on Wheels configuration is underway. Plan to be developed over the next six months.	
<b>746</b>	<b>Revegetation Plan</b>	<b>\$100,000</b>
All Wards	Site preparation has been completed. Mulch has been delivered to site and spread. Planting to be completed end of June.	
<b>747</b>	<b>Chandler Park, Boronia - Masterplan Implementation</b>	<b>\$57,128</b>
Chandler	Project completed for 17/18 financial year.	
<b>751</b>	<b>Tim Neville Arboretum - Lake Structure Upgrade</b>	<b>\$141,750</b>
Dobson	Consultant currently completing structural engineering drawings and computations for lake shelter and footings.	
<b>752</b>	<b>Mountain Gate Shopping Centre Reserve - Design</b>	<b>\$154,425</b>
Friberg	Quote documentation completed and quotations about to be sent.	
<b>755</b>	<b>Talaskia Reserve, Upper Ferntree Gully - Masterplan</b>	<b>\$300,000</b>
Dobson	Reducing scope and re-tender construction works in April.	
<b>757</b>	<b>Carrington Park, Knoxfield - Masterplan</b>	<b>\$88,644</b>
Friberg	Seats have been ordered for installation by Parks Team by early April.	

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
<b>761</b>	<b>Dandenong Creek Gateways - Strategic Road Corridors Revegetation</b>	<b>\$95,795</b>
All Wards	Open Space to prepare sketch plans for planting. Planting to commence in mid-late autumn depending on weather conditions.	
<b>769</b>	<b>Mint Street Wetland System - Stage 2a</b>	<b>\$364,038</b>
Collier	Project completed.	
<b>771</b>	<b>Colchester Road, Boronia – Wetland and Raingarden</b>	<b>\$40,000</b>
Chandler	Project completed.	
<b>773</b>	<b>Suffern Avenue (Waldheim Street) Wetland</b>	<b>\$368,345</b>
Dinsdale	Construction works completed 16 March and Practical Completion provided.	
<b>785</b>	<b>Printer Upgrade</b>	<b>\$43,000</b>
All Wards	Project completed.	
<b>786</b>	<b>Microsoft Office 365</b>	<b>\$200,000</b>
All Wards	All Council directorates migrated to MS Exchange (cloud) and Office 365. Councillors to be migrated in March/April.	
<b>787</b>	<b>Website Redevelopment</b>	<b>\$436,000</b>
All Wards	Initial planning has commenced with the objective of selecting an implementation partner by end of June.	
<b>788</b>	<b>Network Drive Migration</b>	<b>\$225,000</b>
All Wards	Project completed.	
<b>789</b>	<b>Facilities Booking Review/Upgrade</b>	<b>\$71,300</b>
All Wards	Project on hold until software release available from Priava.	
<b>791</b>	<b>Computer Lease</b>	<b>\$120,000</b>
All Wards	Leased software and hardware expenses are incurred throughout the year.	
<b>792</b>	<b>PC/Device Rollout Lease</b>	<b>\$280,000</b>
All Wards	Leased software and hardware expenses are incurred throughout the year.	
<b>793</b>	<b>Non Leased Software and Hardware</b>	<b>\$120,000</b>
All Wards	Leased software and hardware expenses are incurred throughout the year.	
<b>794</b>	<b>Switch Replacement Program (Leased)</b>	<b>\$250,000</b>
All Wards	Leased software and hardware expenses are incurred throughout the year.	
<b>796</b>	<b>Park Crescent, Boronia - Reconstruction</b>	<b>\$383,040</b>
Baird	Project completed.	
<b>798</b>	<b>Woodvale Road, Boronia - Reconstruction</b>	<b>\$114,240</b>
Baird	Project completed.	
<b>799</b>	<b>Windermere Drive, Ferntree Gully - Reconstruction</b>	<b>\$305,446</b>
Friberg	Project completed.	

Project Number	Project Name	Total Approved Budget
800 Collier	<b>Smithfield Square, Wantirna - Reconstruction</b> Project completed.	\$281,205
801 Dinsdale	<b>Sasses Avenue, Bayswater - Reconstruction</b> Project completed.	\$344,202
802 Baird	<b>Erica Avenue, Boronia - Reconstruction</b> Project completed.	\$70,725
803 Chandler	<b>Macquarie Place, Boronia - Reconstruction</b> Project completed. Awaiting for Practical Completion inspection to be requested by contractor.	\$270,289
804 Baird	<b>Dorset Road (169), Boronia - Flood Mitigation</b> Project completed.	\$97,000
806 Collier	<b>Cash Fues Place Wetland System - Design</b> Construction works underway. Works scheduled to be completed before end of June.	\$60,765
809 Dinsdale	<b>Bayswater Activity Centre Streetscape Improvements</b> Streetscape works are nearing completion. There are some minor rehabilitation works to be completed.  The works associated with the undergrounding of the powerlines is progressing well. It is expected power poles and overhead wires will be completely removed during the weekend of 28 July.  The 'Aeroplane Boy' installation is underway.	\$1,620,411
812 All Wards	<b>Asset Management System</b> Project has commenced, initial investigation underway.	\$20,000
813 All Wards	<b>Information architecture design and planning</b> Cumulative extracts built for Asset Management (LifeCycle, ProjectsPro, additions for IT Service Management and Corporate Reporting (Interplan)).	\$280,000
814 All Wards	<b>Standard Operating Environment Upgrade</b> New devices being rolled out with the new Standard Operating System.	\$130,336
815 All Wards	<b>Pathway Smartclient implementation</b> Ongoing training being delivered. Additional vendor resource being scheduled to facilitate refresher training.	\$90,000
816 All Wards	<b>ePathway Payment enhancements/extension</b> Additional online payment options created in line with new application types published online.	\$80,000
817 All Wards	<b>WAN Network Enhancements</b> Project completed.	\$50,000
818 All Wards	<b>DRP Update and full test</b> Full Disaster Recovery test is about to be undertaken.	\$141,360
819 All Wards	<b>IT Security Audit (policies &amp; procedures)</b> Penetration testing rescheduled for April.	\$50,000

