

MINUTES

Meeting of Council

Held at the
Civic Centre
511 Burwood Highway
Wantirna South
On
Monday 27 November 2023



The Agenda for the Meeting of Council, Monday 27 November 2023, forms part of these Minutes and is attached in full at the end of the Minutes.

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

The meeting commenced at 7:05pm.

PRESENT:

Cr J Dwight (Mayor) Chandler Ward
Cr Y Allred Baird Ward
Cr M Timmers-Leitch Collier Ward
Cr S Grasso Dinsdale Ward
Cr M Baker Dobson Ward
Cr S Laukens Friberg Ward
Cr L Cooper (Via Zoom) Scott Ward
Cr D Pearce Taylor Ward
Cr N Seymour Tirhatuan Ward

Mr B Dobson Chief Executive Officer
Mr G Curcio Director - Customer and Performance
Mr G Thorne Director – Infrastructure
Mr M Kelleher Director - City Livability
Ms J Chalkley Director – Connected Communities
Ms N Lorkin Chief Financial Officer
Ms S Weerheim Head of Governance
Mr J Rashed Chief People Officer

THE MEETING OPENED WITH A 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

Nil.

2 Declarations of Conflict of Interest

Nil.

3 Confirmation of Minutes

The Chairperson, Councillor Jude Dwight invited Councillors to raise any opposition to the Minutes of the meetings of Council held on Monday 23 October 2023 and Tuesday 14 November 2023. There being none, the Chairperson declared the Minutes to be confirmed.

4 Presentations, Petitions and Memorials

Nil.

5 Reports by Councillors

5.1.1 Councillor Laukens

Councillor Laukens reported attending the following meetings:

- MAV Metropolitan Forum
- Eastern Transport Coalition meeting
- Knox Seniors Festival Dance
- Yarning Circle Launch – Smoking Ceremony at Coonara Community House
- Knox Citizenship Ceremony
- Opening of the Outer East Foodshare Hub
- CEO Performance and Remuneration Committee Meeting
- Environmental Volunteers End of Year Celebration
- Bunjil Way Users Group Meeting
- Victorian Local Government Association Annual General Meeting 2023
- Grants Celebration Evening
- Webinar: Final Report Presentation – Preventing Homelessness among Older Women Research Project
- VAGO Audit Committee Forum
- Breakfast with Elected Liberal Representatives

Councillor Laukens also:

- Regularly attends the Bunjil Way Users Group along with similar groups and is proud of advocating for the group as they are efficient in coordinating their events and works with the Council and community to ensure the area is well activated.

5.1.2 Councillor Pearce

- Attended the Rowville Lysterfield Community News Awards Event. The Rowville Lysterfield Community News is the longest uninterrupted community news publication in Australia and has been in operation since 1981. Councillor Pearce congratulated one of the members for their 40-year service award as a distributor while also praising the current President of the publication, Rosemary Hermans, and Editor, Naomi Nelson, for bringing fresh life into the newspaper.

5.1.3 Councillor Allred

Councillor Allred reported attending the following meetings:

- CEO Performance and Remuneration Committee Meeting
- Environmental Volunteers End of Year Celebration
- Department of Transport and Planning – Online Briefing on the Development of a new plan for Victoria
- Grants Celebration Evening

- Knox Youth Advisory Committee Meeting

Councillor Allred also:

- Alerted Council to the influx of individuals and groups using the Reverse Vending Machine outside the Mitre 10 in Bayswater and advised residents with multiple large garbage bags of recyclables to take them to the depot site at 149 Corporate Boulevard, Bayswater as they can process larger loads of recycling more efficiently.
- Congratulated volunteers who supported the Boronia Mall Christmas Community Event and the Market Day at St Paul's Anglican Church which brings life into Boronia and celebrates the local makers in the area.

5.1.4 Councillor Baker

Councillor Baker reported attending the following meetings:

- Ferntree Gully Village Safety Meeting Update at the Ferntree Gully Uniting Church
- Yarning Circle Launch at Coonara Community House
- Upper Ferntree Gully CFA Awards
- Ferntree Gully Cricket Club Annual President's Lunch
- Meeting with Residents at Glengollan Village
- Remembrance Day Service at the Tim Neville Arboretum

Councillor Baker also:

- Attended the Upper Ferntree Gully CFA Awards and congratulated the volunteer firefighters for their service to the community, particularly Captain Peter Smith who has been the captain of the station since 2008 and has served 50 years in the CFA.
- Expressed concerns raised by the Ferntree Gully Traders Group who are supportive of a reverse vending machine but feel the site at 100 Station Street, Ferntree Gully is inappropriate due to the reduction of long term parking spaces, traffic and truck congestion with the flow-on adverse effects to local shops. They also expressed concern about some of the comments made during debate on this item at the October Council meeting. Councillor Baker reiterated that the Ferntree Gully Traders Group would be supportive of placing a reverse vending machine at an alternative site.

5.1.5 Councillor Grasso

Councillor Grasso reported attending the following meetings:

- Attended official opening- Marie Wallace Bayswater Park Modular & Pavilion Upgrade
- Attended breakfast with elected Independent MPs
- Attended Knox Citizenship Ceremony on 30 Oct
- Judged Knox Factor Semi Final at Knox Community Arts Centre

Councillor Grasso also:

- Expressed her honour of laying a wreath at the moving Remembrance Day Service at the Bayswater RSL.
- Attended the Knox Grant Celebration Event, noting it was fantastic to see local community groups and organisations celebrate receiving Knox Community Development Fund and Leisure Minor Capital Works Grants and congratulated them for their contribution to the Knox community.
- Shared information about snakes in the area after a resident was bitten by a snake in Coleman Road, Wantirna. Councillor Grasso reminded the community that snakes are part of the natural environment and ecosystem within bushland, creeks, parks, waterways and backyards, noting the tiger snake and Lowland Copperhead snake are common in Knox and reminded people to take care and seek medical advice if bitten.

Suggested that residents refrain from stacking timber and building material near homes and to keep their dogs on a leash in creeks, bushland and waterways to avoid contact with snakes which are protected under the Nature Conservation Act 1992. Also advised residents to note Council warning signs about known snake habitat areas.

5.1.6 Councillor Timmers-Leitch

Councillor Timmers-Leitch reported attending the following meetings:

- CEO Performance and Remuneration Committee Meeting
- Early Years Advisory Committee Meeting
- Ferntree Gully Village Traders Meeting
- Meeting with Mrs Ann-Marie Hermans MP and the Chief Executive Officer of Knox City Council, Bruce Dobson
- Environmental Volunteers End of Year Celebration Day
- Transformation Governance Committee Member Interviews
- Internal Audit Consulting Service Interviews
- Remembrance Day Service at Tim Neville Arboretum
- 'Midweek Magazine' Mayoral Interview on Radio Eastern 98.1FM
- Public Consultation Event for the Wantirna Reserve Masterplan
- 'Unlocking the Potential' event held by the Greater South East Melbourne Group
- Opening of the Outer East Food Share Hub on Templeton Street, Wantirna
- Opening of the Knox Art Show
- Wantirna College Art and Technology Showcase

Councillor Timmers-Leitch also:

- Laid a wreath at the Remembrance Day Ceremony at Tim Neville Arboretum, thanking the Boronia RSL, along with local Primary schools and service groups, who organised and participated in the event.
- Attended the Environmental Volunteers End of Year Celebration Day, recognising the following groups:
 - Friends of Koolunga Native Reserve Group
 - First Friends of Dandenong Creek
 - Friends of the Gully
 - Friends of Blind Creek Billabong
 - Friends of Old Joe's Creek
 - Friends of Glenfern Green Wedge
 - Knox Environmental Society
 - Gardens for Wildlife
- Attended the 'Unlocking the Potential' event held by the Greater South East Melbourne group alongside political, community and business representatives. This event looked at promoting investment in the Greater South Eastern Region of Melbourne and it was noted that a recent report showed positive outcomes would be created by increasing employment and business activity in the local region, creating economic and transport benefits for the south east of Melbourne.
- Attended the opening of the Outer East Food Share Hub at the old Templeton Reserve Pre-School site, with the distribution centre servicing over 35 different food groups to provide food relief in the area, with people drawing on the facility in the lead-up to Christmas.
- Recognised the consultation relating to the Wantirna Reserve Masterplan, encouraging residents to express what they think of the plans to Council.

5.1.7 Councillor Seymour

- Expressed disappointment that someone has dumped waste in the Kelletts Road Retarding Basin which feeds into the new Stamford Park Wetlands, outlining that:
 - Council, Melbourne Water and the EPA actioned the matter by placing booms to collect and stop the distribution of the oil.
 - Also noted that there has been reported dumping of contaminants in the creek system in Bayswater and Boronia.
 - There is not currently a 'Friends' group in the Stamford Park area to monitor such behavior.
 - Encouraged residents to monitor the area and foreshadowed exploring risk mitigation options with Council's Infrastructure team.
 - Hoped those who dumped the waste would be severely punished.

5.1.8 Councillor Cooper

- Had a quiet month due to a bereavement in her family circle.
- Echoed the sentiment of Councillor Baker in relation to the Ferntree Gully Traders Group after hearing their views regarding the proposal for the site at 100 Station Street, Ferntree Gully.
- Encountered a snake in her mother's driveway and repeated the warning of Councillor Grasso in relation to snakes.

5.1.9 Councillor Dwight

Councillor Dwight reported attending the following meetings:

- The Basin Community House Annual General Meeting
- Breakfast with Elected Liberal Representatives
- Knox Citizenship Ceremony
- CEO Performance and Remuneration Committee Meeting
- Diwali Festival of Lights at Shree Swaminarayan Temple in Boronia
- Environmental Volunteers End of Year Celebration
- The Basin Cairn Display Opening at The Basin Community House
- VLGA FastTrack Leadership Forum – Civility in Local Government
- Indian Senior Citizens Association of Victoria Diwali Celebration and Lunch in Rowville
- Canopy Targets and Carbon Offsets Meeting at the Knox Environmental Society
- Mayoral Media Training
- Eastern Alliance for Greenhouse Action Joint Executive and Steering Committee
- Grants Celebration Evening
- Your Library Event – Build a Butterfly Friendly Garden at Miller's Homestead
- Launch – Yarning Circle and Smoking Ceremony at Coonara Community House

Councillor Dwight also:

- Attended the Diwali Festival of Lights at Shree Swaminarayan Temple in Boronia and the Indian Senior Citizens Association of Victoria Diwali event in Rowville where the hosts were generous, respectful and inclusive.
- Attended the Community Development Fund and Leisure Minor Capital Works Grants Celebration Evening with CDF grant program contributing \$380,547 to 49 new projects which have been distributed to the community through a solid process of determining the recipients. Highlighted the 'We Can Be the Best' and 'Growing Together' programs that were funded through Council grants.
- Outlined the concern regarding the 30-40% increase in demand for food relief along with rough sleeping and mental health effects arising from the current cost of living struggles, with Council aware the divide in socio-economic status is growing and are considering new ways to assist vulnerable members of the community.

6 Planning Matters

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

SUMMARY: Manager, City Planning & Building, Paul Dickie

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

RECOMMENDATION

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

RESOLUTION

MOVED: Councillor Baker

SECONDED: Councillor Timmers-Leitch

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

CARRIED

6.2 Norvel Estate - Consideration of submissions in relation to Amendment C184knox and Planning Permit Application P/2020/6049

SUMMARY: Senior Strategic Planner, Georgia Stensness

At its meeting of 22 November 2021, Council resolved to prepare and exhibit combined Amendment C184knox (Amendment) and Planning Permit Application P/2020/6049 (Application), including a draft planning permit (draft permit).

The Amendment seeks to rezone the former Norvel Road quarry and the adjacent bushland and road reserves from Special Use Zone (earth and energy resource use) to residential and public conservation purpose zones. The associated Application seeks to subdivide the site to create 138 residential lots and associated road reserves. The proposal also facilitates the provision of eight social housing properties as well as new walking and cycling trails connecting to the existing Blind Creek trail and associated bushland.

The Amendment and Application were exhibited from 14 June to 21 July 2023. A total of 31 submissions were received, including three late submissions and one group submission, including:

- 6 submissions which express general support for the proposal
- 17 submissions which do not support the proposal or raise concerns around certain aspects of the proposal; and
- 8 submissions which raise queries or issues without necessarily expressing support or opposition to the proposal.

Key issues raised or feedback provided in the submissions include:

- concerns regarding increased traffic associated with the proposal
- requests for improvements to Norvel Road
- requests for a reserve with play equipment to be provided as part of the development
- protection of the adjoining bushland reserve and calls for restricting public access to it; and
- objections to the location of the wetland reserve and proposed residential lots in proximity to bushland vegetation.

In contrast, submissions in support of the proposal welcome the development, noting it facilitates more housing, including social and affordable housing options for the community.

As required under the *Planning and Environment Act 1987*, as Council has received submissions which request a change to the proposed Amendment and draft permit, Council must either change the Amendment and draft permit in the manner requested; refer the submissions to an independent Planning Panel appointed by the Minister for Planning; or abandon all or part of the amendment (and/or refuse to recommend that a permit be granted).

In response to the submissions, officers recommend minor changes to the draft permit. Additional minor changes are recommended to the Amendment documents and draft permit, to correct technical and clerical errors.

As officers do not consider that all changes sought through the submissions should be incorporated, it is recommended that all submissions be referred to an independent Planning Panel for consideration.

Following the Panel Hearing, a report will be received from the Planning Panel with recommendations related to both the Amendment and draft permit. Following Council's consideration of the Panel's recommendations at a future Council meeting, an application is expected to be made to the Minister with the adopted Amendment C184knox and a recommendation to the Minister to grant a Planning Permit.

RECOMMENDATION

That Council:

1. Receives and notes the submissions to Amendment C184knox and Planning Permit Application P/2020/6049, in accordance with Section 22 of the *Planning and Environment Act 1987*, as provided in Attachment 1 to this report.
2. Endorses the officer's response to submissions including suggested changes to the Amendment documents and draft permit as presented in this report and shown in Attachments 1-4.
3. Requests the Minister for Planning to appoint a Planning Panel under Section 153 of the *Planning and Environment Act 1987*, to consider all submissions to the Amendment, Application and draft permit.
4. Refers the Amendment, Application and draft permit, and all submissions to a Planning Panel in accordance with Section 23 of the *Planning and Environment Act 1987*.
5. Authorises the Chief Executive Officer (or such person nominated by the Chief Executive Officer) to undertake minor changes to the Amendment, Application and draft permit which do not change the purpose or intent of the Amendment and/or Application prior to the Panel Hearing.

RESOLUTION

MOVED: Councillor Allred

SECONDED: Councillor Pearce

That Council:

1. **Receives and notes the submissions to Amendment C184knox and Planning Permit Application P/2020/6049, in accordance with Section 22 of the *Planning and Environment Act 1987*, as provided in Attachment 1 to this report.**
2. **Endorses the officer's response to submissions including suggested changes to the Amendment documents and draft permit as presented in this report and shown in Attachments 1-4.**
3. **Requests the Minister for Planning to appoint a Planning Panel under Section 153 of the *Planning and Environment Act 1987*, to consider all submissions to the Amendment, Application and draft permit.**

- 4. Refers the Amendment, Application and draft permit, and all submissions to a Planning Panel in accordance with Section 23 of the Planning and Environment Act 1987.**
- 5. Authorises the Chief Executive Officer (or such person nominated by the Chief Executive Officer) to undertake minor changes to the Amendment, Application and draft permit which do not change the purpose or intent of the Amendment and/or Application prior to the Panel Hearing.**

CARRIED

6.3 12 Mantung Crescent ROWVILLE

SUMMARY: Major Projects Subdivision Planner, Christopher Seow

This report considers Planning Application P/2021/6781 for the development of two (2) double storey dwellings at 12 Mantung Crescent, Rowville.

RECOMMENDATION (SUMMARY)

That Council issue a Notice of Decision to Grant a Planning Permit for the development of two (2) double storey dwellings at 12 Mantung Crescent, Rowville, subject to the conditions detailed in the full recommendation in section 10 below.

RECOMMENDATION

That Council issue a Notice of Decision to Grant a Planning Permit for the development of two (2) double storey dwellings at 12 Mantung Crescent, Rowville, subject to the following conditions:

Amended Development Plans

1. Prior to the commencement of the development approved under this Permit, amended development plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The development plans must be approved prior to other plans required by this permit. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions. The plans must be generally in accordance with the plans submitted with the application but modified to show:
 - 1.1 Dwelling 1 garage to be relocated off the southern boundary at least 1 metre, with subsequent modification to first floor Bedroom 1 to ensure a substantial setback from ground floor is provided.
 - 1.2 Modification to both dwelling's garages and porch areas to incorporate hipped roof style built form. Modifications must comply with ResCode requirements for setbacks and heights.
 - 1.3 Modification to the design of each dwelling to achieve a minimum 60m² of secluded private open space with a minimum dimension of 5 metres without reducing other setbacks.
 - 1.4 Annotation stating, 'all structures (including fences, letterboxes and meter boxes) must be constructed to a maximum height of 900mm or relocated clear of a splayed area near the access way to ensure safe sight distances.' Letterboxes must front the street.
 - 1.5 The height, location and design of fencing, the mail boxes and electricity supply structures to comply with Condition 1.4 of this Planning Permit.
 - 1.6 A notation on the plans stating that windows to be screened will have fixed obscure glazing (non-openable) to a height of 1.7 metres above finished floor level. The windows may be clear and openable above 1.7 metres. Adhesive film must not be used.

