

SUPPLEMENTARY AGENDA



Ordinary Meeting of Council

To be held at the

Civic Centre

511 Burwood Highway

Wantirna South

On

Monday 28 October at 7.00 pm

Order of Business

13 Supplementary Items.....3

 13.1 Ferntree Gully Cemetery Trust Annual Report for the Year Ended 30 June 20193

 13.2 Adoption of Amendment C176knox - Adding Residential Aged Care Facility as a Conditional
 Use for 145 and 153 Bunjil Way, Knoxfield (Waterford Valley)26

Tony Doyle
Chief Executive Officer

13 Supplementary Items

13.1 Ferntree Gully Cemetery Trust Annual Report for the Year Ended 30 June 2019

SUMMARY: Coordinator Governance, Andrew Dowling

The Knox City Council as Trust of the Ferntree Gully Cemetery is required to receive and note relevant statutory documentation pertaining to the 2018-19 financial year operation.

RECOMMENDATION

That Council as the Trustee for the Ferntree Gully Cemetery:

- 1. Receive and note the audited financial statements for the Ferntree Gully Cemetery Trust for the year ended 30 June 2019 (Attachment 1);**
- 2. Receive and note the Independent Auditor's Report to the Trustees of the Ferntree Gully Cemetery Trust (Attachment 2); and**
- 3. Adopt the Abstract of Accounts from the Trust Members of the Ferntree Gully Public Cemetery for the 2018-19 financial year (Attachment 3) for submission to the Department of Health and Human Services.**

1. INTRODUCTION

At the September 2017 Council Meeting, Council resolved to sunset the Ferntree Gully Cemetery Trust Special Committee and revoke the Instrument of Delegation to the Special Committee, and serve directly as the Cemetery Trust.

2. DISCUSSION

The Knox City Council as Trustee for the Ferntree Fully Cemetery is required to receive and note relevant documentation pertaining to the 2018-19 financial year.

The following documentation is provided for consideration and adoption where applicable:

- Audited financial statements for the Ferntree Gully Cemetery Trust for the year ended 30 June 2019 (Attachment 1);
- Independent Auditor's Report to the Trustees of the Ferntree Gully Cemetery Trust (Attachment 2); and
- An Abstract of Accounts from the Trust Members of the Ferntree Gully Public Cemetery for the 2018-19 financial year (Attachment 3) for submission to Department of Health and Human Services.

Rizza Alexander conducted an independent audit of the Ferntree Gully Cemetery Trust Financial Statements 2018-19 in accordance with Australian Auditing Standards, and issued an unqualified audit report, stating:

“In our opinion, the accompanying financial report of Ferntree Gully Cemetery Trust:

(i) Gives a true and fair view of the Trusts financial position as at 30 June 2019 and of its financial performance for the year then ended; and

(ii) Complying with Australian Accounting Standards (including Australian Accounting interpretations). “

The Ferntree Gully Cemetery Trust has a statutory obligation to complete an Abstract of Accounts for the Ferntree Gully Cemetery, pursuant to the *Victorian Cemeteries and Crematoria Act 2003*. The Abstract details a summary of financial operations, Right of Interment and Interment information and a general condition report of the cemetery. The abstract is required to be signed by three trust members, being three Councillors in this instance.

3. CONSULTATION

Nil.

4. ENVIRONMENTAL/AMENITY ISSUES

Nil.

5. FINANCIAL & ECONOMIC IMPLICATIONS

Knox City Council’s Finance Department provides ongoing financial advice and accounting services to the Council in its capacity as Trustee for the cemetery. These services are included in the management fee of \$146,397 payable by the Trust to the Council for the 2018-19 financial year.

The 2018-19 Financial Statements detail that the Ferntree Gully Cemetery operations produced a \$108,546 profit, up from \$65,804 the previous financial year. The increase in profit was due to an \$80,000 grant from the Department of Health and Human Services.

Without incorporating the \$80,000 grant, the profit was \$28,546 which is a decrease of \$37,258 from the previous year. The main reasons for this was the decrease in plot sales due to the exhaustion of available ashes positions for sale.

As at 30 June 2019, the Ferntree Gully Cemetery Trust held \$1,139,573 in cash and cash equivalents, up \$122,454 from the previous financial year. Without incorporating the \$80,000 grant this is an increase in cash and cash equivalents of \$42,454.

Interest earned through investments for the 2018-19 financial year was \$14,441.

Knox City Council’s Governance Unit provides ongoing administrative services and support to Council as the Trustee for the Cemetery.

There were 31 burials (38 burials previous financial year) and 50 ashes interments (45 ashes interments previous financial year) during the 2018-19 financial year.

There were 67 graves, ashes or interment positions available at the conclusion of last financial year and no position are available as of 30 June 2019. Works being undertaken in the first quarter of 2020 will provide 3 new Columbarium Walls incorporating 231 new ashes positions and approximately 50 garden bed niches, creating new revenue generation opportunities.

6. SOCIAL IMPLICATIONS

Nil

7. RELEVANCE TO KNOX COMMUNITY AND COUNCIL PLAN 2017-2021

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

Goal 7 - We are inclusive, feel a sense of belonging and value our identity

Strategy 7.1 - Protect and preserve our local cultural heritage

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.

Author – Coordinator Governance, Andrew Dowling - In providing this advice as the Author, I have no disclosable interests in this report.

Officer Responsible – Director Corporate Services, Michael Fromberg - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

9. CONCLUSION

The Ferntree Gully Cemetery 2018-19 audited financial statements, independent audit report, and Abstract of Accounts are presented to Council for consideration, as Trustee for the Ferntree Gully Cemetery.

10. CONFIDENTIALITY

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

Report Prepared By: Coordinator Governance, Andrew Dowling

Report Authorised By: Director Corporate Services, Michael Fromberg

Attachments

1. Attachment 1 - Audited Financial Statements [**13.1.1** - 13 pages]
2. Attachment 2 - Auditor's Report [**13.1.2** - 2 pages]
3. Attachment 3 - Abstract of Accounts 2018-19 [**13.1.3** - 5 pages]

FERNTREE GULLY CEMETERY TRUST

FINANCIAL STATEMENTS

FOR THE PERIOD ENDED 30 JUNE 2019

FERNTREE GULLY CEMETERY TRUST

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FERNTREE GULLY CEMETERY TRUST
STATEMENT BY THE TRUSTEE

In the opinion of the Trustee of the Ferntree Gully Cemetery Trust:

- 1 (a) The accompanying financial statements are drawn up so as to give a true and fair view of the results and the state of affairs of the Trust at 30 June 2019; and

(b) At the date of this statement, there are reasonable grounds to believe that the Trust will be able to pay its debts as and when they fall due.
- 2 The financial statements have been prepared in accordance with AASB Accounting Standards.

Dated at Wantirna South this _____ day of _____ 2019

Mayor

Councillor

Councillor

FERNTREE GULLY CEMETERY TRUST
COMPREHENSIVE INCOME STATEMENT
 FOR THE YEAR ENDED 30 JUNE 2019

	Note	June 2019 \$	June 2018 \$
Income			
Plot sales	1(c)	120,247	96,274
Burial fees	1(c)	48,285	48,450
Monument fees	1(c)	3,883	3,903
Plaque fees	1(c)	35,542	37,681
Grant income	1(c)	80,000	-
Investment income	1(c)	14,441	15,235
Total income		<u>302,398</u>	<u>201,543</u>
Expenses			
Management fees		146,397	103,355
Plaques		29,156	20,995
Operating costs	2.1(a)	11,053	5,662
Utilities	2.1(b)	79	821
Legal fees	2.1(c)	-	620
Depreciation	2.3	7,167	4,286
Total expenses		<u>193,852</u>	<u>135,739</u>
Profit/(loss) for the year		<u>108,546</u>	<u>65,804</u>
Total comprehensive result		<u>108,546</u>	<u>65,804</u>

The above comprehensive income statement should be read in conjunction with the accompanying notes.

FERNTREE GULLY CEMETERY TRUST**BALANCE SHEET**
AS AT 30 JUNE 2019

	Note	June 2019 \$	June 2018 \$
Assets			
Current assets			
Cash and cash equivalents	3.1(a)	1,139,573	1,017,119
Trade and other receivables	3.1(c)	5,242	14,972
Other financial assets	3.1(b)	-	-
Total current assets		<u>1,144,815</u>	<u>1,032,091</u>
Non-current assets			
Property, plant and equipment	4.1	<u>762,292</u>	<u>750,022</u>
Total non-current assets		<u>762,292</u>	<u>750,022</u>
Total assets		<u>1,907,107</u>	<u>1,782,113</u>
Liabilities			
Current liabilities			
Trade and other payables	3.2(a)	<u>17,322</u>	<u>874</u>
Total current liabilities		<u>17,322</u>	<u>874</u>
Total liabilities		<u>17,322</u>	<u>874</u>
Net assets		<u>1,889,785</u>	<u>1,781,239</u>
Equity			
Accumulated surplus		<u>1,889,785</u>	<u>1,781,239</u>
Total equity		<u>1,889,785</u>	<u>1,781,239</u>

The above balance sheet should be read in conjunction with the accompanying notes.

FERNTREE GULLY CEMETERY TRUST
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2019

	Accumulated surplus	
	June 2019 \$	June 2018 \$
Balance at beginning of the financial year	1,781,239	1,715,435
Comprehensive result	108,546	65,804
Balance at end of the financial year	1,889,785	1,781,239

The above statement of changes in equity should be read with the accompanying notes.

FERNTREE GULLY CEMETERY TRUST

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2019

	Note	June 2019 Inflows/ (Outflows) \$	June 2018 Inflows/ (Outflows) \$
Cash flows from operating activities			
Receipts			
Plot sales		120,362	96,519
Burial fees		53,114	53,295
Plaque fees		39,096	41,449
Monument fees		3,883	3,903
Grants		80,000	-
Interest received		14,569	15,282
Net GST refund		20,664	5,718
		<u>331,688</u>	<u>216,166</u>
Payments			
Payments to suppliers		(189,797)	(156,069)
		<u>(189,797)</u>	<u>(156,069)</u>
Net cash provided by/(used in) operating activities	6.1	<u>141,891</u>	<u>60,097</u>
Cash flows from investing activities			
Payments for property, plant and equipment		(19,437)	(121,512)
Proceeds from disposal of financial assets		-	-
Purchase of financial assets		-	-
		<u>(19,437)</u>	<u>(121,512)</u>
Net increase (decrease) in cash and cash equivalents		122,454	(61,415)
Cash and cash equivalents at beginning of financial year		<u>1,017,119</u>	<u>1,078,534</u>
Cash and cash equivalents at the end of the financial year		<u>1,139,573</u>	<u>1,017,119</u>

The above statement of cash flows should be read with the accompanying notes.

FERNTREE GULLY CEMETERY TRUST

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2019

Overview

Introduction

The Trustee of Ferntree Gully Cemetery is Knox City Council. The sole purpose of the Trust is to administer the Ferntree Gully Cemetery.

Statement of compliance

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows and notes accompanying these financial statements. The general purpose financial report complies with Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board (AASB), the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

Note 1 Significant accounting policies

(a) Basis of accounting

The accrual basis of accounting has been used in the preparation of these financial statements, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

The accounts are prepared under the convention of historical cost, and except where stated do not take in to account current valuations of non-current assets.

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

(b) Going concern

In preparing the financial statements, the Trustees are satisfied that the entity is trading as a going concern. However the Trustees also note that the ability of the entity to continue as a going concern in the long term is uncertain due to the lack of sustainable operating profits or cash flows from core business activities, particularly as all available burial plots and vaults have been sold.

