

# MINUTES

## Ordinary Meeting of Council

Held at the  
Civic Centre  
511 Burwood Highway  
Wantirna South  
On  
Tuesday 28 January 2020

The Agenda for the Ordinary Meeting of Council, 28 January 2020, forms part of these minutes and is attached in full at the end of the Minutes.

These Minutes are considered draft until adopted and confirmed at the Next Meeting of Council.



The meeting commenced at 7.01pm.

**PRESENT:**

*Cr N Seymour (Mayor)*

*Cr P Lockwood*

*Cr J Mortimore*

*Cr M Timmers-Leitch*

*Cr J Keogh*

*Cr A Gill*

*Cr L Cooper*

*Cr D Pearce*

*Tirhatuan Ward*

*Baird Ward*

*Chandler Ward*

*Collier Ward*

*Dobson Ward*

*Dinsdale Ward*

*Scott Ward*

*Taylor Ward*

*Mr T Doyle*

*Chief Executive Officer*

*Dr I Bell*

*Director – Engineering & Infrastructure*

*Mr M Kelleher*

*Director - City Development*

*Ms T Scicluna*

*Director – Community Services*

*Mr A Dowling*

*Acting Manager, Governance*

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

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

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## 1 Apologies and Requests for Leave of Absence

Apologies were received from Councillor Holland.

## 2 Declarations of Conflict of Interest

Nil.

## 3 Confirmation of Minutes

### **RESOLUTION**

**MOVED:** Councillor Mortimore

**SECONDED:** Councillor Pearce

**Confirmation of Minutes of Ordinary Meeting of Council held on Monday 16 December 2019.**

**CARRIED**

## 4 Petitions and Memorials

### **CONDOLENCE MOTION – ALAN DIXON**

Councillor Mortimore: I would like to acknowledge the passing of firefighter Alan Dixon two weeks ago. He was a remarkable man who served as a firefighter for over 50 years. The Funeral Parlour was packed with a guard of honour. He was held in high regard by all of his friends.

### **CONDOLENCE MOTION – BUSHFIRE EMERGENCY**

Councillor Nicole Seymour- On behalf of Council, I would like to pass on my deepest sympathies to the families who lost loved ones, property, wildlife and vegetation in East Gippsland and other regions over the last couple of months. I would like to thank the firefighters, Police, Government staff and all of those working hard to fight the fires. The Mayor invited all present to observe a minute's silence to honour and reflect on those lost and what they were protecting; the health and safety of their communities.

## 5 Reports by Councillors

### 5.1 Committees and Delegates

#### 5.1.1 Councillor Pearce

Councillor Pearce attended the following

- Heany Park

#### 5.1.2 Councillor Gill

Councillor Gill attended the following

- Australia Day Local Awards
- Meeting with Bayswater CFA re Council Funding and the need for a second hydrant at the Knox Transfer Station
- Councillor Gill also advised that he will not be contesting the Local Government Elections in 2020. He noted it had been a great honour to serve for the past 17 years.

#### 5.1.3 Councillor Cooper

Councillor Cooper attended the following

- Australia Day Local Awards
- Australia Day Citizenship Ceremony

#### 5.1.4 Councillor Timmers-Leitch

Councillor Timmers-Leitch attended the following

- Knox Youth Advisory Committee
- Regency Park Primary School Awards
- Knox Arts and Culture Committee
- Citizenship Ceremony
- Wantirna Primary School - Collier Award
- Templeton Cricket Club Taipans Fundraiser
- Official Opening of Boomers Change Room
- Australia Day Local Awards

### **5.1.5 Councillor Lockwood**

Councillor Lockwood attended the following

- Australia Day Citizenship Ceremony
- Australia Day Local Awards
- Knox Arts and Cultural Development Advisory Committee
- Australia Day Awards Committee
- Eastern Transport Coalition
- Official Opening of Boomers Change Rooms
- Macauley Place Pop-Up

### **5.1.6 Councillor Mortimore**

Councillor Mortimore attended the following

- St Vinnies Christmas Hampers
- Knox Arts and Culture Committee
- 257 Dorset Road Community Consultation
- Funeral for Alan Dixon
- Australia Day Local Awards

### **5.1.7 Councillor Seymour**

Councillor Seymour attended the following

- Knox Central Walk to School Award
- Scoresby Over 55s
- 4 weeks assisting in East Gippsland
- Citizenship Ceremony
- Australia Day Local Awards

Councillor Keogh entered the chamber at 7:11 pm during discussion on item 5.1.

## 5.2 Ward Issues

### 5.2.1 Councillor Mortimore (CHANDLER WARD)

The last of our Strike teams from The Basin CFA returned safely from the fires in East Gippsland. Since November 10, strike teams have been fighting fires. The process is underway in setting up a new fire station for The Basin CFA which is long overdue.

### 5.2.2 Councillor Timmers-Leitch (COLLIER WARD)

We began a trial site of our new road surface in Wantirna South which is made up of recycled asphalt and plastic bottles. Early results indicate a superior result at no additional cost. All Councils have a responsibility to drive the recycling industry. I want to address the response received on my social media page regarding a post on the Green Streets Policy which enhances Knox's natural landscape. In three days, we had over 17,000 views. If this is the response to one post in a January lull period, imagine the response we might receive with greater communication and social media promotion. The question I often receive is 'why aren't other Councils doing the same thing?' Support can be gained in informing people about clearance rates, soil testing and other elements people need to be aware of. This is outlined by our Open Space team.

### 5.2.3 Councillor Keogh (DOBSON WARD)

The Ferntree Gully CFA have done an amazing job raising funds for bushfire relief and we cannot thank them enough for their work. The fires have prompted a range of environmental concerns and Council needs to continue to address these issues collaboratively.

### 5.2.4 Councillor Gill (DINSDALE WARD)

A major upgrade is being undertaken at the Studfield Shopping Centre which involves replacing a drain and widening the footpath. It is important that local traders are supported despite the temporary inconveniences created by the upgrade. I will also touch on land use planning. After what occurred at the City of Casey where two Councillors appeared to have taken bribes; IBAC have articulated what happened but it is important to point out that it is not a victim-less crime like some have suggested. Cranbourne needs local employment. Rezoning land would have created generations of victims through a dormant suburb. This contrasts with Knox who have done great work with land use planning. We made a decision to protect industrial and commercial land. As a Council, we developed Knox Land for Business. We are lucky our forefathers planned Knox well. There is a good blend of commercial and industrial land which employs people. This is exemplified by the Wantirna Health Precinct which is an item which is coming up later in the meeting. In the upcoming reports, two key planning issues are dealt with in the Health Precinct and climate response. As a Council we implemented delegated authority and focus on Policy plans and funding. . Rather than dealing with daily planning applications, we deal with high level strategic work and let the staff deal with delivering the plans. This strategic approach to planning clearly contrasts us with the City of Casey.



### **5.2.5 Councillor Pearce (TAYLOR WARD)**

I had a meeting with Councillor Holland, Councillor Lockwood and the Chief Executive Office of the Eastern Football and Netball League (EFNL) regarding the license agreement for the Finals Series. The CEO is a resident of Taylor Ward. We worked through the concerns I had which were the basis of the rescission motion which was lodged following the last Council Meeting. We've asked the EFNL for a written commitment to contribute to local infrastructure. Following this meeting I believe the EFNL now has an outstanding Chief Executive Officer who is a leader that we can work with. This enabled me to withdraw my rescission motion and we look forward to a productive relationship with the EFNL moving forward.

### **5.2.6 Councillor Seymour (TIRHATUAN WARD)**

We've received feedback from residents concerned with overgrown grass and potential bushfire hazards in the municipality. Council is trying to address community concerns and having met with our Chief Executive Officer Tony Doyle and Director Engineering and Infrastructure, Ian Bell, I am confident staff are working hard behind the scenes to address these concerns.

6 City Development Officers' Reports for consideration

**PROCEDURAL MOTION**

**MOVED:** Councillor Seymour

**SECONDED:** Councillor Timmers-Leitch

That Council vary the order of business for the meeting to be as follows:

6 City Development Officers' Reports For Consideration

6.1 Report of Planning Applications Decided Under Delegation 1 December to 31 December 2019

6.3 Wantirna Health Precinct

6.2 Climate Response Plan Scope

8 Engineering & Infrastructure Officers' Reports For Consideration

8.2 Climate Change - Trees and Biodiversity

7 Public Question Time

8 Engineering & Infrastructure Officers' Reports For Consideration

8.1 Council's Masterplan Status Report

8.3 Supply of Retail Electricity, Public Lighting, Natural Gas and Associated Services

and thereafter in accordance with the published agenda.

**CARRIED**

## 6.1 Report of Planning Applications Decided Under Delegation 1 December to 31 December 2019

**SUMMARY: Manager, City Planning & Building, Paul Dickie**

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

### **RECOMMENDATION**

That the planning applications decided under delegation reports (between 1 December to 31 December 2019) be noted

### **RESOLUTION**

**MOVED: Councillor Pearce**

**SECONDED: Councillor Lockwood**

**That the planning applications decided under delegation reports (between 1 December to 31 December 2019) be noted**

**CARRIED**

## 6.3 Wantirna Health Precinct

**SUMMARY:** Senior Strategic Planner, Jodie Saisanas

The purpose of this report is to seek Councillor endorsement of a submission prepared in response to the Draft Wantirna Health Precinct Masterplan. The Wantirna Health Precinct Masterplanning Project is being led by the Victorian Planning Authority with input from stakeholders, including Council. The Draft Masterplan Phase is considered the most critical phase of the project.

The Draft Masterplan has undergone an extensive community and internal engagement program. As part of this program, Councillors provided feedback in December 2019. Councillors expressed a need to reinforce Council's position and also sought clarification on some items. This report identifies and addresses those items and provides a corresponding updated submission.

### **RECOMMENDATION**

That Council:

1. Note the updates to the submission based on the feedback received in December 2019; and
2. Endorses the submission prepared in response to the Draft Wantirna Health Precinct Masterplan as provided within Attachment 1.

### **RESOLUTION**

**MOVED:** Councillor Timmers-Leitch

**SECONDED:** Councillor Gill

That Council:

1. Note the updates to the submission based on the feedback received in December 2019;  
and
2. Endorses the submission prepared in response to the Draft Wantirna Health Precinct Masterplan as provided within Attachment 1.

### **CARRIED**

## 6.2 Climate Response Plan Scope

**SUMMARY: Senior Program Lead – Sustainability, Sam Sampanthar & Executive Officer - City Futures, Trish Winterling**

**This report outlines the potential options available to Council for preparing a Climate Response Plan; including the scope, timing and resource requirements for its development. This follows Council’s resolution of 28 October 2019 acknowledging serious climate and environmental change and its decision to develop a Climate Response Plan.**

### **RECOMMENDATION**

That Council:

1. Note the approach and timeline for developing the Climate Response Plan (consistent with Option 2 presented within this report);
2. Endorse an immediate commencement of the project;
3. Approve the recruitment of a Project Manager for a four year period to help develop the Climate Response Plan and then oversee the implementation, reporting and integration of the Plan;
4. Allocate \$30,000 in the 2019/2020 budget for project costs; and
5. Refer an allocation of a further \$70,000 to the 2020/2021 budget process for project costs.

### **RESOLUTION**

**MOVED: Councillor Mortimore**

**SECONDED: Councillor Lockwood**

That Council:

1. **Note the approach and timeline for developing the Climate Response Plan (consistent with Option 2 presented within this report);**
2. **Endorse an immediate commencement of the project;**
3. **Approve the recruitment of a Project Manager for a four year period to help develop the Climate Response Plan and then oversee the implementation, reporting and integration of the Plan;**
4. **Allocate \$30,000 in the 2019/2020 budget for project costs; and**
5. **Refer an allocation of a further \$70,000 to the 2020/2021 budget process for project costs.**

### **CARRIED**

## 8.2 Climate Change - Trees and Biodiversity

**SUMMARY:** Biodiversity Coordinator, Nadine Gaskell

This report is in response to a Call Up Item from the Ordinary Council meeting on 28 October 2019, requesting a report be presented to the January 2020 Ordinary Meeting of Council that outlines localised changes in climate and the impacts on Knox's tree population, the estimated value of Council's street trees and an estimate of cost to prepare a Municipal Tree Response Plan.

### **RECOMMENDATION**

That Council notes and receives this report as resolved by Council on 28 October 2019 in relation to climate change and the impact on Council's tree stock.

### **RESOLUTION**

**MOVED:** Councillor Gill

**SECONDED:** Councillor Lockwood

That:

1. Council receive and note this report as resolved by Council on 28 October 2019 in relation to climate change and the impact on Council's tree stock.
2. A business case for \$75,000 be referred to the next council budget process for a street tree response plan to address climate induced tree and canopy decline in all areas of council responsibility.

**CARRIED**

## 7 Public Question Time

Following the completion of business relating to Item 6, City Development, the business before the Council Meeting was deferred to consider questions submitted by the public.

Question Time commenced at 8:16 pm.

The following questions were raised with Council:

<p>Question 1- Catherine Money</p>	<p>What is Council doing about the recycling issue we face today? There are private organisations and programs in Australia such as TerraCycle and other charitable organisations who run different recycling programs. I want Council to be aware of these programs, such as recycling cigarette butts, to make the community aware of recycling programs and their benefits.</p>
<p>Answer- Ian Bell Director Engineering and Infrastructure</p>	<p>The recycling landscape has changed in the last couple of years throughout Victoria. Knox is working with the Metro Waste and Recovery Group and looking with other Councils at a range of ways to better manage recycling. The Prime Minister has announced a limit on the export of recycling materials from Australia and this will force the industry to look at value adding to this product within Australia. This will require significant investment from private industry and government. Recent issues faced by the sector may be the shake-up the industry needed and Council is optimistic that if all players work together value added product streams will be found. With regard to cigarette butts specifically, Council is aware of these as a littering issue, rather than a recycling issue but will take the information on board.</p>
<p>Question 2- Angela Gates</p>	<p>Is the Knox region included in the smart city initiative for greater Melbourne and what infrastructure and technologies would it include?</p>
<p>Answer- Matt Kelleher Director City Development</p>	<p>Knox City Council is currently investigating the expansion of Smart Cities initiatives and opportunities. Smart Cities is a term applied to a range of solutions that utilise sensors and other connected devices to collect data about the city, with a goal of informing better decisions related to the built environment, operations, and service delivery. Minor Smart Cities solutions have already been implemented at Knox, including the installation of 10,000 smart street lights and associated base infrastructure. Smart Cities solutions are currently implemented on a project by project basis, and an overarching strategic approach or framework is yet to be prepared. A further small scale trial of Smart Cities solutions in Knox is being considered, which would include setting up additional base infrastructure and multiple sensors, and would relate to parking management, waste bin monitoring, pedestrian counting and environmental monitoring. The Councillors may recall the call up item regarding 5G Networks. That report will be coming back to Councillors at an Issues Briefing next month and then back to a Council Meeting.</p>

<p>Question 3- Bruna Amaral</p>	<p>As stated in the Council agenda for today, the allocated budget to tackle the climate and ecological emergency currently stands at \$30,000 AUD until June 2020 and \$70,000 AUD from July 2020. Since Council allocates funding on an annual basis for the renewal of the community's assets, which are valued at over \$1.6 billion, can the Council:</p> <ol style="list-style-type: none"> <li>1) invest in making the Council buildings energy efficient, which is a must in order to start tackling the climate and ecological emergency that we find ourselves in?</li> <li>2) change building regulations so that only energy efficient buildings are granted necessary permits?</li> <li>3) educate Knox home owners and businesses about the need to transition to energy efficient buildings?</li> <li>4) use funds to improve infrastructure for public transport and start minimising road traffic which also increases pollution?</li> </ol>
<p>Answer- Matt Kelleher Director City Development</p>	<p>The funding referenced in the Climate Response Plan report this evening is only recommended to address the preparation of a Climate Response Plan, it is not the only funding Council allocates towards addressing climate related matters as implied in the question.</p> <p>Council does and has a Sustainable Building &amp; Infrastructure Policy - which provides for a consistent approach for the inclusion of Economic and Environmentally Sustainable Development (EESD) principles into Council projects. The most recent buildings constructed by Council are the early Years Hubs - which have been constructed in accord with best practice principles, with the following incorporated:</p> <ul style="list-style-type: none"> <li>• 48 x 300 watt panels with 12,000 amp/hr storage capacity which is anticipated to result in our external power consumption to nil;</li> <li>• No running costs (using passive heat exchange technologies);</li> <li>• Operational costs (excluding staff costs, etc.) reduced by around 85%. This includes an estimated 95% reduction in energy costs, an 80% reduction in lifecycle maintenance and an 80% reduction in water costs;</li> <li>• Water tanks with capacity of 200,000 litres will provide 80% of water requirements; and</li> <li>• 7+ star energy rating.</li> </ul> <p>Council is one of a number of Victorian Council's that worked very hard to incorporate an Environmental Sustainable Design Local Policy within its Planning Scheme, following many years of advocacy with the State Government. Council is not able to modify the building regulations, this is a State matter.</p> <p>Council offers a range of programs to residents and business that support sustainability related education. The Climate Response Plan (if adopted) will support further analysis to understand the best ways to support community education around energy efficiency.</p>



	Public transport is a State Government function and responsibility. That said, Knox City Council is supporting the community by advocating to both the State and Federal Funding to improve public transport infrastructure. Public transport improvements will reduce congestion on roads in Knox, provide more competitive and sustainable transport choices for Knox residents and make it more attractive to do business in Knox.
Question 4- Erica Peters	Knox Council has well supported the planting of one tree per child in our municipality. Can we now, in 2020, have one tree per household please?
Answer- Ian Bell Director Engineering and Infrastructure	Amongst other considerations, it would be a Budget question for Council. For example, around 76,000 households at approximately \$2 per tree (tubestock) plus administration and coordination would end with a total cost of around \$180,000. Council would also need to work with suppliers in terms of the management of supply and providing the plants to residents. Council must also consider whether this would be effective and provide for the right tree to be planted in the right place and in the right conditions. Any future program would need to focus on educating the community and encourage residents to want to plant trees to enhance their own environment.
Answer- Councillor Nicole Seymour	Part of the previous motion [Item 8.2] involved needing to know how many trees are in our parks so Council can quantify the current canopy cover in Knox. This was discussed recently at an Eastern Region Group of Councils meeting in relation to a strategy for our green corridors and how these link with neighbouring municipalities.
Question 5- Darren Wallace	Will Knox City Council consider writing to the Prime Minister Scott Morrison and local Federal MP's calling upon them to loudly and forcefully articulate the need for reducing global CO2 emissions at the next available global forum, while domestically developing a national plan to reduce CO2 emission well beyond Kyoto and Paris targets? Is any Councillor prepared to embrace this request and raise this as a matter of Urgent Business later in the meeting?
Answer- Councillor Nicole Seymour	While as an individual I have the appetite for this advocacy, this matter would need to be the subject of discussion with my fellow Councillors. While this is a serious issue, and we represent our constituents, we must remember it is a national issue and we must be mindful of our role as Local Government. The Mayor undertook to provide a further response at the next Council Meeting.

**PROCEDURAL MOTION**

**MOVED:** Councillor Cooper

**SECONDED:** Councillor Timmers-Leitch

**That Public Question Time be extended by 5 minutes.**

**CARRIED**

Question 6- Darren Wallace	In Knox, do we have any storage facilities that allow for homeless people to safely store their personal belongings on a day to day basis whilst they may be in Knox? If not, why, and could we refer this to the appropriate Council Department?
Answer- Tanya Scicluna Director Community Services	This issue has unfortunately arisen more frequently over the last 6 months. We have a number of solutions that we can offer when a community member experiencing homelessness seeks support with storing their possessions. Council works in partnership with SalvoCare Eastern Outreach team and Uniting Harrisons to support people with temporary storage solutions as well as housing support and would connect the person to these agencies. Council officers are also looking at options to partner with other agencies to provide storage options in existing facilities such as community facilities, leisure facilities and libraries with locker facilities, but it is early days.
	The Mayor noted a further question was submitted by Luke Arthur but as Mr Arthur was not present at the Meeting, a response would be provided in writing.

Question Time Concluded at 8:46pm.

## 8 Engineering & Infrastructure Officers' Reports for consideration

### 8.1 Council's Masterplan Status Report

**SUMMARY: Coordinator Open Space and Landscape Design, Andrea Szymanski**

**This report highlights the value and importance of public open space. The report has been prepared in response to a Council resolution from the Ordinary Council Meeting 22 September 2015, 'that a status report (for Open Space Masterplans & Activity Centre Streetscapes) be updated and reported to Council on an annual basis, to assist Council with the budget development process.'**

#### **RECOMMENDATION**

That Council:

1. Receives the current status report of Council's Masterplans; and
2. Notes the status of Activity Centre Streetscapes.

#### **RESOLUTION**

**MOVED: Councillor Timmers-Leitch**

**SECONDED: Councillor Keogh**

That Council:

1. Receives the current status report of Council's Masterplans; and
2. Notes the status of Activity Centre Streetscapes.

#### **CARRIED**

### 8.3 Supply of Retail Electricity, Public Lighting, Natural Gas and Associated Services

**SUMMARY:** Manager - Community Infrastructure, David Yeouart

**This report considers and recommends the appointment of tenderers for the supply of retail electricity and natural gas to large and small market sites for Knox City Council.**

#### **RECOMMENDATION**

That Council:

1. Accept the offer of ERM Power Retail Pty Ltd, via the Procurement Australia Contract No. 2206/0638, for the supply of electricity (large and small market sites) and associated services for a period of two years, commencing 1 July 2021;
2. Accept the offer of AGL Sales Pty Ltd, via the Procurement Australia Contract No. 2206/0628, for the supply of natural gas (large market sites) and associated services for a period of two years, commencing 1 July 2021;
3. Accept the offer of Origin Energy Limited, via the Procurement Australia Contract No. 2206/0628, for the supply of natural gas (small market sites) and associated services for a period of two years, commencing 1 July 2021; and
4. Authorise the Chief Executive Officer to sign the formal energy supply agreements with ERM Power Retail Pty Ltd, AGL Sales Pty Ltd and Origin Energy.

#### **RESOLUTION**

**MOVED:** Councillor Keogh

**SECONDED:** Councillor Lockwood

That Council:

1. **Accept the offer of ERM Power Retail Pty Ltd, via the Procurement Australia Contract No. 2206/0638, for the supply of electricity (large and small market sites) and associated services for a period of two years, commencing 1 July 2021;**
2. **Accept the offer of AGL Sales Pty Ltd, via the Procurement Australia Contract No. 2206/0628, for the supply of natural gas (large market sites) and associated services for a period of two years, commencing 1 July 2021;**
3. **Accept the offer of Origin Energy Limited, via the Procurement Australia Contract No. 2206/0628, for the supply of natural gas (small market sites) and associated services for a period of two years, commencing 1 July 2021; and**
4. **Authorise the Chief Executive Officer to sign the formal energy supply agreements with ERM Power Retail Pty Ltd, AGL Sales Pty Ltd and Origin Energy.**

**CARRIED**

## 9 Community Services Officers' Reports for consideration

### 9.1 Call Up Item - Fire Brigades Recognition Function

**SUMMARY:** Acting Director Corporate Services, Phil McQue

**This report recommends that the Call Up Item to consider hosting a recognition function for Knox Country Fire Authority, Knox Metropolitan Fire Brigade members and volunteers who have fought the recent and ongoing bush fires be deferred to the February 2020 Council Meeting, once the bush fire season is over and the full extent of the devastation of the bush fires are known.**

#### **RECOMMENDATION**

That Council resolve to defer consideration of the Call Up Item hosting a recognition function for Knox Country Fire Authority, Knox Metropolitan Fire Brigade members and volunteers until the February 2020 Council Meeting.

#### **RESOLUTION**

**MOVED:** Councillor Keogh

**SECONDED:** Councillor Mortimore

**That Council resolve to defer consideration of the Call Up Item hosting a recognition function for Knox Country Fire Authority, Knox Metropolitan Fire Brigade members and other emergency services personnel and volunteers until the February 2020 Council Meeting.**

#### **CARRIED**

## 9.2 Youth Advisory Committee Annual Report and Representation

**SUMMARY: Youth Participation and Youth Engagement Officer, Kelly Bartholomeusz**

**The Youth Advisory Committee (YAC) is an advisory committee to Council with the purpose of providing an opportunity for young people to have a voice and to assist Council with its community engagement processes.**

**This report presents recommendations for the appointment of 13 youth members and four community members to the Youth Advisory Committee for 2020, as well as provide an overview of the YAC achievements for 2019, as per the requirements of the current Terms of Reference.**

### RECOMMENDATION

That Council:

1. Appoint the following applicants to the Youth Advisory Committee (2020), as presented in Confidential Attachment 1:

Name	Category	New application or Re-Applying Member
	Young person 12-18 years	New application
	Young person 12-18 years	New application
	Young person 12-18 years	New application
	Young person 12-18 years	Re-applying
	Young person 12-18 years	Re-applying
	Young person 12-18 years	New application
	Young person 12-18 years	New application
	Young person 12-18 years	New application
	Young person 18-25 years	Re-applying
	Young person 18-25 years	Re-applying
	Young person 18-25 years	Re-applying
	Young person 18-25 years	Re-applying
	Young person 18-25 years	New application
	Community Representative	New application
	Community Representative	New application
	Community Representative	Re-applying
	Community Representative	New application

2. Note the achievements of the Youth Advisory Committee for 2019.
3. Thank the outgoing members of the Youth Advisory Committee for their valuable contribution during 2019.

**RESOLUTION****MOVED:** Councillor Timmers-Leitch**SECONDED:** Councillor Keogh**That Council:**

- 1. Appoint the following applicants to the Youth Advisory Committee (2020), as presented in Confidential Attachment 1:**

<b>Name</b>	<b>Category</b>	<b>New application or Re-Applying Member</b>
Matthew Shehata	Young person 12-18 years	New application
Mason Aulia	Young person 12-18 years	New application
Emily Roche	Young person 12-18 years	New application
Kate Hollow	Young person 12-18 years	Re-applying
Jay Beckerleg	Young person 12-18 years	Re-applying
Gemma McLean	Young person 12-18 years	New application
Aimee Bugeja	Young person 12-18 years	New application
Ashish Ambekar	Young person 12-18 years	New application
Tameika Facey	Young person 18-25 years	Re-applying
Tyler Bell	Young person 18-25 years	Re-applying
Sam Jelley	Young person 18-25 years	Re-applying
Lina Zuccarelli	Young person 18-25 years	Re-applying
Shiqi Lei	Young person 18-25 years	New application
Yu Xuan Peh	Community Representative	New application
Brianna Collins	Community Representative	New application
Lily Kuduweh	Community Representative	Re-applying
Jesse Elderhorst	Community Representative	New application

- 2. Note the achievements of the Youth Advisory Committee for 2019.**
- 3. Thank the outgoing members of the Youth Advisory Committee for their valuable contribution during 2019.**

**CARRIED**

Councillor Pearce left the meeting at 9:02 pm before the vote on item 9.2.

Councillor Pearce returned to the meeting at 9:04 pm before the vote on item 9.2.

### 9.3 Minor Grants Program 2019-20 Monthly Report

**SUMMARY: Community Resourcing Officer, Deb Robert**

**This report summarises the grant applications recommended for approval in January 2020 for the Minor Grants Program. All applications have been assessed against the criteria set out in the Minor Grants Program Policy.**

**Applications under the Minor Grants Policy are limited to a maximum of \$3,000, which has been the current limit since the commencement of the 2019-2020 financial year.**

#### RECOMMENDATION

That Council:

1. Approve one application for a total of \$2,910.00 as detailed below:

Applicant Name	Project Title	Amount Requested	Amount Recommended
Spectrum Journeys Inc	Autism Conference for Parents, Carers and Educators at Rowville	\$2,910.00	\$2,910.00
<b>TOTAL</b>			<b>\$2,910.00</b>

2. Note that the following application has been approved and paid under delegated authority in accordance with Cl.6.6 of the Minor Grants Policy:

Applicant Name	Project Title	Amount Requested	Amount Recommended
Victorian Vintage Motorcycle Club	Vintage Motorcycle Club Display Day in Bayswater	\$425.00	\$425.00
<b>TOTAL</b>			<b>\$425.00</b>

3. Note that, including the above recommended grants which total \$3,335.00, a total of \$101,319 has been awarded to date under the 2019-20 Minor Grants program to support 50 different community groups and services across the municipality.



**RESOLUTION**

**MOVED:** Councillor Lockwood

**SECONDED:** Councillor Cooper

**That Council:**

- 1. Approve one application for a total of \$2,910.00 as detailed below:**

<b>Applicant Name</b>	<b>Project Title</b>	<b>Amount Requested</b>	<b>Amount Recommended</b>
Spectrum Journeys Inc	Autism Conference for Parents, Carers and Educators at Rowville	\$2,910.00	\$2,910.00
<b>TOTAL</b>			<b>\$2,910.00</b>

- 2. Note that the following application has been approved and paid under delegated authority in accordance with Cl.6.6 of the Minor Grants Policy:**

<b>Applicant Name</b>	<b>Project Title</b>	<b>Amount Requested</b>	<b>Amount Recommended</b>
Victorian Vintage Motorcycle Club	Vintage Motorcycle Club Display Day in Bayswater	\$425.00	\$425.00
<b>TOTAL</b>			<b>\$425.00</b>

- 3. Note that, including the above recommended grants which total \$3,335.00, a total of \$101,319 has been awarded to date under the 2019-20 Minor Grants program to support 50 different community groups and services across the municipality.**

**CARRIED**

## 10 Corporate Services Officers' Reports for consideration

### **RESOLUTION**

**MOVED:** Councillor Pearce

**SECONDED:** Councillor Keogh

That the following items:

- Item 10.1- Q1 2019-20 Annual Plan Progress Report
- Item 10.2- Investment Policy

be moved en bloc as per the officer's recommendations outlined in the agenda

### **CARRIED**

## 10.1 Q1 2019-20 Annual Plan Progress Report

**SUMMARY:** Principal, Strategy and Business Intelligence , Carrie Hudson

This report provides the first quarter progress on initiatives identified in the 2019-20 Annual Plan, adopted by Council on 24 June 2019 as part of the 2019-20 Annual Budget. The Annual Plan satisfies the requirements of the Local Government Act 1989 by outlining the services provided by Council and the initiatives that Council will complete in the 2019-20 year.

### **RECOMMENDATION**

That Council receive and note the 2019-20 Annual Plan progress report for the period 1 July to 30 September 2019.

### **RESOLUTION**

**MOVED:** Councillor Pearce

**SECONDED:** Councillor Keogh

That Council receive and note the 2019-20 Annual Plan progress report for the period 1 July to 30 September 2019.

### **CARRIED**

## 10.2 Investment Policy

**SUMMARY:** Acting Manager, Business and Financial Services, James Morris

The operation of the existing Investment Policy (policy number 2003/28) was extended by Council on 23 September 2019, pending further review by 30 June 2020.

The Investment Policy has been endorsed for Council's consideration by Council's Audit Committee at the Audit Committee's meeting held on 12 December 2019.

### **RECOMMENDATION**

That Council approve the Investment Policy as included as Attachment 1 to this report.

### **RESOLUTION**

**MOVED:** Councillor Pearce

**SECONDED:** Councillor Keogh

That Council approve the Investment Policy as included as Attachment 1 to this report.

### **CARRIED**

### 10.3 Notice of Motion 95 - Public Statements

**SUMMARY:** Acting Director Corporate Services, Phil McQue

The Council adopted 'Notice of Motion 95 – Public Statements' in August 2019 and in December 2019 resolved to receive a report by February 2020 on this matter.

There has been considerable research and work undertaken in responding to this Notice of Motion, however through the limited availability of time on Issues Briefing agendas, it is recommended that Council agree to 'Notice of Motion 95 – Public Statements' now being presented to Council by April 2020.

#### **RECOMMENDATION**

That Council note that 'Notice of Motion 95 – Public Statements' will be presented to Council for consideration by April 2020.

#### **RESOLUTION**

**MOVED:** Councillor Pearce

**SECONDED:** Councillor Lockwood

That Council note that 'Notice of Motion 95 – Public Statements' will be presented to Council for consideration by April 2020.

#### **CARRIED**

## 10.4 Proposed Sale of Council Property - 1221 Mountain Highway, The Basin

**SUMMARY:** Coordinator Property Management, Angela Mitchell

**This report is presented to recommence the process to sell 1221 Mountain Highway, The Basin. The property was previously sold, however the purchase failed to settle at the prescribed time. This report recommends that Council gives notice of its intention to commence the statutory process to sell this property by a public process.**

### **RECOMMENDATION**

1. That Council, being of the opinion that the property known as 1221 Mountain Highway, The Basin identified as Lot 1 on TP 127632Q within Certificate of Title Volume 7733 Folio 098 (refer Attachment 1), is surplus to Council's requirements:
  - a) Commence the statutory process, under section 189 of the Local Government Act 1989, to sell the property known as 1221 Mountain Highway, The Basin identified as Lot 1 on TP 127632Q within Certificate of Title Volume 7733 Folio 098 and, that under section 223 of that Act, public notice of the proposed sale by a public process be given in the Knox Leader.
  - b) Hears submissions in accordance with section 223(1)(b) of the Local Government Act 1989 and appoint the following Committee of Council comprising Cr \_\_\_\_\_, Cr \_\_\_\_\_ and Cr \_\_\_\_\_ to consider submissions on Monday, 16 March 2020 at 5pm.
2. That a further report be presented to Council following the conclusion of the statutory process.

### **RESOLUTION**

**MOVED:** Councillor Mortimore

**SECONDED:** Councillor Lockwood

1. **That Council, being of the opinion that the property known as 1221 Mountain Highway, The Basin identified as Lot 1 on TP 127632Q within Certificate of Title Volume 7733 Folio 098 (refer Attachment 1), is surplus to Council's requirements:**
  - a) **Commence the statutory process, under section 189 of the Local Government Act 1989, to sell the property known as 1221 Mountain Highway, The Basin identified as Lot 1 on TP 127632Q within Certificate of Title Volume 7733 Folio 098 and, that under section 223 of that Act, public notice of the proposed sale by a public process be given in the Knox Leader.**
  - b) **Hears submissions in accordance with section 223(1)(b) of the Local Government Act 1989 and appoint the following Committee of Council comprising Cr Mortimore, Cr Lockwood and Cr Seymour to consider submissions on Monday, 16 March 2020 at 5pm.**

- 2. That a further report be presented to Council following the conclusion of the statutory process.**

**CARRIED**

Councillor Cooper left the meeting at 9:09 pm before the vote on item 10.4.

## 11 Items for Information

### 11.1 ICT Capital Works Report

**SUMMARY:** Acting Manager Information Technology, Paul Barrett

The ICT Works Report shows projects on Council's ICT Capital Works Program and indicates the status of each project as at 15 January 2020.

#### **RECOMMENDATION**

That Council receive and note the ICT Capital Works Report, as at 15 January 2020.

#### **RESOLUTION**

**MOVED:** Councillor Pearce

**SECONDED:** Councillor Lockwood

That Council receive and note the ICT Capital Works Report, as at 15 January 2020.

#### **CARRIED**

## 12 Motions for Which Notice has Previously Been Given

### **12.1 12.1 NOTICE OF MOTION NO. 102**

**MOVED:** Councillor Pearce

**SECONDED:** Councillor Lockwood

**That Council refer to the next available issues briefing meeting a proposal to adjust the rental tenancy agreements of all not-for-profit community groups, who are registered leaseholder of any property owned by Knox Council, to \$1 per annum, to take effect at the formal approval of the 2020-21 budget.**

**CARRIED**

Councillor Cooper returned to the meeting at 9:10 pm before the vote on item 12.1.

### **12.2 NOTICE OF MOTION NO. 103**

#### **RESOLUTION**

**MOVED:** Councillor Pearce

**SECONDED:** Councillor Lockwood

That Knox Council formally invites the Independent Broad-based Anti-corruption Commission (IBAC), to investigate each current City of Knox Councillor for the following:

- Any financial transactions or dealings with any property developer with business interests within the Knox Municipality boundaries, that may be in conflict with provisions of the Local Government Act 1989.
- Involvement of undisclosed extraction of financial contributions from property developers for the purpose of facilitating political party donations that create a conflict of interest under the Local Government Act 1989.



**AMENDMENT**

**MOVED:** Councillor Gill

**SECONDED:** Councillor Keogh

That Knox Council:

1. Formally invites the Independent Broad-based Anti-corruption Commission (IBAC), to investigate each current City of Knox Councillor for the following:

- a) Any financial transactions or dealings with any property developer with business interests within the Knox Municipality boundaries that may be in conflict with provisions of the Local Government Act 1989.
- b) Involvement of undisclosed extraction of financial contributions from property developers for the purpose of facilitating political party donations that create a conflict of interest under the Local Government Act 1989.

2. Requests IBAC, in response to Operation Sandon and its broader work with local government and land use planning, review and consider as best practice:

- a) Council's approach to statutory planning delegations which changed in 2017 to refocus and strengthen the role of Councillors on strategy and policy setting, emphasising the responsibility of delegated officers to professionally assess planning applications and make planning decisions.
- b) Council's investment in significant strategic planning work, including Land for Business and its work with the Victorian Planning Authority on the future of the Wantirna Health precinct to strengthen and protect commercial and industrial land within the municipality.

**THE AMENDMENT WAS PUT AND LOST**

**THE SUBSTANTIVE MOTION WAS PUT AND LOST**

A Division was called by Councillor Pearce

For the motion: Councillor Lockwood, Councillor Pearce

Against the motion: Councillor Cooper, Councillor Keogh, Councillor Gill, Councillor Mortimore, Councillor Seymour, Councillor Timmers-Leitch

**LOST 2:6**

### 13 Supplementary Items

Nil.

### 14 Urgent Business

#### 14.1 Urgent Business

Nil.

#### 14.2 Call Up Items

Nil.

### 15 Questions Without Notice

Nil.

### 16 Confidential Items

Nil.

**MEETING CLOSED AT 9:43 pm**

Minutes of Meeting confirmed at the  
Ordinary Meeting of Council  
held on Monday, 24 February 2020

.....  
Chairperson

The Agenda for the Ordinary Meeting of Council, 28 January 2020, is attached and forms part of these minutes.

# AGENDA



Ordinary Meeting of Council

To be held at the

Civic Centre

511 Burwood Highway

Wantirna South

On

Tuesday 28 January 2020 at 7:00 pm

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Tony Doyle  
Chief Executive Officer

**1 Apologies and Requests for Leave of Absence**

**2 Declarations of Conflict of Interest**

**3 Confirmation of Minutes**

Confirmation of Minutes of Ordinary Meeting of Council held on Monday 16 December 2019

**4 Petitions and Memorials**



## 5 Reports by Councillors

### 5.1 Committees and Delegates

### 5.2 Ward Issues

## 6 City Development Officers' Reports for consideration

### 6.1 Report of Planning Applications Decided Under Delegation 1 December to 31 December 2019

**SUMMARY: Manager, City Planning & Building, Paul Dickie**

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

#### **RECOMMENDATION**

**That the planning applications decided under delegation reports (between 1 December to 31 December 2019) be noted.**

#### **1.REPORT**

Details of planning applications decided under delegation from 1 December to 31 December 2019 are attached. The applications are summarised as follows:

<b>Application Type</b>	<b>No.</b>
Building & Works: Residential	4
Other	5
Subdivision	11
Units	16
Tree Removal / Pruning	12
Single Dwelling	2
Change of Use	1
Signage	3
Removal of Easement	1
Hotel Development	1
<b>TOTAL</b>	<b>56</b>

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

**Report Authorised By: Director, City Development, Matt Kelleher**

#### **Attachments**

Nil

## Knox City Council

### Planning Applications Decided by Responsible Officer

1 December 2019 and 31 December 2019

Ward	No/ Type	Address	Description	Decision
Baird	2019/7453	267 Dorset Road BORONIA VIC 3155	Advertising Signage (Pylon Sign)	9/12/2019 Approved
Baird	2019/7171	31 Burke Road FERNTREE GULLY VIC 3156	Construction of three double storey dwellings	31/12/2019 Refused
Baird	2019/7334	246 Boronia Road BORONIA VIC 3155	Three Lot Subdivision (Approved Unit Site)	20/12/2019 Approved
Baird	2019/7441	26 Lightwood Drive FERNTREE GULLY VIC 3156	Two (2) lot subdivision (Approved Unit Site)	6/12/2019 Approved
Baird	2019/9646	56 Jersey Road BAYSWATER VIC 3153	Buildings and Works (Alterations and additions to the factory office)	23/12/2019 Approved
Baird	2019/7313	34 Helen Road FERNTREE GULLY VIC 3156	Development of the land for a double storey dwelling to the rear of the existing dwelling	19/12/2019 Approved
Baird	2019/7396	29 Pine Crescent BORONIA VIC 3155	Three Lot Subdivision (Approved Unit Site)	6/12/2019 Approved
Baird	2019/9630	1 Bradley Place BORONIA VIC 3155	Prune one (1) Eucalyptus melliodora (Yellow Box).	2/12/2019 Approved
Baird	2019/7344	117 Dorset Road BORONIA VIC 3155	Four (4) Lot Subdivision (Approved Unit Site)	23/12/2019 Approved
Baird	2019/9638	5/15 Duncan Avenue BORONIA VIC 3155	Buildings and Works (Verandah on a block under 300sqm)	16/12/2019 Approved
Baird	2019/9631	1-5 Corporate Boulevard BAYSWATER VIC 3153	Mezzanine within a warehouse	3/12/2019 Approved
Chandler	2019/7457	1/8 Brown Street BORONIA VIC 3155	Removal of one (1) Eucalyptus ovata	6/12/2019 Approved
Chandler	2019/9633	5 Stewart Street BORONIA VIC 3155	Habitat pruning of one (1) Eucalyptus goniocalyx (Long-leaf Box)	6/12/2019 Approved
Chandler	2019/9639	5 Camelia Crescent THE BASIN VIC 3154	Removal of one (1) Corymbia ficifolia	19/12/2019 Approved

Ward	No/ Type	Address	Description	Decision
Chandler	2019/7446	1294 Mountain Highway THE BASIN VIC 3154	Pruning of 1 Eucalyptus gonicalyx (Long Leaf Box), four (4) Eucalyptus obliqua and one (1) Eucalyptus cephalocarpa (Silver leaved Stringybark)	5/12/2019 Approved
Chandler	2019/7077	5 Stoneleigh Avenue BORONIA VIC 3155	The construction of four (4) double storey dwellings and one (1) single storey dwelling on the land (total of 5 dwellings)	6/12/2019 Notice of Decision
Chandler	2019/9635	3 Bouganville Street BORONIA VIC 3155	Pruning of one (1) Eucalyptus obliqua	13/12/2019 Approved
Chandler	2019/7250	62 Boronia Road BORONIA VIC 3155	Construction of four (4) dwellings on the land (three (3) double storey and one (1) single storey), vegetation removal and alteration of access to a Road Zone Category 1	2/12/2019 Approved
Chandler	2019/9643	2/6 Moncoe Street BORONIA VIC 3155	Removal of one (1) Quercus palustris	23/12/2019 Approved
Chandler	2019/9632	48 Elsie Street BORONIA VIC 3155	Removal of one (1) Eucalyptus ovata	6/12/2019 Approved
Chandler	2019/7386	1019 Mountain Highway BORONIA VIC 3155	Buildings and works (new mezzanine and walkway)	17/12/2019 Approved
Chandler	2019/7498	12 Flinders Crescent BORONIA VIC 3155	Removal of one (1) Eucalyptus pulchella	19/12/2019 Approved
Chandler	2019/7435	10 Stewart Street BORONIA VIC 3155	Develop the site for a single dwelling	6/12/2019 Approved
Collier	2019/9634	44 Stokes Road WANTIRNA VIC 3152	Two lot subdivision (Approved Unit Site)	12/12/2019 Approved
Collier	2019/7292	71 Alderford Drive WANTIRNA VIC 3152	The development of a single storey dwelling at the rear of existing dwelling	6/12/2019 Approved
Collier	2019/6052	32 & 34 Cathies Lane WANTIRNA SOUTH VIC 3152	The construction of four (4) double storey dwellings on the land	17/12/2019 Notice of Decision

<b>Ward</b>	<b>No/ Type</b>	<b>Address</b>	<b>Description</b>	<b>Decision</b>
Dinsdale	2019/7304	12 Gidgee Court WANTIRNA SOUTH VIC 3152	Development of the land for two (2) double storey dwellings	19/12/2019 Notice of Decision
Dinsdale	2019/9649	6 Bona Vista Road BAYSWATER VIC 3153	2 lot subdivision (Approved Unit Site)	31/12/2019 Approved
Dinsdale	2019/9637	1 & 2/29 Rathmullen Road BORONIA VIC 3155	2 Lot Subdivision (Approved Unit Site)	30/12/2019 Approved
Dinsdale	2019/9641	12 Hertford Court WANTIRNA SOUTH VIC 3152	Two (2) Lot Subdivision (Approved Unit Site)	19/12/2019 Approved
Dinsdale	2019/7244	63 Arbroath Road WANTIRNA SOUTH VIC 3152	The construction of three (3) double storey dwellings on the land	3/12/2019 Notice of Decision
Dinsdale	2019/7480	Knox Ozone Sh 9068A/509 Burwood Highway WANTIRNA SOUTH VIC 3152	Business identification signage	16/12/2019 Approved
Dinsdale	2019/7241	7 Maida Avenue BAYSWATER VIC 3153	The development of the land for the construction of two single storey dwellings	11/12/2019 Approved
Dinsdale	2019/7226	58 Ireland Avenue WANTIRNA SOUTH VIC 3152	The development of the land for the construction of two dwellings	17/12/2019 Approved
Dobson	2019/7455	47-49 Station Street FERNTREE GULLY VIC 3156	Removal of one (1) Eucalyptus macrorhyncha and one (1) Eucalyptus goniocalyx	10/12/2019 Approved
Dobson	2019/7321	12 Laanecoorie Drive LYSTERFIELD VIC 3156	The construction of a double story dwelling to the rear of the existing dwelling	6/12/2019 Notice of Decision
Dobson	2019/7392	12 Dorian Avenue FERNTREE GULLY VIC 3156	Development of the land for a single dwelling	2/12/2019 Approved
Dobson	2019/7390	7 Wynette Avenue UPPER FERNTREE GULLY VIC 3156	Buildings and Works for an extension to the existing dwelling and vegetation removal	19/12/2019 Approved
Dobson	2019/7327	7 Myrtle Crescent FERNTREE GULLY VIC 3156	Buildings and works for a dwelling addition and vegetation removal	13/12/2019 Approved

Ward	No/ Type	Address	Description	Decision
Dobson	2019/7367	1220 Burwood Highway UPPER FERNTREE GULLY VIC 3156	Change of use (Restricted Recreation Facility - personal training/group fitness studio)	23/12/2019 Approved
Dobson	2019/7403	5 Brenock Park Drive FERNTREE GULLY VIC 3156	Buildings and works and pruning of vegetation	5/12/2019 Approved
Dobson	2019/7459	150 Underwood Road FERNTREE GULLY VIC 3156	Removal of native vegetation under Clause 52.17 and Clause 42.01 to facilitate the installation of a new substation (minor utility installation).	6/12/2019 Approved
Friberg	2019/7263	20 Dobson Street FERNTREE GULLY VIC 3156	Development of a double storey dwelling to the rear of the existing dwelling	17/12/2019 Approved
Friberg	2019/7262	1 Eildon Street FERNTREE GULLY VIC 3156	Development of the land for three (3) double storey dwellings and the removal of native vegetation	23/12/2019 Notice of Decision
Friberg	2019/7452	742 Burwood Highway FERNTREE GULLY VIC 3156	Advertising Signage (Pylon Sign)	10/12/2019 Approved
Scott	2019/7352	21 The Ridge West KNOXFIELD VIC 3180	Development of one (1) double storey dwelling to the rear of the existing dwelling	20/12/2019 Notice of Decision
Scott	2019/9640	LATV. RET. VLG. 43/61 Fraser Crescent WANTIRNA SOUTH VIC 3152	Buildings and works for the construction of a double carport	19/12/2019 Approved
Scott	2019/7377	25 Cherrytree Rise KNOXFIELD VIC 3180	Three lot subdivision (Approved Unit Site)	6/12/2019 Approved
Scott	2019/7219	28 & 30 Peppermint Grove KNOXFIELD VIC 3180	Two lot subdivision (Boundary Re- alignment)	23/12/2019 Approved
Scott	2019/7463	37 Foster Crescent KNOXFIELD VIC 3180	Pruning of one (1) Eucalyptus radiata (Narrow-leaf Peppermint and one (1) Melaleuca armillaris (Bracelet Honey Myrtle)	13/12/2019 Approved

<b>Ward</b>	<b>No/ Type</b>	<b>Address</b>	<b>Description</b>	<b>Decision</b>
Taylor	2019/7242	71 Goulburn Drive ROWVILLE VIC 3178	The development of the land for the construction of a double storey dwelling at the rear of the existing single storey dwelling	2/12/2019 Approved
Tirhatuan	2019/7454	3 Myer Place ROWVILLE VIC 3178	Buildings and works for a removable office building	24/12/2019 Approved
Tirhatuan	2019/9644	7 Simon Avenue ROWVILLE VIC 3178	2 Lot subdivision (Approved Unit Site)	31/12/2019 Approved
Tirhatuan	2019/7315	1447 Ferntree Gully Road SCORESBY VIC 3179	The construction of a double storey dwelling to the rear of the existing dwelling and alteration of access to a Category 1 Road	17/12/2019 Refused
Tirhatuan	2019/7421	3 Emmeline Row ROWVILLE VIC 3178	To remove the 2.44 wide drainage, sewerage and water supply easement created in B212764	5/12/2019 Approved
Tirhatuan	2019/7296	12 Dalmore Drive SCORESBY VIC 3179	Use and development of a Hotel	11/12/2019 Approved

## 6.2 Climate Response Plan Scope

**SUMMARY: Senior Program Lead – Sustainability, Sam Sampanthar & Executive Officer - City Futures, Trish Winterling**

**This report outlines the potential options available to Council for preparing a Climate Response Plan; including the scope, timing and resource requirements for its development. This follows Council’s resolution of 28 October 2019 acknowledging serious climate and environmental change and its decision to develop a Climate Response Plan.**

### **RECOMMENDATION**

**That Council:**

- 1. Note the approach and timeline for developing the Climate Response Plan (consistent with Option 2 presented within this report);**
- 2. Endorse an immediate commencement of the project;**
- 3. Approve the recruitment of a Project Manager for a four year period to help develop the Climate Response Plan and then oversee the implementation, reporting and integration of the Plan;**
- 4. Allocate \$30,000 in the 2019/2020 budget for project costs; and**
- 5. Refer an allocation of a further \$70,000 to the 2020/2021 budget process for project costs.**

### **1. INTRODUCTION**

The following Notice of Motion was unanimously adopted by Council at its 28 October 2019 Ordinary Meeting:

*In recognising that we are in a state of serious climate and environment change, that Council:*

- 1. Consider climate change and biodiversity protection as key environmental factors in our triple bottom line assessments of Council policies, projects and actions;*
- 2. Develop a Climate Response Plan and include its implementation as part of our next Council plan and risk assessments;*
- 3. Acknowledge the scientific expertise of key organisations of international standing and base our decisions on the best available evidence;*
- 4. Advocate to other levels of government on climate change and biodiversity issues through our regional, state and national alliances; and*
- 5. Educate and empower the local Knox community to take action in climate change mitigation and adaptation.*
- 6. Receive a report from officers no later than January 2020 outlining the potential options available to Council for preparing a Climate Response Plan, including the scope, timing and resource requirements for such a plan.*

A further Notice of Motion was unanimously adopted by Council at its 16 December 2019 Ordinary Meeting, which reaffirmed the seriousness, urgency and significance of this matter:

*Following its Notice of Motion adopted at the 28 October 2019 Ordinary Meeting recognising that we are in a state of serious climate and environment change, reaffirms the seriousness,*

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*urgency and significance of the matter ahead of the report being brought to the January 2020 Council meeting, and for the purpose of clarity of expectations with respect to the preparation of Council's Climate Response Plan notes that by urgency there is a commitment to immediate action considering a 10 year delivery timeframe 2020-2030. Further, that Council's Climate Response Plan, consistent with AS/NZ ISO 31000:2009, is to establish an updated organisational risk context and identify, assess and implement the appropriate treatment for all relevant external and internal risks associated with climate change.*

This report responds to both Notice of Motions and specifically to item 6 of the October Notice of Motion above.

## **2. DISCUSSION**

Knox Council has been implementing actions to address climate change since 2003 with the adoption of the Knox Greenhouse Action Plan 2003-2010. That Plan set a corporate greenhouse emission reduction target of 30% and a community reduction target of 20% by 2010. This corporate target was achieved in 2007, largely with the purchase of Green Power for streetlights.

The Knox Greenhouse Action Plan was succeeded in 2012 by the Climate Change Response Plan 2012 – 2022. This Plan focuses Council's efforts in five areas including:

- Achieving greenhouse gas reduction goals;
- Offsetting greenhouse gas emissions;
- Adaptation to climate change;
- Developing strategic partnerships; and
- Improving air quality.

Implementation of the Climate Change Response Plan over the past five years has included large scale energy reduction projects including streetlight replacement, solar panels on Council buildings, solar bulk buy programs for residents and energy efficiency works on Council buildings, including the recently initiated Energy Performance Contract (EPC).

A new Climate Response Plan (CRP) which responds to the current state of serious climate and environment change will need to address at a minimum, the points contained within both of the Notices of Motion and importantly, identify urgent actions for implementation across the organisation to ensure that both the Knox Community and Council can work towards a safe climate, as required under the Paris Agreement<sup>1</sup>. The CRP will succeed the Climate Change Response Plan 2012-2022.

In determining the timeframe required to develop a comprehensive CRP and meaningfully engage with Councillors, staff and the Knox community during the development of the Plan; along with the expectation it be implemented as part of the next Community and Council Plan, the following timing implications have been taken into account:

- Earliest opportunity to report to Council for sign off on the Scope of the CRP (28 January 2020 – as per requirement set by the October 2019 Notice of Motion);
- Recruitment and procurement timeframes;
- Proposed Knox Community and Council Plan (2017 – 2021) project timeframes;

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<sup>1</sup> The Paris Agreement is a global agreement reached in 2015 that all signatories (including Australia) will work towards avoiding dangerous climate change by limiting global temperature increase to well below 2 degrees Celsius above pre-industrial levels and pursuing efforts to limit the increase to under 1.5 degree Celsius. (Source: <https://unfccc.int/process-and-meetings/the-paris-agreement/the-paris-agreement>)

- Legislative requirement under the *Climate Change Act 2017* for Council to have regard to climate change, along with the Victorian Public Health and Wellbeing Plan when undertaking its own public health and wellbeing planning;
- Council Election Caretaker Period (October 2020); and
- Opportunity to utilise key engagement opportunities with the Community and Council Plan including Joint Advisory Committee meetings.

The following outlines the proposed framework and approach for the development of Council’s CRP.

Project Timing

Based on the considerations above, it is anticipated that the development of the draft Climate Response Plan would be completed by December 2020. Public consultation would follow with the final plan being adopted by June 2021.

In order for the CRP to be incorporated in the next Community and Council Plan (2021 – 2025), the draft CRP will need to be endorsed by Council by December 2020. This timeframe will allow the CRP to be included within Council’s Annual Reporting process and allow the CRP to be embedded into Council’s operations.

The recommended timeline for developing the CRP is shown below in Figure 1.