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
<b>820</b>	<b>Mobile phone refresh (iPhone)</b> All Wards Replacement program in progress.	<b>\$20,000</b>
<b>821</b>	<b>Storage</b> All Wards Project is currently on track. Further upgrades are required and these are planned to occur in June.	<b>\$60,000</b>
<b>822</b>	<b>Security, Email Filtering and Firewall</b> All Wards Scheduled to commence in April.	<b>\$57,581</b>
<b>823</b>	<b>DC1 - Server Room AC &amp; UPS</b> All Wards Waiting on residual activities to be completed before releasing final payment.	<b>\$100,000</b>
<b>825</b>	<b>Microsoft Licensing (True Up)</b> All Wards True-up scheduled to commence in April/May.	<b>\$150,000</b>
<b>826</b>	<b>Microsoft SQL Licence</b> All Wards Expenses are incurred throughout the year as required.	<b>\$220,000</b>
<b>827</b>	<b>Intranet Update (2018/9)</b> All Wards Project to be undertaken in 2018/19.	<b>\$615,000</b>
<b>829</b>	<b>Knox Community Art Centre, Bayswater</b> Dinsdale Project completed.	<b>\$10,000</b>
<b>830</b>	<b>Park Ridge Reserve, Rowville - Oval Renewal</b> Taylor Work is completed, 12 month defect period commenced.	<b>\$56,500</b>
<b>831</b>	<b>Templeton Reserve, Wantirna - Oval Renewal</b> Collier Work is completed, 12 month defect period commenced.	<b>\$38,000</b>
<b>832</b>	<b>Knox Gardens Reserve, Wantirna South - Oval 2 Renewal</b> Scott Work is completed, 12 month defect period commenced.	<b>\$14,788</b>
<b>833</b>	<b>Knox Gardens Reserve, Wantirna South - Tennis Court Renewal</b> Scott Leisure and club consulted on design. Design and documentation completed and tenders have closed. Anticipate construction commencement in April subject to availability of contractor.	<b>\$294,000</b>
<b>834</b>	<b>Oversowing of Sports Fields</b> All Wards Oversowing venues been undertaken with planting up to the end of March.	<b>\$30,000</b>
<b>837</b>	<b>Westfield (Permanent) Library - Design</b> Dinsdale Awaiting outcomes of discussions with Westfield.	<b>\$200,000</b>

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
<b>838</b>	<b>Bayswater Community Hub - Scoping</b>	<b>\$120,000</b>
Dinsdale	Council report presented to Council issues Briefing 13 March re potential land acquisition and Sale of Land. EMT meeting 5 April planned to discuss status of the current activities occurring with Bayswater Activity Centre and opportunities for enhanced coordination. Current activities related to this site include: capacity assessment of potential of 3 sites for Multipurpose Community Facility, Community planning and engagement re Multipurpose community facility, public art installation, grade separation finalisation works, Bayswater Business precinct transformation project.	
<b>839</b>	<b>Preschool Bathroom Upgrades - Bena Angliss Preschool</b>	<b>\$222,000</b>
All Wards	Works are completed.	
<b>842</b>	<b>Knox Athletics - Hammer Throw Cage Upgrade</b>	<b>\$56,549</b>
Friberg	Detailed design finalised. Club have offered additional funding and have asked Council to fund remainder for preferred design. Scope and plans amended to suit reduced budget with Club in agreement. Project to be packaged with discus cage. Tenders advertised from 21 March and closing 17 April. Athletics Club have requested construction be delayed until the period 6 June to 20 July.	
<b>844</b>	<b>Score Boards - Design and Installation</b>	<b>\$390,000</b>
All Wards	Project list has been finalised and approved. Approved projects have been commenced and all projects expected to be completed by June.	
<b>845</b>	<b>Carrington Park Leisure Centre - Basketball Rings</b>	<b>\$35,000</b>
Friberg	Project completed.	
<b>846</b>	<b>Knox Gardens Reserve - Lower Oval Shelters</b>	<b>\$39,015</b>
Scott	Project completed.	
<b>847</b>	<b>Boronia Basketball Stadium - Safety Padding</b>	<b>\$36,000</b>
Baird	Project completed.	
<b>849</b>	<b>Repurposing Scoping of Facilities from Hub Projects.</b>	<b>\$93,550</b>
All Wards	Scoping the future use of Family and Children's Services Child Care Centres is tracking late with low impact due to other early years priorities. Once scoping is complete, information will go to Council for further advice in 2018.	
<b>851</b>	<b>Senior Citizens Centres - Facilities Development Plan</b>	<b>\$60,000</b>
All Wards	The final report, 'Carrington Park Activity Centre Scoping Analysis Report' has been received.	
<b>853</b>	<b>Aimee Seebeck Hall, Amenities Design</b>	<b>\$20,000</b>
Taylor	Project completed.	
<b>854</b>	<b>Knox Community Gardens/Vineyard Pergola Upgrade</b>	<b>\$10,000</b>
Dinsdale	Knox Community Gardens Group informed Council officers that the upgrade to the pergola is no longer required.	
<b>860</b>	<b>Bergins Road, Rowville - Fowler Road to Kalimna Court Footpath</b>	<b>\$125,000</b>
Taylor	Project completed.	
<b>862</b>	<b>Burwood Highway Shared Path - Traydal Close to Knox School</b>	<b>\$137,900</b>
Collier	Tree trunks have been removed. Works contractor being arranged.	