(c) Revenue recognition

Income is recognised when the Trust obtains control of the contribution or the right to receive the contribution, it is probable that the economic benefits comprising the contribution will flow to the Trust, and the amount of the contribution can be measured reliably.

FERNTREE GULLY CEMETERY TRUST

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2019

	June 2019	June 2018
	\$	\$
Note 2 The cost of delivering services		
2. 1 Materials and Services		
(a) Operating costs		
Audit fee	1,650	1,570
Refund pre-purchased plots	8,960	4,007
Maintenance	-	-
Other operating costs	443	85
	11,053	5,662
(b) Utilities		
Telephone	79	821
	79	821
(c) Legal Fees		
Legal	-	620
	-	620
Total material and services	11,132	7,103
2. 2 Depreciation		
Depreciation expense	7,167	4,286
Total depreciation and amortisation	7,167	4,286

FERNTREE GULLY CEMETERY TRUST

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2019

	June 2019 \$	June 2018 \$
Note 3 Our financial position		
3. 1 Financial assets		
(a) Cash and cash equivalents		
Cash at Bank	19,070	25,186
Cash at Call	1,120,503	991,933
Total cash and cash equivalents	1,139,573	1,017,119
(b) Other financial assets		
Term deposits	-	-
	-	-
Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of 90 days or less, net of outstanding bank overdrafts (if applicable).		
Financial assets including investments such as term deposits are held to maturity and measured at amortised cost.		
(c) Trade and other receivables		
Current		
Plot debtors	215	330
Accrued interest	1,069	1,196
Net GST receivable	3,958	13,446
Total current trade and other receivables	5,242	14,972

Receivables are carried at cost. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred.

No provision has been made for doubtful debts.

FERNTREE GULLY CEMETERY TRUST

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2019

	June 2019	June 2018
	\$	\$
3.2 Payables		
(a) Trade and other payables		
Trade payables	17,322	874
	17,322	874

3.3 Commitments

The Trustee does not have any outstanding commitments in relation to the Ferntree Gully Cemetery.

3.4 Number of graves, ashes and interment positions available

Description	No.	No.
Foothills graves	-	-
Foothills vaults	-	-
Ashes Garden	-	-
Rose garden	-	1
Ashes vaults - double	-	-
Ashes vault - single	-	-
Wall of Remembrance	-	-
Pioneer Beam	-	-
Memorial Rose Garden	-	-
Lawn F	-	1
Church of England Section A	-	-
Church of England Section B	-	-
Methodist Section B	1	1
Presbyterian Section B	-	-
Roman Catholic Section C	1	1
The Grove Niche Walls	-	63
	2	67

FERNTREE GULLY CEMETERY TRUST

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2019

Note 4 Assets we manage

4.1 Plant, furniture, equipment and library materials

Summary of property, plant and equipment

	At cost	\$	Accumulated Depreciation	\$	Written Down Value	\$
2019						
Land at cost	554,721		-		554,721	
Infrastructure	221,279		(13,708)		207,571	
	776,000		(13,708)		762,292	

	At cost	\$	Accumulated Depreciation	\$	Written Down Value	\$
2018						
Land at cost	554,721		-		554,721	
Infrastructure	201,842		(6,541)		195,301	
	756,563		(6,541)		750,022	

Land

At cost 1 July 2018	554,721
Written down value of land at 30 June 2019	554,721

Infrastructure

At cost 1 July 2018	201,843
Accumulated depreciation at 1 July 2018	(6,541)

Movements in Cost

Acquisition of assets at cost	19,436
	214,738

Movements in accumulated depreciation

Depreciation	(7,167)
	(7,167)

At cost 30 June 2019	214,738
Accumulated depreciation at 30 June 2019	(7,167)
Written down value of infrastructure at 30 June 2019	207,571

FERNTREE GULLY CEMETERY TRUST

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2019

Note 5 People and relationships

(a) Trustee

The Trustee of Ferntree Gully Cemetery Trust is Knox City Council.

(b) Key Management Personnel

The Councillors of Knox City Council during the year were:

Councillor Jake Keogh (Mayor)	Mayor from 31 October 2018 to current. Deputy Mayor from 1 July 2018 to 31 October 2018
Councillor Peter Lockwood (Deputy Mayor)	Deputy Mayor from 10 December 2018 to current Councillor from 1 July 2018 to 10 December 2018
Councillor John Mortimore	Mayor from 1 July 2018 to 31 October 2018 Councillor from 31 October 2018 to current
Councillor Jackson Taylor (resigned)	Deputy Mayor from 31 October to 6 December Councillor from 1 July 2018 to 31 October 2018
Councillor Tony Holland	Councillor from 1 July 2018 to current
Councillor Adam Gill	Councillor from 1 July 2018 to current
Councillor Nicole Seymour	Councillor from 1 July 2018 to current
Councillor Lisa Cooper	Councillor from 1 July 2018 to current
Councillor Darren Pearce	Councillor from 1 July 2018 to current
Councillor Marcia Timmer - Leitch	Councillor from 8 April 2019 to current

The Councillors received no remuneration from the Trust in connection with its management.

(c) Other Related Party Disclosures

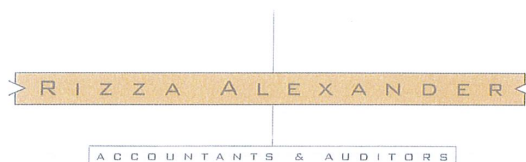
Knox City Council's Finance department provides ongoing financial advice and accounting services to the Trustees. These services are included in the management fee of \$146,397 payable by the Trust to the Council for the year.

June	June
2019	2018
\$	\$

Note 6 Other matters

6. 1 Reconciliation of cash flows from operating activities to surplus

Profit/(loss) for the year	108,546	65,804
Add back depreciation expense	7,167	4,286
Change in assets and liabilities		
(Increase)/decrease in trade and other receivables	9,731	(10,274)
Increase/(decrease) in trade and other payables	16,447	281
Net cash provided by/(used in) operating activities	<u>141,891</u>	<u>60,097</u>



**FERNTREE GULLY CEMETERY TRUST ABN 88 002 100 668
INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF
FERNTREE GULLY CEMETERY TRUST**

Report on the Audit of the Financial Report

Opinion

We have audited the financial report of Ferntree Gully Cemetery Trust which comprises the balance sheet as at 30 June 2019, the comprehensive income statement, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies, and the trustees' declaration.

In our opinion, the accompanying financial report of Ferntree Gully Cemetery Trust:

- (i) Gives a true and fair view of the Trusts financial position as at 30 June 2019 and of its financial performance for the year then ended; and
- (ii) Complying with Australian Accounting Standards (including Australian Accounting Interpretations).

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the Trust in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110: *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Information Other than the Financial Report and Auditor's Report Thereon

The trustees are responsible for the other information. The other information comprises the information included in the Trust's annual report for the year ended 30 June 2019, but does not include the financial report and our auditor's report thereon. Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon. In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Responsibilities of the Trustees for the Financial Report

The trustees are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards and for such internal control as the trustees determine is necessary to enable the preparation of the financial report that gives a true and fair view and is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the trustees are responsible for assessing the Trust's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the Trust or to cease operations, or have no realistic alternative but to do so.



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LIABILITY LIMITED BY A SCHEME APPROVED UNDER PROFESSIONAL STANDARDS LEGISLATION

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Trust's internal control.
- Evaluate the appropriateness of accounting policies used and reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Trust's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Trust to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the trustees regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



Paul Rizza CA
Rizza Alexander

Dated this 24th day of September 2019

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Liability limited by a scheme approved under Professional Standards Legislation.

Abstract of accounts 2018–19

Class B cemetery trusts

Rendered pursuant to s. 52 of the Victorian *Cemeteries and Crematoria Act 2003*.
Due 1 September 2019.

Cemetery trust's name:	FERNTREE GULLY CEMETERY TRUST
------------------------	-------------------------------

General account

The income and expenditure columns must balance.

Trusts with an annual income (total of the three rows marked *) or expenditure (total of the 11 rows marked **) of \$250,000 up to \$1 million must attach a copy of a review of their accounts. Trusts with an annual income (*) or expenditure (**) of more than \$1 million must attach a copy of an audit of their accounts.

Income	\$	¢	Expenditure	\$	¢
Balance in bank at start of financial year			Secretary**	-	
Cash in hand at start of financial year	1,017,119		Sexton**	-	
Investments at start of financial year			Gravedigging**	-	
Interest received*	14,569		Contractors**	146,397	
Fees received for graves, monuments, interments, etc.*	216,455		Other**		
Other income*			Plaques**	29,156	
Transfers from investments			Office expenses**	11,053	
Transfers from reserves			Building**	79	
DHHS grants	80,000		Insurance**		
Other grants	-		Works (repairs and fencing, drainage, etc.) **	1,885	
Unpresented cheques	-		Sundry expenses and miscellaneous**		
[This field is to remain blank]			Balance in bank at end of financial year	1,139,573	
			Cash in hand at end of financial year		
			Investments at end of financial year		
Total	1,328,143		Total	1,328,143	

Perpetual maintenance account

Do not re-enter investment or bank account information entered in the 'General account' section.

Income	\$	¢	Expenditure	\$	¢
Balance at start of financial year	Nil		Expenditure / transfer to general account	Nil	
Interest received			Balance at end of year		
New funds received					
Total	Nil		Total	Nil	

Assets and liabilities

Please record the value of assets in each category as the value of the asset when originally purchased. Recording the depreciation of assets over time is not required. If the trust has no assets or liabilities, enter a zero at both totals. Monetary assets included in the 'General account' section should not be included here.

Assets	\$	Liabilities	\$
Key structures (Examples: office building, mausoleum, chapel, toilet facility, machinery shed)		Monies owed to a third party	
Minor structures (Examples: gazebo, rotunda, storage shed, outside seating)		Monies committed to expenditure	
Major machinery (Examples: tractor, backhoe, ride-on mower)			
Small machinery (Examples: mechanical and electrical equipment, computer, printer, grave shoring)			
Miscellaneous equipment (Examples: hand tools, wheelbarrows)			
Total		Total	

Current condition of cemetery

Key structures (Examples: office building, mausoleum, chapel, toilet facility, machinery shed)	<input type="checkbox"/> Excellent <input checked="" type="checkbox"/> Good <input type="checkbox"/> Average/poor <input type="checkbox"/> Not applicable
Minor structures (Examples: gazebo, rotunda, storage shed, outside seating)	<input type="checkbox"/> Excellent <input checked="" type="checkbox"/> Good <input type="checkbox"/> Average/poor <input type="checkbox"/> Not applicable
Major machinery (Examples: tractor, backhoe, ride-on mower)	<input checked="" type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Average/poor <input type="checkbox"/> Not applicable

Small machinery (Examples: mechanical and electrical equipment, computer, printer, grave shoring)	<input type="checkbox"/> Excellent <input checked="" type="checkbox"/> Good <input type="checkbox"/> Average/poor <input type="checkbox"/> Not applicable
Miscellaneous equipment (Examples: hand tools, wheelbarrows)	<input type="checkbox"/> Excellent <input checked="" type="checkbox"/> Good <input type="checkbox"/> Average/poor <input type="checkbox"/> Not applicable
Fences	<input checked="" type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Average/poor <input type="checkbox"/> Not applicable
Roadways and paths	<input type="checkbox"/> Excellent <input checked="" type="checkbox"/> Good <input type="checkbox"/> Average/poor <input type="checkbox"/> Not applicable

Key

- Excellent – **may** need general maintenance or repair in the next five years
- Good – **will** need general maintenance or repair in the next two to three years
- Average/poor – **will** need **urgent** maintenance in the next 12 months
- Not applicable – the cemetery does not have this type of infrastructure or equipment

Right of interment (ROI) and interment information

Where accurate numbers are not available, trusts can provide estimates. If your trust manages multiple cemetery sites (active or closed), please provide this information for each cemetery site in a separate table by copying this page.