	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	?	Mar-24	
Council Report: Scope and Timeframes for CRP	█																				
Recruit & Procurement		█	█																		
Project Commencement & Preliminaries				█																	
Engagement with Councillors, Staff and Community				█	█	█	█	█	█												
Research - contemporary practice and response				█	█	█	█	█	█												
Evaluation of current Council policies, practices & risk				█	█	█	█	█	█												
Identification of partnership opportunities				█	█	█	█	█	█												
CRP - Writing of Draft								█	█												
CRP - Draft for Council Endorsement											█	█									
Draft for Public Comment													█	█	█						
Finalise CRP																█	█				
CRP for final Endorsement																	█	█			
Oversee Implementation of CRP & Embed into organisation																		█	█	█	█

**Figure 1:** Officer Recommended timeline for developing the Climate Response Plan

The recommended timing for the CRP’s development requires additional financial resources not currently budgeted for in the current 2019/20 budget.

*Alternative Timing Option – Climate Response Plan development to start in 2020-21*

If funding is not available until 2020/21, an alternative commencement date in July 2020 would still include a 10 month time period for the development of the draft Plan (July 2020 to April 2021) and two months for public consultation and finalisation of the Plan (May/June 2021). This timeframe would result in a condensed engagement and consultation period and would still be impacted by the Election Caretaker Period (See Option 3, Section 5). A delayed start to the CRP would also lose the opportunity to embed the implementation of the CRP into the Council Plan 2021-2025 and it would miss an important chance to integrate the CRP work with Council’s public health and wellbeing planning, which runs in parallel with the Council Plan timeframes. Both the *Climate Change Act 2017* and *Public Health and Wellbeing Act 2008* require Council to

demonstrate 'regard to the State Public Health and Wellbeing Plan' and regard to climate change when undertaking this planning.

Delaying the commencement of developing the Climate Response Plan to the 2020/21 financial year is not the recommended option. It would also be at odds with Council's second Notice of Motion which reinforced the urgency of preparing the CRP.

### Approach

It is proposed that the development of the CRP will include:

- Early engagement with Councillors for a briefing on the latest Climate Science and projected climate future to inform the development of the CRP, including a potential carbon emissions reduction target, and thereafter at key milestones through Issues Briefings;
- A cross organisational approach to the CRP's development, drawing upon the expertise across the organisation, to engender organisational buy in and strengthen the sustainability culture which will be required for the Plan's implementation;
- Where possible, engagement with all of Council's Advisory Committees and public consultation more broadly;
- Research into best practice climate change action relevant to Knox's circumstances;
- Evaluating any changes required across Council policies and strategies, the Planning Scheme and other organisational practices;
- Evaluating key partnerships and financing solutions to enable implementation of the Plan;
- Evaluating the impacts of climate change on biodiversity values within the city and the development of a separate Biodiversity Plan (subject to 2020/21 business case);
- Evaluating the Corporate Risk (including legal risk) resulting from climate change; and
- Utilising any community engagement opportunities to inform the CRP undertaken throughout 2020 and early 2021 during the development of the Council Plan 2021 – 2025 and the Knox Community Plan 2021 - 2031.

### Plan Framework

It is proposed that the Plan will include the following sections:

1. Executive summary
2. Climate Change context – current and predicted climate and biodiversity impacts to Knox
3. Council's Roles and Responsibilities
4. Status update and achievements to date with Climate Change Response Plan (2012 – 2022) implementation
5. Knox Council Corporate and Community emissions profile
6. Science Based Emission Reduction Target (for Corporate Emissions)
7. Knox's climate change liability and risk exposure (including addressing AS/NZ ISO 31000:2009)
8. CRP Goals, Targets and Indicators
9. Actions to achieve Goals
  - Context and background information for each goal (or key direction)
  - Listing of supporting policies
  - Specific actions including department responsible, timeframe, budget required
10. Actions that the Knox Community can take to mitigate and adapt to climate change
11. Reporting, Monitoring and Review.

Specific actions may include continuation and or expansion of projects that will result in financial savings for Council such as energy efficiency improvements in Council and Community buildings, streetlight replacement and electrification of Council's vehicle fleet. Projects and initiatives to increase community resilience including an expansion of Solar Savers, Environmental Upgrade Finance, building and assets retrofits for extreme weather events and other initiatives that ultimately reduce Council's risk and exposure to the impacts of Climate Change.

### **3. CONSULTATION**

Consultation with Victorian local government officers has taken place in developing this report and has informed the anticipated timing required to prepare a CRP, as well as the resourcing and financial implications. Feedback from the November 2019 Sustainable Development Group Advisory Committee meeting has also been taken into account in developing the scope for this project.

As noted above, the proposed approach will seek community engagement opportunities during the Knox Community Plan and Council Plan engagement phase, and incorporate Councillor, community and cross-organisational engagement.

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

The next CRP will address environmental and amenity issues caused through the impacts of climate change.

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

The next CRP will discuss local economic implications caused through the impacts of climate change.

The development of a new CRP and the required cross-organisational implementation cannot be delivered by the City Futures Department within existing resources due to a fully committed work program, including:

- Delivery of a \$2.1m capital works sustainability initiatives program, 2019/2020 waste education & engagement and community solar savers programs;
- Provision of cross organisational support for Sustainable Building & Infrastructure Policy implementation, ASPIRE, Environmental Upgrade Agreements and electric vehicle use; and
- Facilitation of the Environment Advisory Committee and participation in the Eastern Alliance for Greenhouse Action.

Three resourcing options are presented for consideration:

#### Option 1 – Immediate start for plan development only

In order to complete a draft CRP by December 2020, an additional temporary 16 month 1.0 EFT Project Manager Sustainability role (Band 7 ~ \$180,000 employment cost: February 2020 - June 2021) and \$100,000 project funds will be required. This consists of \$30,000 project funds in the current financial year and \$70,000 in 2020 - 2021 financial year.

This funding would be **required from February 2020** to commence work on the CRP immediately. The Project Manager role would conclude when the CRP is developed and adopted by Council approximately 16 months after the project commencement.

Project funds are required to engage external expertise to support the preparation of the Plan with the following costs estimated:

- Drafting of CRP including stakeholder engagement - \$45,000
- Corporate legal risks assessment - \$20,000
- Developing a carbon emission footprint for Knox Council (corporate emissions) and setting a science based emission reduction target - \$20,000
- Promotion, Materials, Catering, Graphic Design for engagement - \$15,000

The total cost of Option 1 is \$280,000 over two financial years (2019/20 to 2020/21).

Option 1 is not recommended.

#### Option 2 – Immediate start for plan development and to oversee implementation

This option is the same as Option 1 but includes the role of a Project Manager as a four year position to embed the implementation and reporting of the CRP into Council's operations. The longer term tenure of the role provides for a greater opportunity to secure a candidate with specialist expertise to lead and implement the CRP project across the organisation.

The total cost of Option 2 is \$605,500 over five financial years (2019/20 to 2023/24).

Option 2 is the preferred and recommended approach.

#### Option 3 – Delayed Start for Plan Development Only

This option suggests an alternative timeframe in the event that funding is only available within the 2020/21 financial year. This option will result in delaying the start of the project commencement until July 2020 which will compress the development of the Plan and miss the opportunity to integrate the CRP into the next Council Plan, and demonstrate 'regard to the State Public Health and Wellbeing Plan' and climate change (*Public Health and Wellbeing Act 2008*).

An additional temporary 12 month 1.0 EFT Project Manager Sustainability role (Band 7 - \$121,000 employment cost) and \$100,000 project funds will be required for this option in 2020/21.

The total cost of Option 3 is \$221,000 in 2020/21 financial year (or \$605,022 if Project Manager Sustainability role is extended until 2023/24).

Option 3 is not recommended.

#### Summary

It should be noted that recruiting for a longer term Project Manager role (as per Option 2 above) is expected to attract a higher calibre field of candidates. Importantly, a position responsible for overseeing the implementation phase of the CRP is seen as an essential element of ensuring that the CRP is embedded across the organisation, supporting culture change and building momentum. If Council opts for Option 1 or 3, there is a risk of not being able to attract a suitably qualified and capable candidate to oversee the development and implementation of the CRP. In addition, Option 2 will assist in fully realising cost and energy savings for the organisation.

## **6. SOCIAL IMPLICATIONS**

The next CRP will address social implications caused through the impacts of climate change. As previously mentioned, 'a Council must have regard to the State Public Health and Wellbeing Plan' (*Public Health and Wellbeing Act 2008*). The new Victorian Public Health Plan 2019 – 2023

recognises the health impacts of climate change and has prioritised additional focus to driving coordinated action to tackling climate change and its impact on health.

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

### **Goal 1 - We value our natural and built environment**

Strategy 1.1 - Protect and enhance our natural environment

## **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 Program Lead - Sustainability, Sam Sampanthar & Executive Officer City Futures, Trish Winterling - In providing this advice as the Author, we 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**

This report proposes the approach, timing, resourcing and framework for the development of the next Climate Response Plan (2021 – 2031), prepared so as to acknowledging the seriousness, urgency and significance Council reaffirmed for this important project. The Plan aims to clearly articulate what Council will take action on and how Council will support the community in climate change mitigation and adaptation. The Plan will also establish an updated organisational context and identify, assess and implement the appropriate treatment for all relevant external and internal risks associated with climate change.

## **10. CONFIDENTIALITY**

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

**Report Prepared By:** Senior Program Lead - Sustainability, Sam Sampanthar and  
Executive Officer City Futures, Trish Winterling

**Report Authorised By:** Director, City Development, Matt Kelleher

## **Attachments**

Nil

## 6.3 Wantirna Health Precinct

**SUMMARY:** Senior Strategic Planner, Jodie Saisanas

The purpose of this report is to seek Councillor endorsement of a submission prepared in response to the Draft Wantirna Health Precinct Masterplan. The Wantirna Health Precinct Masterplanning Project is being led by the Victorian Planning Authority with input from stakeholders, including Council. The Draft Masterplan Phase is considered the most critical phase of the project.

The Draft Masterplan has undergone an extensive community and internal engagement program. As part of this program, Councillors provided feedback in December 2019. Councillors expressed a need to reinforce Council's position and also sought clarification on some items. This report identifies and addresses those items and provides a corresponding updated submission.

### RECOMMENDATION

That Council:

1. Note the updates to the submission based on the feedback received in December 2019; and
2. Endorses the submission prepared in response to the Draft Wantirna Health Precinct Masterplan as provided within Attachment 1.

### 1. INTRODUCTION

The Wantirna Health Precinct Project (WHP) is a major strategic masterplanning initiative aimed at setting out the future vision for a new integrated health precinct in Wantirna.

The Victorian Planning Authority (VPA) is leading the planning and delivery of the Masterplan process, with substantial input from Knox City Council and several State Government agencies, including the Department of Health and Human Services (DHHS) and the Department of Transport (DoT).

The VPA has previously briefed Council on the project as follows:

- The project outline, initiatives and Governance Structure - on 11 February, 2019.
- The program outline of the initial round of community consultation which ran from 15 July- 26 July 2019 – individual briefing sessions on 20 June, 2019.
- The Draft Masterplan and associated community consultation program - on 14 October, 2019.
- The outcomes of the community consultation program for the Draft Masterplan – on 9 December, 2019. (The second round of community consultation ran from 24 October - 8 November 2019).

During the second round of community consultations, feedback was also obtained from Councillors, Council Advisory Committees and Council officers, and an independent Peer Review of the Draft Masterplan was obtained. This report addresses those comments and the submission content sought has been correspondingly updated to be formally provided to the VPA in response to the Draft Masterplan.

## 2. DISCUSSION

The WHP site has been identified by the State Government to provide a purpose built, integrated health precinct. The precinct is anticipated to service the immediate Knox and Maroondah catchments and complement facilities already existing at Box Hill, Monash, Berwick and Dandenong. The WHP will be anchored by a best-practice public hospital providing acute, sub-acute, emergency and palliative services. Allied and specialist health/office, research, education and residential uses, will complement the hospital.

The precinct is expected to promote high quality, sustainable built form and open space design outcomes that champion patient, carer, staff, visitor and resident wellbeing.

The project has progressed through:

- A Technical Studies phase;
- The identification of Issues and Opportunities for the development of the site as a health precinct; and
- Two rounds of community consultation and the delivery of a Draft Masterplan.

The initial round of community consultation (15-26 July 2019) sought public comment on the issues and opportunities of developing the site for a Health Precinct. The second round of community consultation (22 October-8 November 2019) sought public feedback on the Draft Masterplan.

Background technical studies were commissioned for the project in May 2019 and the findings of these reports provided the basis for an 'Issues and Opportunities' Paper as well as the development of the Draft Masterplan. The Background Technical Studies covered the following range of pre-development matters:

- Integrated transport opportunities;
- Spatial economic opportunities and issues;
- Stormwater drainage;
- Utility servicing;
- Urban design opportunities;
- Environmental assessment and land contamination; and
- Biodiversity and arboriculture.

The Issues and Opportunities Paper identified three key matters to consider as part of on-going development and design of the precinct. These being:

- Landscape and public realm – the topography and location of existing protected vegetation;
- Access and movement – integrating the site with the existing road, pedestrian, cycle and public transport networks, as well as land to the south; and
- Built form – utilising topography, minimising overshadowing of land to the south and integrating the Hungarian Community Club into the precinct.

The Issues and Opportunities Paper provided the basis for the first round of community consultation (15-26 July 2019). Outcomes of the community consultation identified that:



- Parking within local streets was a major concern, as was the unsafe pedestrian environment at the intersection of Boronia Road and Mountain Highway;
- Integrating the site with Knox Private Hospital and minimising amenity impacts of the development of the site on the Hungarian Community Club and the land to the south was important;
- Providing a precinct that the public could use was also important; and
- The community was supportive of a health precinct being developed for the site.

The Draft Masterplan outlines four distinct precincts within the project site.

- Precinct 1 will comprise the redevelopment of the DHHS (Eastern Health) site, including a new public hospital that is expected to generate significant employment. The precinct will create opportunities for complementary uses and contain substantial open space and a wetland within its south-western section.  
Precinct 1 will remain in the Public Use Zone (PUZ).
- Precinct 2 will form a commercial edge to Boronia Road, with end uses intending to complement the wider project site, including medical centres, specialist consulting suites, GP clinics, medi-hotels and offices. The precinct will form part of the northern gateway to the WHP, it will be highly visible and will necessitate high quality, 'statement' built form outcomes. Precinct 2 will provide a buffer to the residential precinct (Precinct 4) to the south.
- Precinct 3 will be a health, education and research precinct. Located west of Precinct 1, Precinct 3 will provide tertiary/TAFE education and research opportunities to the public hospital. The precinct will also provide daily convenience uses, including public spaces, food/drink premises and convenience retail.
- Precinct 4 will constitute a residential precinct with a diverse range of housing options including WHP staff housing, aged care and affordable housing. The precinct will also integrate a wetland located in the south-western corner of the site, the future residential development to the south of the WHP, and the Hungarian Community Club to the north-west.  
Precincts 2, 3, and 4 are proposed to be rezoned as a Comprehensive Development Zone (CDZ).

The Draft Masterplan also envisages the following key design and development response outcomes for the WHP:

- Building heights along Boronia Road and Mountain Highway mostly feature 5-12 storeys. Heights between 4-8 storeys are envisioned internally within the WHP site, dependent on topography, and existing and future built form adjacent to the precinct.
- Key built form outcomes are proposed along Mountain Highway and adjoining/overlooking the public space area within Precinct 2.
- Substantial open space and greenery is envisioned throughout the site, including links into the Eastlink Reserve to the west and the future residential development to the south.
- Pedestrian manoeuvrability has been prioritised. Several shared path opportunities are proposed throughout the WHP. Internalised shared paths are also shown to link into the shared path network external to the site.
- Bus capable roads internal to the WHP are provided.
- New road intersections are proposed to Boronia Road and Mountain Highway. Both intersections are proposed to be signalised.

An extensive consultation program was developed by the VPA and Council officers to seek community and Council feedback on the Draft Masterplan.

The Draft Masterplan consultation ran for three and a half weeks from 22 October - 14 November 2019, with the Community Consultation component running from 22 October - 8 November 2019. The consultation program involved:

- pop-up stalls within Wantirna Mall and Wantirna Health;
- on-line documents and an on-line survey;
- a series of briefing sessions for Council staff and Advisory Committee Members;
- extensive advertising in The Leader and on social media;
- a letterbox brochure drop to residents near the WHP site; and
- posters displayed within all Council Libraries, at Knox Private Hospital and Wantirna Health, as well as, shopfronts within Wantirna Mall and some surrounding businesses along Mountain Highway and Boronia Road.

The consultation program was successful in increasing the level of community and Council engagement from the earlier round of consultation. The responses are summarised in the following table, with inappropriate car parking and inadequate public transport provision, a common theme across all three sectors consulted.

Sector Consulted	Responses
Community	<ul style="list-style-type: none"> <li>• Generated 92 walk-ups &amp; 23 on-line survey responses.</li> <li>• Car parking concerns – people &amp; hospital staff park cars in local streets already and this will be exacerbated.</li> <li>• Illegal traffic manoeuvres in local streets by the public looking for car parking. Already occurs and could be exacerbated.</li> <li>• Proposed heights – some residents were concerned that the heights were excessive, while others were positive about the heights.</li> <li>• Most residents responded positively to the Draft Masterplan and maintain that the project is long overdue.</li> <li>• Hungarian Community Club – requested that amenity impacts of the precinct on the club are minimised.</li> </ul>
Advisory Committees	<ul style="list-style-type: none"> <li>• Included the Community Safety, Health &amp; Wellbeing Advisory Committee, the City Futures Advisory Committee and the Environment Advisory Committee.</li> <li>• Inadequate public transport is already prevalent in the area. The responsibility for the costs associated with the provision of public transport to the precinct was questioned.</li> </ul>

Council Staff	<ul style="list-style-type: none"> <li>• Responded positively to Draft Masterplan as a high-level strategic plan.</li> <li>• Very concerned with asset maintenance (roads, drainage &amp; open space) once the site is constructed and assets are handed to Council to maintain.</li> <li>• Changes were requested to the location of wetlands within the Draft Masterplan. This is to move the wetland away from a sewer main and to protect an area of biological significance.</li> <li>• Appropriate long-term parking arrangements must be provided for the site.</li> <li>• Inadequate public transport to the site and connecting the site with nearby Activity Centres and the Enterprise Corridor, highlighted.</li> <li>• The potential impact of building heights on the view lines to the Dandenong Ranges was raised.</li> <li>• The WHP should not be considered as a stand-alone precinct. Rather, it is part of a much greater network of activity centres, business precincts and other health services. The WHP needs to leverage of these other centres and precincts to be successful.</li> </ul>
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Councillors were presented with the consultation responses and outcomes in December 2019.

Having regard to the consultation responses and outcomes, Councillors identified additional items to be addressed and further reinforced as part of Council’s submission to the VPA on the Draft Masterplan. These items are detailed below, and are included in Council’s submission to the WHP Draft Masterplan (Attachment 1 of this report).

<b>Car Parking</b>
<ul style="list-style-type: none"> <li>• Requested that affordable on-site car parking is provided throughout the precinct.</li> <li>• A shortfall of car parking spaces will exist within the precinct, if the car parking rates within the Knox Planning Scheme are relied on.</li> <li>• Basement car parking must be provided throughout the precinct.</li> </ul>
<b>Public Transport – Bus Service 901</b>
<ul style="list-style-type: none"> <li>• Requested investigating re-routing the 901 Bus Service into the site to connect the precinct with Ringwood Train Station. Advised that re-routing the 901 Bus Service would also necessitate addressing the transport interchange and associated infrastructure within the precinct and at Ringwood Train Station. Requested that this is also addressed following a future Traffic Study investigating the route and connections.</li> </ul>

Through Road on DHHS Site
<ul style="list-style-type: none"> <li>Requested that the submission reinforces Council’s position that it does not support truncating the through road from the signalised intersection at Mountain Hwy into the site and roundabout towards Boronia Road. The road must be provided as a through road.</li> </ul>
Public Hospital
<ul style="list-style-type: none"> <li>Requested that the submission seek to build the public hospital earlier than estimated by the DHHS.</li> </ul>
Connection between Knox Private Hospital & the Precinct/Wantirna Health
<ul style="list-style-type: none"> <li>Requested that the submission reinforces Council’s position that a connection be provided between Knox Private Hospital and Wantirna Health.</li> <li>Further requested that the interface of the precinct and any connection of Wantirna Health with Knox Private Hospital is provided as a safe connection and that mobility is addressed.</li> </ul>
Green Spine
<ul style="list-style-type: none"> <li>Requested designs demonstrating that the southern section of the Green Spine, towards and adjoining the wetland, is achievable. Very concerned that the considerable slope in this section of the Precinct may result in the development outcome comprising a series of ramps and hardstand areas, with very little ‘green space’.</li> </ul> <p><i>Note: The above concern was further reviewed by Council officers. Officers support this concern, and additional information is included below.</i></p> <p>The width of the Green Spine (approximately 20-25m), together with the slope and intended heights of surrounding built form, will be insufficient to ensure the Green Spine can be developed to attract and maintain people to actively use and enjoy the area. The width of the Green Spine and building heights, need to be revisited. Preliminary plans should correspondingly be prepared and distributed for comment by the VPA, to demonstrate an appropriate design and construction of the Green Spine area, to achieve the outcomes sought within the Draft Masterplan.</p> <p>The open space provision for the entire precinct is considered poor. It appears that insufficient usable open space has been provided and that the open space lacks connectivity. This is particularly important given the precinct intends to provide a range of residential opportunities on the site, and, as a ‘Health Precinct’, it seeks to capitalise on open space outcomes to improve mental and physical health for residents, staff and visitors. In addition, the general topography of the precinct restricts access by people with limited mobility, which will likely be a significant user group for the precinct.</p> <p>In reviewing the width/adjoining building heights associated with the Green Spine, Council also seeks that 8.5% <u>usable</u> open space is provided for the precinct. Both wetland areas and the reserve adjoining Eastlink cannot be included within this 8.5% usable open space calculation.</p>

#### Hard Copies of Masterplanning Documents

- Requested that final copies of the Draft Masterplan and all associated additional Masterplanning documents, contain copies in a larger typeface. Requested that hardcopies of the Draft Masterplan and all associated additional Masterplanning documents, be provided within Council libraries.

Council's submissions, Attachment 1, presents Council's responses over two tables. Table 1 provides all responses specific to the Draft Masterplan. Table 2 provides all remaining responses that Council will require the VPA to address post finalisation of the Draft Masterplan. The majority of these items are to be resolved prior to the finalisation of the Masterplan and corresponding Comprehensive Development Plan and associated Comprehensive Development Zone Schedule and Guidelines.

Breaking the responses down into those associated with the Draft Masterplan and those for resolution/to be addressed at a later date, clearly articulates where and when Council's concerns/comments exist within the Masterplanning project. This is important given the consultation undertaken for the Draft Masterplan, was likely the most extensive for the entire project.

Concerns raised by Councillors in December 2019, have been separately reiterated in Attachment 1 and are intended to be included within the cover letter to the submission.

One item that had been part of much earlier discussions, but has since been relegated by the VPA, relates to Development Contributions and the funding mechanism intended to be instituted by the VPA for the Precinct. The latest inference is that each landowner will be responsible for the full cost of infrastructure items required on their land parcel.

Officers have consistently advised the VPA that a Development Contributions model that requires Council payment for any infrastructure item will not be accepted. Further, the costs of more significant infrastructure such as signalling intersections and arterial road changes require an appropriate mechanism to ensure they are shared fairly across benefiting landowners. Additional discussions will be sought on this matter following the finalisation of comments associated with the Draft Masterplan and will be reported back to Council in due course.

Following Council's endorsement of the submission (Attachment 1), the submission will be forwarded to the VPA as Council's formal submission to the Wantirna Health Precinct Draft Masterplan. The submission items will be accommodated within the Final Masterplan, where appropriate. It is anticipated the VPA will finalise the Masterplan in February-March 2020.

### **3. CONSULTATION**

Extensive consultation has been conducted as part of the draft WHP masterplanning process and has been explained in the previous sections of this report.

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

Environmental and amenity concerns of the Draft Masterplan largely relate to additional car parking within local streets, inadequate public transport provision, building heights and loss of view lines, and the loss of significant vegetation due to the location of the proposed drainage wetland. These issues will form part of Council's submission to the VPA on the Draft Masterplan.

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

Concern regarding asset maintenance once the site has been constructed and assets are handed back to Council, has been raised by officers on several occasions. Citing previous experience and examples, officers are concerned that assets will not be constructed and initially maintained to Council's requirements prior to handover. Officers are also concerned that inadequate attention is being paid to this matter now, with the VPA preferring to lock in the Draft Masterplan design first and deal with assets in the future.

Added to this matter is that the funding mechanism to secure Development Contributions has not been discussed with officers for some time. The plan will not be realised until it is known what items require contributions, which entities will need to contribute towards them and when. The latest inference from the VPA is that each landowner will be responsible for funding the infrastructure on their land. No Development Contributions Plan or Section 173 Agreement arrangement is intended to be applied.

Unaddressed asset and development contributions matters may impact Council's long-term capacity to fund on-going infrastructure maintenance and provision. These concerns will form part of Council's submission to the VPA on the Draft Masterplan if they have not been resolved earlier.

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

The consultation program had been designed to achieve maximum reach for the community and Council to actively participate in the process.

The benefits to the Knox resident and business communities of the provision of additional specialist health services has been widely discussed in several publications including Plan Melbourne, the Victorian Public Health and Wellbeing Plan 2015-2019, the Health Demand Analysis 2016, Knox Land for Business 2018, and, the Knox Council and Community Plan 2017-2021. The increased availability of health services that will be provided, together with the significant increase in employment, business and investment generated by the precinct, is reflected in community sentiment that the project is 'overdue'.

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

##### **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 the Advanced Manufacturing, Health, Ageing and Business Services sectors.

Strategy 5.2 - Plan for a range of key strategic centres that provide for a diversity of employment, services and amenities to support the changing needs of our community.

Strategy 5.3 - Promote and improve infrastructure and technology within the municipality and enhance strategic employment places for business.

All these strategies seek to initiate investment and/or employment, through the effective strategic planning of specific places, including the Wantirna Health Precinct.

## **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, Jodie Saisanas - 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**

This report provides an update of all internal responses received following the extensive consultation program for the Wantirna Health Precinct Draft Masterplan. It also recommends that Council endorse the submission content within Attachment 1 to comprise Council's formal submission to the Wantirna Health Precinct Draft Masterplan.

The Draft Masterplan is a high level concept plan for the future development of the land as a substantive Health Precinct servicing Melbourne's eastern region. It will incorporate a new hospital, allied health facilities, education and research facilities, and a variety of residential outcomes, all set within a green, park-like setting and offering sustainable development outcomes.

The Draft Masterplanning phase of the project has been identified as the most important phase and considerable effort has been undertaken to secure a comprehensive and robust response to the Draft Masterplan.

Following endorsement of the submission content, the submission will be forwarded to the VPA for its consideration and inclusion within the final Masterplan, where appropriate. It is anticipated the VPA will finalise the Masterplan in February-March, 2020.

## **10. CONFIDENTIALITY**

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

**Report Prepared By: Jodie Saisanas, Senior Strategic Planner**

**Report Authorised By: Matt Kelleher, Director City Development**

## **Attachments**

1. Attachment 1 – Knox City Council's Submission Content to the Wantirna Health Precinct Draft Masterplan. [6.3.1 - 14 pages]

## Wantirna Health Precinct Draft Masterplan

### Formal Submission Content

#### Summary

This report provides the submission content to be provided to the Victorian Planning Authority (VPA) as Council's formal submission to the Wantirna Health Precinct (WHP) Draft Masterplan.

The proposed submission content is provided within the attached Tables (Tables 1 and 2) and comprises responses from Councillors, Advisory Committees, Staff and an Independent Peer Review of the Draft Masterplan. The responses are grouped into the three key themes identified and consistently applied by the VPA throughout the design process for the Draft Masterplan. These themes being 'Landscape and Public Realm', 'Access and Movement', and, 'Built Form'. An additional category 'Additional Items' includes responses outside the VPA's three themes.

The attached Table 1 provides all responses specific to addressing the Draft Masterplan. Table 2 provides all remaining responses that Council requires the VPA to address post finalisation of the Draft Masterplan. The majority of these items are sought to be resolved prior to finalisation of the Masterplan, the Comprehensive Development Plan and associated Comprehensive Development Zone Schedule and Guidelines, the next phase of the project.

Breaking the submission down into those responses directly attributable to the Draft Masterplan and those for resolution at a later phase (and when), clearly articulates Council's comments and concerns regarding the project beyond the Draft Masterplanning phase. This is particularly important given consultation associated with the Draft Masterplan was likely the most extensive for the entire project.

In addition to the content provided within Tables 1 and 2, items specifically raised by Councillors have been reiterated in the following section. This content is proposed to form part of the cover letter to Council's submission. Tables 1 and 2 will otherwise constitute Council's formal submission to the Wantirna Health Precinct (WHP) Draft Masterplan, attached to the cover letter.

Following endorsement of Tables 1 and 2, and the content below, as Council's formal submission to the WHP Draft Masterplan, the material will accordingly be forwarded to the VPA. It is anticipated the VPA will finalise the Masterplan in February-March 2020.

#### Specific Cover Letter Content

The following items, although included with the attached Tables, as Council's formal submission to the WHP Draft Masterplan, highlight Council's specific concerns and comments to the Draft Masterplan.

- 1) Council advises that it does not support truncating the road through the DHHS site that runs from the existing signalised intersection at Mountain Highway, into the site/roundabout towards Boronia Road. This road must be provided as a through road.
- 2) Re-routing Bus Service 901 should be investigated as a priority. Bus Service 901 should be re-routed through the site and connect with Ringwood Train Station. Re-routing the bus service will necessitate addressing the transport interchange and associated infrastructure

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at Ringwood Train Station. This would need to be investigated following a future Traffic Study examining the route and connections.

- 3) Basement car parking/parking under buildings, must be provided to address parking demands for the area.
- 4) Council advises the DHHS to consider building the public hospital earlier than currently estimated (approximately 15 years' time). Besides providing much needed health services, this would assist to realise the vision for the Wantirna Health Precinct.
- 5) Council requests that a connection is provided between Knox Private Hospital and Wantirna Health. Council further requests that the interface of the precinct and the connection provided is safe and addresses mobility.
- 6) Council advises it maintains serious concerns regarding the design, development and presentation of the southern section of the Green Spine, towards and adjoining the Green Spine. The steep slope of this section of the precinct, together with its width and adjoining building heights, may result in the development outcome comprising a series of ramps and hardstand areas.

This section of the Draft Masterplan must be revisited and preliminary designs prepared by the VPA, circulated for review and comment. The preliminary designs must demonstrate that development of the Green Spine can incorporate the 'Landscape and Public Realm Vision' sought within the Draft Masterplan.

The Masterplan and subsequent Comprehensive Development Plan, Comprehensive Development Zone Schedule and any associated Guidelines must include specific guidance on the design, development and presentation of this section of the precinct. The area will need to incorporate green spaces, landscaping and active open spaces, interspersed with associated ramping and shared pathways, and as identified within the 'Landscape and Public Realm Vision' sought within the Draft Masterplan.

- 7) Council advises that final copies of the Draft Masterplan and all associated subsequent Masterplanning documents are provided within all Council libraries and in a larger typeface.

**Table 1 – Submission Content to the Draft Masterplan**

Theme	Submission Content
<b>Landscaping &amp; Public Realm</b>	
Open space, street trees, views, slope, landscaping	
<b>Stormwater</b>	<ul style="list-style-type: none"> <li>• Council is satisfied with the proposed breakdown of wetlands – i.e. one for DHHS &amp; one for DoT/AAG.</li> <li>• Council will require the wetlands to be the following sizes: <ul style="list-style-type: none"> <li>○ DHHS site – 2,000 metres square</li> <li>○ DoT &amp; AAG – 2,500 square metres</li> </ul> </li> <li>• Notwithstanding, it is recommended that the proposed wetland on the DoT land within the SW corner is moved away from the sewer easement. To achieve this, it is recommended that the wetland location is flipped with the adjoining open space area. This relocation will also protect the area of biological significance. (It is easier to replace a pipe than a wetland).</li> <li>• It also appears that buildings/built form are proposed over the sewer main easement as well as the VPO. It is recommended that built form be removed from the easement.</li> <li>• Officers advise a preference to minimise risk to Council that the wetland not be constructed on the sewer easement. The pipe outlet only could be within the sewer easement, not the wetland.</li> <li>• Officers recommend the VPA liaise with South East Water to establish their requirements/response.</li> <li>• Officers note that this matter has been raised previously with the VPA.</li> </ul>
<b>Existing Vegetation &amp; Habitat, Landscaping &amp; Streetscaping</b>	<ul style="list-style-type: none"> <li>• Habitat corridors should be included in the Design Response.</li> <li>• The Draft Masterplan should identify the location &amp; type of all existing vegetation to be retained (i.e. mature trees/indigenous vegetation). It would be useful to see how such vegetation has been considered in the design of the Draft Masterplan.</li> </ul>
	<ul style="list-style-type: none"> <li>• Officers recommend that options are kept open regarding the location of the shared path currently located within the Eastlink Reserve. One option would be to relocate the shared path back into the site rather than along the Eastlink Reserve and onto Boronia Road. This will avoid significant vegetation loss and ameliorate safety concerns (i.e. from overhanging vegetation/isolation perspective). If the current location is pursued, it would need to be demonstrated how the shared path levels from Boronia Road would match into the freeway reserve.</li> </ul>
<b>Open Space</b>	<ul style="list-style-type: none"> <li>• Open space provision for the entire precinct should be revisited. At least 8.5% <u>usable</u> open space should be provided for the precinct. The wetlands and reserve adjoining Eastlink cannot be included within the 8.5% <u>usable</u> open space.</li> </ul>

<p><b>Green Spine</b></p>	<ul style="list-style-type: none"> <li>• Concern exists regarding the design, development and presentation of the southern section of the Green Spine, towards and adjoining the wetland. The steep slope of this section of the precinct, together with the width of the Green Spine and adjoining building heights, may result in the development outcome comprising a series of ramps and hardstand areas that are substantially overshadowed.</li> <li>• This section of the Draft Masterplan must be revisited and preliminary designs prepared by the VPA, circulated for review and comment. The preliminary designs must demonstrate that development of the Green Spine can incorporate the ‘Landscape and Public Realm Vision’ sought within the Draft Masterplan.</li> <li>• The Masterplan and subsequent Comprehensive Development Plan, Schedule and any associated Guidelines must include specific guidance on the design, development and presentation of this section of the precinct. The area will need to incorporate green spaces, landscaping and active open spaces, interspersed with associated ramping and shared pathways, and as identified within the ‘Landscape and Public Realm Vision’ sought within the Draft Masterplan.</li> </ul>
<p><b>Access &amp; Movement</b> Different modes, walking/cycling connections, traffic conditions, public transport</p>	
<p><b>Transport Hierarchy</b></p>	<ul style="list-style-type: none"> <li>• The Masterplanning process should incorporate a transport hierarchy within the precinct and immediate surrounds which informs the design approach. The hierarchy should prioritise: 1.) emergency vehicle access 2.) walking 3.) cycling 4.) Public transport 5.) servicing vehicles 6.) alternative transport modes and share schemes, 7.) private vehicle travel.</li> </ul>
<p><b>Public Transport</b></p>	<ul style="list-style-type: none"> <li>• The Public Transport service offering to the precinct does not currently reflect the growth aspirations for the health precinct and surrounding economic development hubs. Failure to provide a strong offering will risk key sustainability objectives proposed for the site – i.e. vibrant, healthy, sustainable, natural.</li> <li>• Higher order public transport corridors should be considered to link key economic generators in the area.</li> <li>• Insufficient bus services currently available to the site. There are only two bus services. Both services have inappropriate, circuitous routes. There are no direct bus routes to the site from other activity centres/transport hubs.</li> <li>• Should the Public Transport offer continue to be neglected within/for the area, parking dispensations should not be supported.</li> </ul>

	<ul style="list-style-type: none"> <li>• The Draft Masterplan needs to consider how to integrate public transport services with Knox Private Hospital.</li> <li>• There is a strong need for DoT to enable a shuttle bus service to park &amp; manoeuvre through the site to connect with the Bayswater train station.</li> <li>• Bus routes should be realigned to link several Activity Centres.</li> <li>• Note: The Suburban Rail Loop will hamper investment in public transport in suburban Melbourne so uplift in public transport services is critical to support key development projects such as this.</li> </ul>
	<ul style="list-style-type: none"> <li>• In addition to the above item, re-routing the 901 Bus Service should be specifically investigated. The 901 should be re-routed through the site and connect with Ringwood Train Station.</li> <li>• Re-routing the 901 Bus Service would necessitate addressing the transport interchange and associated infrastructure at Ringwood Train Station. This would need to be investigated following a future Traffic Study examining the route and connections.</li> </ul>
<b>Car Parking</b>	<ul style="list-style-type: none"> <li>• Mechanisms to implement affordable car parking provision should be adopted throughout the precinct. Affordable car parking provision will assist in encouraging visitors/users to park in the precinct rather than outside it, thereby reducing car parking congestion in neighbouring streets.</li> </ul>
	<ul style="list-style-type: none"> <li>• A shortfall in car parking spaces will occur if the Knox Planning Scheme is utilised to calculate car parking requirements for the precinct.</li> </ul>
<b>Non-car based/alternate transport options</b>	<ul style="list-style-type: none"> <li>• If air transport is required for the hospital, the potential locations of a helipad &amp; studies to support a flight path, as well as impacts of built form, wind &amp; noise need to be investigated.</li> </ul>
	<ul style="list-style-type: none"> <li>• To support the intention for the precinct to display best practice sustainable transport options, alternative/non-standard transport options should be required to be provided. These could include an electric vehicle precinct/charging stations, car sharing agreements, ride share opportunities, internally circulating transport options, electric scooters share schemes, bike fleet schemes, personal electric vehicle charge points (this includes charge points for mobility scooters) etc.</li> </ul>
<b>Shared Path &amp; Road Network</b>	<ul style="list-style-type: none"> <li>• Traffic studies should be undertaken to have regard to the future growth of Bayswater Activity Centre (BAC) &amp; Bayswater Business Precinct (BBP). The site is part of a much wider corridor &amp; should not be considered in isolation.</li> </ul>
	<ul style="list-style-type: none"> <li>• The DHHS's building arm indicated Friday, 22.11.2019, that the road shown extending from the existing signalised intersection at Mountain Highway, into the site/roundabout towards Boronia Road, would not be constructed as a through road. It would not connect underground either.</li> </ul>

	<ul style="list-style-type: none"> <li>• Given the above mentioned discussion, Council has the following concerns that result from the removal of a through road from the existing signalised intersection on Mountain Hwy to the trunk road connecting into Boronia Road:             <ul style="list-style-type: none"> <li>○ Removing the function of this access so that it does not service the development site will compromise overall connectivity through the site and limit the functionality of the residual road network.</li> <li>○ Provision of a signalised intersection will create confusion for site visitors into the site as it is expected that a signalised intersection would feed directly into all areas of the development site.</li> <li>○ Emergency access/egress to/from the precinct onto Mountain Highway may be compromised.</li> <li>○ The lack of a feasible through road connection would fail to support Bus Route 901 if it were to be routed into the WHP.</li> <li>○ The alternate road access from Mountain Hwy is poorly located if its intended function is to service an internal road network. It should be re-oriented further north.</li> </ul> </li> <li>• Based on the above, Council has serious reservations about taking responsibility for contributed assets that do not form part of an integrated local road network.</li> <li>• The road shown extending from the existing signalised intersection at Mountain Highway, into the site/roundabout towards Boronia Road <u>must</u> accordingly be a through road.</li> <li>• Were DHHS to determine that the road will not be a through road, the road network would need to be re-designed to improve legibility and access for the precinct. Council would furthermore request to be consulted on any proposed change to the road network.</li> </ul>
	<ul style="list-style-type: none"> <li>• Key Local Road road reserves on the link between Boronia Road and Mountain Hwy are to be of sufficient width to allow for the provision of:             <ul style="list-style-type: none"> <li>○ the safe passage of a DoT route bus; and</li> <li>○ indented bus bays.</li> </ul> </li> <li>• Roads classified as 'Local Street' should provide for two way traffic and indented carparking to allow for short term visitors to the residential development.</li> <li>• Pedestrian priority should be considered for all roads.</li> <li>• Motorised traffic through the 'caravan' site should be limited to emergency vehicles only.</li> <li>• The shared path network is to provide a link capable of connecting to Koomba Road.</li> </ul>

	<ul style="list-style-type: none"> <li>• Consider the improvement of public transport services to support active transport usage throughout the site.</li> <li>• The road along the south side of the property is not feasible as it does not take into consideration the fencing along the side of the caravan park and it is not geometrically possible to construct the intersection at Mountain Highway</li> <li>• The Masterplan should not seek to connect vehicular traffic from Petalnina Dve through the caravan site and into the precinct. Access should be maintained solely for pedestrians and cyclists.</li> <li>• Space on public roads is also required for the community bus to drop off/pick up passengers. It is likely that a large number of elderly residents from retirement villages will require access to the hospital/medical precinct utilising community bus services.</li> <li>• Need to clarify on the Masterplan the limited vehicular access/restricted vehicular access points to the caravan site to the south.</li> </ul>
	<ul style="list-style-type: none"> <li>• If the site is proposed to focus on the road from Boronia through the DOT site as the main trunk, the footpaths along the road should be considered similar as a commercial frontage, i.e. they are required to be wider, as the path directly connects to the building frontage.</li> <li>• A 1.8m wide shared path is insufficient when directly in front of the building line as pedestrians walking along the front may have conflict with users exiting the building or congregating in front of the entrance.</li> <li>• It is recommended that if one side of the road has a shared path, there is no building access from the rear from the proposed green spine.</li> </ul>
<b>Overall Traffic Impact</b>	<ul style="list-style-type: none"> <li>• A Traffic Impact Assessment should be provided that takes into account the Aged Care Facility and the hospital.</li> <li>• Traffic modelling should be undertaken which is based on land use growth projections in the Land for Business Directions Plan &amp; the latest id population and dwelling data for the Bayswater Economic Corridor &amp; surrounds. Council has invested considerable effort to ensure id's population, age-structure &amp; dwelling projections are reliable, which have taken account of land capacity &amp; permit applications, as well as a range of social data. Urban Enterprise has the growth projection data for all land uses at SA1 level that can be provided to the transport modellers, which has been the basis of the projections to prepare the Development Contributions Plan.</li> </ul>
<b>Connectivity</b>	<ul style="list-style-type: none"> <li>• A physical connection between Knox Private &amp; Wantirna Health should be provided.</li> </ul>

	<ul style="list-style-type: none"> <li>• In addition to the above matter, the interface of the precinct with Wantirna Private Hospital must be safe and address mobility.</li> </ul>
<b>Built Form</b> Building heights, setbacks, interfaces, street activation	
<b>Built Form/Urban Design</b>	<ul style="list-style-type: none"> <li>• The shape &amp; height identified for the Aged Care Facility within the DHHS site is a missed opportunity. Although the facility is shown on the plan as proposed to be constructed by the DHHS, the plan should show what is ultimately capable of being constructed on the site. This could mean a revised footprint shape and increased heights in keeping with the height typology identified throughout the entire precinct.</li> <li>• Would like clarity/sections/diagrams identifying the interface to car parking areas – be they car parking basement or podium built form outcomes.</li> <li>• The urban square lacks building frontage. More building frontage is required to enclose the space. A suggestion could be to tweak building frontages to increase pedestrian spill within the space.</li> <li>• The westernmost residential built form of 750 Boronia Road has a poor interface/solar access. A suggestion could be to break-up the western interface.</li> <li>• The open space area for 750 Boronia Road has a poor shape and dimensions. It should be split into two spaces. This outcome would then assist in improving the residential built form outcomes around this space.</li> <li>• The residential built form closest to the wetland on the DoT site, is too far removed from other uses on the precinct.</li> <li>• Additional text detail is needed regarding the future public hospital – such as number of beds, its size and scale, similar to that provided for Knox Private Hospital.</li> <li>• The same type of residential building is proposed – i.e. mostly four storey high apartment style outcomes. There should be greater variation in building heights and subject to more detailed design &amp; investigation.</li> <li>• The Draft Masterplan should provide some indication of staging. Staging should clearly tell the story regarding sequencing and timeframes.</li> <li>• The key built form asterisk identifying where built form edges should be emphasised (Fig. 5) for the southernmost built form addressing Mountain Highway, should be relocated from the middle to the corners.</li> </ul>

	<ul style="list-style-type: none"> <li>The arrowheads demonstrating future connections into the Hungarian Community Club should be shown to extend into their site.</li> </ul>
	<ul style="list-style-type: none"> <li>Appears that buildings/built form is proposed over the sewer main easement. All built form should be removed from the easement.</li> </ul>
	<ul style="list-style-type: none"> <li>Good to see lower building heights to the north of open space to allow for solar access.</li> </ul>
	<ul style="list-style-type: none"> <li>Floor space requirements – need to check how the floor space requirements projected by the economic analysis matches with a land use budget (which has not been provided). The 12 storeys could be an unnecessary claim.</li> </ul>
	<ul style="list-style-type: none"> <li>The Masterplan should be clearer that heights are measured in ‘storeys’ not ‘metres’.</li> </ul>
	<ul style="list-style-type: none"> <li>Avoid impenetrable/un-activated podiums as per Knox Private Hospital (along road frontages).</li> <li>The built form along Boronia Road should not be identified as semi-active.</li> <li>Digital perspectives from the ground view are to be prepared and provided.</li> <li>Consider a ‘grander’ presentation along Boronia Road compared with Mountain Hwy. Boronia Road carries more traffic and has access to Eastlink.</li> </ul>
<b>Connectivity</b>	<ul style="list-style-type: none"> <li>A Physical connection between Knox Private &amp; Wantirna Health should be provided.</li> <li>In addition to the above matter, the interface of the precinct with Wantirna Private Hospital must be safe and address mobility.</li> </ul>
<b>Land Uses</b>	<ul style="list-style-type: none"> <li>The DHHS should consider building the public hospital earlier than currently estimated (approximately 15 years’ time). Besides providing much needed health services, this would assist to realise the vision of the Wantirna Health Precinct.</li> </ul>
<b>Additional Built Form Items</b>	<ul style="list-style-type: none"> <li>Background information to the Draft Masterplan should contain sections regarding: <ul style="list-style-type: none"> <li>Further acknowledgements around the material that has informed the draft Masterplan.</li> <li>A section that deals with &amp; advocates for the enterprise corridor – i.e. Wantirna Health Precinct (WHP), the Bayswater Business Precinct (BBP), and Bayswater Activity Centre (BAC).</li> </ul> </li> <li>Draft Masterplan needs section(s) dealing with: <ul style="list-style-type: none"> <li>Implementation &amp; delivery of the Masterplan.</li> </ul> </li> <li>Scope needs to be built into the Masterplan to allow for future evidence based design solutions to emerge.</li> </ul>
<b>Additional Items</b>	
<b>Masterplan Documents</b>	<ul style="list-style-type: none"> <li>Final copies of the Draft Masterplan and all associated additional Masterplanning documents are to be provided in a larger typeface for easier reading for some members of the community.</li> </ul>



	<ul style="list-style-type: none"> <li>• Hardcopies of the Draft Masterplan and all associated additional Masterplanning documents are to be provided within all Council libraries.</li> </ul>
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**Table 2: Submission Content to be Addressed Prior to Finalising the Masterplan and/or Comprehensive Development Plan and Associated Documents and Guidelines**

Theme	Submission Content
<b>Landscaping &amp; Public Realm</b>	
Open space, street trees, views, slope, landscaping	
<b>Stormwater</b>	<ul style="list-style-type: none"> <li>• Concern exists with taking over another party’s assets. This includes all assets – roads, landscaping, drainage. Full Life Cycle Asset Costing (of all assets, not just drainage assets), should be provided to Council to review. (Also see under ‘Existing Vegetation &amp; Habitat’, &amp; ‘Access &amp; Movement – Car Parking’ below).</li> <li>• This concern has previously been raised with the VPA.</li> </ul>
<b>Existing Vegetation &amp; Habitat, Landscaping &amp; Streetscaping</b>	<ul style="list-style-type: none"> <li>• Need to ensure that the Bush Boulevard character is maintained. The Bush Boulevard character refers to local native vegetation. It is unclear, how this will be achieved.</li> <li>• Species selection for landscaping must be appropriate to the precinct’s context (i.e. local native species, climate appropriate, a mostly urbanised context etc.).</li> <li>• A Landscape Masterplan should be included within the Comprehensive Development Plan. In addition to addressing species selection, the Landscape Masterplan should also address the strategic directions within the Knox Open Space Plan 2012-2022 and the Knox Liveable Streets Plan 2012-2022. The Plan must also provide for big, canopy trees within road reserves, at the top of hills and windswept locations.</li> <li>• Where not otherwise already marked for retention, development should seek to retain mature trees and indigenous vegetation, where possible. Regarding trees, this would relate to all trees identified with a ‘Very High’, ‘High’ &amp; ‘Medium’ retention value.</li> <li>• TPZs should also be used to secure retention of mature trees.</li> </ul>
	<ul style="list-style-type: none"> <li>• Further to the above points, effort should be directed at ensuring that existing mature trees on the DHHS site are retained in lieu of the DHHS being exempt from standard planning processes. These trees</li> </ul>

	provide instant landscaping to the site, as well as buffer benefits. It would be useful to see how such trees have been considered in the proposal.
<b>Open Space</b>	<ul style="list-style-type: none"> <li>The spatial requirements of open space provision should be identified (i.e. an open space budget). Unless clearly identified, open space is usually the first area traded off to provide sufficient and/or additional car parking. This is particularly important if sufficient public transport is not provided for the precinct.</li> <li>Appropriate lighting should be provided within the open space areas (for safety reasons, visual appropriateness, damage considerations to vegetation). Lighting should also meet CPTED.</li> </ul>
<b>Green Spine</b>	<ul style="list-style-type: none"> <li>Concern exists regarding the design, development and presentation of the southern section of the Green Spine, towards and adjoining the Wetland. The steep slope of this section of the precinct may result in the development outcome comprising a series of ramps and hardstand areas.</li> <li>The Masterplan and subsequent Comprehensive Development Plan, Schedule and any associated Guidelines must include specific guidance on the design, development and presentation of this section of the precinct. The area will need to incorporate green spaces, landscaping and active open spaces, interspersed with associated ramping and shared pathways.</li> </ul>
<b>Additional Plans to be prepared/Open Space Contributions</b>	<ul style="list-style-type: none"> <li>Tree Protection Zones (TPZs), Construction Management Plans &amp; Environment Management Plans will need to be prepared.</li> </ul>
<b>Access &amp; Movement</b>	
Different modes, walking/cycling connections, traffic conditions, public transport	
<b>Car Parking</b>	<ul style="list-style-type: none"> <li>Off street parking is required under buildings to meet parking demands for the area, especially given the limited public transport to the area. The requirement to provide basement parking/parking under buildings should be incorporated into the final Masterplan and all associated components of the Comprehensive Development Plan and Guidelines.</li> <li>Parking restrictions will be required on the public roads to reduce staff parking from Knox Private and Wantirna Health (existing pay parking areas) and any new facilities. On-street parking should be for short term parking while off-street parking is utilised for long term parking.</li> <li>A Parking Management Plan for the precinct should be considered to ensure adequate parking given the mixed use and different needs for parking in the area (nursing staff on shift work, general business staff, residents and visitors to the hospital, teaching facilities, medical, business and residential areas). Additional parking for visitors should be considered near the hospital/ medical facilities as parking is in high demand and short supply at many other medical areas.</li> </ul>

	<ul style="list-style-type: none"> <li>• It is unclear whether parking dispensations for the site are being sought. Previous experiences of health related development sites have resulted in a lack of parking across the entire site. This should be considered as part of the Parking Management Plan.</li> <li>• The carriageway width for ‘local street’ is shown as 5.5m wide and is insufficient for this context. This only allows for residential parking on one side and one through traffic lane. Council has observed where there is higher housing density occurring within the municipality, there is also a high demand for on street parking. Space for visitor parking is required along the local roads (possibly using indented parking bays).</li> <li>• The parking design proposal for the site should work on the assumption that no hospital related parking would be supported on the local road network.</li> <li>• The proposal should provide public car parks off street to maintain walking and cycling priority at street level.</li> <li>• The site design should ensure that parking provision for shift workers is prominent, safe and accessible.</li> </ul>
<p><b>Traffic impact on related assets</b></p>	<ul style="list-style-type: none"> <li>• There is concern that open space will be the first area traded off to provide sufficient/additional car parking.</li> <li>• Concern exists with taking over another party’s assets. This includes all assets – roads, landscaping, drainage. Full Life Cycle Asset Costing (of all assets, not just drainage assets), should be provided to Council to review. This concern has previously been raised with the VPA.</li> <li>• Car parking areas are to be designed so that one-way cross-falls from the hard-stand areas fall into landscaped areas to provide passive irrigation of the landscape elements &amp; reduce the overall amount of stormwater runoff to the downstream pipe network.</li> <li>• All assets expected to be taken over by Council are to be built to Council standards.</li> <li>• Consider the inclusion of kerb cuts to the nature strip to improve natural stormwater retention.</li> </ul>
<p><b>Non-car based/alternate transport options</b></p>	<ul style="list-style-type: none"> <li>• Implementing sustainable transport and alternative/non-standard transport options, could include:             <ul style="list-style-type: none"> <li>○ Consideration of electric charge stations for electric vehicles, mobility scooters and electric personalised mobility devices.</li> <li>○ Consideration of end-facilities for storage of personal mobility devices including bikes and provision of shower and storage for gear.</li> </ul> </li> <li>• Bike/scooter parking should be considered for both visitors, employees and residents of the site.</li> </ul>
<p><b>Shared Path &amp; Road Network</b></p>	<ul style="list-style-type: none"> <li>• Later phases of the Masterplan will need to consider:             <ul style="list-style-type: none"> <li>○ topography and DDA accessibility for all abilities.</li> <li>○ lighting for active transport modes throughout the site.</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>As the shared path will be along the green spine at the rear of buildings, there is a need for direct access to buildings from this path. Alternatively, a shared path is required on at least one side of the Key local streets to allow direct access for cyclists.</li> </ul>
<b>CPTED for Transport</b>	<ul style="list-style-type: none"> <li>Officers support the inclusion of the green spine as it is proposed to have high amenity and potentially high environmental significance to improve the environmental corridor throughout the site. However, there are concerns regarding passive surveillance along the shared path and footpath proposed within the site especially during darker hours within the year where commuters will still be out on the shared path.</li> <li>Appropriate lighting facilities should be provided to ensure that walking and cycling on the path networks are safe during all hours of the night whilst still being sensitive to the local natural environment. It is proposed that sensor dimmed lighting is considered along the shared path and footpath that does not have sufficient street lighting spillage to encourage cycling and walking during later hours of the day.</li> </ul>
<b>Built Form</b>	
Building heights, setbacks, interfaces, street activation	
<b>Land Uses</b>	<ul style="list-style-type: none"> <li>Land uses should be reflected as part of a land budget with quantum of open space, dwellings, commercial floor space etc. shown.</li> <li>The Masterplan needs to justify how above land uses sit with Council's Housing Strategy &amp; Land for Business Directions Plan.</li> <li>Affordable Housing targets have not been demonstrated. Five percent (5%) of the private housing stock is to be nominated as social housing.</li> </ul>
	<ul style="list-style-type: none"> <li>The DHHS Strategic Program is yet to be finalised &amp; presented to Council. The DHHS needs to provide Council with a draft or update Council where it is at, so that Council knows when to expect it. It would help Council to respond and support it.</li> </ul>
<b>Additional Items</b>	
<b>Planning Scheme Requirements</b>	<ul style="list-style-type: none"> <li>The planning process needs to be clarified. Council's comments need to be made in the context of the form and suite of Planning Scheme controls to be applied to the site. That is, Council needs the opportunity to comment on whether the Comprehensive Development Zone is the most appropriate proposed zone to apply to the precinct and on the content proposed within the Comprehensive Development Zone, associated Schedule(s) and Guidelines.</li> </ul>

	<ul style="list-style-type: none"> <li>• It is unclear whether the Planning Scheme Amendment process will be a s.20(4). It is unclear where the rigour in analysing and utilising documents to prepare the Draft Masterplan has been undertaken.</li> <li>• All existing and future Technical Reports should be made available for review as part of the Draft and Final Masterplanning phases – i.e. Parking &amp; Traffic, Vegetation/Biodiversity, Projections (Economic/Employment, Future Uses, Population), Infrastructure Services, Stormwater/Drainage etc.</li> <li>• It is unclear whether the existing Public Acquisition Overlay (PAO) needs to be addressed as part of the future rezoning of the site.</li> <li>• Additional clarification is required regarding how potential contamination is being addressed within the precinct. It is unclear whether an Environmental Audit Overlay (EAO) is required over the site.</li> </ul>
<b>Development Contributions</b>	<ul style="list-style-type: none"> <li>• It is unclear what funding mechanism is proposed regarding Development Contributions for the precinct. It is inferred that landowners will be responsible for costing items on their site, however the costs of more significant infrastructure such as signalling intersections and arterial road changes require an appropriate mechanism to ensure they are shared fairly across benefitting landowners.</li> </ul>
<b>Additional Built Form Items</b>	<ul style="list-style-type: none"> <li>• Council needs to be updated regarding the education providers interested in possible partnering/tenanting opportunities within the precinct.</li> <li>• With Precinct 3 being a health, education &amp; research precinct, partnerships will be important and it is unclear whether it is intended to attract some of the premium businesses already operating in the east into the retail spaces. This will need to be clarified.</li> <li>• It is unclear how Council will be able to convert the opportunity of the Wantirna Health Precinct into local procurement opportunities. It is unclear what programs the State Government will access to assist with this process, e.g. Local Jobs First.</li> </ul>
	<ul style="list-style-type: none"> <li>• Council should have an opportunity to review and respond to DHHS’ plan for their site – particularly in light of Council taking over assets/identifying whether DHHS’ plan aligns with Council strategies and policies etc.</li> <li>• Please note that this concern aligns with earlier comments regarding future asset maintenance (see under Drainage, Car Parking, &amp; Existing Vegetation &amp; Habitat)</li> </ul>
	<ul style="list-style-type: none"> <li>• It is unclear what affordable housing measures will be utilised, e.g. covenants and/or easements (e.g. Justice Easements), established over the site to protect Affordable Housing outcomes.</li> </ul>

## 7 Public Question Time

Following the completion of business relating to Item 6, City Development, the business before the Council Meeting will now be deferred to consider questions submitted by the public.