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
<b>866</b>	<b>Ferntree Gully Village Square - Masterplan Implementation</b>	<b>\$183,585</b>
Dobson	On hold. Design subject to future development plans at the site, following Council purchase of adjoining land.	
<b>867</b>	<b>Knox Regional Netball Centre, Ferntree Gully - Masterplan</b>	<b>\$131,872</b>
Dobson	Consultants currently updating Feasibility Study in regard to the next steps in the development of the masterplan, including additional information as requested by Council. Expecting an updated report by early April.	
<b>868</b>	<b>H V Jones, Ferntree Gully Masterplan Implementation</b>	<b>\$143,000</b>
Friberg	Consultants to refine initial draft masterplan, following comments from Council officers.	
<b>869</b>	<b>Gilbert Park, Knoxfield - Masterplan Review</b>	<b>\$177,000</b>
Friberg	Draft masterplan is being updated with minor edits as required.	
<b>871</b>	<b>Energy Performance Audit for Community Buildings</b>	<b>\$418,636</b>
All Wards	A draft Detailed Facility Study outlining the energy saving opportunities across the seven facilities has been delivered for user group feedback.	
<b>874</b>	<b>Fulham Road, Rowville Reconstruction</b>	<b>\$125,000</b>
Tirhatuan	Design and review completed. Consultation with Stud Park Centre Management and retirement village has occurred. Letters to be sent over April advising stakeholders of Council plans to undertake construction activity as night-works. Plan to seek quotes from late March with construction planned from mid-late April, to enable use of overlapping funds so as to complete works as one continuous contract package in July.	
<b>875</b>	<b>Parkhurst Drive, Knoxfield Reconstruction</b>	<b>\$120,000</b>
Dinsdale	Detailed design nearing completion with design review to follow. It is proposed to carry forward the funding for this project to next financial year and package with the remaining two (2) stages as one tender. Construction planned for around March 2019 to enable use of overlapping funds so as to complete total necessary works as one contract early in 2019/20.	
<b>876</b>	<b>Eastgate Court, Wantirna South Reconstruction</b>	<b>\$295,000</b>
Dinsdale	Contractor appointed with construction expected to commence from early April.	
<b>877</b>	<b>Rosehill Street, Scoresby Reconstruction</b>	<b>\$530,000</b>
Tirhatuan	Contractor appointed and possession of site to be provided on approval of contract documentation. Commencement of construction works delayed with works now anticipated to commence around after Easter and be completed by June.	
<b>878</b>	<b>Alma Avenue, Ferntree Gully Reconstruction</b>	<b>\$330,000</b>
Dobson	Contract packaged with Winwood Drive and Helene Court projects. Contract works completed in Helene Court and works now well underway with Winwood Drive. This is to be followed up with Alma Avenue works which are anticipated to be completed by June.	
<b>879</b>	<b>Winwood Drive, Ferntree Gully Reconstruction</b>	<b>\$398,000</b>
Dobson	Contract packaged with Alma Avenue and Helene Court projects. Contract works completed in Helene Court and works now well underway with Winwood Drive with kerb & channel and footpath works on south side completed and north side now well underway. This is to be followed up with Alma Avenue works.	

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
<b>880</b>	<b>Helene Court, Boronia Reconstruction</b>	<b>\$337,000</b>
Chandler	Contract packaged with Winwood Drive and Alma Avenue projects. Contract works completed in Helene Court with Winwood Drive well underway and Alma Avenue works to follow around April.	
<b>884</b>	<b>Glenfern Road Footpath - Burwood Highway to Brenock Park Drive</b>	<b>\$36,961</b>
Dobson	Project completed.	
<b>886</b>	<b>Schultz Reserve - Internal Pavilion Upgrades (Female Friendly)</b>	<b>\$100,000</b>
Collier	Construction expected to commence in early April.	
<b>888</b>	<b>Batterham Reserve Floodlighting Upgrade</b>	<b>\$200,000</b>
Chandler	Works have commenced with completion expected early-mid May.	
<b>889</b>	<b>Wally Tew Reserve Floodlighting Upgrade</b>	<b>\$200,000</b>
Dobson	Light poles and fittings have been installed and initial focusing completed. Final testing of lights to be undertaken in early April.	
<b>891</b>	<b>Henderson Road Bridge - Preconstruction</b>	<b>\$545,900</b>
Friberg	Concept design was submitted to Melbourne Water and a meeting subsequently held with them to discuss their concerns. Melbourne Water requirements have changed significantly in the last few years. Consultants are currently working on the concept design to address Melbourne Water concerns.	
<b>907</b>	<b>JW Manson Reserve WSUD - Construction</b>	<b>\$240,793</b>
Collier	An acquisition value has been negotiated between Council and VicRoads. Funding by Melbourne Water for this project will cover the acquisition cost. The timeframe for the delivery of this project has been affected by these discussions. Works will commence once the agreement is finalised.	
<b>923</b>	<b>679 Boronia Road - Service Road, Wantirna - Reconstruction</b>	<b>\$10,000</b>
Collier	Project deferred indefinitely to allow for scoping and complex title investigations.	
<b>924</b>	<b>Cherrington Square, Wantirna - Design</b>	<b>\$15,000</b>
Collier	Survey completed and design underway.	
<b>925</b>	<b>1101 Burwood Hwy, Ferntree Gully - Design</b>	<b>\$5,000</b>
Dobson	Survey, design and estimate completed.	
<b>926</b>	<b>Windermere Drive, Ferntree Gully - Design</b>	<b>\$25,000</b>
Friberg	Detailed design approximately 85% complete.	
<b>927</b>	<b>Selman Avenue, Ferntree Gully - Design</b>	<b>\$30,000</b>
Dobson	Design completed with design review to follow.	
<b>928</b>	<b>Barmah Drive, Wantirna - Design</b>	<b>\$5,000</b>
Collier	Geotech and survey completed and design underway.	
<b>929</b>	<b>Albert Avenue, Boronia - Design</b>	<b>\$55,000</b>
Chandler	Geotechnical report, survey and design completed with design review to follow.	
<b>930</b>	<b>Forest Road, Ferntree Gully - Design</b>	<b>\$40,000</b>
Dobson	Survey completed and detailed design has commenced.	