Bodily remains	
Number of ROI for bodily remains (at-need) sold in 2018–19	0
Number of ROI for bodily remains (pre-need) sold in 2018–19	0
Number of interments of bodily remains (first burial in a plot) in 2018–19	8
Number of interments of bodily remains (second or subsequent burial in a plot) in 2018–19	23
Cremated remains	
Number of ROI for cremated remains (both at-need and pre-need) sold in 2018–19	73
Number of interments of cremated remains (in graves and memorials such as niche walls) in 2018–19	50
Cemetery	
Total number of bodily remains interred since the establishment of the cemetery	6107
Remaining number of unsold ROI for bodily remains at 30 June 2019 (including estimated number of plots that could be created in areas of the cemetery that have not been developed)	0

Land use (optional section)

The three questions below are optional. To help the department understand land availability and land usage for Victorian cemeteries, trusts are invited to answer the following questions using estimates or exact figures.

Number of hectares of land used for burials (occupied plots) and infrastructure in the cemetery as at 30 June 2019	2
Number of hectares of land not used (empty plots and undeveloped areas) in the cemetery as at 30 June 2019	0
Total number of hectares in the cemetery (both used and not used land)	2

Proposed works (optional section)

Answering this section is optional. Trusts are invited to provide a brief outline of cemetery repairs, maintenance or improvements considered necessary and an estimated cost of works proposed to occur during the next financial year.

Proposed works	Proposed cost (\$)
Replacement signage	\$20,000
New Columbarium walls & in ground ashes positions	\$134,000

Statutory declaration

Must be signed by two trust members (including the chairperson)

We, the undersigned, do declare that the above is a true and correct Abstract of the accounts of the _____ Cemetery Trust for the financial year 2018–19, and we make this declaration in the belief that persons making a false declaration are liable to the penalties of perjury.

Trust member 1
(chairperson):

Name Signature

Trust member 2:

Name Signature

Declared at _____ this _____ day of _____ 20__ before me

(Signature of authorised witness*)

Print name or official stamp (if available) of authorised witness.

* Please refer to s. 107A of the *Evidence (Miscellaneous Provisions) Act 1958* (Vic) for a list of authorised witnesses.

Under s. 52(3) of the Cemeteries and Crematoria Act a cemetery trust must submit a report for each financial year to the Secretary to the Department of Health and Human Services by 1 September in the following financial year.

End of financial year bank and investment statements must be enclosed with this form and submitted to:

Manager
Cemetery Sector Governance Support Program
Department of Health and Human Services
GPO Box 4057
Melbourne VIC 3001

This publication is not accessible. To receive this publication in an accessible format, [email the Cemetery Sector Governance Support Program <cemeteries@dhhs.vic.gov.au>](mailto:cemeteries@dhhs.vic.gov.au).

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Available from [the department's website <https://www2.health.vic.gov.au/public-health/cemeteries-and-crematoria/governance-and-finance/finance/abstract-of-accounts>](https://www2.health.vic.gov.au/public-health/cemeteries-and-crematoria/governance-and-finance/finance/abstract-of-accounts).

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13.2 Adoption of Amendment C176knox - Adding Residential Aged Care Facility as a Conditional Use for 145 and 153 Bunjill Way, Knoxfield (Waterford Valley)

SUMMARY: Senior Strategic Planner, Nasrin Dehghani

Planning Scheme Amendment C176knox proposes to amend the Knox Planning Scheme to enable the consideration of a residential aged care facility at 145 and 153 Bunjill Way, Knoxfield (Waterford Valley Estate).

Amendment C176knox was exhibited in July-August 2019. Two submissions were received during the exhibition period, both of which have been resolved. A minor change is proposed to the Amendment documents as a result of addressing the submissions.

It is recommended that Council resolves to adopt Amendment C176knox as amended and submits the Amendment to the Minister for Planning for approval.

RECOMMENDATION

That Council:

1. Pursuant to s. 23(1)(a) of the *Planning and Environment Act 1987*, changes the Waterford Valley Comprehensive Development Plan, as indicated in Attachment 1; and
2. Pursuant to s. 29(1) of the *Planning and Environment Act 1987*, adopts Planning Scheme Amendment C176knox, in the form of Attachment 2; and
3. Notes the revised supporting document (Traffic Advice Note), in the form of Attachment 3; and
4. Pursuant to s. 31(1) of the *Planning and Environment Act 1987* submit the adopted Amendment C176knox to the Minister for Planning for approval; and
5. Authorises the Director City Development to make minor changes to Amendment C176knox, where the changes do not affect the purpose or intent of the Amendment; and
6. Notifies the submitters to Amendment C176knox of Council's decision.

1. INTRODUCTION

1.1 Background

At its Strategic Planning Committee (SPC) meeting on 8 April 2019, Council resolved to seek Authorisation from the Minister for Planning to prepare and exhibit Amendment C176knox.

On 16 May 2019, Authorisation was received from the Minister for Planning subject to conditions.

Subsequently, Amendment C176knox was placed on exhibition for a period of one month commencing 16 July 2019.

1.2. About Amendment C176Knox

The purpose of Planning Scheme Amendment C176knox is to enable a Residential aged care facility use at 145 and 153 Bunjill Way, Knoxfield. The use is limited to a maximum of 250 lodging

rooms and a maximum height of six storeys, with possible small scale retail uses on the ground level.

The site is currently vacant with no vegetation and is located within the Waterford Valley Estate. The land is designated for hotel or conference centre purposes under the current planning framework.

To enable the new use, the Amendment proposes a number of changes to the Knox Planning Scheme (the Scheme) as outlined below:

- a) A number of modifications to Schedule 1 to the Comprehensive Development Zone (CDZ1) including the addition of 'Residential aged care facility' in Section 1 (Permit not required) and the insertion of new conditions, application requirements and decision guidelines.
- b) Updating the Incorporated Document, Waterford Valley Comprehensive Development Plan (CDP), to enable the site to be developed for Residential aged care facility purposes. The current uses allowable on the site, including hotel and conference centre, are not being modified by Amendment C176knox and will be retained as alternative options.

It is important to note that, whilst it is proposed to make Residential aged care facility a 'Permit not required' use, a planning permit would still be required for any buildings and works associated with a residential aged care facility on the site.

For further detailed description and assessment of Amendment C176knox please refer to the SPC meeting report dated 8 April 2019 (Item 4.2).

2. DISCUSSION

2.1. Changes made prior to Exhibition

To satisfy the Minister's conditions of Authorisation, a number of changes were required to the proposed ordinance within CDZ1, as advised in the City Development Bulletin. The changes were of an administrative nature and did not affect the purpose or intent of the Amendment. Therefore, as authorised under SPC meeting Resolution 3 of Item 4.2 (8 April 2019), the Director City Development made the required changes prior to Exhibition, as summarised below:

- a) The height requirement was moved from inside the Table of Uses to within the Buildings and works clause.
- b) The Table of Uses was amended to enable the proposed changes to ancillary uses.
- c) Instead of referring to Clause 53.17 Residential aged care facilities as a Decision guideline, the relevant provisions were included under the Buildings and works clause.
- d) Consequential changes were made to the Explanatory Report.

2.2. Exhibition

Exhibition of Amendment C176 commenced on 16 July 2019 and concluded on 19 August 2019. Two submissions were received during the Exhibition period, as listed below:

1. A referral authority submission by Melbourne Water
2. A public submission by the owners of 14 Alandown Close, Knoxfield

2.3. Legal requirements

Pursuant to s 23 (1) of the *Planning and Environment Act 1987* (Act), after considering a submission which requests a change to the amendment, the planning authority must:

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

In this respect, while raising matters relevant to the Amendment, the submissions were not clear in the changes being requested of the Amendment. Further investigation and liaison with the submitters and the applicant clarified that the concerns raised could be satisfied through minor changes to the Amendment or its supporting documents. The proposed changes are detailed under Section 2.4 of this report.

It is proposed that Council changes the Amendment pursuant to s 23 (1) (a) above, prior to adopting the Amendment. Council officers also received legal advice which supports the approach taken.

2.4. Submissions

The submissions and how they have been addressed are discussed below.

2.4.1. Melbourne Water submission

Whilst not raising any objections to Amendment C176knox, Melbourne Water advised that the site is subject to 1% AEP flood level associated with the Monbulk Creek and is required to be filled 600mm above the flood level or as otherwise approved by Melbourne Water.

The above issue is a development-related matter that needs to be considered at the future planning permit application stage. The Amendment is not the appropriate planning tool to prescribe fill requirements. However, the Amendment can ensure that mechanisms are in place so that future applications will be referred to Melbourne Water for review. In this respect, it is considered that the existing planning framework does not clearly trigger such a referral, as the site is not subject to a Land Subject to Inundation Overlay (LSIO) and the provisions in the CDZ1 do not specifically mention Melbourne Water as a referral authority.

To address this issue, the CDP, which forms part of the Amendment documents, has been modified to add a new line in the legend, applicable to the subject site, to state that "Any application must be referred to Melbourne Water."

Melbourne Water was further consulted and confirmed that the above change satisfies their submission. The applicant is also supportive of this outcome.

2.4.2. Public submission

The submission is concerned with access and car parking, in particular how visitor car parking will be provided for the residential aged care facility. A key question raised in the submission is whether future development will rely on, or unintentionally impact the existing car parking areas in the vicinity.

In response to the submission, the following actions were undertaken:

1. The following further information was provided to the submitter:
 - a) Clarification that Council is considering an Amendment, as opposed to a planning permit, as suggested in the submission;
 - b) An outline of the applicable car parking requirements already in place under Clause 52.06 of the Scheme (0.3 space to each lodging room) and other provisions related to vehicle access and visitor car parking included in the Amendment; and
 - c) Clarification that details of car parking are required to be submitted to Council as part of future development proposals.

2. The applicant has updated the supporting Traffic Advice Note (Cardno 2019) to:
 - a) Add clarification that car parking details will be submitted to Council with the future development proposal. Additional statements to that effect have been included on page 4 under "Proposed Development" and "Car Parking Considerations"; and
 - b) Remove some of the discussions that could be perceived to prejudice car parking assessment for future development. For instance, the statement on page 3 "these car parks are not required for the Existing Golf Course Operations and/or the Proposed Future Aged Care Facility." has been removed.

3. A meeting was held between the applicant and the submitter to discuss access and car parking for future development and how the upcoming building design activities can consider these issues.

Following to the above response, the submitter provided written confirmation that their concerns have been satisfied.

2.5. Summary of changes to the Amendment

The only change to the formal Amendment documents is the addition of one line on the CDP to require Melbourne Water referral of future applications. The updated CDP is provided in **Attachment 1** with the change marked up. The Amendment documents provided in **Attachment 2** incorporate this change.

The proposed modifications to the Traffic Advice Note (Cardno 2019) do not represent a formal change to the Amendment as this report is a supporting document. The updated Traffic Advice Note is provided in **Attachment 3**.

3. CONSULTATION

Amendment C176knox was exhibited from 16 July 2019 to 19 August 2019, in accordance with Part 3 Division 1 of the *Planning & Environment Act 1987* (the Act). The Exhibition included:

- a) Public notices in the Knox Leader on 16 July 2019 and the Victorian Government Gazette on 18 July 2019.
- b) Letters to owners and occupiers in the vicinity.
- c) Letters to referral authorities and prescribed Ministers.