- 1.7 Delete reference of water tanks.
- 1.8 Tree Protection Fencing and Tree Protection Zones to be drawn on the Development, Drainage and Landscape Plans in accordance with Conditions 12-19.
- 1.9 All levels to be to AHD (Australian Height Datum).

To the satisfaction of the Responsible Authority.

Other Plans

2. Prior to the commencement of the development and issue of a Building Permit for the development approved under this Permit, the following plans and computations must be submitted to the Responsible Authority as a complete set. When approved, the plans will be endorsed and will then form part of the permit. Construction must be in accordance with these plans. The plans must comprise the following:

- 2.1 Drainage plans in accordance with Condition 3.
- 2.2 Landscape plans in accordance with Condition 4.

To the satisfaction of the Responsible Authority.

Drainage Plans

3. Prior to the commencement of the development approved under this Permit, drainage plans and computations must be submitted to and approved by the Responsible Authority. Construction of the drainage must be in accordance with these plans. The plans must show the following:

- 3.1 All stormwater drainage discharge from the site connected to a legal point of discharge.
- 3.2 The internal drains of the dwellings to be independent of each other.
- 3.3 An on-site detention system designed by a suitably qualified Civil Engineering Consultant to ensure no net increase in stormwater discharge from the proposed development.
- 3.4 The on-site detention system to be installed in a suitable location for easy access and maintenance.
- 3.5 A suitable overland flow path for the entire site to the satisfaction of the Responsible Authority. Details of the overland flow path are to be included on the plans.
- 3.6 Any Environmental Sustainable Design initiatives shown on the Development Plans approved pursuant to Condition 1 of this permit.
- 3.7 Location of fencing in accordance with the Development Plans approved pursuant to Condition 1 of this permit.
- 3.8 All levels to be to AHD (Australian Height Datum).

To the satisfaction of the Responsible Authority.

Landscaping

4. Prior to the commencement of the development approved under this Permit, a landscape plan prepared by a suitably qualified Landscape architect or a suitably qualified landscape designer to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority in accordance with Council's 'Landscape Plan Guidelines'. When approved, the plan will be endorsed and will then form part of the permit. The plan must show:
- 4.1 A survey (including botanical names, height and width) of all existing vegetation to be retained and / or removed.
 - 4.2 The identification and removal of all vegetation identified as an environmental weed in Knox (as outlined in Council's 'Landscape Plan Guidelines').
 - 4.3 Buildings and trees (including botanical names, height and width) on neighbouring properties within three metres of the boundary including all trees that have their Tree Protection Zone extending into the subject site.
 - 4.4 Details of the surface finishes of pathways and driveways.
 - 4.5 Details and location of all existing and proposed services including above and below ground lines, cables and pipes.
 - 4.6 A planting schedule of all proposed trees, shrubs and ground covers, including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant.
 - 4.7 Landscaping and planting within all open areas of the site (including additional planting within open space areas of the existing dwelling/s).
 - 4.8 The Landscape plans must show the provision of at least 4 additional indigenous or native canopy trees and 2 additional large feature shrubs with a mature height of 4-5 metres chosen from Plant List 1, 2 or 3 of Council's Landscape Plan Guidelines for Planning Permits. These canopy trees must be a minimum 1.5 metres tall when planted and are to be in the following areas:
 - Front setback – 2 large indigenous canopy trees.
 - Dwelling 1 SPOS – 1 small canopy tree and 1 large feature shrub with a mature height of 4-5 metres.
 - Dwelling 2 SPOS – 1 small canopy tree and 1 large feature shrub with a mature height of 4-5 metres.
 - 4.9 Planting of this site to comprise 40% of the vegetation species to be indigenous (across all plant forms) from plant list 1 of the 'Landscape Plan Guidelines' and 40% additional native species (across all plant forms) from plant list 2 of the 'Landscape Plan Guidelines'. Remaining plant species (20%) can be indigenous, native or exotic (across all plant forms) provided they are not listed as weeds.
- To the satisfaction of the Responsible Authority.
5. Before the occupation of the development, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the responsible authority.
6. The landscaping shown on the endorsed plans must be maintained to the satisfaction of the responsible authority. Any dead, diseased or damaged plants are to be replaced.

General

7. All development must be in accordance with the endorsed plans.
8. The layout of buildings and works as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority. This does not apply to:
 - 8.1 An open-sided pergola to a dwelling with a finished floor level not more than 800mm above ground level and a maximum building height of three metres above ground level; or
 - 8.2 A deck to a dwelling with a finished floor level not more than 800mm above ground level.

Where the total floor area of decks, pergolas and verandahs for each dwelling does not exceed 16m².
9. Once the development has started it must be continued and completed to the satisfaction of the Responsible Authority.
10. Prior to the occupation of the dwellings the development is to be completed in accordance with the endorsed plan/s to the satisfaction of the Responsible Authority.
11. All walls on the boundaries of adjoining properties must be cleaned and finished to the satisfaction of the Responsible Authority.

Tree Protection

12. All works, including excavation, within the critical root zone areas of the tree/s to be retained and other critical root zones on the land must be undertaken under the supervision of a qualified Arborist to ensure that there is no unreasonable damage to the root system of trees to be retained and/or protected, to the satisfaction of the Responsible Authority. Before the development starts, the owner must submit to the Responsible Authority details of the name of the Arborist who will supervise the works and the tasks to be undertaken by the Arborist, to the satisfaction of the Responsible Authority.
13. Prior to any works commencing on the site (including demolition and tree removal), all trees and vegetation to be retained including other critical root zones must be fenced off to create a protection zone. The protection zone must extend around the trees canopy drip-line unless an alternative tree protection zone has been approved by the responsible authority:
 - 13.1 Street Tree – Callistemon Viminalis TPZ 3.7 metres SRZ 2.1 metres. TPZ fencing to be bordered by the new crossover, footpath and road. Any underground services requiring to go through a TPZ must be installed using non-destructive methods to prevent root damage. i.e. Hydro excavation.
14. The tree protection fence is to be chain link or wire mesh, comprise either wooden or steel posts set into the ground or on concrete pads, and be a minimum height of 1.8 metres. Signage is to be affixed to the fence advising that the area is a tree protection zone and a no-go development area.
15. The tree protection fence and signage is to be maintained throughout the construction period and removed at the completion of all works.

16. No temporary removal of the tree protection fence, or encroachment into the protection zone is permitted without the written consent of the responsible authority.
17. Prior to erecting the tree protection fence around the tree protection zone, all unwanted vegetation and weed species must be removed from within the zone, and the ground within the protection zone must be covered with a layer of well composted organic mulch (maximum 100mm depth). The area is to be watered at least fortnightly throughout the construction period.
18. The following activities are prohibited from the tree protection area, without the written consent of the responsible authority:
 - 18.1 Construction activities.
 - 18.2 Dumping and/or storage of materials, goods and/or soil.
 - 18.3 Trenching or excavation.
 - 18.4 Lopping branches, nailing or affixing signs, service lines, lights etc to the trees.
19. Prior to any works commencing on site, the Responsible Authority must be contacted to inspect the Tree Protection fencing.

Car Parking & Accessways

20. Before the dwellings are occupied, driveways and car parking areas must be:
 - 20.1 Fully constructed to the minimum standard of 100mm reinforced concrete and available for use in accordance with the plans submitted to and approved by the Responsible Authority; and
 - 20.2 Formed to such levels and drained so that they can be used in accordance with the approved plan; and
 - 20.3 Treated with an all-weather seal or some other durable surface; andTo the satisfaction of the Responsible Authority.
21. Parking areas and driveways must be kept available and maintained for these purposes at all times to the satisfaction of the Responsible Authority.
22. Before the development is occupied vehicular crossing(s) must be constructed to align with approved driveways to the satisfaction of the Responsible Authority. All redundant crossing(s), crossing opening(s) or parts thereof must be removed and replaced with footpath, naturestrip and kerb and channel to the satisfaction of the Responsible Authority.

Fencing

23. All costs associated with the provision of the fencing are to be borne by the owner/developer under this permit.
24. Prior to the occupancy of the development all fencing must be in a good condition to the satisfaction of the Responsible Authority.

Amenity During Construction

25. Upon commencement and until conclusion of the development, the developer must ensure that the development does not adversely affect the amenity of the area in any way, including:
- 25.1 the appearance of building, works or materials on the land
 - 25.2 parking of motor vehicles
 - 25.3 transporting of materials or goods to or from the site
 - 25.4 hours of operation
 - 25.5 stockpiling of top soil or fill materials
 - 25.6 air borne dust emanating from the site
 - 25.7 noise
 - 25.8 rubbish and litter
 - 25.9 sediment runoff
 - 25.10 vibration

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

Stormwater

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

Permit Expiry

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

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

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

NOTES

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

- Applicant shall engage a certified Engineering Consultant to analyse the site's existing drainage to determine type and size of the Onsite Detention (OSD) system. This shall be designed in accordance with the Knox City Council (Responsible Authority) Stormwater Drainage Guidelines, (copy available on Council's website), and approved drainage design methods specified in the current edition of Australian Rainfall and Runoff. It should be located preferably in a common area to the dwellings, and be easily accessible for maintenance.
- The total Permissible Site Discharge (PSD) for the property, including all dwellings, is 3.6 L/s to the existing Council drainage system for a 10 year ARI (10% AEP) event.
- Stormwater discharge from property is to be directed to the kerb & channel near the north-west corner of the property to Council standards and satisfaction.
- The Applicant is required to use Australian Height Datum (AHD) to present levels in all future plans. Applicant must ensure that levels on the plan are accurate.
- Drainage works in the Road reserve or in the Council easement will require a road opening permit.
- Drainage system designed so as to avoid impact on any vegetation shown on the endorsed plans as being retained.
- Water Sensitive Urban Design (WSUD) should be addressed as part of this development, eg water storage tanks, swale drains, etc.

Other Notes:

- Council encourages the consideration of water storage tanks for all existing and proposed residential developments.
- A building permit must be obtained before development is commenced.
- Buildings are not allowed to be built over Council easements.
- The dwelling/s must achieve a minimum 6-Star Energy Rating.
- To arrange an inspection of the Tree Protection fencing please contact Council Landscape Team on 9298 8125.
- Indigenous plants can be purchased through approved indigenous nurseries, as listed in the Knox City Council 'Preferred Local Replacement Plants' Information Sheet.
- Dwelling numbers as shown on the endorsed plans do not necessarily indicate any future street numbers. Property (street) numbering shall be in accordance with Council's Property (Street) Numbering Policy. Information regarding this can be obtained from Council's Property and Revenue Services Department on 9298 8215.
- Letterboxes and all other structures (including meter boxes) shall be constructed to a maximum height of 900mm or relocated clear of a splayed area (2m x 2.5m) in accordance with AS2890.1, Clause 3.2.4 to ensure safe sight distances. Letterboxes shall face towards the street frontage.
- Internal public lighting shall be provided to the satisfaction of the relevant authority and in accordance with AS1158. This would generally be low height or bollard type lighting to

avoid spill-over into adjacent properties. It may be sensor activated, to avoid all night running costs.

- Raised concrete slabs on the existing footpath fronting the site should be grounded.
- All litter and rubbish associated with the construction must be contained on site at all times.
- Please contact Council's Landscape Team, on 9298 8125 for further information regarding contribution to the Net Gain Reserve.

RESOLUTION

MOVED: Councillor Seymour

SECONDED: Councillor Baker

That Council issue a Notice of Decision to Grant a Planning Permit for the development of two (2) double storey dwellings at 12 Mantung Crescent, Rowville, subject to the following conditions:

Amended Development Plans

- 1. Prior to the commencement of the development approved under this Permit, amended development plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The development plans must be approved prior to other plans required by this permit. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions. The plans must be generally in accordance with the plans submitted with the application but modified to show:**
 - 1.1 Dwelling 1 garage to be relocated off the southern boundary at least 1 metre, with subsequent modification to first floor Bedroom 1 to ensure a substantial setback from ground floor is provided.**
 - 1.2 Modification to both dwelling's garages and porch areas to incorporate hipped roof style built form. Modifications must comply with ResCode requirements for setbacks and heights.**
 - 1.3 Modification to the design of each dwelling to achieve a minimum 60m² of secluded private open space with a minimum dimension of 5 metres without reducing other setbacks.**
 - 1.4 Annotation stating, 'all structures (including fences, letterboxes and meter boxes) must be constructed to a maximum height of 900mm or relocated clear of a splayed area near the access way to ensure safe sight distances.' Letterboxes must front the street.**
 - 1.5 The height, location and design of fencing, the mail boxes and electricity supply structures to comply with Condition 1.4 of this Planning Permit.**

- 1.6 A notation on the plans stating that windows to be screened will have fixed obscure glazing (non-openable) to a height of 1.7 metres above finished floor level. The windows may be clear and openable above 1.7 metres. Adhesive film must not be used.
- 1.7 Delete reference of water tanks.
- 1.8 Tree Protection Fencing and Tree Protection Zones to be drawn on the Development, Drainage and Landscape Plans in accordance with Conditions 12-19.
- 1.9 All levels to be to AHD (Australian Height Datum).

To the satisfaction of the Responsible Authority.

Other Plans

2. Prior to the commencement of the development and issue of a Building Permit for the development approved under this Permit, the following plans and computations must be submitted to the Responsible Authority as a complete set. When approved, the plans will be endorsed and will then form part of the permit. Construction must be in accordance with these plans. The plans must comprise the following:
 - 2.1 Drainage plans in accordance with Condition 3.
 - 2.2 Landscape plans in accordance with Condition 4.

To the satisfaction of the Responsible Authority.

Drainage Plans

3. Prior to the commencement of the development approved under this Permit, drainage plans and computations must be submitted to and approved by the Responsible Authority. Construction of the drainage must be in accordance with these plans. The plans must show the following:
 - 3.1 All stormwater drainage discharge from the site connected to a legal point of discharge.
 - 3.2 The internal drains of the dwellings to be independent of each other.
 - 3.3 An on-site detention system designed by a suitably qualified Civil Engineering Consultant to ensure no net increase in stormwater discharge from the proposed development.
 - 3.4 The on-site detention system to be installed in a suitable location for easy access and maintenance.
 - 3.5 A suitable overland flow path for the entire site to the satisfaction of the Responsible Authority. Details of the overland flow path are to be included on the plans.
 - 3.6 Any Environmental Sustainable Design initiatives shown on the Development Plans approved pursuant to Condition 1 of this permit.
 - 3.7 Location of fencing in accordance with the Development Plans approved pursuant to Condition 1 of this permit.

3.8 All levels to be to AHD (Australian Height Datum).

To the satisfaction of the Responsible Authority.

Landscaping

- 4. Prior to the commencement of the development approved under this Permit, a landscape plan prepared by a suitably qualified Landscape architect or a suitably qualified landscape designer to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority in accordance with Council's 'Landscape Plan Guidelines'. When approved, the plan will be endorsed and will then form part of the permit. The plan must show:**
- 4.1 A survey (including botanical names, height and width) of all existing vegetation to be retained and / or removed.**
 - 4.2 The identification and removal of all vegetation identified as an environmental weed in Knox (as outlined in Council's 'Landscape Plan Guidelines').**
 - 4.3 Buildings and trees (including botanical names, height and width) on neighbouring properties within three metres of the boundary including all trees that have their Tree Protection Zone extending into the subject site.**
 - 4.4 Details of the surface finishes of pathways and driveways.**
 - 4.5 Details and location of all existing and proposed services including above and below ground lines, cables and pipes.**
 - 4.6 A planting schedule of all proposed trees, shrubs and ground covers, including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant.**
 - 4.7 Landscaping and planting within all open areas of the site (including additional planting within open space areas of the existing dwelling/s).**
 - 4.8 The Landscape plans must show the provision of at least 4 additional indigenous or native canopy trees and 2 additional large feature shrubs with a mature height of 4-5 metres chosen from Plant List 1, 2 or 3 of Council's Landscape Plan Guidelines for Planning Permits. These canopy trees must be a minimum 1.5 metres tall when planted and are to be in the following areas:**
 - Front setback – 2 large indigenous canopy trees.**
 - Dwelling 1 SPOS – 1 small canopy tree and 1 large feature shrub with a mature height of 4-5 metres.**
 - Dwelling 2 SPOS – 1 small canopy tree and 1 large feature shrub with a mature height of 4-5 metres.**
 - 4.9 Planting of this site to comprise 40% of the vegetation species to be indigenous (across all plant forms) from plant list 1 of the 'Landscape Plan Guidelines' and 40% additional native species (across all plant forms) from plant list 2 of the 'Landscape Plan Guidelines'. Remaining plant species (20%) can be indigenous, native or exotic (across all plant forms) provided they are not listed as weeds.**

To the satisfaction of the Responsible Authority.

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

General

7. All development must be in accordance with the endorsed plans.
8. The layout of buildings and works as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority. This does not apply to:
 - 8.1 An open-sided pergola to a dwelling with a finished floor level not more than 800mm above ground level and a maximum building height of three metres above ground level; or
 - 8.2 A deck to a dwelling with a finished floor level not more than 800mm above ground level.