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
931 Dobson	<b>Underwood Road, Ferntree Gully - Design</b> Design & estimate completed.	<b>\$30,000</b>
932 Dobson	<b>Burwood Highway - service road, Ferntree Gully - Design (1)</b> Geotech investigation and survey completed and detailed design underway.	<b>\$10,000</b>
933 Dobson	<b>Burwood Highway - service road, Ferntree Gully - Design (2)</b> Geotech investigation and survey completed with detailed design to follow.	<b>\$5,000</b>
934 Friberg	<b>Sheraton Cres, Ferntree Gully - Design</b> Geotech investigation completed, survey underway and detailed design to follow.	<b>\$20,000</b>
935 Tirhatuan	<b>Scoresby (Exner) Reserve - Tennis Court Renewals</b> Contractor appointed and works delayed and timed to commence once carpark works are sufficiently advanced and close to completion. Anticipate construction to commence 23 April.	<b>\$250,000</b>
936 Friberg	<b>Carrington Park Reserve - Tennis Court Renewals</b> Survey completed and design underway. Confirmation of scope of works to be discussed internally with departments and Director Engineering & Infrastructure. This will impact extent of design works and construction timing.	<b>\$155,000</b>
937 Dobson	<b>Kings Park Baseball Diamond - Safety Fencing</b> Works have been on hold since November. Club is still considering the appropriate design for cages.	<b>\$60,000</b>
938 Dobson	<b>Kings Park Reserve - Drainage Renewal Works Oval #1</b> Project completed.	<b>\$150,000</b>
939 Chandler	<b>Millers Reserve - Oval Renewal - Design</b> Drawings in draft stages.	<b>\$15,000</b>
940 Dobson	<b>Wally Tew Reserve - Cricket net renewals - Design</b> Survey planned for April with detailed design to follow.	<b>\$10,000</b>
941 Dobson	<b>Knox Regional Netball Centre - Court Renewals</b> 1. Two northern courts have been resurfaced as scheduled; 2. Eastern-most courts: Extensive internal consultation undertaken. Sports surface consultant has completed pavement detailed design with treatment required. Estimate, design & documentation for eastern most courts and run-off areas on southern most courts submitted to Parks to allow business case to be established for future construction funding.	<b>\$20,000</b>
942 All Wards	<b>Tree Management</b> Works to be carried out as required.	<b>\$100,000</b>
943 All Wards	<b>Early Years Security Keypads</b> Projects have been quoted. Installation is expected to commence April school holidays.	<b>\$30,000</b>
944 Dinsdale	<b>Knox Central (Operations Centre Relocation)</b> Design development works are progressing. Consultation has just been completed with Operations staff regarding schematic plans. Aiming for detailed design completion July 2018. Remediation and assessment works (relating to contaminated soil at current Centre) have commenced on site in conjunction with an independent environmental auditor.	<b>\$500,000</b>



Project Number	Project Name	Total Approved Budget
945	<b>ICT - Website Redevelopment (Part of Project 787)</b> All Wards Initial planning completed tender to be opened early April.	\$824,500
946	<b>Boronia Precinct Planning</b> Baird Transport study has been delayed and will run beyond the current financial year. Stage 1 has been completed and further resource cost will be incurred throughout stage 2 Strategy Development.	\$390,000
947	<b>Knox Skate &amp; BMX Park - New Youth Pavilion</b> Friberg Concept design and cost plan will be prepared for 2018/19 SRV application. Project scheduled to commence in April.	\$75,000
948	<b>Modular Building Program (Modern Construction Systems)</b> All Wards Batterham and Knox Gardens tender submissions have been assessed with Contractor expected to be appointed by early April.	\$550,000
949	<b>The Basin Neighbourhood House Redevelopment at The Basin Primary School</b> Chandler Progressed establishing an agreed list of fittings, furniture and equipment with a view to finalise by end of June.	\$500,000
950	<b>Family &amp; Children's Services Buildings &amp; Facilities</b> All Wards Alice Johnson Preschool Bathroom upgrade works are complete.	\$270,000
951	<b>Community Toilet Replacement Program</b> All Wards Tender submissions have been assessed with Contractor expected to be appointed by early April.	\$220,000
952	<b>HV Jones Reserve Floodlighting Upgrade</b> Friberg Underground boring has been completed and footings poured. Lighting towers to be erected April. Power upgrade works (and associated cabling/panel upgrades) have also commenced.	\$250,000
953	<b>Schultz Reserve - New Floodlighting</b> Collier Quotes have been received and are currently being assessed with view to appoint contractor by early April.	\$150,000
954	<b>Knox BMX Track - New Storage &amp; Start Gate Structure</b> Friberg The proposed designs are being revised to reduce the scope of works. The initial cost estimates are higher than the allocated funds. The revised documentation will be completed by early April.	\$200,000
955	<b>Gilbert Park Skate Park Lighting</b> Friberg Project completed.	\$25,000
956	<b>Knox Athletics Track - Discus Cage Upgrade</b> Friberg Detailed design completed. Scope and plans have been altered to suit amended budget with Club in agreement. Project to be packaged with Hammer-throw cage with tenders advertised from 21 March and closing 17 April. Athletics Club have requested construction be delayed until the period 6 June to 20 July.	\$75,000
957	<b>Kings Park - New Floodlighting (Oval 2) - Design</b> Dobson Project completed.	\$2,000

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
958 Taylor	<b>Liberty Avenue Reserve - New Floodlighting - Design</b> Project completed.	<b>\$2,000</b>
959 Taylor	<b>Rowville Community Centre - Lighting Upgrade</b> Project currently being quoted with contractor to be appointed by early April.	<b>\$50,000</b>
960 Dobson	<b>Knox Regional Netball Centre Improvements to Outdoor Amenities</b> Works expected to be completed by early April.	<b>\$150,000</b>
961 Dobson	<b>Knox Regional Netball Centre Floodlight Outdoor Courts 5 to 8</b> The project is on hold. Waiting for revised masterplan from Leisure Services and Open Space & Landscape team.	<b>\$200,000</b>
962 Scott	<b>Knox Regional Sports Park Signage</b> Concept design is completed. New location has been confirmed. Awaiting authority consent and update to concept design to proceed to request for quotation.	<b>\$130,000</b>
963 All Wards	<b>Family &amp; Children Services - Site Master Plans - Stages 1 &amp; 2</b> Remaining feature site plans to be completed by end of April.	<b>\$50,000</b>
964 All Wards	<b>Relocate Preschool Bag Lockers</b> Mariemont Preschool has been completed. Remaining works to be undertaken over the April school holidays.	<b>\$32,000</b>
965 Collier	<b>Billoo Park Preschool - Toilet and Storage Upgrade Design</b> Project to be placed on hold until the childcare has relocated to the new Hub and then revisit the facility to scope works.	<b>\$10,000</b>
966 Friberg	<b>Alexander Magit Preschool - Verandah Replacement Design</b> Concept design has commenced with an expected completion by early April.	<b>\$10,000</b>
967 Chandler	<b>Goodwin Estate Preschool - Verandah Replacement Design</b> Concept design has commenced with expected completion by mid-April.	<b>\$10,000</b>
968 Collier	<b>Flamingo Preschool - Verandah Replacement Design</b> Concept design completed.	<b>\$10,000</b>
969 Dinsdale	<b>Orana Neighbourhood House Kitchen Upgrade</b> Project has proceeded to design phase. Design completion expected by early April.	<b>\$5,000</b>
970 Dinsdale	<b>Bayswater Scout Hall at Marie Wallace</b> Awaiting scoping/funding information.	<b>\$150,000</b>
971 Chandler	<b>Mountain Highway, The Basin Footpath (Basin Primary School)</b> Project completed.	<b>\$10,000</b>
972 Chandler	<b>Mountain Highway, The Basin Footpath (Dorrigo Drive)</b> Project completed.	<b>\$40,000</b>
973 Chandler	<b>Mountain Highway, The Basin Footpath (Wicks Road and Basin Shops)</b> Contractor appointed and construction works has begun.	<b>\$340,000</b>