Two submissions were received during the exhibition period, which were discussed under Section 2 of this report

One late submission was received following the closure of Exhibition from Country Fire Authority (referral authority). This late submission did not request any changes to Amendment C176knox, and provided support for the Amendment.

4. ENVIRONMENTAL/AMENITY ISSUES

The site contains no existing vegetation or other environmental features. Overall, it is considered that the Amendment will not result in any increased environmental impacts.

Adequate development controls have been included in the Amendment documentation to minimise undesirable amenity impacts from future development. These were detailed in the report considered by Council at the SPC meeting on 8 April 2019.

5. FINANCIAL & ECONOMIC IMPLICATIONS

The Planning Scheme Amendment process is managed within Council's existing operational budget.

It is anticipated that a multi-level residential aged care facility will provide economic benefits as it facilitates a more efficient use of land and existing infrastructure, compared to lower density aged care housing types. The amended CDP also provides for retail uses on the ground floor level, which could provide potential additional economic and social benefits to the local community.

6. SOCIAL IMPLICATIONS

The Amendment facilitates positive social outcomes for the Knox community as it responds to the existing and projected demand for housing and facilities for the ageing population in Knox.

It is also considered that the site is well-located for the proposed use, and is surrounded by compatible uses, which minimises the potential for any negative social impacts from future development.

7. RELEVANCE TO KNOX COMMUNITY AND COUNCIL PLAN 2017-2021

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.

Goal 2 - We have housing to meet our changing needs

Strategy 2.1 - Plan for a diversity of housing in appropriate locations.

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 5.1 - Attract new investment to Knox and support the development of existing local businesses, with a particular focus on Advanced Manufacturing, Health, Ageing and Business Services sectors.

Goal 8 We have confidence in decision making

Strategy 8.1 - Build, strengthen and promote good governance practice 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.

Author – Senior Strategic Planner, Nasrin Dehghani- In providing this advice as the Author, I have no disclosable interests in this report.

Officer Responsible – Director City Development, Matt Kelleher - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

9. CONCLUSION

Amendment C176knox is consistent with the objectives of planning in Victoria and the City's strategic objectives for the site.

It is recommended that Council adopts Amendment C176knox (in the form of Attachment 2) and submits the Amendment to the Minister of Planning for approval.

10. CONFIDENTIALITY

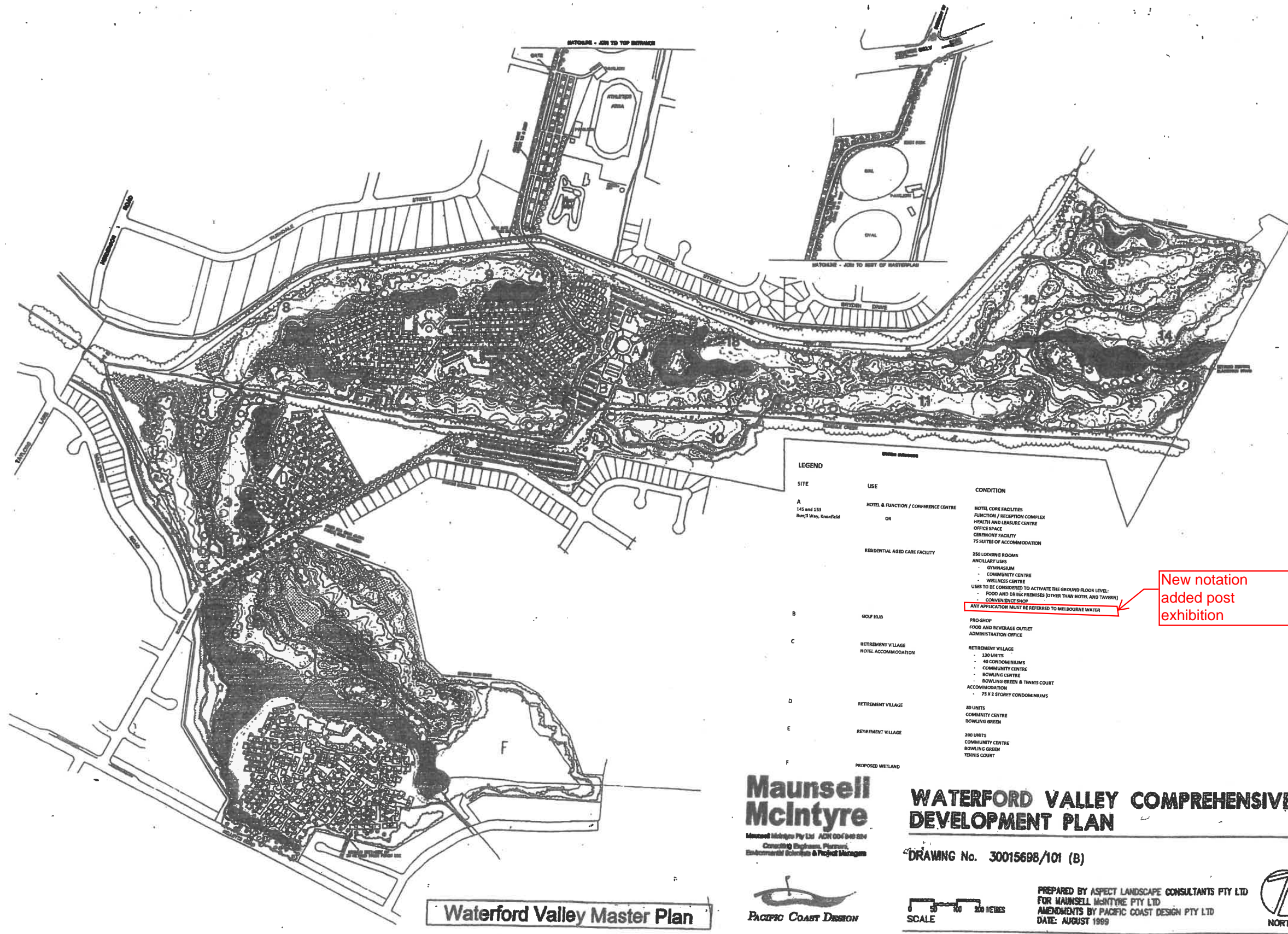
There are no items of a confidential nature in this report.

Report Prepared By: Senior Strategic Planner, Nasrin Dehghani

Report Authorised By: Director City Development, Matt Kelleher

Attachments

1. C176knox Revised CDP Marked Up [**13.2.1** - 1 page]
2. C176knox Amendment Documents for Adoption [**13.2.2** - 18 pages]
3. C176knox Revised Traffic Advice Note [**13.2.3** - 6 pages]



Planning and Environment Act 1987

KNOX PLANNING SCHEME

AMENDMENT C176KNOX

EXPLANATORY REPORT

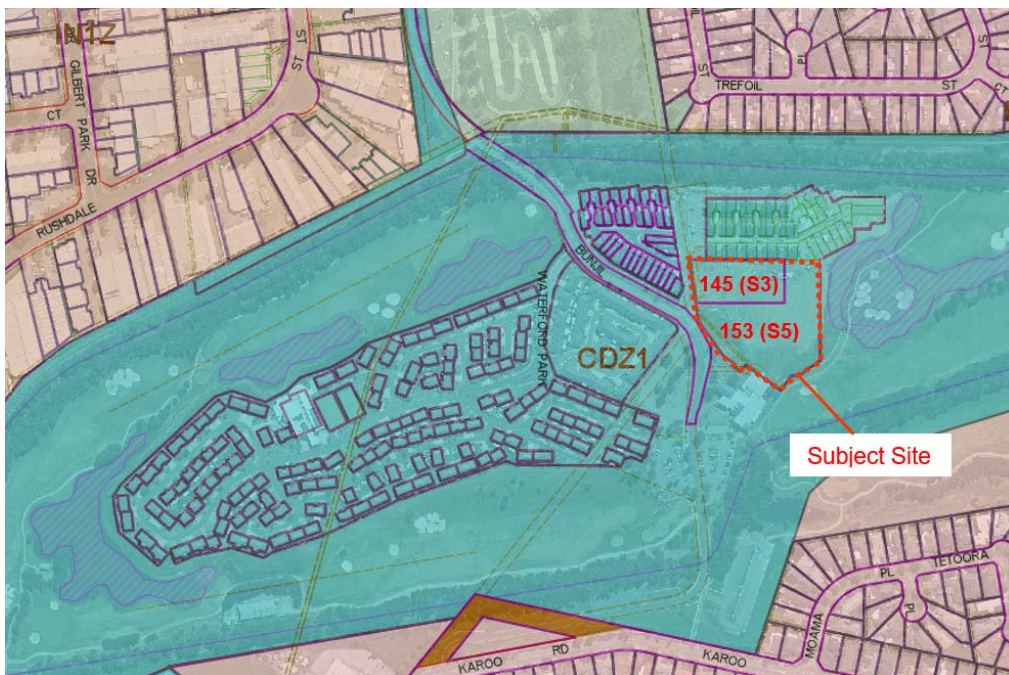
Who is the planning authority?

This Amendment has been prepared by the Knox City Council, which is the planning authority for this Amendment.

The Amendment has been made at the request of Fastnet Consulting Pty Ltd, acting on behalf of IC (Waterford) Pty Ltd.

Land affected by the Amendment

The Amendment applies to 145 and 153 Bunjil Way, Knoxfield (Lots S3 & S5 on Plan of Subdivision 642759 D). The subject site is within the Comprehensive Development Zone - Schedule 1 (refer map).



What the amendment does

The Amendment proposes to amend Schedule 1 to Clause 37.02 Comprehensive Development Zone and the incorporated *Waterford Valley Comprehensive Development Plan* to enable the development of a 'Residential aged care facility' with associated uses at 145-153 Bunjil Way, Knoxfield.

Specifically, the Amendment proposes to:

- Amend Schedule 1 to Clause 37.02 Comprehensive Development Zone to:
 - Note residential aged care facility as an allowable use under the purpose of the zone.
 - Include residential aged care facility as a use under Section 1 of the table of uses, subject to conditions regarding the number of lodging rooms and car parking.

- Include convenience shop and food and drink premises (other than hotel and tavern) as uses under Section 2 of the table of uses, subject to conditions regarding the location of such uses on the ground floor of a residential aged care facility.
 - List residential aged care facility as an exempted use within the Accommodation group under Section 3 of the table of uses.
 - List convenience shop and food and drink premises (other than hotel and tavern) as exempted uses within the Retail premises group under Section 3 of the table of uses.
 - Note residential aged care facility as a use to be enabled through an Overall Development Plan under Clause 2.0 'Use of land'.
 - Insert numbers for sub-sections under Section 4 Buildings and works.
 - Include a new Sub-section 4.2 that sets out development requirements for a residential aged care facility.
 - Include additional requirements under Sub-section 4.4 Application requirements that apply to residential aged care facilities.
 - Include a new decision guideline, under Section 4.0 'Buildings and works', regarding the amenity aspects of residential aged care facilities.
 - Replace all references to Waterford Valley Comprehensive Development Plan revision (A) with the same plan title revision (B) with an amended date.
- Amend the Schedule to Clause 72.04 to replace Waterford Valley Comprehensive Development Plan revision (A) with the same plan title revision (B) with an amended date.

Strategic assessment of the Amendment.

Why is the Amendment required?

The applicant for this Amendment acts on behalf of a residential aged care provider who has identified the subject land as a potential site for a multi-storey residential aged care facility.

The site is zoned CDZ1, and 'Residential aged care facility' is a prohibited use under the current CDZ1 table of uses.

The site is also subject to *Waterford Valley Comprehensive Development Plan* (the CDP), which is an Incorporated Document under Clause 72.04 of the Scheme. The CDP depicts the land at 145-153 Bunjil Way, Knoxfield as Site A and designates it for a hotel and function/conference centre use, subject to a number of conditions.