Where the total floor area of decks, pergolas and verandahs for each dwelling does not exceed 16m².
9. Once the development has started it must be continued and completed to the satisfaction of the Responsible Authority.
10. Prior to the occupation of the dwellings the development is to be completed in accordance with the endorsed plan/s to the satisfaction of the Responsible Authority.
11. All walls on the boundaries of adjoining properties must be cleaned and finished to the satisfaction of the Responsible Authority.

Tree Protection

12. All works, including excavation, within the critical root zone areas of the tree/s to be retained and other critical root zones on the land must be undertaken under the supervision of a qualified Arborist to ensure that there is no unreasonable damage to the root system of trees to be retained and/or protected, to the satisfaction of the Responsible Authority. Before the development starts, the owner must submit to the Responsible Authority details of the name of the Arborist who will supervise the works and the tasks to be undertaken by the Arborist, to the satisfaction of the Responsible Authority.
13. Prior to any works commencing on the site (including demolition and tree removal), all trees and vegetation to be retained including other critical root zones must be fenced off to create a protection zone. The protection zone must extend around the trees canopy drip-line unless an alternative tree protection zone has been approved by the responsible authority:
 - 13.1 Street Tree – Callistemon Viminalis TPZ 3.7 metres SRZ 2.1 metres. TPZ fencing to be bordered by the new crossover, footpath and road. Any underground services requiring to go through a TPZ must be installed using non-destructive methods to prevent root damage. i.e. Hydro excavation.

- 14. The tree protection fence is to be chain link or wire mesh, comprise either wooden or steel posts set into the ground or on concrete pads, and be a minimum height of 1.8 metres. Signage is to be affixed to the fence advising that the area is a tree protection zone and a no-go development area.**
- 15. The tree protection fence and signage is to be maintained throughout the construction period and removed at the completion of all works.**
- 16. No temporary removal of the tree protection fence, or encroachment into the protection zone is permitted without the written consent of the responsible authority.**
- 17. Prior to erecting the tree protection fence around the tree protection zone, all unwanted vegetation and weed species must be removed from within the zone, and the ground within the protection zone must be covered with a layer of well composted organic mulch (maximum 100mm depth). The area is to be watered at least fortnightly throughout the construction period.**
- 18. The following activities are prohibited from the tree protection area, without the written consent of the responsible authority:**
 - 18.1 Construction activities.**
 - 18.2 Dumping and/or storage of materials, goods and/or soil.**
 - 18.3 Trenching or excavation.**
 - 18.4 Lopping branches, nailing or affixing signs, service lines, lights etc to the trees.**
- 19. Prior to any works commencing on site, the Responsible Authority must be contacted to inspect the Tree Protection fencing.**

Car Parking & Accessways

- 20. Before the dwellings are occupied, driveways and car parking areas must be:**
 - 20.1 Fully constructed to the minimum standard of 100mm reinforced concrete and available for use in accordance with the plans submitted to and approved by the Responsible Authority; and**
 - 20.2 Formed to such levels and drained so that they can be used in accordance with the approved plan; and**
 - 20.3 Treated with an all-weather seal or some other durable surface; and****To the satisfaction of the Responsible Authority.**
- 21. Parking areas and driveways must be kept available and maintained for these purposes at all times to the satisfaction of the Responsible Authority.**
- 22. Before the development is occupied vehicular crossing(s) must be constructed to align with approved driveways to the satisfaction of the Responsible Authority. All redundant crossing(s), crossing opening(s) or parts thereof must be removed and replaced with footpath, naturestrip and kerb and channel to the satisfaction of the Responsible Authority.**

Fencing

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

Amenity During Construction

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

- 25.1 the appearance of building, works or materials on the land**
- 25.2 parking of motor vehicles**
- 25.3 transporting of materials or goods to or from the site**
- 25.4 hours of operation**
- 25.5 stockpiling of top soil or fill materials**
- 25.6 air borne dust emanating from the site**
- 25.7 noise**
- 25.8 rubbish and litter**
- 25.9 sediment runoff**
- 25.10 vibration**

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

Stormwater

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

Permit Expiry

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

- 27.1 The development is not started within two years of the date of this permit.**
- 27.2 The development is not completed within four years of the date of this permit.**

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

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

NOTES

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

- Applicant shall engage a certified Engineering Consultant to analyse the site's existing drainage to determine type and size of the Onsite Detention (OSD) system. This shall be designed in accordance with the Knox City Council (Responsible Authority) Stormwater Drainage Guidelines, (copy available on Council's website), and approved drainage design methods specified in the current edition of Australian Rainfall and Runoff. It should be located preferably in a common area to the dwellings, and be easily accessible for maintenance.
- The total Permissible Site Discharge (PSD) for the property, including all dwellings, is 3.6 L/s to the existing Council drainage system for a 10 year ARI (10% AEP) event.
- Stormwater discharge from property is to be directed to the kerb & channel near the north-west corner of the property to Council standards and satisfaction.
- The Applicant is required to use Australian Height Datum (AHD) to present levels in all future plans. Applicant must ensure that levels on the plan are accurate.
- Drainage works in the Road reserve or in the Council easement will require a road opening permit.
- Drainage system designed so as to avoid impact on any vegetation shown on the endorsed plans as being retained.
- Water Sensitive Urban Design (WSUD) should be addressed as part of this development, eg water storage tanks, swale drains, etc.

Other Notes:

- Council encourages the consideration of water storage tanks for all existing and proposed residential developments.
- A building permit must be obtained before development is commenced.
- Buildings are not allowed to be built over Council easements.
- The dwelling/s must achieve a minimum 6-Star Energy Rating.
- To arrange an inspection of the Tree Protection fencing please contact Council Landscape Team on 9298 8125.
- Indigenous plants can be purchased through approved indigenous nurseries, as listed in the Knox City Council 'Preferred Local Replacement Plants' Information Sheet.
- Dwelling numbers as shown on the endorsed plans do not necessarily indicate any future street numbers. Property (street) numbering shall be in accordance with Council's Property (Street) Numbering Policy. Information regarding this can be obtained from Council's Property and Revenue Services Department on 9298 8215.
- Letterboxes and all other structures (including meter boxes) shall be constructed to a maximum height of 900mm or relocated clear of a splayed area (2m x 2.5m) in

accordance with AS2890.1, Clause 3.2.4 to ensure safe sight distances. Letterboxes shall face towards the street frontage.

- Internal public lighting shall be provided to the satisfaction of the relevant authority and in accordance with AS1158. This would generally be low height or bollard type lighting to avoid spill-over into adjacent properties. It may be sensor activated, to avoid all night running costs.
- Raised concrete slabs on the existing footpath fronting the site should be grounded.
- All litter and rubbish associated with the construction must be contained on site at all times.
- Please contact Council's Landscape Team, on 9298 8125 for further information regarding contribution to the Net Gain Reserve.

CARRIED

7 Public Question Time

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

Question Time commenced at 7:47pm.

The following questions were raised with Council:

7.1.1 Question One - Susan Pearce

How much has Knox Council allocated for emergency food relief and is this sufficient to meet the demands moving forward?

The Director Connected Communities, Judy Chalkley responded:

- In the 2022/23 Financial Year, Council provided a total of \$250,855 in funding for food relief across three grant streams:
 - Community Partnership Fund (Knox Infolink) \$162,622
 - Community Development Fund (3 projects supported) \$36,161
 - Minor Grants temporary food relief stream (13 agencies supported) \$52,072
- This will vary for the 2023/24 Financial Year, with an end to the food relief stream of Minor Grants, which was one off as it was part of the COVID Relief funding package, however a larger contribution has been made through the 2023/24 CDF program (\$63,120).
- Council also provides a range of in-kind support to food relief providers, including licensing of Council facilities, access to the community training program and facilitation of the Knox Food Relief Taskforce.
- With guidance from the Food Relief task force, Council are in a position to understand the ongoing demands and support continued advocacy to state government for increased funding. Council can also consider funding as part of the budget process for 2024/25.

7.1.2 Question Two - Darren Wallace

Could Council please write to VicRoads and the local State Member, expressing concern about the unchecked proliferation of Environmental and State prohibited weeds along VicRoads managed roads, including Mountain Hwy in The Basin, Burwood Hwy in Upper Ferntree Gully and Wellington Rd in Lysterfield where BlackBerry, Boneseed, English Ivy and Woody weeds prosper?

The Director Infrastructure, Grant Thorne responded:

- It is acknowledged that environmental weeds on roads managed by the state are an issue in parts of the municipality. While Council can write to VicRoads / Department of Transport and Planning (DTP) regarding weeds on state managed roads as an advocacy action and request details of how they intend to manage the weeds, it is important to note that Council cannot take enforcement action against statutory corporations, of which VicRoads and DTP are as they are 'within the shield of the Crown' and immune from the operation of Council's Amenity Local Law, but Council will write to them.

Could Council do the same regarding AusNet and their site of Biological significance on the Corner of Stud and Wellington Roads Rowville, which are covered in Blackberry, Gorse and Watsonia?

The Director Infrastructure, Grant Thorne responded:

- As AusNet is a privately owned company with a privately owned property and the same exclusions do not apply compared to VicRoads. Further to the submitter's question, Council's Community/Local Laws and Biodiversity teams can attend the site and take action under Council's Amenity Local Law if appropriate.

7.1.3 Question Three - Peter Lockwood

Knox Opportunity Shop (Bayswater) is Knox's only 100% volunteer Opp Shop. We do not pay any salaries or stipends. 100% of the money raised goes to the Knox community mostly via Knox Infolink. Costs are increasing including waste removal costs. Will Council consider a rebate of the waste management charges for the Knox Opp Shop currently sitting at \$16,000 to enable us to better support our community?

The Chief Financial Officer, Navec Lorkin responded:

- For many years Council has provided the Knox Opportunity Shop (Bayswater) with a full reimbursement for general rates. The outstanding charges payable pertains to both the State fire services levy and optional waste service charge.
- Council extends support to the community in many ways including by offering a rebate on general rate for the Opportunity Shop however, there is not a rebate available for the waste services component. This is an optional service which the Knox Opportunity Shop could decide to obtain from council or alternatively from another service provider.

7.1.4 Question Four - Peter Lockwood

Will Knox Council consider using its newsletter entitled Knox News to advocate to the community on serious issues, such as homelessness and hunger and consider guest writers?

The Director Customer and Performance, Greg Curcio responded:

- The purpose of the publication is to highlight challenges, issues and achievements in the community, however we'd be happy to have a discussion about feedback the submitter has highlighting issues in the municipality for consideration.
- Unfortunately, submissions are not accepted from guest writers, however, Council always welcomes ideas, suggestions and feedback of story ideas for Knox News through Council's Communications team who are willing to chat about issues with the submitter and write stories which accurately reflect challenges and issues throughout the municipality.
- Encouraged the submitter to contact him if he wished to discuss the matter further.

7.1.5 Question Five – Bernie Hoefler

Can Knox Council review its street signage and update or have permit zones (raise some revenue also) to ensure safe passage and occupational health and safety on local traffic roads. Inner city councils do this and given limited parking lots sells spaces close to \$100,000 so car owners pay for a secure a spot to park their cars overnight.

Bit of a free passage for cars which ought to be parked off street as a result of planning to park on street, causing traffic problems.

The Director Infrastructure, Grant Thorne responded:

- Streets in Knox do not generally experience the situations that inner city Councils do regarding parking. However, the Knox Parking Policy says parking permit schemes will not be implemented to create exclusive parking for residents alone i.e. “Permit Zones”. However, parking permit schemes may be implemented in combination with short to medium term parking restrictions. For example, “2P” signs with supplementary “Permit Holders Excepted” signs allowing residents to park at any time. If there are units with cars parked on the street in front of them with the permit system implements, the occupants of the units would be eligible for the permit and therefore the cars would not be removed from the street.
- Where streets are narrow and passage may be restricted by congested on-street parking, one approach is to leave one side of the street unrestricted and make the other side “No Parking”. This method allows residents and visitors to park on the unrestricted side at any time. The No Parking restriction on the other side allows a driver of a vehicle to stop for up to 2 minutes (to drop off or pick up passengers or goods) and the vehicle must not be left unattended. Therefore, this arrangement generally frees up one side of the road for passage of traffic and retains the other side for public parking.
- Noted to the submitter if there is a specific street they wish to raise concerns about, Council can investigate possible options and respond to them directly.

Question Time Concluded at 8:07pm.

8 Officer Reports

The Chairperson, Mayor Dwight with leave of the meeting, varied the order of business in order for Council to consider Item 8.5 - Quarterly Performance Report for the Quarter Ended 30 September 2023 before Item 8.4 - Proposal to Sell Three Council Facilities - 73-75 Eildon Parade, Rowville; 10 Tamara Street, Wantirna South; 4 Coorie Avenue, Bayswater.

8.1 Kings Park Masterplan Endorsement

SUMMARY: Senior Landscape Architect – Strategic Open Space Planning, Sherlock Sha

This report presents the Kings Park Master Plan in Upper Ferntree Gully for consideration by Council. The plan has been developed through broad community consultation and recommends a strategic direction for the upgrade of the Kings Park Reserve.

RECOMMENDATION

That Council:

1. Approve the Master Plan for Kings Park as shown as Attachment 1 to this report;
2. Note that the full cost of implementation to deliver the intent of the Master Plan is currently costed at \$12.08M;
3. Note that funding for implementation of Master Plan elements will be considered by Council through the annual budget process;
4. Advocate to both State and Federal Governments for funding support to accelerate delivery of key elements of the Master Plan, including the identified pavilion enhancements at Kings Park.

RESOLUTION

MOVED: Councillor Baker

SECONDED: Councillor Grasso

That Council:

1. **Approve the Master Plan for Kings Park as shown as Attachment 1 to this report;**
2. **Note that the full cost of implementation to deliver the intent of the Master Plan is currently costed at \$12.08M;**
3. **Note that funding for implementation of Master Plan elements will be considered by Council through the annual budget process;**
4. **Advocate to both State and Federal Governments for funding support to accelerate delivery of key elements of the Master Plan, including the identified pavilion enhancements at Kings Park.**

CARRIED

8.2 Minor Grants Program 2023-24 Monthly Report - November 2023

SUMMARY: Community Partnerships Officer, Jade Mainwaring

This report summarises the grant applications recommended for approval in November for the 2023-2024 Minor Grants Program. All applications have been assessed against the criteria set out in the Minor Grants Program Procedure. Applications under the Minor Grants Procedure are limited to a maximum of \$3,000.00 within the current financial year.

RECOMMENDATION

That Council:

1. Approve five applications for a total of \$9,791.00 as detailed below:

Applicant Name	Project Title	Amount Requested	Amount Recommended
Ferntree Gully Arts Society Inc.	Plinths and special light cover	\$1,291.00	\$1,291.00
Knoxfield 55 Plus Club Inc.	Knoxfield 55 Plus Club Christmas Lunch	\$1,000.00	\$1,000.00
Henley Park Scouts Group	Replacement Defibrillator	\$1,500.00	\$1,500.00
Rowville Riders Inc.	Upgrade outdoor area	\$3,000.00	\$3,000.00
Pancretan Association of Melbourne	Pancretan Podcast	\$3,000.00	\$3,000.00
Total		\$9,791.00	\$9,791.00

2. Defer three applications requesting a total of \$7,295.50, as detailed below:

Applicant Name	Project Title	Amount Requested
Ferntree Gully Eagles Football Netball Club	Canteen Upgrade	\$3,000.00
The Basin Cricket Club	Bringing back players and family to the Club for meals after relocation (previously deferred August 2023)	\$3,000.00
Knox Ramblers Walking Group	New uniforms	\$1,295.50
Total		\$7,295.50

3. Refuse three applications requesting a total of \$3,875.50 as detailed below:

Applicant Name	Project Title	Amount Requested	Reason for ineligibility
Dream Bridge Foundation Inc.	Dil Ki Nazar Se	\$500.00	This project is considered ineligible under the Minor Grants Program Policy Clauses: <ul style="list-style-type: none"> 6.3 Provide services, projects and programs that directly benefit residents of the City of Knox, and

Applicant Name	Project Title	Amount Requested	Reason for ineligibility
			<ul style="list-style-type: none"> 6.25 For a state-wide or regional project without a clearly defined local Knox community focus
Silvan Netball Club Inc.	Winter Inclusive Uniforms	\$375.50	This project is considered ineligible under Clause 6.3 of the Minor Grants Program Policy that states for organisations to be eligible they must provide services, projects and programs that directly benefit residents of the City of Knox.
Neuroblastoma Australia	Run 2 Cure Neuroblastoma	\$3,000.00	This project is considered ineligible under Clause 6.3 of the Minor Grants Program Policy that states for organisations to be eligible they must provide services, projects and programs that directly benefit residents of the City of Knox.
Total		\$3,875.50	

- Note that should the recommended grants be approved by Council, the remaining Minor Grants Program budget for 2023-2024 will be \$66,152.00 before GST adjustments.
- Note that one application for Rowville Neighbourhood Learning Centre Inc., trading as Community Learning Centre (CLC) has been withdrawn by the applicant.

RESOLUTION

MOVED: Councillor Baker

SECONDED: Councillor Grasso

That Council:

- Approve five applications for a total of \$9,791.00 as detailed below:**

Applicant Name	Project Title	Amount Requested	Amount Recommended
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Total		\$3,875.50	

4. Note that should the recommended grants be approved by Council, the remaining Minor Grants Program budget for 2023-2024 will be \$66,152.00 before GST adjustments.