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
<b>974</b>	<b>Bergins Road right turn lane</b>	<b>\$150,000</b>
Taylor	Construction works completed ahead of schedule with practical completion inspection to follow.	
<b>975</b>	<b>Function Rooms - Audio/Video Upgrade</b>	<b>\$150,000</b>
All Wards	Upgrades to Meeting Rooms 1 & 2 on track.	
<b>976</b>	<b>HR System Enhancements</b>	<b>\$117,400</b>
All Wards	Business case development continuing.	
<b>977</b>	<b>Pathway Online Applications / Permits / Registrations</b>	<b>\$127,000</b>
All Wards	Number of application types are ready for deployment, awaiting business readiness. Scoping underway.	
<b>978</b>	<b>Microsoft Exchange Upgrade</b>	<b>\$50,000</b>
All Wards	Project completed.	
<b>979</b>	<b>GIS Phase 3</b>	<b>\$200,000</b>
All Wards	3D GIS development underway. Preparing scope/RFQ for VicMap data migration project expected to commence in April to June.	
<b>981</b>	<b>Applications Support - Mobile Computing &amp; Information Integrity (EFT) (2018/9)</b>	<b>\$90,000</b>
All Wards	Project to be undertaken in 2018/19.	
<b>982</b>	<b>Anne Road, Knoxfield LATM</b>	<b>\$10,000</b>
Friberg	Preparing initial consultation letter.	
<b>983</b>	<b>Stewart Street LATM</b>	<b>\$90,000</b>
Chandler	Preliminary design plan received from consultant. Second consultation letter sent to residents advising them of the proposed concept plan.	
<b>984</b>	<b>Napoleon Road, Lysterfield Shared Path</b>	<b>\$200,000</b>
Taylor	Preliminary plan received from consultant. Approval for alignment now being sought from VicRoads.	
<b>985</b>	<b>Napoleon Road, Lysterfield, Shared Path 4 - Design</b>	<b>\$10,000</b>
Taylor	Survey completed and scope confirmed between Catalpa Close & Bus-stop on Napoleon Road. Detailed design completed with design review to follow.	
<b>986</b>	<b>Boronia Road Activity Centre Bike Parking</b>	<b>\$1,500</b>
Baird	Project completed.	
<b>987</b>	<b>Wayfinding Signage for Cyclists</b>	<b>\$5,000</b>
All Wards	Plans with contractor to supply and install signage on site.	
<b>988</b>	<b>Marie Wallace Bicycle Repair Station</b>	<b>\$3,000</b>
Dinsdale	Project completed.	
<b>989</b>	<b>George Street, Scoresby Bicycle Improvements</b>	<b>\$139,000</b>
Scott	Construction of Stage 2 has commenced. Works are currently being undertaken.	
<b>990</b>	<b>Tyner Rd, Wantirna South New School Crossing</b>	<b>\$28,000</b>
Scott	Project completed.	

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
991 Tirhatuan	<b>Wellington Road, Rowville Footpath Connection</b> Path construction completed.	<b>\$40,000</b>
992 Friberg	<b>Karoo Rd, Rowville Footpath Connection</b> Project completed.	<b>\$25,000</b>
993 Tirhatuan	<b>Ferntree Gully Road, Scoresby Footpath Connection</b> Feature survey completed and licensed surveyor has confirmed title boundary. Design completed with design review underway.	<b>\$10,000</b>
994 Baird	<b>Picketts Reserve, Ferntree Gully Masterplan Implementation</b> Works completed.	<b>\$100,000</b>
995 Taylor	<b>Peregrine Reserve, Rowville - Masterplan</b> Following feedback on the draft masterplan, officers to facilitate a meeting at Council to discuss the draft masterplan further with local residents.	<b>\$45,000</b>
996 Tirhatuan	<b>Arcadia Reserve, Rowville - Masterplan</b> Contractors have been engaged - works scheduled to commence on site after Easter to avoid playground disturbance during the school holidays.	<b>\$100,000</b>
997 Scott	<b>Llewellyn Reserve, Wantirna South - Masterplan</b> Indigenous planting to disturbed area north of site, embankment planting and entry planting to commence in autumn. Currently seeking quotes for new entry signage and relocation of fencing/gates.	<b>\$100,000</b>
998 Collier	<b>Templeton Reserve, Wantirna - Masterplan</b> Contract works completed. An extension of the original scope priced and approved. Contractor expects to undertake verandah extension works from 27 March and be completed by mid-April.	<b>\$170,000</b>
999 Dinsdale	<b>Lewis Park, Wantirna South - Masterplan</b> Initial consultation with agency and stakeholders has commenced. Officers are also currently seeking broader public consultation and input via facebook, Council's website and an online survey.	<b>\$200,000</b>
1000 Tirhatuan	<b>Stud Park Reserve, Rowville - Masterplan</b> Detailed design and documentation scheduled to commence in April.	<b>\$40,000</b>
1001 Tirhatuan	<b>Scoresby Village Reserve - Masterplan</b> Design stage scheduled to commence in April.	<b>\$20,000</b>
1002 Scott	<b>RD Egan Lee Reserve, Knoxfield</b> Consultants undertaking edits to develop the draft masterplan.	<b>\$45,000</b>
1003 Collier	<b>Wantirna Reserve - Masterplan</b> Initial consultation phase is now complete. Consultants have prepared a draft masterplan, however this is on hold until Council have a resolution with Parks Victoria and then can proceed with public consultation on the draft masterplan.	<b>\$50,000</b>
1004 Friberg	<b>Knox Park, Knoxfield - Relocation of Playground</b> Project completed.	<b>\$20,000</b>