## 8 Engineering & Infrastructure Officers' Reports for consideration

### 8.1 Council's Masterplan Status Report

#### **SUMMARY: Coordinator Open Space and Landscape Design, Andrea Szymanski**

**This report highlights the value and importance of public open space. The report has been prepared in response to a Council resolution from the Ordinary Council Meeting 22 September 2015, 'that a status report (for Open Space Masterplans & Activity Centre Streetscapes) be updated and reported to Council on an annual basis, to assist Council with the budget development process.'**

#### **RECOMMENDATION**

**That Council:**

- 1. Receives the current status report of Council's Masterplans; and**
- 2. Notes the status of Activity Centre Streetscapes.**

#### **1. INTRODUCTION**

Open space plays an important role in society by providing places for social gatherings, exercise, quiet reflection, children's play and organised sport. As communities grow and change, greater attention needs to be placed on the strategic and detailed planning of open spaces to ensure that they meet current and future needs.

This report incorporates a requirement from Council (Ordinary Council Meeting of 22 September 2015), for the status report to include:

Endorsed masterplans, including:

- Year endorsed by Council;
- Estimated percentage complete;
- Stages completed, where applicable;
- Stages currently funded (within the current financial year);
- Stages yet to be completed, where applicable, including the major components (eg. car parking, pavilion, play facilities, etc.) and the anticipated funding sources; and
- Masterplans currently under development (within the current financial year).

For a detailed masterplan status summary, refer Attachment 1.

#### **2. DISCUSSION**

The Knox Open Space Plan 2012-2022 is a strategic planning document which was prepared to assess and guide future development, to enhance and to maintain Knox's green and leafy image and diverse lifestyle experience in its parks and open spaces.

The Open Space Plan describes the many demands on parks and open space and the opportunities for them to be further improved for the community's use, over time.

## **2.1 Masterplans**

The masterplanning process is designed to provide a strategic and holistic approach to the development, the management of the site and identify issues for further consideration by Council.

Activity Centre masterplans are generally intended to improve the business, customer and community experience in a nominated locality. Locations are usually local retail centres but may include employment precincts, industrial precincts or other commercial services areas.

Activity Centre masterplans are often prepared following the development of a structure plan.

Masterplans are generally prepared as part of Council's Capital Works Program and are intended to:

- Demonstrate a clear and concise intent and vision for a site;
- Reflect Council and community aspirations for a particular location;
- Address, where reasonable, issues and concerns that are present;
- Bring together competing and complementary opportunities to improve the public open space and landscape amenity, for the benefit of the community, stakeholders and the environment; and
- Guide future investment, in a way that ensures improvements undertaken in the short-term are not likely to prohibit long-term improvement opportunities.

Masterplans are prepared for a variety of Council assets or locations including:

- Active and passive public open spaces;
- Activity Centres; and
- Public Buildings.

It is of note that not all reserves and or public open space require a masterplan.

For the purposes of this report, only masterplans that pertain to public open space and activity centres have been included.

It is proposed that in 2021/22 Council's Open Space Plan be reviewed and updated.

## **2.2 Current Status of Masterplans**

Since 2012, Council has endorsed thirty-three (33) masterplans. Two (2), Wantirna Reserve and Boronia Park plans, are currently in progress and are anticipated to be presented to Council for consideration and endorsement in the 2020/21 financial year.

In summary:

- Seven (7) of the endorsed masterplans are complete.
- Eleven (11) are substantially complete (approximately 75% to 99%).
- Nine (9) have 50% to 74% of the proposed works completed.
- Twenty six (26) masterplans are staged for ongoing delivery and development across the 2020/21 financial year.
- An additional six (6) masterplans/landscape plans are for future consideration, subject to future capital works consideration.

A list of all current masterplans for Open Space and Activity Centres is presented in Attachment 1.



### **2.3 Master Plan Implementation/Funding – Open Space**

When Council has adopted a masterplan, it is referred to Council's Capital Works Program (CWP), although occasionally funds are allocated prior to formal adoption to enable prompt implementation.

The majority of funding for open space masterplans is allocated from Council's Open Space Reserve – Unstructured Recreation Program, with the majority of works staged over two or three years.

In addition to Open Space Reserve funding, masterplan implementation often includes expenditure on renewing existing assets, eg. footpaths, play spaces, furniture, pavements or other items eligible for Council's renewal programs such as planting and drainage improvements.

When this occurs, the intent is to design and deliver capital works assets and infrastructure upgrades with the delivery of masterplan features and open space upgrades, in order to achieve the most cost-effective outcome for the community and minimise disruption during construction.

Funding for specific sports facilities such as, pavilions, sports lighting, fencing, etc. is guided by the Leisure, Minor Capital Works Grant Scheme Policy 2017.

However, where a masterplan proposes an improvement or change to sporting facilities, it may be some time before implementation, given requirements for co-funding from the sporting group involved and potential for State and/or Federal grants.

Consequently, when a masterplan is prepared and adopted by Council, it may not be fully implemented, as Council is not always the funding body for all components of the masterplan, some are future opportunities and all proposed works are considered against set criteria and other masterplan projects.

In addition, during the staged delivery of various masterplans, their currency and priorities may change as more urgent needs are identified.

In summary, a Council endorsed masterplan provides a holistic vision for the reserve, which assists in the staged delivery of priority works balanced against the competing needs of other reserves and assists in securing external funding.

### **3. CONSULTATION**

Masterplans are developed with community, Council and other external government agency input.

The various strategic plans that guide the prioritisation of masterplans are also subject to community consultation.

In addition, the annual capital budgetary process, which lists the financial requirements for the nominated projects, is subject to community review and comment.

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

The strategic direction taken by Council aligns with current state strategic visionary documents, including Plan Melbourne 2017-2050, Environmental and Landscape Values – Waterway Planning and the Draft Melbourne Metropolitan Open Space Plan.

The development of Council's masterplans aim to guide capital investment in locations across the municipality and ensure that all opportunities are considered in order to maximise environmental, social and economic potential.

## 5. FINANCIAL & ECONOMIC IMPLICATIONS

Approximately \$14 million has been expended in the delivery of the masterplans to date, including the delivery of modular buildings at key reserves.

There are a number of Capital Works Sub-Programs that contribute to the implementation of masterplans including:

- New and Upgrade Capital Program – incorporating the Unstructured Recreation Program and the Structured Sporting Reserves Program; and
- Asset Renewal Capital Works Programs, including Playgrounds, Drainage, Park Assets and Facilities (buildings).

The balance of funds in Council's Open Space Reserve, as at the end of November 2019, is approximately \$16 million.

There has been a steady growth in open space contributions received by Council (refer table below) which directly correlates with the steady increase of development within the municipality.

Year	Open Space \$ received
2016/2017	5,936,078.48
2017/2018	6,720,653.80
2018/2019	8,043,538.18
2019/2020	953,275.00
<b>Total to date*</b>	<b>\$21,653,545.46</b>
*as at Sept 2019	

As noted in the past annual report, development within the municipality and therefore, open space contributions, will reduce over time, as it reaches its full development capacity.

The development of future masterplans will also need to consider the level of service that Council can sustainability deliver.

## 6. SOCIAL IMPLICATIONS

Public open space provides significant benefits to communities. These benefits include protecting biodiversity, improving psychological health and wellbeing, improving physical fitness, facilitating social interaction and cohesion, promoting community pride, and enhancing child development through play. Open space also provides a location for participating in civic and community connections.

The importance and value of open space will continue to increase over time as a result of emerging pressures of population growth, demographic change, urbanisation and climate change.

Urban change shows that access to private open space is diminishing and appropriately located, well designed and maintained public open space will become increasingly important for future communities.

Preserving and maintaining existing open space is just as important, as it can be remodeled to perform different open space roles in response to changing community needs as part of an open space network.

Considered masterplans help provide social cohesion, generated through the community engagement processes, in the development of masterplans and an immediate improvement in social amenity, in their implementation.

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

### **Goal 1 - We value our natural and built environment**

Strategy 1.1 - Protect and enhance our natural environment

Strategy 1.2 - Create a greener city with more large trees, indigenous flora and fauna

Strategy 1.3 - Ensure the Knox local character is protected and enhanced through the design and location of urban development and infrastructure

### **Goal 4 - We are safe and secure**

Strategy 4.2 - Enhance community connectedness opportunities to improve perceptions of safety

Strategy 4.3 - Maintain and manage the safety of the natural and built environment

Strategy 4.4 - Protect and promote public health, safety and amenity

### **Goal 5 - We have a strong regional economy, local employment and learning opportunities**

Strategy 5.2 - Plan for a range of key strategic centres that provide a diversity of employment, services and amenities to support the changing needs of our community

Strategy 5.3 - Promote and improve infrastructure and technology within the municipality and enhance strategic employment places for business

### **Goal 6 - We are healthy, happy and well**

Strategy 6.2 - Support the community to enable positive physical and mental health

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

Strategy 7.1 - Protect and preserve our local cultural heritage

Strategy 7.2 - Celebrate our diverse community

Strategy 7.3 - Strengthen community connections

## **8. CONFLICT OF INTEREST**

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

Author - Coordinator Open Space and Landscape Design, Andrea Szymanski - In providing this advice as the Author, I have no disclosable interests in this report.

Officer Responsible – Acting Director, Engineering and Infrastructure, David Yeouart - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

## **9. CONCLUSION**

Having access to a variety of quality open spaces is vital for any community. Since the adoption of the Knox Open Space Plan in 2012, Council continues to make significant advances in improving its open space network by setting priorities and delivering.

Council committed to reducing the delivery time (ie. staging) of approved projects, which has been well received by the community.

At each stage of life, people are likely to use many different types of open space, from playgrounds and active sporting facilities, social barbeques and gatherings, to enjoy the natural environment or sit and read a book.

As urban populations continue to grow and change, open space is in even greater demand. The challenge is to ensure the maximum benefit from existing open space assets and to seek opportunities to deliver new open space as needs arise.

To do this, Council needs to identify new ways to deliver open space that are driven by innovation and challenge conventional or traditional approaches.

Detailed planning and consultation is essential to ensure the needs of current and future open space users are taken into account.

Through the processes Council currently has in place, it is in good stead to plan and deliver exceptional open space outcomes for the community.

## **10. CONFIDENTIALITY**

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

**Report Prepared By: Coordinator Open Space and Landscape Design, Andrea Szymanski**

**Report Authorised By: Acting Director, Engineering and Infrastructure, David Yeouart**

## **Attachments**

1. Attachment 1 - Open Space & Master Plans Annual Progress Report 2020 [8.1.1 - 36 pages]

JANUARY 2020

# OPEN SPACE & MASTER PLANS

ANNUAL PROGRESS REPORT



PROGRESS REPORT

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JANUARY 2020

## WHERE WE ARE AT

Since the adoption of the Knox Open Space Plan in 2012, Council continues to make significant advances in improving its open space network, by setting priorities.

**In summary:**

- Since 2012, Council has endorsed thirty three master plans.
- Seven of the endorsed master plans are complete.
- Eleven are substantially complete (approx 75% to 99%).
- Nine have 50% to 74% of the proposed works completed.
- Twenty six master plans are staged for ongoing delivery and development across the 2020/21 financial year.
- There is an additional six master plans/landscape plans for future consideration, subject to future capital works consideration.

## WHERE WE ARE GOING

Public open space provides significant benefits to communities. These benefits include protecting biodiversity, improving psychological health and wellbeing, improving physical fitness, facilitating social interaction and cohesion, promoting community pride, and enhancing child development through play.

Open space also provides a location for participating in civic and community connections.

PROGRESS REPORT

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JANUARY 2020

## OPEN SPACES:

### **BAYSWATER**

- 01 Marie Wallace Bayswater Park

### **BORONIA**

- 02 Tormore Reserve
- 03 Boronia Park

### **FERNTREE GULLY**

- 04 Quarry Reserve
- 05 Fairpark Reserve
- 06 Pickett's Reserve
- 07 Tim Neville Arboretum
- 08 Knox Regional Netball Centre
- 09 HV Jones Reserve

### **KNOXFIELD**

- 10 Gilbert Park
- 11 RD Egan Lee Reserve

### **ROWVILLE**

- 12 Stud Park Reserve
- 13 Arcadia Reserve
- 14 Peregrine Reserve

### **SCORESBY**

- 15 Benedikt Reserve
- 16 Scoresby Reserve
- 17 Scoresby Village

### **UPPER FERNTREE GULLY**

- 18 Talaskia Reserve
- 19 Upper Ferntree Gully Streetscape

### **WANTIRNA**

- 20 Templeton Reserve
- 21 Wantirna Reserve

### **WANTIRNA SOUTH**

- 22 Llewellyn Reserve
- 23 Lewis Park

### **24 FUTURE MASTERPLANS**

PROGRESS REPORT

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JANUARY 2020

01

## MARIE WALLACE BAYSWATER PARK:

“the train park”

**MASTER PLAN ENDORSED 2016  
90% COMPLETE**

**Works completed:**

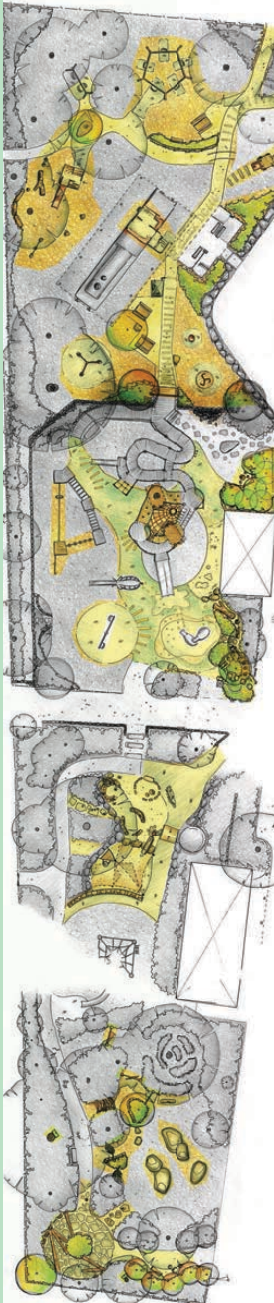
- Performance stage, viewing lawn, picnic facilities, public toilets, concrete walls, decommissioning of power lines, road widening and new car parks.
- Water park feasibility study completed - activity not supported at this site.
- Artwork to walls.
- Dog park investigation completed - activity not supported at this site.
- Bike training area, nature play and additional BBQ and picnic facilities.
- Bridge linking two Bayswater Park ovals
- Car park renewal

**Works in progress:**

- Design of playground renewal complete, public tender process scheduled for Jan 2020.
- Installation of solar lights to car park.

**Yet to be delivered:**

- Reserve signage
- Outdoor gym equipment
- Spectator viewing area to align with future pavilion development





PROGRESS REPORT

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JANUARY 2020



PROGRESS REPORT

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JANUARY 2020

# 02

## TORMORE RESERVE:

MASTER PLAN ENDORSED 2015  
95% COMPLETE

**Works completed:**

- Reserve path links, park furniture, car park modifications.
- Fencing and gates to the reserve.
- New cricket nets.
- Pedestrian solar lighting to reserve.
- Pedestrian solar lighting link in Orchid Ave
- New picnic shelter, BBQ, multi-purpose courts, outdoor gym equipment, new planting and open grass areas with drinking fountain.

**Works in progress:**

- Play space upgrade to be completed in Feb 2020
- Path connection links around oval.

**Yet to be delivered:**

- Public toilet - scheduled for 2020/21 (subject to future budget approval)

PROGRESS REPORT

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JANUARY 2020



PROGRESS REPORT

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JANUARY 2020

**03**

## **BORONIA PARK:**

### **REVISED MASTER PLAN IN PROGRESS 2020**

A key direction of the Draft Boronia Renewal Strategy identifies that Council seeks to build on existing spaces and parks to create a fine-grained network of open space.

It recognises the important role played by the inclusion of greenery and water in open spaces and along streetscapes in creating a sense of place.

In 2020, Council will commence work on developing a high level options paper(s) , which once endorsed will then guide the development of a Master plan.

**Proposed works:**

Tender Master plan - completed

Award contract to consultants - Feb 2020

Commence Master plan project works - Feb 2020

Final Master plan presented to Council - 2020/21

PROGRESS REPORT

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JANUARY 2020

04

## QUARRY RESERVE:

MASTER PLAN ENDORSED 2009, REVISED 2015  
WITH ADDITIONAL ENVIRONMENTAL RISK MP 2018  
60% COMPLETE

“a range of nature based recreational activities that allow for positive physical and mental wellbeing.”

**Works completed:**

- Sealing of Quarry Road, car parking, all ability path to water's edge with large platform.
- Landslip monitoring continues.
- Water tests continues.
- Weed eradication (including goats).
- Drinking fountain.

**Works in progress:**

- Picnic shelter and lookout.
- BBQ and picnic tables.
- Nature based play space.
- Fishing platforms with specialist bins.
- Planting of trees and ground covers.
- Reserve perimeter fence.

**Yet to be delivered:**

- Public toilet - scheduled for 2020/21.
- Additional car parking.
- Additional water's edge access/platform.
- Improved trail links and signage.
- City skyline lookout.

PROGRESS REPORT

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JANUARY 2020



PROGRESS REPORT

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JANUARY 2020

**05**

## **FAIRPARK RESERVE:**

**MASTER PLAN ENDORSED 2015  
85% COMPLETE**



### **Works completed:**

- Public toilets, picnic shelter with BBQ and picnic facilities.
- Play space upgrade.
- Consultation and design of daylighting Blind Creek.
- AFL goal nets.

### **Works in progress:**

- Daylighting of Blind Creek from Manuka Drive to Scoresby Road (Melbourne Water).
- Bridge linking to ovals.
- New creek edge platform.
- Planting of Blind Creek (April/May 2020).

### **Yet to be delivered:**

- Widening of Blind Creek Trail.
- Design and delivery of car park upgrade to align with future Fairpark pavilion development.

PROGRESS REPORT

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JANUARY 2020





PROGRESS REPORT

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JANUARY 2020

**06**

## PICKETTS RESERVE:

**MASTER PLAN ENDORSED 2016  
90% COMPLETE**

**Works completed:**

- Sealing of existing car park, with new path connections.
- Gravel car park expansion.
- Removal of existing play space.
- New play space complete (new location).
- Installation of nets/fencing to the east of oval.
- Detailed design of spectator viewing area.

**Works in progress:**

- Spectator viewing area upgrade to be tendered in early 2020 and delivered in Oct 2020 (to avoid impacts to football season).

**Yet to be delivered:**

- Circuit path and entry signage to be delivered in future budgets, as required.

PROGRESS REPORT

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JANUARY 2020



PROGRESS REPORT

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JANUARY 2020

07

## TIM NEVILLE ARBORETUM:

MANAGEMENT PLAN ENDORSED 2007  
90% COMPLETE



### Works completed:

- Playground, boardwalk, car park, paths, picnic facilities, planting and park furniture.
- War memorial renewal.
- Lake/wetland reconstruction.
- Sunflower lake shelter upgrade.
- Feature tree planting and various feature gardens.
- Centenary of Armistice Commemorative Path.

### Works in progress:

- Additional picnic shelters with relocated BBQ's.
- Amphitheater refurbishment consultation and design scheduled for 2020.

### Yet to be delivered:

- Signage and wayfinding.
- Play space upgrade in future years.

PROGRESS REPORT

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JANUARY 2020

08

# KNOX REGIONAL NETBALL CENTRE:

MASTER PLAN ENDORSED 2019  
5% COMPLETE



**Works completed:**

- Architects engaged.

**Works in progress:**

- Functional and concept design in progress.

**Yet to be delivered:**

- Construction of additional two indoor courts.
- Improved car parking.
- Outdoor amenity upgrades.
- Revegetation.

PROGRESS REPORT

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JANUARY 2020

09

## HV JONES RESERVE:

**MASTER PLAN ENDORSED 2018  
25% COMPLETE**

**Works completed:**

- Detailed Design of Stage 1 & Stage 2 works.

**Works in progress:**

- Delivery of new play space (remove existing), consolidated tennis courts with new surface and fencing to allow public access, outdoor gym equipment, picnic shelter, BBQ and picnic tables, scheduled for early-mid 2020.
- Park furniture and seating.
- Tree planting.

**Yet to be delivered:**

- Stage 3 works scheduled for 21/22 to include car parking improvements, netball court upgrade with lighting.
- New change rooms, as required.
- Car park expansion.
- Additional reserve path links.



PROGRESS REPORT

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JANUARY 2020

10

## GILBERT PARK:

**Works completed:**

- Skate Park constructed.
- Ambulance 'standing area' on Ferntree Gully Road.
- Mulch to existing large native trees with logs placed to protect tree root zone within informal car park area.
- Detailed design of Stage 1 works.

**Works in progress:**

- Delivery of basketball 1/2 court, picnic shelter, new paths and park furniture - scheduled for mid-early 2020.
- Design and construction of new skate pavilion.

**Yet to be delivered:**

- Play space renewal.
- Design and construction of car park renewal.
- Design and construction of new wetland - subject to Melbourne Water approval and funding.
- Expansion to BMX/skate park.

PROGRESS REPORT

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JANUARY 2020

11

## RD EGAN LEE RESERVE:

**MASTER PLAN ENDORSED 2018  
25% COMPLETE**



Existing conditions photo

### **Works completed:**

- Detailed design of Stage 1 & Stage 2 works.
- Drinking fountain.
- Fencing to existing car park.
- New path links into the reserve from Kathryn Road.

### **Works in progress:**

- Delivery of nature based play space renewal with outdoor gym equipment scheduled for early-mid 2020.
- Delivery of new activity court (multi-sports area), scheduled for delivery in 2020/21.

### **Yet to be delivered:**

- Soccer fence relocation.
- Design and construction of wetland - subject to grant funding from Melbourne Water.
- Car park renewal with WSUD.
- Reserve landscape enhancements e.g. removal of bollards and replacement with rocks/boulders, additional planting and retention of bushland character and habitat.

ANNUAL REPORT

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JANUARY 2020

**12**

## STUD PARK RESERVE:

**MASTER PLAN ENDORSED 2016  
95% COMPLETE**



### **Works completed:**

- Path connections between Fulham Road and Simon Avenue.
- Public toilets (existing removed).
- Access ramp from Fulham Road to play space, basketball court refurbishment, picnic shelter, outdoor gym equipment, drinking fountain and feature tree planting.
- Additional picnic shelters within play space.
- Refurbished fencing to Fulham Rd with planting of native ground covers and grasses.

### **Works in progress:**

- Path link from Simon Ave to pavilion.
- Installation of 'beep test box' and battle ropes.

### **Yet to be delivered:**

- Signage and wayfinding.
- Play space upgrade in future years.





SOCIAL MEDIA REPORT

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JUNE 2020

13

## ARCADIA RESERVE:

**MASTER PLAN ENDORSED 2015  
100% COMPLETE**

**Works completed:**

- Paths and Stage 1 of the play space renewed in 2016.
- Stage 2 of play space, 1/2 basketball court, planting and furniture completed in June 2018.
- Outdoor gym equipment.
- Additional feature tree planting.
- Skate elements and drainage works.

**Works in progress:**

- Soccer goals to open grass area.
- Car park upgrade.

**Yet to be delivered:**



## PEREGRINE RESERVE:

MASTER PLAN ENDORSED 2018  
40% COMPLETE



### Works completed:

- Play space upgrade completed in March 2019.
- Detailed design of Stage 2 works.

### Works in progress:

- Delivery of refurbished basketball court, new picnic shelter, BBQ, drinking fountain and tree planting, scheduled for early-mid 2020.
- Design and delivery of junior BMX pump track and associated landscape amenity in 20/21.
- Outdoor gym equipment scheduled for 20/21.
- Enhancement and protection of Site of Bio.

### Yet to be delivered:

- Design and construction of wetland - subject to approval and funding from Melbourne Water.

ANNUAL REPORT

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JANUARY 2020

**15**

## **RUMANN AND BENEDICKT RESERVE:**

**MASTER PLAN ENDORSED 2014  
95% COMPLETE**

**Works completed:**

- New paths with parkland furniture.
- Removed and relocated car park
- New play space including nature play elements completed in 2017.
- Tennis court, half-court basketball and hit up wall completed in mid 2019.

**Works in progress:**

- Delivery of new picnic shelter, path links and feature tree planting, scheduled for early-mid 2020.

**Yet to be delivered:**



ANNUAL REPORT

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JANUARY 2020

**16**

## SCORESBY RESERVE:

**MASTER PLAN ENDORSED 2015  
90% COMPLETE**



**Works completed:**

- Stage 1 car park relocation completed in 2018.
- Tennis courts and additional car parking area with solar lighting, completed in Dec 2018.
- Detail design for social space and play upgrade completed.

**Works in progress:**

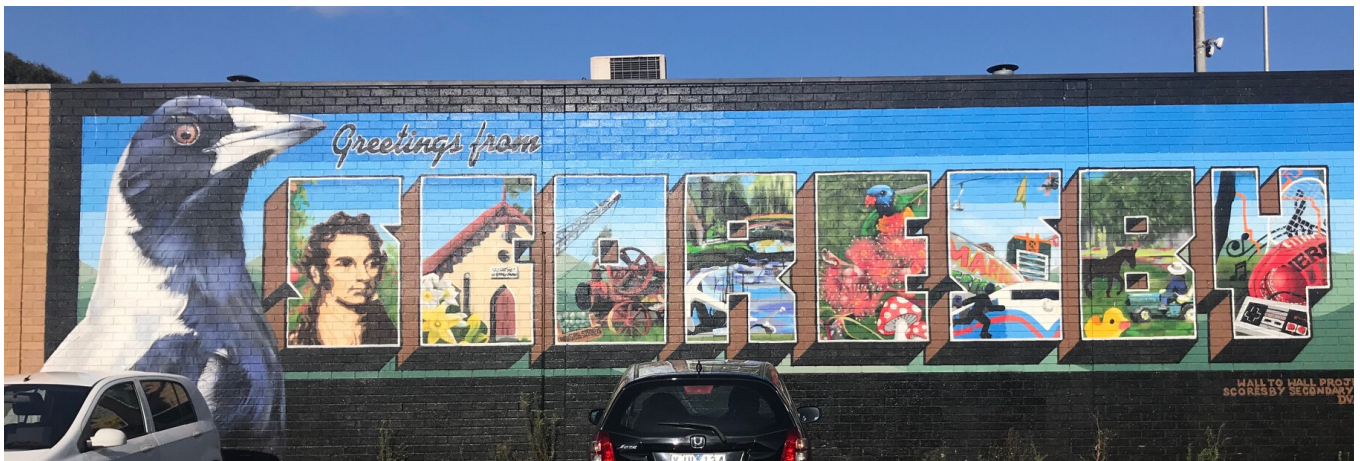
- Delivery of social space and play space scheduled for early 2020.
- Delivery of public toilet in 20/21 - subject to budget approval.

**Yet to be delivered:**

- Open lawn area, outdoor gym equipment, new paths and pedestrian lighting.

## SCORESBY VILLAGE:

MASTER PLAN ENDORSED 2015  
20% COMPLETE



### Works completed:

- Detail design for village landscape amenity completed June 2019.

### Works in progress:

- Delivery of village landscape amenity and play space upgrade scheduled for early 2020.

### Yet to be delivered:

- Renovate/extend exiting toilet block to be funded in future budgets, as required.

ANNUAL REPORT

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JANUARY 2020

**18**

## TALASKIA RESERVE:

**MASTER PLAN ENDORSED 2016  
90% COMPLETE**



**Works completed:**

- Removal of tennis courts.
- New basketball court, tennis hot shot court, retaining walls, spectator seating, picnic shelter, BBQ's, and drinking fountain completed in Dec 2018.
- Fencing along Edwards Road and fencing to oval completed in 2019.
- Planting of trees and ground covers.
- Junior play space renewal with collaboration with Rotary completed in 2019.

**Works in progress:**

- Accessible path link from car park to pavilion.
- Nature play/art area, with sensory walk.
- Outdoor gym equipment.

**Yet to be delivered:**

- Public toilet - subject to 2020/21 budget approval.





# UPPER FERNTREE GULLY STREETSCAPE:

**STRATEGIC PLAN ENDORSED 2017  
10% COMPLETE**

**Works completed:**

- Consultation on draft concept completed 2018.
- Detailed Design Stage 1 completed 2019.
- Tender Stage 1 works Dec 2019.
- Liaison and management with Telstra regarding pit upgrades.

**Works in progress:**

- Drainage upgrade scheduled Feb 2020.
- Streetscape works to commence March 2020.

**Yet to be delivered:**

- Additional stages of streetscape upgrades.
- Future art work(s) and wayfinding.



Exiting conditions photo

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JANUARY 2020

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## TEMPLETON RESERVE:

### MASTER PLAN ENDORSED 2016 90% COMPLETE

#### Works completed:

- All ability path linking the car park to the pavilion with upgraded social space in 2017.
- Playground renewal completed in Oct 2018.
- Oval circuit path completed in Dec 2018.
- Car park renewal with over flow area.
- Drinking fountain.
- Terraced spectator seating area.

#### Works in progress:

- Picnic shelter, BBQ facilities, additional drinking fountain, multi court area, outdoor gym equipment, with additional path connections.
- Tree planting with garden bed improvements.
- Path link from pavilion to oval circuit path.

#### Yet to be delivered:

- Public solar lighting.
- Art work within the reserve.
- Additionl path links, as required.



Works in progress

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## WANTIRNA RESERVE:

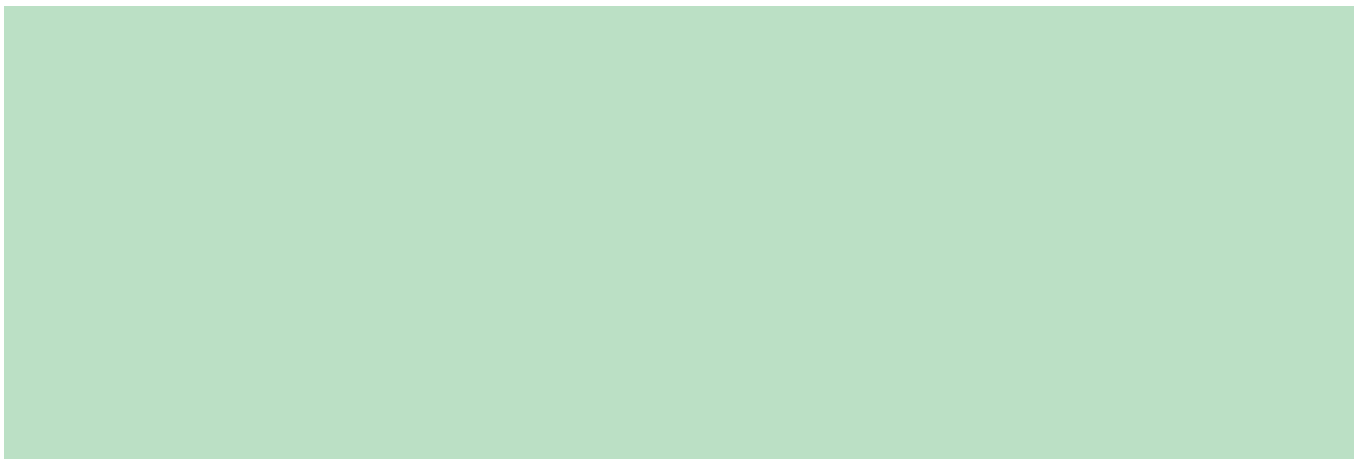
### MASTER PLAN ON HOLD

**Works in progress:**

- Soil and geotechnical investigation in progress.
- Dog park design in progress.

**Yet to be delivered:**

- Development of Master Plan.



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JANUARY 2020

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## LLEWELLYN RESERVE:

MASTER PLAN ENDORSED 2016  
50% COMPLETE



### **Works completed:**

- Stage 1 path works completed.
- Revegetation works completed 2018.
- Tree planting along Llewellyn Drive completed in 2018.

### **Works in progress:**

- Entry fence upgrade scheduled for early 2020.
- Demolition of existing pavilion and replacement with large shelter and picnic tables, scheduled for 2020/21.
- Replacement of public toilet, scheduled for 2020/21.
- Additional path links.
- Design of dog park.

### **Yet to be delivered:**

- Furniture and car park improvements.
- Play space

PROGRESS REPORT

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JANUARY 2020

**23**

## LEWIS PARK:

**MASTER PLAN ENDORSED BY COUNCIL 2019  
5% COMPLETE**

“*healthy citizens are the greatest asset any country can have*”  
*Winston Churchill*

**Works completed:**

- Feature and level survey.
- Engaged consultants for design of Stage 1 Waterway and Day lighting works.

**Works in progress:**

- Cultural Heritage Management Plan.
- Ecological Report.
- Geotechnical investigation.
- Stage 1 functional and conceptual design of daylighting and waterway works.
- Concept design of Community Gardens area.

**Yet to be delivered:**

- Design and delivery of Blind Creek Trail improvements.
- Design and delivery of Sports park precinct.
- Design and delivery of Play space, civic space and picnic area precinct.
- Design and delivery of Art trail.

PROGRESS REPORT

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JANUARY 2020



PROGRESS REPORT

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JANUARY 2020

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## FUTURE MASTERPLANS:

### SUBJECT TO FUTURE BUDGET APPROVALS

<b>RESERVE</b>	<b>YEAR</b>
Kings Park Reserve, Upper Ferntree Gully	2020/21
Lakesfield Reserve, Lysterfield	2021/22
Major Crescent Reserve, Lysterfield	2021/22
Schultz Reserve, Wantirna	2021/22
Flamingo Reserve, Wantirna South	2021/22
Walker Reserve, Wantirna South	2022/23



## 8.2 Climate Change - Trees and Biodiversity

### **SUMMARY: Biodiversity Coordinator, Nadine Gaskell**

**This report is in response to a Call Up Item from the Ordinary Council meeting on 28 October 2019, requesting a report be presented to the January 2020 Ordinary Meeting of Council that outlines localised changes in climate and the impacts on Knox's tree population, the estimated value of Council's street trees and an estimate of cost to prepare a Municipal Tree Response Plan.**

### **RECOMMENDATION**

**That Council notes and receives this report as resolved by Council on 28 October 2019 in relation to climate change and the impact on Council's tree stock.**

### **1. INTRODUCTION**

This report responds to Agenda Item 14.2.1 from the Ordinary Meeting of Council, held on 28 October 2019, as follows:

*That Council receive a report at the January 2020 Council meeting that assesses the localised impacts of climate change and its potential effects on Knox tree species, incorporating the following information:*

- 1. Any localised changes in our climate (temperature and rainfall) over the last 30 years identifiable from CSIRO and Bureau of Meteorology data;*
- 2. Identification of the risks, threats, and opportunities (eg. climate adapted species and provenance) for our streets, parks and bushland tree species from localised changes to our climate;*
- 3. An estimate of the economic value of the tree assets at risk, based on Council's tree asset register; and*
- 4. An estimate of the cost to prepare a Municipal Tree Response plan to address climate induced tree and canopy decline in all areas of Council responsibility.*

This report provides the information outlined above as requested.

### **2. DISCUSSION**

The Knox community highly values its leafy green environment, which includes all trees, shrubs and grasses on public and private land. These natural assets provide numerous health benefits for humans and support flora and fauna.

For the purposes of this report, only trees are considered. Within this context, trees:

- Improve mental, spiritual and physical health;
- Maintain air quality, by absorbing pollutant gases and providing oxygen;
- Help prevent water pollution by filtering toxins in their root system;
- Provide shade from the sun and cool streets;
- Reduce noise;
- Absorb carbon dioxide as they grow and store carbon;

- Reduce wind speeds and cool air as they lose moisture;
- Reduce flooding and soil erosion;
- Provide urban character by beautifying the area and strengthening communities;
- Compete with other assets for space;
- Pose potential fire/safety hazards;
- Host birds, bees, insects, lichen fungi, etc. and provide cover for animals; and
- Are an essential part of the economy and the future.

With a changing climate, it has become more important for Council to consider the type of tree stock that exists on public and private land, its economic value, risks, threats and opportunities and what measures need to be taken to ensure a healthy and thriving tree population in perpetuity.

Further, while climate change is considered as an important factor in the selection of future tree stock in Knox, ongoing development and clearing of private trees continues to be an issue and the effective management of street trees and trees in Council owned parks and reserves is becoming more and more critical, while urban consolidation prevails.

The discussion in this report will respond to the four (4) key points in the Call Up Item.

## **2.1 Localised climate changes (temperature and rainfall) over the past 30 years:**

### **Australia**

Australia's climate continues to change in line with a warming, global climate.

Australia's climate has warmed by just over 1°C since 1910, with most warming occurring since 1950. This has seen an increase in the frequency of extreme heat events and increased the severity of drought conditions during periods of below-average rainfall. (*Australian Government Bureau of Meteorology*)

Eight (8) of Australia's top ten (10) warmest years on record, have occurred since 2005 (*State of the Climate 2018 – CSIRO, Australian Government Bureau of Meteorology*).

Records from CSIRO and Australian Government Bureau of Meteorology show that there is an ongoing rise in temperatures and at the same time, there is a decline in average rainfall. April to October rainfall has decreased in the southwest of Australia:

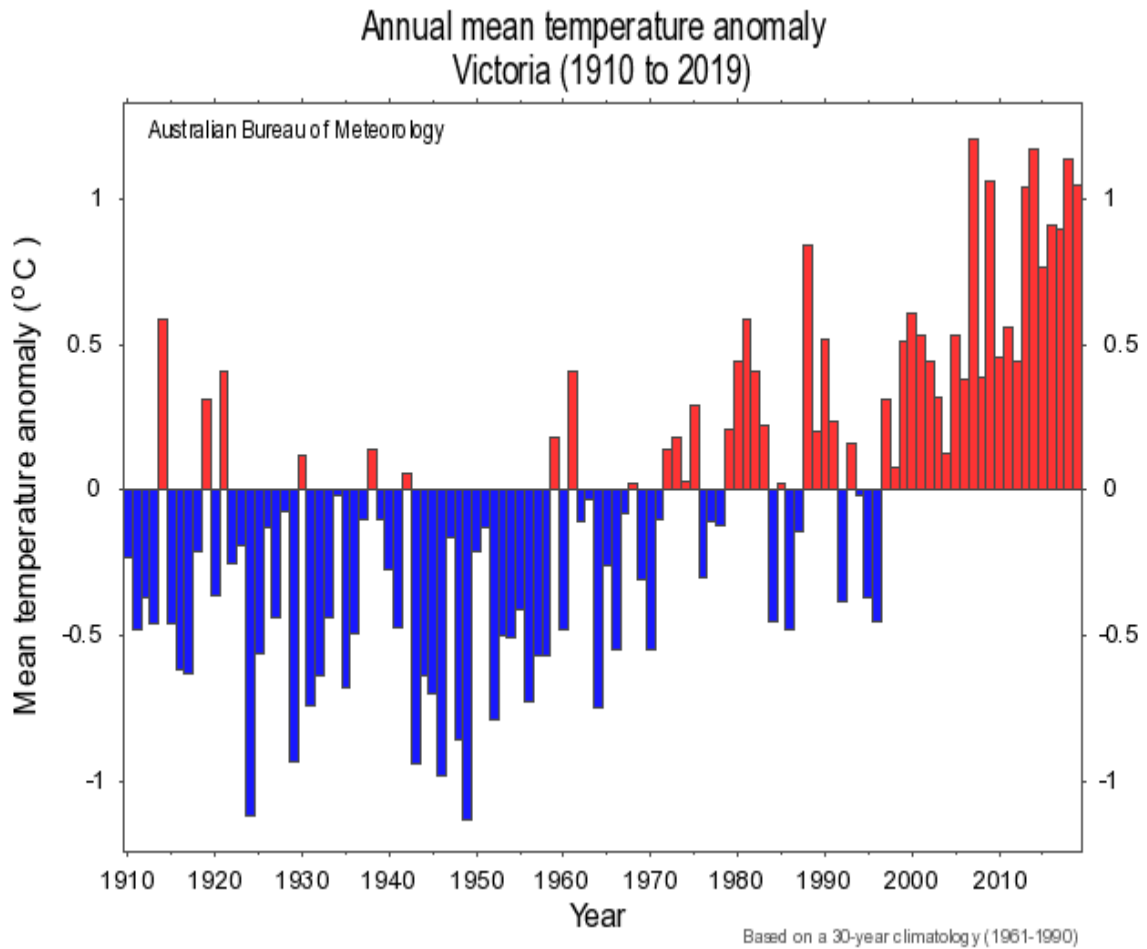
- May–July rainfall has seen the largest decrease, by around 20 per cent since 1970;
- There has been a decline of around 11 per cent in April–October rainfall since the late 1990s;
- Overall streamflow has decreased across southern Australia; and
- There has been a long-term increase in extreme fire weather and in the length of the fire season, across large parts of Australia.

**Victoria**

**Temperature**

Average temperature calculated over the 1961–1990 period is 14.1 Degrees Centigrade.

The graph indicates a sustained increase in temperature above the average, since the mid-1990s. Refer Plate 1.

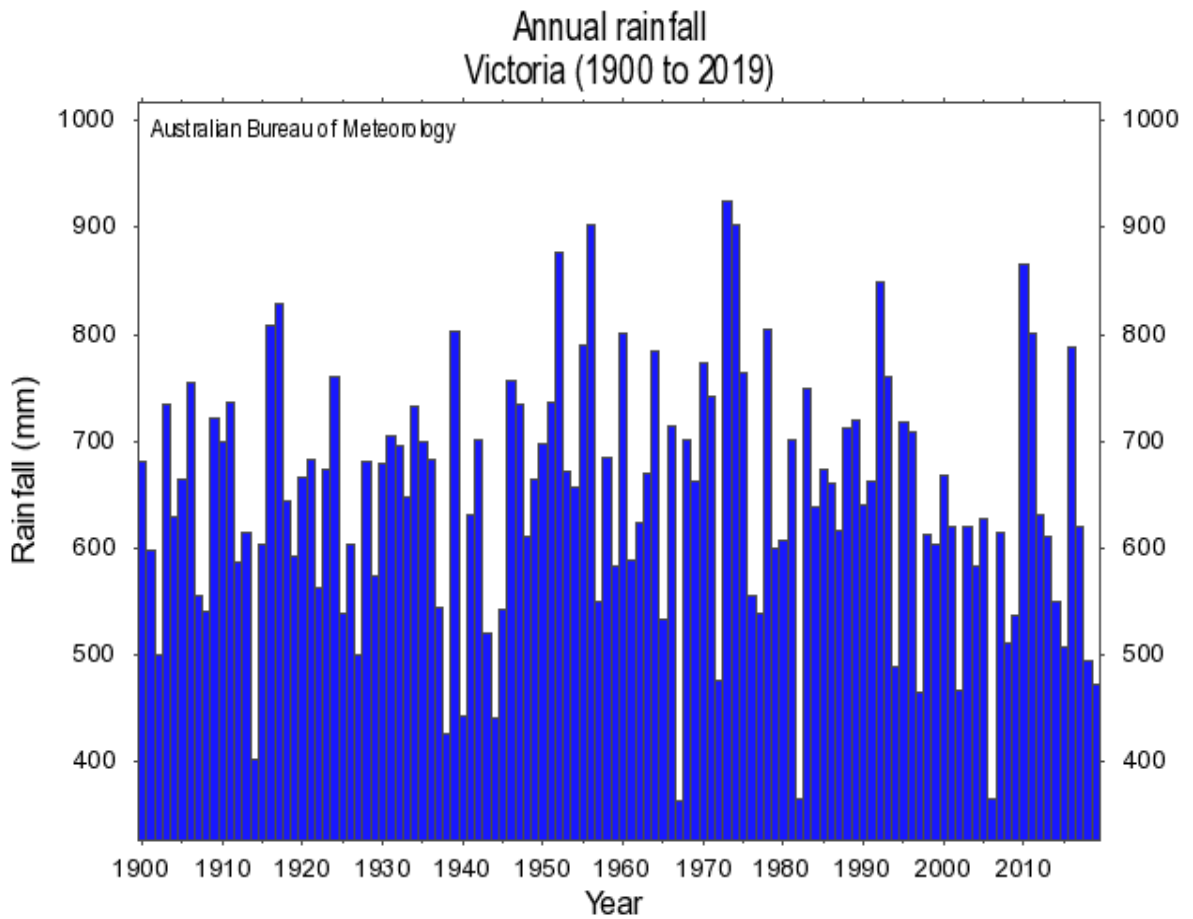


**Plate 1 – Annual Mean Temperature Anomaly**

*(Source - Australian Government Bureau of Meteorology.)*

### Rainfall

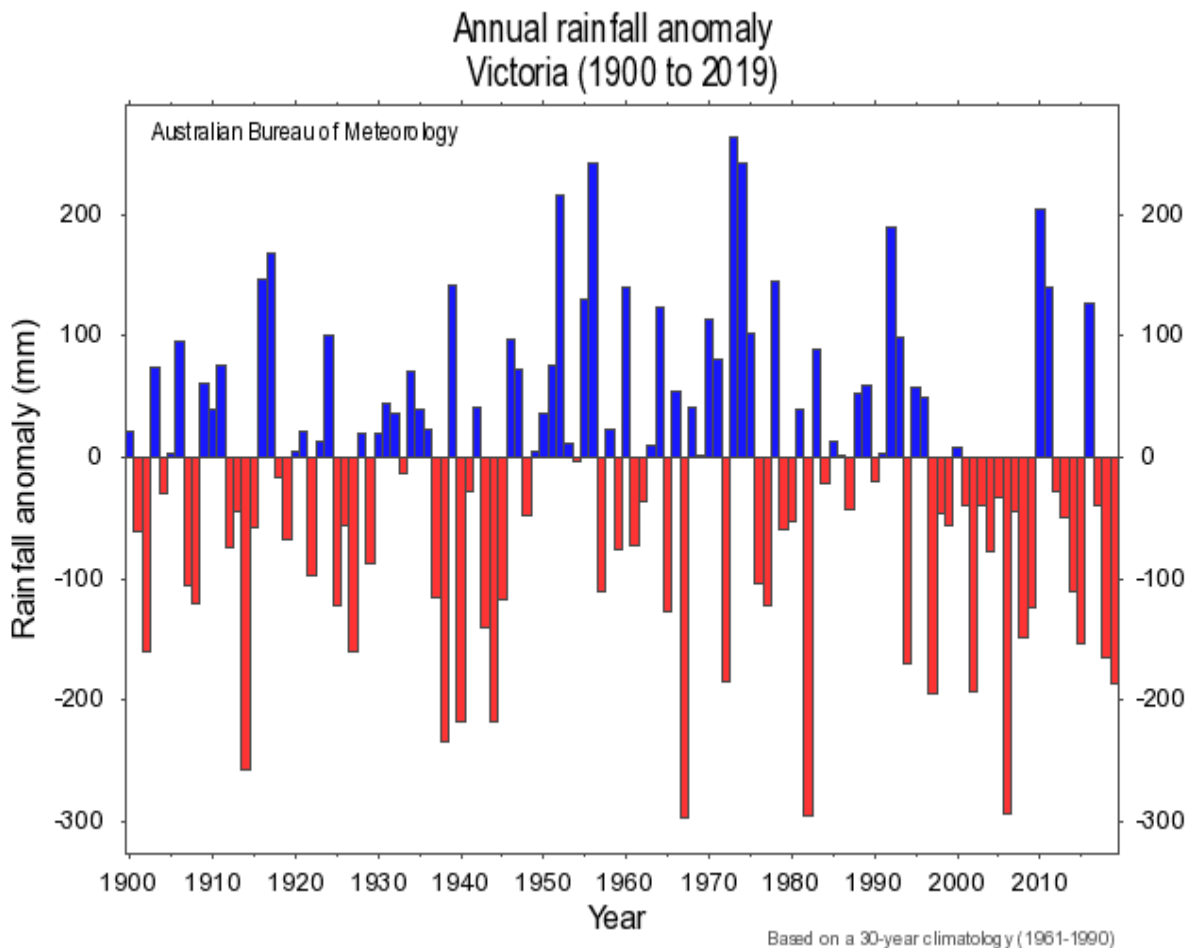
Average rainfall for Victoria, between 1961-1991 is 660.2 mm. An outline of annual rainfall is shown in the following graph. Refer Plate 2.



**Plate 2 – Annual Rainfall Victoria (1900 to 2019)**

*(Source - Australian Government Bureau of Meteorology.)*

While there has been periods of good rainfall, the anomaly graph shows significant periods of less than average rainfall for Victoria. Refer Plate 3.



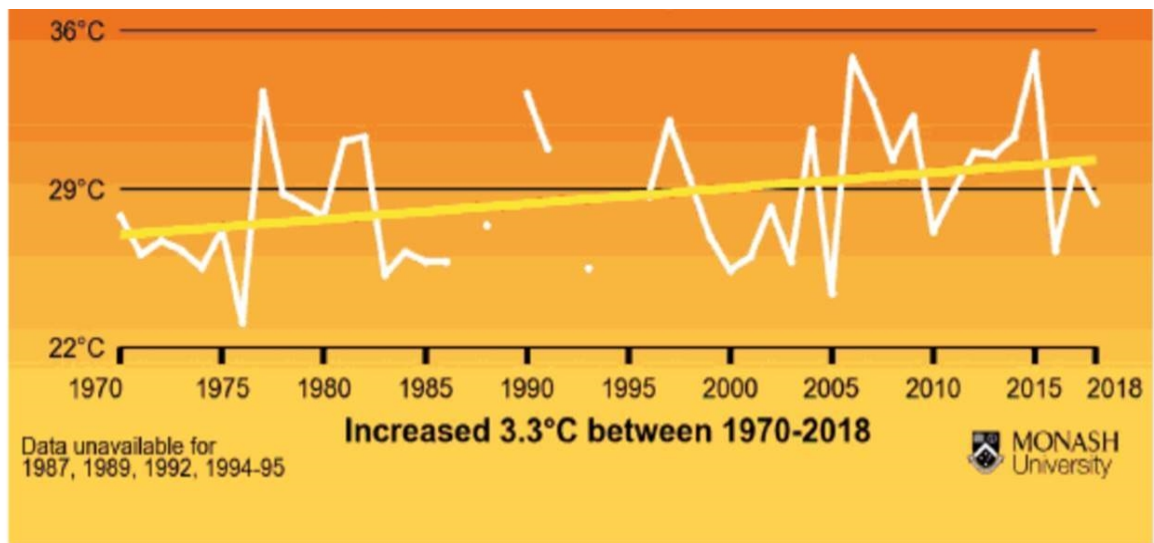
**Plate 3 – Annual Rainfall Anomaly Victoria (1900 to 2019)**

*(Source - Australian Government Bureau of Meteorology.)*

**Local (Knox)**

The following graph demonstrates a gradual increase in hottest recorded temperatures in Knox (3.3 degrees since 1970) and the hottest day during that time. Refer Plate 4. *(Sourced in Knox Leader 2019 articles written by Dr Allie Gallant – Climate Scientist, Monash University.)*

**Note:** data is unavailable for 1987, 1989, 1992, 1994 and 1995, however the graph clearly illustrates increasing temperature over several decades.

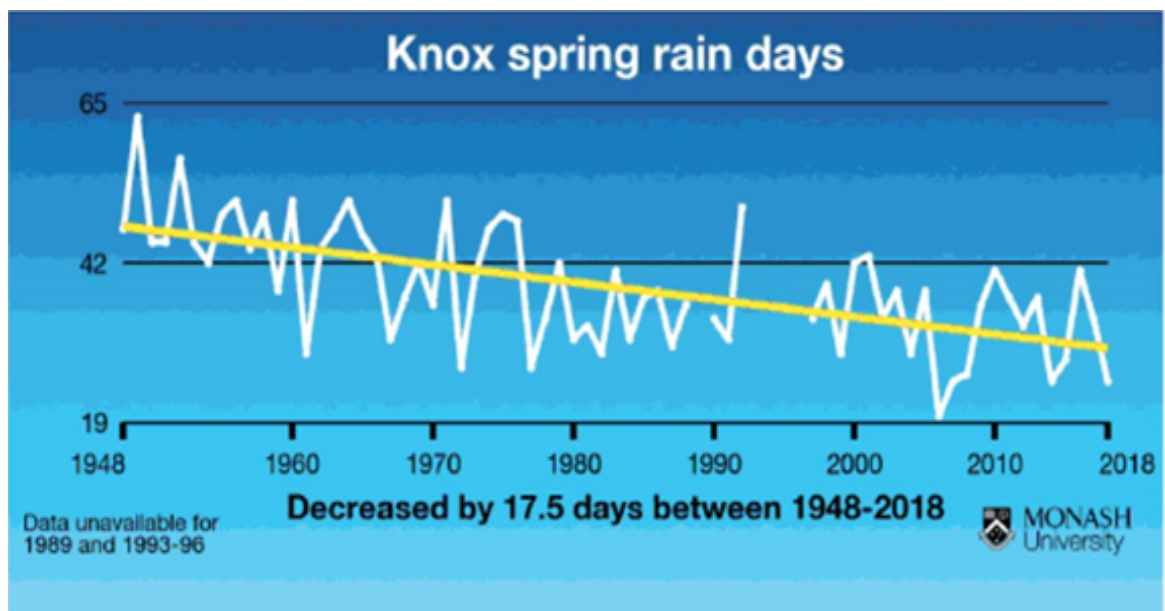


**Plate 4 – Peak Recorded Temperatures**

The Australian Government Bureau of Meteorology has noted:

- In between 1961 and 1990, the mean maximum temperature in Scoresby was 19.4 and 9.8 minimum.
- In between 1991 and 2020, the mean maximum temperature in Scoresby was 20.2 and 9.8 minimum.

There has been a decrease of Knox rain days in Spring of 17.5 days since 1948. Refer Plate 5.