5. **Note that one application for Rowville Neighbourhood Learning Centre Inc., trading as Community Learning Centre (CLC) has been withdrawn by the applicant.**

CARRIED

8.3 Occasional Care at Knox Regional Netball Centre Review

SUMMARY: Sarah Kleine, Manager Family and Children's Services

At the Council Meeting held on 23 May 2022, Council resolved to continue providing occasional care (limited hours) at the Knox Regional Netball Centre (KRNC) for a period of 12 months whilst a service review was completed, outlining potential options for the future of the service.

Due to ongoing disruptions and the delayed redevelopment works at the facility, officers were unable to undertake the service review as specifically set out in the May 2022 report. As a result, the service review as outlined in this report was adjusted so as not to further delay a report being presented back to Council and to address the outstanding issues identified in relation to providing this free service to the community.

Following this service review, Council officers recommend that Knox City Council (Council) cease to provide occasional care (limited hours) at KRNC, due to the trending decline in overall demand and significant historical low utilisation of the occasional care service including the continued suspension due to the redevelopment of the Centre.

Similar surrounding Councils no longer deliver occasional care (limited hours) services and are focused instead on early years planning and managing community infrastructure. Knox Council is somewhat of an outlier, particularly in Melbourne's eastern region, having been a direct provider of occasional care (limited hours) service for many years. The scale and frequency of policy and funding changes in recent years will continue to pose significant challenges for occasional care (limited hours) providers.

Council has provided a free occasional care (limited hours) service at KRNC to support women's participation in sport. This service has been suspended since November 2022 and will not resume until Term 1 January 2024 at the earliest due to the redevelopment of the KRNC. Providing the occasional care service costs Council between \$38,000 to \$64,000 per annum, made up mainly of staffing costs, to meet the regulatory ratio of staff to children.

This service review found that the occasional care service does not significantly support women's sporting participation. The occasional care service has continued to have a low utilisation rate and current players using the occasional care service have found alternative arrangements while the service has been suspended. The service in recent times has only supported a narrow range of women, who are available to play netball on Friday mornings.

RECOMMENDATION

That Council:

1. Note and thank the community for their consultation feedback collated in July 2023 in line with Council's Community Engagement Policy;
2. Having completed a service review of the occasional care (limited hours) service and Council's role in occasional care service provision; as well as community consultation (July 2023) and consideration of their feedback provided, resolve to:
 - a. Cease to be a provider for the occasional care (limited hours) service at Knox Regional Netball Centre;

3. Authorise the Chief Executive Officer (or such person as the Chief Executive Officer selects to:
 - a. Notify the Department of Education of Council's decision and to surrender the Service Approval
 - b. Notify the affected employees of Council's decision and the impact of the change, in accordance with Council's relevant industrial agreements.
 - c. Notify all active netball players and children, and the broader Knox Community, of Council's decision and the change's impact.

The Chairperson, Mayor Dwight, noted that there is a confidential attachment for item 8.3, as referenced in section 3 of the officer's report. This attachment should also have been referenced in section 10 of the report as the attachment relates to personal information, which if released would result in the unreasonable disclosure of information about any person or their personal affairs, under the Local Government Act.

RESOLUTION

MOVED: Councillor Baker

SECONDED: Councillor Pearce

That Council:

1. **Note and thank the community for their consultation feedback collated in July 2023 in line with Council's Community Engagement Policy;**
2. **Having completed a service review of the occasional care (limited hours) service and Council's role in occasional care service provision; as well as community consultation (July 2023) and consideration of their feedback provided, resolve to:**
 - a. **Cease to be a provider for the occasional care (limited hours) service at Knox Regional Netball Centre;**
3. **Authorise the Chief Executive Officer (or such person as the Chief Executive Officer selects to:**
 - a. **Notify the Department of Education of Council's decision and to surrender the Service Approval**
 - b. **Notify the affected employees of Council's decision and the impact of the change, in accordance with Council's relevant industrial agreements.**
 - c. **Notify all active netball players and children, and the broader Knox Community, of Council's decision and the change's impact.**

CARRIED

8.5 Quarterly Performance Report for the Quarter Ended 30 September 2023

SUMMARY: Coordinator Finance Operations, James Morris and
Corporate Planning & Reporting Officer, Rod Beecham

The Quarterly Performance Report for the period ended 30 September 2023 is presented for consideration.

RECOMMENDATION

That Council receive and note the Quarterly Performance Report for the period ended 30 September 2023.

RESOLUTION

MOVED: Councillor Laukens

SECONDED: Councillor Timmers-Leitch

That Council receive and note the Quarterly Performance Report for the period ended 30 September 2023.

CARRIED

8.4 Proposal to Sell Three Council Facilities - 73-75 Eildon Parade Rowville; 10 Tamara Street, Wantirna South; 4 Coorie Avenue, Bayswater

SUMMARY: Property Officer, Emma Hayton

This report is to inform Council of the completion of the statutory processes required under Section 114 of the Local Government Act 2020, required for the sale of the following parcels of land is now complete:

- 73-75 Eildon Parade, Rowville;
- 10 Tamara Street, Wantirna South; and
- 4 Coorie Avenue, Bayswater.

The sites were identified as surplus in 2018 following a review of early years' services, leading to consolidation into the two hubs now built in Wantirna South and Bayswater (the Hubs). The services previously delivered from these facilities have been relocated and the sites are vacant.

Consultation has been undertaken and it is now recommended that Council proceed with the sale of the properties.

RECOMMENDATION

That Council:

1. Note the feedback received during the recent community consultation and contained within the report for the proposed sale of:
 - a) 73-75 Eildon Parade, Rowville;
 - b) 10 Tamara Street, Wantirna South; and
 - c) 4 Coorie Avenue, Bayswater.
2. Having complied with the requirements of Section 114 of the Local Government Act 2020, resolve to sell 73-75 Eildon Parade, Rowville.
3. Having complied with the requirements of Section 114 of the Local Government Act 2020, resolve to sell 10 Tamara Street, Wantirna South.
4. Having complied with the requirements of Section 114 of the Local Government Act 2020, resolve to sell 4 Coorie Avenue, Bayswater.
5. Authorises the Chief Executive Officer (or other such person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to proceed with the sale of the properties at 73-75 Eildon Parade, Rowville (Lot 1017 on Plan of Subdivision 146358E, Certificate of Title Volume 09613 Folio 349 and Lot 1018 on Plan of Subdivision 146358E, Certificate of Title Volume 09613, Folio 350):
 - a) Initially by public auction with the reserve price as set out in Confidential Attachment 1; and
 - b) If the land still remains unsold after auction, by negotiation to the highest bidder in accordance with Confidential Attachment 1; and/or
 - c) If the land still remains unsold, by private treaty until 14 May 2024, in accordance with Confidential Attachment 1.
6. Authorises the Chief Executive Officer (or other such person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to proceed with the sale of the property at 10 Tamara Street, Wantirna South (Lot 1 on Title Plan 177866F, Certificate of Title Volume 09135 Folio 195),
 - a) Initially by public auction with the reserve price as set out in Confidential Attachment 2; and

- b) If the land still remains unsold after auction, by negotiation to the highest bidder in accordance with Confidential Attachment 2; and/or
 - c) If the land still remains unsold, by private treaty until 14 May 2024, in accordance with Confidential Attachment 2.
 - d) Include a condition as part of any contract of sale, that an agreement under Section 173 of the Planning and Environment Act 1987, be entered into requiring the retention of trees #6 (*Eucalyptus saligna*), #7 (*Eucalyptus saligna*), and #23 (*Eucalyptus botryoides*), and the exclusion of development from within the Tree Protection Zone (TPZ) as identified in the arborist report at Attachment 9 in the officer's report).
7. Authorises the Chief Executive Officer (or other such person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to proceed with the sale of the property at 4 Coorie Avenue, Bayswater (Lot 21 on Plan of Subdivision 12008, Certificate of Title Volume 07639 Folio 135):
- a) Initially by public auction with the reserve price as set out in Confidential Attachment 3; and
 - b) If the land still remains unsold after auction, by negotiation to the highest bidder in accordance with Confidential Attachment 3; and/or
 - c) If the land still remains unsold, by private treaty until 14 May 2024, in accordance with Confidential Attachment 3.
8. Authorises the Chief Executive Officer (or other such person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to sign the Contract of Sale and all other necessary documents associated with the sale of 73-75 Eildon Parade, Rowville.
9. Authorises the Chief Executive Officer (or other such person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to sign the Contract of Sale and all other necessary documents associated with the sale of 10 Tamara Street, Wantirna South.
10. Authorises the Chief Executive Officer (or other such person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to sign the Contract of Sale and all other necessary documents associated with the sale of 4 Coorie Avenue, Bayswater.
11. Pursuant to Section 125 of the Local Government Act 2020, to authorise the confidential information in the confidential attachments to be publicly available for the limited purpose of communicating the effect of this Resolution to the extent necessary to give effect to it.
12. To authorise the Chief Executive Officer (or such person the Chief Executive Officer selects) to communicate the content of the confidential attachments to the extent necessary at their discretion, including for the purpose of informing the community about the content of the report or Council's decision.
13. Resolve to digitally preserve the building plaque at 10 Tamara Street, Wantirna South, before removing and donating the plaque to the Knox Historical Society.

The Chairperson, Mayor Dwight, noted that this motion relates to the sale of three Council properties and as Chairperson, determined to separate the motion into three parts to reflect the proposal to sell three separate Council properties.

The separation of this motion is intended to provide clarity for Councillors and for the community and has been done in accordance with rule 34 of Council's Governance Rules which states an alternate motion was presented that separated the motion into three parts.

RESOLUTION PART 1

MOVED: Councillor Dwight

SECONDED: Councillor Pearce

1. That Council:

- a) Note the feedback received during the recent community consultation and contained within the report for the proposed sale of 73-75 Eildon Parade, Rowville;
- b) Having complied with the requirements of Section 114 of the Local Government Act 2020, resolve to sell 73-75 Eildon Parade, Rowville.
- c) Authorises the Chief Executive Officer (or other such person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to proceed with the sale of the properties at 73-75 Eildon Parade, Rowville (Lot 1017 on Plan of Subdivision 146358E, Certificate of Title Volume 09613 Folio 349 and Lot 1018 on Plan of Subdivision 146358E, Certificate of Title Volume 09613, Folio 350):
 - i. Initially by public auction with the reserve price as set out in Confidential Attachment 1; and
 - ii. If the land still remains unsold after auction, by negotiation to the highest bidder in accordance with Confidential Attachment 1; and/or
 - iii. If the land still remains unsold, by private treaty until 14 May 2024, in accordance with Confidential Attachment 1.
- d) Authorises the Chief Executive Officer (or other such person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to sign the Contract of Sale and all other necessary documents associated with the sale of 73-75 Eildon Parade, Rowville.
- e) Pursuant to Section 125 of the Local Government Act 2020, to authorise the confidential information in the confidential attachments to be publicly available for the limited purpose of communicating the effect of this Resolution to the extent necessary to give effect to it.
- f) To authorise the Chief Executive Officer (or such person the Chief Executive Officer selects) to communicate the content of the confidential attachments to the extent necessary at their discretion, including for the purpose of informing the community about the content of the report or Council's decision.

Resolution Part 1 was PUT and CARRIED

RESOLUTION PART 2

2. That Council:

- a) **Note the feedback received during the recent community consultation and contained within the report for the proposed sale of 4 Coorie Avenue, Bayswater.**
- b) **Having complied with the requirements of Section 114 of the Local Government Act 2020, resolve to sell 4 Coorie Avenue, Bayswater.**
- c) **Authorises the Chief Executive Officer (or other such person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to proceed with the sale of the property at 4 Coorie Avenue, Bayswater (Lot 21 on Plan of Subdivision 12008, Certificate of Title Volume 07639 Folio 135):**
 - i. **Initially by public auction with the reserve price as set out in Confidential Attachment 3; and**
 - ii. **If the land still remains unsold after auction, by negotiation to the highest bidder in accordance with Confidential Attachment 3; and/or**
 - iii. **If the land still remains unsold, by private treaty until 14 May 2024, in accordance with Confidential Attachment 3.**
- d) **Authorises the Chief Executive Officer (or other such person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to sign the Contract of Sale and all other necessary documents associated with the sale of 4 Coorie Avenue, Bayswater.**
- e) **Pursuant to Section 125 of the Local Government Act 2020, to authorise the confidential information in the confidential attachments to be publicly available for the limited purpose of communicating the effect of this Resolution to the extent necessary to give effect to it.**
- f) **To authorise the Chief Executive Officer (or such person the Chief Executive Officer selects) to communicate the content of the confidential attachments to the extent necessary at their discretion, including for the purpose of informing the community about the content of the report or Council's decision.**

Resolution Part 2 was PUT and CARRIED

MOTION PART 3

3. That Council:

- a) **Note the feedback received during the recent community consultation and contained within the report for the proposed sale of 10 Tamara Street, Wantirna South.**
- b) **Having complied with the requirements of Section 114 of the Local Government Act 2020, resolve to sell 10 Tamara Street, Wantirna South.**
- c) **Authorises the Chief Executive Officer (or other such person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to proceed with the sale of the property at 10 Tamara Street, Wantirna South (Lot 1 on Title Plan 177866F, Certificate of Title Volume 09135 Folio 195),**

- i. Initially by public auction with the reserve price as set out in Confidential Attachment 2; and
 - ii. If the land still remains unsold after auction, by negotiation to the highest bidder in accordance with Confidential Attachment 2; and/or
 - iii. If the land still remains unsold, by private treaty until 14 May 2024, in accordance with Confidential Attachment 2.
 - iv. Include a condition as part of any contract of sale, that an agreement under Section 173 of the Planning and Environment Act 1987, be entered into requiring the retention of trees #6 (*Eucalyptus saligna*), #7 (*Eucalyptus saligna*), and #23 (*Eucalyptus botryoides*), and the exclusion of development from within the Tree Protection Zone (TPZ) as identified in the arborist report at Attachment 9 in the officer's report).
- d) Authorises the Chief Executive Officer (or other such person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to sign the Contract of Sale and all other necessary documents associated with the sale of 10 Tamara Street, Wantirna South.
- e) Pursuant to Section 125 of the Local Government Act 2020, to authorise the confidential information in the confidential attachments to be publicly available for the limited purpose of communicating the effect of this Resolution to the extent necessary to give effect to it.
- f) To authorise the Chief Executive Officer (or such person the Chief Executive Officer selects) to communicate the content of the confidential attachments to the extent necessary at their discretion, including for the purpose of informing the community about the content of the report or Council's decision.
- g) Resolve to digitally preserve the building plaque at 10 Tamara Street, Wantirna South, before removing and donating the plaque to the Knox Historical Society.

PROCEDURAL MOTION

CLOSURE OF MEETING

MOVED: Councillor Pearce

SECONDED: Councillor Baker

That Council resolve to close the meeting to the public in accordance with Section 66 of the Local Government Act 2020 and Council's Governance Rules to consider Item 8.4 as attachments 1, 2, 3, 4, 5 and 6 of this report contain confidential information relating to: Council business information, that will prejudice Council's position when negotiating the sale price for the property at auction if prematurely released; and personal information, including names and addresses that reveal a person's identity that would be unreasonable to disclose in a public report.

CARRIED

THE MEETING WAS CLOSED TO THE PUBLIC AT 8:55 pm

PROCEDURAL MOTION

MOVED: Councillor Pearce

SECONDED: Councillor Grasso

That the meeting reopen to the public

CARRIED

THE MEETING WAS REOPENED TO THE PUBLIC AT 9:54pm

The Motion Part 3 relating to 10 Tamara Street, Wantirna South was PUT and LOST.

A Division was called by Councillor Laukens

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

Against the motion: Councillor Baker, Councillor Cooper, Councillor Dwight, Councillor Pearce and Councillor Seymour

Abstention: Nil

LOST 4:5

MOTION PART 3

MOVED: Councillor Pearce

SECONDED: Councillor Seymour

3. That Council:

- a) Note the feedback received during the recent community consultation and contained within the report for the proposed sale of 10 Tamara Street, Wantirna South.
- b) Having complied with the requirements of Section 114 of the Local Government Act 2020, resolve to sell 10 Tamara Street, Wantirna South.
- c) Authorises the Chief Executive Officer (or other such person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to proceed with the sale of the property at 10 Tamara Street, Wantirna South (Lot 1 on Title Plan 177866F, Certificate of Title Volume 09135 Folio 195),

- i. Initially by public auction with the reserve price as set out in Confidential Attachment 2-as annexed to the Minutes; and
 - ii. If the land still remains unsold after auction, by negotiation to the highest bidder in accordance with Confidential Attachment 2-as annexed to the Minutes; and/or
 - iii. If the land still remains unsold, by private treaty until 14 May 2024, in accordance with Confidential Attachment 2-as annexed to the Minutes.
- d) Authorises the Chief Executive Officer (or other such person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to sign the Contract of Sale and all other necessary documents associated with the sale of 10 Tamara Street, Wantirna South.
- e) Pursuant to Section 125 of the Local Government Act 2020, to authorise the confidential information in the confidential attachments to be publicly available for the limited purpose of communicating the effect of this Resolution to the extent necessary to give effect to it.
- f) To authorise the Chief Executive Officer (or such person the Chief Executive Officer selects) to communicate the content of the confidential attachments to the extent necessary at their discretion, including for the purpose of informing the community about the content of the report or Council's decision.
- g) Resolve to digitally preserve the building plaque at 10 Tamara Street, Wantirna South, before removing and donating the plaque to the Knox Historical Society.