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
<b>1005</b>	<b>Neighbourhood Green Streets</b>	<b>\$50,000</b>
All Wards	Open Space to prepare sketch plans for planting. Planting to commence in mid-late autumn depending on weather conditions.	
<b>1006</b>	<b>Bush Boulevards</b>	<b>\$50,000</b>
All Wards	Open Space to prepare sketch plans for planting including rocks, logs to restrict parking where required. Planting to commence in mid-late autumn depending on weather conditions.	
<b>1007</b>	<b>Koolunga Reserve (Catchment 910) - Feasibility</b>	<b>\$50,000</b>
Dobson	Survey and an investigation of the existing drainage has been completed. A detailed tree assessment has been undertaken. Final concept design currently underway.	
<b>1008</b>	<b>Mont Albert to Forest Roads (catchment 910) - Feasibility</b>	<b>\$20,000</b>
Dobson	Results have been delayed by the consultant. However, preliminary results have been promising, with the potential of the project to reduce the likelihood of flooding for over 180 properties within Knox. A stakeholder meeting is being organized for April/May to discuss the specifics of the project.	
<b>1009</b>	<b>Talking Tanks Initiative - Flood Protection</b>	<b>\$30,000</b>
All Wards	Initial feasibility modelling looked at two catchments; applied a 3 tanks per property scenario; with a 30% uptake. Results were less than favourable using private land solely. A variation to the project scope was agreed (late December) to investigate below ground storages to contain excess flood volumes (combination of above and below ground solutions). A desktop analysis is currently underway and if results are positive, these will be applied to solution options going forward. This project is co-funded by South East Water.	
<b>1010</b>	<b>Dam Condition Audit &amp; Concept Design Solutions</b>	<b>\$50,000</b>
All Wards	An internal review found that the additional retarding basins within the municipality do not meet the ANCOLD definition of a large dam and thus no dam condition audits are required at these sites.	
<b>1011</b>	<b>The Basin Triangle Public Toilet - Installation of Change Table</b>	<b>\$3,500</b>
Dobson	Project completed.	
<b>1013</b>	<b>Marie Wallace Bayswater Solar Panel Installation</b>	<b>\$40,910</b>
Dinsdale	Project completed.	
<b>1014</b>	<b>Batterham Reserve Solar Panel Installation</b>	<b>\$9,091</b>
Chandler	Project completed.	
<b>1015</b>	<b>Tormore Reserve Solar Panel Installation</b>	<b>\$40,910</b>
Baird	Project completed.	
<b>1016</b>	<b>Kings Park Solar Panel Installation</b>	<b>\$9,091</b>
Dobson	Building permit has been lodged by the club for the verandah project. Works expected to commence soon. It's likely the solar panels won't be installed until mid-2018.	
<b>1024</b>	<b>ICT - Information architecture design and planning (Part of Project 813) (2018/9)</b>	<b>\$150,000</b>
All Wards	Project to be undertaken in 2018/19.	
<b>1025</b>	<b>ICT - Pathway Smartclient implementation (Part of Project 815)</b>	<b>\$100,000</b>
All Wards	Funds migrated to project 815.	

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
<b>1026</b>	<b>ICT - DRP Update and full test (Part of Project 818)</b>	<b>\$140,000</b>
All Wards	IT resources established at tested at NextDC (Data Recovery Centre). Full Disaster Recovery test to be conducted mid-2018.	
<b>1027</b>	<b>Integrated Agenda &amp; Minutes Management system</b>	<b>\$80,000</b>
All Wards	Project is underway. A meeting with the Knox Project team and the Vendor is to occur in early April.	
<b>1028</b>	<b>ICT - Microsoft Sharepoint Upgrade (Part of Project 827) (2018/9)</b>	<b>\$415,000</b>
All Wards	Project to be undertaken in 2018/19.	
<b>1029</b>	<b>ICT - iChris - Chris21 upgrade (Part of Project 976)</b>	<b>\$50,000</b>
All Wards	Awaiting prioritization and scheduling.	
<b>1030</b>	<b>ICT - Microsoft Exchange Upgrade (Part of Project 978)</b>	<b>\$100,000</b>
All Wards	Project completed.	
<b>1031</b>	<b>ICT - Data Integration - Spatial (2018/9)</b>	<b>\$70,000</b>
All Wards	Project to be undertaken in 2018/19.	
<b>1032</b>	<b>ICT - CRM Citizen Portal for Web</b>	<b>\$65,000</b>
All Wards	Awaiting prioritization and scheduling.	
<b>1033</b>	<b>ICT - CMS Integration and Portal (2018/9)</b>	<b>\$160,000</b>
All Wards	Project to be undertaken in 2018/19.	
<b>1034</b>	<b>ICT - CRM Pilot, Enterprise Solution</b>	<b>\$1,100,000</b>
All Wards	Awaiting prioritization and scheduling.	
<b>1035</b>	<b>ICT - Payment Gateway</b>	<b>\$150,000</b>
All Wards	Awaiting prioritization and scheduling.	
<b>1036</b>	<b>ICT - HR System Enhancements</b>	<b>\$300,000</b>
All Wards	Awaiting prioritization and scheduling.	
<b>1037</b>	<b>ICT - Key Project Initiation Documentation</b>	<b>\$145,500</b>
All Wards	Project completed.	
<b>1038</b>	<b>ICT - Business Strategy and Benefits Identification</b>	<b>\$75,000</b>
All Wards	Project completed.	
<b>1039</b>	<b>ICT - IT Network Security Evaluation and Upgrade (2018/9)</b>	<b>\$554,000</b>
All Wards	Project to be undertaken in 2018/19.	
<b>1040</b>	<b>Dandenong Creek Amenity Improvements</b>	<b>\$70,800</b>
All Wards	Site maps for quoting purposes are currently being prepared. Works to be implemented following Melbourne Water daylighting of Dandenong Creek.	
<b>1041</b>	<b>11 Nathan Street, Ferntree Gully - Flood Mitigation</b>	<b>\$97,000</b>
Dobson	Feedback on the draft detailed design has been received from the Project Delivery team. The final detailed design is now underway, incorporating the comments received.	