**Plate 5 – Knox Spring Rain Days**

**Note:** data is unavailable for 1989 and 1993-1996, however the graph clearly illustrates decreasing rainfall over several decades.

The Australian Government Bureau of Meteorology has noted:

- Between 1961 and 1990, the mean rainfall in Scoresby was 854.7mm with 118 days of rain greater than 1mm (mean).
- Between 1991-2019 it was 795.5mm per annum with 107 days of rain greater than 1mm (mean).

## **2.2 Risks, threats, and opportunities (eg. climate adapted species and provenance) for our streets, parks and bushland tree species from localised changes to our climate:**

### **Data and Mapping**

Planning for and managing a healthy and resilient tree stock needs accurate and complete data.

Currently, Council has some street tree data (numbers and species) but little on trees within parks and bushland reserves or on private land.

To create a complete and holistic picture, an inventory of all Council owned and managed trees (assets) needs to be established and maintained. This would include:

- Tree species/genus;
- Location;
- Dimensions;
- Spread of canopy;
- Habitat value;
- Significance;
- Condition; and
- Vulnerability to climate change (warmer and dryer climate).

The database would then enable an approach and methodology for identifying vulnerable species, the selection of appropriate street tree species in order to support local biodiversity, habitat corridors, streetscape amenity and adaptability to climate change (warmer and dryer conditions) and monitor performance.

It is likely that several species currently listed on Council's street tree list may not be suitable in the future, due to the limited temperature range they are able to adapt within. To this extent, it is recognised that some tree species – including some native species suffer potentially damaging stress during days of extreme heat.

A similar approach will be necessary for revegetation projects and bushland reserves.

In this instance, an opportunity would be to establish a working database of Council's tree stock. This would focus on tree species that can cope with extremes in temperature and drought.

### **Targets and Evaluation**

Council is a signatory of the Living Melbourne: Our Metropolitan Urban Forest.

This document provides targets for tree canopy and canopy and shrubs for each region to 2050. The 2050 target for the Eastern Region (including Knox) is 30% tree canopy and the total percentage of tree canopy and shrubs is 50%.

In 2013, Council used satellite imagery to identify that Knox had an overall street tree canopy cover of around 22%.

To demonstrate the target is being met, it is imperative that ongoing tree mapping continues across the municipality.

However, Council does have a number of successful projects/programs to support increased vegetation and canopy, including:

- The Revegetation Plan which delivers between 60,000 and 100,000 indigenous plants at strategic sites, annually, creating habitat connectivity and increasing canopy cover.
- The Knox Gardens for Wildlife Program which has around 900 households participating. The Program encourages planting of indigenous plants and trees on private land to support local wildlife and increase neighbourhood habitat corridors.
- The recently adopted, Green Streets Policy which supports local residents planting naturestrips, to encourage biodiversity within streets and reduce heat island impacts.

To assist in the achievement of Council's 30% tree canopy target, a habitat corridor/canopy cover plan, in conjunction with regular and consistent tree mapping, to determine the loss or increase of canopy, should be considered.

### **Planning and Enforcement**

Knox Planning Scheme includes Vegetation Protection Overlays and Environmentally Significant Overlays, which provide guidance on vegetation protection and development requirements.

While these overlays were informed by the Sites of Biological Significance, they do not consider canopy cover, climate change impacts or connectivity.

There may be an opportunity to review the planning scheme overlays to determine an approach to address incremental loss of trees on private land, as well as protecting canopy trees more broadly to support urban cooling, habitat connectivity and supporting a canopy cover target of 50% by 2050.

### **Regional Collaboration**

Regional officer networks have identified that, specific tree species, such as Red Stringybark (*Eucalyptus Macrorhyncha*) are in decline and dying.

Council is working with neighbouring Councils, including Maroondah and Whitehorse, to address issues such tree health and canopy decline in specific species.

Opportunities are currently being pursued to develop an eastern regional approach to increasing tree canopy.

## **2.3 An estimate of the economic value of the tree assets at risk, based on Council's tree asset register.**

Council approved a street tree audit in 2002/03 and identified some 70,000 street trees. Since that time, many trees were removed for risk management reasons due to poor health and/or structure.

In 2011, it was reported to Council that there was an estimated deficit of 11,350 street trees and the street tree planting budget was increased, resulting in a current stock of an estimated 72,000 street trees.

However, following the 2002/03 audit, the amenity value of Knox's street tree population was estimated at more than \$70 million (*Street Tree Asset Management Plan 2016*). This



valuation considered amenity value only, which means it does not include economic and ecological values which would place the value considerably higher.

It is difficult to value trees, given that they do not depreciate as other assets and they should be valued at regular intervals in their individual life. Council does however recognise street trees as an asset through its Street Tree Asset Management Plan and allocates approximately \$600,000 per annum for street tree replacement as a part of the Asset Renewal Program. Again, Council has no current data on the tree stock in public parks and reserves, on private land or the economic value of these trees.

#### **2.4 An estimate of the cost to prepare a Municipal Tree Response Plan to address climate induced tree and canopy decline in all areas of Council responsibility.**

The approximate cost to prepare a Municipal Tree Response Plan is estimated at \$60,000-\$75,000.

The objective of such a Plan would consider tree species adaptable to climate change, approaches to increase canopy cover and supporting local biodiversity and habitat connectivity.

This would need to be the first step in the future management of trees and it would be expected that further, ongoing funding would be needed.

### **3. CONSULTATION**

Consultation has been undertaken with officers from Parks Services, Opens Space and Landscape Design and Sustainable Futures. Data was also sourced from selected neighboring Councils (eg Municipal Tree Response Plan costs).

It is further noted that a number of Melbourne based Councils are currently seeking information in regard to the impact of climate change on their tree stock.

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

Trees provide many benefits to the community and the natural environment. Some of the important environmental/amenity values are:

- Climate adaptation: trees sequester carbon, reducing the overall concentration of greenhouse gases in the atmosphere.
- Mitigating urban heat: as shading from trees can reduce surface temperatures by 20 degrees Celsius, as well as reducing wind speeds and reducing glare.
- Energy conservation: shading from trees means that air conditioner use can often be substantially reduced, decreasing energy costs for households and businesses.
- Water filtration and retention: trees capture rainfall and intercept runoff, reducing flooding and stormwater management costs, and also decrease the flow of polluted water into our waterways by intercepting and using nutrients that would otherwise be discharged to waterways.
- Wildlife habitat: trees provide important habitats for numerous bird, insect and animal species and create habitat connectivity or 'stepping stones' between key habitat areas for fauna to disperse, such as through avenues of trees along road corridors and open space.

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

Given climate change and its current nature, there is likely to be significant financial and economic implications in the future management of trees across the municipality.

With a view to maintaining the green and leafy image of Knox and all its benefits, the future plantings, maintenance and management of these assets is critical.

The first step in effectively planning and managing the asset would be the development of a Municipal Tree Response Plan at a cost of \$60,000 to \$75,000.

However, this would not be the end of investment, as subsequent costs would be generated from the recommendations and implementation of the Plan.

International research on urban greening and the benefits for urban development outlines the following economic benefits:

- Neighborhoods and shopping strips with healthy tree-cover attract new residents, industry and commercial activity.
- Homes landscaped with trees sell more quickly and are worth 5 to 15 per cent more than homes without trees.
- Where the entire street is tree-lined, homes may be worth 25 per cent more.
- Trees enhance economic stability by attracting businesses; people linger and shop longer when trees are present.
- Where a canopy of trees exists, research indicates that apartments and offices rent more quickly and have a higher occupancy rate; workers report more productivity and less absenteeism.

As part of undertaking the work required for this Call Up Item, officers have had regard to Council's Call Up Items at Council Meeting Policy and in particular, Item 6.5 which states:

*"Where preparing a report responding to a Call Up Item which will require more than three person days or \$5,000 in costs, then the matter which is subject to the Call Up Item should be referred by Council to the next budget considerations with a supporting business case for consideration along with competing priorities."*

## **6. SOCIAL IMPLICATIONS**

The green and leafy image of Knox provides an important part of connection to land. Council is constantly reminded by the community of the importance of its trees, parks, wildlife and green spaces; that these assets are highly valued and must be retained and protected. Identified social benefits include:

- Trees improve health by producing oxygen, intercept airborne particulates and reducing smog.
- Access to trees, green spaces and parks promotes physical activity, reduces stress and can improve the overall quality of life in cities and towns. These factors can contribute to the prevention of a range of chronic diseases which are related to sedentary lifestyles.
- Studies show that urban vegetation slows heartbeats, lowers blood pressure, and relaxes brain wave patterns, ie. people's wellbeing improves when around trees.
- Children with a view of nature and trees at home score higher on tests of self-discipline.
- Trees significantly cool the city which helps manage heat stress.

- A stronger feeling of connection to nature is associated with mental health benefits and more sustainable behaviour.
- People walk and jog more on shaded streets, which encourages interaction with neighbours and improves the sense of community.
- The planting of indigenous species within streetscapes and parks will showcase to the community species appropriate to gardens that will sustain themselves in the Australian climate as well as support local wildlife.

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

### **Goal 1. We value our natural and built environment**

1.1 Protect and enhance our natural environment.

1.2 Create a greener city with more large trees, indigenous flora and fauna.

## **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 - Biodiversity Coordinator, Nadine Gaskell- In providing this advice as the Author, I have no disclosable interests in this report.

Officer Responsible – Acting Director, Engineering and Infrastructure, David Yeouart - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

## **9. CONCLUSION**

Knox values its leafy green environment. Planning for and managing a healthy and resilient tree stock needs accurate and complete data, on which to base decisions. Currently, Council has some data on street trees but does not have a comprehensive view of the tree stock in public parks and reserves and private land.

It is likely that several species currently listed on Council's street tree list may not be able to adapt to future conditions due to the limited temperature range.

In order to manage and monitor the large tree stock, a Tree Response Plan should be established, which would:

- enable a holistic review, approach and methodology for the selection of street tree species, including the species list, in order to support local biodiversity, habitat corridors, streetscape amenity and adaptability to climate change;
- assist in the achievement of Council's 30% tree canopy target;
- develop an eastern regional approach to increasing tree canopy; and
- coordinate with private and public ownership, given the land area in question and the time taken for trees to be planted and mature.

There may also be an opportunity to review the planning scheme overlays to determine an approach to address incremental loss of trees on private land, as well as protecting canopy trees more broadly to support urban cooling, habitat connectivity and supporting a canopy cover target of 50% by 2050.

**10. CONFIDENTIALITY**

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

**Report Prepared By: Biodiversity Coordinator – Nadine Gaskell**

**Report Authorised By: Director, Engineering and Infrastructure – Ian Bell**

**Attachments**

Nil

### 8.3 Supply of Retail Electricity, Public Lighting, Natural Gas and Associated Services

**SUMMARY: Manager - Community Infrastructure, David Yeouart**

**This report considers and recommends the appointment of tenderers for the supply of retail electricity and natural gas to large and small market sites for Knox City Council.**

#### **RECOMMENDATION**

**That Council:**

- 1. Accept the offer of ERM Power Retail Pty Ltd, via the Procurement Australia Contract No. 2206/0638, for the supply of electricity (large and small market sites) and associated services for a period of two years, commencing 1 July 2021;**
- 2. Accept the offer of AGL Sales Pty Ltd, via the Procurement Australia Contract No. 2206/0628, for the supply of natural gas (large market sites) and associated services for a period of two years, commencing 1 July 2021;**
- 3. Accept the offer of Origin Energy Limited, via the Procurement Australia Contract No. 2206/0628, for the supply of natural gas (small market sites) and associated services for a period of two years, commencing 1 July 2021; and**
- 4. Authorise the Chief Executive Officer to sign the formal energy supply agreements with ERM Power Retail Pty Ltd, AGL Sales Pty Ltd and Origin Energy.**

#### **1. INTRODUCTION**

Maps Group Ltd, trading as Procurement Australia, is a public company which negotiates and facilitates public tenders for its members, in the provision of goods and services, including electricity and gas.

Knox City Council is a participating member of this group and has engaged Procurement Australia, as its agent, to undertake a tender process for the ongoing supply of electricity and gas.

This report considers and recommends the appointment of three (3) tenderers to undertake energy supply contracts from 1 July 2021.

#### **2. DISCUSSION**

This public tender was conducted to establish Energy Supply Agreements with an energy retailer or retailers to service group members' requirements in New South Wales, Australian Capital Territory, South Australia, Queensland, Western Australia and Victoria for the following energy categories, for a contract period of up to three (3) years commencing 1 July 2020 for most members or 1 July 2021 for some members (including Knox Council).

At the beginning of the current contract (2106/0634 Retail Electricity, Natural Gas and Associated Services), Knox Council opted for a three (3) year contract duration, which commenced 1 July 2018.

Others in the tendering group opted for a two (2) year period as Procurement Australia had asked group members to consider a Progressive Pricing model, which was for the future purchase of blocks of electricity when fluctuations in the market are favourable.

This model has not progressed, with the current tender process being initiated. Whilst Knox has a further year to run on the contract, it has participated in this process to benefit from any savings.

For Knox City Council, tenders were invited for the supply of:

- Electricity (for large and small sites); and
- Natural Gas (for large and small sites).

Tenders were evaluated on a Value for Money basis, using both financial and non-financial criteria, which reflects Council's current tender evaluation ethos.

Non-price criteria included customer focus, relationship management, billing options, processes, etc. To support the tender process, an evaluation committee was established which included a specialist energy consulting firm (SavvyPlus Consulting).

Tenders were received from seven (7) retailers and four (4) were shortlisted.

Procurement Australia has now completed their tender process and has recommended the following suppliers to Council, for consideration:

- ERM Power Retail Pty Ltd for Large and Small Market Electricity;
- AGL Sales Pty Ltd for Large Market Natural Gas; and
- Origin Energy Limited for Small Market Natural Gas.

Refer to Confidential Attachment – Tender Evaluation Report.

### **3. CONSULTATION**

Procurement Australia has engaged with suppliers in determining the possible options for the supply of electricity and gas.

No public consultation was undertaken.

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

Environmental charges and certification was included in the evaluation process and passed on to Council, at cost.

The proposed energy contracts with ERM Power Retail Pty Ltd have a provision for Council to purchase accredited Green Power to offset all of Council's emissions from electricity use.

The decision to purchase Green Power may be considered by Council in early 2021 – prior to the commencement of the supply agreement and in line with Council's proposed Climate Response Plan.

The Supply of Electricity for Council's Streetlight segment is through a separate Procurement Australia tender – 3006/0637 Long Term Renewable Generation Power Purchase Agreement. The tender is currently being assessed by Procurement Australia with a recommendation expected in March 2020.

Also, Council is currently investigating the feasibility of large scale solar farm at its closed Landfill Site. Outcomes from this study is expected to be reported to Council in April 2020.

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ERM Power Retail Pty Ltd (the recommended tenderer for electricity – large and small sites) have no penalties in their Standard Terms and Conditions for using more or less energy, against the contract agreement.

## 5. FINANCIAL & ECONOMIC IMPLICATIONS

Combined Historic Energy Costs for Knox City Council (large and small sites)

Utility	2015/16	2016/17	2017/18	2018/19
Electricity	\$540,179	\$451,303	\$490,743	\$770,321
Gas	\$60,080	\$71,274	\$169,540	\$157,128

Projected Cost

Utility	2019/20 (Forecast)	2020/21 (Forecast)	2021/22	2022/23
Electricity (Large)	-	-	\$446,326	\$436,770
Electricity (Small)	-	-	\$370,350	\$370,350
<b>Electricity (Large &amp; Small)</b>	<b>\$899,165</b>	<b>\$954,192</b>	<b>\$816,676</b>	<b>\$807,120</b>
Gas (Large)	-	-	\$230,712	\$239,002
Gas (Small)	-	-	\$55,907	\$53,611
<b>Gas (Large &amp; Small)</b>	<b>\$284,975</b>	<b>\$326,731</b>	<b>\$286,619</b>	<b>\$292,613</b>

- **Electricity**

Council has three (3) large electricity sites: Civic Centre, Rowville Community Centre and Leisureworks.

Proposed budget (Large & Small) for 2021/22 is \$954,192 but new contract indicates \$816,676 giving an expected reduction in electricity costs of \$137,516 on projected budget.

Electricity (Small) prices will change each January.

Public Lighting is not included for Knox in this tender.

- **Gas**

Council has one (1) large gas site: Leisureworks.

Proposed budget (Large & Small) for 2021/22 is \$326,731 but new contract indicates \$286,619 giving an expected reduction in gas costs of \$40,112 per annum on projected budget.

Council's future budgets will need to reflect these changes.

It is also of note that Leisureworks is now directly maintained by Council and electricity and gas charges have been included in operating budgets since 1 March 2019.

## **6. SOCIAL IMPLICATIONS**

This contract will contribute to the functionality of Council's facilities.

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

The provision of gas and electricity for the municipality is a basic, essential element of any and all Council services.

## **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 – Manager – Community Infrastructure, David Yeouart - In providing this advice as the Author, I have no disclosable interests in this report.

Officer Responsible – Director, Engineering and Infrastructure, Ian Bell - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

## **9. CONCLUSION**

Procurement Australia, on behalf of its members, has undertaken a project development, briefing and tendering process to obtain competitive prices and value for money services for the supply of electricity and gas.

The recommended retailers supply electricity and gas to large scale users including businesses, government departments and local authorities. Consequently, Council can be confident it is offered these services at a competitive rate.

Also, Procurement Australia has provided a process, as Council's agent, which complies with the requirements of the Local Government Act for purchases in excess of \$150,000 and has been evaluated by those with appropriate expertise.

## **10. CONFIDENTIALITY**

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

**Report Prepared By:**                   **Manager – Community Infrastructure, David Yeouart**

**Report Authorised By:**           **Director, Engineering and Infrastructure, Ian Bell**

## **Attachments**

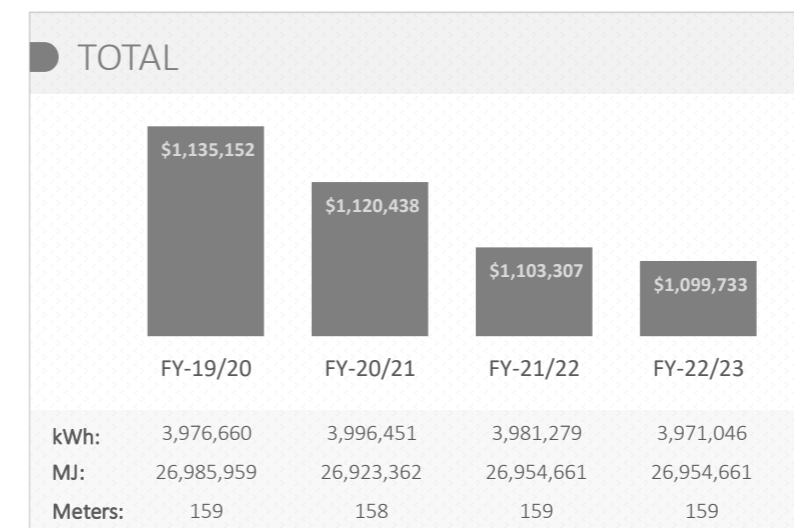
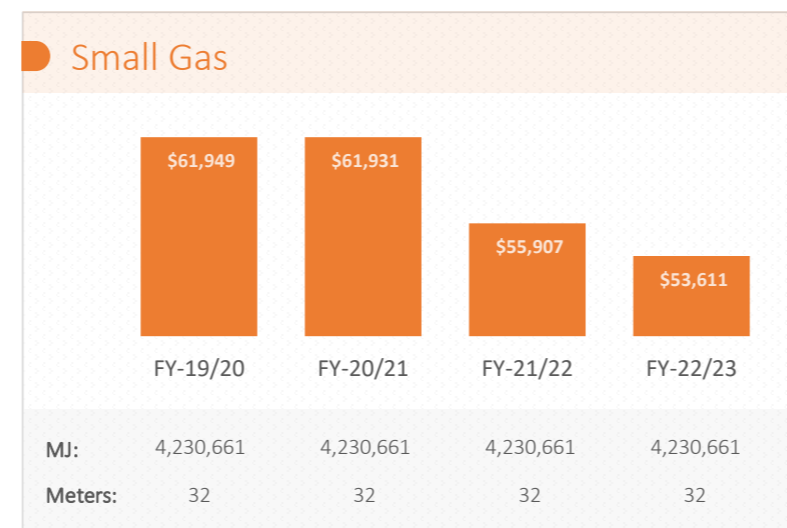
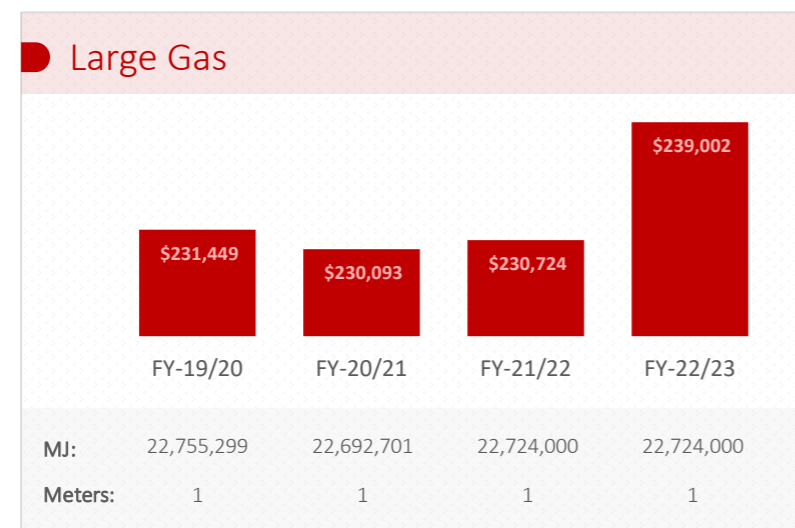
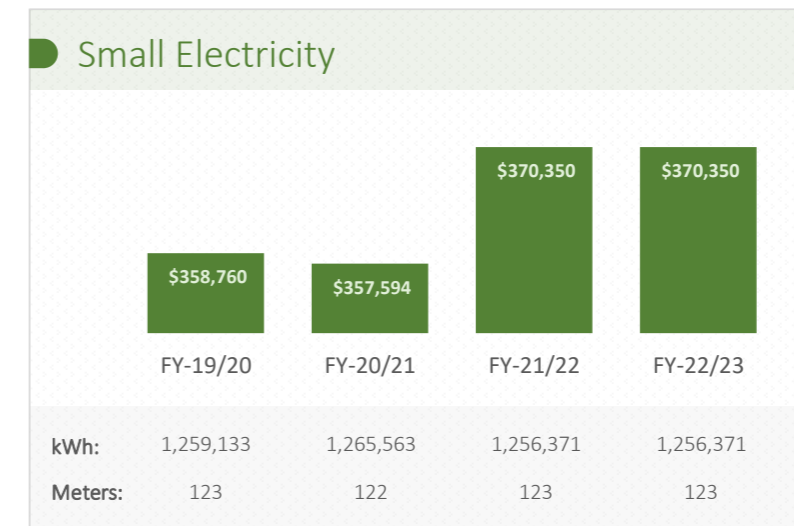
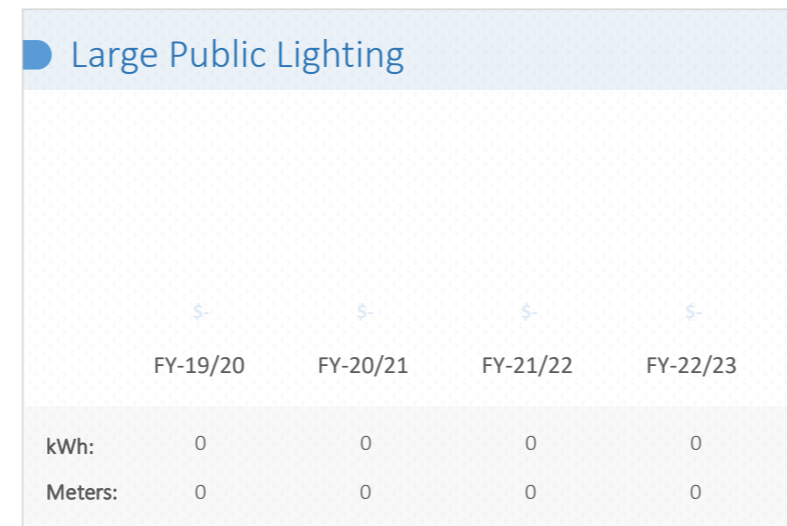
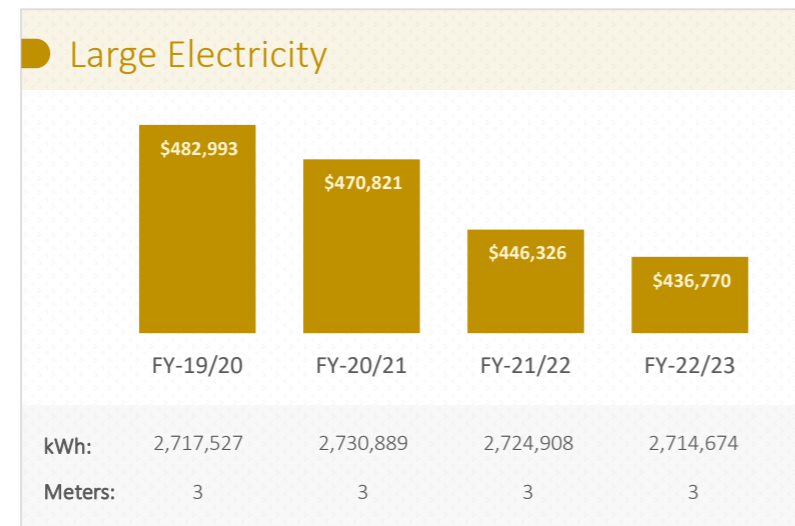
1. Energy Tender Financial Summary [**8.3.1** - 1 page]
2. Tender Evaluation Report [**8.3.2** - 68 pages]



# Energy Tender Financial Summary (exc. GST)

## Knox City Council

Victoria



Prepared by SavvyPlus Consulting © 2019

Tender Evaluation 2206/0638



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# Tender Evaluation Report

**2206/0638 - Retail Energy**

December 2019

## Tender Evaluation 2206/0638 – Retail Energy



### Executive Summary

Key Feature	Particulars
Contract No.	2206/0638
Contract Title	Retail Energy
Term of Contract	2-3 years at predetermined member discretion.

#### Nature & Scope of Contract:

Procurement Australia's current contract for this requirement expires on 30 June, 2020 for most members and June 2021 for some members.

This tender was conducted to establish Energy Supply Agreements with an energy retailer or retailers to service members' requirements in New South Wales, Australian Capital Territory, South Australia, Queensland, Western Australia and Victoria for the following energy categories for a contract period of up to three years commencing 1 July, 2020 for most members and 1 January 2020 for some members:

- Large & Small Market Electricity
- Large & Small Market Natural Gas, and
- Public Lighting
- Solar feed in tariff

Additionally, the scope of the tender was to establish a panel of retailers to allow for RFQ activity across the life of retail contracts on an as and when required basis.

#### Tender Evaluation Committee

To support this tender an evaluation committee was established and convened.

The committee's role was to:

- Act on and represent the collective participating member's behalf.
- Evaluate tenders received against the specification and evaluation criteria.
- Develop a tender award recommendation for Procurement Australia's consideration and progression.

The committee was comprised of the following members noting no member representative nominations were received:

Role	Representative
Procurement Australia Sourcing Director	Brendan Hoare – Chair*
SavvyPlus Consulting representatives (2)	Energy industry and energy procurement product specialists

\*The Chair did not evaluate or score the tender submissions.

#### Market Response:

Due to the size, complexity and short-term price validity of tender offers, a three-stage tender closing process was utilised:

- Stage 1 Non-financial submissions.
- Stage 2 Financial submissions for Large Market and Public Lighting categories.
- Stage 3 Financial submissions for Small Market categories.

## Tender Evaluation 2206/0638 – Retail Energy



The entities listed below responded to **Stage 1** of the RFT and their responses were assessed against defined evaluation criteria:

1. AGL Sales Pty Ltd
2. Alinta Energy Retail Sales Pty Ltd
3. Energy Australia Pty Ltd
4. ERM Power Retail Pty Ltd
5. Infigen Energy Markets Pty Ltd
6. Origin Energy Limited
7. Western Energy Pty Ltd

The entities listed below responded to **Stage 2** of the RFT and their responses were assessed against defined evaluation criteria:

1. AGL Sales Pty Ltd
2. Alinta Energy Retail Sales Pty Ltd
3. Energy Australia Pty Ltd
4. ERM Power Retail Pty Ltd
5. Infigen Energy Markets Pty Ltd
6. Origin Energy Limited

The entities listed below responded to **Stage 3** of the RFT and their responses were assessed against defined evaluation criteria:

1. AGL Sales Pty Ltd
2. Energy Australia Pty Ltd
3. ERM Power Retail Pty Ltd
4. Origin Energy

### Award of Tenders:

Following the evaluation of all responses received, and via weighted scoring methodology by fuel type by state, the evaluation committee resolved to award the tender as summarised below:

Retailer	Large Market Electricity	Large Market Natural Gas	Public Lighting	Small Market Electricity	Small Market Natural Gas	Awarded Standing Panel Status
<b>AGL Sales Pty Ltd</b>		Victoria				Yes
<b>Energy Australia Pty Ltd</b>		South Australia				Yes
<b>ERM Power Retail Pty Ltd</b>	Victoria New South Wales Queensland Tasmania Western Australia		Victoria New South Wales	Victoria South Australia Tasmania Queensland (Ergon)		Yes
<b>Origin Energy</b>	South Australia	New South Wales		New South Wales/ACT Queensland (Energex)	Victoria New South Wales South Australia Queensland	Yes

## Tender Evaluation 2206/0638 – Retail Energy



### Next Steps:

Accompanying and supporting this tender evaluation report is:

1. A member specific financial impact statement summarizing current costs to future costs determined by this tender, and
2. A copy of the PowerPoint presentation provided to the tender's participating members on 10 December 2019.

Participating members are now required to execute energy supply & services agreements by fuel type with the awarded retailers.

Each retailer will forward these documents to each nominated member contact shortly and members are requested to execute and return these documents directly to the retailer via email with a copy to Procurement Australia within two weeks of receiving them. Members are reminded that they may receive multiple retailer contracts due to the tender's award strategy which is by fuel type by fuel classification by state of Australia.

Members are reminded that changes to incumbent retailers are required emanating from this tender.

The energy meter transfer from current to new retailer process cannot commence until the new retailer(s) receive the signed energy supply & services agreement document from each member. As such, Procurement Australia suggests members prioritise this administrative requirement.

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## Tender Evaluation 2206/0638 – Retail Energy



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## Tender Evaluation 2206/0638 – Retail Energy



### 1 INTRODUCTION AND BACKGROUND

Procurement Australia's current contract for this requirement expires on 30 June, 2020 for most members and June 2021 for some members.

This tender was conducted to establish Energy Supply Agreements with an energy retailer or retailers to service members' requirements in New South Wales, Australian Capital Territory, South Australia, Queensland, Western Australia and Victoria for the following energy categories for a contract period of up to three years commencing 1 July, 2020 for most members and 1 January 2020 for some members:

- Large & Small Market Electricity
- Large & Small Market Natural Gas, and
- Public Lighting
- Solar feed in tariff

Additionally, the scope of the tender was to establish a panel of retailers to allow for RFQ activity across the life of retail contracts on an as and when required basis.

The headline member participation and energy aggregation in this tender is as follows:

- 135 participating members located in or having energy requirements in Western Australia, South Australia, Victoria, Tasmania, New South Wales, Australian Capital Territory and Queensland.
- 359 GWh of electricity
- 1.4 PJ of natural gas
- 6,300 meters across all states were contested

#### 1.1 TENDER SUPPORT & EVALUATION COMMITTEE STRUCTURE

To support this tender an evaluation committee was established and convened.

SavvyPlus Consulting, a specialist energy consulting firm, was engaged by Procurement Australia to assist with the project, act as a subject matter expert and to assume membership of the evaluation committee.

The committee's role was to:

- Act on and represent the collective participating member's behalf.
- Evaluate tenders received against the specification and evaluation criteria.
- Develop a tender award recommendation for Procurement Australia's consideration and progression.

The committee was comprised of the following members noting no member representative nominations were received:

Role	Representative
Procurement Australia Sourcing Director	Brendan Hoare – Chair*
SavvyPlus Consulting representatives (2)	Energy industry and energy procurement product specialists

\*The Chair did not evaluate or score the tender submissions.

## Tender Evaluation 2206/0638 – Retail Energy



### 1.2 TENDER ADVERTISING

Consistent with public sector requirements, a public advertisement was placed in the following press:

- Melbourne Herald Sun  
Wednesday October 16, 2019.
- Sydney Morning Herald  
Tuesday 15 October 2019.

Figure 1: Newspaper Advertisement

**Procurement Australia®**

### Request for Tender - 2206/0638 Retail Energy

Procurement Australia, on behalf of its participating members as listed in the request for tender documents, invites tenders for the below mentioned requirements from electricity and or reticulated natural gas retailers licenced or authorised to operate in the states of Australia each respondent is tendering for.

This tender comprises the following energy categories via a fixed price, fixed term model for energy and contestable environmental certificates and for energy delivery in multiple states of Australia:

- Large & Small Market Electricity
- Large & Small Market Natural Gas
- Public Lighting

Respondents have discretion to tender for any one or any combination of categories at the state level or the total requirement.

This tender will:

- Establish Energy Supply Agreements with an energy retailer or retailers to service members' requirements commencing in a phased approach from 1 January 2020 and to coincide with current retail contract expiration dates.
- Allow for the creation of a panel of pre-approved retailers for specific additional member RFQ work to be carried out within the contract term on an as needed basis.

Procurement Australia is utilising a three stage closing procedure for this tender:

Stage 1.	<b>Non-financial submissions only</b> Closing date & time:	ALL categories 3.00pm AEDT Wed 30 Oct 2019
Stage 2.	<b>Financial submissions only</b> Closing date & time:	All Large Market and Public Lighting categories 3.00pm AEDT Thurs 7 Nov 2019
Stage 3.	<b>Financial submissions only</b> Closing date & time:	All Small Market categories 3.00pm AEDT Mon 18 Nov 2019

Tender documents can be downloaded for a fee of \$80 from [www.tenderlink.com/procurementaustralia](http://www.tenderlink.com/procurementaustralia)

A supporting comprehensive data file and interval meter data will be provided via a separate process, the details of which are contained in each request for tender document.

Enquiries should be directed to Brendan Hoare, Director Strategic Sourcing via email to [BHoare@pald.com.au](mailto:BHoare@pald.com.au)



## Tender Evaluation 2206/0638 – Retail Energy



### 1.3 TENDER MANAGEMENT

The tender event was managed by Procurement Australia and via the Tenderlink portal inclusive of:

- Respondent registration
- RFT document access by retailers (excluding the detailed energy data file)
- Question & answers during the let period
- Addendum issuance
- Returning tender lodgement
- Tender close & respondent registration

### 1.4 TENDER CLOSE DATES

The tender close dates were as follows:

- Stage 1 Wednesday 30 October, 2019 – Non-financial submissions
- Stage 2 Thursday 7 November, 2019 – Large Market submissions
- Stage 3 Monday 18 November, 2019 – Small Market Submissions

### 1.5 TENDER EVALUATION CRITERIA & WEIGHTINGS

The following evaluation criteria and weightings were used to evaluate the returning responses. These criteria and weightings were used for all fuels in all states consistently:

	Criteria	Weighting	Sub-Criteria	Sub-Criteria Weighting
<b>Non Financial (25%)</b>	<b>Compliance</b>	0	<ul style="list-style-type: none"> <li>• Compliance with Insurance Requirements</li> <li>• Compliance with T&amp;Cs of tender</li> <li>• Retail Licence cited &amp; held</li> <li>• Availability of accredited Green Power</li> </ul>	0 0 0 0
	<b>Customer Focus</b>	15	<ul style="list-style-type: none"> <li>• Large market metering choice/flexibility</li> <li>• Customer relationship management structure</li> <li>• Call centre infrastructure &amp; operations</li> <li>• Billing options, processes &amp; associated matters</li> <li>• <u>Self service</u> customer portal - availability &amp; functionality</li> <li>• Availability of Network tariff reviews and solar feed in tariffs</li> </ul>	1.5 1.5 3 3 4.5 1.5
	<b>Retailer Load Management</b>	10	<ul style="list-style-type: none"> <li>• Additional entity <u>roll</u> in allowed</li> <li>• Site roll in and out &amp; associated matters</li> <li>• Portfolio &amp; member load flex rules</li> </ul>	5 2 3
<b>Financial (75%)</b>	<b>Price</b>	75	<ul style="list-style-type: none"> <li>• Portfolio value of energy &amp; mandatory certificates by energy classification by state</li> </ul>	75

## Tender Evaluation 2206/0638 – Retail Energy



### 2 TENDER RESPONSE

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Due to the size, complexity and short-term price validity of tender offers, a three-stage tender closing process was utilised:

- Stage 1 Non-financial submissions.
- Stage 2 Financial submissions for Large Market and Public Lighting categories.
- Stage 3 Financial submissions for Small Market categories.

The entities listed below responded to **Stage 1** of the RFT and their responses were assessed against defined evaluation criteria:

1. AGL Sales Pty Ltd
2. Alinta Energy Retail Sales Pty Ltd
3. Energy Australia Pty Ltd
4. ERM Power Retail Pty Ltd
5. Infigen Energy Markets Pty Ltd
6. Origin Energy Limited
7. Western Energy Pty Ltd

The entities listed below responded to **Stage 2** of the RFT and their responses were assessed against defined evaluation criteria:

1. AGL Sales Pty Ltd
2. Alinta Energy Retail Sales Pty Ltd
3. Energy Australia Pty Ltd
4. ERM Power Retail Pty Ltd
5. Infigen Energy Markets Pty Ltd
6. Origin Energy Limited

The entities listed below responded to **Stage 3** of the RFT and their responses were assessed against defined evaluation criteria:

1. AGL Sales Pty Ltd
2. Energy Australia Pty Ltd
3. ERM Power Retail Pty Ltd
4. Origin Energy

## Tender Evaluation 2206/0638 – Retail Energy



### 3 TENDER EVALUATION

The weighted scoring and evaluation methodology utilised in this process is based on:

- Scoring was undertaken by all members of the evaluating committee except for the Chair (who did not evaluate or score).
- An average score for each element across all evaluators was determined and was utilised as the raw score.
- For non-financial aspects members were required to apply a raw score to each of the criteria requirements from a scoring scale of 0 to 10.
- For financial aspects the following formula was used and only in relation to the contestable spend components aggregated into a dollar sum by supplier.

Financial Aspects: Raw Score = Lowest Price/Tendered Price \* 10

The following two tables display the non-financial scoring by element by supplier.

	Criteria	Weighting	AGL Sales Pty Ltd		Alinta Energy Retail Sales		EnergyAustralia Pty Ltd		ERM Power Retail Pty Ltd	
			Raw Score	Weighted Score	Raw Score	Weighted Score	Raw Score	Weighted Score	Raw Score	Weighted Score
Non-Financial (25%)	<b>Compliance</b>									
	Compliance with Insurance Requirements	Y/N	Y		Y		Y		Y	
	Compliance with T&Cs of tender	Y/N	N		Y		Y		Y	
	Retail Licence cited & held	Y/N	Y		Y		N		Y	
	Availability of accredited Green Power	Y/N	Y		Y		Y		Y	
	<b>Customer Focus</b>									
	Large market metering choice/flexibility	1.5%	2.00	0.03	6.00	0.09	5.50	0.08	5.50	0.08
	Customer relationship management structure	1.5%	7.50	0.11	4.50	0.07	5.50	0.08	7.50	0.11
	Call centre infrastructure & operations	3.0%	7.50	0.23	4.50	0.14	5.00	0.15	7.50	0.23
	Billing options, processes & associated matters	3.0%	7.00	0.21	5.00	0.15	5.50	0.17	8.50	0.26
	Self service customer portal - availability & functionality	4.5%	5.50	0.25	5.50	0.25	3.00	0.14	8.50	0.38
	Availability of Network tariff reviews and solar feed in tariffs	1.5%	6.50	0.10	4.00	0.06	8.50	0.13	8.50	0.13
	<b>Retailer Load Management</b>									
	Additional entity roll in allowed	5.0%	8.50	0.43	4.50	0.23	5.50	0.28	8.00	0.40
	Site roll in and out & associated matters	2.0%	8.50	0.17	4.50	0.09	5.50	0.11	8.50	0.17
	Portfolio & member load flex rules	3.0%	8.00	0.24	6.00	0.18	5.50	0.17	9.50	0.29
<b>Non-Financial Total</b>	<b>25.0%</b>		<b>1.76</b>		<b>1.25</b>		<b>1.29</b>		<b>2.04</b>	

## Tender Evaluation 2206/0638 – Retail Energy



Criteria	Weighting	Infigen Energy Markets Pty Ltd		Origin Energy Electricity Ltd		Weston Energy Pty Ltd			
		Raw Score	Weighted Score	Raw Score	Weighted Score	Raw Score	Weighted Score		
<b>Compliance</b>									
Compliance with Insurance Requirements	Y/N	Y		Y		Y			
Compliance with T&Cs of tender	Y/N	Y		N		N			
Retail Licence cited & held	Y/N	Y		N		Y			
Availability of accredited Green Power	Y/N	Y		Y		N			
<b>Customer Focus</b>									
Large market metering choice/flexibility	1.5%	6.50	0.10	6.50	0.10	1.00	0.02		
Customer relationship management structure	1.5%	4.50	0.07	6.50	0.10	2.50	0.04		
Call centre infrastructure & operations	3.0%	3.50	0.11	6.50	0.20	1.00	0.03		
Billing options, processes & associated matters	3.0%	5.50	0.17	7.50	0.23	5.50	0.17		
Self service customer portal - availability & functionality	4.5%	3.00	0.14	6.50	0.29	1.00	0.05		
Availability of Network tariff reviews and solar feed in tariffs	1.5%	1.00	0.02	9.00	0.14	0.00	0.00		
<b>Retailer Load Management</b>									
Additional entity roll in allowed	5.0%	6.50	0.33	3.50	0.18	6.00	0.30		
Site roll in and out & associated matters	2.0%	8.00	0.16	5.50	0.11	6.50	0.13		
Portfolio & member load flex rules	3.0%	7.50	0.23	8.00	0.24	8.50	0.26		
<b>Non-Financial Total</b>	<b>25.0%</b>		<b>1.30</b>		<b>1.57</b>		<b>0.98</b>		

## Combined Weighted Scores – Public Lighting VIC

Criteria	Weighting	AGL Sales Pty Ltd	Alinta Energy Retail Sales	EnergyAustralia Pty Ltd	ERM Power Retail Pty Ltd	Origin Energy Electricity Ltd
		Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score
<b>Non-Financial Total</b>	<b>25.0%</b>	<b>1.76</b>	<b>1.25</b>	<b>1.29</b>	<b>2.04</b>	<b>1.57</b>
<b>Financial Total</b>	<b>75.0%</b>	<b>7.21</b>	<b>7.50</b>	<b>6.96</b>	<b>7.41</b>	<b>6.95</b>
<b>TOTAL WEIGHTED AGGREGATE SCORE</b>		<b>8.96</b>	<b>8.75</b>	<b>8.26</b>	<b>9.45</b>	<b>8.51</b>

## Combined Weighted Scores – Public Lighting NSW

Criteria	Weighting	AGL Sales Pty Ltd	EnergyAustralia Pty Ltd	ERM Power Retail Pty Ltd	Origin Energy Electricity Ltd
		Weighted Score	Weighted Score	Weighted Score	Weighted Score
<b>Non-Financial Total</b>	<b>25.0%</b>	<b>1.76</b>	<b>1.29</b>	<b>2.04</b>	<b>1.57</b>
<b>Financial Total</b>	<b>75.0%</b>	<b>6.92</b>	<b>6.90</b>	<b>7.20</b>	<b>7.50</b>
<b>TOTAL WEIGHTED AGGREGATE SCORE</b>		<b>8.68</b>	<b>8.19</b>	<b>9.24</b>	<b>9.07</b>

## Combined Weighted Scores – Large Market Electricity VIC

Criteria	Weighting	AGL Sales Pty Ltd	Alinta Energy Retail Sales	EnergyAustralia Pty Ltd	ERM Power Retail Pty Ltd	Origin Energy Electricity Ltd
		Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score
<b>Non-Financial Total</b>	<b>25.0%</b>	<b>1.76</b>	<b>1.25</b>	<b>1.29</b>	<b>2.04</b>	<b>1.57</b>
<b>Financial Total</b>	<b>75.0%</b>	<b>7.50</b>	<b>7.36</b>	<b>7.37</b>	<b>7.32</b>	<b>7.25</b>
<b>TOTAL WEIGHTED AGGREGATE SCORE</b>		<b>9.26</b>	<b>8.61</b>	<b>8.66</b>	<b>9.36</b>	<b>8.81</b>

## Tender Evaluation 2206/0638 – Retail Energy



### Combined Weighted Scores – Large Market Electricity NSW

		AGL Sales Pty Ltd	EnergyAustralia Pty Ltd	ERM Power Retail Pty Ltd	Infigen Energy Markets Pty Ltd	Origin Energy Electricity Ltd
Criteria	Weighting	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score
Non-Financial Total	25.0%	1.76	1.29	2.04	1.30	1.57
Financial Total	75.0%	7.50	7.32	7.34	7.47	7.38
<b>TOTAL WEIGHTED AGGREGATE SCORE</b>		<b>9.26</b>	<b>8.62</b>	<b>9.38</b>	<b>8.77</b>	<b>8.95</b>

### Combined Weighted Scores – Large Market Electricity QLD

		AGL Sales Pty Ltd	EnergyAustralia Pty Ltd	ERM Power Retail Pty Ltd	Origin Energy Electricity Ltd
Criteria	Weighting	Weighted Score	Weighted Score	Weighted Score	Weighted Score
Non-Financial Total	25.0%	1.76	1.29	2.04	1.57
Financial Total	75.0%	7.50	7.18	7.41	7.45
<b>TOTAL WEIGHTED AGGREGATE SCORE</b>		<b>9.26</b>	<b>8.47</b>	<b>9.45</b>	<b>9.02</b>

### Combined Weighted Scores – Large Market Electricity SA

		AGL Sales Pty Ltd	EnergyAustralia Pty Ltd	ERM Power Retail Pty Ltd	Infigen Energy Markets Pty Ltd	Origin Energy Electricity Ltd
Criteria	Weighting	Weighted Score	Weighted Score	Weighted Score	Weighted Score	Weighted Score
Non-Financial Total	25.0%	1.76	1.29	2.04	1.30	1.57
Financial Total	75.0%	7.11	6.74	6.48	7.50	7.34
<b>TOTAL WEIGHTED AGGREGATE SCORE</b>		<b>8.87</b>	<b>8.03</b>	<b>8.52</b>	<b>8.80</b>	<b>8.91</b>

### Combined Weighted Scores – Large Market Electricity TAS

		ERM Power Retail Pty Ltd
Criteria	Weighting	Weighted Score
Non-Financial Total	25.0%	2.04
Financial Total	75.0%	7.50
<b>TOTAL WEIGHTED AGGREGATE SCORE</b>		<b>9.54</b>

### Combined Weighted Scores – Large Market Electricity WA

		ERM Power Retail Pty Ltd
Criteria	Weighting	Weighted Score
Non-Financial Total	25.0%	2.04
Financial Total	75.0%	7.50
<b>TOTAL WEIGHTED AGGREGATE SCORE</b>		<b>9.54</b>

## Tender Evaluation 2206/0638 – Retail Energy



## Combined Weighted Scores – Large Market Gas VIC

		AGL Sales Pty Ltd	Alinta Energy Retail Sales	EnergyAustralia Pty Ltd	Origin Energy Electricity Ltd
Criteria	Weighting	Weighted Score	Weighted Score	Weighted Score	Weighted Score
Non-Financial Total	25.0%	1.76	1.25	1.29	1.57
Financial Total	75.0%	7.50	7.20	7.04	7.04
<b>TOTAL WEIGHTED AGGREGATE SCORE</b>		<b>9.26</b>	<b>8.45</b>	<b>8.33</b>	<b>8.61</b>

## Combined Weighted Scores – Large Market Gas NSW

		AGL Sales Pty Ltd	EnergyAustralia Pty Ltd	Origin Energy Electricity Ltd
Criteria	Weighting	Weighted Score	Weighted Score	Weighted Score
Non-Financial Total	25.0%	1.76	1.29	1.57
Financial Total	75.0%	4.98	7.50	7.27
<b>TOTAL WEIGHTED AGGREGATE SCORE</b>		<b>6.74</b>	<b>8.79</b>	<b>8.84</b>

## Combined Weighted Scores – Large Market Gas SA

		AGL Sales Pty Ltd	EnergyAustralia Pty Ltd	Origin Energy Electricity Ltd
Criteria	Weighting	Weighted Score	Weighted Score	Weighted Score
Non-Financial Total	25.0%	1.76	1.29	1.57
Financial Total	75.0%	6.08	7.50	7.19
<b>TOTAL WEIGHTED AGGREGATE SCORE</b>		<b>7.83</b>	<b>8.79</b>	<b>8.76</b>

## Combined Weighted Scores – Large Market Gas WA

No offers were received for Large Market Gas in Western Australia.

## Combined Weighted Scores – Small Market Electricity VIC

		AGL Sales Pty Ltd	ERM Power Retail Pty Ltd	Origin Energy Electricity Ltd
Criteria	Weighting	Weighted Score	Weighted Score	Weighted Score
Non-Financial Total	25.0%	1.76	2.04	1.57
Financial Total	75.0%	5.68	7.22	7.50
<b>TOTAL WEIGHTED AGGREGATE SCORE</b>		<b>7.44</b>	<b>9.26</b>	<b>9.07</b>

## Tender Evaluation 2206/0638 – Retail Energy



## Combined Weighted Scores – Small Market Electricity NSW/ACT

		AGL Sales Pty Ltd	ERM Power Retail Pty Ltd	Origin Energy Electricity Ltd
Criteria	Weighting	Weighted Score	Weighted Score	Weighted Score
Non-Financial Total	25.0%	1.76	2.04	1.57
Financial Total	75.0%	6.84	6.68	7.50
<b>TOTAL WEIGHTED AGGREGATE SCORE</b>		<b>8.60</b>	<b>8.72</b>	<b>9.07</b>

## Combined Weighted Scores – Small Market Electricity QLD

		AGL Sales Pty Ltd	ERM Power Retail Pty Ltd	Origin Energy Electricity Ltd
Criteria	Weighting	Weighted Score	Weighted Score	Weighted Score
Non-Financial Total	25.0%	1.76	2.04	1.57
Financial Total	75.0%	6.91	6.85	7.50
<b>TOTAL WEIGHTED AGGREGATE SCORE</b>		<b>8.67</b>	<b>8.89</b>	<b>9.07</b>

## Combined Weighted Scores – Small Market Electricity SA

		ERM Power Retail Pty Ltd
Criteria	Weighting	Weighted Score
Non-Financial Total	25.0%	2.04
Financial Total	75.0%	7.50
<b>TOTAL WEIGHTED AGGREGATE SCORE</b>		<b>9.54</b>

## Combined Weighted Scores – Small Market Electricity TAS

		ERM Power Retail Pty Ltd
Criteria	Weighting	Weighted Score
Non-Financial Total	25.0%	2.04
Financial Total	75.0%	7.50
<b>TOTAL WEIGHTED AGGREGATE SCORE</b>		<b>9.54</b>

## Combined Weighted Scores – Small Market Electricity WA

No offers were received for Small Market Electricity in Western Australia.

## Tender Evaluation 2206/0638 – Retail Energy



## Combined Weighted Scores – Small Market Gas VIC

		AGL Sales Pty Ltd	Origin Energy Electricity Ltd
Criteria	Weighting	Weighted Score	Weighted Score
Non-Financial Total	25.0%	1.76	1.57
Financial Total	75.0%	7.15	7.50
<b>TOTAL WEIGHTED AGGREGATE SCORE</b>		<b>8.91</b>	<b>9.07</b>

## Combined Weighted Scores – Small Market Gas NSW

		AGL Sales Pty Ltd	Origin Energy Electricity Ltd
Criteria	Weighting	Weighted Score	Weighted Score
Non-Financial Total	25.0%	1.76	1.57
Financial Total	75.0%	6.16	7.50
<b>TOTAL WEIGHTED AGGREGATE SCORE</b>		<b>7.92</b>	<b>9.07</b>

## Combined Weighted Scores – Small Market Gas SA

		AGL Sales Pty Ltd	Origin Energy Electricity Ltd
Criteria	Weighting	Weighted Score	Weighted Score
Non-Financial Total	25.0%	1.76	1.57
Financial Total	75.0%	6.94	7.50
<b>TOTAL WEIGHTED AGGREGATE SCORE</b>		<b>8.70</b>	<b>9.07</b>

## Combined Weighted Scores – Small Market Gas QLD

		AGL Sales Pty Ltd	Origin Energy Electricity Ltd
Criteria	Weighting	Weighted Score	Weighted Score
Non-Financial Total	25.0%	1.76	1.57
Financial Total	75.0%	6.66	7.50
<b>TOTAL WEIGHTED AGGREGATE SCORE</b>		<b>8.42</b>	<b>9.07</b>

## Combined Weighted Scores – Small Market Gas WA

No offers were received for Small Market Gas in Western Australia.



## Tender Evaluation 2206/0638 – Retail Energy



### 4 PRICING DETAILS COMMENTARY

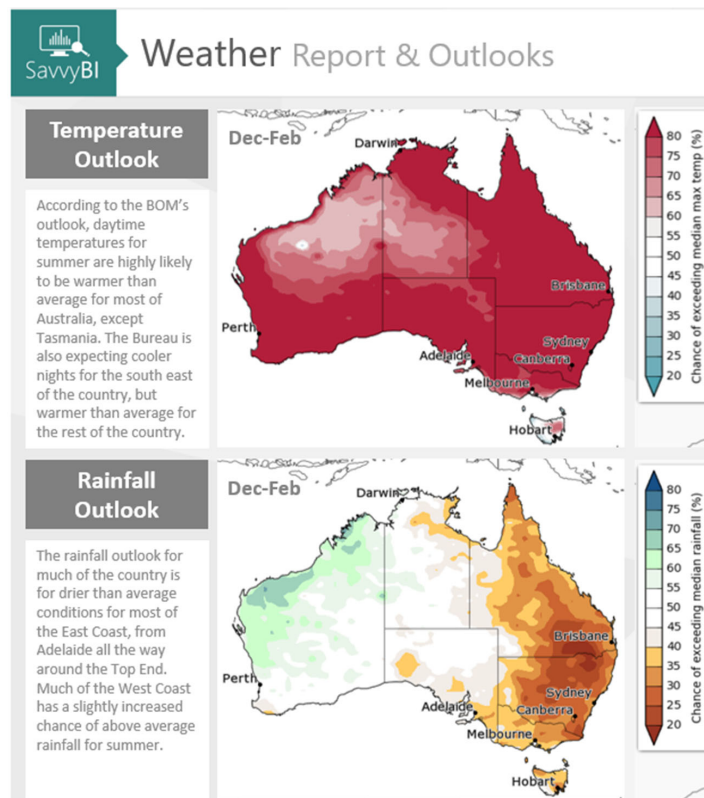
#### 4.1 TIMING OF TENDER

The timing of the Tender was set based on the traditional period of engaging with the market in November for a start date of July the following year. Choosing November means there is time to allow members to arrange for execution of the retail agreements and then organise the orderly transfer of the sites if required.

In the case of electricity, engaging with the market prior to the summer de-risks the uncertainty that may arise from the outcome of the forthcoming summer period. The weather forecast for the summer is for hotter than average, and the rainfall outlook is a drier than average.