The Motion Part 3 relating to 10 Tamara Street, Wantirna South was PUT and LOST.

A Division was called by Councillor Pearce

For the motion: Councillor Baker, Councillor Cooper, Councillor Pearce and Councillor Seymour

Against the motion: Councillor Allred, Councillor Dwight, Councillor Grasso, Councillor Laukens and Councillor Timmers-Leitch

Abstention: Nil

LOST 4:5

PROCEDURAL MOTION

MOVED: Councillor Baker

SECONDED: Councillor Grasso

That Council resolve to extend the Council Meeting until 11pm.

CARRIED

RESOLUTION PART 3

MOVED: Councillor Grasso

SECONDED: Councillor Timmers-Leitch

3. That Council:

- a) Note the feedback received during the recent community consultation and contained within the report for the proposed sale of 10 Tamara Street, Wantirna South.
- b) Having complied with the requirements of Section 114 of the Local Government Act 2020, resolve to sell 10 Tamara Street, Wantirna South.
- c) Authorises the Chief Executive Officer (or other such person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to proceed with the sale of the property at 10 Tamara Street, Wantirna South (Lot 1 on Title Plan 177866F, Certificate of Title Volume 09135 Folio 195),
 - i. Initially by public auction with the reserve price as set out in Confidential Attachment 2-as annexed to the Minutes; and
 - ii. If the land still remains unsold after auction, by negotiation to the highest bidder in accordance with Confidential Attachment 2-as annexed to the Minutes; and/or
 - iii. If the land still remains unsold, by private treaty until 14 May 2024, in accordance with Confidential Attachment 2-as annexed to the Minutes.
 - iv. Include a condition as part of any contract of sale, that an agreement under Section 173 of the Planning and Environment Act 1987, be entered into requiring the retention of trees #6 (*Eucalyptus saligna*) and #7 (*Eucalyptus saligna*), and the exclusion of development from within the Tree Protection Zone (TPZ) as identified in the arborist report at Attachment 9 in the officer's report).
- d) Authorises the Chief Executive Officer (or other such person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to sign the Contract of Sale and all other necessary documents associated with the sale of 10 Tamara Street, Wantirna South.
- e) Pursuant to Section 125 of the Local Government Act 2020, to authorise the confidential information in the confidential attachments to be publicly available for

the limited purpose of communicating the effect of this Resolution to the extent necessary to give effect to it.

- f) To authorise the Chief Executive Officer (or such person the Chief Executive Officer selects) to communicate the content of the confidential attachments to the extent necessary at their discretion, including for the purpose of informing the community about the content of the report or Council's decision.**
- g) Resolve to digitally preserve the building plaque at 10 Tamara Street, Wantirna South, before removing and donating the plaque to the Knox Historical Society.**

The Motion Part 3 relating to 10 Tamara Street, Wantirna South was PUT and CARRIED

A Division was called by Councillor Seymour

For the motion: Councillor Allred, Councillor Dwight, Councillor Grasso, Councillor Laukens and Councillor Timmers-Leitch

Against the motion: Councillor Baker, Councillor Cooper, Councillor Pearce and Councillor Seymour

Abstention: Nil

CARRIED 5:4

9 Supplementary Items

Nil.

10 Notices of Motion

Nil.

11 Urgent Business

Nil.

12 Questions Without Notice

Nil.

13 Confidential Items

Nil.

MEETING CLOSED AT 10:37pm

Minutes of Meeting confirmed at the
Meeting of Council
held on Monday, 18 December 2023

.....
Chairperson

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

AGENDA



Meeting of Council

To be held at the

Civic Centre

511 Burwood Highway

Wantirna South

On

Monday 27 November 2023 at 7:00 PM

This meeting will be conducted as a hybrid meeting

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Bruce Dobson
Chief Executive Officer

1 Apologies and Requests for Leave of Absence

2 Declarations of Conflict of Interest

3 Confirmation of Minutes

Confirmation of Minutes of Meeting of Council held on Monday 23 October 2023 and Monday 14 November 2023

4 Presentations, Petitions and Memorials

5 Reports by Councillors

6 Planning Matters

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

SUMMARY: Manager, City Planning & Building, Paul Dickie

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

RECOMMENDATION

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

1.REPORT

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

Application Type	No.
Building & Works: Residential	6
Other	3
Subdivision	8
Units	6
Tree Removal / Pruning	9
Single Dwelling	4
Change of Use	1
Signage	1
Removal of Easement	1
TOTAL	39

2.CONFIDENTIALITY

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

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

Report Authorised By: Director, City Liveability, Matt Kelleher

Attachments

Nil

Knox City Council

Report of Planning Applications Decided Under Delegation

1 October 2023 and 31 October 2023

Ward	No/ Type	Address	Description	Decision
Baird	2022/6677	35 Edina Road FERNTREE GULLY VIC 3156	Development of the land for a double-storey dwelling to the rear of the existing dwelling and subdivision into two lots	3/10/2023 Refused
Baird	2023/6403	2/35 Commercial Road FERNTREE GULLY VIC 3156	Reconstructing existing dwelling	4/10/2023 Approved
Baird	2023/6404	40 Herbert Street BORONIA VIC 3155	Removal of one (1) Eucalyptus sideroxylon (Red Ironbark)	4/10/2023 Approved
Baird	2023/6429	25 Woodmason Road BORONIA VIC 3155	Four (4) lot subdivision (approved development site)	24/10/2023 Approved
Baird	2023/6433	14 Orchid Avenue BORONIA VIC 3155	Eight (8) lot subdivision (approved development site)	25/10/2023 Approved
Baird	2023/6380	2/29 Commercial Road FERNTREE GULLY VIC 3156	Buildings and demolition works to build a garage	30/10/2023 Approved
Chandler	2023/6401	32 Arcadia Avenue THE BASIN VIC 3154	The Pruning of one (1) Eucalyptus bicostata (Southern Blue Gum)	3/10/2023 Approved
Chandler	2023/6374	62 Mount View Road BORONIA VIC 3155	Buildings and Works (construction of a carport and a shed) and the removal the removal one (1) Eucalyptus nicholii	5/10/2023 Approved
Chandler	2023/6439	25 Mercia Avenue THE BASIN VIC 3154	Buildings and works (extension to existing dwelling, decking, retaining walls and paving)	26/10/2023 Approved
Chandler	2023/6410	12 Verbena Avenue THE BASIN VIC 3154	The Removal of one (1) Eucalyptus obliqua (T2) and the pruning of four (4) Eucalyptus obliqua (T1, T3, T4 & T5)	26/10/2023 Approved

Ward	No/ Type	Address	Description	Decision
Chandler	2023/6416	31 Marie Street BORONIA VIC 3155	The Removal of one (1) Pyrus calleryana (Callery Pear) and one (1) dead Alnus jorullensis (Evergreen Alder)	27/10/2023 Approved
Collier	2022/6243	6 Botany Court WANTIRNA VIC 3152	Development of the land for two (2) double storey dwellings	30/10/2023 Notice of Decision
Collier	2023/6377	331 Wantirna Road WANTIRNA VIC 3152	Three lot subdivision (Approved unit development)	23/10/2023 Approved
Dinsdale	2023/6373	457-459 Boronia Road WANTIRNA SOUTH VIC 3152	Seven (7) lot subdivision (approved development site)	5/10/2023 Approved
Dinsdale	2023/6388	47 Dixon Court BORONIA VIC 3155	Seven lot subdivision (approved unit development)	5/10/2023 Approved
Dinsdale	2023/6405	9/2-4 High Street BAYSWATER VIC 3153	Business Identification Signage	5/10/2023 Approved
Dinsdale	2023/9088	11 Hertford Court WANTIRNA SOUTH VIC 3152	Two lot subdivision (approved unit development)	19/10/2023 Approved
Dinsdale	2023/9087	44 Pentlowe Road WANTIRNA SOUTH VIC 3152	Buildings and works for a single storey dwelling	12/10/2023 Approved
Dinsdale	2022/6529	8 Susan Street BAYSWATER VIC 3153	The construction of a two (2) storey dwelling and 2 lot subdivision	13/10/2023 Notice of Decision
Dinsdale	2023/6392	23 Kirrawee Avenue WANTIRNA SOUTH VIC 3152	Remove part of the drainage easement (along eastern boundary)	19/10/2023 Approved
Dinsdale	2023/9090	91 Parkhurst Drive KNOXFIELD VIC 3180	Buildings and works for a new mezzanine and new windows and roller door	17/10/2023 Approved
Dobson	2023/6330	977 Burwood Highway FERNTREE GULLY VIC 3156	Removal of trees (T7, T33, T34, T37, T39 and T40)	2/10/2023 Approved
Dobson	2023/6378	9 Rose Street UPPER FERNTREE GULLY VIC 3156	Removal of one (1) Hesperocyparis lusitanica (Mexican Cypress)	3/10/2023 Approved

Ward	No/ Type	Address	Description	Decision
Dobson	2023/6268	17 Dorothy Grove FERNTREE GULLY VIC 3156	Construction of a shed	13/10/2023 Approved
Dobson	2023/6252	17 Walbundry Avenue FERNTREE GULLY VIC 3156	Alterations and additions to an existing dwelling and vegetation removal	19/10/2023 Approved
Dobson	2023/6420	15 Bruce Crescent FERNTREE GULLY VIC 3156	Removal of one (1) Ulmus glabra (Wych Elm)	27/10/2023 Approved
Dobson	2023/6432	96 Blackwood Park Road FERNTREE GULLY VIC 3156	Removal of one (1) Eucalyptus leucoxyton (Yellow Gum), one (1) Chamaecyparis lawsoniana (Lawson's Cypress) and one (1) Cupressus x leylandii (Leyland Cypress)	30/10/2023 Approved
Friberg	2022/6628	694-696 Burwood Highway FERNTREE GULLY VIC 3156	Development of a mixed use building, the display of business identification signage, reduction in the car parking requirements, and alteration of access to a road in a Transport Zone 2	13/10/2023 Refused
Friberg	2023/6235	56 Mountain Gate Drive FERNTREE GULLY VIC 3156	Development of a double storey dwelling to the rear of existing dwelling	17/10/2023 Notice of Decision
Friberg	2023/6275	888 Burwood Highway FERNTREE GULLY VIC 3156	Change of use to retail premises (trade supplies) and installation of signage	9/10/2023 Approved
Scott	2023/6243	6 Wolf Street WANTIRNA SOUTH VIC 3152	buildings and works (construction of a single storey dwelling)	2/10/2023 Approved
Scott	2023/6411	430 Scoresby Road FERNTREE GULLY VIC 3156	Four lot subdivision (approved development site)	23/10/2023 Approved
Scott	2023/6347	464 Scoresby Road FERNTREE GULLY VIC 3156	Three Lot Subdivision (approved unit development)	4/10/2023 Approved
Scott	2023/9085	39 Fonteyn Drive WANTIRNA SOUTH VIC 3152	Construction of a single dwelling	10/10/2023 Approved

Ward	No/ Type	Address	Description	Decision
Taylor	2023/6224	144 Dandelion Drive ROWVILLE VIC 3178	Development of the land for double storey dwelling to the rear of existing	6/10/2023 Approved
Tirhatuan	2023/6240	32 Arnold Drive SCORESBY VIC 3179	Development of the land for two (2) double storey dwellings	19/10/2023 Approved
Tirhatuan	2023/6202	85 Henderson Road ROWVILLE VIC 3178	Development of an office building adjacent to an existing warehouse, a reduction in car parking and internally illuminated signage	12/10/2023 Approved
Tirhatuan	2023/6448	PEPPERTREE HILL 96/15 Fulham Road ROWVILLE VIC 3178	Construction of a verandah	23/10/2023 Approved
Tirhatuan	2023/9086	159 Seebeck Road ROWVILLE VIC 3178	The Pruning of one (1) Eucalyptus melliodora (Yellow Box)	30/10/2023 Approved

6.2 Norvel Estate - Consideration of submissions in relation to Amendment C184knox and Planning Permit Application P/2020/6049

SUMMARY: Senior Strategic Planner, Georgia Stensness

At its meeting of 22 November 2021, Council resolved to prepare and exhibit combined Amendment C184knox (Amendment) and Planning Permit Application P/2020/6049 (Application), including a draft planning permit (draft permit).

The Amendment seeks to rezone the former Norvel Road quarry and the adjacent bushland and road reserves from Special Use Zone (earth and energy resource use) to residential and public conservation purpose zones. The associated Application seeks to subdivide the site to create 138 residential lots and associated road reserves. The proposal also facilitates the provision of eight social housing properties as well as new walking and cycling trails connecting to the existing Blind Creek trail and associated bushland.

The Amendment and Application were exhibited from 14 June to 21 July 2023. A total of 31 submissions were received, including three late submissions and one group submission, including:

- 6 submissions which express general support for the proposal
- 17 submissions which do not support the proposal or raise concerns around certain aspects of the proposal; and
- 8 submissions which raise queries or issues without necessarily expressing support or opposition to the proposal.

Key issues raised or feedback provided in the submissions include:

- concerns regarding increased traffic associated with the proposal
- requests for improvements to Norvel Road
- requests for a reserve with play equipment to be provided as part of the development
- protection of the adjoining bushland reserve and calls for restricting public access to it; and
- objections to the location of the wetland reserve and proposed residential lots in proximity to bushland vegetation.

In contrast, submissions in support of the proposal welcome the development, noting it facilitates more housing, including social and affordable housing options for the community.

As required under the *Planning and Environment Act 1987*, as Council has received submissions which request a change to the proposed Amendment and draft permit, Council must either change the Amendment and draft permit in the manner requested; refer the submissions to an independent Planning Panel appointed by the Minister for Planning; or abandon all or part of the amendment (and/or refuse to recommend that a permit be granted).

In response to the submissions, officers recommend minor changes to the draft permit. Additional minor changes are recommended to the Amendment documents and draft permit, to correct technical and clerical errors.

As officers do not consider that all changes sought through the submissions should be incorporated, it is recommended that all submissions be referred to an independent Planning Panel for consideration.

Following the Panel Hearing, a report will be received from the Planning Panel with recommendations related to both the Amendment and draft permit. Following Council's consideration of the Panel's recommendations at a future Council meeting, an application is expected to be made to the Minister with the adopted Amendment C184knox and a recommendation to the Minister to grant a Planning Permit.

RECOMMENDATION

That Council:

- 1. Receives and notes the submissions to Amendment C184knox and Planning Permit Application P/2020/6049, in accordance with Section 22 of the *Planning and Environment Act 1987*, as provided in Attachment 1 to this report.**
- 2. Endorses the officer's response to submissions including suggested changes to the Amendment documents and draft permit as presented in this report and shown in Attachments 1-4.**
- 3. Requests the Minister for Planning to appoint a Planning Panel under Section 153 of the *Planning and Environment Act 1987*, to consider all submissions to the Amendment, Application and draft permit.**
- 4. Refers the Amendment, Application and draft permit, and all submissions to a Planning Panel in accordance with Section 23 of the *Planning and Environment Act 1987*.**
- 5. Authorises the Chief Executive Officer (or such person nominated by the Chief Executive Officer) to undertake minor changes to the Amendment, Application and draft permit which do not change the purpose or intent of the Amendment and/or Application prior to the Panel Hearing.**

1. INTRODUCTION

In April 2018, an application was lodged with Council to consider a combined Amendment and Application under Section 96A of the *Planning and Environment Act 1987* (the Act).

On 25 October 2021, Council resolved to enter into a Section 173 Agreement with the proponent to secure reserves for bushland, drainage, fire buffer and other purposes (described as bushland and wetland reserves in this report), and to ensure that the future development is constructed in accordance with updated Urban Design Guidelines. The bushland reserve (1.698 hectares) was transferred to Council on 29 August 2023.

On 22 November 2021, Council resolved to prepare and exhibit combined Amendment C184knox (Amendment) and Planning Permit Application P/2020/6049 (Application), including a draft planning permit (draft permit) for Norvel Estate. Council also resolved to enter into a Section 173 agreement with the landowner for the provision of a minimum eight social housing lots.

1.1. Amendment C184knox

The Amendment applies to multiple parcels of land in Ferntree Gully. Specifically, it applies to privately owned land situated at 29 Norvel Road (formerly 29Q Norvel Road and Norvel Road

quarry). The Amendment also applies to various Council owned land including 29R Norvel Road, part of 54 Agora Boulevard and 59R Rankin Road, and land known as Seecal Road Reserve, Castricum Place road reserve and Norvel Road reserve.

As shown in Figure 1 below, the Amendment proposes to:

- Rezone the land in the Special Use Zone - Schedule 2 (SUZ2) to a new Neighbourhood Residential Zone - Schedule 7 (NRZ7);
- Rezone the existing bushland from SUZ2 to the Public Conservation and Resource Zone (PCRZ);
- Rezone the abutting linear reserve from part SUZ2 and part Neighbourhood Residential Zone Schedule 4 to Public Park and Recreation Zone; and
- Rezone part of the Castricum Place, Seecal Road, and Norvel Road reserves from SUZ2 to NRZ7.