The Amendment, seeks to achieve two outcomes:

- Make Residential aged care facility a permitted use under the CDZ1, subject to conditions; and
- Update the incorporated CDP to include residential aged care facility as an alternative use for Site A, while maintaining the possibility of the currently designated hotel/conference centre use.

How does the Amendment implement the objectives of planning in Victoria?

The Amendment implements the objectives of planning in Victoria as outlined in Part 1 Section 4 of the *Planning and Environment Act 1987 (the Act)*, in particular the following objectives:

- To provide for the fair, orderly, economic and sustainable use and development of the land;
- To secure a pleasant, efficient, and safe working, living and recreational environment for all Victorians and visitors to Victoria;
- To balance the present and future interests of all Victorians; and
- To facilitate development in accordance with the above objectives.

How does the Amendment address any environmental, social and economic effects?

The Amendment is not expected to result in any greater environmental impacts, compared to what is permitted under the existing planning framework. The site does not contain any vegetation or environmentally sensitive areas.

From a social perspective, it is considered that the amendment has the potential to provide community benefit, for the following reasons:

- The Amendment assists with addressing the existing and projected demand for housing options for the ageing population in Knox.
- The site is an appropriate location for the proposed use. The multi-storey built form expected from a residential aged care facility will be in line with the original built form vision for this site (residential hotel) and therefore is not expected to result in greater impacts on the surrounding locality. The Amendment incorporates a number of provisions to address the impacts from future development, including the following:
 - A condition has been included in the table of uses of CDZ1 to limit the number of lodging rooms to 250. The applicant has provided a Traffic and Parking Considerations report, which suggests that the existing transport network has the capacity to accommodate the traffic generated from such scale of development.
 - A development requirement has been included under Sub-section 4.2 of CDZ1 to limit building height to six storeys (20 metres with an additional 1.5 metre allowance for rooftop equipment, lift over-runs and architectural features). This seeks to ensure the development does not adversely impact the surrounding area and the local character. The height is calculated based on floor-to-floor heights of 3.2 metres for upper levels, and 4 metres on the ground level to facilitate possible active uses at the street level.
 - New development requirements and application requirements have been included under Sub-sections 4.2 and 4.4 of CDZ1. These requirements are generally drafted in accordance with the provisions of Clause 53.17 Residential Aged Care Facility, and have been tailored to take into consideration the characteristics of the subject site, the intended built form and the surrounding context. These requirements are to ensure that future development will be assessed against adequate standards including those pertaining to setbacks, landscaping, overshadowing and overlooking requirements.

With regard to economic impacts, a multi-level residential aged care facility provides opportunities for a more efficient use of land and existing infrastructure, compared to lower density aged care development types. The amended CDP also provides for ancillary uses on the ground floor level, which would provide potential economic and social benefits to the local community.

Does the Amendment address relevant bushfire risk?

The site is not affected by a Bushfire Management Overlay, however, is located in a designated bushfire prone area.

Subsequently, the Amendment has been evaluated against Clause 13.02 Bushfire Planning of the Scheme. A bushfire hazard assessment is not required in this instance for the following reasons:

- The site is currently designated for a residential hotel use, and a function/conference centre. Adding the alternative use of Residential Aged Care Facility will not result in the introduction or intensification of development compared to what is currently permissible. Under the provisions of Clause 13.02, the Amendment is not considered to increase the risk of fire in this location from the current levels; and
- As the site is within a designated bushfire prone area, adequate mechanisms are in place to ensure future buildings are constructed to the required bushfire standards at the building permit stage.

Does the Amendment comply with the requirements of any Minister's Direction applicable to the amendment?

The Amendment complies with the Ministerial Direction of the Form and Content of Planning Scheme under section 7(5) of the Act.

The Amendment is consistent with Ministerial Direction No.9 – Metropolitan Strategy (as amended 30 July 2018) pursuant to Section 12 of the *Planning and Environment Act 1987*, which requires planning authorities to have regard to the Metropolitan Planning Strategy (*Plan Melbourne 2017-2050: Metropolitan Planning Strategy*).

How does the Amendment support or implement the Planning Policy Framework and any adopted State policy?

The Amendment is consistent with the Planning Policy Framework (PPF), in particular with the following clauses:

- 11.01-1S Settlement seeks to ensure settlements are planned in accordance with the relevant regional growth plans and the supply of residential land to meet community needs. The Amendment facilitates the supply of a residential aged care facility which is in line with the local community demands.
- 11.02-2S Supply of Urban Land seeks to ensure sufficient land is available to meet forecast demand. The Amendment is consistent with this clause as it provides for efficient use of land within the Urban Growth Boundary.
- 15.01-4S Healthy Neighbourhoods seeks to provide opportunities to foster community interaction and make it easy for people of all ages and abilities to live healthy lifestyles. The Amendment facilitates lifestyle opportunities for the aged demography and provides for integration with the broader Waterford Valley estate.
- 16.01-1S Integrated Housing seeks to ensure that an appropriate quantity, quality and type of housing is provided, including aged care facilities. The Amendment is consistent with this clause as it facilitates the provision of aged-care housing and facilities.
- 16.01-7S Residential Aged Care Facilities seeks to deliver an adequate supply of land for residential aged care and facilitating the development of appropriately located aged care facilities which enable older people to live in their local community. The Amendment is in line with this clause as it provides opportunities for the Knox community to age in place.

How does the Amendment support or implement the Local Planning Policy Framework, and specifically the Municipal Strategic Statement?

The Amendment is consistent with and supports the direction of Knox's Local Planning Policy Framework, specifically the following clauses of the Municipal Strategic Statement:

- 21.01-01 Snapshot of Knox states that the Knox community is ageing and the number of people at post-retirement age is forecast to double between 2011 and 2031. The Amendment contributes to the provision of housing for this projected population.
- 21.01-2 Key Issues and Influences identifies the provision of diverse and accessible housing for the ageing community of Knox as a key issue. The Amendment responds to this key issue.
- 21.06-2 Diversity of Housing Choice supports new Residential Aged Care Facilities, except in Bush Suburban areas, within the Dandenong Foothills or in a Site of Biological Significance. The subject site is not located in any of these excluded areas.

Does the Amendment make proper use of the Victoria Planning Provisions?

The Amendment makes proper use of the Victoria Planning Provisions by

- Ensuring appropriate use of the CDZ provisions and enabling an appropriate new use;
- Ensuring Clause 72.04 Documents Incorporated into this Planning Scheme is updated; and
- Providing an additional Decision Guideline to allow adequate consideration of a potential development not originally considered in the writing of Schedule 1 to CDZ.

How does the Amendment address the views of any relevant agency?

The views of the relevant agencies will be sought during the public exhibition process.

Does the Amendment address relevant requirements of the Transport Integration Act 2010?

The relevant requirements of the *Transport Integration Act 2010* were considered as part of the preparation of the Amendment. A Traffic and Parking Considerations report is provided as a supporting document, which suggests the Amendment will not have a significant impact on the transport system.

Resource and administrative costs

The Amendment will not have any significant impact on the resource and administrative costs of Knox City Council and can be undertaken within the existing operational budget.

Where you may inspect this Amendment

The Amendment is available for public inspection, free of charge, during office hours at the following places:

Knox Council Civic Centre (Customer Service Building and Planning counter), 511 Burwood Highway, Wantirna South, on weekdays from 8:30am to 5:00pm.

The Amendment can also be inspected free of charge at the Department of Environment, Land, Water and Planning website at www.planning.vic.gov.au/public-inspection.

Submissions

Any person who may be affected by the Amendment may make a submission to the planning authority. Submissions about the Amendment must be received by 5pm 19 August 2019.

A submission must be sent to Knox City Council via:

Email to: psamendments@knox.vic.gov.au

Post (no stamp required) to:

Attention: Submission to Amendment C176Knox
City Futures, Knox City Council
Reply Paid 70243
WANTIRNA SOUTH VIC 3152

Panel hearing dates

In accordance with clause 4(2) of Ministerial Direction No.15 the following panel hearing dates have been set for this amendment:

- directions hearing: Commencing in the week of 28 October 2019.
- panel hearing: Commencing in the week of 25 November 2019.

Planning and Environment Act 1987

KNOX PLANNING SCHEME

AMENDMENT C176knox

INSTRUCTION SHEET

The planning authority for this amendment is the Knox City Council.

The Knox Planning Scheme is amended as follows:

Planning Scheme Ordinance

The Planning Scheme Ordinance is amended as follows:

1. In Zones – Clause 37.02, replace Schedule 1 with a new Schedule 1 in the form of the attached document.
2. In Operational Provisions – Clause 72.04, replace the Schedule with a new Schedule in the form of the attached document.

End of document

KNOX PLANNING SCHEME

49/04/2006 - / - / - -
 VG37 Proposed C176knox

SCHEDULE 1 TO THE COMPREHENSIVE DEVELOPMENT ZONE

Shown on the planning scheme map as **CDZ1**.

WATERFORD VALLEY COMPREHENSIVE DEVELOPMENT PLAN, DRAWING NO. 30015698/101 (A/B), PREPARED BY ASPECT LANDSCAPE CONSULTANTS PTY LTD, AUGUST 1999 AS AMENDED MARCH 2019

Land

The land has an area of approximately 160 hectares and is located generally east of Henderson Road and south of Ferntree Gully Road, including part of Knox Park. The land also extends to the north, north-west and south-east of Karoo Road, generally to the north of Kelletts Road.

Purpose

- To provide for the land to be used and developed for a golf course, hotel, function/conference centre, gymnasium/fitness centre, retirement village, residential aged care facility, condominiums, display homes, offices, medical centre and associated uses.
- To ensure that the combination of uses, their density, and the scale and character of any development do not prejudice the amenity of surrounding areas.
- To ensure that development occurs in an orderly and staged manner.
- To provide for the enhancement of the flora and fauna habitats on the land.
- To ensure that development does not adversely affect the floodplain of Monbulk and Ferny Creeks.
- To ensure that development does not adversely affect the waterway conditions, water quality or stream ecosystem of Monbulk and Ferny Creeks.

1.0**Table of uses**

49/04/2006 - / - / - -
 VG37 Proposed C176knox

Section 1 - Permit not required

Use	Condition
Agriculture (other than Animal husbandry)	
Apiculture	Must meet the requirements of the Apiary Code of Practice, May 1997.
Car park	Must provide parking only for vehicles associated with another use on the land.
Function centre	The total number of seats for the function/conference centre must not exceed 800. The total floor area for the function space must not exceed 1,500 square metres. Car parking must be provided to the satisfaction of the responsible authority.
Golf course	The use must include a golf practice area, associated shop, clubhouse and maintenance facilities. The total floor area for the shop and clubhouse must not exceed 930 square metres. The total floor area for the maintenance facility must not exceed 900 square metres (including golf cart storage). Car parking must be provided to the satisfaction of the responsible authority.