The Australian Energy Market Operator has contracted additional summer capacity to provide short and medium cover representing 1,500MW, which is in addition to the 50MW contracted for Vic and SA as part of the Reliability and Emergency Reserve Trader (RERT) contracts.

Figure 2: Weather Outlook



## Tender Evaluation 2206/0638 – Retail Energy



### 4.1.1 ELECTRICITY

The market price history for the next 3-years is shown in the following for the major States, since November 2017 when the previous tender was organised. In general, the first year of the next tender is at a higher price compared to November 2017 price, but the subsequent years have generally softened.

Victoria FY-20/21 has strengthened extensively due to the market concerns of the supply-demand balance for Q1-20, which in part has impacted the perception of subsequent summers, the Q1-21 summer.

Figure 3: Victorian wholesale forward prices

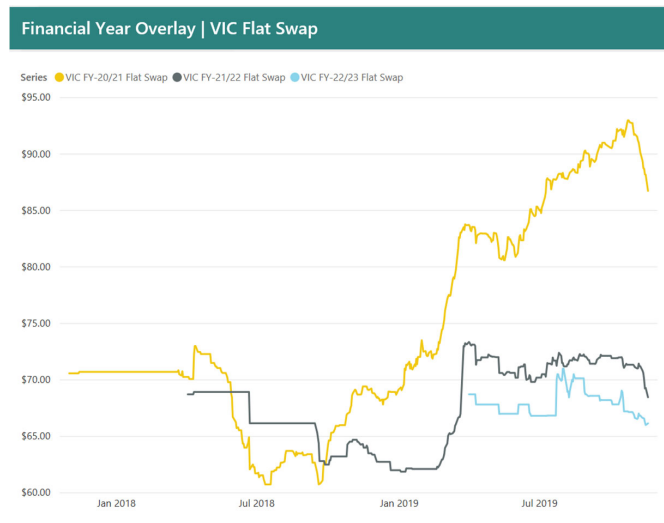
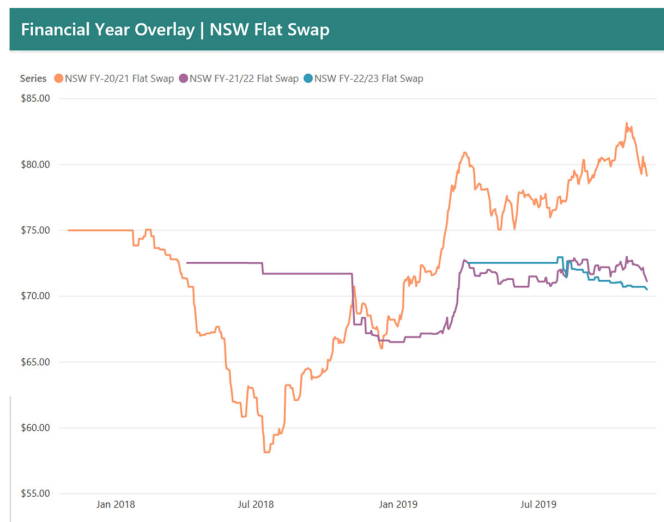


Figure 4: NSW wholesale forward prices



## Tender Evaluation 2206/0638 – Retail Energy



Figure 5: QLD wholesale forward prices

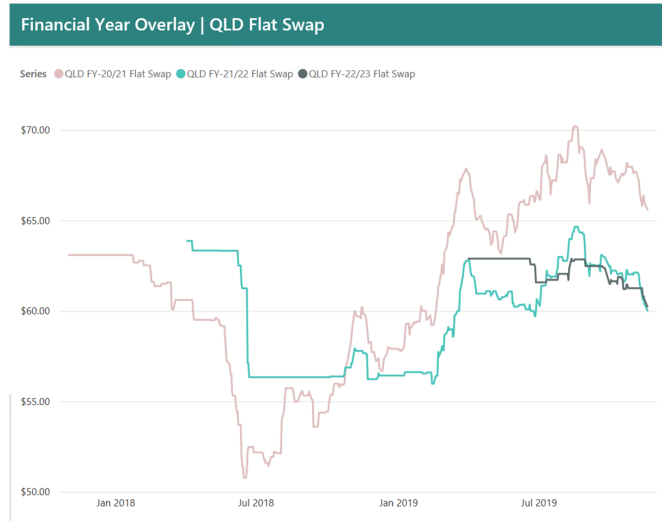
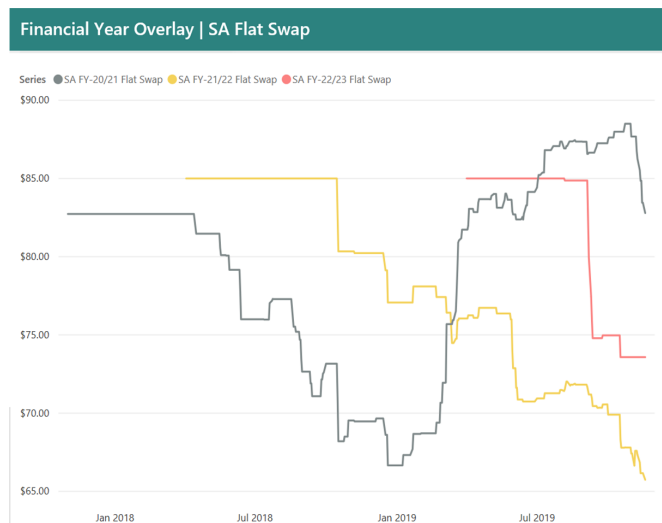


Figure 6: SA wholesale forward prices



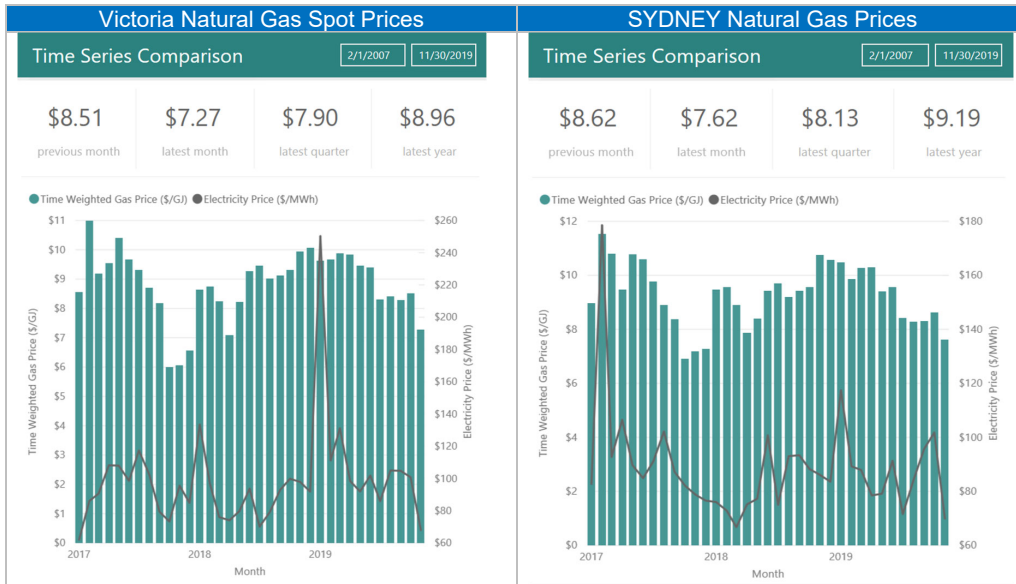
## Tender Evaluation 2206/0638 – Retail Energy



### 4.1.2 NATURAL GAS MARKET

The natural gas market does not have the same transparency of forward prices as the electricity market, but the general trend as evident by the spot market, is gas prices have settled lower than the price levels experienced by customers in 2018.

Figure 7: Victorian and Sydney Natural Gas Prices



## Tender Evaluation 2206/0638 – Retail Energy



### 4.2 LARGE MARKET ELECTRICITY

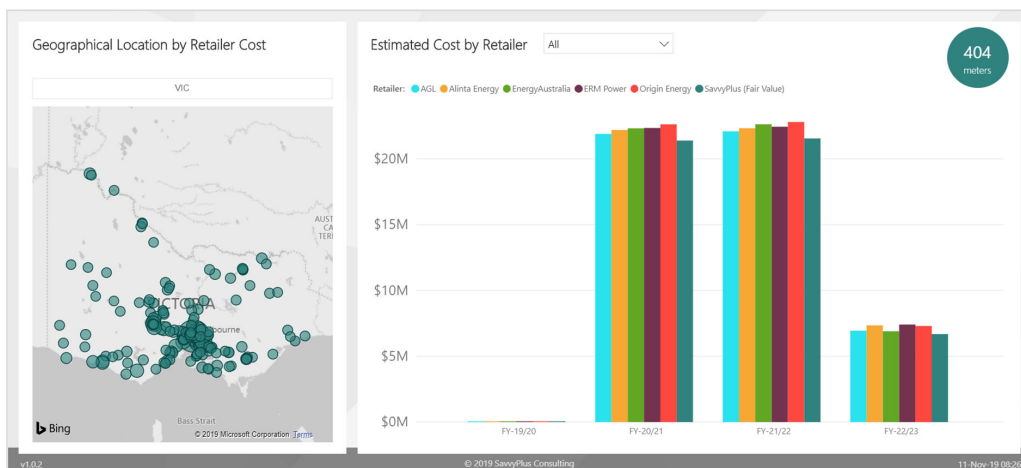
The Large Market Electricity tender was evaluated on all the contestable elements of the prices and therefore included:

1. Commodity charges
2. Environmental charges
3. Other charges (meters, service fees, administration fees)

Not all members elected to fix into 3 years, but the tender was evaluated for all years and the finding of the lowest cost retailer was the same for whether a 2-year or 3-year term was accepted.

In Victoria, AGL has the lowest offer, followed by a tight field of Alinta, Energy Australia and ERM Power.

Figure 8: Victoria Large Market



For NSW, AGL had a marginally lower offer than Infigen, followed by Origin, ERM and Energy Australia.

Figure 9: NSW Large Market



## Tender Evaluation 2206/0638 – Retail Energy



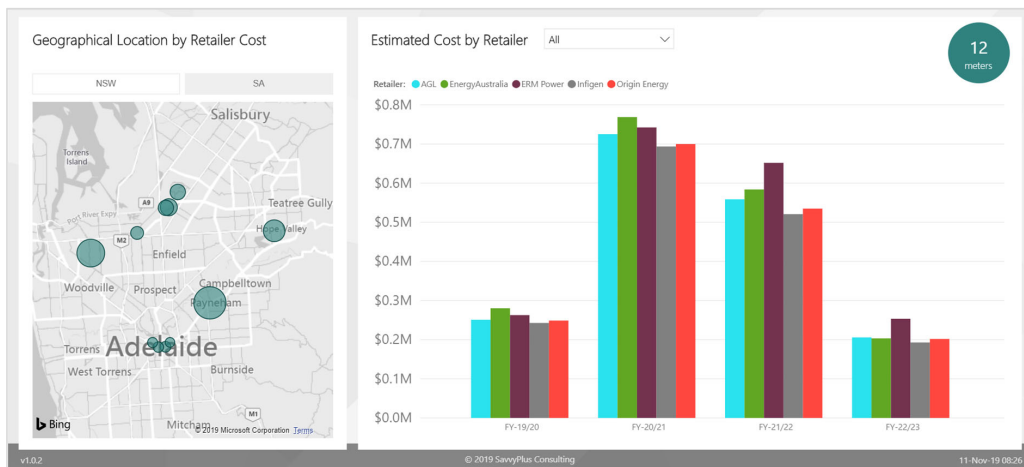
In Queensland, AGL had a marginally lower price than Origin and ERM Power, followed by a distant Energy Australia.

Figure 10: Queensland Large Market



Infigen and Origin Energy were the clear leaders in SA.

Figure 11: South Australia Large Market



Large sites in WA and Tasmania only had one respondent, that being ERM Power

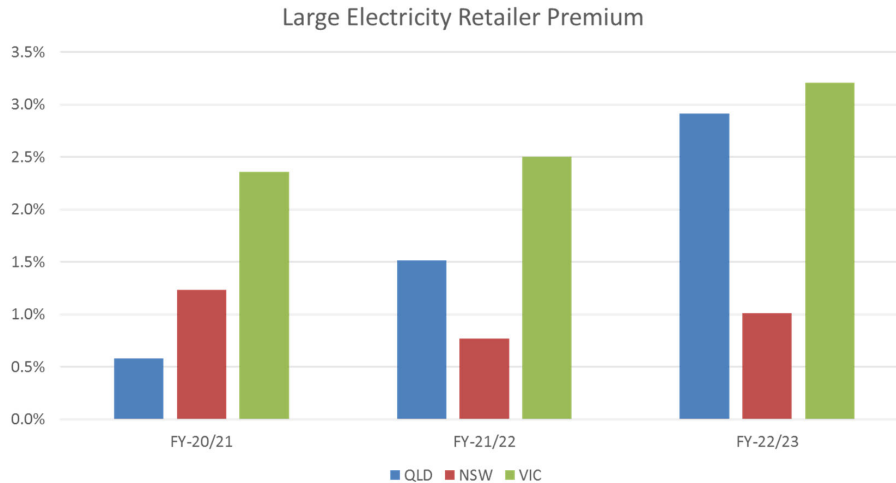
The regulatory network charges and environmental certificate proportion will be passed through at cost.

## Tender Evaluation 2206/0638 – Retail Energy



The estimated retail premium is shown in the following chart. Typically, the retailer premium is found to be within 2% to 5% per annum. From this tender, NSW was particularly competitive, and the retailer premium tended to increase over time.

Figure 12: Large Electricity Retailer Premium



### 4.3 PUBLIC LIGHTING

Victorian Public Lighting lowest offer was from Alinta Energy who had a slightly lower offer than ERM Power; and then the others followed ordered by AGL, Energy Australia and Origin Energy.

Figure 13: Victorian Public Lighting

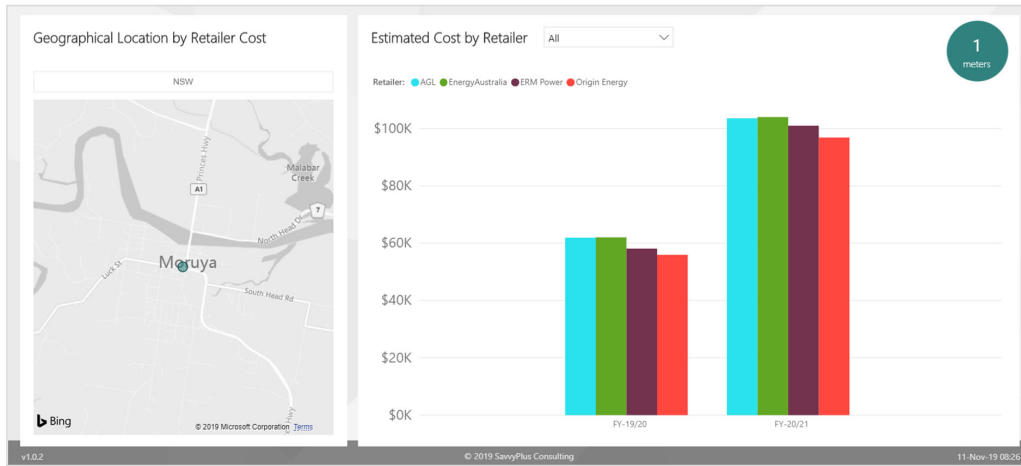


## Tender Evaluation 2206/0638 – Retail Energy



Origin Energy made the lowest NSW Public Lighting offer, followed by ERM Power.

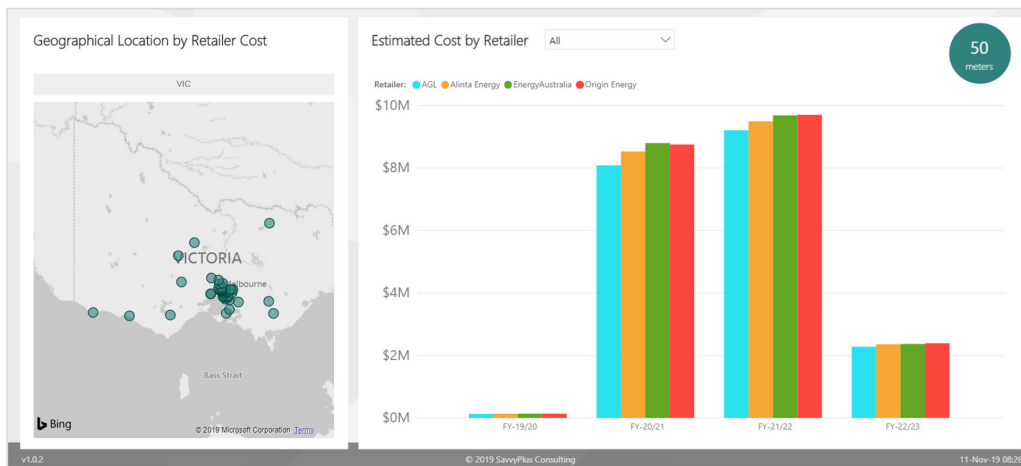
Figure 14: NSW Public Lighting



### 4.4 LARGE MARKET GAS

For the Large Market Gas tender, all the contestable elements were evaluated which included the commodity charges and retail services charges. Beginning with Victoria large gas, AGL had the lowest offer, followed by a new gas retail player of Alinta Energy.

Figure 15: Victorian Large Gas



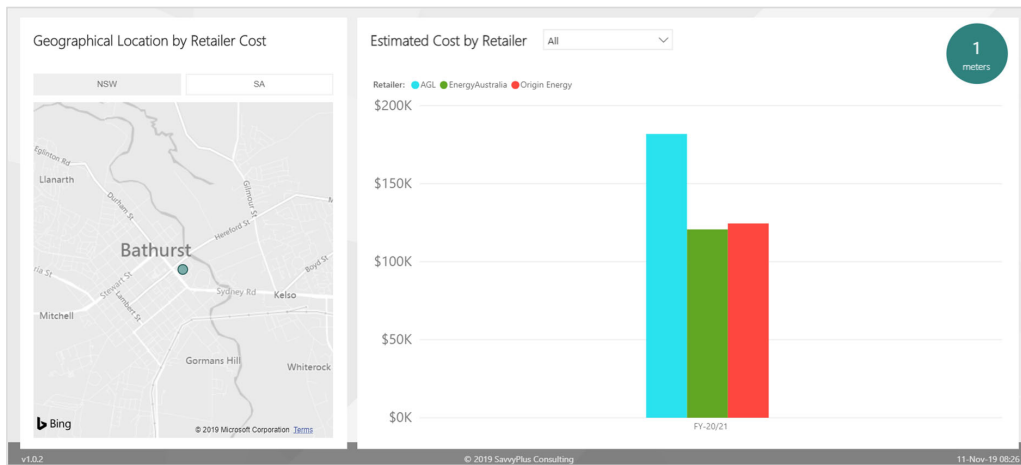


## Tender Evaluation 2206/0638 – Retail Energy



Energy Australia has slightly lower offer than Origin Energy for NSW Large gas.

Figure 16: NSW Large Gas

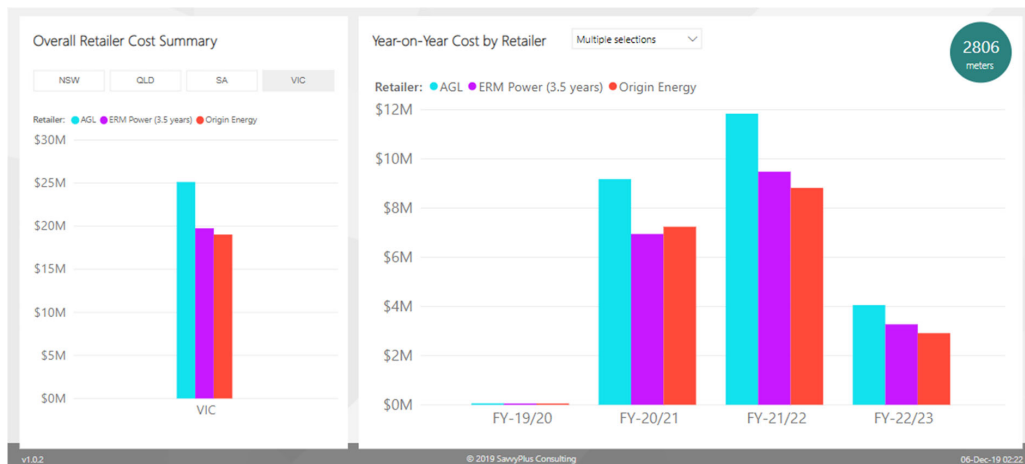


### 4.5 SMALL MARKET ELECTRICITY

Small Market Electricity was tendered for the contestable components of commodity, environmental and retail charges. The Retailers were requested to bundled rates with the understanding that regulated charges may be passed through.

In Victoria, over the full term, Origin Energy had the lowest offer, marginally ahead of ERM Power.

Figure 17: Victorian Electricity Small

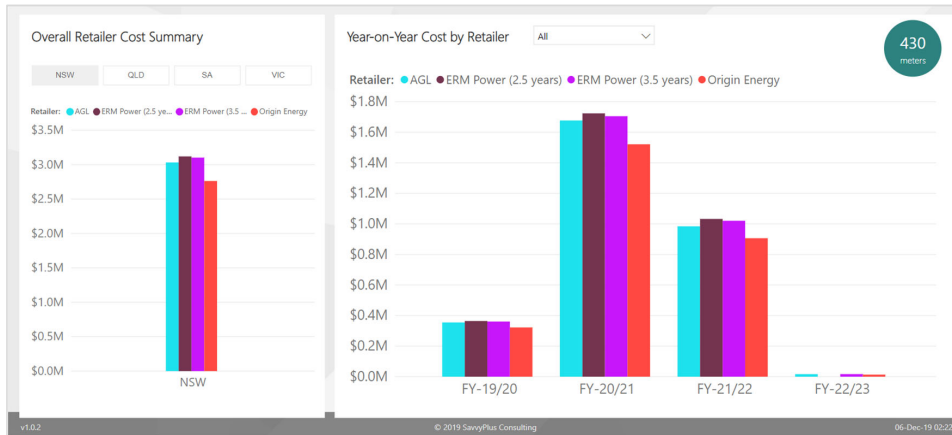


## Tender Evaluation 2206/0638 – Retail Energy



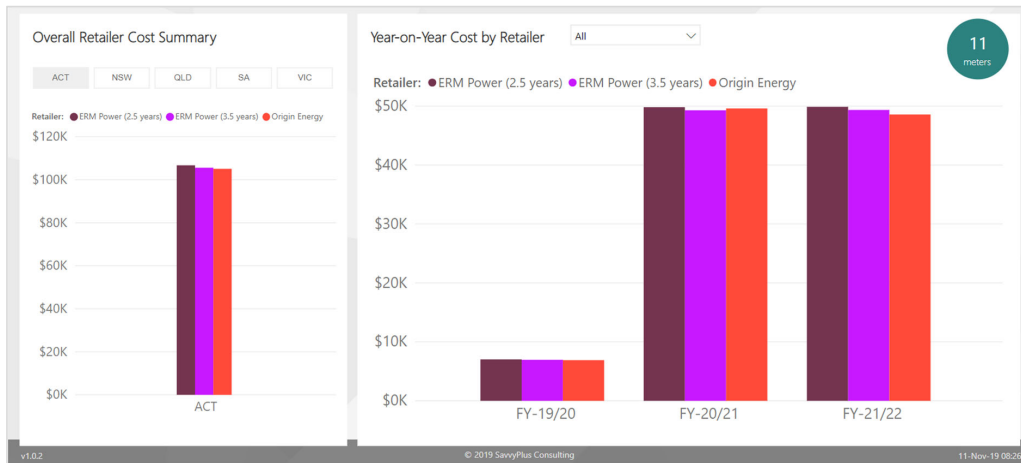
For NSW, the incumbent Origin Energy had the lowest offer, followed by AGL and then ERM Power.

Figure 18: NSW Electricity Small



AGL did not contest ACT, so looking at those who responded, Origin Energy made a slightly lower offer than ERM Power.

Figure 19: ACT Electricity Small

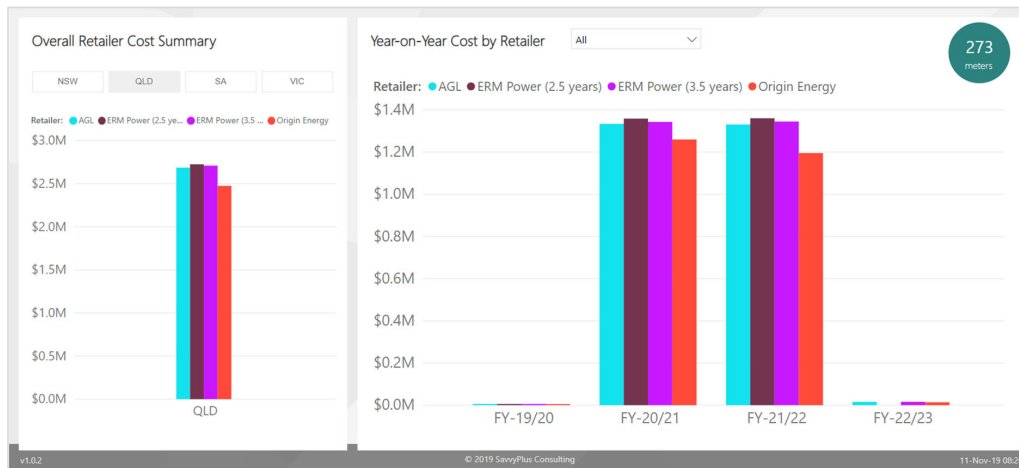


## Tender Evaluation 2206/0638 – Retail Energy



In the Energex distribution region of Queensland, Origin Energy made the lowest cost offer.

Figure 20: Queensland (Energex) Electricity Small

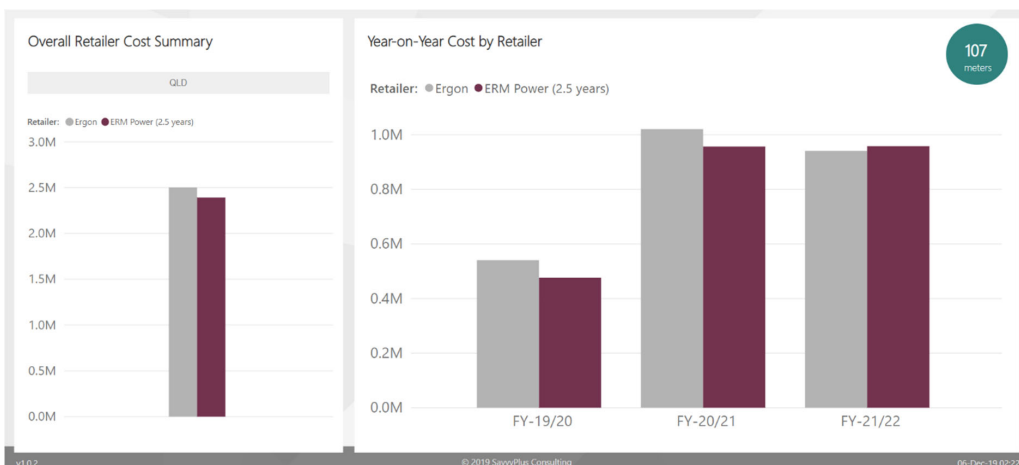


ERM Power was the only retailer who made an offer to those Queensland customers located in the Ergon distribution area. Consequently, the Standing Offer was used as a benchmark assuming a 2% annual escalation each year. The ERM offer proved to be about 11% lower than the Standing Offer, and therefore is considered a reasonable strategy to switch from the default Standing Offer to a contestable offer up until June 2022.

The QLD Government has removed the non-reversion policy, and as a result small market customers *only* who have moved to another retailer can return later to Ergon if they wish to do so.

ERM Power has no early termination fees (exit fees) for small site under fixed price contract. The Standing Offer for FY-20/21 and FY-21/22 has been estimated based on current wholesale market prices.

Figure 21: Queensland (Ergon) Electricity Small



## Tender Evaluation 2206/0638 – Retail Energy



In SA, ERM was the only respondent for small sites.

Figure 22: South Australia Electricity Small



Looking forward, Small Market Electricity accounts will face a price movement in line with the network tariff changes and the reconciliation of the renewable percentages. Consequently, the tariffs will vary in the following manner:

State	Price Movement
VIC	Each January for network changes and renewable percentages reconciliation
NSW, QLD and SA	Each July for network tariff changes, and a minor change each January for renewable percentages reconciliation

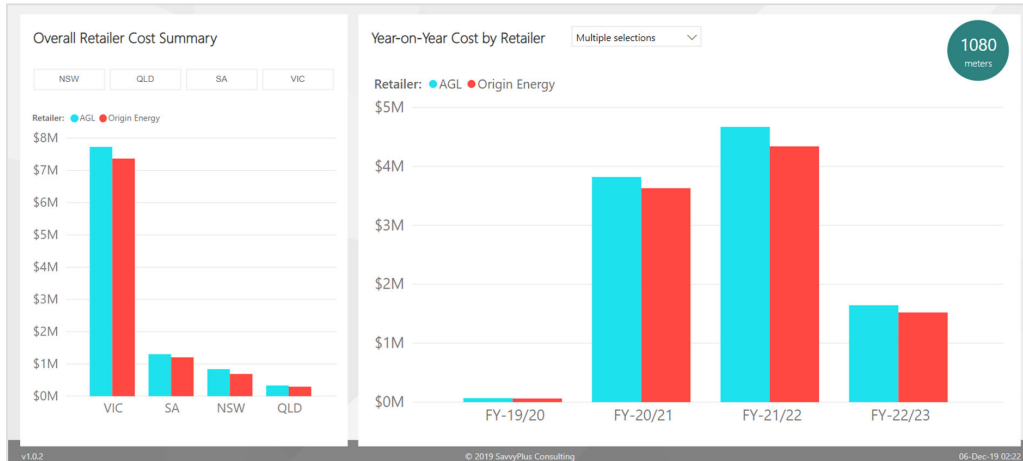
## Tender Evaluation 2206/0638 – Retail Energy



### 4.6 SMALL MARKET GAS

Origin Energy made the lowest Small Market gas offer across all sites for all years as shown below:

Figure 23: Gas Small



## Tender Evaluation 2206/0638 – Retail Energy



## 5 TENDER AWARD

Following the evaluation of all responses received, and via weighted scoring methodology by fuel type by state, the evaluation committee resolved to award the tender as summarised below:

Table 1: Summary of Tender Award

Retailer	Large Market Electricity	Large Market Natural Gas	Public Lighting	Small Market Electricity	Small Market Natural Gas	Awarded Standing Panel Status
AGL Sales Pty Ltd		Victoria				Yes
Energy Australia Pty Ltd		South Australia				Yes
ERM Power Retail Pty Ltd	Victoria New South Wales Queensland Tasmania Western Australia		Victoria New South Wales	Victoria South Australia Tasmania Queensland (Ergon)		Yes
Origin Energy	South Australia	New South Wales		New South Wales/ACT Queensland (Energex)	Victoria New South Wales South Australia Queensland	Yes

The period for contract award is either two or three years as determined by each participating member and commencing 1 July 2020 for most members and 1 January 2020 for some members.

Procurement Australia has completed the tender award process.

## Tender Evaluation 2206/0638 – Retail Energy



## 5.1 TERMS AND CONDITIONS

A summary of the key terms and conditions for the Large Sites are outlined below:

Table 2: Large Sites Key Terms and Conditions

Commercial Terms and Conditions	ERM	Origin	AGL
<b>Experience &amp; Capability</b>			
Quality & Quantum of Ongoing Retailer Reporting	Outstanding	Acceptable	Acceptable
Capability & Billing Accuracy Infrastructure	Outstanding	Acceptable	Acceptable
Consolidated Billing and EDI	Yes	Yes	No
Infrastructure, Process & Procedure for Customer Service Aspects & Requirements	Yes	Yes	Yes
<b>Portfolio &amp; Transaction Aspects</b>			
Payment Terms	30 days	30 days	30 days
Portfolio & Member Load Flex rules - site usage fluctuation during contract term	No Limits	+/-20%	Minimum 80% Take-or-Pay at Individual Site
Site Roll-in / Roll-out Limits (Existing Members)	+/-20% at Aggregated State Load	+/-10% at ABN & State Load	+/-20%
Roll-out Existing Site and Roll-in a New Site of Equal Usage (in same Jurisdiction)	Allow	Not Allow	As per +/-20% above
Roll-out Site by Convenience	Not Allow	Not Allow	Not Allow
Availability of Accredited Green Power	On a Request Basis	On a Request Basis	Not Applicable
Dedicated account manager & Call Centre Operations	Yes	Yes	Yes
Availability of Network Tariff Reviews	Annually	Annually	Not Applicable
Solar Feed-in Tariffs	Yes	Yes	Not Applicable

## Tender Evaluation 2206/0638 – Retail Energy



### 5.2 COST IMPACTS

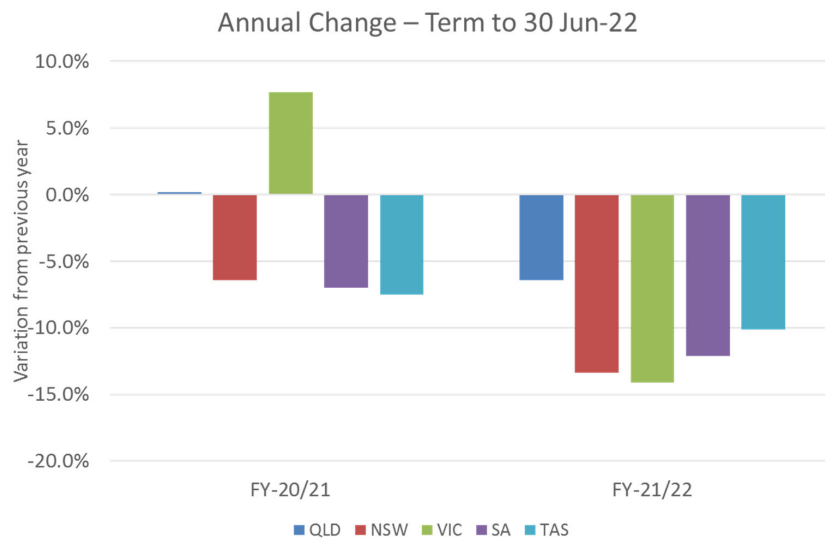
The indicative Cost Impacts include all charges, not only the contestable charges offered through the tender process. Known or draft network charges published were applied, otherwise a 2.5% escalation was assumed.

The Cost Impact shows the annual change from the previous year. In the case of those PA Members that participated in the previous tender conducted in March 2018, those contracted rates apply; while for other customers joining this PA event, their customised rates were applied based on information provided by the Members or their incumbent Retailer. Only about 2% of the sites had unknown rates, and in this case, the PA rates were applied.

If Members wished to receive a further breakdown of the Cost Impact, then please contact your PA Relationship Manager.

The following charts show the annual average impact on total costs for those Members contracting to 30 Jun-22, followed by the next chart showing the impact for those Members electing to contract an extra year to 30 Jun-23.

Figure 24: Indicative Large Electricity Total Cost Impact

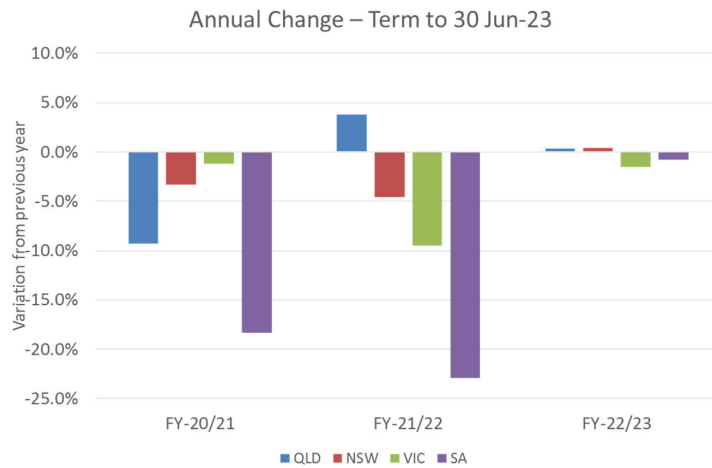




## Tender Evaluation 2206/0638 – Retail Energy

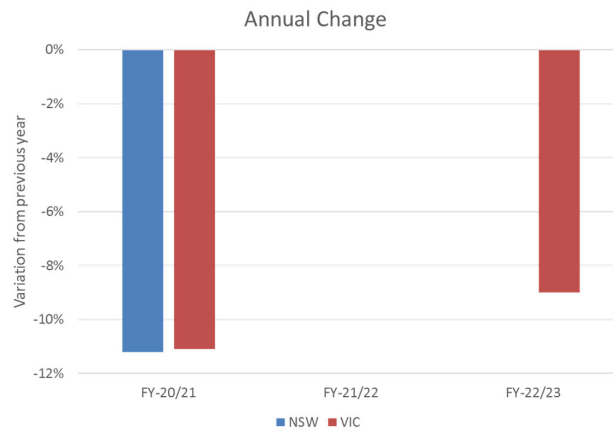


Figure 25: Indicative Large Electricity Total Cost Impact



Public Lighting costs are expected to decrease in Fy-20/21 compared with the previous year by about 11%, and then the NSW term ceases. For Victoria, a further 9% reduction is expected.

Figure 26: Indicative Public Lighting Total Cost Impact

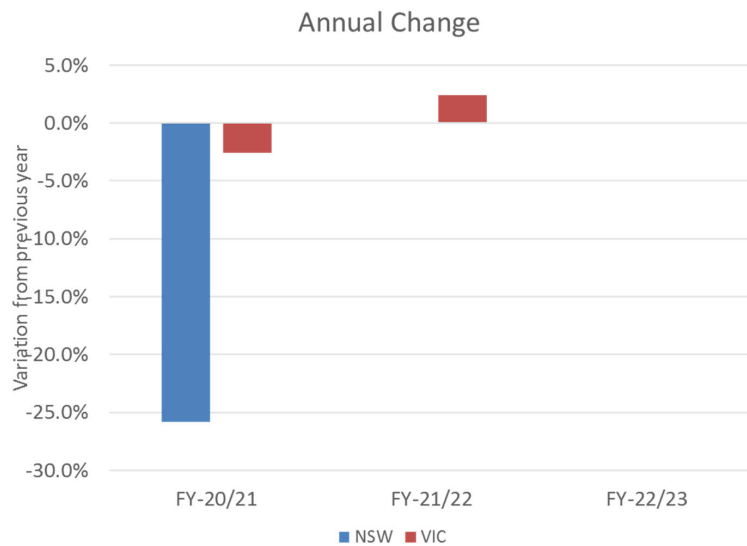


### Tender Evaluation 2206/0638 – Retail Energy



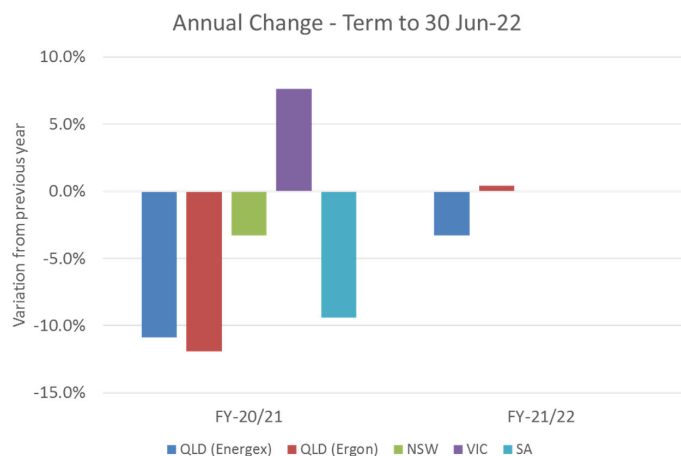
Large gas costs are expected on average to fall appreciably in FY-20/21 in NSW, and a modest change in Victoria for the next financial years.

Figure 27: Indicative Large Gas Total Cost Impact



For those Small Sites contracting to 30 Jun-22, all States are expected to experience a lower average cost, except for Victoria. A much smaller impact is expected in the following year.

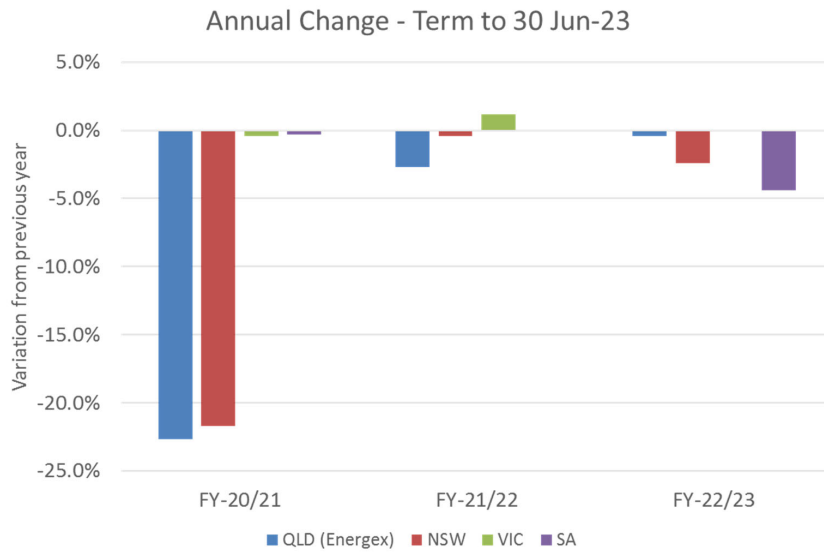
Figure 28: Indicative Small Electricity Total Cost Impact



### Tender Evaluation 2206/0638 – Retail Energy

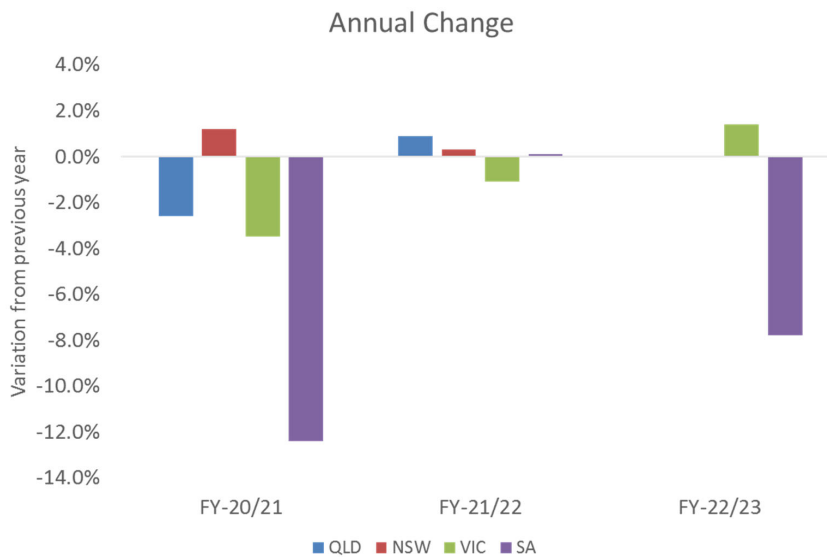


For those Members electing to contract to 30 Jun-23, the cost reduction is expected to be larger, particularly QLD (Energen) and NSW Members.



Small Gas Costs are expected to soften on average, most notably SA customers.

Figure 29: Indicative Small Gas Total Cost Impact



## Tender Evaluation 2206/0638 – Retail Energy



### 5.3 RATES

The rates as offered by the awarded retailers are shown in the following tables for both Large Market and Small Market Fuels.

For illustrative purposes the Large Market rates are displayed from FY-18/19 and FY-19/20 resulting from the March 2018 tender's contracted rates. This is intended to show a summary of the movement of the contestable components from the current contract to those future rates as an outcome of this tender.

## Tender Evaluation 2206/0638 – Retail Energy



Table 3: Large Site Rates

Segment		Large Market Electricity					
State		VIC					
Retailer		AGL		ERM Power			
Commodity	Unit	FY-18/19	FY-19/20	Jan-Jun 2020	FY-20/21	FY-21/22	FY-22/23
<b>Commodity</b>							
Peak	c/kWh	11.0020	9.2190	17.7211	12.5440	9.4114	9.1937
Off Peak	c/kWh	7.3880	6.8120	8.9279	7.3980	6.0997	6.1791
<b>Environmental</b>	<b>Unit</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
LGC	\$/MWh	83.80	61.50	38.60	16.48	11.38	11.38
STC	\$/MWh	39.70	39.95	38.79	39.95	39.95	39.95
VEET	\$/MWh	25.60	27.65	26.65	27.60	28.70	29.80

Segment		Large Market Electricity					
State		QLD					
Retailer		AGL		ERM Power			
Commodity	Unit	FY-18/19	FY-19/20	Jan-Jun 2020	FY-20/21	FY-21/22	FY-22/23
Peak	c/kWh	8.2710	7.6650	8.1030	8.6056	8.0377	8.4422
Off Peak	c/kWh	6.1020	5.5520	6.1194	6.1078	5.5442	5.5560
<b>Environmental</b>	<b>Unit</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
LGC	\$/MWh	83.80	61.50	38.60	16.48	11.38	11.38
STC	\$/MWh	39.70	39.95	38.79	39.95	39.95	39.95

Segment		Large Market Electricity					
State		TAS					
Retailer		AGL		ERM Power			
Commodity	Unit	FY-18/19	FY-19/20	Jan-Jun 2020	FY-20/21	FY-21/22	FY-22/23
Peak	c/kWh			12.8874	10.4310	8.5098	8.2466
Off Peak	c/kWh			10.4709	8.4787	6.6266	6.3228
<b>Environmental</b>	<b>Unit</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
LGC	\$/MWh			38.60	16.48	11.38	11.38
STC	\$/MWh			38.79	39.95	39.95	39.95

Segment		Public Lighting					
State		VIC					
Retailer		AGL		ERM Power			
Commodity	Unit	FY-18/19	FY-19/20	Jan-Jun 2020	FY-20/21	FY-21/22	FY-22/23
Peak	c/kWh	7.9700	7.0160	N/A	10.4333	8.1060	7.9649
Off Peak	c/kWh	7.9700	7.0160	N/A	6.7594	5.6658	5.7575
<b>Environmental</b>	<b>Unit</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
LGC	\$/MWh	83.80	61.50	38.60	16.48	11.38	11.38
STC	\$/MWh	39.70	39.95	38.79	39.95	39.95	39.95
VEET	\$/MWh	25.60	27.65	26.65	27.60	28.70	29.80

Segment		Large Market Gas					
State		NSW / VIC / SA					
Retailer / State	Unit	FY-18/19	FY-19/20	Jan-Jun 2020	FY-20/21	FY-21/22	FY-22/23
<b>Victoria</b>		AGL	AGL	AGL	AGL	AGL	AGL
Anytime	\$/GJ	\$9.490	\$9.870	\$9.940	\$9.886	\$10.153	\$10.518
Retail Services	\$/Month	\$0.000	\$0.000	\$0.000	\$0.000	\$0.000	\$0.000
<b>NSW</b>		Origin	Origin		Origin	Origin	Origin
Anytime	\$/GJ	\$10.960	\$11.140	N/A	\$10.840	N/A	N/A
Retail Services	\$/Month	\$0.000	\$0.000		\$0.000	\$0.000	
<b>SA</b>		Origin	Origin		Energy Aust	Energy Aust	Energy Aust
Anytime	\$/GJ	\$11.340	\$11.370	N/A	\$10.481	\$10.409	N/A
Retail Services	\$/Month	\$0.000	\$0.000		\$0.000	\$0.000	

Tender Evaluation 2206/0638 – Retail Energy



Segment		Large Market Electricity					
State		NSW					
Retailer		Origin		ERM Power			
Commodity	Unit	FY-18/19	FY-19/20	Jan-Jun 2020	FY-20/21	FY-21/22	FY-22/23
<b>Commodity</b>							
Peak	c/kWh	9.241	8.600	12.3231	10.5518	9.5093	9.8827
Off Peak	c/kWh	7.480	6.955	8.1819	7.0911	6.3184	6.4555
<b>Environmental</b>							
	Unit	2018	2019	2020	2021	2022	2023
LGC	\$/MWh	87.50	78.50	38.60	16.48	11.38	11.38
STC	\$/MWh	40.00	40.00	38.79	39.95	39.95	39.95
ESC	\$/MWh	26.13	26.90	24.96	25.97	27.02	29.80

Segment		Large Market Electricity					
State		SA					
Retailer		Origin		ERM Power			
Commodity	Unit	FY-18/19	FY-19/20	Jan-Jun 2020	FY-20/21	FY-21/22	FY-22/23
Peak	c/kWh	13.028	11.838	18.2520	12.2991	10.9200	11.4275
Off Peak	c/kWh	8.405	7.875	10.2387	8.1439	7.5573	7.8996
<b>Environmental</b>							
	Unit	2018	2019	2020	2021	2022	2023
LGC	\$/MWh	87.50	78.50	38.60	16.48	11.38	11.38
STC	\$/MWh	40.00	40.00	38.79	39.95	39.95	39.95

Segment		Large Market Electricity					
State		WA					
Retailer		Origin		ERM Power			
Commodity	Unit	FY-18/19	FY-19/20	Jan-Jun 2020	FY-20/21	FY-21/22	FY-22/23
Peak	c/kWh			6.4106	6.4106	5.8586	N/A
Off Peak	c/kWh			4.7866	4.7866	4.4743	N/A
<b>Environmental</b>							
	Unit	2018	2019	2020	2021	2022	2023
LGC	\$/MWh			38.60	16.48	11.38	11.38
STC	\$/MWh			38.79	39.95	39.95	39.95

Segment		Public Lighting					
State		NSW					
Retailer		Origin		ERM Power			
Commodity	Unit	FY-18/19	FY-19/20	Jan-Jun 2020	FY-20/21	FY-21/22	FY-22/23
Peak	c/kWh			11.8472	10.9466	10.0475	10.5873
Off Peak	c/kWh			7.6372	6.7439	6.0373	6.1281
<b>Environmental</b>							
	Unit	2018	2019	2020	2021	2022	2023
LGC	\$/MWh			38.60	16.48	11.38	11.38
STC	\$/MWh			38.79	39.95	39.95	39.95
ESC	\$/MWh			24.96	25.97	27.02	29.80

Notes:

- January-June 2020's rates are only applicable for those members who elected to commence from 1 January 2020.
- All rates above are exclusive of loss factors and GST.
- Network, metering, and market charges are passed-through at cost.