The Amendment also proposes to:

- Amend Clause 22.07 - Development in Residential Areas and Neighbourhood Character to exempt the NRZ7 from the provisions of Clause 22.07; and
- Amend the Planning Scheme map to reflect the rezoning.

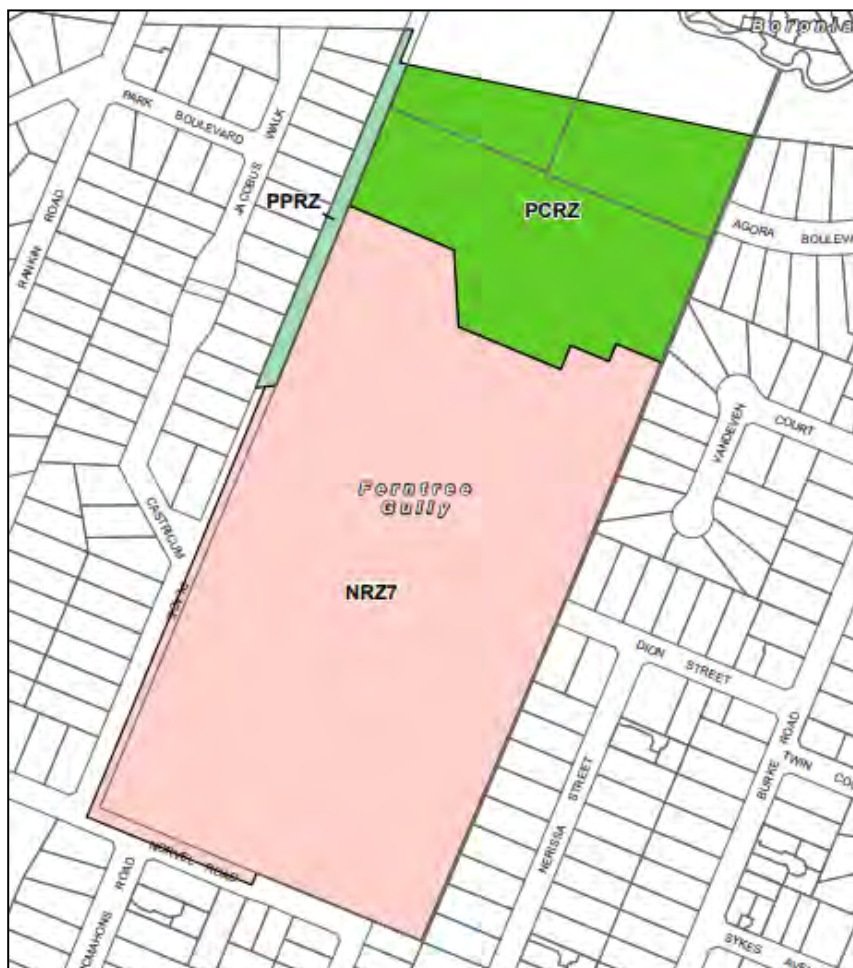


Figure 1: Proposed rezoning plan

The rezoning is required as the current SUZ2 is for the purpose of earth and energy resource use,

and prohibits residential use. To enable future residential uses, the application of the Neighbourhood Residential Zone proposed is intended to reflect the residential character of the surrounding area.

1.2. Planning Permit Application

The Application is for a 138 residential lot staged subdivision, development of pathways, removal of native vegetation, and associated works (unless otherwise stated, native vegetation in this report are plants that are indigenous to Victoria). The Application also includes 8 lots for social housing, to be gifted to and developed by a registered housing provider. The Subdivision Master Plan as exhibited is provided in Attachment 5.

1.3. Authorisation

On 4 April 2022, Council received authorisation from the Minister to proceed subject to conditions. The authorisation conditions are as follows:

- 1. The two precursor s173 agreements (the development and transfer s173 agreement and the social housing s173 agreement) must be exhibited with the amendment, either as part of the land title if registered on title, or as draft (or signed) agreements if not registered on title.*
- 2. A cultural heritage management plan (CHMP) or certified preliminary Aboriginal heritage test (CPAHT) stating that no cultural heritage management plan is required must be provided before the amendment is exhibited.
The CHMP or CPAHT is not required to be exhibited with the amendment unless the Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation permits exhibition. Should the amendment progress to a Panel, the CHMP or CPAHT must be provided to Planning Panels Victoria with the exhibited documents.*
- 3. Amend the Explanatory Report to respond to State policy and explain specifically how the amendment addresses relevant bushfire risk.*
- 4. The wording in the Explanatory Report refers to 'balancing' the preservation of human life with ecological values (in the face of bushfire risk). This must be corrected, and it be made clear that the preservation of human life in the face of bushfire risk is given priority. It is noted that the report may discuss ecological values being weighted, but the preservation of human life is given priority. It is further noted that the underlying documents generally indicate this.*
- 5. In the Explanatory Report, in assessing environmental effects, clarify if and how a clause 52.17 native vegetation offset ensures no threatened flora or fauna are impacted.*

To satisfy the authorisation conditions, the Applicant prepared and submitted a Cultural Heritage Management Plan (CHMP) in February 2023. The delay in finalising the CHMP was due to ongoing discussions with the Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation. Subsequently, minor adjustments were made to the draft planning permit conditions, to ensure works are conducted in accordance with the CHMP. Other minor changes were also made to the Amendment documents in line with the authorisation conditions.

1.4. Exhibition

The Amendment and Application were placed on exhibition in accordance with the requirements of the Act between 14 June and 21 July 2023. The proposed draft permit and other supporting

documents were also exhibited as part of this process. The exhibited documents are available on the Department of Transport and Planning webpage for Amendment C184knox.

2. DISCUSSION

A total of 31 submissions were received during exhibition, including three late submissions and one group submission signed by 25 signatories. It is noted that a number of submitters/signatories share the same residential address.

A summary of all submissions received, including the Council officer response is provided in Attachment 1 to this report. Key issues raised or feedback provided in submissions are outlined below.

2.1. Concerns regarding increased traffic

Several submissions raised concerns relating to the increase in traffic in the area and the proposal's impact on on-street car parking.

Council officer response

Traffic impact

The proposal is supported by a comprehensive Traffic and Transport Assessment. The assessment which has been reviewed by Council's Traffic and Transport team, confirms that the internal and local road network is capable of accommodating the expected daily traffic volumes generated by the subdivision. Furthermore, the immediate vicinity has a well-connected local road network, allowing vehicles to approach and depart the site via multiple routes.

Car Parking

The proposal provides a satisfactory amount of on-street and off-street car parking. According to Council's Traffic and Transport officers, it is estimated that the Estate can accommodate approximately 139 on-street car spaces internally. This is in addition to the required off-street car parking within individual lots, noting that future dwellings will need to comply with the car parking requirements specified in the Knox Planning Scheme or Building Regulations.

Recommendation

No changes to the proposal are recommended.

2.2. Request for improvements to Norvel Road

Concerns were raised regarding traffic safety of Norvel Road and have requested the installation of a roundabout at the intersection of McMahons Road and Norvel Road, as well as the widening of the eastern end of Norvel Road.

Council officer response

Road safety and roundabout

The Subdivision Master Plan (Attachment 5) indicates that out of the proposed 138 lots, 117 will have access from the internal street network, while 21 will have frontages to either Norvel Road or Castricum Place. Furthermore, vehicle access to the site is proposed via three connections, as follows:

1. A connection to Norvel Road (Road A), in a similar location to the existing site access. Most residents would arrive and depart from this road.
2. A secondary access to Norvel Road (Road H), near the south-west corner, providing access to 29 dwellings (Road H).
3. A continuation of Dion Street into the site, noting that approximately 30% of the development utilising internal roads would arrive and depart from this street.

With the above in mind, the subdivision layout and local roads have been assessed by Council's Traffic and Transport officers who require the installation of a splitter island at the intersection of McMahons Road and Norvel Road, which is currently line marked. This will assist with improving road safety. The draft permit also requires crossovers to be at least 10 metres away from an intersection, and crossovers to Lots 1, 31 and 32 are required to be relocated as much as practical to ensure that they are clear of the intersection.

Additionally, Traffic and Transport officers have advised that a review of the State's accident crash database indicates that there has been no reported casualty accident at the McMahons Road and Norvel Road intersection within the past 5 years. This suggests that there are no major concerns for traffic safety. It should also be noted that there are speed humps in the vicinity of the intersection, and it is observed that a set of speed cushions outside 77 McMahons Road is awaiting reinstatement.

Regarding submitter requests for the installation of a roundabout, though officers see benefits with constructing a roundabout, there are constraints within the existing road reserve area and the subdivision plan to design a suitable roundabout that caters for all users. The implementation of a splitter island is considered to be a suitable solution within the road reserve widths.

Widening of Norvel Road

It has been determined that no changes to the tail end of Norvel Road, east of Road A, are necessary. This is based on Norvel Road and Road H being no through roads, which will serve a limited number of lots (an additional 34 lots).

Recommendation

No changes to the proposal are recommended.

2.3. Request for a reserve with play equipment

Submissions request that the proposal includes a park with play equipment.

Council officer response

The Knox Planning Scheme requires a person who subdivides land to make a contribution to Council for public open space, unless an exemption applies. To Council's discretion, it will either be a percentage of the total land area or a monetary contribution, or a combination of both. In this instance, the bushland and wetland reserves form the public open space contribution, as agreed in the previously signed Section 173 agreement. A total of 20,656 square metres (22.35%) of the land area will be transferred to Council, which exceeds the minimum requirement of 8.5%. In this regard, Council cannot request additional land for the purpose of public open space.

Importantly, it is worth noting that residents would have access to Norvel Road Reserve. This reserve of approximately 740 square metres, is in close proximity to the Estate at 20 Norvel Road and contains play equipment. In addition, the role and functionality of open spaces vary. According to the Knox Open Space Plan 2012-2022 (OSP), the bushland and wetland reserves are categorised as creek corridors that can provide a continuous network of linking open spaces for movement and destinations for flora, fauna, water and people, and provide key links through trails and circuits. The OSP also acknowledges that over time, creek corridors can be extended to include drainage and swale lines that are currently underground or have no paths or vegetation. In addition, residents will have access to a park (of any category) within an approximate 10-minute walk or 500 metres, as sought by Knox's Play Space Plan 2013-2023.

Both the local and broader community will be able to enjoy the green spaces. The proposal includes the installation of paths, including a boardwalk, with the added benefit of serving as an educational resource. The paths will also aid in the maintenance of the bushland and provide emergency access. Additionally, the wetland reserve offers additional recreational opportunities, noting that there are no plans to enclose the area.

Recommendation

No changes to the proposal are recommended.

2.4 The bushland reserve and requests for restricting access to it

Some submissions expressed concerns regarding the impact of the proposal on the bushland. Some of these submissions oppose the idea of pathways throughout the bushland and instead request that the bushland be fenced off.

Council officer response

Impact on vegetation

The proposal aims to minimise and where possible, avoid the removal of native vegetation. Where vegetation removal is necessary, it is limited to the southern edge of the bushland, where fire management measures are required. This involves the removal of understorey vegetation such as shrubs and grasses. Furthermore, the Biodiversity Assessment confirms that the removal of native vegetation in that particular area will not have a significant impact on any habitat for a rare or threatened species. The Assessment also outlines offset requirements to compensate for the removal. Additionally, while the Arborist Report assures that no trees will be removed, it should be noted that tree lopping (trimming of branches) may need to be carried out to meet Country Fire Authority requirements, such as maintaining a clearance of least 2 metres between the lowest tree branches and ground level. Lastly, the proposed paths within the bushland reserve will generally be positioned in areas that have already been disturbed and adopt materials and construction techniques to minimise visual and physical disturbance.

Fencing

It is not standard practice for Council to restrict public access to bushland reserves. There is also no evidence provided to suggest that fencing off a bushland area would lead to improved conservation outcomes, while it could restrict community awareness and surveillance. This approach is supported by the Knox Planning Scheme which states that a purpose of the Public Conservation and Resource Zone is to assist in public education and interpretation of the natural

environment with minimal degradation of the natural environment or natural processes. Furthermore, at Clause 21.08-2, the Knox Planning Scheme acknowledges the role of open space in passive recreation and the value of community surveillance to open space areas.

It should be noted that maintaining public access to bushland reserves elsewhere in Knox and the provision of walking trails has not led to detrimental impacts on environmental values. An example of this can be observed at the Bateman Street Bushland in Wantirna, which is described as one of the largest and richest areas of fairly intact Valley Health Forest in the Melbourne region. This reserve is protected by the Environmentally Significant Overlay – Schedule 2, and like the Blind Creek Billabong area, it is a Site of Biological Significance with State-level significance. Also, walking trails traverse both the Bateman Street Bushland and the Blind Creek Billabong area.

Though Council officers do not support restricting public access to the bushland reserve, officers recommend seeking advice from an independent planning panel on this matter. This includes considering the installation of a low impact and visually desirable fence that aligns with the area's character, without impeding access.

Recommendation

To address some of the submitter concerns, officers consider that it is appropriate to request a financial contribution for the installation of signs. Signs could detail the significance of the vegetation and request that the public and their dogs keep to the paths, noting that Council generally requires dogs to be on-lead on footpaths, walking tracks and conservation bushlands (not an exhaustive list). The financial contribution requirements have been added to Conditions 7 and 8 of the draft permit.

2.5. Objections to the wetland reserve and lots in proximity to bushland vegetation

Submissions oppose the location of the wetland reserve and/or some or all three lots proposed in proximity to existing vegetation (Lots 136, 137 and 138).

Council officer response

Wetland

The wetland and associated swale sit within the wetland reserve, which is located south of the bushland reserve. Its location is considered appropriate as it is in the defensible space for fire management purposes, which cannot be occupied by dwellings. It is also strategically placed in an area that is clear of trees.

The location and size of the wetland reserve was previously agreed to as part of the open space contribution negotiations and determined appropriate as being in an area clear of vegetation and unsuitable for development due to being within the required fire management buffers. This reserve is included in the Section 173 agreement registered on the title as a reserve for drainage, fire buffer and other purposes and is shown on the concept plan included in the Section 173 agreement. Considering this, it is not recommended any changes be made to the location of the wetland reserve.

Lots 136, 137 & 138

These lots are situated along the eastern boundary of the Estate, with Lot 138 positioned next to the bushland reserve. Furthermore, the placement of these lots has been assessed by Council's Biodiversity and Landscaping teams. Although they have been designed to sit outside the patches of native vegetation, Lot 138 currently encroaches into tree protection zones. The draft permit addresses this issue and includes a condition that requires amended plans demonstrating that no buildings or works, except for fencing, are within the tree protection zone of any tree. This will result in adjustments to the position or layout of Lot 138, or the building envelope. The draft permit also contains conditions aimed at safeguarding existing trees during site works, such as the installation of barrier fencing to create protection zones. In summary, these lots will not have a detrimental impact on bushland vegetation

Recommendation

Officers recommend the inclusion of additional conditions to enhance protection of existing trees, and to ensure alignment with Council's standard conditions.

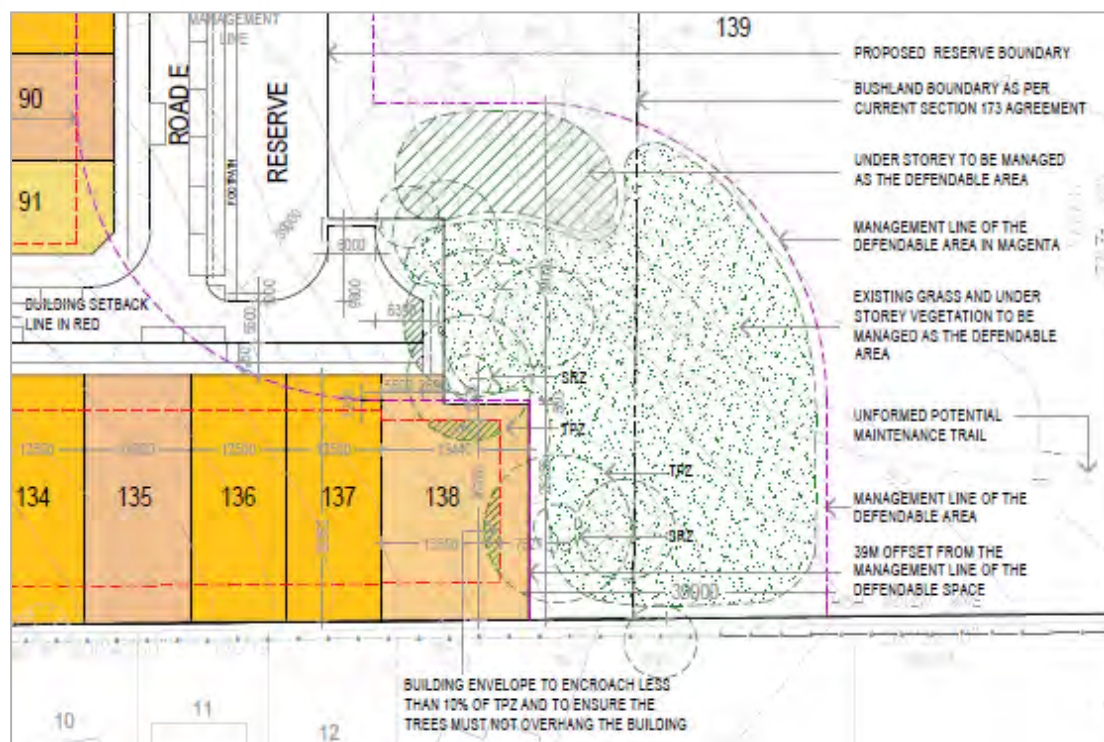


Figure 2 - Location of lots 136, 137 and 138

2.6. Other issues from submissions

Fencing to existing residential properties

A few submissions have requested the replacement of existing fences along the eastern boundary of the site, from chain wire to a solid material.