<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved Budget</b>
<b>1045</b> Scott	<b>Egan Lee Reserve - Pavilion Upgrades (Female Friendly)</b> Application to SRV was successful. Council has secured \$100,000 for this project.	<b>\$3,000</b>
<b>1046</b> Tirhatuan	<b>Scoresby Recreation Reserve - Pavilion Lift Installation</b> Project completed.	<b>\$70,000</b>
<b>1047</b> Chandler	<b>Colchester Reserve Safety Fencing</b> Project completed.	<b>\$5,800</b>
<b>1052</b> Dobson	<b>Coonara House Solar Panels</b> Project completed.	<b>\$13,636</b>
<b>1053</b>	<b>Eildon Park - New Shade Structure</b> Project completed.	<b>\$10,000</b>
<b>1054</b> Scott	<b>Knox Regional Sports Park - Masterplan</b> Additional masterplan option being prepared and will be considered by Council at the April Council meeting.	<b>\$150,000</b>
<b>1063</b> Dinsdale	<b>Sasses Reserve Safety Fencing</b> Project completed.	<b>\$15,500</b>
<b>1068</b> Taylor	<b>Rowville Recreation Reserve - Multipurpose Community Workshop</b> The feature survey of the proposed site completed to assist with the sketch concept development of the multipurpose community workshop. Site analysis and investigation undertaken to investigate feasibility of all the required services for the community workshop space.	<b>\$350,000</b>
<b>Total:</b>		<b>\$93,794,462</b>

**ALL WARDS****11.2 ASSEMBLIES OF COUNCILLORS**

**SUMMARY:** *Governance Advisor (Rodney McKail)*

*This report provides details of Assembly of Councillors established under section 80A of the Local Government Act as required under section 80A(2) of the Act.*

**RECOMMENDATION**

That Council

1. Note the written record of Assemblies of Councillors as attached to this report.
2. Incorporate the records of the Assemblies into the minutes of the meeting.

**1. INTRODUCTION**

Under section 80A(2) of the Local Government Act, the Chief Executive Officer must present a written record of an Assembly of Councillors to an ordinary meeting of Council as soon as practicable after an Assembly occurs. This written record is required to be incorporated into the minutes of the meeting.

Details of Assemblies of Councillors that have occurred up to Sunday 8 April 2018 are attached to this report.

**Report Prepared By:** *Governance Advisor  
(Rodney McKail)*

**Report Authorised By:** *Director – Corporate Services  
(Michael Fromberg)*



## Record of Assembly of Councillors

(Section 80A Local Government Act)

### Complete this Section

**Date of Assembly:** 13/3/2018

**Name of Committee or Group (if applicable):** Reconvened Committee of Council following Submissions Hearing

**Time Meeting Commenced:** 5.00pm

**Name of Councillors Attending:**

Cr John Mortimore, Mayor

Cr Jake Keogh, Deputy Mayor

Cr Darren Pearce

**Name of Members of Council Staff Attending:**

Kerry Stubbings

Angela Mitchell

Angela Kostarakis

**Matters Considered:**

Reconvened Meeting following Submissions Hearing (22/1/18) – Notice of intention to lease 72 Francis Crescent, Ferntree Gully

**Any conflict of interest disclosures made by a Councillor attending: \*Nil**

Name	Disclosure (refer front of form)	Relevant Matter	Left Assembly **
			Yes/No
			Yes/No
			Yes/No

**Name of Person Completing Record:** Angela Mitchell

\* Note: A Councillor making a disclosure must (80A(3)) make a disclosure under s79 and complete a Disclosure of Conflict of Interest Form.

\*\* Councillor disclosing to an assembly that he or she has a conflict of interest must leave the assembly prior to the matter being discussed and not return until the item has been considered.

[Complete this Section](#)

**Date of Assembly:** 13/3/2018

**Name of Committee or Group (if applicable):** Special Issues Briefing

**Time Meeting Commenced:** 6.30pm

**Name of Councillors Attending:** Cr Adam Gill

Cr John Mortimore, Mayor Cr Tony Holland

Cr Jake Keogh, Deputy Mayor Cr Lisa Cooper

Cr Peter Lockwood Cr Darren Pearce

Cr Jackson Taylor Cr Nicole Seymour

**Name of Members of Council Staff Attending:**

Tony Doyle Andrew Dowling

Michael Fromberg Dale Monk

Paul Dickie Matthew Hanrahan

Kerry Stubbings

Ian Bell

**Matters Considered:**

1. Licence with Knox Basketball Inc for the State Basketball Centre

2. Budget Workshop Welcome and Setting the Scene

3. 2018-19 Rating Strategy

4. 2018-19 Capital Works Program

5. Major Projects

**Any conflict of interest disclosures made by a Councillor attending: \*Nil**

Name	Disclosure (refer front of form)	Relevant Matter	Left Assembly **
			Yes/No
			Yes/No
			Yes/No

**Name of Person Completing Record:** Rod McKail

\* Note: A Councillor making a disclosure must (80A(3)) make a disclosure under s79 and complete a Disclosure of Conflict of Interest Form.

\*\* Councillor disclosing to an assembly that he or she has a conflict of interest must leave the assembly prior to the matter being discussed and not return until the item has been considered.

[Complete this Section](#)

**Date of Assembly:** 19/3/2018

**Name of Committee or Group (if applicable):** Special Issues Briefing

**Time Meeting Commenced:** 6.32pm

**Name of Councillors Attending:**

Cr John Mortimore, Mayor	Cr Adam Gill (from 6.43pm)
Cr Jake Keogh, Deputy Mayor (from 7.55pm)	Cr Tony Holland
Cr Peter Lockwood	Cr Lisa Cooper
Cr Jackson Taylor	Cr Darren Pearce

**Name of Members of Council Staff Attending:**

Tony Doyle	Andrea Szymanski (Item 1)
Michael Fromberg	Tanya Clark (Item 2)
Paul Dickie	David Yeouart (Item 2)
Kerry Stubbings	Yvonne Rust (Item 2)
Ian Bell	Judy Chalkley (Item 3)
Rod McKail	Sam Stanton (Item 4)
Andrew Dowling	Donna Hillier (Item 5)

**Matters Considered:**

1. Water Play Park Feasibility Investigation
2. Boronia Renewal Project – Stage 1 Key Directions Report
3. HACC Program for Younger People/NDIS Transition Update
4. Changing the Support Model in People Performance to Achieve Transformation
5. Knox Communication Plan
6. Draft Meeting Procedure and Use of Common Seal Local Law
7. Forward Report Schedule

**Any conflict of interest disclosures made by a Councillor attending: \* Nil**

Name	Disclosure (refer front of form)	Relevant Matter	Left Assembly **
			Yes/No
			Yes/No

**Name of Person Completing Record:** Rod McKail

\* Note: A Councillor making a disclosure must (80A(3)) make a disclosure under s79 and complete a Disclosure of Conflict of Interest Form.