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Use	Condition
	Waterways, water bodies, wetlands, landscaping and access areas must be provided to the requirements of Melbourne Water and to the satisfaction of the responsible authority.
Golf driving range	Waterways, water bodies, wetlands, landscaping and access areas must be provided to the requirements of Melbourne Water and to the satisfaction of the responsible authority.
Home occupation	
Informal outdoor recreation	
Medical centre	The total floor area must not exceed 800 square metres. Car parking must be provided to the satisfaction of the responsible authority.
Mineral exploration	
Mining	Must meet the requirements of Clause 52.08-2.
Minor utility installation	
Natural systems	
Office (other than Medical centre)	The total floor area must not exceed 1,800 square metres. Must be for the owner of the land, Victorian Golf Association, Women's Golf Association, Victorian Institute of Sport, Royal Melbourne Institute of Technology or any affiliate organisation, or other organisation to the satisfaction of the responsible authority. Must be used for administration purposes. Car parking must be provided to the satisfaction of the responsible authority.
Residential aged care facility	The number of lodging rooms must not exceed 250. Car parking must be provided to the satisfaction of the responsible authority.
Residential hotel	The total floor area must not exceed 14,500 square metres, inclusive of 8,000 square metres for hotel suites. The total number of seats for dining purposes must not exceed 300. The total number of accommodation units must not exceed 75 suites and 75 condominiums. Car parking must be provided to the satisfaction of the responsible authority.
Restricted recreation facility	Must be a gymnasium or fitness centre. The total floor area for the gymnasium or fitness centre must not exceed 1,700 square metres. Car parking must be provided to the satisfaction of the responsible authority.
Retirement village	Must not exceed a total of 450 dwellings. Car parking must be provided to the satisfaction of the responsible authority.
Road	
Search for stone	Must not be costeaning or bulk sampling.

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Use	Condition
Telecommunications facility	Buildings and works must meet the requirements of Clause 52.19.

Section 2 - Permit required

Use	Condition
Animal husbandry (other than Apiculture)	
Convenience shop	Must be on the ground floor of a Residential aged care facility, facing the main street frontage or open space areas.
Display home	Must be for the owner of the land. The total number of display homes must not exceed 6 at any time. Car parking must be provided to the satisfaction of the responsible authority.
Dwelling	Must not exceed a total of 75 dwellings. Car parking must be provided to the satisfaction of the responsible authority.
Food and drink premises (other than Hotel and Tavern)	Must be on the ground floor of a Residential aged care facility, facing the main street frontage or open space areas.
Education centre	Must be directly associated with another use on the land. Car parking must be provided to the satisfaction of the responsible authority.
Leisure and recreation (other than Golf course, Golf driving range, Informal outdoor recreation, Motor racing track, and Restricted recreation facility)	

Section 3 - Prohibited

Use
Accommodation (other than Dwelling, Residential hotel, and Retirement village and Residential aged care facility)
Art and craft centre
Brothel
Cemetery
Child care centre
Cinema based entertainment facility
Crematorium
Freeway service centre
Funeral parlour
Hospital

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Use

Industry

Mineral, stone, or soil extraction (other than Mineral exploration, Mining, and Search for stone)

Motor racing track

Place of assembly (other than Function centre)

Pleasure boat facility

Research centre

Retail premises (other than Convenience restaurant, Restaurant, Take away food premises and Convenience shop)

Saleyard

Service station

Transport terminal

Utility installation (other than Minor utility installation and Telecommunications facility)

Veterinary centre

Warehouse

Winery

2.0

19/10/2019
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 Proposed C176knox

Use of land**General requirements**

A use must not detrimentally affect the amenity of the neighbourhood, including through the:

- Transport of materials, goods or commodities to or from the land.
- Appearance of any building, works or materials.
- Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil.

Overall Development Plan

Prior to the commencement of any use, an Overall Development Plan must be prepared for the overall development of the land to the satisfaction of the responsible authority. The plan must:

- Be generally in accordance with the “Waterford Valley Comprehensive Development Plan, Drawing No. 30015698/101 (AB), prepared by Aspect Landscape Consultants Pty Ltd, August 1999, as amended March 2019”.
- Enable the comprehensive development of the land in the zone for a golf course, hotel, function/conference centre, gymnasium/fitness centre, retirement village, residential aged care facility, condominiums, display homes, offices, medical centre and associated uses including waterways, floodplains, wetlands and other water bodies.
- Be prepared to the requirements of Melbourne Water.

Before deciding whether the Overall Development Plan is to its satisfaction, the responsible authority must consider the orderly planning of the area, including:

- The preservation of the amenity of nearby residents.
- The protection and enhancement of the environmental qualities of Ferny and Monbulk Creeks including the protection of the water quality of these waterways.
- The orderly management of vehicular and pedestrian traffic.

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- The visual impact of the building or works upon the area.
- The management of the floodplain and catchment.

Exemption from notice and appeal

An application to use land is exempt from the notice requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (3) and the review rights of Section 82(1) of the Act if it is generally in accordance with an Overall Development Plan prepared to the satisfaction of the responsible authority.

Decision guidelines

Before deciding on an application to use land, the responsible authority must consider, as appropriate:

- Any Overall Development Plan prepared to the satisfaction of the responsible authority.
- The effect that existing uses may have on the proposed use.
- The drainage of the land, water quality, waterway and floodplain management.
- The availability of and connection to services.
- The effect of traffic to be generated on roads and orderly management of vehicular and pedestrian traffic.
- The protection and enhancement of the environmental qualities of Ferny and Monbulk Creeks.
- The preservation of the amenity of nearby residents.
- The interim use of those parts of the land not required for the proposed use.

3.0

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VC37

Subdivision

Exemption from notice and appeal

An application to subdivide land is exempt from the notice requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (3) and the review rights of Section 82(1) of the Act.

This exemption does not apply to land within 30 metres of land (not a road) which is in a residential zone, land used for a hospital or school or land in a Public Acquisition Overlay to be acquired for a hospital or school.

Decision guidelines

Before deciding on an application to subdivide land, the responsible authority must consider, as appropriate:

- Any Overall Development Plan prepared to the satisfaction of the responsible authority.
- The interface with adjacent zones, especially the relationship with residential areas.
- Any natural or cultural values on or near the land.
- The ownership pattern of land in the zone.

4.0

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VC37 Proposed C176knox

Buildings and works

The following requirements apply to construct a building or carry out works:

4.1 General requirements

The staging of buildings and works must be to the satisfaction of the responsible authority.

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4.2 Development requirements for a Residential aged care facility

Building height

Building height must not exceed 6 storeys and 20 metres (or 21.5 metres for plant equipment, lift over-runs or architectural features) from the finished ground level.

Street setback

Walls of buildings should be set back from Bunjil Way and Brookside Drive by a minimum of 9 metres.

Side and rear setbacks

Walls of buildings must be set back from side or rear boundaries by 1 metre, plus 0.3 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres.

Screens, sunblinds, verandahs, porches, eaves, fascias, gutters, masonry chimneys, flues, pipes, domestic fuel or water tanks, and heating or cooling equipment or other services may encroach not more than 0.5 metres into the setbacks of this standard.

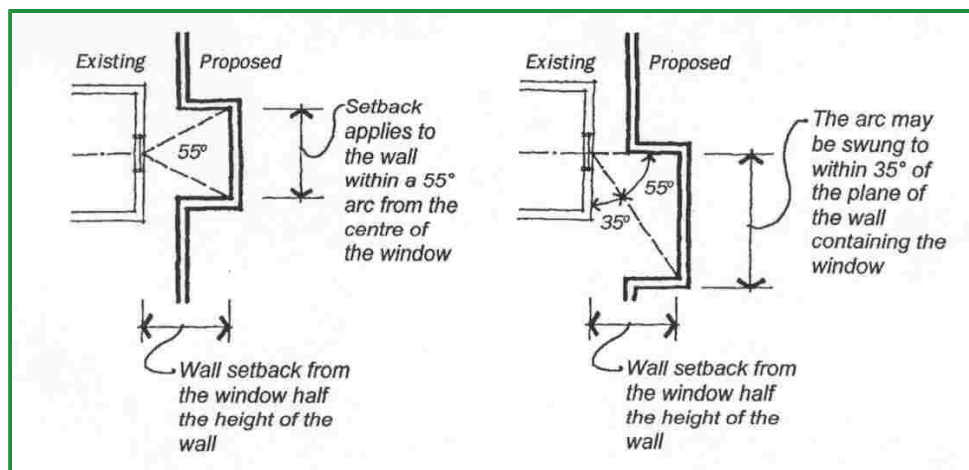
Landings having an area of not more than 2 square metres and less than 1 metre high, stairways, ramps, pergolas, shade sails and carports may encroach into the setbacks of this standard.

Daylight to existing windows

Buildings opposite an existing habitable room window should provide for a light court to the existing window that has a minimum area of 3 square metres and minimum dimension of 1 metre clear to the sky. The calculation of the area may include land on the abutting lot.

Walls or carports more than 3 metres in height opposite an existing habitable room window should be set back from the window at least 50 per cent of the height of the new wall if the wall is within a 55 degree arc from the centre of the existing window. The arc may be swung to within 35 degrees of the plane of the wall containing the existing window.

Where the existing window is above ground floor level, the wall height is measured from the floor level of the room containing the window.



North facing windows

If a north-facing habitable room window of an existing dwelling is within 3 metres of a boundary on an abutting lot, a building should be setback from the boundary 1 metre, plus 0.6 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over

KNOX PLANNING SCHEME

6.9 metres, for a distance of 3 metres from the edge of each side of the window. A north-facing window is a window with an axis perpendicular to its surface oriented north 20 degrees west to north 30 degrees east.

Overshadowing open space

Where sunlight to the secluded private open space of an existing dwelling is reduced, at least 75 per cent, or 40 square metres with minimum dimension of 3 metres, whichever is the lesser area, of the secluded private open space should receive a minimum of five hours of sunlight between 9 am and 3 pm on 22 September.

If existing sunlight to the secluded private open space of an existing dwelling is less than the requirements of this standard, the amount of sunlight should not be further reduced.

Overlooking

A habitable room window, balcony, terrace, deck or patio should be located and designed to avoid direct views into the secluded private open space of an existing dwelling within a horizontal distance of 9 metres (measured at ground level) of the window, balcony, terrace, deck or patio. Views should be measured within a 45 degree angle from the plane of the window or perimeter of the balcony, terrace, deck or patio, and from a height of 1.7 metres above floor level.

A habitable room window, balcony, terrace, deck or patio with a direct view into a habitable room window of existing dwelling within a horizontal distance of 9 metres (measured at ground level) of the window, balcony, terrace, deck or patio should be either:

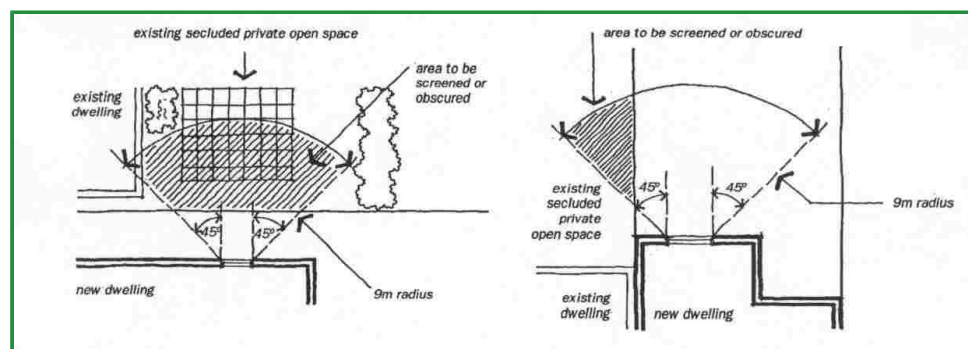
- Offset a minimum of 1.5 metres from the edge of one window to the edge of the other.
- Have sill heights of at least 1.2 metres above floor level.
- Have fixed, obscure glazing in any part of the window below 1.2 metres above floor level.
- Have permanently fixed external screens to at least 1.2 metres above floor level and be no more than 25 per cent transparent.

Obscure glazing in any part of the window below 1.2 metres above floor level may be operable provided that there are no direct views as specified in this standard.