Recommendation

Officers consider that it is appropriate to require the permit holder to replace fencing along the eastern boundary where a proposed residential lot adjoins an existing residential property. Solid fencing, however, is not supported where an existing residential lot abuts the reserve. This is

because the Knox Urban Design Framework 2020 encourages development that adjoin creek corridors and parks to overlook open spaces and to use transparent fencing to maintain visibility. To address submitter concerns, two new conditions (6n and 62) are proposed, along with modifications to Condition 61.

Landscape Plan Matters

Submissions raised concerns about the proposed planting of deciduous street trees and requested them to be replaced by Australian native and indigenous trees to prevent leaf litter and to support wildlife. A submission also mentioned that one of the trees shown as existing on the Landscape Plan (located between the proposed bike path and the fence line along the back of Jacobus Walk properties) no longer exists.

Recommendation

While providing some deciduous trees in any development within Knox is generally supported, the Landscape Report was reviewed again by Council's Landscaping team to identify any opportunities for more native species. Though the draft permit already requires changes to certain tree species, the review provided Landscaping officers with an opportunity to suggest the replacement of the Norwegian Sunset with Eucalyptus Melliodora (Yellow Box), an indigenous tree. Not only will the Yellow Box complement existing street trees, but it will also serve as a habitat for various birds, possums and other wildlife. Overall, a small proportion of street trees would be deciduous (with exotic origin), and when considering the draft permit conditions which require additional street trees, the figure may be around 10%, and the trees would be placed along Roads B and G. It should also be noted that for individual lots, officers recommend changes to the landscaping component of Condition 25, to make reference to Knox's Landscape Guidelines. These guidelines encourage native and indigenous plants.

In addition, minor modifications to Condition 6 are suggested. This is to ensure alignment between any future Landscape Plan and the Arborist Report/existing site conditions.

2.7. Recommended changes post exhibition

Changes are recommended to the Amendment and draft permit following the above discussion, and the full analysis of all submissions which is provided in Attachment 1.

The key proposed changes are:

- a) Additional/amended permit conditions to require the proponent to provide fencing along new residential lots where they abut existing residential properties.
- b) Amendments to the draft permit conditions so the landscape plan correctly plots the existing trees and changes a proposed deciduous tree species to a native one.
- c) Amendments to the draft permit conditions to secure signage to the bushland reserve in the form of a financial contribution, and to ensure there is no ambiguity with respect to how the contribution is calculated.
- d) Additional permit conditions to reflect the referral authority comments (Ausnet and Melbourne Water).
- e) Changes to the proposed NRZ7 Schedule to:

- reflect updated terminology since the preparation of this Amendment (e.g. recent renaming of the transport zones);
 - ensure there is no duplication, noting Environmentally Sustainable Development (ESD) requirements are in Local Planning Policy at Clause 22.04; and
 - make editorial improvements to comply with the State Government rules for writing planning scheme provisions.
- f) Minor changes to the draft permit to address administrative errors.
- g) Minor changes to Amendment documents and draft permit to reflect the change of address following transfer of the bushland reserve to Council.

The recommended changes are indicated in the Planning Permit (Attachment 2) and the NRZ7 Schedule (Attachment 4).

2.8. Next steps

Under Section 23(1) of the Act, after considering a submission which requests a change to the Amendment, Council must:

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

In addition to the above, Section 23(2) of the Act states that Council may refer to the panel submissions which do not require a change to the Amendment. The above also applies to the Planning Permit Application (as per Section 96B).

Officers recommend making changes to the Application as a result of submissions, and also recommend all submissions be referred to a planning panel. If Council resolves to refer submissions to a panel, submitters will have the opportunity to appear at the public hearing and be heard at and by the panel. Submitters that choose not to appear at the hearing will still have their written submission considered by the panel.

Officers also recommend making changes to the Amendment documents and draft permit as outlined in this report, which do change the intent or purpose of the proposal.

Following the panel hearing, Council and the Minister will be provided with a panel report. Any recommendations will be reported to Council to inform a decision on whether to adopt the Amendment and grant a planning permit. If Council resolves to adopt the Amendment and grant a permit, Council must submit the recommendation to the Minister of Planning for final determination.

3. CONSULTATION

The Amendment and Application were publicly exhibited between 14 June and 21 July 2023. Exhibition was supported by notification in the following ways:

- 168 letters were sent to adjoining property owners and occupiers;
- Notices were sent to interested parties;
- Seven signs were erected around the site's perimeter;

- Letters were sent to prescribed Ministers and authorities;
- Notices were published in the Victorian Government Gazette and The Age newspaper;
- Information was publicised on a dedicated Council webpage; and
- A hard copy of the material was available at the Knox Civic Centre.

In total, Council received 31 submissions. This included four referral authority submissions.

With regard to the proposed changes to the NRZ7, consultation with officers from the Department of Transport and Planning was undertaken which confirmed that these revisions do not change the intent of the original authorisation and as such, can be applied at this stage of the Amendment.

4. CLIMATE CHANGE CONSIDERATIONS

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

5. ENVIRONMENTAL/AMENITY CONSIDERATIONS

The Amendment provides a positive environmental/amenity benefit through the conservation of significant bushland areas, consideration of bushfire risks, minimising vegetation removal and design that respects and is in keeping with the surrounding area.

6. FINANCIAL & ECONOMIC IMPLICATIONS

Being a proponent led amendment, the Amendment fees are/will be paid by the proponent in accordance with the *Planning and Environment (Fees) Regulations 2016*. Any additional resource implications during the panel process are allowed for within the existing City Futures operational budget.

7. SOCIAL IMPLICATIONS

The panel process for Amendment C184knox will have social benefits through greater transparency about the proposed development and opportunities for input by the community.

The proposed open space and social housing contribution also provide direct community benefits.

8. RELEVANCE TO KNOX COUNCIL PLAN 2021-2025

Neighbourhoods, Housing & Infrastructure

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

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

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

Natural Environment & Sustainability

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

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

Connection, Resilience & Wellbeing

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

Civic Engagement & Integrity

Strategy 5.1 - Provide opportunities for all people in Knox to have their say.

Strategy 5.3 - Ensure our processes are transparent and decisions are accountable.

9. CONFLICT OF INTEREST

The officers contributing to and responsible for this report have no conflicts of interest requiring disclosure under Chapter 5 of the Governance Rules of Knox City Council.

10. CONFIDENTIALITY

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

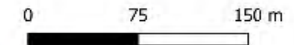
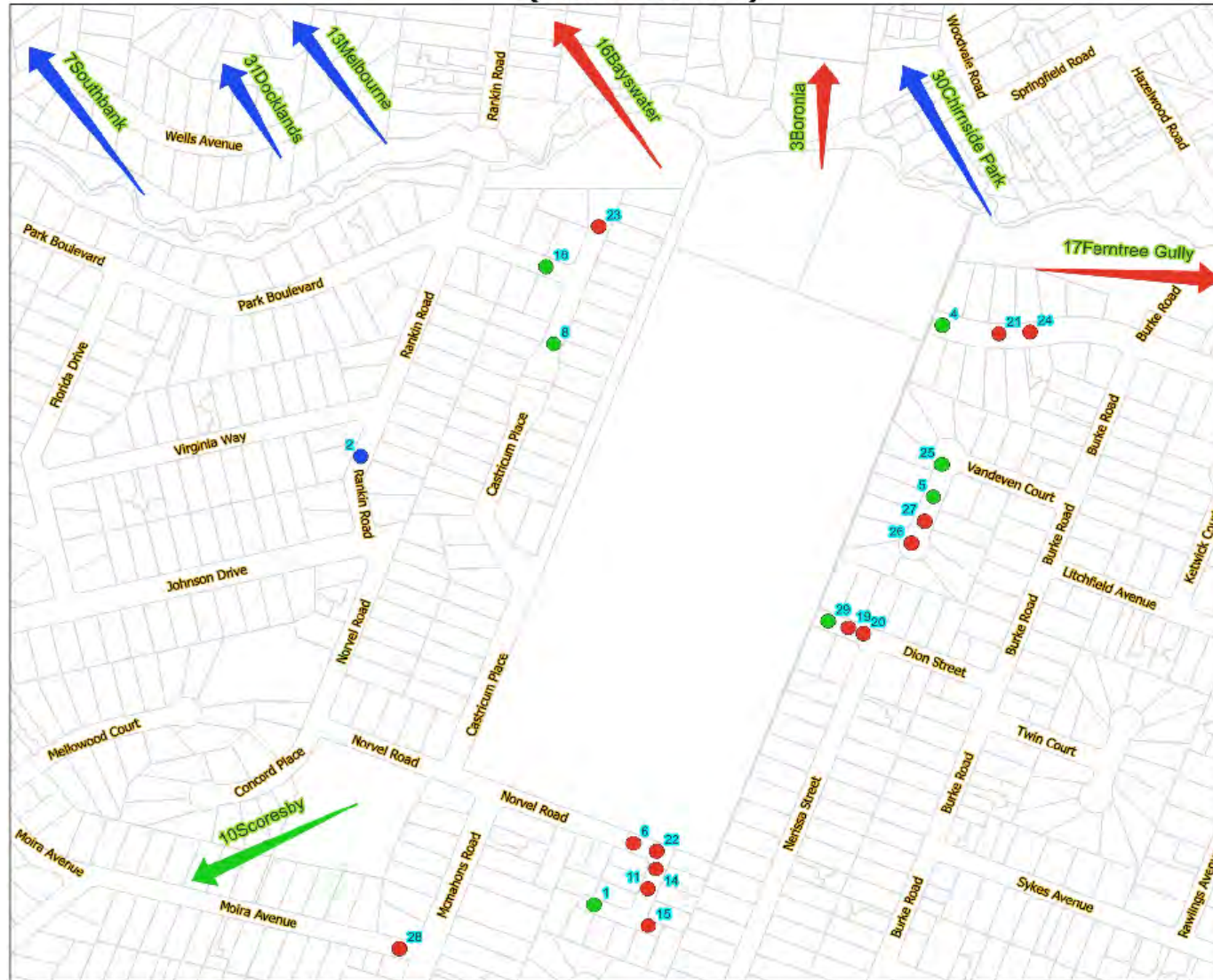
Report Prepared By: Senior Strategic Planner, Georgia Stensness

Report Authorised By: Director, City Liveability, Matt Kelleher

Attachments

1. Attachment 1 - C184knox Norvel Estate - Submissions and Officer Response [6.2.1 - 28 pages]
2. Attachment 2 - C184knox Norvel Estate - Draft Planning Permit with Track Changes [6.2.2 - 26 pages]
3. Attachment 3 - C184knox Norvel Estate - Explanatory Report with Changes post Exhibition [6.2.3 - 7 pages]
4. Attachment 4 - C184knox Norvel Estate - NRZ7 Schedule with Changes post Exhibition [6.2.4 - 2 pages]
5. Attachment 5 - C184knox Norvel Estate - Subdivision Master Plan as Exhibited [6.2.5 - 1 page]

C184 Knox Norvel Estate Submissions Mapping (Ref : 126152)



C184 Norvel Estate Submissions

- Not Supportive
- Query
- Supportive

C184 Submissions outside Norvel Estate Area

- ▶ Not Supportive
- ▶ Query
- ▶ Supportive

Submission Number Outside Norvel Estate Area

SN	Locality	Not Supportive	Query	Supportive
3	BORNIA	1		
7	SOUTHBANK			1
9	NA	1		
10	SCORESBY		1	
12	NA			1
13	MELBOURNE			1
16	BAYSWATER	1		
17	FERNTREE GULLY	1		
30	CHIRNSIDE PARK			1
31	DOCKLANDS			1

Submissions and Officer Response - Norvel Estate (Amendment C184knox/Planning Permit Application P/2020/6049)

Note: Submission types have been characterised in the table below as follows:

Supportive: Submission expresses general support for the amendment/application. Some generally supportive submissions make comment on matters of detail.

Not supportive: Submission does not support the amendment/application or raises concerns about certain aspects of the amendment/application. Changes to the amendment/application may also be requested.

Query: A submission that asks questions or raises issues about certain components of the proposal without directly supporting or opposing the amendment/application.

Submission No.	Seeks changes to Amendment	Seeks Changes to Application	Submission Type	Submission Summary	Council Officer Response to Submission	Recommendation
01	No	Yes	Query	<ol style="list-style-type: none"> 1. Requests the installation of a roundabout to McMahon Road/Norvel Road intersection. 2. There has been numerous incidents at the McMahon Road/Norvel Road intersection. 	<ol style="list-style-type: none"> 1. The subdivision layout and local road network have been assessed by Council’s Transport and Traffic officers. While officers see benefits with the construction of a roundabout, there are constraints within the existing road reserve area and the subdivision plan to design a suitable roundabout that caters for all users. Instead, officers require the installation of a fully mountable splitter island. This is reflected in Condition 5 of the draft permit. Additionally, the draft permit stipulates that crossovers must be situated at least 10 metres away from an intersection, and the crossovers to Lots 1, 31 and 32 are required to be relocated as much as practical to ensure that they are clear of the intersection. 2. Council’s Traffic and Transport officers advised that a review of the State’s accident crash database indicates that there has been no reported casualty accident at the McMahons 	No changes recommended.

					<p>Road/Norvel Road intersection within the past 5 years. This suggests that the intersection is operating satisfactorily, with no major concerns for traffic safety.</p> <p>Additionally, it should be noted that there are speed humps in the vicinity of the intersection to reduce traffic speed. It is also observed that a set of speed cushions outside 77 McMahons Road is awaiting reinstatement.</p>	
02	No	No	Supportive	<ol style="list-style-type: none"> 1. Support the proposal and plan in principle. It is great to see that after all these years something is actually being done with it, and given the current disaster with housing we have here in Victoria, I see it as a win/win. 2. What will be done to design and improve Norvel Road, Rankin Road and McMahons Road to cope with the extra traffic? 3. Requests the bend in Rankin Road/Norvel Road at the end of Johnson Drive to be redesigned. 	<ol style="list-style-type: none"> 1. The submission of support is noted. 2. The proposal is supported by a detailed Traffic and Transport Assessment, which assesses the internal and surrounding transport network as being able to accommodate the traffic generated from the subdivision. Furthermore, Council's Traffic and Transport team have advised that while there are no future proposed changes to Rankin Road, Norvel Road and McMahons Road (except for the island splitter and reinstatement of speed cushions), they all have traffic management devices, including raised traffic islands and speed humps, to reduce traffic speed and deter through movements. 3. Traffic devices are located either side of the bends in Rankin Road and the bends are signed and line marked to ensure safe access. Furthermore, previous traffic counts undertaken in each road indicate the majority of motorists are travelling below the 	No changes recommended.

					speed limit.	
03	No	Yes	Not supportive	<p>Submission by the Knox Environment Society:</p> <ol style="list-style-type: none"> 1. "A new vision is being proposed for Norvel Estate, to allow for residential use and development of underutilised land in an established residential suburb. The Knox Environmental Society finds this a disappointing attitude as since the side bunds that have seen an explosion of indigenous species appearing at this site." 2. Requests a reserve for recreational purposes including play equipment. 3. "The bushland area is an extremely important one within the city of Knox and it is significant on a State level." 4. Requests fencing off the bushland reserve and no pathways, to restrict access and to also help prevent residents from dumping weeds. 5. "Dwellings 136, 137 and 138 should be rejected as they extend into the bushland zone and will result in the loss of indigenous species." 6. The wetland should be within the development pad area and not the bushland area. 	<ol style="list-style-type: none"> 1. The land is privately owned and has been earmarked for residential development for some time. The Knox Housing Strategy 2015 also identifies the site as a 'strategic investigation site', suitable for residential development at a range of densities. <p>In addition, Council was informed of the presence of potentially significant vegetation in late 2021. Subsequently, with the consent of the landowner, Council enlisted the services of an ecologist to inspect the site and to provide clarity and assist officers with responding to community concerns. The report revealed blooming and regenerating rare and threatened plants predominantly within the former quarry pit and bund area, as a result of filling the quarry with soil from an indigenous plant seed bank. Seeds and rare plants were collected for preservation and breeding at the Knox Community Nursery and Melbourne Indigenous Seedbank with the assistance of the Knox Environmental Society, and will be propagated at suitable locations within Knox in the future. This matter concluded in January 2023. Importantly, given this regrowth is less than 10 years old, no planning permit or offsets is required. This is pursuant to sub-clause 52.17-7 of the Knox Planning Scheme which provides exemptions for the removal of native vegetation regrowth that has naturally</p>	No Changes recommended.