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Table 4: Small Electricity Rates – ERM Power

State	Network	Network Tariff	From Date	To Date	Peak 1 c/kWh (exc GST)	Peak 2 c/kWh (exc GST)	Peak 3 c/kWh (exc GST)	Other Peak c/kWh (exc GST)	Shoulder c/kWh (exc GST)	Other Shoulder c/kWh (exc GST)	Off Peak c/kWh (exc GST)	Other Off Peak c/kWh (exc GST)	Controlled Load c/kWh (exc GST)	Demand 1 (exc GST)	Demand 2 (exc GST)	Demand Add (exc GST)	Service Charge c/Day (exc GST)
SA	SAPowerNetworks	B2R124	1/01/2020	30/06/2022	34.64	0	0	0	0	0	21.43	0	0	0	0	0	97
SA	SAPowerNetworks	BSR124	1/01/2020	30/06/2022	30.12	0	0	0	0	0	0	0	0	0	0	0	97
SA	SAPowerNetworks	B2R124OPCL	1/01/2020	30/06/2022	34.64	0	0	0	0	0	21.43	0	19.14	0	0	0	97
SA	SAPowerNetworks	BSR124OPCL	1/01/2020	30/06/2022	30.12	0	0	0	0	0	0	0	19.14	0	0	0	97
SA	SAPowerNetworks	MB2R	1/01/2020	30/06/2022	34.64	0	0	0	0	0	21.43	0	0	0	0	0	97
SA	SAPowerNetworks	MB2ROPC L	1/01/2020	30/06/2022	34.64	0	0	0	0	0	21.43	0	19.14	0	0	0	97
SA	SAPowerNetworks	MBSR	1/01/2020	30/06/2022	30.12	0	0	0	0	0	0	0	0	0	0	0	97
SA	SAPowerNetworks	MBSROPC L	1/01/2020	30/06/2022	30.12	0	0	0	0	0	0	0	19.14	0	0	0	97
SA	SAPowerNetworks	MOPCL	1/01/2020	30/06/2022	0	0	0	0	0	0	0	0	19.14	0	0	0	0
SA	SAPowerNetworks	QOPCL	1/01/2020	30/06/2022	0	0	0	0	0	0	0	0	19.14	0	0	0	0
SA	SAPowerNetworks	QB2R	1/01/2020	30/06/2022	34.64	0	0	0	0	0	21.43	0	0	0	0	0	97
SA	SAPowerNetworks	B2R	1/01/2020	30/06/2022	34.64	0	0	0	0	0	21.43	0	0	0	0	0	97

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SA	SAPowerNetw orks	B2RT	1/01/2020	30/06/2022	34.64	0	0	0	0	0	21.43	0	0	0	0	0	97
SA	SAPowerNetw orks	QB2ROPCL	1/01/2020	30/06/2022	34.64	0	0	0	0	0	21.43	0	19.14	0	0	0	97
SA	SAPowerNetw orks	QBSR	1/01/2020	30/06/2022	30.12	0	0	0	0	0	0	0	0	0	0	0	97
SA	SAPowerNetw orks	RSR	1/01/2020	30/06/2022	28.9	28.91	0	0	0	0	0	0	19.14	0	0	0	95
SA	SAPowerNetw orks	BSR	1/01/2020	30/06/2022	30.12	0	0	0	0	0	0	0	0	0	0	0	97
SA	SAPowerNetw orks	BSRT	1/01/2020	30/06/2022	30.12	0	0	0	0	0	0	0	0	0	0	0	97
SA	SAPowerNetw orks	QBSROPCL	1/01/2020	30/06/2022	30.12	0	0	0	0	0	0	0	19.14	0	0	0	97
SA	SAPowerNetw orks	QRSR	1/01/2020	30/06/2022	28.9	0	0	0	0	0	0	0	0	0	0	0	95
SA	SAPowerNetw orks	MRSR	1/01/2020	30/06/2022	28.9	0	0	0	0	0	0	0	0	0	0	0	95
SA	SAPowerNetw orks	QRSROPCL	1/01/2020	30/06/2022	28.9	0	0	0	0	0	0	0	19.14	0	0	0	95
SA	SAPowerNetw orks	BD	1/01/2020	30/06/2022	21.36	0	0	0	0	0	0	0	0	39.36	19.55	0	93
SA	SAPowerNetw orks	SBD	1/01/2020	30/06/2022	21.55	0	0	0	0	0	0	0	0	39.36	19.55	0	97
SA	SAPowerNetw orks	SBDT	1/01/2020	30/06/2022	21.55	0	0	0	0	0	0	0	0	39.36	19.55	0	97
SA	SAPowerNetw orks	SBDTMC	1/01/2020	30/06/2022	26.81	0	0	0	0	0	22.66	0	0	19.69	9.77	0	97
SA	SAPowerNetw orks	LV	1/01/2020	30/06/2022	19.25	0	0	0	0	0	0	0	0	31.07	24.97	12.67	1238
SA	SAPowerNetw orks	SLV	1/01/2020	30/06/2022	19.44	0	0	0	0	0	0	0	0	31.07	0	12.67	1242
TAS	TasNetworks	TAS22	1/01/2020	30/06/2022	21.1	0	0	0	0	0	0	0	0	0	0	0	81
TAS	TasNetworks	TAS34	1/01/2020	30/06/2022	21.1	0	0	0	0	0	0	0	0	0	0	0	81
TAS	TasNetworks	TAS41	1/01/2020	30/06/2022	0	0	0	0	0	0	0	0	17.52	0	0	0	36
TAS	TasNetworks	TAS61	1/01/2020	30/06/2022	0	0	0	0	0	0	0	0	13.62	0	0	0	42



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TAS	TasNetworks	TAS63	1/01/20 20	30/06/20 22	0	0	0	0	0	0	0	0	13.62	0	0	0	42
TAS	TasNetworks	TAS75	1/01/20 20	30/06/20 22	24	0	0	18.66	19.31	11.63	11.63	11.63	0	0	0	0	274
TAS	TasNetworks	TAS82	1/01/20 20	30/06/20 22	14.01	0	0	0	0	0	0	0	0	32.742	0	0	362
TAS	TasNetworks	TAS94	1/01/20 20	30/06/20 22	22.98	0	0	0	16.84	0	11.68	0	0	0	0	0	97
VIC	Jemena	A180	1/01/20 20	30/06/20 22	0	0	0	0	0	0	0	0	15.31	0	0	0	0
VIC	Jemena	A100	1/01/20 20	30/06/20 22	20.96	0	0	0	0	0	0	0	0	0	0	0	54
VIC	Jemena	F100	1/01/20 20	30/06/20 22	20.96	0	0	0	0	0	0	0	0	0	0	0	54
VIC	Jemena	T100	1/01/20 20	30/06/20 22	20.96	0	0	0	0	0	0	0	0	0	0	0	54
VIC	Jemena	A100A180	1/01/20 20	30/06/20 22	20.96	0	0	0	0	0	0	0	15.31	0	0	0	54
VIC	Jemena	A10I	1/01/20 20	30/06/20 22	27.86	0	0	0	0	0	12.34	0	0	0	0	0	54
VIC	Jemena	F10I	1/01/20 20	30/06/20 22	27.86	0	0	0	0	0	12.34	0	0	0	0	0	54
VIC	Jemena	T10I	1/01/20 20	30/06/20 22	27.86	0	0	0	0	0	12.34	0	0	0	0	0	54
VIC	Jemena	A10X	1/01/20 20	30/06/20 22	29.65	0	0	29	20.69	20.69	13.53	12.88 02	0	0	0	0	54
VIC	Jemena	F10X	1/01/20 20	30/06/20 22	29.65	0	0	29	20.69	20.69	13.53	12.88 02	0	0	0	0	54
VIC	Jemena	T10X	1/01/20 20	30/06/20 22	29.65	0	0	29	20.69	20.69	13.53	12.88 02	0	0	0	0	54
VIC	Jemena	A140	1/01/20 20	30/06/20 22	26.77	0	0	0	0	0	12.6	0	0	0	0	0	65
VIC	Jemena	A200	1/01/20 20	30/06/20 22	23.16	0	0	0	0	0	0	0	0	0	0	0	65
VIC	Jemena	A200A180	1/01/20 20	30/06/20 22	23.16	0	0	0	0	0	0	0	15.31	0	0	0	65
VIC	Jemena	F200a	1/01/20 20	30/06/20 22	23.16	0	0	0	0	0	0	0	0	0	0	0	65
VIC	Jemena	T200b	1/01/20 20	30/06/20 22	23.16	0	0	0	0	0	0	0	0	0	0	0	65

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VIC	Jemena	A210	1/01/20 20	30/06/20 22	28.21	0	0	0	0	0	12.64	0	0	0	0	0	84
VIC	Jemena	F210	1/01/20 20	30/06/20 22	28.21	0	0	0	0	0	12.64	0	0	0	0	0	84
VIC	Jemena	T210	1/01/20 20	30/06/20 22	28.21	0	0	0	0	0	12.64	0	0	0	0	0	84
VIC	Jemena	A230	1/01/20 20	30/06/20 22	22.82	0	0	0	0	0	12.73	0	0	67.147	0	0	135
VIC	Jemena	F230	1/01/20 20	30/06/20 22	22.82	0	0	0	0	0	12.73	0	0	67.147	0	0	135
VIC	Jemena	T230	1/01/20 20	30/06/20 22	22.82	0	0	0	0	0	12.73	0	0	67.147	0	0	135
VIC	Jemena	A250	1/01/20 20	30/06/20 22	25.66	0	0	0	0	0	12.4	0	0	0	0	0	84
VIC	Jemena	F250	1/01/20 20	30/06/20 22	25.66	0	0	0	0	0	12.4	0	0	0	0	0	84
VIC	Jemena	T250	1/01/20 20	30/06/20 22	25.66	0	0	0	0	0	12.4	0	0	0	0	0	84
VIC	Jemena	A270	1/01/20 20	30/06/20 22	20.83	0	0	0	0	0	12.44	0	0	67.146	0	0	135
VIC	Jemena	F270	1/01/20 20	30/06/20 22	20.83	0	0	0	0	0	12.44	0	0	67.146	0	0	135
VIC	Jemena	T270	1/01/20 20	30/06/20 22	20.83	0	0	0	0	0	12.44	0	0	67.146	0	0	135
VIC	Jemena	A10D	1/01/20 20	30/06/20 22	16.58	0	0	0	0	0	0	0	0	60.031	0	0	54
VIC	Jemena	F10D	1/01/20 20	30/06/20 22	16.58	0	0	0	0	0	0	0	0	60.031	0	0	54
VIC	Jemena	T10D	1/01/20 20	30/06/20 22	16.58	0	0	0	0	0	0	0	0	60.031	0	0	54
VIC	Jemena	A20D	1/01/20 20	30/06/20 22	21.18	0	0	0	0	0	0	0	0	58.183	0	0	65
VIC	Jemena	F20D	1/01/20 20	30/06/20 22	21.18	0	0	0	0	0	0	0	0	58.183	0	0	65
VIC	Jemena	T20D	1/01/20 20	30/06/20 22	21.18	0	0	0	0	0	0	0	0	58.183	0	0	65
VIC	Citipower	C1R	1/01/20 20	30/06/20 22	19.93	0	0	0	0	0	0	0	0	0	0	0	63
VIC	Citipower	C1RB	1/01/20 20	30/06/20 22	18.33	0	0	0	0	0	0	0	0	0	0	0	63

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VIC	Citipower	C13R	1/01/20 20	30/06/20 22	30.96	0	0	30.31	21.7	21.7	13.3	12.65	0	0	0	0	63
VIC	Citipower	C13RB	1/01/20 20	30/06/20 22	30.02	0	0	29.37	21.06	21.06	13.05	12.4	0	0	0	0	63
VIC	Citipower	C2R	1/01/20 20	30/06/20 22	27.52	0	0	0	0	0	13.42	0	0	0	0	0	63
VIC	Citipower	C2RB	1/01/20 20	30/06/20 22	26.34	0	0	0	0	0	13.32	0	0	0	0	0	63
VIC	Citipower	C2ROP	1/01/20 20	30/06/20 22	0	0	0	0	0	0	0	0	15.41	0	0	0	0
VIC	Citipower	C2RBOP	1/01/20 20	30/06/20 22	0	0	0	0	0	0	0	0	15.08	0	0	0	0
VIC	Citipower	C3R	1/01/20 20	30/06/20 22	27.52	0	0	0	0	0	13.42	0	0	0	0	0	63
VIC	Citipower	C3RB	1/01/20 20	30/06/20 22	26.34	0	0	0	0	0	13.32	0	0	0	0	0	63
VIC	Citipower	C1G	1/01/20 20	30/06/20 22	21.51	0	0	0	0	0	0	0	0	0	0	0	81
VIC	Citipower	C1GB	1/01/20 20	30/06/20 22	20.24	0	0	0	0	0	0	0	0	0	0	0	81
VIC	Citipower	C14G	1/01/20 20	30/06/20 22	31.51	0	0	30.86	21.3	21.3	14.93	14.28	0	0	0	0	81
VIC	Citipower	C14GB	1/01/20 20	30/06/20 22	29.99	0	0	29.34	20.24	20.24	14.51	13.86	0	0	0	0	81
VIC	Citipower	C2G5	1/01/20 20	30/06/20 22	27.95	0	0	0	0	0	14.15	0	0	0	0	0	81
VIC	Citipower	C2G5B	1/01/20 20	30/06/20 22	25.85	0	0	0	0	0	13.66	0	0	0	0	0	81
VIC	Citipower	C2G7	1/01/20 20	30/06/20 22	24.18	0	0	0	0	0	13.42	0	0	0	0	0	81
VIC	Citipower	C2G7B	1/01/20 20	30/06/20 22	23.42	0	0	0	0	0	13.21	0	0	0	0	0	81
VIC	Citipower	C3G	1/01/20 20	30/06/20 22	27.95	0	0	0	0	0	13.86	0	0	0	0	0	81
VIC	Citipower	C3GB	1/01/20 20	30/06/20 22	25.85	0	0	0	0	0	13.66	0	0	0	0	0	81
VIC	Citipower	CDS	1/01/20 20	30/06/20 22	0	0	0	0	0	0	0	0	15.4	0	0	0	0
VIC	Citipower	CDSB	1/01/20 20	30/06/20 22	0	0	0	0	0	0	0	0	15.4	0	0	0	0

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VIC	Citipower	CR	1/01/20 20	30/06/20 22	16.5	0	0	0	0	0	0	0	0	8.71	2.99	0	63
VIC	Citipower	CRB	1/01/20 20	30/06/20 22	15.8	0	0	0	0	0	0	0	0	7.09	2.39	0	63
VIC	Citipower	CG	1/01/20 20	30/06/20 22	17.47	0	0	0	0	0	0	0	0	14.51	4.84	0	81
VIC	Citipower	CGB	1/01/20 20	30/06/20 22	17.17	0	0	0	0	0	0	0	0	12.33	4.11	0	81
VIC	Citipower	CMG	1/01/20 20	30/06/20 22	19.89	0	0	0	0	0	14.65	0	0	14.14	4.71	0	366
VIC	Citipower	CMGB	1/01/20 20	30/06/20 22	19.25	0	0	0	0	0	14.05	0	0	11.68	4.25	0	366
VIC	Citipower	CMGO	1/01/20 20	30/06/20 22	27.07	0	0	0	0	0	14.94	0	0	0	0	0	366
VIC	Powercor	DD1	1/01/20 20	30/06/20 22	0	0	0	0	0	0	0	0	15.92	0	0	0	0
VIC	Powercor	D3HW	1/01/20 20	30/06/20 22	0	0	0	0	0	0	0	0	15.92	0	0	0	0
VIC	Powercor	D1	1/01/20 20	30/06/20 22	20.97	0	0	0	0	0	0	0	0	0	0	0	76
VIC	Powercor	D1DD1	1/01/20 20	30/06/20 22	20.97	0	0	0	0	0	0	0	15.92	0	0	0	76
VIC	Powercor	D1CS	1/01/20 20	30/06/20 22	24.13	0	0	0	0	0	12.99	0	0	0	0	0	76
VIC	Powercor	D3CS	1/01/20 20	30/06/20 22	24.13	0	0	0	0	0	12.99	0	0	0	0	0	76
VIC	Powercor	D2	1/01/20 20	30/06/20 22	29.94	0	0	0	0	0	13.96	0	0	0	0	0	76
VIC	Powercor	D2DK	1/01/20 20	30/06/20 22	29.97	0	0	0	0	0	13.77	0	0	0	0	0	76
VIC	Powercor	D2OP	1/01/20 20	30/06/20 22	0	0	0	0	0	0	0	0	15.92	0	0	0	0
VIC	Powercor	D2DKOP	1/01/20 20	30/06/20 22	0	0	0	0	0	0	0	0	15.92	0	0	0	0
VIC	Powercor	D3	1/01/20 20	30/06/20 22	29.94	0	0	0	0	0	13.96	0	0	0	0	0	76
VIC	Powercor	ND1	1/01/20 20	30/06/20 22	21.74	0	0	0	0	0	0	0	0	0	0	0	87
VIC	Powercor	ND2	1/01/20 20	30/06/20 22	30.34	0	0	0	0	0	13.99	0	0	0	0	0	87

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VIC	Powercor	ND3	1/01/20 20	30/06/20 22	27.23	0	0	0	0	0	13.54	0	0	0	0	0	87
VIC	Powercor	ND5	1/01/20 20	30/06/20 22	30.34	0	0	0	0	0	13.99	0	0	0	0	0	87
VIC	Powercor	P13R	1/01/20 20	30/06/20 22	33.05	0	0	32.4	17.66	17.66	13.49	12.84	0	0	0	0	76
VIC	Powercor	P13RDK	1/01/20 20	30/06/20 22	33.05	0	0	32.4	17.66	17.66	13.49	12.84	0	0	0	0	76
VIC	Powercor	P1DK	1/01/20 20	30/06/20 22	20.97	0	0	0	0	0	0	0	0	0	0	0	76
VIC	Powercor	P14G	1/01/20 20	30/06/20 22	31.14	0	0	30.49	14.83	14.83	14.47	13.82	0	0	0	0	87
VIC	Powercor	DD	1/01/20 20	30/06/20 22	16.73	0	0	0	0	0	0	0	0	11.09	3.7	0	76
VIC	Powercor	NDD	1/01/20 20	30/06/20 22	17.35	0	0	0	0	0	0	0	0	14.79	4.93	0	87
VIC	Powercor	NDM	1/01/20 20	30/06/20 22	20.63	0	0	0	0	0	14.91	0	0	14.31	7.15	0	366
VIC	Ausnet	NEE11	1/01/20 20	30/06/20 22	25.28	0	0	0	0	0	0	0	0	0	0	0	70
VIC	Ausnet	NGT11	1/01/20 20	30/06/20 22	27.38	0	0	0	0	0	0	0	0	0	0	0	70
VIC	Ausnet	NGT13	1/01/20 20	30/06/20 22	27.35	0	0	0	0	0	0	0	17.69	0	0	0	70
VIC	Ausnet	NGT14	1/01/20 20	30/06/20 22	27.35	0	0	0	0	0	0	0	17.69	0	0	0	70
VIC	Ausnet	NGT15	1/01/20 20	30/06/20 22	27.35	0	0	0	0	0	0	0	17.69	0	0	0	70
VIC	Ausnet	NEE13	1/01/20 20	30/06/20 22	25.28	0	0	0	0	0	0	0	17.69	0	0	0	70
VIC	Ausnet	NEE20	1/01/20 20	30/06/20 22	36.41	0	0	0	0	0	14.57	0	0	0	0	0	73
VIC	Ausnet	NGT23	1/01/20 20	30/06/20 22	34.4	0	0	33.75	24.7	24.7	14.29	13.64	17.69	0	0	0	70
VIC	Ausnet	NGT24	1/01/20 20	30/06/20 22	34.4	0	0	33.75	24.7	24.7	14.29	13.64	17.69	0	0	0	70
VIC	Ausnet	NGT25	1/01/20 20	30/06/20 22	34.4	0	0	33.75	24.7	24.7	14.29	13.64	17.69	0	0	0	70
VIC	Ausnet	NGT26	1/01/20 20	30/06/20 22	34.4	0	0	33.75	24.7	24.7	14.29	13.64	0	0	0	0	70

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VIC	Ausnet	NEE12	1/01/20 20	30/06/20 22	29.91	0	0	0	0	0	0	0	0	0	0	0	70
VIC	Ausnet	NEE14	1/01/20 20	30/06/20 22	25.28	0	0	0	0	0	0	0	17.69	0	0	0	70
VIC	Ausnet	NEE16	1/01/20 20	30/06/20 22	29.91	0	0	0	0	0	0	0	17.69	0	0	0	70
VIC	Ausnet	NEE17	1/01/20 20	30/06/20 22	29.91	0	0	0	0	0	0	0	17.69	0	0	0	70
VIC	Ausnet	NEE18	1/01/20 20	30/06/20 22	29.91	0	0	0	0	0	0	0	17.69	0	0	0	70
VIC	Ausnet	NEE21	1/01/20 20	30/06/20 22	35.68	0	0	0	0	0	14.81	0	0	0	0	0	70
VIC	Ausnet	NEE25	1/01/20 20	30/06/20 22	35.64	0	0	0	0	0	15.35	0	0	0	0	0	70
VIC	Ausnet	NEE30	1/01/20 20	30/06/20 22	0	0	0	0	0	0	0	0	17.69	0	0	0	0
VIC	Ausnet	NEE31	1/01/20 20	30/06/20 22	0	0	0	0	0	0	0	0	17.69	0	0	0	0
VIC	Ausnet	NEE32	1/01/20 20	30/06/20 22	0	0	0	0	0	0	0	0	17.69	0	0	0	0
VIC	Ausnet	NEE40	1/01/20 20	30/06/20 22	38.4	0	0	0	0	0	0	0	0	0	0	0	70
VIC	Ausnet	NEE41	1/01/20 20	30/06/20 22	38.4	0	0	0	0	0	0	0	17.69	0	0	0	70
VIC	Ausnet	NEE42	1/01/20 20	30/06/20 22	38.4	0	0	0	0	0	0	0	17.69	0	0	0	70
VIC	Ausnet	NEE43	1/01/20 20	30/06/20 22	38.4	0	0	0	0	0	0	0	17.69	0	0	0	70
VIC	Ausnet	NEE51	1/01/20 20	30/06/20 22	39.08	0	0	0	0	0	15.61	0	0	0	0	0	70
VIC	Ausnet	NEE60	1/01/20 20	30/06/20 22	27.47	0	0	0	0	0	14.49	0	0	0	0	0	131
VIC	Ausnet	SUN21	1/01/20 20	30/06/20 22	35.68	0	0	0	0	0	14.81	0	0	0	0	0	70
VIC	Ausnet	NEN16	1/01/20 20	30/06/20 22	35.47	0	0	0	0	0	0	0	17.69	0	0	0	70
VIC	Ausnet	NEN17	1/01/20 20	30/06/20 22	35.47	0	0	0	0	0	0	0	17.69	0	0	0	70
VIC	Ausnet	NEN18	1/01/20 20	30/06/20 22	35.47	0	0	0	0	0	0	0	17.69	0	0	0	70

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VIC	Ausnet	NEN21	1/01/20 20	30/06/20 22	30.72	0	0	0	0	0	16.59	0	0	0	0	0	70
VIC	Ausnet	NEE23	1/01/20 20	30/06/20 22	36.41	0	0	0	0	0	14.57	0	0	0	0	0	73
VIC	Ausnet	SUN23	1/01/20 20	30/06/20 22	36.41	0	0	0	0	0	14.57	0	0	0	0	0	73
VIC	Ausnet	NEE24	1/01/20 20	30/06/20 22	27.58	0	0	0	0	0	15.23	0	0	0	0	0	70
VIC	Ausnet	NEE26	1/01/20 20	30/06/20 22	36.41	0	0	0	0	0	14.57	0	0	0	0	0	73
VIC	Ausnet	NEE27	1/01/20 20	30/06/20 22	35.68	0	0	0	0	0	14.81	0	0	0	0	0	70
VIC	Ausnet	NEE28	1/01/20 20	30/06/20 22	35.68	0	0	0	0	0	14.81	0	0	0	0	0	70
VIC	Ausnet	NSP30	1/01/20 20	30/06/20 22	0	0	0	0	0	0	0	0	17.69	0	0	0	0
VIC	Ausnet	NSP31	1/01/20 20	30/06/20 22	0	0	0	0	0	0	0	0	17.69	0	0	0	0
VIC	Ausnet	NSP32	1/01/20 20	30/06/20 22	0	0	0	0	0	0	0	0	17.69	0	0	0	0
VIC	Ausnet	NSP12	1/01/20 20	30/06/20 22	57.53	0	0	48.44	46.59	0	12.88	12.23	0	0	0	0	67
VIC	Ausnet	NSP27	1/01/20 20	30/06/20 22	41.62	0	0	38.42	35.01	0	17.01	16.36	0	0	0	0	70
VIC	Ausnet	NASN19	1/01/20 20	30/06/20 22	29.68	0	0	0	0	0	0	0	0	5.8	1.45	0	70
VIC	Ausnet	NASN21	1/01/20 20	30/06/20 22	33.84	0	0	0	0	0	14.56	0	0	5.8	1.45	0	70
VIC	Ausnet	NASN2P	1/01/20 20	30/06/20 22	33.84	0	0	0	0	0	14.56	0	0	5.8	1.45	0	70
VIC	Ausnet	NASN2S	1/01/20 20	30/06/20 22	33.84	0	0	0	0	0	14.56	0	0	5.8	1.45	0	70
VIC	Ausnet	NSP20	1/01/20 20	30/06/20 22	61.08	0	0	51.32	49.78	0	14.29	13.64	0	0	0	0	70
VIC	Ausnet	NSP21	1/01/20 20	30/06/20 22	61.08	0	0	51.32	49.78	0	14.29	13.64	0	0	0	0	70
VIC	United	FLVM1R	1/01/20 20	30/06/20 22	24.58	0	0	0	0	0	0	0	0	0	0	0	50
VIC	United	LVDED	1/01/20 20	30/06/20 22	0	0	0	0	0	0	0	0	15.2	0	0	0	0

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VIC	United	FLVS1R	1/01/20 20	30/06/20 22	22.82	0	0	0	0	0	0	0	0	0	0	0	45
VIC	United	TLVS1R	1/01/20 20	30/06/20 22	22.82	0	0	0	0	0	0	0	0	0	0	0	45
VIC	United	LVS1R	1/01/20 20	30/06/20 22	22.82	0	0	0	0	0	0	0	0	0	0	0	45
VIC	United	LVS1RDED	1/01/20 20	30/06/20 22	22.82	0	0	0	0	0	0	0	15.2	0	0	0	45
VIC	United	LVS2R	1/01/20 20	30/06/20 22	30.36	0	0	0	0	0	12.45	0	0	0	0	0	53
VIC	United	LVM1R	1/01/20 20	30/06/20 22	24.58	0	0	0	0	0	0	0	0	0	0	0	50
VIC	United	LVM1RDED	1/01/20 20	30/06/20 22	24.58	0	0	0	0	0	0	0	15.2	0	0	0	50
VIC	United	LVM2R5D	1/01/20 20	30/06/20 22	30	0	0	0	0	0	12.74	0	0	0	0	0	62
VIC	United	LVM2R7D	1/01/20 20	30/06/20 22	26.83	0	0	0	0	0	11.78	0	0	0	0	0	64
VIC	United	TLVM1R	1/01/20 20	30/06/20 22	24.58	0	0	0	0	0	0	0	0	0	0	0	50
VIC	United	LVKWTOU	1/01/20 20	30/06/20 22	29.28	0	0	23.85	0	0	12.85	0	0	66.64	0	0	37
VIC	United	TOU	1/01/20 20	30/06/20 22	28.61	0	0	23.59	0	0	13.43	0	0	55.77	0	0	37
VIC	United	TTOU	1/01/20 20	30/06/20 22	28.61	0	0	23.59	0	0	13.43	0	0	55.77	0	0	37
VIC	United	FTOU	1/01/20 20	30/06/20 22	28.61	0	0	23.59	0	0	13.43	0	0	55.77	0	0	37
VIC	United	TOD	1/01/20 20	30/06/20 22	34.52	0	0	33.87	21.94	21.94	13.89	0	0	0	0	0	44
VIC	United	TOD9	1/01/20 20	30/06/20 22	36.56	0	0	35.91	23.73	23.73	14.82	0	0	0	0	0	45
VIC	United	TODFLEX	1/01/20 20	30/06/20 22	34.74	0	0	34.09	18.44	18.44	15.07	0	0	0	0	0	45
VIC	United	RESKW1R	1/01/20 20	30/06/20 22	17.2	0	0	0	0	0	0	0	0	35.56	15.54	0	37
VIC	United	LVMKWT OU	1/01/20 20	30/06/20 22	18.15	0	0	0	0	0	0	0	0	54.52	36.33	0	37
VIC	United	LVMKW1R	1/01/20 20	30/06/20 22	18.15	0	0	0	0	0	0	0	0	54.52	36.33	0	37



## Tender Evaluation 2206/0638 – Retail Energy



Table 4: Small Electricity Rates – Origin Energy

State	Distributor	Network Tariff Code	Charge Name	Rate Unit	Fixed Retail Rate Jan 20 to Jun 20	Fixed Retail Rate FY-20/21	Fixed Retail Rate FY- 21/22	Fixed Retail Rate FY-22/23
NSW	Ausgrid	EA010	Network Access Charge	c/day	54.28	54.28	54.28	54.28
NSW	Ausgrid	EA010	All Energy	c/kWh	17.77	17.77	17.69	17.23
NSW	Ausgrid	EA011	Peak	c/kWh	17.77	17.77	17.69	17.23
NSW	Ausgrid	EA011	Network Access Charge	c/day	59.47	59.47	59.47	59.47
NSW	Ausgrid	EA011	Offpeak	c/kWh	17.77	17.77	17.69	17.23
NSW	Ausgrid	EA011	Shoulder	c/kWh	17.77	17.77	17.69	17.23
NSW	Ausgrid	EA025	Peak	c/kWh	33.06	33.06	32.98	32.51
NSW	Ausgrid	EA025	Offpeak	c/kWh	13.06	13.06	12.98	12.52
NSW	Ausgrid	EA025	Shoulder	c/kWh	15.04	15.04	14.97	14.5
NSW	Ausgrid	EA025	Network Access Charge	c/day	68.41	68.41	68.41	68.41
NSW	Ausgrid	EA030	Network Access Charge	c/day	12.7	12.7	12.7	12.7
NSW	Ausgrid	EA030	Energy	c/kWh	11.31	11.31	11.23	10.76
NSW	Ausgrid	EA040	Network Access Charge	c/day	23.6	23.6	23.6	23.6
NSW	Ausgrid	EA040	Energy	c/kWh	14.18	14.18	14.1	13.63
NSW	Ausgrid	EA050	Network Access Charge	c/day	143.14	143.14	143.14	143.14
NSW	Ausgrid	EA050	All Energy	c/kWh	17.46	17.46	17.38	16.92
NSW	Ausgrid	EA051	Peak	c/kWh	17.46	17.46	17.38	16.92
NSW	Ausgrid	EA051	Network Access Charge	c/day	145.7	145.7	145.7	145.7
NSW	Ausgrid	EA051	Offpeak	c/kWh	17.46	17.46	17.38	16.92
NSW	Ausgrid	EA051	Shoulder	c/kWh	17.46	17.46	17.38	16.92
NSW	Ausgrid	EA225	Peak	c/kWh	31.07	31.07	30.99	30.52

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NSW	Ausgrid	EA225	Offpeak	c/kWh	12.43	12.43	12.35	11.89
NSW	Ausgrid	EA225	Shoulder	c/kWh	16.82	16.82	16.74	16.27
NSW	Ausgrid	EA225	Network Access Charge	c/day	143.96	143.96	143.96	143.96
NSW	Ausgrid	EA302	Peak	c/kWh	16.05	16.05	15.97	15.5
NSW	Ausgrid	EA302	Offpeak	c/kWh	10.66	10.66	10.58	10.11
NSW	Ausgrid	EA302	Shoulder	c/kWh	11.9	11.9	11.83	11.36
NSW	Ausgrid	EA302	Demand	c/kWh/day	32.81	32.81	32.81	32.81
NSW	Ausgrid	EA302	Network Access Charge	c/day	540.85	540.85	540.85	540.85
NSW	Endeavour	N70	Network Access Charge	c/day	52.14	52.14	52.14	52.14
NSW	Endeavour	N70	All Energy	c/kWh	17.98	17.98	17.89	17.45
NSW	Endeavour	N90	Energy Block 1	c/kWh	18.16	18.16	18.07	17.63
NSW	Endeavour	N90	Energy Block 2	c/kWh	19.15	19.15	19.07	18.62
NSW	Endeavour	N90	Network Access Charge	c/day	70.52	70.52	70.52	70.52
QLD	Energex	8400	Volume Flat	c/kWh	17.72	17.72	16.69	16.51
QLD	Energex	8400	Daily Charge	c/day	68.49	68.49	68.49	68.49
QLD	Energex	8500	Volume Flat	c/kWh	18.1	18.1	17.06	16.89
QLD	Energex	8500	Daily Charge	c/day	76.13	76.13	76.13	76.13
QLD	Energex	8800	Offpeak	c/kWh	15.9	15.9	14.86	14.69
QLD	Energex	8800	Peak	c/kWh	20.04	20.04	19.01	18.84
QLD	Energex	8800	Fixed Charge	c/day	76.13	76.13	76.13	76.13
QLD	Energex	9000	Volume Flat	c/kWh	15.39	15.39	14.35	14.18
QLD	Energex	9100	Volume Flat	c/kWh	15.7	15.7	14.66	14.49
NSW	Essential	BLNC1AU	Energy	c/kWh	11.59	11.59	11.49	11.08
NSW	Essential	BLNC1AU	Network Access Charge	c/day	21.63	21.63	21.63	21.63
NSW	Essential	BLNC2AU	Energy	c/kWh	14.09	14.09	13.99	13.58
NSW	Essential	BLNC2AU	Network Access Charge	c/day	21.63	21.63	21.63	21.63
NSW	Essential	BLNN1AU	Energy	c/kWh	23.72	23.72	23.62	23.21
NSW	Essential	BLNN1AU	Network Access Charge	c/day	100.17	100.17	100.17	100.17
NSW	Essential	BLNN2AU	Network Access Charge	c/day	100.17	100.17	100.17	100.17
NSW	Essential	BLNN2AU	Energy	c/kWh	19.79	19.79	19.69	19.28
NSW	Essential	BLNT1AO	Offpeak	c/kWh	15.83	15.83	15.72	15.32

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NSW	Essential	BLNT1AO	Network Access Charge	c/day	587.76	587.76	587.76	587.76
NSW	Essential	BLNT1AO	Shoulder	c/kWh	22.19	22.19	22.09	21.69
NSW	Essential	BLNT1AO	Peak	c/kWh	23.6	23.6	23.5	23.1
NSW	Essential	BLNT2AL	Interval Peak	c/kWh	24.13	24.13	24.03	23.63
NSW	Essential	BLNT2AL	Interval Shoulder	c/kWh	21.72	21.72	21.61	21.21
NSW	Essential	BLNT2AL	Interval Off-peak	c/kWh	15.62	15.62	15.51	15.11
NSW	Essential	BLNT2AL	Network Access Charge	c/day	165.19	165.19	165.19	165.19
NSW	Essential	BLNT2AU	Peak	c/kWh	23.6	23.6	23.5	23.1
NSW	Essential	BLNT2AU	Offpeak	c/kWh	15.83	15.83	22.09	21.69
NSW	Essential	BLNT2AU	Shoulder	c/kWh	22.19	22.19	15.72	15.32
NSW	Essential	BLNT2AU	Network Access Charge	c/day	587.76	587.76	587.76	587.76
NSW	Essential	BLNT3AL	Interval Peak	c/kWh	23.27	23.27	23.17	22.77
NSW	Essential	BLNT3AL	Interval Shoulder	c/kWh	20.94	20.94	20.84	20.44
NSW	Essential	BLNT3AL	Interval Off-peak	c/kWh	13.81	13.81	13.71	13.3
NSW	Essential	BLNT3AL	Network Access Charge	c/day	104.42	104.42	104.42	104.42
ACT	ActewAGL	040	Energy Block 1	c/kWh	21.81	21.81	21.23	20.91
ACT	ActewAGL	040	Network Access Charge	c/day	80.1	80.1	80.1	80.1
ACT	ActewAGL	040	Energy Block 2	c/kWh	25.41	25.41	24.83	24.51
ACT	ActewAGL	090	Energy at Evening	c/kWh	18.37	18.37	17.79	17.47
ACT	ActewAGL	090	Offpeak Energy	c/kWh	13.66	13.66	13.08	12.76
ACT	ActewAGL	090	Network Access Charge	c/day	80.1	80.1	80.1	80.1
ACT	ActewAGL	090	Energy at Business times	c/kWh	28.75	28.75	28.17	27.85

## Tender Evaluation 2206/0638 – Retail Energy



Table 4: Small Electricity Rates – Origin Energy

State	Distributor	Tariff	Type	Current Pass Through Network Rate	Fixed Retail Rate Jan 20 to Jun 20	Fixed Retail Rate FY-20/21	Fixed Retail Rate FY-21/22	Fixed Retail Rate FY-22/23	Charge Name	Rate Unit
NSW	Jemena Gas	Volume Tariff			3.4676	3.4676	3.4724	3.4800	Step 1	c/MJ
NSW	Jemena Gas	Volume Tariff			1.9610	1.9610	1.9658	1.9734	Step 2	c/MJ
NSW	Jemena Gas	Volume Tariff			1.9256	1.9256	1.9304	1.9380	Step 3	c/MJ
NSW	Jemena Gas	Volume Tariff			1.9176	1.9176	1.9224	1.9300	Step 4	c/MJ
NSW	Jemena Gas	Volume Tariff			1.8590	1.8590	1.8638	1.8714	Step 5	c/MJ
NSW	Jemena Gas	Volume Tariff			1.5733	1.5733	1.5781	1.5857	Step 6	c/MJ
NSW	Jemena Gas	Volume Tariff			14.1956	14.1956	14.1956	14.1956	Standing	c/Day

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State	Distributor	Tariff	Type	Current Pass Through Network Rate	Fixed Retail Rate Jan 20 to Jun 20	Fixed Retail Rate FY-20/21	Fixed Retail Rate FY-21/22	Fixed Retail Rate FY-22/23	Charge Name	Rate Unit
SA	AGN	Central Zone	Business		2.6869	2.6869	2.6885	2.6940	Step 1	c/MJ
SA	AGN	Central Zone	Business		1.8141	1.8141	1.8157	1.8211	Step 2	c/MJ
SA	AGN	Central Zone	Business		1.4492	1.4492	1.4508	1.4563	Step 3	c/MJ
SA	AGN	Central Zone	Business		1.3726	1.3726	1.3742	1.3796	Step 4	c/MJ
SA	AGN	Central Zone	Business		66.0300	66.0300	66.0300	66.0300	Standing	c/Day

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State	Distributor	Tariff	Type	Current Pass Through Network Rate	Fixed Retail Rate Jan 20 to Jun 20	Fixed Retail Rate FY-20/21	Fixed Retail Rate FY-21/22	Fixed Retail Rate FY-22/23	Charge Name	Rate Unit
QLD	Allgas	Volume Tariff			2.4349	2.4349	2.4527	2.4524	Step 1	c/MJ
QLD	Allgas	Volume Tariff			2.0932	2.0932	2.1111	2.1108	Step 2	c/MJ
QLD	Allgas	Volume Tariff			1.8195	1.8195	1.8374	1.8371	Step 3	c/MJ
QLD	Allgas	Volume Tariff			77.8500	77.8500	77.8500	77.8500	Standing	c/Day
QLD	AGN	Tariff C			3.3283	3.3283	3.3461	3.3459	Step 1	c/MJ
QLD	AGN	Tariff C			3.1421	3.1421	3.1600	3.1597	Step 2	c/MJ
QLD	AGN	Tariff C			3.0769	3.0769	3.0947	3.0945	Step 3	c/MJ
QLD	AGN	Tariff C			2.9578	2.9578	2.9757	2.9754	Step 4	c/MJ
QLD	AGN	Tariff C			2.7189	2.7189	2.7368	2.7365	Step 5	c/MJ
QLD	AGN	Tariff C			2.3149	2.3149	2.3327	2.3324	Step 6	c/MJ
QLD	AGN	Tariff C			37.4600	37.4600	37.4600	37.4600	Standing	c/Day

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	Distributor	Tariff	Type	Current Pass Through Network Rate	Fixed Retail Rate Jan 20 to Jun 20	Fixed Retail Rate FY-20/21	Fixed Retail Rate FY-21/22	Fixed Retail Rate FY-22/23	Charge Name	Rate Unit	Period	Month Start	Month End
State													
VIC	Ausnet Services	Central Zone	Domestic		1.8171	1.8171	1.8195	1.8244	Step 1	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	Central Zone	Domestic		1.5237	1.5237	1.5261	1.5310	Step 2	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	Central Zone	Domestic		1.1606	1.1606	1.1631	1.1680	Step 3	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	Central Zone	Domestic		1.1525	1.1525	1.1550	1.1598	Step 4	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	Central Zone	Domestic						Step 5	c/MJ	Peak		
VIC	Ausnet Services	Central Zone	Domestic		35.5000	35.5000	35.5000	35.5000	Standing	c/Day	Peak		
VIC	Ausnet Services	Central Zone	Domestic		1.3339	1.3339	1.3364	1.3412	Step 1	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	Central Zone	Domestic		1.2838	1.2838	1.2863	1.2911	Step 2	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	Central Zone	Domestic		1.1603	1.1603	1.1627	1.1676	Step 3	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	Central Zone	Domestic		1.1104	1.1104	1.1128	1.1177	Step 4	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	Central Zone	Domestic						Step 5	c/MJ	Off Peak		
VIC	Ausnet Services	Central Zone	Domestic		36.5837	36.5837	36.5862	36.5910	Standing	c/Day	Off Peak		

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VIC	Ausnet Services	Central Zone	Non Domestic	1.2085	1.2085	1.2109	1.2158	Step 1	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	Central Zone	Non Domestic	1.2025	1.2025	1.2050	1.2098	Step 2	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	Central Zone	Non Domestic	1.1900	1.1900	1.1924	1.1973	Step 3	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	Central Zone	Non Domestic	1.1634	1.1634	1.1659	1.1708	Step 4	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	Central Zone	Non Domestic					Step 5	c/MJ	Peak		
VIC	Ausnet Services	Central Zone	Non Domestic	38.1537	38.1537	38.1562	38.1610	Standing	c/Day	Peak		
VIC	Ausnet Services	Central Zone	Non Domestic	1.2021	1.2021	1.2046	1.2095	Step 1	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	Central Zone	Non Domestic	1.1665	1.1665	1.1690	1.1739	Step 2	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	Central Zone	Non Domestic	1.1522	1.1522	1.1546	1.1595	Step 3	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	Central Zone	Non Domestic	1.1489	1.1489	1.1513	1.1562	Step 4	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	Central Zone	Non Domestic					Step 5	c/MJ	Off Peak		
VIC	Ausnet Services	Central Zone	Non Domestic	38.1537	38.1537	38.1562	38.1610	Standing	c/Day	Off Peak		
VIC	Ausnet Services	West Zone	Domestic	1.5012	1.5012	1.5037	1.5085	Step 1	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	West Zone	Domestic	1.3830	1.3830	1.3854	1.3903	Step 2	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	West Zone	Domestic	1.1802	1.1802	1.1827	1.1875	Step 3	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	West Zone	Domestic	1.1761	1.1761	1.1786	1.1835	Step 4	c/MJ	Peak	Jun	Sep



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VIC	Ausnet Services	West Zone	Domestic					Step 5	c/MJ	Peak		
VIC	Ausnet Services	West Zone	Domestic	36.5837	36.5837	36.5862	36.5910	Standing	c/Day	Peak		
VIC	Ausnet Services	West Zone	Domestic	1.2146	1.2146	1.2171	1.2220	Step 1	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	West Zone	Domestic	1.2070	1.2070	1.2094	1.2143	Step 2	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	West Zone	Domestic	1.1534	1.1534	1.1559	1.1608	Step 3	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	West Zone	Domestic	1.0972	1.0972	1.0997	1.1046	Step 4	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	West Zone	Domestic					Step 5	c/MJ	Off Peak		
VIC	Ausnet Services	West Zone	Domestic	36.5837	36.5837	36.5862	36.5910	Standing	c/Day	Off Peak		
VIC	Ausnet Services	West Zone	Non Domestic	1.2880	1.2880	1.2904	1.2953	Step 1	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	West Zone	Non Domestic	1.2557	1.2557	1.2582	1.2631	Step 2	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	West Zone	Non Domestic	1.1892	1.1892	1.1917	1.1965	Step 3	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	West Zone	Non Domestic	1.1225	1.1225	1.1250	1.1298	Step 4	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	West Zone	Non Domestic					Step 5	c/MJ	Peak		
VIC	Ausnet Services	West Zone	Non Domestic	38.1537	38.1537	38.1562	38.1610	Standing	c/Day	Peak		
VIC	Ausnet Services	West Zone	Non Domestic	1.1786	1.1786	1.1811	1.1860	Step 1	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	West Zone	Non Domestic	1.1637	1.1637	1.1661	1.1710	Step 2	c/MJ	Off Peak	Oct	May

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VIC	Ausnet Services	West Zone	Non Domestic	1.1225	1.1225	1.1250	1.1298	Step 3	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	West Zone	Non Domestic	1.1123	1.1123	1.1148	1.1197	Step 4	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	West Zone	Non Domestic					Step 5	c/MJ	Off Peak		
VIC	Ausnet Services	West Zone	Non Domestic	38.1537	38.1537	38.1562	38.1610	Standing	c/Day	Off Peak		
VIC	Ausnet Services	Adjoining Central Zone	Domestic	2.2028	2.2028	2.2052	2.2101	Step 1	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	Adjoining Central Zone	Domestic	1.8890	1.8890	1.8914	1.8963	Step 2	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	Adjoining Central Zone	Domestic	1.3734	1.3734	1.3759	1.3807	Step 3	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	Adjoining Central Zone	Domestic	1.3596	1.3596	1.3621	1.3669	Step 4	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	Adjoining Central Zone	Domestic					Step 5	c/MJ	Peak		
VIC	Ausnet Services	Adjoining Central Zone	Domestic	36.5837	36.5837	36.5862	36.5910	Standing	c/Day	Peak		
VIC	Ausnet Services	Adjoining Central Zone	Domestic	1.6038	1.6038	1.6063	1.6111	Step 1	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	Adjoining Central Zone	Domestic	1.3775	1.3775	1.3800	1.3848	Step 2	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	Adjoining Central Zone	Domestic	1.3417	1.3417	1.3441	1.3490	Step 3	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	Adjoining Central Zone	Domestic	1.3293	1.3293	1.3318	1.3366	Step 4	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	Adjoining Central Zone	Domestic					Step 5	c/MJ	Off Peak		
VIC	Ausnet Services	Adjoining Central Zone	Domestic	36.5837	36.5837	36.5862	36.5910	Standing	c/Day	Off Peak		

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VIC	Ausnet Services	Adjoining Central Zone	Non Domestic	1.5518	1.5518	1.5543	1.5592	Step 1	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	Adjoining Central Zone	Non Domestic	1.5295	1.5295	1.5320	1.5368	Step 2	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	Adjoining Central Zone	Non Domestic	1.4803	1.4803	1.4828	1.4876	Step 3	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	Adjoining Central Zone	Non Domestic	1.4602	1.4602	1.4627	1.4676	Step 4	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	Adjoining Central Zone	Non Domestic					Step 5	c/MJ	Peak		
VIC	Ausnet Services	Adjoining Central Zone	Non Domestic	38.1537	38.1537	38.1562	38.1610	Standing	c/Day	Peak		
VIC	Ausnet Services	Adjoining Central Zone	Non Domestic	1.5006	1.5006	1.5031	1.5079	Step 1	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	Adjoining Central Zone	Non Domestic	1.4795	1.4795	1.4820	1.4869	Step 2	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	Adjoining Central Zone	Non Domestic	1.4603	1.4603	1.4627	1.4676	Step 3	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	Adjoining Central Zone	Non Domestic	1.4423	1.4423	1.4448	1.4496	Step 4	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	Adjoining Central Zone	Non Domestic					Step 5	c/MJ	Off Peak		
VIC	Ausnet Services	Adjoining Central Zone	Non Domestic	38.1537	38.1537	38.1562	38.1610	Standing	c/Day	Off Peak		
VIC	Ausnet Services	Adjoining West Zone	Domestic	1.8649	1.8649	1.8674	1.8723	Step 1	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	Adjoining West Zone	Domestic	1.7385	1.7385	1.7410	1.7458	Step 2	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	Adjoining West Zone	Domestic	1.4215	1.4215	1.4240	1.4288	Step 3	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	Adjoining West Zone	Domestic	1.3845	1.3845	1.3870	1.3918	Step 4	c/MJ	Peak	Jun	Sep

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VIC	Ausnet Services	Adjoining West Zone	Domestic					Step 5	c/MJ	Peak		
VIC	Ausnet Services	Adjoining West Zone	Domestic	36.5837	36.5837	36.5862	36.5910	Standing	c/Day	Peak		
VIC	Ausnet Services	Adjoining West Zone	Domestic	1.5585	1.5585	1.5609	1.5658	Step 1	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	Adjoining West Zone	Domestic	1.4402	1.4402	1.4427	1.4476	Step 2	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	Adjoining West Zone	Domestic	1.3384	1.3384	1.3409	1.3457	Step 3	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	Adjoining West Zone	Domestic	1.3263	1.3263	1.3288	1.3336	Step 4	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	Adjoining West Zone	Domestic					Step 5	c/MJ	Off Peak		
VIC	Ausnet Services	Adjoining West Zone	Domestic	36.5837	36.5837	36.5862	36.5910	Standing	c/Day	Off Peak		
VIC	Ausnet Services	Adjoining West Zone	Non Domestic	1.6369	1.6369	1.6394	1.6442	Step 1	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	Adjoining West Zone	Non Domestic	1.6024	1.6024	1.6049	1.6098	Step 2	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	Adjoining West Zone	Non Domestic	1.5196	1.5196	1.5221	1.5269	Step 3	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	Adjoining West Zone	Non Domestic	1.4556	1.4556	1.4581	1.4629	Step 4	c/MJ	Peak	Jun	Sep
VIC	Ausnet Services	Adjoining West Zone	Non Domestic					Step 5	c/MJ	Peak		
VIC	Ausnet Services	Adjoining West Zone	Non Domestic	38.1537	38.1537	38.1562	38.1610	Standing	c/Day	Peak		
VIC	Ausnet Services	Adjoining West Zone	Non Domestic	1.5095	1.5095	1.5120	1.5168	Step 1	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	Adjoining West Zone	Non Domestic	1.4892	1.4892	1.4917	1.4965	Step 2	c/MJ	Off Peak	Oct	May

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VIC	Ausnet Services	Adjoining West Zone	Non Domestic	1.4355	1.4355	1.4380	1.4428	Step 3	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	Adjoining West Zone	Non Domestic	1.4149	1.4149	1.4174	1.4222	Step 4	c/MJ	Off Peak	Oct	May
VIC	Ausnet Services	Adjoining West Zone	Non Domestic					Step 5	c/MJ	Off Peak		
VIC	Ausnet Services	Adjoining West Zone	Non Domestic	38.1537	38.1537	38.1562	38.1610	Standing	c/Day	Off Peak		
VIC	AGN	Central Zone	Residential	2.2305	2.2305	2.2329	2.2378	Step 1	c/MJ			
VIC	AGN	Central Zone	Residential	1.7568	1.7568	1.7592	1.7641	Step 2	c/MJ			
VIC	AGN	Central Zone	Residential	1.4532	1.4532	1.4557	1.4605	Step 3	c/MJ			
VIC	AGN	Central Zone	Residential					Step 4	c/MJ			
VIC	AGN	Central Zone	Residential					Step 5	c/MJ			
VIC	AGN	Central Zone	Residential	20.0937	20.0937	20.0962	20.1010	Standing	c/Day			
VIC	AGN	Central Zone	Non Residential	1.9100	1.9100	1.9125	1.9174	Step 1	c/MJ			
VIC	AGN	Central Zone	Non Residential	1.4714	1.4714	1.4739	1.4787	Step 2	c/MJ			
VIC	AGN	Central Zone	Non Residential	1.3734	1.3734	1.3759	1.3808	Step 3	c/MJ			
VIC	AGN	Central Zone	Non Residential	1.2012	1.2012	1.2037	1.2085	Step 4	c/MJ			
VIC	AGN	Central Zone	Non Residential					Step 5	c/MJ			
VIC	AGN	Central Zone	Non Residential	20.0937	20.0937	20.0962	20.1010	Standing	c/Day			
VIC	AGN	North Zone	Residential	2.0927	2.0927	2.0952	2.1000	Step 1	c/MJ			
VIC	AGN	North Zone	Residential	1.6866	1.6866	1.6891	1.6940	Step 2	c/MJ			

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VIC	AGN	North Zone	Residential	1.4147	1.4147	1.4172	1.4221	Step 3	c/MJ
VIC	AGN	North Zone	Residential					Step 4	c/MJ
VIC	AGN	North Zone	Residential					Step 5	c/MJ
VIC	AGN	North Zone	Residential	20.0937	20.0937	20.0962	20.1010	Standing	c/Day
VIC	AGN	North Zone	Non Residential	1.8249	1.8249	1.8274	1.8323	Step 1	c/MJ
VIC	AGN	North Zone	Non Residential	1.4341	1.4341	1.4366	1.4414	Step 2	c/MJ
VIC	AGN	North Zone	Non Residential	1.3455	1.3455	1.3480	1.3529	Step 3	c/MJ
VIC	AGN	North Zone	Non Residential	1.1899	1.1899	1.1924	1.1972	Step 4	c/MJ
VIC	AGN	North Zone	Non Residential					Step 5	c/MJ
VIC	AGN	North Zone	Non Residential	20.0937	20.0937	20.0962	20.1010	Standing	c/Day
VIC	AGN	Murray Valley Zone	Residential	1.9621	1.9621	1.9646	1.9695	Step 1	c/MJ
VIC	AGN	Murray Valley Zone	Residential	1.6262	1.6262	1.6287	1.6335	Step 2	c/MJ
VIC	AGN	Murray Valley Zone	Residential	1.4231	1.4231	1.4255	1.4304	Step 3	c/MJ
VIC	AGN	Murray Valley Zone	Residential					Step 4	c/MJ
VIC	AGN	Murray Valley Zone	Residential					Step 5	c/MJ
VIC	AGN	Murray Valley Zone	Residential	25.2737	25.2737	25.2762	25.2810	Standing	c/Day
VIC	AGN	Murray Valley Zone	Non Residential	1.7465	1.7465	1.7489	1.7538	Step 1	c/MJ
VIC	AGN	Murray Valley Zone	Non Residential	1.4728	1.4728	1.4753	1.4802	Step 2	c/MJ

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VIC	AGN	Murray Valley Zone	Non Residential	1.3747	1.3747	1.3771	1.3820	Step 3	c/MJ
VIC	AGN	Murray Valley Zone	Non Residential	1.2160	1.2160	1.2184	1.2233	Step 4	c/MJ
VIC	AGN	Murray Valley Zone	Non Residential					Step 5	c/MJ
VIC	AGN	Murray Valley Zone	Non Residential	25.2737	25.2737	25.2762	25.2810	Standing	c/Day
VIC	AGN	Bairnsdale Zone	Residential	2.9560	2.9560	2.9585	2.9633	Step 1	c/MJ
VIC	AGN	Bairnsdale Zone	Residential	2.1953	2.1953	2.1978	2.2026	Step 2	c/MJ
VIC	AGN	Bairnsdale Zone	Residential	1.6940	1.6940	1.6965	1.7013	Step 3	c/MJ
VIC	AGN	Bairnsdale Zone	Residential					Step 4	c/MJ
VIC	AGN	Bairnsdale Zone	Residential					Step 5	c/MJ
VIC	AGN	Bairnsdale Zone	Residential	32.3637	32.3637	32.3662	32.3710	Standing	c/Day
VIC	AGN	Bairnsdale Zone	Non Residential	2.4425	2.4425	2.4450	2.4499	Step 1	c/MJ
VIC	AGN	Bairnsdale Zone	Non Residential	1.7422	1.7422	1.7447	1.7496	Step 2	c/MJ
VIC	AGN	Bairnsdale Zone	Non Residential	1.5757	1.5757	1.5781	1.5830	Step 3	c/MJ
VIC	AGN	Bairnsdale Zone	Non Residential	1.2832	1.2832	1.2857	1.2905	Step 4	c/MJ
VIC	AGN	Bairnsdale Zone	Non Residential					Step 5	c/MJ
VIC	AGN	Bairnsdale Zone	Non Residential	32.3637	32.3637	32.3662	32.3710	Standing	c/Day

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VIC	AGN	Cardinia Zone	Residential and Non Residential	2.1810	2.1810	2.1835	2.1883	Step 1	c/MJ			
VIC	AGN	Cardinia Zone	Residential and Non Residential	2.1810	2.1810	2.1835	2.1883	Step 2	c/MJ			
VIC	AGN	Cardinia Zone	Residential and Non Residential	2.1810	2.1810	2.1835	2.1883	Step 3	c/MJ			
VIC	AGN	Cardinia Zone	Residential and Non Residential	1.8097	1.8097	1.8122	1.8171	Step 4	c/MJ			
VIC	AGN	Cardinia Zone	Residential and Non Residential					Step 5	c/MJ			
VIC	AGN	Cardinia Zone	Residential and Non Residential	24.9537	24.9537	24.9562	24.9610	Standing	c/Day			
VIC	Multinet	Metro	Residential	1.9205	1.9205	1.9230	1.9278	Step 1	c/MJ	Peak	Jun	Sep
VIC	Multinet	Metro	Residential	1.6584	1.6584	1.6609	1.6657	Step 2	c/MJ	Peak	Jun	Sep
VIC	Multinet	Metro	Residential	1.3808	1.3808	1.3833	1.3882	Step 3	c/MJ	Peak	Jun	Sep
VIC	Multinet	Metro	Residential	1.2341	1.2341	1.2365	1.2414	Step 4	c/MJ	Peak	Jun	Sep
VIC	Multinet	Metro	Residential	1.1952	1.1952	1.1977	1.2026	Step 5	c/MJ	Peak	Jun	Sep
VIC	Multinet	Metro	Residential	19.0937	19.0937	19.0962	19.1010	Standing	c/Day	Peak		
VIC	Multinet	Metro	Residential	1.7983	1.7983	1.8008	1.8057	Step 1	c/MJ	Off Peak	Nov	Apr
VIC	Multinet	Metro	Residential	1.5722	1.5722	1.5747	1.5795	Step 2	c/MJ	Off Peak	Nov	Apr
VIC	Multinet	Metro	Residential	1.3364	1.3364	1.3388	1.3437	Step 3	c/MJ	Off Peak	Nov	Apr
VIC	Multinet	Metro	Residential	1.2115	1.2115	1.2140	1.2189	Step 4	c/MJ	Off Peak	Nov	Apr



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VIC	Multinet	Metro	Residential	1.1798	1.1798	1.1823	1.1872	Step 5	c/MJ	Off Peak	Nov	Apr
VIC	Multinet	Metro	Residential	19.0937	19.0937	19.0962	19.1010	Standing	c/Day	Off Peak		
VIC	Multinet	Metro	Residential	1.8824	1.8824	1.8849	1.8897	Step 1	c/MJ	Shoulder	May & Oct	May & Oct
VIC	Multinet	Metro	Residential	1.6297	1.6297	1.6321	1.6370	Step 2	c/MJ	Shoulder	May & Oct	May & Oct
VIC	Multinet	Metro	Residential	1.3661	1.3661	1.3685	1.3734	Step 3	c/MJ	Shoulder	May & Oct	May & Oct
VIC	Multinet	Metro	Residential	1.2266	1.2266	1.2290	1.2339	Step 4	c/MJ	Shoulder	May & Oct	May & Oct
VIC	Multinet	Metro	Residential	1.1911	1.1911	1.1936	1.1985	Step 5	c/MJ	Shoulder	May & Oct	May & Oct
VIC	Multinet	Metro	Residential	19.0937	19.0937	19.0962	19.1010	Standing	c/Day	Shoulder		
VIC	Multinet	Metro	Non Residential	1.4659	1.4659	1.4683	1.4732	Step 1	c/MJ	Peak	Jun	Sep
VIC	Multinet	Metro	Non Residential	1.3149	1.3149	1.3174	1.3222	Step 2	c/MJ	Peak	Jun	Sep
VIC	Multinet	Metro	Non Residential	1.2224	1.2224	1.2249	1.2298	Step 3	c/MJ	Peak	Jun	Sep
VIC	Multinet	Metro	Non Residential	1.1609	1.1609	1.1634	1.1682	Step 4	c/MJ	Peak	Jun	Sep
VIC	Multinet	Metro	Non Residential	1.1095	1.1095	1.1119	1.1168	Step 5	c/MJ	Peak	Jun	Sep
VIC	Multinet	Metro	Non Residential	30.7937	30.7937	30.7962	30.8010	Standing	c/Day	Peak		
VIC	Multinet	Metro	Non Residential	1.4018	1.4018	1.4043	1.4091	Step 1	c/MJ	Off Peak	Nov	Apr
VIC	Multinet	Metro	Non Residential	1.2846	1.2846	1.2871	1.2920	Step 2	c/MJ	Off Peak	Nov	Apr

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VIC	Multinet	Metro	Non Residential	1.2040	1.2040	1.2064	1.2113	Step 3	c/MJ	Off Peak	Nov	Apr
VIC	Multinet	Metro	Non Residential	1.1566	1.1566	1.1591	1.1639	Step 4	c/MJ	Off Peak	Nov	Apr
VIC	Multinet	Metro	Non Residential	1.1043	1.1043	1.1068	1.1116	Step 5	c/MJ	Off Peak	Nov	Apr
VIC	Multinet	Metro	Non Residential	30.7937	30.7937	30.7962	30.8010	Standing	c/Day	Off Peak		
VIC	Multinet	Metro	Non Residential	1.4344	1.4344	1.4369	1.4418	Step 1	c/MJ	Shoulder	May & Oct	May & Oct
VIC	Multinet	Metro	Non Residential	1.2918	1.2918	1.2943	1.2991	Step 2	c/MJ	Shoulder	May & Oct	May & Oct
VIC	Multinet	Metro	Non Residential	1.2155	1.2155	1.2180	1.2228	Step 3	c/MJ	Shoulder	May & Oct	May & Oct
VIC	Multinet	Metro	Non Residential	1.1589	1.1589	1.1614	1.1663	Step 4	c/MJ	Shoulder	May & Oct	May & Oct
VIC	Multinet	Metro	Non Residential	1.1069	1.1069	1.1093	1.1142	Step 5	c/MJ	Shoulder	May & Oct	May & Oct
VIC	Multinet	Metro	Non Residential	30.7937	30.7937	30.7962	30.8010	Standing	c/Day	Shoulder		
VIC	Multinet	Yarra Valley	Residential	2.0809	2.0809	2.0834	2.0883	Step 1	c/MJ	Peak	Jun	Sep
VIC	Multinet	Yarra Valley	Residential	1.8554	1.8554	1.8578	1.8627	Step 2	c/MJ	Peak	Jun	Sep
VIC	Multinet	Yarra Valley	Residential	1.6353	1.6353	1.6378	1.6426	Step 3	c/MJ	Peak	Jun	Sep
VIC	Multinet	Yarra Valley	Residential	1.5188	1.5188	1.5213	1.5262	Step 4	c/MJ	Peak	Jun	Sep
VIC	Multinet	Yarra Valley	Residential	1.4892	1.4892	1.4917	1.4966	Step 5	c/MJ	Peak	Jun	Sep
VIC	Multinet	Yarra Valley	Residential	19.0937	19.0937	19.0962	19.1010	Standing	c/Day	Peak		

Tender Evaluation 2206/0638 – Retail Energy



VIC	Multinet	Yarra Valley	Residential	1.9809	1.9809	1.9834	1.9882	Step 1	c/MJ	Off Peak	Nov	Apr
VIC	Multinet	Yarra Valley	Residential	1.7870	1.7870	1.7895	1.7943	Step 2	c/MJ	Off Peak	Nov	Apr
VIC	Multinet	Yarra Valley	Residential	1.5999	1.5999	1.6024	1.6073	Step 3	c/MJ	Off Peak	Nov	Apr
VIC	Multinet	Yarra Valley	Residential	1.5009	1.5009	1.5034	1.5082	Step 4	c/MJ	Off Peak	Nov	Apr
VIC	Multinet	Yarra Valley	Residential	1.4758	1.4758	1.4782	1.4831	Step 5	c/MJ	Off Peak	Nov	Apr
VIC	Multinet	Yarra Valley	Residential	19.0937	19.0937	19.0962	19.1010	Standing	c/Day	Off Peak		
VIC	Multinet	Yarra Valley	Residential	2.0476	2.0476	2.0501	2.0549	Step 1	c/MJ	Shoulder	May & Oct	May & Oct
VIC	Multinet	Yarra Valley	Residential	1.8326	1.8326	1.8350	1.8399	Step 2	c/MJ	Shoulder	May & Oct	May & Oct
VIC	Multinet	Yarra Valley	Residential	1.6235	1.6235	1.6260	1.6308	Step 3	c/MJ	Shoulder	May & Oct	May & Oct
VIC	Multinet	Yarra Valley	Residential	1.5128	1.5128	1.5153	1.5202	Step 4	c/MJ	Shoulder	May & Oct	May & Oct
VIC	Multinet	Yarra Valley	Residential	1.4847	1.4847	1.4872	1.4921	Step 5	c/MJ	Shoulder	May & Oct	May & Oct
VIC	Multinet	Yarra Valley	Residential	19.0937	19.0937	19.0962	19.1010	Standing	c/Day	Shoulder		
VIC	Multinet	Yarra Valley	Non Residential	1.7251	1.7251	1.7276	1.7325	Step 1	c/MJ	Peak	Jun	Sep
VIC	Multinet	Yarra Valley	Non Residential	1.5877	1.5877	1.5901	1.5950	Step 2	c/MJ	Peak	Jun	Sep
VIC	Multinet	Yarra Valley	Non Residential	1.5124	1.5124	1.5149	1.5198	Step 3	c/MJ	Peak	Jun	Sep
VIC	Multinet	Yarra Valley	Non Residential	1.4624	1.4624	1.4648	1.4697	Step 4	c/MJ	Peak	Jun	Sep

Tender Evaluation 2206/0638 – Retail Energy



VIC	Multinet	Yarra Valley	Non Residential	1.4205	1.4205	1.4230	1.4278	Step 5	c/MJ	Peak	Jun	Sep
VIC	Multinet	Yarra Valley	Non Residential	30.6537	30.6537	30.6562	30.6610	Standing	c/Day	Peak		
VIC	Multinet	Yarra Valley	Non Residential	1.6730	1.6730	1.6754	1.6803	Step 1	c/MJ	Off Peak	Nov	Apr
VIC	Multinet	Yarra Valley	Non Residential	1.5631	1.5631	1.5655	1.5704	Step 2	c/MJ	Off Peak	Nov	Apr
VIC	Multinet	Yarra Valley	Non Residential	1.4974	1.4974	1.4999	1.5047	Step 3	c/MJ	Off Peak	Nov	Apr
VIC	Multinet	Yarra Valley	Non Residential	1.4589	1.4589	1.4613	1.4662	Step 4	c/MJ	Off Peak	Nov	Apr
VIC	Multinet	Yarra Valley	Non Residential	1.4163	1.4163	1.4188	1.4236	Step 5	c/MJ	Off Peak	Nov	Apr
VIC	Multinet	Yarra Valley	Non Residential	30.6537	30.6537	30.6562	30.6610	Standing	c/Day	Off Peak		
VIC	Multinet	Yarra Valley	Non Residential	1.6995	1.6995	1.7020	1.7069	Step 1	c/MJ	Shoulder	May & Oct	May & Oct
VIC	Multinet	Yarra Valley	Non Residential	1.5689	1.5689	1.5713	1.5762	Step 2	c/MJ	Shoulder	May & Oct	May & Oct
VIC	Multinet	Yarra Valley	Non Residential	1.5068	1.5068	1.5092	1.5141	Step 3	c/MJ	Shoulder	May & Oct	May & Oct
VIC	Multinet	Yarra Valley	Non Residential	1.4607	1.4607	1.4632	1.4681	Step 4	c/MJ	Shoulder	May & Oct	May & Oct
VIC	Multinet	Yarra Valley	Non Residential	1.4184	1.4184	1.4209	1.4257	Step 5	c/MJ	Shoulder	May & Oct	May & Oct
VIC	Multinet	Yarra Valley	Non Residential	29.5700	29.5700	29.5700	29.5700	Standing	c/Day	Shoulder		

## Tender Evaluation 2206/0638 – Retail Energy



### 6 NEXT STEPS

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Accompanying and supporting this tender evaluation report is:

1. A member specific financial impact statement summarizing current costs to future costs determined by this tender, and
2. A copy of the PowerPoint presentation provided to the tender's participating members on 10 December 2019.