Screens used to obscure a view should be:

- Perforated panels or trellis with a maximum of 25 per cent openings or solid translucent panels.
- Permanent, fixed and durable.
- Designed and coloured to blend in with the development.

This standard does not apply to a new habitable room window, balcony, terrace, deck or patio which faces a property boundary where there is a visual barrier at least 1.8 metres high and the floor level of the habitable room, balcony, terrace, deck or patio is less than 0.8 metres above ground level at the boundary.



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Noise impacts

Noise sources, such as mechanical plant, should not be located near bedrooms of immediately adjacent existing dwellings.

Daylight to new windows

A window in a habitable room should be located to face:

- An outdoor space clear to the sky or a light court with a minimum area of 3 square metres and minimum dimension of 1 metre clear to the sky, not including land on an abutting lot, or
- A verandah provided it is open for at least one third of its perimeter, or
- A carport provided it has two or more open sides and is open for at least one third of its perimeter.

Site coverage

The site area covered by buildings should not exceed 80 percent.

Access

Access ways should be designed to:

- Provide direct access to on-site designated areas for car and bicycle parking.
- Provide direct access to the building for emergency vehicles.
- Provide access for service and delivery vehicles to on-site loading bays and storage areas.
- Ensure vehicles can enter and exit a development in a forward direction.
- Provide a carriageway width of at least 5.5 metres and an internal radius of at least 4 metres at a change of direction.
- The number and location of access points from streets to the site and the design of crossovers must be to the requirements of the relevant road authority.
- Shared access ways or car parks should be located at least 1.5 metres from the windows of habitable rooms. This setback may be reduced by 1 metre where there is a fence at least 1.5 metres high or where window sills are at least 1.4 metres above the access way.

Building entry

The main pedestrian entry to a building should:

- Have convenient access from a street.
- Be sheltered from the weather.
- Have convenient access from on-site car parking.
- Have a designated vehicle standing area suitable for use by a community bus and a disabled parking area should be provided in an area that is convenient for the drop-off and pick-up of residents.

Communal open space

Accessible and useable communal open space should be provided for residents and staff.

Front fence

- A front fence within 3 metres of a street should not exceed:
 - 2 metres in height in streets in a Road Category 1; and
 - 1.5 metres in height on all other streets.

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4.3 Environmental Management Plan

Prior to the commencement of any building or works, a site construction and operation environmental management plan (the Environmental Management Plan) must be prepared to the requirements of Melbourne Water and to the satisfaction of the responsible authority. The Environmental Management Plan must be prepared in or after consultation with Melbourne Water.

The Environmental Management Plan may be amended at the request of or with the consent of the owner of the land. Any amendment must be to the satisfaction of the responsible authority and Melbourne Water.

4.4 Application requirements

An application to construct a building or construct or carry out works must be accompanied by the following information, as appropriate:

- A plan drawn to scale which shows:
 - The boundaries and dimensions of the site.
 - Adjoining roads.
 - Relevant ground levels.
 - The layout of existing and proposed buildings and works.
 - Driveways and vehicle parking and loading areas.
 - Proposed landscape areas.
- Elevation drawings to scale which show the colour and materials of all buildings and works.
- Construction details of all drainage works, driveways and vehicle parking and loading areas.
- A landscape plan.

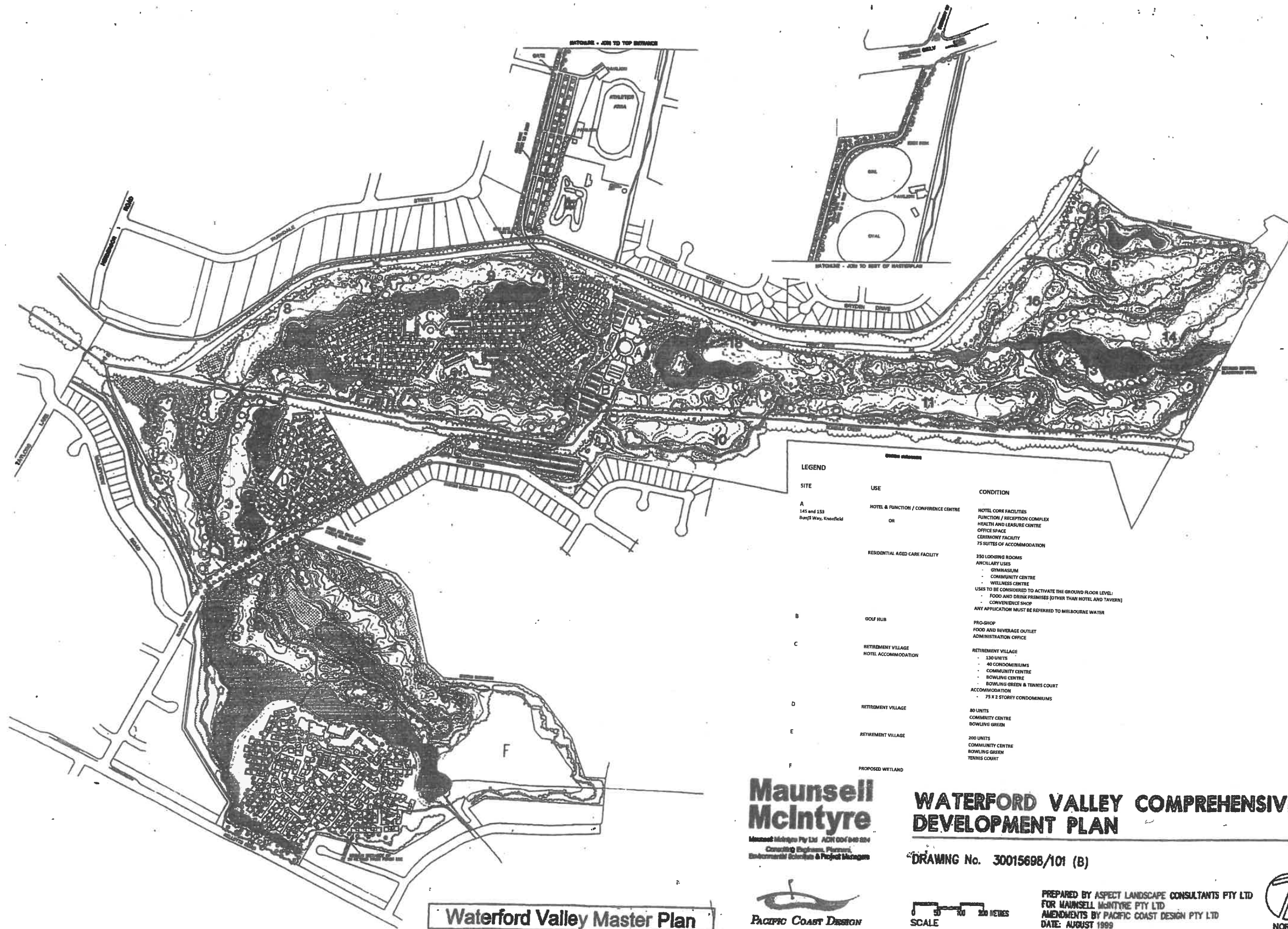
An application to construct a Residential aged care facility must be accompanied, in addition to the above application requirements, by the following information, as appropriate:

- A site and context description that may use a site plan, photographs or other techniques and must include:
 - Site shape, size, orientation and easements.
 - Levels of the site and the difference in levels between the site and surrounding properties.
 - The location of existing buildings on the site and on adjacent properties, including the location and height of walls built to the boundary of the site.
 - The use of adjacent buildings and land.
 - The location of secluded private open space and habitable room windows of adjacent properties which have an outlook to the site within 9 metres.
 - Solar access to the site and to adjacent properties.
 - Any contaminated soils and filled areas, where known.
 - Location of significant trees existing on the site and any significant trees removed from the site in the 12 months prior to the application being made, where known.
 - Street frontage features such as poles, street trees and kerb crossovers.
 - Any other notable features or characteristics of the site.
- A design response that must explain how the proposed design:

KNOX PLANNING SCHEME

08/11/2018
C160**SCHEDULE TO CLAUSE 72.04 DOCUMENTS INCORPORATED IN THIS PLANNING SCHEME****1.0 Incorporated documents**~~08/11/2018~~
~~C160~~ Proposed C176knox

Name of document	Introduced by:
Burwood Highway and Scoresby Road Knoxfield, Comprehensive Development Plan – September 2018	C160
Level Crossing Removal Project – Mountain Highway and Scoresby Road, Bayswater Incorporated Document, December 2015	C147
Proposed Knox Driving Range, April 2004	C39
Restructure Plan 1, November 1999 (Amended January 2017)	C151
Restructure Plan 3, November 1999	NPS1
Small Lot Housing Code, August 2014	C160
Site Specific Control - 27 Reservoir Crescent, Rowville July 2011 Incorporated document	C99
Site Specific Control – 33-35 Napoleon Road, Lysterfield (Lot 1, TP760282), August 2014	C134
Site Specific Control – Lot 3 LP 42250 Wellington Road, Rowville, 11 March 2011	C87
Site Specific Control – Section of Napoleon Road, Lysterfield, January 2013	C110
Waterford Valley Comprehensive Development Plan, Drawing No. 30015698/101 (AB), prepared by Aspect Landscape Consultants Pty Ltd, August 1999, as amended March 2019	NPS1 C176knox
Woolworths Oxygen, Knoxfield, February 2011	C107



Consultants Advice Notice - CAN002



Project No: V181327

Date: 2 September 2019

Project: Waterford Valley

Subject: Traffic and Parking Considerations

To: Antonella Care

Company: Connect PM

Email/Fax: acare@connectpm.com.au

From: Tim McKinley

Phone:

Email:

CC Attention

Company

Email/Fax

-
-
-
-

Urgent **For your review** **Reply ASAP** **Please comment** **Original in mail**

Any actions contained in this document are not an authorisation for additional payment

Attachments:

Existing Conditions

The subject site forms part of the Waterford Valley Comprehensive Development Zone. The location of these Lots within the local area is shown in Figure 1.

Vehicular access to the site is currently available via Bunjil Way, which also provides access to Knox Park (and associated facilities), Waterford Park Retirement Village and Waterford Valley Golf Course.

Bunjil Way from the north, provides access from the Ferntree Gully and Scoresby Road intersection to the golf course car park, and comes to a dead end at the crossover golf course operations. Bunjil Way from the south provides access from Karoo Road and once again ends at the golf course south-western car park.

It should be noted that Bunjil Way was never designed or constructed to link Ferntree Gully and Scoresby Roads via Bunjil Way. In order to prevent a rat run via Bunjil Way, a series of removable bollards are in place to allow the golf course and retirement village operators to have discretionary access.

Patrons of the Golf Course can currently access the site via either Karoo Road or Bunjil Way, parking in separate areas with access from each.

The main access to Waterford Park Retirement Village is via Bunjil Way, however residents also have access to a remote controlled gate which provides access to Karoo Road. This allows residents to access the residential areas to the south of the site, as well as shops and services along Kelletts Road and Stud Road.

The land is within the Comprehensive Development Zone, subject to Schedule 1 of the Knox Planning Scheme. The purpose of the Comprehensive Development Zone is:

“To provide for the land to be used and developed for a golf course, hotel, function/conference centre, gymnasium/fitness centre, retirement village, condominiums, display homes, offices, medical centre and associated uses.”

An associated use is considered as an Aged Care Facility.

IMPORTANT NOTICE: The information in this document is confidential and intended only for the addressee. If you are not the addressee, please immediately notify us by telephone and destroy the document. Note that any use or dissemination of the information and any copying of the document is strictly prohibited.