\*\* Councillor disclosing to an assembly that he or she has a conflict of interest must leave the assembly prior to the matter being discussed and not return until the item has been considered.

[Complete this Section](#)

**Date of Assembly:** 20/3/2018

**Name of Committee or Group (if applicable):** Planning Consultative Committee

**Time Meeting Commenced:** 6.00pm

**Name of Councillors Attending:**

Cr Lisa Cooper

Cr Darren Pearce

**Name of Members of Council Staff Attending:**

Peter Steele

Katherine Walker

Nancy Neil

**Matters Considered:**

Planning Application P/2017/6626 affecting land at 62 Bunnett Road, Ferntree Gully for the development of the land for 32 double storey dwellings and four single storey dwellings (total of 36 dwellings) and variation to drainage, sewerage and carriageway easement.

**Any conflict of interest disclosures made by a Councillor attending: \* Nil**

Name	Disclosure (refer front of form)	Relevant Matter	Left Assembly **
			Yes/No
			Yes/No
			Yes/No

**Name of Person Completing Record:** Katherine Walker

\* Note: A Councillor making a disclosure must (80A(3)) make a disclosure under s79 and complete a Disclosure of Conflict of Interest Form.

\*\* Councillor disclosing to an assembly that he or she has a conflict of interest must leave the assembly prior to the matter being discussed and not return until the item has been considered.

[Complete this Section](#)

**Date of Assembly:** 23/3/2018

**Name of Committee or Group (if applicable):** Leadership Weekend 2018

**Time Meeting Commenced:** 9.00am

**Name of Councillors Attending:** Cr Adam Gill

Cr John Mortimore, Mayor Cr Tony Holland

Cr Jake Keogh, Deputy Mayor Cr Lisa Cooper

Cr Peter Lockwood Cr Darren Pearce

Cr Jackson Taylor (from 10.30am) Cr Nicole Seymour

**Name of Members of Council Staff Attending:**

Tony Doyle Dale Monk

Ian Bell Matt Hanrahan

Paul Dickie

Michael Fromberg

Kerry Stubbings

**Matters Considered:**

1. Budget
  - Rating Strategy
  - Business Cases
  - Capital Works
2. Reconfirm Budget/Long Term Financial Forecast

**Any conflict of interest disclosures made by a Councillor attending: \* Nil**

Name	Disclosure (refer front of form)	Relevant Matter	Left Assembly **
			Yes/No
			Yes/No

**Name of Person Completing Record:** Dale Monk

\* Note: A Councillor making a disclosure must (80A(3)) make a disclosure under s79 and complete a Disclosure of Conflict of Interest Form.

\*\* Councillor disclosing to an assembly that he or she has a conflict of interest must leave the assembly prior to the matter being discussed and not return until the item has been considered.

## Complete this Section

**Date of Assembly:** 24/3/2018

**Name of Committee or Group (if applicable):** Leadership Weekend 2018

**Time Meeting Commenced:** 9.00am

**Name of Councillors Attending:**

Cr Adam Gill	Cr Adam Gill
Cr John Mortimore, Mayor	Cr Tony Holland
Cr Jake Keogh, Deputy Mayor	Cr Lisa Cooper
Cr Peter Lockwood	Cr Darren Pearce
Cr Jackson Taylor	Cr Nicole Seymour

**Name of Members of Council Staff Attending:**

Tony Doyle Dale Monk

Ian Bell

Paul Dickie

Michael Fromberg

Kerry Stubbings

**Matters Considered:**

1. EMT Business Plan
  - EMT Business Plan Overview
  - Lean
  - ICT

**Any conflict of interest disclosures made by a Councillor attending: \* Nil**

Name	Disclosure (refer front of form)	Relevant Matter	Left Assembly **
			Yes/No
			Yes/No

**Name of Person Completing Record:** Dale Monk

\* Note: A Councillor making a disclosure must (80A(3)) make a disclosure under s79 and complete a Disclosure of Conflict of Interest Form.

\*\* Councillor disclosing to an assembly that he or she has a conflict of interest must leave the assembly prior to the matter being discussed and not return until the item has been considered.

## Complete this Section

Date of Assembly: 29/3/2018

Name of Committee or Group (if applicable): Knox Community Safety, Health and Wellbeing Advisory Committee

Time Meeting Commenced: 9.30 am

## Name of Councillors Attending:

Cr John Mortimore, Mayor

Cr Jackson Taylor

## Name of Members of Council Staff Attending:

Lisette Pine

Tony Justice

## Matters Considered:

1. Confirmation of Previous Minutes
2. Business Arising from Previous Meeting
  - Proposal for Mental Health Working Group
  - Recruitment Process and Timeline for New Committee
3. Items for Discussion
  - Alcohol Harm Minimisation and Family Support
  - Advisory Committee Planning for 2018
  - Funding Opportunities
  - Organisation and Community Member Updates

## Any conflict of interest disclosures made by a Councillor attending: \* Nil

Name	Disclosure (refer front of form)	Relevant Matter	Left Assembly **
			Yes/No
			Yes/No
			Yes/No

Name of Person Completing Record: Mel Roche

\* Note: A Councillor making a disclosure must (80A(3)) make a disclosure under s79 and complete a Disclosure of Conflict of Interest Form.

\*\* Councillor disclosing to an assembly that he or she has a conflict of interest must leave the assembly prior to the matter being discussed and not return until the item has been considered.

**12. MOTIONS FOR WHICH NOTICE HAS PREVIOUSLY BEEN GIVEN****13. SUPPLEMENTARY ITEMS****14. URGENT BUSINESS****14.1 URGENT BUSINESS****14.2 CALL UP ITEMS****15. QUESTIONS WITHOUT NOTICE**