Participating members are now required to execute energy supply & services agreements by fuel type with the awarded retailers.

Each retailer will forward these documents to each nominated member contact shortly and members are requested to execute and return these documents directly to the retailer via email with a copy to Procurement Australia within one week of receiving them. Members are reminded that they may receive multiple retailer contracts due to the tender's award strategy which is by fuel type by fuel classification by state of Australia.

**Members are reminded that changes to incumbent retailers are required emanating from this tender. The energy meter transfer from current to new retailer process cannot commence until the new retailer(s) receive the signed energy supply & services agreement document from each member. As such, Procurement Australia suggests members prioritise this administrative requirement.**

A handwritten signature in black ink, appearing to read "B Hoare".

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**Brendan Hoare**  
Director Strategic Sourcing, Procurement Australia  
Chair, Evaluation Committee

Date: 6 December, 2019

## 9 Community Services Officers' Reports for consideration

### 9.1 Call Up Item - Fire Brigades Recognition Function

**SUMMARY:** Acting Director Corporate Services, Phil McQue

**This report recommends that the Call Up Item to consider hosting a recognition function for Knox Country Fire Authority, Knox Metropolitan Fire Brigade members and volunteers who have fought the recent and ongoing bush fires be deferred to the February 2020 Council Meeting, once the bush fire season is over and the full extent of the devastation of the bush fires are known.**

#### **RECOMMENDATION**

**That Council resolve to defer consideration of the Call Up Item hosting a recognition function for Knox Country Fire Authority, Knox Metropolitan Fire Brigade members and volunteers until the February 2020 Council Meeting.**

#### **1. INTRODUCTION**

Council resolved to receive the following Call Up Item at the November 2019 Council Meeting:  
*That Council receive a report at the Ordinary Council meeting of 28 January 2020 into the options available for hosting a 'Thank You' function at the Knox Civic Centre for all Knox Country Fire Authority and Knox Metropolitan Fire Brigade members and volunteers who have fought bushfires for the Knox community in recent months, both within Victoria and throughout the country.*

#### **2. DISCUSSION**

At the time of preparing this report, the eastern seaboard of Australia is in crisis with unprecedented and catastrophic bush fires destroying communities, wildlife and six million hectares of land.

The Knox Country Fire Authority have advised that in excess of 280 Knox Country Fire Authority personnel have been deployed to New South Wales, North East Victoria and the Gippsland region since the bush fires commenced, with some deployed multiple times.

Given the devastation of these bush fires and it being unknown when they will be contained, it is considered more appropriate that this matter be considered in February 2020, when consultation can occur with the respective authorities and brigades to make a full and informed decision on how best to recognise the fire fighters and also consider a donation from Knox City Council towards a bush fire appeal.

#### **3. CONSULTATION**

Consultation has occurred with Councillor Keogh, the originator of the Call Up Item, who has agreed that this matter be deferred until February 2020.

**4. ENVIRONMENTAL/AMENITY ISSUES**

Nil.

**5. FINANCIAL & ECONOMIC IMPLICATIONS**

Nil.

**6. SOCIAL IMPLICATIONS**

Nil.

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

**Goal 4 - We are safe and secure**

Strategy 4.5 - Support the provision of emergency services

**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 – Acting Director Corporate Services, Phil McQue - In providing this advice as the Author, I have no disclosable interests in this report.

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

**9. CONCLUSION**

Given the unprecedented crisis of the bush fires, it is recommended that Council resolve to defer consideration of the Call Up Item hosting a recognition function for all Knox Country Fire Authority, Knox Metropolitan Fire Brigade members and volunteers, until February 2020.

**10. CONFIDENTIALITY**

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

**Report Prepared By: Acting Director Corporate Services, Phil McQue**

**Report Authorised By: Acting Director Corporate Services, Phil McQue**

**Attachments**

Nil

## 9.2 Youth Advisory Committee Annual Report and Representation

**SUMMARY:** Youth Participation and Youth Engagement Officer, Kelly Bartholomeusz

The Youth Advisory Committee (YAC) is an advisory committee to Council with the purpose of providing an opportunity for young people to have a voice and to assist Council with its community engagement processes.

This report presents recommendations for the appointment of 13 youth members and four community members to the Youth Advisory Committee for 2020, as well as provide an overview of the YAC achievements for 2019, as per the requirements of the current Terms of Reference.

### RECOMMENDATION

That Council:

1. Appoint the following applicants to the Youth Advisory Committee (2020), as presented in Confidential Attachment 1:

Name	Category	New application or Re-Applying Member
	Young person 12-18 years	New application
	Young person 12-18 years	New application
	Young person 12-18 years	New application
	Young person 12-18 years	Re-applying
	Young person 12-18 years	Re-applying
	Young person 12-18 years	New application
	Young person 12-18 years	New application
	Young person 12-18 years	New application
	Young person 18-25 years	Re-applying
	Young person 18-25 years	Re-applying
	Young person 18-25 years	Re-applying
	Young person 18-25 years	Re-applying
	Young person 18-25 years	New application
	Community Representative	New application
	Community Representative	New application
	Community Representative	Re-applying
	Community Representative	New application

2. Note the achievements of the Youth Advisory Committee for 2019.
3. Thank the outgoing members of the Youth Advisory Committee for their valuable contribution during 2019.



## **1. INTRODUCTION**

Council resolved on 25 September 2017 to establish a new Youth Advisory Committee (YAC) to provide advice to Council concerning issues that affect the lives and well-being of young people in Knox.

The aim of the YAC is to:

- Provide the opportunity for young people to give their ideas and opinions relating to the development of Council's strategic plans and policies;
- Engage in discussion regarding issues that affect young people. These issues will be determined by Council in cooperation with the Committee;
- Participate in the consideration of strategic Council documents, plans and activities;
- Provide input into Council's processes relating to young people where requested (i.e., provide feedback regarding projects to be considered by Council that have an impact on young people); and
- Provide opportunities to develop leadership skills and experience for young people.

This year, ten meetings have been held covering a wide range of topics. Attendance has been good and engagement by YAC members has been high. Feedback received throughout 2019, has been positive and members have provided valuable feedback on how Knox City Council's youth engagement could be improved.

## **2. DISCUSSION**

### **2.1 YAC Membership Selection Process for 2020**

In November 2019, a recruitment campaign was undertaken to call for applications for vacant positions for the YAC in 2020. Advertising was delivered through social media, including utilising the purchase of targeted Facebook advertising. Applications were also promoted through local schools and alternative education settings, as well as through the Youth Service Providers Network. Applications were submitted online, making them easily accessible to young people.

Applications were received from 17 individuals. Applications were received in the following categories:

- Young people 12-18 years – eight applications.
- Young people 18-25 years – five applications.
- Community representatives (any age) – four applications.

As per the Committee's Terms of Reference, members in their second year of membership in 2019 were required to re-apply for membership if they wish to continue. Their applications have been assessed alongside new applications, and have been included in Confidential Attachment 1.

The applications for members to the YAC were assessed by a panel consisting of Councillor Jake Keogh, Councillor Marcia Timmers-Leitch and two Council officers. Applications were assessed based upon the applicant's interest, knowledge and expertise relating to youth and community issues.

## 2.2 YAC Membership Recommendations for 2020

The panel was unanimous in its recommendations of the 17 youth and community representatives for appointment to the YAC for the 2020 calendar year (see Confidential Attachment 1 for applicant details). All applicants have been recommended, as the panel noted that all candidates were worthy of selection.

## 2.3 YAC Highlights and Achievements for 2019

### 2.3.1 Meeting Highlights and Achievements

In 2019, the YAC met for ten sessions, once per month excluding January and July, and during these meetings engaged with eight different consultations. These consultations focused on the following topics:

- Community and Council Plan Mid-Term Review (City Strategy).
- Engaging youth in local biodiversity projects (Biodiversity).
- Gilbert Park Redevelopment (Open Spaces).
- No Wrong Door website redevelopment (inter-Council youth project).
- Joint Committees consultation (Joint Advisory Committees' Meeting).
- Intergenerational Projects (Joint Life Stages Committee Meeting).
- Youth Advisory Committee member experience (Youth Services).
- Knox Young Leaders Program (Youth Services).

The young people were highly engaged in the consultations and their feedback was reported as extremely valuable. One meeting was cancelled due to the lack of a clearly identified consultation topic, and two meetings were used as social gatherings to build group cohesion and to thank members for volunteering their time.

Additionally, an opportunity arose for six members of the Committee to take part in the YMCA's Youth Parliament Program. This involved the members forming a team to draft a bill addressing an issue affecting the lives of young people. The team developed a bill entitled "Improving Access to Adolescent Psychiatric Wards", which they debated in State Parliament following a number of residential camps held by the YMCA. The team worked hard, spending several hours preparing their bill and developing their speeches. Three members withdrew without completing the Program due to personal issues and three completed the entire Program. The bill "passed" in Youth Parliament, and one member of the Committee won "Best Speaker" in his chamber.

### 2.3.2 Feedback from 2019 committee members

Feedback was sought from the YAC members and found the following:

<b>Why Did You Get Involved in the YAC? (Select a Maximum of THREE Options)</b>	
To have a voice in the decisions of Council	92.3%
To give something back to my community	69.2%
To learn about what Council does	38.5%
To meet new people and make friends	23.1%
To add something to my CV	23.1%
To develop skills and confidence	15.4%

<b>What is Your Favourite Thing About Being Involved in the YAC?</b>	
Sharing my thoughts/ideas on different Council projects	69.2%
Getting involved in something outside of school/work	15.4%
Learning how Council works	7.7%
Other – please describe	7.7%
Meeting other local young people	0.0%
Developing more confidence	0.0%

<b>What Would You Most Like to Hear About/Provide Advice on at YAC Meetings? (Select as Many as You Are Interested In)</b>	
Trends in the Knox area (e.g., population changes or predictions)	76.9%
Sustainability and the environment	69.2%
Community and health facilities/programs	61.5%
Council's strategic direction	61.5%
Major infrastructure developments (e.g. roads, shops, rail, housing estates)	61.5%
Ways to get more involved in the community	61.5%
Recreation and sporting facilities/programs	53.8%
Emergency management	53.8%
Arts and culture	46.2%
Other - please describe	23.1%

<b>Are You Happy With the Way We Communicate With You About Meetings?</b>	
Yes	100.0%
Unsure	0.0%
Not really/no – tell us how we could improve our communication with you	0.0%

<b>Do You Feel Your Voice is Heard and Respected at YAC Meetings?</b>	
Yes	100.0%
Unsure	0.0%
Not really/no - please provide details	0.0%

<b>Do You Like the Format of YAC Meetings? (For Example, How They Run)</b>	
Yes	69.2%
Yes, but it could be improved	30.8%
No	0.0%
Unsure	0.0%

Further detailed feedback can be found at Attachment 2.

### **2.3.3 Plans for 2020**

Based on the consideration of the feedback received by the 2019 YAC members, some improvements will be made in 2020. These include:

- Providing targeted skills development opportunities for members based on identified personal/professional development goals.
- Supporting YAC members to engage with similar youth groups and committees across the region for knowledge-sharing and possible collaboration.
- Exploring the possibility of a youth group focused on self-directed civic action, whether as part of the Youth Advisory Committee or a separate group.

In addition to these improvements, the Committee will continue to meet monthly for 1.5 hours.

## **3. CONSULTATION**

The recruitment and promotion process was developed in consultation with young people and Councillors as part of the extensive consultation process undertaken to develop the new YAC and the associated Terms of Reference in 2017.

The topics discussed throughout 2019 were identified through a combination of youth consultation, Councillor and Council officer identified priorities.

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

There are no environmental/amenity issues directly associated with this report.

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

The annual direct cost of the YAC is approximately \$4,000 per annum for catering and 0.3 EFT (\$31,550) for administrative support to the Advisory Committee. This is funded within Council's annual operational budget.

## **6. SOCIAL IMPLICATIONS**

Council recognises the importance of effective engagement with young people and supporting young people's own leadership and skills development.

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

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

Strategy 7.3 - Strengthen community connections

### **Goal 8 - We have confidence in decision making**

Strategy 8.1 - Build, strengthen and promote good governance practices across government and community organisations

Strategy 8.2 - Enable the community to participate in a wide range of engagement activities

## **8. CONFLICT OF INTEREST**

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

Author – Kelly Bartholomeusz, Youth Participation and Engagement Worker – In providing this advice as the Author, I have no disclosable interests in this report.

Officer Responsible – Co-Manager, Youth Leisure and Cultural Services, Nicole Columbine – In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

## **9. CONCLUSION**

Following a comprehensive recruitment process in November 2019, seventeen applicants for positions on the YAC are recommended to Council. Approval by Council of the recommended youth and community representatives is now sought to ensure the YAC can begin its 2020 term with a full complement of members.

## **10. CONFIDENTIALITY**

This report contains items of a confidential nature.

**Report Prepared By:** Youth Participation and Youth Engagement Officer,  
Kelly Bartholomeusz

**Report Authorised by:** Co-Manager, Youth Leisure and Cultural Services, Nicole Columbine

### **Attachments**

1. Attachment 2 - Youth Advisory Committee feedback [9.2.1 - 2 pages]

**Attachment 2**

The YAC members were also offered the chance to give detailed feedback and the following was among the feedback received:

**1. Is there anything about the YAC that you don't enjoy? Please provide as much detail as you can.**

- “It is not a dislike, however, after experiencing how other Council youth groups work, I think there is an opportunity to try and influence more. Compared to the other groups, we have great buy-in and engagement with Councillors and the Mayor. I think we should be able to start to advocate for more, rather than wait for projects to come to us. I think there is an opportunity to work closer with the other Council groups to make changes in our wider area. For example, Monash were doing some great work on public transport in the area.”
- “Not much. It's difficult to commit to such a long term when life circumstances can change. Not every topic is super interesting to everyone. Being able to bring a friend was a quirky idea, but you quickly lose the group cohesion and feeling of being a team. Food waste seems like an easy problem. Decrease the allowance per person and be comfortable running out.”
- “Very little. Only things to improve might be the lack of topics, decisions that the Committee can influence.”

**2. Is there anything else you would like to tell us about your involvement in the YAC?**

- “From meeting with the other Councils, I think the Knox Advisory Group is in a really good place, and as the group has been in for two years, there could be an opportunity to “mature” the group more in the coming years. I know that initially the group is to provide advice only, however, I think there is opportunity to evolve the group to advocate, and allow the members to bring forward topics to discuss, review and act. I really like how the Monash Committee focused on a few areas (i.e., transport, youth homelessness and other areas) and work on them for a couple of months, rather than a different topic each month. The work may be advocating, creating awareness, tapping in to other Council youth groups, creating public surveys to cast the voice wider, which could lead back to providing advice to Councils on topics initiated by the group. Furthermore, to support a more active group, there could be roles for that act as "Team Leaders" for example, and then there be three topics (again for example), that members can choose to align themselves with. There could be further support roles, with Comms etc., or if there were representatives within Knox that can support. I recognise that this would mean a high commitment/engagement from the group. I think there is a desire from members of the group, to increase the meaningfulness of the membership.”
- “It's really fun and I like sharing my thoughts with everyone. The food is really good.”
- “It has been fantastic to be involved and work with the Council, a highlight is always working with the Councillors directly and their sense of pride with these projects and initiatives.”

- “Have really enjoyed it and looking forward to the next meeting – keep up the great work.”
- “It has been extremely pleasing that the YAC are getting a wide spectrum of opinions from a variety of age groups for different purposes. The environment is very relaxed and nobody is scared to share their opinion.”

**3. Are there any opportunities that you would like to be able to access through the YAC? For example, skills development in specific areas, links to other volunteering/employment opportunities, careers information, social events, guest speakers. Please provide as much detail as possible.**

- “I really liked the catch up with the other Youth Committees, and I think there is a lot that we can leverage from each other. I think there is an opportunity to come together more often and work on issues/challenges that affect us all, and be a louder voice for our communities. Using each of our strengths (i.e., Knox engagement from the Mayor, other Councils had budget, or specific events to bring more meaningful events, awareness, advocating to all Councils).”
- “Guest speakers from other organisations within the community would be great, so we can see the impact that other people's ideas have had in the community. It is also really beneficial when we are given other leadership opportunities that I otherwise would not have been aware of.”
- “It would be cool to have guest speakers like leaders of things come and speak or someone like that.”
- “Always interested in any skills enhancements or training available to further my development. I am also interested in hosting and presenting on topics with my background on retail management, change management and event co-ordination.”
- “Knowing about more opportunities and just generally what the Council has coming up – like events, etc.”
- “I would love to get more links to other volunteering/employment opportunities especially with the Council! Love it when I get to hear about programs Knox is running and ways I can get involved in the community.”
- “A session on CVs with someone from the Council would be a fantastic experience for young members looking to get into the workforce. I've found that there have been a lot of other opportunities communicated to us during meetings and via email which was very helpful.”
- “All of the above.”
- “Opportunities that I would like to be able to access through the YAC are:
  1. Skill development such as public speaking, team building activities that address current world problems.
  2. Links to other volunteering opportunities.
  3. Careers information would be helpful for those below the age of 19 and those even in Uni can gain knowledge of what experiences they can have to strengthen their current pathway.”

### 9.3 Minor Grants Program 2019-20 Monthly Report

**SUMMARY: Community Resourcing Officer, Deb Robert**

This report summarises the grant applications recommended for approval in January 2020 for the Minor Grants Program. All applications have been assessed against the criteria set out in the Minor Grants Program Policy.

Applications under the Minor Grants Policy are limited to a maximum of \$3,000, which has been the current limit since the commencement of the 2019-2020 financial year.

#### RECOMMENDATION

That Council:

1. Approve one application for a total of \$2,910.00 as detailed below:

Applicant Name	Project Title	Amount Requested	Amount Recommended
Spectrum Journeys Inc	Autism Conference for Parents, Carers and Educators at Rowville	\$2,910.00	\$2,910.00
<b>TOTAL</b>			<b>\$2,910.00</b>

2. Note that the following application has been approved and paid under delegated authority in accordance with Cl.6.6 of the Minor Grants Policy:

Applicant Name	Project Title	Amount Requested	Amount Recommended
Victorian Vintage Motorcycle Club	Vintage Motorcycle Club Display Day in Bayswater	\$425.00	\$425.00
<b>TOTAL</b>			<b>\$425.00</b>

3. Note that, including the above recommended grants which total \$3,335.00, a total of \$101,319 has been awarded to date under the 2019-20 Minor Grants program to support 50 different community groups and services across the municipality.

#### 1. INTRODUCTION

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



The objectives of the Minor Grants Program are:

- To increase and sustain participation in a wide range of quality services within the municipality; to build and strengthen local networks and partnerships; and to support community leadership, learning and skill development;
- To support new initiatives or the expansion of an existing service that will address a clearly identified community need and contribute to the development, promotion and accessibility of a diverse range of quality community services and community resources within Knox; and
- To increase the level of resources of community organisations that provide, help, advice or support to the Knox community.

Applications are assessed against criteria specified in the Minor Grants Program Policy (approved October 2018) to determine the eligibility of the applicant organisation and the eligibility of the grant application.

The Policy sets out an open and transparent grant program that meets the principles of good governance and is compliant with the requirements of the Local Government Act 1989.

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

## **2. DISCUSSION**

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

Two complete grant applications were received since December, requesting grants to a total of \$3,335.00. Both applications meet all eligibility requirements and address the objectives of the Program.

The application from the Victorian Vintage Motorcycle Club for \$425 to assist with their February display day in Bayswater has been approved under delegation, in accordance with Cl 6.6 of the Minor Grants Program Policy.

This report advises Council of that decision and recommends the approval of the application from Spectrum Journeys for \$2910 to assist with venue hire for their autism conference in Rowville.

## **3. CONSULTATION**

Consultation is undertaken with relevant organisations in relation to their grant applications, if necessary, to seek clarity regarding their applications prior to Council's consideration.

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

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

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

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

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

The approval of Minor Grants is managed within Council's adopted budget. The 2019/2020 budget provides \$148,500 for the Minor Grants Program. Recommended applications for the January period total \$3,335.00. If approved, the remaining Minor Grants budget for 2019/20 will total \$50,017 taking into account GST adjustments.

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

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

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

##### **Goal 6 - We are healthy, happy and well**

Strategy 6.2 - Support the community to enable positive physical and mental health.

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

Strategy 7.3 - Strengthen community connections.

#### **8. CONFLICT OF INTEREST**

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

Author - Community Partnerships Officer, Deb Robert – In providing this advice as the Author, I have no disclosable interests in this report.

Officer Responsible – Director Community Services, Tanya Scicluna - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

#### **9. CONCLUSION**

This report contains the recommendation for funding though the Minor Grants program.

#### **10. CONFIDENTIALITY**

A confidential attachment has been circulated under a separate cover.

**Report Prepared By:** Community Resourcing Officer, Deb Robert

**Report Authorised By:** Director Community Services, Tanya Scicluna

**Attachments**

A confidential attachment has been circulated under a separate cover.

## 10 Corporate Services Officers' Reports for consideration

### 10.1 Q1 2019-20 Annual Plan Progress Report

**SUMMARY:** Principal, Strategy and Business Intelligence , Carrie Hudson

**This report provides the first quarter progress on initiatives identified in the 2019-20 Annual Plan, adopted by Council on 24 June 2019 as part of the 2019-20 Annual Budget. The Annual Plan satisfies the requirements of the Local Government Act 1989 by outlining the services provided by Council and the initiatives that Council will complete in the 2019-20 year.**

#### **RECOMMENDATION**

**That Council receive and note the 2019-20 Annual Plan progress report for the period 1 July to 30 September 2019.**

#### **1. INTRODUCTION**

An Annual Plan was established for the 2019-20 financial year to assist in the achievement of the goals of the Community and Council Plan 2017-21. The 2019-20 Annual Plan progress report to 30 September 2019 (Attachment 10.1.1) reports on the initiatives that support those goals.

The Annual Plan progress report only reports on those initiatives identified in the Annual Plan and Annual Budget process, it is not a comprehensive report on all of Council's activities.

#### **2. DISCUSSION**

Attachment 10.1.1 provides the Annual Plan progress report for the first quarter of 2019-20.

#### **Q1 2019-20 Results:**

Of the 23 initiatives included in the 2019-20 Annual Plan:

- 1 initiative is complete
- 19 initiatives are on schedule
- 1 initiative has fallen less than 15 per cent behind schedule and requires monitoring
- 2 initiatives have fallen more than 15 per cent behind schedule and require monitoring.

#### **The initiatives currently below target are:**

1. Expand the range of items to be recycled through the kerbside domestic and commercial waste service.
2. Progress discussions with Melbourne Water to transfer the catchments of 60Ha and above to the regional drainage authority.
3. Increase the number of cyclists using Council's shared path networks.

Progress comments on all initiatives can be found in Attachment 10.1.1.

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### **3. CONSULTATION**

The 2019-20 Annual Plan actions are linked to, and support the delivery of, the Community and Council Plan 2017-21. Significant community engagement was incorporated into the development of the Community and Council Plan 2017-21.

The Annual Plan 2019-20, including the initiatives, was approved as part of the Annual Budget after public consultation on 24 June 2019.

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

There are no direct environmental/amenity issues arising from this report. A number of initiatives within the 2019-20 Annual Plan seek to have a positive impact on environmental issues within the Knox municipality.

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

There are no direct financial and economic implications arising from this report. Changes to specific projects are reported through Capital Works and Budget processes.

### **6. SOCIAL IMPLICATIONS**

There are no direct social implications arising from this report. A number of initiatives within the 2019-20 Annual Plan seek to have a positive social impact within the Knox municipality.

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

#### **Goal 8 - We have confidence in decision making**

Strategy 8.1 - Build, strengthen and promote good governance practices across government and community organisations

Strategy 8.2 - Enable the community to participate in a wide range of engagement activities

### **8. CONFLICT OF INTEREST**

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

Author – Principal, Strategy and Business Intelligence, Carrie Hudson - In providing this advice as the Author, I have no disclosable interests in this report.

Officer Responsible – Chief Executive Officer, Tony Doyle - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

## **9. CONCLUSION**

There has been sound progress on the majority of Annual Plan initiatives in quarter one 2019-20, with 20 of the 23 initiatives on or ahead of schedule.

## **10. CONFIDENTIALITY**

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

**Report Prepared By:** Principal, Strategy & Business Intelligence, Carrie Hudson

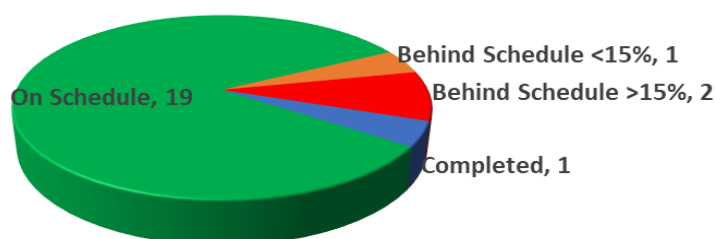
**Report Authorised By:** Chief Executive Officer, Tony Doyle

## **Attachments**

1. Q 1 2019-20 Annual Plan Progress Report [**10.1.1** - 15 pages]



## 2019-20 Annual Plan Progress Report - Quarter One (July– September 2019)



Goal	Complete	On Schedule	Behind Schedule (<15% behind schedule)	Behind Schedule (>15%)
1. We value our natural and built environment	-	3	-	2
2. We have housing to meet our changing needs	-	3	-	-
3. We can move around easily	-	1	1	-
4. We are safe and secure	-	2	-	-
5. We have a strong regional economy, local employment and learning opportunities	-	4	-	-
6. We are healthy, happy and well	-	2	-	-
7. We are inclusive, feel a sense of belonging and value identity	-	3	-	-
8. We have confidence in decision making	1	1	-	-
<b>Total</b>	<b>1</b>	<b>19</b>	<b>1</b>	<b>2</b>

The overall progress completion percentage of each initiative is calculated by the combined progress of the associated milestones. Where appropriate, milestones are weighted based on the importance and quantity of work involved.



## 2019-20 Annual Plan Progress Report

## Goal 1: We value our natural and built environment

Initiative Description		Department	Q1 Target	Progress
Expand the range of items to be recycled through the kerbside domestic and commercial waste service.		Sustainable Infrastructure	15%	7%
<b>Progress Comment:</b>				
<p>As a result of the renewed focus on waste reduction and minimisation as well as circular economy principals, Council is reviewing and adapting its current recycling education program. Due to recent service disruptions, and with a changing landscape within the sector, it is expected that the review and adaptations will be ongoing for a substantial period.</p> <p>New e-waste recycling services and promotion of these in the community occurred and new opportunities including X-ray recycling were implemented.</p> <p>A review of the "Put your rubbish to work" campaign is underway, with a new program, "Don't waste it", to be launched to focus on reducing waste messages and promoting waste as a resource.</p> <p>Work has commenced on the evaluation of collection models for food and green organics collection, including discussions with providers of these services.</p>				
Initiative Milestones	Description	Start date	End date	Progress
	Broaden educational programs for recycling in the community	01-07-2019	30-03-2020	20%
	Evaluate collection models for food and green organics collection	01-07-2019	30-06-2020	10%
	Participate in regional consultations and working groups on waste and recycling reform	01-07-2019	30-06-2020	Not Started
YTD Actual		YTD Budget	Initiative Budget	
\$183,447		\$153,752	\$465,025	





## 2019-20 Annual Plan Progress Report

Initiative Description		Department	Q1 Target	Progress
Progress discussions with Melbourne Water to transfer the catchments of 60Ha and above to the regional drainage authority.		Community Infrastructure	25%	0%
<b>Progress Comment:</b>				
Council is represented on the Melbourne Urban Stormwater Institutional Arrangements (MUSIA) advisory committee coordinated by the Municipal Association of Victoria (MAV).				
The Department of Environment, Land, Water and Planning (DELWP), Melbourne Water, local government representatives and the MAV are jointly focused on the delineation of responsibility between Melbourne Water and local government for stormwater management assets. The review is exploring a wide range of issues that impact councils and their communities, including flood management, land use planning, changing community expectations and liveability opportunities.				
A major consideration for this review is where, and at what scale within the catchment can stormwater most efficiently and cost-effectively be managed as part of a coordinated approach, and what institutional arrangements will best support that approach.				
The MAV have not engaged the Working Group since July 2018. Progress on this matter is currently occurring between the MAV, Melbourne Water and DELWP.				
Initiative Milestones	Description	Start date	End date	Progress
	Continue to progress discussion through ongoing meetings with Melbourne Water	01-07-2019	30-06-2020	Not Started
YTD Actual	YTD Budget	Initiative Budget		
Delivered within existing operational budget.				

Initiative Description		Department	Q1 Target	Progress
Implement the <i>Knox Locally Threatened Species Management Plan 2010</i> .		Community Infrastructure	25%	37%
<b>Progress Comment:</b>				
A Geographic Information System (GIS) mapping layer has been developed to map all locally threatened species in reserves. Planting orders have been determined with planting to occur between April and June 2020.				
Initiative Milestones	Description	Start date	End date	Progress
	Identify key species, key reserves and numbers for planting	01-07-2019	28-02-2020	50%
	Plant identified threatened species in the specified locations	01-05-2020	30-06-2020	Not Started
YTD Actual	YTD Budget	Initiative Budget		
Delivered within existing operational budget.				



## 2019-20 Annual Plan Progress Report

Initiative Description		Department	Q1 Target	Progress
Continue to grow and support the Knox Gardens for Wildlife Program and Bushland Reserve Friends Groups and associated activities.		Community Infrastructure	25%	68%
<b>Progress Comment:</b>				
<p>The Knox Gardens for Wildlife (G4W) Programs now has 890 registered households.</p> <p>Advertising with SEEK Volunteer and active recruitment through Monash University and Swinburne TAFE has increased the number of volunteers for the Program. In addition, a recruitment video has been developed and added to the Council website.</p> <p>A Gardens for Wildlife Victoria Network has been formed to support the development of G4W Programs across the state. Currently 35 Local Government Associations are participating in the Network.</p>				
Initiative Milestones	Description	Start date	End date	Progress
	Expand the number of volunteers working on the Knox Gardens for Wildlife Program	01-07-2019	30-06-2020	50%
	Extend the Gardens for Wildlife program delivery across the metropolitan Melbourne regions	01-07-2019	30-06-2020	75%
YTD Actual		YTD Budget	Initiative Budget	
Delivered within existing operational budget.				

Initiative Description		Department	Q1 Target	Progress
Complete an At Risk Building Assessment and develop a program of works for inclusion in Council's capital works program.		Sustainable Infrastructure	30%	81%
<b>Progress Comment:</b>				
Structural assessments of buildings deemed to be at-risk is complete. Rectification works were identified for sixty per cent of the building stock with works prioritised in accordance of risk. Rectification works for all facilities are underway with a number of key projects scheduled for completion across 2019-20.				
Initiative Milestones	Description	Start date	End date	Progress
	Finalise the program of at risk building investigations	01-07-2019	30-03-2020	100%
	Progress the program of identified works	01-07-2019	30-06-2020	25%
YTD Actual		YTD Budget	Initiative Budget	
\$74,835		-	\$1,000,188	



## 2019-20 Annual Plan Progress Report

## Goal 2: We have housing to meet our changing needs

Initiative Description		Department	Q1 Target	Progress
Continue to support the development of Stamford Park residential estate.		City Planning	25%	25%
<b>Progress Comment:</b>				
Progress of the Waterlea development is going well on site. Planning approvals have been issued for the site and works are progressing well on the land. Two stages are now complete with titles released. Construction of stage three is almost complete with later stages also progressing. Stockland have approached Council to discuss amending the development to remove the apartment building - an application is expected to be lodged to address this matter.				
Initiative Milestones	Description	Start date	End date	Progress
	Continue to facilitate the development of Waterlea with Stockland	01-07-2019	30-06-2020	25%
YTD Actual		YTD Budget		Initiative Budget
\$183,337		\$532,289		\$9,028,195

Initiative Description		Department	Q1 Target	Progress
Implement Council's Housing Strategy including facilitation of strategic redevelopment sites.		City Futures	25%	27%
<b>Progress Comment:</b>				
The Housing Strategy was implemented into the Knox Planning Scheme via Amendment C131. The Strategy, and the Knox Planning Scheme, continues to guide residential development and strategic investigation sites. Two strategic sites are currently underway - the Norvel Road Quarry site and the Boral site in Wantirna South. Council officers are working with both developers to ensure appropriate development outcomes.				
Initiative Milestones	Description	Start date	End date	Progress
	Prepare the Housing Monitoring Report	01-07-2019	30-05-2020	15%
	Continue to ensure that the redevelopment of strategic investigation sites aligns with the direction of the strategy	01-07-2019	30-06-2020	40%
YTD Actual		YTD Budget		Initiative Budget
\$-		\$24,879		\$98,561



## 2019-20 Annual Plan Progress Report

Initiative Description		Department	Q1 Target	Progress
Implement the Affordable Housing Action Plan including advocacy for an increase for the supply of social and affordable housing at key strategic sites and across the municipality.		Community Wellbeing	25%	28%
<b>Progress Comment:</b>				
<p>The Laying a Social Housing Pipeline in Knox project is progressing in accordance with the project brief and schedule. Drafts of Minor Report One and Two and the summary document have been reviewed by the Advisory Committee.</p> <p>The Non-Residential Land Use Opportunities and Wantirna South Community Infrastructure Assessment documents have been reviewed, and feedback has been provided to Council's Strategic Planning function.</p>				
Initiative Milestones	Description	Start date	End date	Progress
	Finalise the Laying a Social Housing Pipeline report	01-07-2019	30-03-2020	30%
	Provide social planning input into negotiations for the rezoning of the Borral site to work towards achieving a 5% social housing mix	01-07-2019	30-06-2020	25%
YTD Actual		YTD Budget	Initiative Budget	
Delivered within existing operational budget.				



## 2019-20 Annual Plan Progress Report

## Goal 3: We can move around easily

Initiative Description		Department	Q1 Target	Progress
Advocate to State and Federal Governments for improved sustainable transport infrastructure and services.		Sustainable Infrastructure	25%	45%
<b>Progress Comment:</b>				
<p>The new iteration of the Community Investment Plan has been released with key input on major road and public transport priorities included alongside an accompanying map.</p> <p>A review of Council's current public transport position was considered in light of the recently announced Suburban Rail Loop project. Key feedback provided indicated that the current advocacy position be maintained.</p>				
Initiative Milestones	Description	Start date	End date	Progress
	Update the public transport advocacy position of council	01-07-2019	31-12-2019	80%
	Capture key initiatives in the Community Investment Plan	01-07-2019	31-12-2019	100%
	Continue to advocate to state and federal members for public transport priorities	01-10-2019	30-06-2020	Not Started
YTD Actual		YTD Budget		Initiative Budget
\$6,657		\$3,182		\$12,726

Initiative Description		Department	Q1 Target	Progress
Increase the number of cyclists using Council's shared path networks.		Sustainable Infrastructure	25%	20%
<b>Progress Comment:</b>				
<p>Bike lanes were installed along Valleyview Drive, which provides a link from the residential area of Karoo Road to the Henderson Road industrial precinct and the Ferny Creek Trail. This work included 'green treatment' at intersections, which aims to make motorists more aware of potential cyclists crossing.</p> <p>Designs are being prepared for the installation of bike lanes along Timothy Drive, Templeton Street and Renou Road with expected installation in first half of 2020.</p>				
Initiative Milestones	Description	Start date	End date	Progress
	Increase the provision of shared paths within Knox	01-07-2019	30-06-2020	20%
	Improve on-road infrastructure to support cyclists	01-07-2019	30-06-2020	20%
YTD Actual		YTD Budget		Initiative Budget
\$15,371		\$-		\$159,937



## 2019-20 Annual Plan Progress Report

## Goal 4: We are safe and secure

Initiative Description		Department	Q1 Target	Progress
Ensure Council's Emergency Management Plans and Sub-Plans meet legislative requirements.		City, Safety & Health	25%	25%
<b>Progress Comment:</b>				
The Emergency Management Team attended the 23 September 2019 quarterly meeting with the Municipal Emergency Management Planning Committee (MEMPC). These meetings are conducted to ensure reviews and changes are discussed and implemented as required and that Council's Emergency Management Plans and Sub-Plans meet legislative requirements.				
Initiative Milestones	Description	Start date	End date	Progress
	Ongoing risk review of the Emergency Management Plan and Sub-Plans via quarterly meetings with the Municipal Emergency Management Planning Committee	01-07-2019	30-06-2020	25%
YTD Actual		YTD Budget		Initiative Budget
Delivered within existing operational budget.				

Initiative Description		Department	Q1 Target	Progress
Engage with emergency services through the Municipal Emergency Management Planning Committee to assist with the adequate provision of emergency services across		City ,Safety & Health	25%	25%
<b>Progress Comment:</b>				
The Emergency Management team attended the MEMPC meeting held on 23 September 2019. There will be three more meetings during this reporting period with the next meeting scheduled for 3 December 2019.				
Initiative Milestones	Description	Start date	End date	Progress
	Participate in quarterly meetings with the Municipal Emergency Management Planning Committee	01-07-2019	30-06-2020	25%
YTD Actual		YTD Budget		Initiative Budget
\$30,341		\$40,053		\$159,937



## 2019-20 Annual Plan Progress Report

## Goal 5: We have a strong regional economy, local employment and learning opportunities

Initiative Description		Department	Q1 Target	Progress
Continue to implement the Knox Central program to progress the development of a new Civic and Arts precinct for Knox.		Knox Central	25%	25%
<b>Progress Comment:</b>				
Terms for the co-located library and youth information centre are agreed between Scentre Group and Council. Planning and design will commence in 2020.				
Initiative Milestones	Description	Start date	End date	Progress
	Plan the new Knox Central library and Youth Information Centre	01-07-2019	30-06-2020	25%
YTD Actual		YTD Budget		Initiative Budget
Delivered within existing operational budget.				

Initiative Description		Department	Q1 Target	Progress
Progress the development, implementation and evaluation of Development Contributions Plan (DCP) planning including addressing infrastructure information gaps and mapping necessary to inform these plans.		City Futures	20%	46%
<b>Progress Comment:</b>				
Stage two of four of the DCP is nearing completion. The DCP justification report is currently in draft form and is scheduled for discussion with Council in October 2019.				
Initiative Milestones	Description	Start date	End date	Progress
	Complete the DCP justification report	01-07-2019	30-11-2019	70%
	Complete the DCP	01-07-2019	31-12-2019	45%
	DCP endorsed by Council	01-01-2020	30-06-2020	Not Started
YTD Actual		YTD Budget		Initiative Budget
\$14,984		-		-



## 2019-20 Annual Plan Progress Report

Initiative Description		Department	Q1 Target	Progress
Advance the next stage of the collaborative Strategic Investment and Development Program in partnership with Maroondah and Yarra Ranges Council and the state government for the Bayswater Business Precinct, with a focus on business networks, precinct amenity, streamlining assessment and new investment.		City Futures	25%	31%
<b>Progress Comment:</b>				
Four Transport initiatives are currently being scoped with the support of the Eastern Regional Group. This will form the basis to a Transport Briefing Paper. The four initiatives will focus on: <ul style="list-style-type: none"> <li>• Improved precinct signalisation</li> <li>• Improved frequency of public bus services</li> <li>• Freight movement strategy</li> <li>• Bike network/ circulation plan.</li> </ul> The Bayswater Business Precinct Connect web platform has been developed, and information is being uploaded. The launch for the web platform is anticipated to be in March 2020.				
Initiative Milestones	Description	Start date	End date	Progress
	Assist with the prioritisation and scoping of three transport initiatives within the Bayswater precinct	01-07-2019	30-06-2020	25%
	Work with Councils to establish and promote a web platform to increase connections between employees and employers	01-07-2019	30-06-2020	Not Started
YTD Actual		YTD Budget	Initiative Budget	
Delivered within existing operational budget.				

Initiative Description		Department	Q1 Target	Progress
Explore the development of a pilot program within existing educational services and facilities to advance the business community's second language skills, particularly in Mandarin and Hindi.		Community Wellbeing	25%	50%
<b>Progress Comment:</b>				
Scoping has commenced with Community Wellbeing and City Futures to progress this initiative.				
Initiative Milestones	Description	Start date	End date	Progress
	Participate in meetings with key stakeholders on education provision and business relationships	01-07-2019	31-12-2019	50%
	Scope the development of a pilot program	01-01-2020	30-06-2020	50%
YTD Actual		YTD Budget	Initiative Budget	
Delivered within existing operational budget.				





## 2019-20 Annual Plan Progress Report

## Goal 6: We are healthy, happy and well

Initiative Description		Department	Q1 Target	Progress
Continue to implement Council's Health Promoting Organisation initiative in partnership with community organisations to positively affect organisational and community health outcomes.		Strategy, People & Culture	50%	60%
<b>Progress Comment:</b>				
<p>Council has an organisation-wide Wellness@Knox Committee to progress health promotion activities with staff across the organisation. The committee's activities have focused on two priority health risk areas - healthy eating and physical activity. In addition to the regular program of local activities, during November, Knox will have teams participating in the Australian Corporate Games playing soccer, netball and table tennis.</p> <p>Council's Community Wellbeing Department is exploring opportunities to progress health promotion activities within the community. A pilot liveability project created to examine eight domains (Housing, Public Open Space, Public Transport, Physical Activity, Food, Alcohol and illicit drugs, Gambling and Perceptions of Safety) across six of Knox's lowest SES suburbs (Bayswater, Boronia, Ferntree Gully, Upper Ferntree Gully, Rowville and Scoresby) has commenced as a student work experience project. The project aims to collate existing data to discuss the liveability of each suburb and produce Health Promotion activity recommendations.</p>				
Initiative Milestones	Description	Start date	End date	Progress
	Explore liveability across selected suburbs in the municipality to inform future community-focused health promotion initiatives	01-07-2019	30-06-2020	70%
	Implement the Wellness@Knox Committee's annual program of works	01-07-2019	30-06-2020	50%
YTD Actual		YTD Budget	Initiative Budget	
\$-		\$33,140	\$132,568	



## 2019-20 Annual Plan Progress Report

Initiative Description	Department	Q1 Target	Progress	
<b>Finalise and implement the Key Life Stages Implementation Plan focusing on Early Years, Youth and Older People.</b>	<b>Community Services</b>	<b>25%</b>	<b>38%</b>	
<b>Progress Comment:</b>				
<p>The Key Life Stages Implementation Plan was finalised and endorsed by Council in January 2018. Since then significant progress has been made in implementing key actions and priorities to further support each of the life stages and increase intergenerational approaches across Council and the Community. The first Life Stages Group Advisory meeting was held early in 2019 with a further meeting planned for November 2019, which will include a mid-term review of the plans progress to date and emerging opportunities. Key achievements to date include:</p> <ul style="list-style-type: none"> <li>• Knox achieving membership of the World Health Organisation Age Friendly Cities Network.</li> <li>• Key activities undertaken as part of the Municipal Disability Leadership Plan including; early years professional development workshops for educators, carers pathways walks, support for families and carers to navigate the NDIS, education for families who have young people with autism, providing information and education for the community about disability services in Knox.</li> <li>• Consultation has commenced with young people for the development and implementation of a new web platform called ConnectUs in conjunction with Yarra Ranges and Maroondah.</li> </ul>				
Initiative Milestones	Description	Start date	End date	Progress
	Develop and implementation of a new web platform called ConnectUs in conjunction with Yarra Ranges and Maroondah	01-07-2019	30-06-2020	50%
	Scoping the framework to provide a lease or license agreement for allied health providers in the Integrated Early Year Hubs to support improved health and wellbeing outcomes for children, parents and carers	01-07-2019	30-06-2020	25%
	Adopt an intergenerational approach, where possible, in implementing the Knox City Municipal Strategic Disability Leadership Plan	01-07-2019	30-06-2020	40%
	Develop an Implementation Plan, incorporating the WHO Age Friendly Cities eight areas of wellbeing, to support older people to actively age in the community in response to National Aged Care Reforms	01-07-2019	30-06-2020	40%
YTD Actual	YTD Budget	Initiative Budget		
Delivered within existing operational budget.				



## 2019-20 Annual Plan Progress Report

## Goal 7: We are inclusive, feel a sense of belonging and value identity

Initiative Description		Department	Q1 Target	Progress
Determine the most effective role for Council in the protection and maintenance of heritage assets in Knox		City Futures	25%	50%
<b>Progress Comment:</b>				
City Futures is proposing the development of a Landscape and Thematic History to provide an understanding of Knox's heritage. This will help inform the most effective role for Council in the protection and maintenance of heritage assets. If supported by Council the history will be developed in 2020-21.				
Initiative Milestones	Description	Start date	End date	Progress
	Develop a business case for a re-scoped heritage study	01-07-2019	30-06-2020	50%
YTD Actual		YTD Budget		Initiative Budget
Delivered within existing operational budget.				

Initiative Description		Department	Q1 Target	Progress
Develop a plan for the ongoing protection and management of Indigenous and post European settlement heritage resources related to Knox.		City Futures	25%	50%
<b>Progress Comment:</b>				
City Futures is proposing the development of a Landscape and Thematic History to provide an understanding of Knox's heritage. This will underpin a future Heritage Study and assist with the ongoing protection and management of Indigenous and post-European settlement heritage resources related to Knox. If supported by Council the history will be developed in 2020-21.				
Initiative Milestones	Description	Start date	End date	Progress
	Develop a business case for a re-scoped heritage study	01-07-2019	30-06-2020	50%
YTD Actual		YTD Budget		Initiative Budget
Delivered within existing operational budget.				



2019-20 Annual Plan Progress Report

Initiative Description		Department	Q1 Target	Progress
<p><b>Prioritise and promote programs and services which aim to build community connections and reduce social isolation across all life stages and spatially represent this information on Council's mapping system.</b></p>		Community Wellbeing	15%	30%
<p><b>Progress Comment:</b></p> <p>Scoping has commenced with Community Wellbeing, Active Ageing and Disability and City Futures to progress this initiative. Existing external resources have been reviewed and work has commenced on reviewing the ability of GIS to map services including reviewing the information that is already available.</p>				
Initiative Milestones	Description	Start date	End date	Progress
	Undertake project scoping	01-07-2019	31-12-2019	100%
	Complete promotion and spatial mapping	01-01-2020	30-06-2020	Not Started
YTD Actual		YTD Budget	Initiative Budget	
Delivered within existing operational budget.				



## 2019-20 Annual Plan Progress Report

## Goal 8: We have confidence in decision-making

Initiative Description	Department	Progress
<b>Implement organisational development programs that ensure a shared responsibility for leadership and achievement of Council priorities.</b>	<b>Strategy, People &amp; Culture</b>	<b>Complete</b>
<b>Progress Comment:</b>		
<p>The Corporate Learning Calendar offers a range of opportunities to up-skill and understand corporate expectations in compliance, technical and human focused areas.</p> <p>When people join Knox they complete a comprehensive induction, including subjects designed to set corporate expectations, protect and keep people safe from harm, injury, damage or loss, and teach people how to use various corporate systems. For leaders, there are a range of business skills, communication, leadership and management courses available throughout the year, many of these are offered on-site.</p> <p>Council's internal talent management program commenced for its second term in 2019. Council also conducted its first Lean Champions program to assist with the deployment of Lean thinking and practice across Council.</p> <p>In quarter one 2019-20, Council undertook development planning to implement a new leadership capability framework within Knox as part Council's new People Strategy.</p>		

Initiative Description	Department	Q1 Target	Progress	
<b>Review and implement Council's updated Community Engagement approach.</b>	<b>Strategy, People &amp; Culture</b>	<b>10%</b>	<b>10%</b>	
Recruitment is underway for the Community Engagement Lead, to sit within Council's newly established Strategy & Business Intelligence team. The Community Engagement Lead will develop Council's community engagement capability including the implementation of the Community Engagement Policy, which was endorsed by Council on 23 September 2019.				
<b>Initiative Milestones</b>	Recruitment of the Community Engagement Lead	01-07-2019	30-11-2019	25%
	Implement the Community Engagement Policy	01-12-2019	30-06-2020	Not Started
<b>YTD Actual</b>	<b>YTD Budget</b>	<b>Initiative Budget</b>		
Delivered within existing operational budget.				