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2 September 2019

Cardno Victoria Pty Ltd

Page 1 of 6

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**Waterford Valley – Traffic and Parking Considerations
Consultants Advice Notice - CAN002**



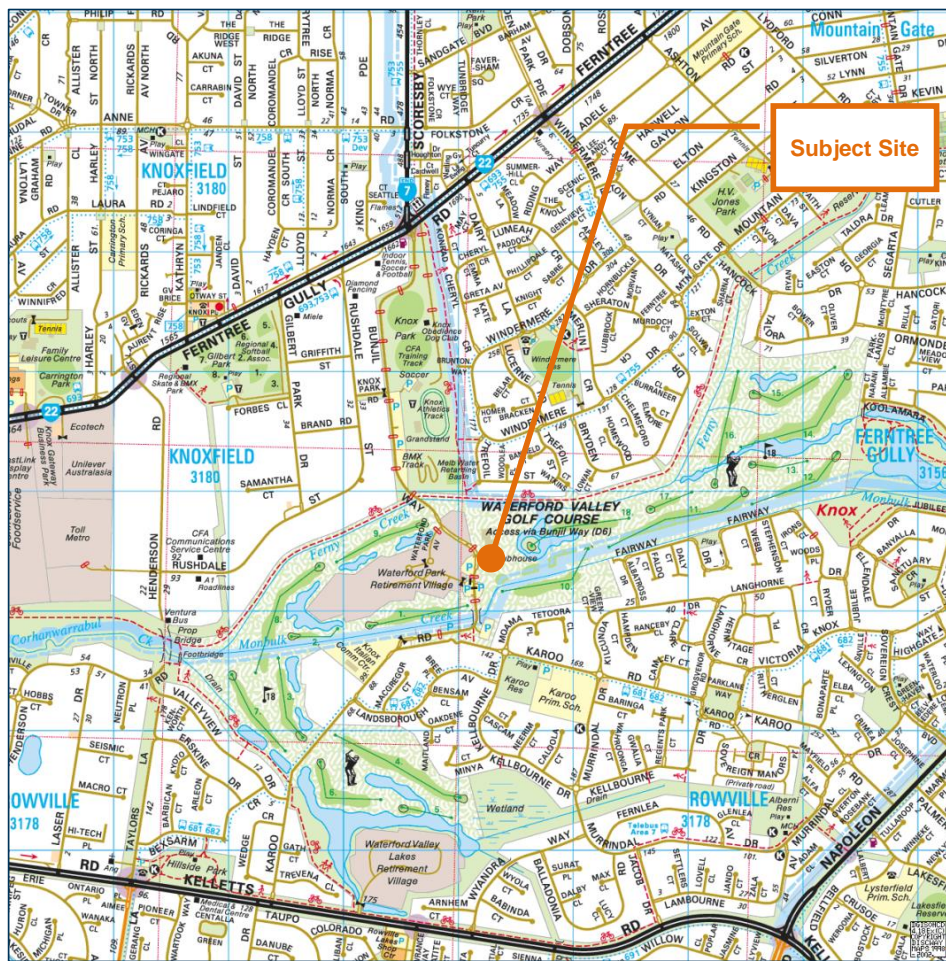
Amongst the Table of Uses at Clause 1.0 of Schedule 1 to the Comprehensive Development Zone, dwelling is a Section 2 use, for which a permit is required. Conditions to this use indicate that the number of dwellings:

“Must not exceed a total of 75 dwellings,”

and that

“Car parking must be provided to the satisfaction of the responsible authority.”

Figure 1: Locality Plan



Three car parking areas with a total of 182 spaces are located in the immediate vicinity of the Golf Club House, as follows:

- a) West of Bunjil Way (north) with 73 spaces;
- b) West of Bunjil Way (south) with 42 spaces;
- c) East of Bunjil Way (porte cochere) with 5 spaces; and
- d) East of Bunjil Way with 62 spaces.

Further overflowing car parking (163 spaces) is provided to the south of the creek, providing the following:

- East of Bunjil Way with 129 car spaces;
- West of Bunjil Way with 34 car spaces.

The 163 car spaces were provided for over flow and bus parking for the original Hotel Development which have never been utilised. These spaces are currently cordoned off - to reduce anti-social behaviour given that these car parks are hidden from the main road.

A review of various aerial photographs taken on many days over the last 10 years suggests that a maximum car park demand of 62 spaces, mostly within the eastern car park at the golf club house, with none demanded in the overflow area. This means that approximately 120 spaces in the immediate vicinity of the club house are available at all times.

Observations of traffic volumes during the critical PM peak along Bunjil Drive, and its intersection with Ferntree Gully Road and Scoresby Road indicated that very little traffic uses Bunjil Drive and that there is significant spare capacity within the intersection. It was observed that there was a pronounced exit peak between 5.00-5.15pm with many tradesmen exiting the area. After 5.15pm, there was very little traffic. It is estimated that approximately 2000vpd use Bunjil Way, well within its traffic and environmental capacity.

Figure 2: Parking Areas



Proposed Development

It is proposed to construct a 250 bed aged care facility within S3 and S5 on PS642759D. (An additional 42 dwellings in Lot A1 are being constructed so their traffic and parking generation is not yet realised.)

Vehicular access to the site will be provided via Bunjil Way North.

It is of note that the provision of future car parking for residents, staff and visitors of the Aged Care Facility, as well as the design of the car parking and access arrangements will be detailed and presented to Knox Council at a future planning application stage.

Car Parking Considerations

Residential Aged Care Facility Parking

Clause 52.06 of the Knox Planning Scheme sets out parking requirements for a residential aged care facility as:

0.3 spaces to each lodging room

This equates to a provision of 75 car spaces to be located on-site for an aged care facility of 250 beds. This figure includes staff and visitors to the site. It is understood that some parking will be provided within an at-grade car park, noting that car parking details will be submitted to Knox Council for planning approval with the future development proposal. Notwithstanding this, it is likely that car parking will be easily accommodated within the existing parking provision in the vicinity of the site.

Traffic Considerations

Case Study Data

Case study data held by Cardno has been referenced in order to estimate the traffic generation associated with the proposed residential aged care facility, as follows:

In order to determine the anticipated traffic demands associated with a typical aged care facility, case study data was undertaken on Friday 26 June 2015 and Saturday 27 June 2015. The centre is located at 39-41 Mitcham Road, Donvale and is known as The Heights TLC Aged Care.

The Heights TLC Aged Care has a total of 84 beds and at the time of the case study, a total of 78 beds were occupied. On-site parking is provided in the form of 32 spaces within a basement for use by staff and 10 spaces within the front setback at ground level for visitors.

Cardno were provided with staff timetables. The staffing requirements are the same 7 days a week and comprise 3 main shifts, generally occurring between 7:00am – 3:00pm, 3:00pm – 10:00pm and 10:00pm – 6:00am. The highest staff requirements occur between 8:00am – 1:00pm when a total of 16 staff are required, whilst up to 19 staff are on-site at any one time at 7:00am and 3:00pm between shift changeover.

In addition to the staff timetable, Cardno was also provided with the times which visitors signed in and out of the visitor log book on the case study dates. A maximum of 20 visitors on-site at any one time, occurring at 1:00pm on the Saturday. On the Friday, there was a maximum of 10 visitors on-site at any one time, occurring at 3:00pm.

During the AM peak hour, the main shift changeover time at the case study site occurs at 7:00am. As such, during the AM peak hour, traffic generation associated with staff of the aged care facility is expected to occur outside of the AM commuter peak hour which occurred between 8:00am – 9:00am. As such, it is not expected that there would be any vehicle movements associated with staff during the AM peak hour.

During the PM peak hour, the main shift changeover time at the case study site occurs at 3:00pm and 10:00pm, which is also outside of the commuter PM peak hour which occurred between 5:15pm – 6:15pm, however, there was an increase in staffing numbers at 5:00pm. It is estimated that an additional 5 car spaces would be required at 5:00pm compared with 4:00pm. Conservatively assuming these 5 vehicles arrive during the PM commuter peak hour equates to an anticipated 5 inbound vehicle movements.

In relation to visitors, the visitor log at the case study site indicated no arrivals or departures of visitors during the AM commuter peak hour (8:30am – 9:30am). As such, it is not expected any traffic generation associated with visitors to the aged care facility during the AM commuter peak hour.

During the PM commuter peak hour (5:00pm – 6:00pm), there was a total of 1 visitor arrival and 3 visitor departures, equating to a total of 4 vehicle movements or 0.05 vehicle movements per occupied bed.

Application of this rate to the proposed 250 beds equates to an anticipated 13 vehicle movements associated with the aged care during the PM commuter peak hour. Assuming these movements are relatively evenly split between inbound and outbound movements equates to a total of 6-7 inbound vehicle movements and 6-7 outbound vehicle movements.

Traffic Generation

The peak level of traffic expected to be generated by the proposed aged care development is linked to the staff parking demand levels. Peak traffic generation for aged care facilities occurs during shift changes. A staff/visitor parking demand profile has been provided by the operator for this site.

The shift staffing requirements are the same 7 days a week and comprise 3 main shifts, generally occurring between 7:00am – 3:00pm, 3:00pm – 9:00pm and 9:00pm – 7:00am. The highest staff requirements occur between 7:00am – 3:00pm when a total of 26 staff are required, whilst up to 43 staff are on-site at any one time at 7:00am and 3:00pm between shift changeover. Assuming all shift workers drive and either arrive or depart around 7:00am and 3:00pm, a combined 43 traffic movements would be expected to occur during peak times.

Non-shift staff generally arrive and depart at staggered times throughout the day, generally 8am to 5pm, but arrivals and departures do not coincide with shift workers.

During the AM peak hour, the main shift changeover time at the case study site occurs at 7:00am. As such, during the AM peak hour, traffic generation associated with staff of the aged care facility is expected to occur

outside of the AM commuter peak hour which occurs between 8:00am – 9:00am. As such, it is not expected that there would be any vehicle movements associated with staff during the AM commuter peak hour.

During the PM peak hour, the main shift changeover time occurs at 3:00pm. It is estimated that 26 vehicles depart and 17 vehicles arrive during the PM commuter peak hour.

In relation to visitors, it is not expected any traffic generation associated with visitors to the aged care facility would occur during the AM commuter peak hour. During the PM peak, a further traffic allowance of approximately 8-9 vehicles is estimated.

Traffic Impact

In traffic engineering terms, the level of traffic expected to be generated by the proposed aged care development is considered to be very low. Forty three (43) vehicle movements per hour, including both arrivals and departures, is equivalent to an average of less than 1 vehicle movement per minute during non-commuter peak periods. This level of traffic generation is low and is not expected to have any discernible effect of the operations of Bunjil Way and the surrounding road network.

Once distributed between inbound and outbound movements, and distributions in various directions, the level of traffic would be able to be easily absorbed within the Ferntree Gully Road / Scoresby Road / Bunjil Way intersection based on observations of current intersection operation.

Further non-residential hotel usage could also be considered, as it is likely that peak usage of the site would not occur during commuter peak periods but would more likely be on weekday evenings and weekends. The current long signal phase allocated to Ferntree Gully Road could be significantly shortened to allow additional capacity for turning traffic into Bunjil Way.

There is significant capacity on Bunjil Way itself as it is a single carriageway with few cross intersections or abutting development, with the exception of the sports facilities – which generally have peak usage on Saturday mornings. This is outside of peak periods for residential and hotel usage and therefore could be considered as a complementary usage due to variations in traffic demand over the day.

Considering the above, it is anticipated that traffic associated with the proposed 250 bed residential aged care facility will be adequately accommodated by the surrounding road network.

Conclusions

Based on the above, it is considered that the level of development for a 250 bed aged care facility is able to be supported from a traffic and parking perspective.