## 10.2 Investment Policy

**SUMMARY:** Acting Manager, Business and Financial Services, James Morris

**The operation of the existing Investment Policy (policy number 2003/28) was extended by Council on 23 September 2019, pending further review by 30 June 2020.**

**The Investment Policy has been endorsed for Council's consideration by Council's Audit Committee at the Audit Committee's meeting held on 12 December 2019.**

### **RECOMMENDATION**

**That Council approve the Investment Policy as included as Attachment 1 to this report.**

### **1. INTRODUCTION**

The purpose of the Investment Policy is to provide mandatory rules and specific guidelines for Council officers to follow in managing and investing the funds of Knox City Council. This Policy provides a safeguard that the investment of funds will conform to relevant regulations, guidelines and standards.

The operation of the existing Investment Policy (policy number 2003/28) was extended by Council on 23 September 2019, pending further review by 30 June 2020. This extension was to allow officers to investigate potential amendments to the existing Investment Policy. This review has taken place and the Investment Policy has been endorsed for Council's consideration by Council's Audit Committee at the Audit Committee's meeting held on 12 December 2019.

### **2. DISCUSSION**

A comprehensive review of the Investment Policy was undertaken in 2016. The current review aims to ensure that the Policy continues to accurately reflect best practice, reduce exposure to risk and be reflective of the current economic and investment environment.

There continues to be a focus on fraud and corruption avoidance, so the Policy ensures adequate segregation of duties, ongoing monitoring and appropriate authorisations.

We have continued to see significant falls in investment earning rates in recent years. To help offset this, it is proposed that a triple bottom line approach be taken for deposits.

The Policy has been updated to include a general clause regarding community support (clause 6.10.2 in the revised Investment Policy). This clause reads:

*Council will look favourably towards those financial institutions that are active and supportive of Council's strategic objectives within the community (as outlined in the Community & Council Plan) in terms of financial support for various activities and programs.*

At the Ordinary Meeting of Council on 28 October 2019, Notice of Motion 98 – Climate and Environment Change was carried. Included in this motion was that Council would “consider climate change and biodiversity protection as key environmental factors in our triple bottom line assessments of Council policies, projects and actions”.

Based on this motion, a clause has been added to the Policy regarding environmental considerations (clause 6.10.3 in the revised Investment Policy). This clause reads:

*Council will take into consideration the environmental status of financial institutions and their products in the decision-making process as new investment opportunities arise. If two investment opportunities arise with the same rate of return, preference will be given to the financial institution product that considers key climate change and environmental factors, providing that the financial institution is compliant with the credit rating risk and financial institution risk parameters specified in this policy.*

Attachment 1 contains the revised Investment Policy. This policy has been updated to include clause 6.10.2 'Suitable Investments – Community Support' and clause 6.10.3 'Suitable Investments – Environmental Considerations'.

Attachment 2 contains the revised Investment Policy, with track changes.

### **3. CONSULTATION**

This report does not necessitate community consultation. The Investment Policy requires having Audit Committee endorsement prior to submission to Council in accordance with Council's Policies Requiring Audit Committee Endorsement Policy. This provides Council with an additional level of independent advice. The Investment Policy was presented to the Audit Committee on 12 December 2019. The Audit Committee has endorsed this Policy for consideration by Council.

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

At the Ordinary Meeting of Council on 28 October 2019, Notice of Motion 98 – Climate and Environment Change was carried. Included in this motion was that Council would "consider climate change and biodiversity protection as key environmental factors in our triple bottom line assessments of Council policies, projects and actions".

Based on this motion, a clause has been added to the Policy regarding environmental considerations (clause 6.10.3 in the revised Investment Policy).

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

The Investment Policy attached as Attachment 1 strengthens the internal control environment and assists in the management of financial risks by providing mandatory rules and specific guidelines for Council officers to follow in the managing, investing and availability of the funds of Knox City Council.

### **6. SOCIAL IMPLICATIONS**

There are no direct social implications arising from this report. A clause has been added to the Policy regarding community support (clause 6.10.2 in the revised Investment Policy).

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

### **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 - Acting Manager, Business and Financial Services, James Morris - In providing this advice as the Author, I have no disclosable interests in this report.

Officer Responsible - Acting Director Corporate Services, Phil McQue - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

## **9. CONCLUSION**

This report recommends that Council endorse the Investment Policy attached as Attachment 1. The Investment Policy includes amendments which reinforce and strengthen the internal control environment and assist in the management of financial risks by providing mandatory rules and specific guidelines for Council officers to follow in the managing, investing and availability of the funds of Knox City Council.

## **10. CONFIDENTIALITY**

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

**Report Prepared By:** Acting Manager, Business and Financial Services, James Morris

**Report Authorised By:** Acting Director Corporate Services, Phil McQue

### **Attachments**

1. Attachment 1 - Investment Policy [**10.2.1** - 9 pages]
2. Attachment 2 - Investment Policy with Track Changes [**10.2.2** - 9 pages]





# Investment Policy

Policy Number:	2003/28	Directorate:	Corporate Services
Approval by:	Council	Responsible Officer:	Manager Business & Financial Services
Approval Date:	Meeting Date	Version Number:	9
Review Date:	3 Years from Meeting Date		

## 1. Purpose

The purpose of this policy is to provide mandatory rules and specific guidelines for Council Officers to follow in managing and investing the funds of Knox City Council (Council). This policy provides a framework to safeguard the management of funds invested, and conformance to Federal and State regulations and standards.

## 2. Context

This policy provides guidance to staff undertaking investment of Council funds.

## 3. Scope

This policy will apply to all funds invested by and/or on behalf of Council.

## 4. References

- 4.1 Community & Council Plan 2017-2021
  - Goal 8 – We have confidence in our decision making
  - Strategy 8.1 – Build, strengthen and promote good governance practices across government and community organisations.
- 4.2 Relevant Legislation
  - Local Government Act 1989
  - Local Government (Planning and Reporting) Regulations 2014
- 4.3 Charter of Human Rights
  - This policy has been assessed against and complies with the Charter of Human Rights.
- 4.4 Related Council Policies
  - Loan Borrowing Policy
  - Instrument of Sub Delegation – Chief Executive to Staff
- 4.5 Related Council Procedures
  - Investment Procedures (work area procedure)



## 5. Definitions

Authorised Deposit-taking Institution (ADI)	means corporations that are authorised under the <i>Banking Act 1959 (Cwth)</i> to take deposits from customers.
Council	means Knox City Council, whether constituted before or after the commencement of this Policy.

## 6. Council Policy

It is the policy of Council to invest public funds in a manner which will provide the highest investment return with the maximum security of invested capital while meeting the daily cash flow demands of Council. This policy will conform to all Federal and State legislation governing the investment of public funds.

### 6.1 Objectives

The primary objectives of Council's investment activities are:

- a) **Safety: Preservation of Capital and Protection of Principal** – Safety of principal is the foremost objective of the investment program. Investments will be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.
- b) **Liquidity:** Council's investment portfolio will remain sufficiently liquid to enable the entity to meet all operating requirements which might be reasonably anticipated. A Working Capital (Liquidity Ratio) of 1.00 or above must be maintained at all times.
- c) **Diversification:** The goals for the selection of a portfolio of specific investments are to establish levels of credit quality and diversification by issuer and diversification by security type.
- d) **Return on Investment:** Reflective of the economic conditions at the time of investment, Council's investment decisions should be structured to provide for a rate of return on investment greater than the cash rate as declared by the Reserve Bank of Australia.

### 6.2 Delegation of Authority

Delegation of authority to persons responsible for investment transactions ensure that no person may engage in an investment transaction except as provided under the terms of this policy.

Authority for the operational management of the Council's investment portfolio is delegated by the Chief Executive Officer to the Director Corporate Services and Investment Officers as identified within this Policy.

### 6.3 Cash Management

The following principles apply to ensure efficient management of Council's cash resources:

- Cash flows and cash balances will be analysed at least fortnightly, with daily review. Fortnightly Cash Flow Analysis will be prepared by the Financial Accountant, reviewed and analysed by the Coordinator Financial Accounting, and authorised by the Manager Business & Financial Services;
- Sufficient funds to meet short term cash requirements must be held and invested in an 'at call' account with Council's transactional banking services provider; and
- Funds considered being surplus to Council's immediate cash requirements will be invested in accordance with this Policy.



#### **6.4 Prudence**

The standard of prudence will be applied in the following context when managing the overall portfolio. Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investments, considering the probable safety of their capital as well as the probable income to be derived.

#### **6.5 Register of Investments and Documentation**

A Register of Investments will be maintained by the Coordinator Financial Accounting together with an investment file containing all relevant documentation including letters of advice from financial institutions and supportive quotations sought for audit purposes.

#### **6.6 Accounting Method**

Council will comply with the Australian Accounting Standards, Australian Accounting Standards Board (AASB) pronouncements, the provisions of the Local Government Act 1989 and the Local Government (Planning and Reporting) Regulations 2014.

#### **6.7 Internal Controls**

The Manager Business & Financial Services will establish and maintain internal controls and processes that will ensure investment objectives are met and that the investment portfolio is protected from loss or inappropriate activity.

To minimise the potential for investment risk and unauthorised appropriation of Council funds, the following internal controls will apply:

- a) All placements and redemption (where redemption account is not confirmed at time of investment placement) of investments must be authorised by any two of the Investment Officers (refer section 6.8).
- b) The investment authorisation process must be carried out in accordance with any relevant policies and procedures – such as the accounts payable and electronic funds transfer (EFT) processes. At least one of the two authorising officers of the transfer of funds must not have been an Investment Officer involved in the placement or redemption of investments.
- c) Each investment will require written confirmation by the Financial Institution with which funds are placed. All documentation must be added to the Register of Investments.

#### **6.8 Investment Officers**

The following positions are appointed as Investment Officers for the purposes of delivering on the objectives and processes of this Policy:

- Director Corporate Services
- Manager Business & Financial Services
- Coordinator Financial Accounting
- Coordinator Management Accounting
- Financial Accountant (where the Coordinator Financial Accounting is unavailable)



## 6.9 Reporting Requirements

A Cash Flow Projection Report is to be completed fortnightly and reviewed and endorsed by the Coordinator Financial Accounting. The Report is to be authorised by the Manager Business & Financial Services. The Report will assist in the identification of surplus funds for investment.

Investment holdings are to be reported to the Executive Management Team monthly, identifying the value and type of each investment, its term, interest rate of earnings, the holding financial institution and the Standard and Poor's rating of the institution at the time of the investment. This report must also report compliance with the diversification by credit rating as well as by financial institution requirements (refer section 6.10). Investment portfolio performance is to be included in the quarterly report of investment holdings (refer section 6.14).

The most recent quarterly report is to be tabled at each meeting of Council's Audit Committee.

The Quarterly Management Financial Report to Council must include a report on investment holdings including investment activity, types of investment held, interest earnings, compliance with portfolio diversification requirements and any relevant commentary.

## 6.10 Diversification and Suitable Investments

Diversification of invested funds will be sought within the following guidelines and with the purpose to reduce overall portfolio risk while attaining market average rates of return.

### 6.10.1 Suitable Investments – Legislative Context

All investments shall comply with the *Local Government Act 1989*, relevant Regulations and guidelines or directions issued by the Minister for Local Government or Local Government Victoria.

Section 136 of the *Local Government Act 1989* requires councils to implement and maintain a robust financial framework. In particular it specifies councils must implement the principles of sound financial management. These principles require that Council must:

- a) Manage financial risks faced by the Council prudently, having regard to economic circumstances;
- b) Pursue spending and rating policies that are consistent with a reasonable degree of stability in the level of the rates burden;
- c) Ensure that decisions are made and actions are taken having regard to their financial effects on future generations; and
- d) Ensure full, accurate and timely disclosure of financial information relating to the Council.

Section 143 of the *Local Government Act 1989* provides Council the capacity to invest any money:

- a) In Government securities of the Commonwealth;
- b) In securities guaranteed by the Government of Victoria;
- c) With an authorised deposit-taking institution;



- d) With any financial institution guaranteed by the Government of Victoria;
- e) On deposit with an eligible money market dealer within the meaning of the Corporations Act;
- f) In any other manner approved by the Minister after consultation with the Treasurer either generally or specifically, to be an authorised manner of investment for the purposes of this section.

All investments must comply with the requirements of the *Local Government Act 1989*, relevant Regulations, guidelines and directions issued by the Minister (as per Section 143(f) of the Local Government Act 1989). In addition, all investments in complying instruments other than complying term deposits and cash at call must be approved by the Chief Executive Officer.

#### 6.10.2 Suitable Investments – Community Support

Council will look favourably towards those financial institutions that are active and supportive of Council's strategic objectives within the community (as outlined in the *Community & Council Plan*) in terms of financial support for various activities and programs.

#### 6.10.3 Suitable Investments – Environmental Considerations

Council will take into consideration the environmental status of financial institutions and their products in the decision-making process as new investment opportunities arise. If two investment opportunities arise with the same rate of return, preference will be given to the financial institution product that considers key climate change and environmental factors, providing that the financial institution is compliant with the credit rating risk and financial institution risk parameters specified in this policy.

#### 6.10.4 Diversification by Credit Rating

The goal for selection of specific investments is to establish levels of credit quality, diversification by issuers and by security type. An optimal mix, though subjective, enhances portfolio liquidity and safety.

In terms of diversification by credit rating, the following exposure limits must be adhered to:

Investment Grade	S&P Short Term Rating	S&P Long Term Rating	Exposure Limit of Total Portfolio %
Extremely Strong	A1+	AAA	100%
Strong/Very Strong	A1	AA+, AA & AA-	80%
Satisfactory/Strong	A2	A+, A & A-	60%
Adequate	A3	BBB+	10%

Authorised Deposit-taking Institutions are to be verified against the Australian Prudential Regulation Authority register of institutions ([www.apra.gov.au](http://www.apra.gov.au)). Credit Rating credentials are to be verified against the Standard and Poors rating index ([www.standardandpoors.com/en\\_AU](http://www.standardandpoors.com/en_AU)) prior to the placement of investment funds.



#### **6.10.5 Diversification by Financial Institution**

The individual exposure to any single institution must be limited to a maximum of 25% of the total investments at all times (excluding 'At Call' funds which are required for Working Capital purposes and to meet short term cash flow requirements), whilst also ensuring that the diversification by credit rating exposure limits for the total portfolio are also adhered to. Where the exposure limit of an investment category is exceeded as a result of an investment being redeemed, the exposure limits will be adjusted at the next available opportunity when funds are able to be reinvested.

#### **6.10.6 Diversification by Tenure**

Tenure diversification enhances the ability to achieve investment sustainability in the competing interests of investment return and risk. Consideration must be given to tenure diversity to enable optimal investment return whilst ensuring operational liquidity. Investment maturity should be staggered to ensure regular redemption of funds.

### **6.11 Investment Maturity**

Maturity will be laddered to provide for interest rate fluctuations and to minimise investment interest risk. Careful monitoring of interest rate fluctuation will provide a basis for evaluating risk and return.

Investments with a maturity term greater than one year (365 days) are classified as long term. The purpose of such investments is to take advantage of market interest rate movements at different times of the economic cycle.

Given Council's working capital (liquidity) requirements and the requirement that investment funds should be reasonably accessible, the maximum term of investments is to be 2 years with a maximum of 25% of the total investment portfolio to be classified as long term.

### **6.12 Competitive Selection of Investment Instruments**

#### **6.12.1 Competitive Selection**

Prior to investing, a minimum of three (3) quotations for the relevant investment product being sought shall be obtained from Authorised Deposit-taking Institutions (ADIs). The best quote on the day, allowing for administrative and banking costs where applicable, will be accepted by the Coordinator Financial Accounting, having regard to the credit rating and financial institution diversification requirements of this Policy.

#### **6.12.2 Specific Maturity**

If a specific maturity date is required, either for cash flow purposes or for conformance to maturity guidelines, bids will be requested for instruments which meet the maturity requirement.

### **6.13 Monitoring and Adjusting the Portfolio**

Portfolios will benefit from active management. The Coordinator Financial Accounting will routinely monitor the contents of the portfolio, the available markets and the relative value of competing instruments with consideration given to credit quality and benchmarks. The portfolio will be adjusted accordingly within its parameters if there are advantageous transactions.



The investment portfolio will be monitored for ongoing compliance with the diversification requirements of the Policy. The Manager Business & Financial Services will undertake the appropriate action, taking into consideration imposed costs, to align with diversification requirements in accordance with authorisation and approval processes outlined in this Policy.

#### **6.14 Performance Evaluation**

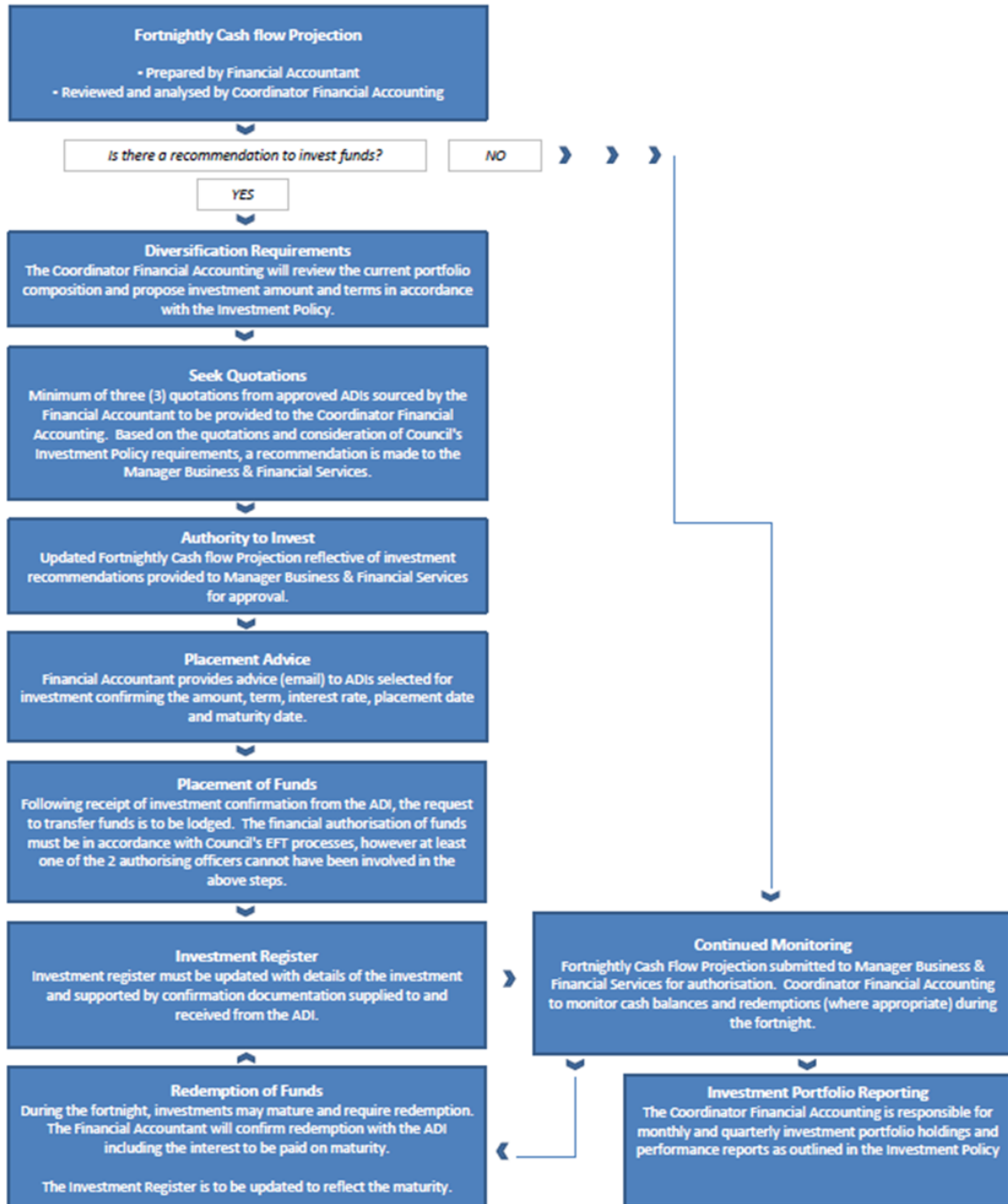
At least quarterly the performance of the investment portfolio is to be reviewed. The investment benchmark will be the Bloomberg AusBond Bank Bill Index and compared to both the actual financial year-to-date investment returns and the rolling average 12 month return of Council's investment portfolio. Investment portfolio performance is to be reported to the Executive and Audit Committee quarterly.

### **7. Administrative Updates**

From time to time, circumstances may change leading to the need for minor administrative changes to this policy. Where an update does not materially alter this policy, such a change may be made administratively. Examples of minor administrative changes include changes to names of Council departments or positions, change to names of Federal or State Government departments or a minor amendment to legislation that does not have material impact. Where any change or update may materially change the intent of this policy, it must be considered by Council.



INVESTMENT POLICY - PROCESS FLOW CHART







## Appendix 1

### STANDARD & POOR'S INVESTMENT RATINGS

#### Short Term – Investment term of less than 365 days

**A-1** A short term obligation rated "A-1" is rated in the highest category by Standard & Poor's. The obligor's capacity to meet its financial commitment on the obligation is strong. Within this category, certain obligations are designated with a plus sign (+). This indicates that the obligor's capacity to meet its financial commitment on these obligations is extremely strong.

**A-2** A short-term obligation rated 'A-2' is somewhat more susceptible to the adverse effects of changes in circumstances and economic conditions than obligations in higher rating categories. However, the obligor's capacity to meet its financial commitment on the obligation is satisfactory.

**A-3** A short-term obligation rated 'A-3' exhibits adequate protection parameters. However, adverse economic conditions or changing circumstances are more likely to lead to a weakened capacity of the obligor to meet its financial commitment on the obligation.

**B** A short term obligation rated 'B' has significant speculative characteristics. The obligor currently has the capacity to meet its financial obligation but faces major ongoing uncertainties that could impact its financial commitment on the obligation.

**C** A short term obligation rated 'C' indicates an obligor is currently vulnerable to non-payment and is dependent upon favourable business, financial and economic conditions for the obligor to meet its financial commitment on the obligation.

**D** A short term obligation rated 'D' indicates an obligor is in payment default. Obligation not made on due date and grace period may not have expired. The rating is also used upon the filing of a bankruptcy petition.

#### Long Term – Investment term greater than 365 days

**AAA** An obligation rated 'AAA' has the highest rating assigned by Standard & Poor's. The obligor's capacity to meet its financial commitment on the obligation is extremely strong.

**AA** An obligation rated 'AA' differs from the highest-rated obligations only to a small degree. The obligor's capacity to meet its financial commitment on the obligation is very strong.

**A** An obligation rated 'A' is somewhat more susceptible to the adverse effects of changes in circumstances and economic conditions than obligations in higher-rated categories. However, the obligor's capacity to meet its financial commitment on the obligation is still strong.

**BBB** An obligor rated 'BBB' has adequate capacity to meet its financial commitments. However, adverse economic conditions or changing circumstances are more likely to lead to a weakened capacity of the obligor to meet its financial commitments.

**Investment grades BB or lower are considered to be speculative in nature and significant risk.**



# Investment Policy

Policy Number:	2003/28	Directorate:	Corporate Services
Approval by:	Council	Responsible Officer:	Manager Business & Financial Services
Approval Date:	<del>23 September 2019</del> Meeting Date	Version Number:	<del>89</del>
Review Date:	<del>30 June 2020</del> 3 Years from Meeting Date		

## 1. Purpose

The purpose of this policy is to provide mandatory rules and specific guidelines for Council Officers to follow in managing and investing the funds of Knox City Council (Council). This policy provides a framework to safeguard the management of funds invested, and conformance to Federal and State regulations and standards.

## 2. Context

This policy provides guidance to staff undertaking investment of Council funds.

## 3. Scope

This policy will apply to all funds invested by and/or on behalf of Council.

## 4. References

### 4.1 Community & Council Plan 2017-2021

- Goal 8 – We have confidence in our decision making
- Strategy 8.1 – Build, strengthen and promote good governance practices across government and community organisations.

### 4.2 Relevant Legislation

- Local Government Act 1989
- Local Government (Planning and Reporting) Regulations 2014

### 4.3 Charter of Human Rights

- This policy has been assessed against and complies with the Charter of Human Rights.

### 4.4 Related Council Policies

- Loan Borrowing Policy
- Instrument of Sub Delegation – Chief Executive to Staff

### 4.5 Related Council Procedures

- Investment Procedures (work area procedure)



## 5. Definitions

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- c) **Diversification:** The goals for the selection of a portfolio of specific investments are to establish levels of credit quality and diversification by issuer and diversification by security type.
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- Funds considered being surplus to Council's immediate cash requirements will be invested in accordance with this Policy.

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#### **6.5 Register of Investments and Documentation**

A Register of Investments will be maintained by the Coordinator Financial Accounting together with an investment file containing all relevant documentation including letters of advice from financial institutions and supportive quotations sought for audit purposes.

#### **6.6 Accounting Method**

Council will comply with the Australian Accounting Standards, Australian Accounting Standards Board (AASB) pronouncements, the provisions of the Local Government Act 1989 and the Local Government (Planning and Reporting) Regulations 2014.

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- b) The investment authorisation process must be carried out in accordance with any relevant policies and procedures – such as the accounts payable and electronic funds transfer (EFT) processes. At least one of the two authorising officers of the transfer of funds must not have been an Investment Officer involved in the placement or redemption of investments.
- c) Each investment will require written confirmation by the Financial Institution with which funds are placed. All documentation must be added to the Register of Investments.



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- Manager Business & Financial Services
- Coordinator Financial Accounting
- Coordinator Management Accounting
- Financial Accountant (where the Coordinator Financial Accounting is unavailable)

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Investment holdings are to be reported to the Executive Management Team monthly, identifying the value and type of each investment, its term, interest rate of earnings, the holding financial institution and the Standard and Poor's rating of the institution at the time of the investment. This report must also report compliance with the diversification by credit rating as well as by financial institution requirements (refer section 6.10). Investment portfolio performance is to be included in the quarterly report of investment holdings (refer section 6.14).

The most recent quarterly report is to be tabled at each meeting of Council's Audit Committee.

The Quarterly Management Financial Report to Council must include a report on investment holdings including investment activity, types of investment held, interest earnings, compliance with portfolio diversification requirements and any relevant commentary.

## 6.10 Diversification and Suitable Investments

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All investments shall comply with the *Local Government Act 1989*, relevant Regulations and guidelines or directions issued by the Minister for Local Government or Local Government Victoria.

Section 136 of the *Local Government Act 1989* requires councils to implement and maintain a robust financial framework. In particular it specifies councils must implement the principles of sound financial management. These principles require that Council must:

- a) Manage financial risks faced by the Council prudently, having regard to economic circumstances;
- b) Pursue spending and rating policies that are consistent with a reasonable degree of stability in the level of the rates burden;



- c) Ensure that decisions are made and actions are taken having regard to their financial effects on future generations; and
- d) Ensure full, accurate and timely disclosure of financial information relating to the Council.

Section 143 of *the Local Government Act 1989* provides Council the capacity to invest any money:

- a) In Government securities of the Commonwealth;
- b) In securities guaranteed by the Government of Victoria;
- c) With an authorised deposit-taking institution;
- d) With any financial institution guaranteed by the Government of Victoria;
- e) On deposit with an eligible money market dealer within the meaning of the Corporations Act;
- f) In any other manner approved by the Minister after consultation with the Treasurer either generally or specifically, to be an authorised manner of investment for the purposes of this section.

All investments must comply with the requirements of the *Local Government Act 1989*, relevant Regulations, guidelines and directions issued by the Minister (as per Section 143(f) of the Local Government Act 1989). In addition, all investments in complying instruments other than complying term deposits and cash at call must be approved by the Chief Executive Officer.

#### **6.10.2 Suitable Investments – Community Support**

Council will look favourably towards those financial institutions that are active and supportive of Council's strategic objectives within the community (as outlined in the *Community & Council Plan*) in terms of financial support for various activities and programs.

#### **6.10.3 Suitable Investments – Environmental Considerations**

Council will take into consideration the environmental status of financial institutions and their products in the decision-making process as new investment opportunities arise. If two investment opportunities arise with the same rate of return, preference will be given to the financial institution product that considers key climate change and environmental factors, providing that the financial institution is compliant with the credit rating risk and financial institution risk parameters specified in this policy.

#### **6.10.26.10.4 Diversification by Credit Rating**

The goal for selection of specific investments is to establish levels of credit quality, diversification by issuers and by security type. An optimal mix, though subjective, enhances portfolio liquidity and safety.



In terms of diversification by credit rating, the following exposure limits must be adhered to:

Investment Grade	S&P Short Term Rating	S&P Long Term Rating	Exposure Limit of Total Portfolio %
Extremely Strong	A1+	AAA	100%
Strong/Very Strong	A1	AA+, AA & AA-	80%
Satisfactory/Strong	A2	A+, A & A-	60%
Adequate	A3	BBB+	10%

Authorised Deposit-taking Institutions are to be verified against the Australian Prudential Regulation Authority register of institutions ([www.apra.gov.au](http://www.apra.gov.au)). Credit Rating credentials are to be verified against the Standard and Poors rating index ([www.standardandpoors.com/en\\_AU](http://www.standardandpoors.com/en_AU)) prior to the placement of investment funds.

#### **6.10.36.10.5 Diversification by Financial Institution**

The individual exposure to any single institution must be limited to a maximum of 25% of the total investments at all times (excluding 'At Call' funds which are required for Working Capital purposes and to meet short term cash flow requirements), whilst also ensuring that the diversification by credit rating exposure limits for the total portfolio are also adhered to. Where the exposure limit of an investment category is exceeded as a result of an investment being redeemed, the exposure limits will be adjusted at the next available opportunity when funds are able to be reinvested.

#### **6.10.46.10.6 Diversification by Tenure**

Tenure diversification enhances the ability to achieve investment sustainability in the competing interests of investment return and risk. Consideration must be given to tenure diversity to enable optimal investment return whilst ensuring operational liquidity. Investment maturity should be staggered to ensure regular redemption of funds.

### **6.11 Investment Maturity**

Maturity will be laddered to provide for interest rate fluctuations and to minimise investment interest risk. Careful monitoring of interest rate fluctuation will provide a basis for evaluating risk and return.

Investments with a maturity term greater than one year (365 days) are classified as long term. The purpose of such investments is to take advantage of market interest rate movements at different times of the economic cycle.

Given Council's working capital (liquidity) requirements and the requirement that investment funds should be reasonably accessible, the maximum term of investments is to be 2 years with a maximum of 25% of the total investment portfolio to be classified as long term.



## **6.12 Competitive Selection of Investment Instruments**

### **6.12.1 Competitive Selection**

Prior to investing, a minimum of three (3) quotations for the relevant investment product being sought shall be obtained from Authorised Deposit-taking Institutions (ADIs). The best quote on the day, allowing for administrative and banking costs where applicable, will be accepted by the Coordinator Financial Accounting, having regard to the credit rating and financial institution diversification requirements of this Policy.

### **6.12.2 Specific Maturity**

If a specific maturity date is required, either for cash flow purposes or for conformance to maturity guidelines, bids will be requested for instruments which meet the maturity requirement.

## **6.13 Monitoring and Adjusting the Portfolio**

Portfolios will benefit from active management. The Coordinator Financial Accounting will routinely monitor the contents of the portfolio, the available markets and the relative value of competing instruments with consideration given to credit quality and benchmarks. The portfolio will be adjusted accordingly within its parameters if there are advantageous transactions.

The investment portfolio will be monitored for ongoing compliance with the diversification requirements of the Policy. The Manager Business & Financial Services will undertake the appropriate action, taking into consideration imposed costs, to align with diversification requirements in accordance with authorisation and approval processes outlined in this Policy.

## **6.14 Performance Evaluation**

At least quarterly the performance of the investment portfolio is to be reviewed. The investment benchmark will be the Bloomberg AusBond Bank Bill Index and compared to both the actual financial year-to-date investment returns and the rolling average 12 month return of Council's investment portfolio. Investment portfolio performance is to be reported to the Executive and Audit Committee quarterly.

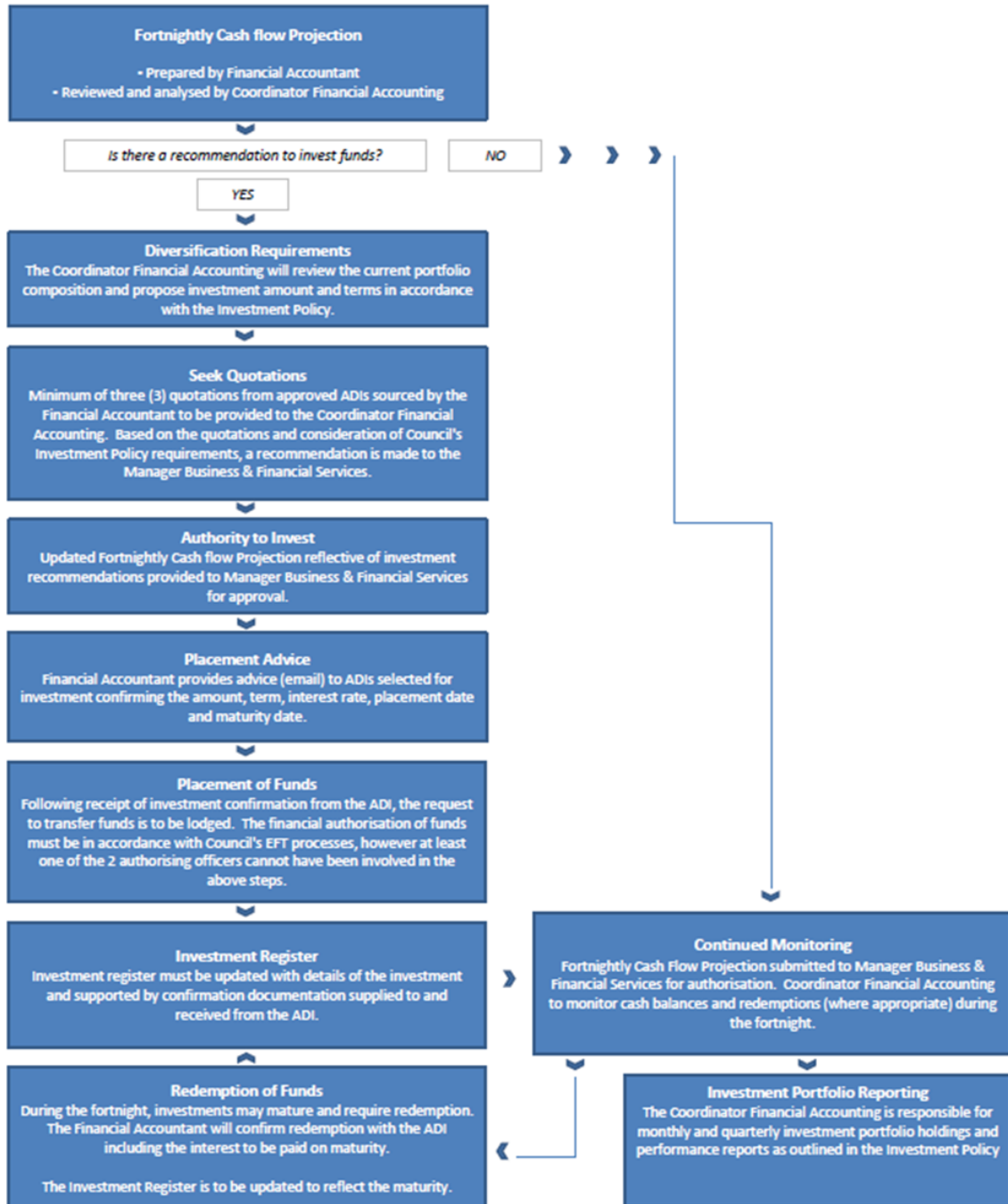
## **7. Administrative Updates**

From time to time, circumstances may change leading to the need for minor administrative changes to this policy. Where an update does not materially alter this policy, such a change may be made administratively. Examples of minor administrative changes include changes to names of Council departments or positions, change to names of Federal or State Government departments or a minor amendment to legislation that does not have material impact. Where any change or update may materially change the intent of this policy, it must be considered by Council.





INVESTMENT POLICY - PROCESS FLOW CHART





## Appendix 1

### STANDARD & POOR'S INVESTMENT RATINGS

#### Short Term – Investment term of less than 365 days

**A-1** A short term obligation rated "A-1" is rated in the highest category by Standard & Poor's. The obligor's capacity to meet its financial commitment on the obligation is strong. Within this category, certain obligations are designated with a plus sign (+). This indicates that the obligor's capacity to meet its financial commitment on these obligations is extremely strong.

**A-2** A short-term obligation rated 'A-2' is somewhat more susceptible to the adverse effects of changes in circumstances and economic conditions than obligations in higher rating categories. However, the obligor's capacity to meet its financial commitment on the obligation is satisfactory.

**A-3** A short-term obligation rated 'A-3' exhibits adequate protection parameters. However, adverse economic conditions or changing circumstances are more likely to lead to a weakened capacity of the obligor to meet its financial commitment on the obligation.

**B** A short term obligation rated 'B' has significant speculative characteristics. The obligor currently has the capacity to meet its financial obligation but faces major ongoing uncertainties that could impact its financial commitment on the obligation.

**C** A short term obligation rated 'C' indicates an obligor is currently vulnerable to non-payment and is dependent upon favourable business, financial and economic conditions for the obligor to meet its financial commitment on the obligation.

**D** A short term obligation rated 'D' indicates an obligor is in payment default. Obligation not made on due date and grace period may not have expired. The rating is also used upon the filing of a bankruptcy petition.

#### Long Term – Investment term greater than 365 days

**AAA** An obligation rated 'AAA' has the highest rating assigned by Standard & Poor's. The obligor's capacity to meet its financial commitment on the obligation is extremely strong.

**AA** An obligation rated 'AA' differs from the highest-rated obligations only to a small degree. The obligor's capacity to meet its financial commitment on the obligation is very strong.

**A** An obligation rated 'A' is somewhat more susceptible to the adverse effects of changes in circumstances and economic conditions than obligations in higher-rated categories. However, the obligor's capacity to meet its financial commitment on the obligation is still strong.

**BBB** An obligor rated 'BBB' has adequate capacity to meet its financial commitments. However, adverse economic conditions or changing circumstances are more likely to lead to a weakened capacity of the obligor to meet its financial commitments.

**Investment grades BB or lower are considered to be speculative in nature and significant risk.**

## 10.3 Notice of Motion 95 - Public Statements

**SUMMARY:** Acting Director Corporate Services, Phil McQue

**The Council adopted 'Notice of Motion 95 – Public Statements' in August 2019 and in December 2019 resolved to receive a report by February 2020 on this matter.**

**There has been considerable research and work undertaken in responding to this Notice of Motion, however through the limited availability of time on Issues Briefing agendas, it is recommended that Council agree to 'Notice of Motion 95 – Public Statements' now being presented to Council by April 2020.**

### **RECOMMENDATION**

**That Council note that 'Notice of Motion 95 – Public Statements' will be presented to Council for consideration by April 2020.**

### **1. INTRODUCTION**

The Council at the August 2019 Strategic Planning Committee resolved to adopt the following Notice of Motion and in December 2019 resolved to receive a report by February 2020 on this matter.

- 1. Receive a report no later than December 2019 recommending updates to relevant Council policies, providing clearer guidance to Councillors and the Chief Executive Officer regarding public statements or attendance at public events, where the subject matter of the statement or event has not previously been considered by Council and/or the subject of adopted policy or position; and*
- 2. Request the Chief Executive Officer ensure there are appropriate staff policies and protocols in place to guide and inform staff who, in their official capacity, are making public statements on behalf of Council, are representing Council at public events, or are attending events in an official capacity.*

### **2. DISCUSSION**

There has been considerable work undertaken to date in responding to this Notice of Motion, however further input is required from Councillors on the development of this draft policy prior to it being presented to Council.

There is limited availability on Issues Briefing agendas to include this matter at present, and to ensure a comprehensive and effective response is presented to Councillors for consideration, it is recommended that the Council agree to 'Notice of Motion 95 – Public Statements' being deferred to April 2020 for consideration.

### **3. CONSULTATION**

Councillor Pearce, the mover of the Notice of Motion 95, has been consulted on this matter being considered in February and March 2020.

**4. ENVIRONMENTAL/AMENITY ISSUES**

Nil.

**5. FINANCIAL & ECONOMIC IMPLICATIONS**

Nil.

**6. SOCIAL IMPLICATIONS**

Nil.

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

**Goal 8 - We have confidence in decision making**

Strategy 8.2 - Enable the community to participate in a wide range of engagement activities

**8. CONFLICT OF INTEREST**

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

Author – Acting Director Corporate Services, Phil McQue - In providing this advice as the Author, I have no disclosable interests in this report.

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

**9. CONCLUSION**

It is recommended that the Council agree to this matter being deferred to April 2020 for consideration.

**10. CONFIDENTIALITY**

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

**Report Prepared By: Acting Director Corporate Services, Phil McQue**

**Report Authorised By: Acting Director Corporate Services, Phil McQue**

**Attachments**

Nil

## 10.4 Proposed Sale of Council Property - 1221 Mountain Highway, The Basin

**SUMMARY: Coordinator Property Management, Angela Mitchell**

**This report is presented to recommence the process to sell 1221 Mountain Highway, The Basin. The property was previously sold, however the purchase failed to settle at the prescribed time. This report recommends that Council gives notice of its intention to commence the statutory process to sell this property by a public process.**

### **RECOMMENDATION**

- 1. That Council, being of the opinion that the property known as 1221 Mountain Highway, The Basin identified as Lot 1 on TP 127632Q within Certificate of Title Volume 7733 Folio 098 (refer Attachment 1), is surplus to Council's requirements:**
  - a) Commence the statutory process, under section 189 of the Local Government Act 1989, to sell the property known as 1221 Mountain Highway, The Basin identified as Lot 1 on TP 127632Q within Certificate of Title Volume 7733 Folio 098 and, that under section 223 of that Act, public notice of the proposed sale by a public process be given in the Knox Leader.**
  - b) Hears submissions in accordance with section 223(1)(b) of the Local Government Act 1989 and appoint the following Committee of Council comprising Cr \_\_\_\_\_, Cr \_\_\_\_\_ and Cr \_\_\_\_\_ to consider submissions on Monday, 16 March 2020 at 5pm.**
- 2. That a further report be presented to Council following the conclusion of the statutory process.**

### **1. INTRODUCTION**

At the Council meeting on 27 August 2018, Council resolved as follows:

'That Council, having completed the statutory processes under section 189 and 223 of the Local Government Act 1989 required to sell the property known as 1221 Mountain Highway, The Basin being Lot 1 on TP 17632Q within Certificate of Title Volume 7733 Folio 098:

1. Proceed with the sale of the land by public auction.
2. Authorises the Chief Executive Office to sign and seal all documents necessary to sell the land, including any contract of sale and transfer of land documents.'

The property was auctioned on 13 April 2019, however the purchaser failed to settle at the prescribed time.

As the statutory notice of Council's intention to sell was undertaken over 12 months ago, it is best practice that the statutory process of Council's intention to sell this property be recommenced.

## 2. DISCUSSION

The subject property at 1221 Mountain Highway, The Basin comprises an allotment of 1,011.7m<sup>2</sup> (approximately). It comprises a building which was occupied by The Basin Community House. The property is zoned Neighbourhood Residential Zone 2.

### 2.1 Assessment against Criteria for Sale of Land and Buildings

In accordance with Council's policy on the Sale of Land and Buildings, consideration will be given to a number of criteria in order to ensure that the proposed disposal of this property is in the community's best interests prior to resolving to proceed with the public consultation process.

An assessment of these criteria follows:

<b>ECONOMIC</b>	
<b>Principle</b>	Council evaluation of surplus property will consider the value of the land as well as the cost of retaining the land; ongoing maintenance, utilities and any foregone revenue; as well as any potential return available from use for alternative purposes.
<b>Assessment</b>	Council previously provided an operational grant of \$13,000 per annum to the Community House and funds to maintain the land and the buildings. The building has been assessed as being not fit for other organisations' usage due to its condition. There is minimal maintenance currently being undertaken.

<b>ENVIRONMENTAL</b>	
<b>Principle</b>	Council will sell surplus land where retention will not enhance or protect its environmental value.
<b>Assessment</b>	1221 Mountain Highway, The Basin is located within the Dandenong Ranges Buffer Area of biological significance, however the site itself is not specifically identified.  Council's Landscape Services has inspected the site and considers that application of Environmental Significance (ESO) and Significant Landscape Overlays (SLO) are appropriate.

<b>PHYSICAL WORKS</b>	
<b>Principle</b>	Council will sell surplus land where it is not required in the foreseeable future for the development of new assets or the improvements of existing assets.
<b>Assessment</b>	The land is considered to have insufficient parking for alternative community or commercial uses and would require renovations to suite these purposes. Consequently, residential use is considered the most appropriate use of the site.

<b>RECREATION</b>	
<b>Principle</b>	Council will sell surplus land where it is not required in the foreseeable future for recreational purposes.
<b>Assessment</b>	1221 Mountain Highway, The Basin has not been identified in the Knox Open Space Plan.

<b>LAND USE PLANNING</b>	
<b>Principle</b>	Council will sell surplus land where there are not compelling land use planning grounds for retention.
<b>Assessment</b>	There are no compelling land use planning grounds for the retention by Council of 1221 Mountain Highway, The Basin.

<b>SOCIAL</b>	
<b>Principle</b>	Council will sell surplus land where alternative social uses have not been identified.
<b>Assessment</b>	An assessment against Council's affordable and social housing policy indicates that this site is not suitable for the provision of social or affordable housing due to its distance from activity centres, as well as its limited development potential due to its Neighbourhood Residential zoning.

## **2.2 Land Use Zoning**

The zoning of 1221 Mountain Highway, The Basin is Neighbourhood Residential Zone. The site is also affected by the Environmental Significance Overlay - Schedule 3 (ESO3), the Design and Development Overlay - Schedule 2 (DDO2) and the Significant Landscape Overlay - Schedule 3 (SLO3) which relates to the 'Dandenong Foothills: Lower Slope and Valley Area'.

The DDO2 applies a minimum subdivision area of 500m<sup>2</sup>. 1221 Mountain Highway, The Basin has an area of 1,011.7m<sup>2</sup> (approximately).

## **2.3 Method of Sale**

The policy on the Sale of Land and Buildings provides that the sale will occur through a public process unless Council resolves that circumstances exist that justify an alternative method of sale.

The policy also provides that the public process be selected from the options of public auction, public tender or registration of expressions of interest and will be determined by the Chief Executive Officer on recommendation from the Director of Corporate Services and be based on achieving the optimum economic return to Council.

It is proposed that the method of sale, as previous, be through a public process, ie either a public auction or through an Expression of Interest, to achieve an optimum economic return for Council in this instance. Both of these processes allow for a transparent and public process irrespective of who should purchase the land.

### **3. CONSULTATION**

Council will undertake a public consultation program in order to fulfil both its statutory and community engagement obligations.

The consultative process covers the following measures:

- Pursuant to section 189 of the Local Government Act 1989, Council will place a public notice in a newspaper, which is generally circulating within the municipality.
- The public notice will invite submissions on the proposal to sell the land.
- Submissions will be considered by Council pursuant to section 223 of the Local Government Act 1989.
- Submitters have the opportunity to be heard in person, in support of any written submission they make should they desire to do so.
- Following consideration of the Committee's report, Council will then decide whether to proceed with its proposal to sell the land.

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

Application of the SLO3, DDO2 and ESO3 will continue to protect the Dandenong Foothills landscape and the environmental significance.

Amenity issues, such as impacts on neighbouring properties and landscaping, will be considered as part of any future planning permit applications.

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

The identification of 1221 Mountain Highway, The Basin as surplus to Council's needs is in accordance with the Sale of Land and Buildings Policy.

Council, at its meeting on 28 August 2017, resolved as follows in relation to the allocation of funds from the sale of this property:

- Once-off funding up to an amount of \$150K for furniture, fixtures and equipment; and
- Funding asset renewals, maintenance and Council's operational and management costs over the terms of the 20 year lease, estimated at \$522,440.

If the sale does not realise the above commitment, Council will need to allocate funds from general revenue.

A valuation will be obtained when a sale date has been set.

### **6. SOCIAL IMPLICATIONS**

These are addressed in the assessment criteria set out earlier in this report.



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

### **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 Property Management, Angela Mitchell - In providing this advice as the Author, I have no disclosable interests in this report.

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

## **9. CONCLUSION**

1221 Mountain Highway, The Basin was auctioned on 13 April 2019, however the purchaser failed to settle at the prescribed time.

It is therefore recommended that Council recommence the statutory process to sell 1221 Mountain Highway, The Basin identified as Lot 1 on TP 127632Q within Certificate of Title Volume 7733 Folio 098, through a public process.

## **10. CONFIDENTIALITY**

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

**Report Prepared By: Coordinator Property Management, Angela Mitchell**

**Report Authorised By: Acting Director Corporate Services, Phil McQue**

### **Attachments**

1. Attachment 1 - 1221 Mountain Highway, The Basin [**10.4.1** - 1 page]



## 11 Items for Information

### 11.1 ICT Capital Works Report

**SUMMARY: Acting Manager Information Technology, Paul Barrett**

**The ICT Works Report shows projects on Council's ICT Capital Works Program and indicates the status of each project as at 15 January 2020.**

#### **RECOMMENDATION**

**That Council receive and note the ICT Capital Works Report, as at 15 January 2020.**

#### **1.INTRODUCTION**

This report summarises Councils ICT Capital Works Program for the 2019/2020 financial year. The aim of this report is to provide a regular and succinct status summary of each project over the last month. The Capital Works Report, as of 15 January 2020 is attached in Confidential Attachment 1.

Highlights of the Works Report as at 15 January 2020 Include:

#### **1242 - Website Channel Transformation**

User Experience (UX) and Design stage tracking to completion in Feb 20. Finalising user testing to validate and refine future website and intranet navigation and design with staff and community involvement.

#### **812 - Asset Management System**

Contract Negotiations are near completion with preferred vendor. Strategic Procurement and Knox Legal team are reviewing the updated response from preferred vendor on contract departures. Implementation phase kick off slightly delayed, however Go Live milestones are expected to be recovered.

#### **1036 – HR System Enhancement**

System testing for Work Package 2 is complete with identified defects to be resolved ahead of User Acceptance Testing (UAT). UAT planning continued during December and a new project resource commenced. The project is within budget and the revised timeline.

#### **1034 - Business Intelligence**

Implementation phase will kick off next month after Implementation Manager recruitment is finalised.

### **1031 – ICT Spatial Capability**

Scope document approved by ICT Steering Committee 19-Dec-2019. Negotiations with IntraMaps vendor continuing. IntraMaps and QGIS testing continuing.

**Report Prepared By:** Acting Manager Information Technology, Paul Barrett

**Report Authorised By:** Acting Director Corporate Services, Phil McQue

#### **Attachments**

1. ICT Status Report #9 [11.1.1 - 3 pages]

## Knox City Council Project Status Report

15-Jan-2020

Project Number	Project Name
<b>789</b>	<b>Resource Booking (WP# 30)</b>
All Wards	Project re-initiation is on 16 January. Procurement Report most recently approved and signed off before Christmas. Re-visit of existing scope and requirements taking place with the business, moving to open market RFQ on 7 February 2020.
<b>812</b>	<b>Asset Management Information System</b>
All Wards	Contract Negotiations are near completion with preferred vendor. Strategic Procurement and Knox Legal team are reviewing the updated response from preferred vendor on contract departures. Implementation phase kick off slightly delayed, however Go Live milestones are expected to be recovered.
<b>827</b>	<b>Digital Customer Channels Transformation - DCCT Ph3</b>
All Wards	Phase 3 - Expand the secure portal to Knox staff, deliver a Knox business hub, and fully integrate with Knox systems. Will commence 2021.
<b>977</b>	<b>Pathway Program</b>
All Wards	Completed in December - Swimming Pool Registrations, Waste Management reporting build. In Progress - Food and Health process review sessions, ePathway BPOINT payment gateway integration acceptance testing, ePathway Visual Identity refresh. Late with Low Impact - Online Property Information Certificates due to test system set up delay, Animal Foster Care due to change of requirements.
<b>1031</b>	<b>Spatial Capability</b>
All Wards	Scope document approved by ICT Steering Committee 19-Dec-2019. Negotiations with IntraMaps vendor continuing. IntraMaps and QGIS testing continuing.
<b>1034</b>	<b>Business Intelligence</b>
All Wards	Implementation phase will kick off next month after Implementation Manager recruitment is finalised.
<b>1036</b>	<b>HR System</b>
All Wards	System testing for Work Package 2 is complete with identified defects to be resolved ahead of User Acceptance Testing (UAT). UAT planning continued during December and a new project resource commenced. The project is within budget and the revised timeline.
<b>1037</b>	<b>Project Management Office - ICT Governance</b>
All Wards	Tracking as planned
<b>1242</b>	<b>Digital Customer Channels Transformation - DCCT Ph1</b>
All Wards	User Experience (UX) and Design stage tracking to completion in Feb 20. Finalising user testing to validate and refine future website and intranet navigation and design with staff and community involvement.

## Knox City Council Project Status Report

15-Jan-2020

<b>Project Number</b>	<b>Project Name</b>
<b>1245</b>	<b>Corporate Reporting Solutions</b>
All Wards	Project will commence in new calendar year to coincide with the formation of the new Strategy and Business Intelligence team. Team will work with Transformation team to define operating model ahead of IT assessment.
<b>1250</b>	<b>Point Fix - Storage System</b>
All Wards	Tracking to plan
<b>1255</b>	<b>Server Infrastructure Upgrade</b>
All Wards	Project waiting to be scheduled
<b>1257</b>	<b>Project Management Office - Not Major</b>
All Wards	Project tracking to plan
<b>1368</b>	<b>Widen Utilization of ION</b>
All Wards	Project awaiting scheduling
<b>1369</b>	<b>Master Data Management</b>
All Wards	The Project Manager is continuing research and investigation on MDM, periodic engagement and communication with immediate stakeholders. Currently planning activities for WP-02 which commences in mid February.
<b>1370</b>	<b>Data Integration Tools</b>
All Wards	Project awaiting scheduling
<b>1371</b>	<b>Participation Platform</b>
All Wards	This project will commence in the new calendar year, scheduled to coincide with the formation of the Strategy and Business Intelligence team. Team will work with Transformation to define their operating model ahead of technical assessment.
<b>1372</b>	<b>Point Fix - M(Device)M</b>
All Wards	Tracking to plan
<b>1373</b>	<b>Active Aging System Platform</b>
All Wards	Following conversations with the Business Unit, this initiative will commence in March / April 20 time frame to align with the definition of their operating model and a readiness assessment to commence the technical assessment.

## Knox City Council Project Status Report

15-Jan-2020

<b>Project Number</b>	<b>Project Name</b>
<b>1374</b>	<b>Early Years Platform</b> Transformation team have facilitated the first process identification session with Family and Children's Services. Current processes and pain points will be mapped out. A readiness assessment will be completed to recommend an ICT Project start date.
<b>1375</b>	<b>Point Fix - Virtual Desktop</b> All Wards Project waiting to be scheduled
<b>1376</b>	<b>Digital Customer Channels Transformation - DCCT Ph2</b> All Wards Phase 2 - Deliver a new staff Intranet and a secure portal for residents within our new website, as well as continued rollout of services. Will commence end of 2020.
<b>1377</b>	<b>Cloud Solutions</b> All Wards Project awaiting scheduling
<b>1378</b>	<b>Point Fix - Single Sign-on (First Pass)</b> All Wards Tracking to plan
<b>1379</b>	<b>Customer Relationship Management (CRM)</b> All Wards This project is due to commence in FY 20/21
<b>1380</b>	<b>EDRMS - KX INTEGRATION TO OTHER MODULES</b> Tracking to plan

12 Motions for Which Notice has Previously Been Given

13 Supplementary Items

14 Urgent Business

14.1 Urgent Business

14.2 Call Up Items

15 Questions Without Notice

16 Confidential Items