				<p>7. Requests Council work harder to protect the bushland.</p>	<p>established or regenerated on land lawfully cleared and is less than 10 years old.</p> <p>2. The wetland and bushland reserves are public open space contributions, noting that the role and functionality of open spaces vary. Open spaces offer a range of recreational activities and allow people to appreciate nature, interact with others, learn, and engage in play.</p> <p>Regarding the bushland reserve, a boardwalk is planned to provide the local and broader community with an opportunity to enjoy the green space. It also provides for educational opportunities. An additional path is proposed to provide a link to Agora Boulevard and the Blind Creek trail. This path also facilitates bushland maintenance and emergency access. As for the wetland, it offers additional recreational opportunities.</p> <p>Additionally, it is worth noting that Norvel Road Reserve is in proximity to Norvel Estate, at 20 Norvel Road. This reserve contains play equipment and allows for recreational activities.</p> <p>In summary, Council cannot request additional land for the purpose of open space, and residents will have access to a park of any category within an approximate 10-minute walk or 500 metres, as sought by Knox’s Play Space Plan 2013-2023.</p>	
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					<p>3. Comment noted. The proposal will rezone this bushland for conservation purposes.</p> <p>4. It is not standard practice for Council to restrict public access to bushland reserves. There is also no evidence provided to suggest that fencing off a bushland area would lead to improved conservation outcomes, while it could restrict community awareness and surveillance. This approach is supported by the Knox Planning Scheme which states that a purpose of the PCRZ is to assist in public education and interpretation of the natural environment with minimal degradation of the natural environment or natural processes. Furthermore, at Clause 21.08-2, the Knox Planning Scheme acknowledges the role of open space in passive recreation and the value of community surveillance to open space areas.</p> <p>Importantly, maintaining public access to bushland reserves elsewhere in Knox, and the provision of walking trails, has not led to detrimental impacts on the environmental values. An example of this can be observed at the Bateman Street Bushland in Wantirna, which is described as one of the largest and richest areas of fairly intact Valley Health Forest in the Melbourne region. This reserve is protected by an Environmentally Significant Overlay – Schedule 2, and like the Blind Creek Billabong area,</p>	
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					<p>holds State-level Significance (according to the Sites of Biological Significance in Knox 2nd Edition, 2010). These areas also have walking trails within.</p> <p>Though Council officers do not support restricting public access to the bushland reserve, officers recommend seeking advice from an independent planning panel on this matter. This includes considering the installation of a low impact and visually pleasing fence that aligns with the area’s character, without impeding access.</p> <p>Commentary on the pathways within the bushland reserve is provided under response 2.</p> <p>5. The location of Lots 136, 137 and 138 has been considered by relevant Council teams and external referral authorities. While a portion of defensible space falls within those lots, the Country Fire Authority (CFA) has not raised any concern. In addition, these lots have been designed to sit outside the RP1 and RP2 patches of native vegetation. Lastly, the draft permit requires changes to Lot 138, to ensure that no buildings or works except for fencing, are within the tree protection zone of any tree.</p> <p>6. The wetland and associated swale sit within the wetland reserve, which is south of the bushland reserve. Its location is considered appropriate as</p>	
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					<p>it is in the defensible space for fire management purposes, which cannot be occupied by dwellings. It is also strategically placed in an area that is clear of trees.</p> <p>7. Comment noted. The bushland reserve has been transferred to Council.</p>	
04	No	Yes	Query	<p>1. Requests a common boundary chain wire fence be replaced with a solid fence.</p>	<p>1. This property is located next to the bushland reserve, noting that there are no plans to construct a path along the shared boundary. Furthermore, solid fencing is not supported where an existing residential lot abuts the reserve, as the Knox Urban Design Framework 2020 encourages development that adjoin creek corridors and parks to overlook open spaces and to use transparent fencing to maintain visibility. Council officers therefore do not recommend any changes to the proposal.</p>	No changes recommended.
05	No	Yes	Query	<p>1. "No heat island effect has been taken into account with this project along with most other projects in Knox city."</p> <p>2. All new housing should not be connected to gas.</p> <p>3. Requests no wood fire burning to be allowed in new buildings.</p> <p>4. Has concerns with light and noise pollution.</p>	<p>1. The proposal creates a climate adapted Estate by preserving the existing bushland to the north, as well as planting trees along the streets and within each lot (subject to bushfire management requirements).</p> <p>2. The mandate to connect developments to gas has been removed and is currently optional. From 01 January 2024, any new residential build will be exclusively connected to electricity.</p>	No changes recommended.

				<p>5. Has concerns with the proposals impact on jobs, social services and amenities in the area.</p>	<p>3. Wood fire pollution is not a planning consideration.</p> <p>4. The proposal is for residential use and once the development is constructed, noise impacts are not expected to be greater than a standard suburban area.</p> <p>5. The increased number of residents expected as a result of the proposal has been considered in long term strategic planning, including employment and social services.</p> <p>Additionally, the community would benefit from employment opportunities (development of the site), the gifting of eight lots for social housing and green spaces with walking and bicycle trails.</p>	
06	No	Yes	Not supportive	<p>1. Requests an entry point from Castricum Place, so that residents of the Estate will have multiple entries in the event of an accident or emergency.</p> <p>2. Requests the widening of Norvel Road.</p> <p>3. Requests on-street car parking within the Estate.</p> <p>4. Requests the installation of a roundabout to McMahon Road/Norvel Road intersection.</p>	<p>1. Vehicle access to the Estate is proposed via 3 connections (from Norvel Road and Dion Street). An additional road connection to Castricum Place is not supported by Council's Traffic and Transport team.</p> <p>2. Based on consultation with Council's Traffic and Transport officers, it has been determined that no changes to the width of the tail end of Norvel Road, east of Road A, are necessary. This is based on Norvel Road and Road H being no through roads, which will serve a limited number of lots (an additional 34 lots).</p>	No changes recommended.

					<p>3. The proposal provides a satisfactory amount of on-street and off-street car parking. According to Council’s Traffic and Transport officers, it is estimated that the Estate can accommodate approximately 139 on-street car spaces internally. This is in addition to the required off-street car parking within individual lots, noting that future dwellings will need to comply with the car parking requirements specified in the Knox Panning Scheme or Building Regulations (dependent on whether a planning permit is required for development).</p> <p>4. Refer to response 1 to Submission No. 01.</p>	
07	Refer to Referral Authority Comments at the end of this document					
08	No	Yes	Query	<p>1. Questions the accuracy of the Traffic and Transport Assessment and states, “there needs to be a more detailed analysis of traffic volumes on the road network immediately surrounding the site, particularly to the northwest, and their impact on the existing neighbourhood.”</p> <p>2. Drainage works along the north-south reserve/bike path on the west side of the development site will be required.</p> <p>3. The large tree immediately to the southwest of the Road C/Road D corner (between the proposed bike path and the fence line along the back of Jacobus Walk</p>	<p>1. The proposal is supported by a detailed Traffic and Transport Assessment, which assesses the internal and surrounding transport network as being able to accommodate the traffic generated from the subdivision. In addition, Council’s Traffic and Transport team advised that the assessment is consistent with typical industry practices. In particular, it is accepted that peak hour traffic volumes are approximately 10% of the daily traffic volume. Lastly, with respect to arterial roads, the Amendment and Application were referred to the relevant road authority who has not raised any concerns.</p>	<p>Changes recommended.</p> <p>Modify Condition 6: “... A digital format (.pdf) must be provided generally in accordance with Council’s Landscape Plan Guidelines, the Landscape Report Revision I 02/03/2023 prepared by Urbis and the Arboricultural Report Revision April 2023 prepared by Treemap Arboriculture and modified to ...”</p>

				<p>properties) no longer exists.</p> <p>4. Requests planting along the western boundary of Seecal Road Reserve be extended further north, and/or existing garden/plantation area enhanced.</p>	<p>2. The proposal is accompanied by a Stormwater Management Plan, which suggests that the development will lead to a reduction in flooding on neighbouring residential properties. Additionally, the proposal has been assessed by Council’s Stormwater team and Melbourne Water, both of which require conditions to be included in the draft permit.</p> <p>3. According to the Arborist Report, Tree 145 is no longer present, even though it is depicted in the Landscape Report. To ensure the accuracy of any landscape plan, it is suggested that Condition 6 be modified to include mention of the Arborist Report.</p> <p>4. The draft permit requires the Eucalyptus Melliodora planting area (Seecal Road Reserve) to be provided with understorey additions, adding diversity and to beautify the area. The additions would need to comply with any CFA requirement.</p>	
09	Yes	Yes	Not supportive	<p>1. Requests no rezoning, modification or changes be made to 54 Agora Boulevard.</p> <p>2. Requests the removal of the eastern pathway (unformed potential maintenance trail).</p>	<p>1. The proposal seeks to partially rezone the Council bushland to the north from a Special Use Zone (which allows for quarrying purposes) to PCRZ. The rezoning is appropriate and will add a further layer of protection to the area, noting the land is covered by an ESO (proposed to be retained).</p> <p>2. The proposed path connecting to Agora Boulevard and the existing Blind Creek trail will benefit residents to the east of the Estate, Agora Boulevard</p>	No changes recommended.

					and the wider local community. The path will also facilitate bushland maintenance and serve as an emergency point. For those reasons, officers do not support the removal of this path, noting any changes would also need to be considered by the CFA.	
10	No	Yes	Query	<ol style="list-style-type: none"> 1. Requests construction be limited to weekdays 8am to 5pm and Saturday 9am to 3pm. 	<ol style="list-style-type: none"> 1. No changes to the draft permit is recommended on the basis that it is standard practice for development projects to adhere to working hours set by the Environment Protection Authority, noting Knox's Local Laws do not stipulate construction hours. Additionally, a Site and Environmental Management Plan forms a permit condition which will address amenity concerns, such as measures to reduce the impact of noise and dust. 	No changes recommended.
11	Yes	Yes	Not supportive	<ol style="list-style-type: none"> 1. Requests the quantity and height of dwellings be reduced. 2. Proposal will exacerbate existing traffic congestion. 3. Requests commercial sites to provide some convenience and local economy. 	<ol style="list-style-type: none"> 1. The proposed NRZ implements a maximum 2-storey height control. This is consistent with the surrounding residential land (NRZ4). In addition, the proposal would not result in a high density estate. The proposed lots range in size from 116 square metres to 581 square metres, which are generally consistent with the existing residential lot sizes in the area, and would allow for a diverse range of housing options to be provided. 2. The proposal is supported by a detailed Traffic and Transport Assessment, which assesses the internal and surrounding transport network as being able to 	No changes recommended.

					<p>accommodate the traffic generated from the subdivision. Additionally, Council's Traffic and Transport team has expressed their support for the proposal.</p> <p>3. A commercial component is not considered appropriate for the following reasons:</p> <ul style="list-style-type: none"> - The Knox Housing Strategy 2015 identifies the site as being suitable for residential development only, noting that the strategy was informed by policy and extensive community consultation which gathered comments and feedback; - The site is located approximately 800 metres from the southern edge of the Boronia Major Activity Centre, and approximately 1000 metres from the eastern edge of the Knox Central Neighbourhood Activity Centre; and - The Neighbourhood Residential Zone allows for a limited range of other non-residential uses subject to planning permits. 	
12	Refer to Referral Authority Comments at the end of this document					
13	No	No	Supportive	1. Women's Property Initiatives support the proposal.	1. Support noted.	No changes recommended.
14	No	Yes	Not supportive	<p>1. Requests an entry point from Castricum Place, to reduce noise, traffic congestion and accidents.</p> <p>2. Urges Council to look at ways to control the traffic flow and congestion.</p>	<p>1. Refer to response 1 to Submission No. 06.</p> <p>2. Refer to response 2 to Submission No. 11.</p> <p>3. Refer to response 1 to Submission No. 10.</p>	No changes recommended.

				3. Requests construction be limited to weekdays 7:30am to 4pm.		
15	No	Yes	Not supportive	<p>1. Norvel Road is narrow and congested.</p> <p>2. Requests an entry point from Castricum Place.</p> <p>3. Requests the installation of a roundabout to McMahon Road/Norvel Road intersection.</p> <p>4. Concerned about density, and requests smaller lots to be enlarged to provide for more garden space.</p> <p>5. Requests a reserve for recreational purposes including play equipment.</p>	<p>1. Refer to response 2 to Submission No. 06.</p> <p>2. Refer to response 1 to Submission No. 06.</p> <p>3. Refer to response 1 to Submission No. 01.</p> <p>4. The proposal would not result in a high density residential estate. Lots range in size from 116 square metres to 581 square metres, which are generally consistent with the existing residential lot sizes in the area. Furthermore, the proposal allows for a diverse range of housing options to be provided as sought by planning policy.</p> <p>Regarding garden space, it is worth noting:</p> <ul style="list-style-type: none"> - Lots under 400sqm must be provided with at least 25% garden area; - Where a planning permit is not required, Building Regulations set out private open space requirements; - The draft permit requires a minimum of one small tree (height of 5-8m) within the front setback (excludes some lots). - Condition 25 of the draft permit sets out minimum front and rear setback requirements. <p>5. Refer to response 2 to Submission No. 03.</p>	No changes recommended.

16	No	Yes	Not supportive	<ol style="list-style-type: none"> 1. The Biodiversity Assessment is not thorough and incorrectly states the likelihood of the presence of Powerful Owls. "These Owls are most certainly using the vegetation and habitat on the northern side of the development site. This should be taken into consideration with regard to adding more protections to the vegetation and tree canopy...". 2. Oppose Lots 137 and 138, as they are too close to the vegetation and are unnecessarily encroaching on the existing vegetation and canopy trees. 3. The wetland should be relocated so as to not impact existing vegetation. 4. Requests fencing off the bushland reserve to ensure the general public are not able to access this area. 5. "To repair the damage from past development and protect these sites into the future there needs to be a row of tall native trees that run continuously from Norvel Reserve and down to the existing northern habitat that contains significant tree canopy (see attachment with map). This can be achieved by either: 1. landscaping for properties 1-2 and 40-49 accommodating within 	<ol style="list-style-type: none"> 1. Officers understand the concerns raised by the submitter, but do not share any concerns regarding the accuracy of the report regarding Powerful Owls. The consultant has inspected the site and has referred to databases such as the Victorian Biodiversity Atlas to gather records of threatened flora and fauna within a three kilometre radius of the study area over the past 30 years. Further, the websites mentioned by the submitter do not provide any confirmation of Powerful Owl sightings, and it is worth noting that no trees within the bushland/reserve area are proposed to be removed. 2. Refer to response 5 to Submission No. 03. 3. Refer to response 6 to Submission No. 03. 4. Refer to response 4 to Submission No. 03 <p>In addition, the proposed path connecting to Agora Boulevard and the existing Blind Creek trail will benefit residents to the east of the Estate, Agora Boulevard and the wider local community. The pathway will also facilitate bushland maintenance and serve as an emergency access point from Agora Boulevard.</p> <ol style="list-style-type: none"> 5. To address concerns raised by the submitter, officers recommend revising Condition 25 of the permit to 	<p>Changes recommended.</p> <p>Modify Condition 6(c)(ii): Acer platanoides 'Norwegian Sunset' to be changed to Eucalyptus Melliodora 'Yellow Box'.</p>
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				<p>front setbacks the planting of medium to large indigenous canopy trees, or</p> <p>2. adjusting the plan to specifically add space for these. An ideal tree species is Eucalyptus melliodora (Yellow Box) which is already on the site.”</p> <p>6. Opposes the planting of deciduous trees. “The tree species used for lining all streets in the development should be native and indigenous to the area to support all of the wildlife in the area. Proposing deciduous trees does not consider the annual issue of leaf litter build up and washing into the stormwater systems. Leaf material from deciduous trees exacerbates the problem our waterways have with excessive nutrients.”</p>	<p>include reference to the Knox Landscape Plan Guidelines, which encourages the planting of native and indigenous species. In addition, the western boundary (to Lots 1-11 & Lot 40-49) is provided with new indigenous street trees, providing a habitat/wildlife linkage from Norvel Reserve to the northern bushland.</p> <p>6. It is generally acceptable to include some deciduous trees in any development within Knox. Regarding the proposal, a small proportion of street trees would be deciduous (exotic origin), and when considering the draft permit conditions which require additional street trees, the figure may be around 10%, noting they would be placed along Roads B and G.</p> <p>In addition, the Landscape Report was reviewed again by Council’s Landscaping team. While the permit requires changes to certain tree species, the review provided Landscaping officers with an opportunity to suggest the replacement of the Norwegian Sunset with Eucalyptus Melliodora (Yellow Box), an indigenous tree. Not only will the Yellow Box complement the existing street trees, it will serve as a habitat for various birds, possums and other wildlife. Overall, most street trees are indigenous or Australian natives.</p>	
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17	No	Yes	Not supportive	<p>Submission by the Friends of Blind Creek Billabong (FOBCB):</p> <ol style="list-style-type: none"> 1. Opposes Lot 138, as it will intrude into the bushland. 2. The wetland should be within the development pad area and not the bushland area. 3. Requests fencing off the bushland reserve, in particular a small wire fence. This may prevent damage to the swale and also prevent informal tracks being established and add further protection to the bushland. 4. Request that the FOBCB participate in the removal of undergrowth without harming threatened plants. 5. Street trees in the development should be native in keeping with the bushland area, not introduced exotics. Further, deciduous trees should not be used. 6. The Biodiversity Report is not consistent with Dr Graeme Lorimer’s comprehensive observations of 2021. 7. Why is all of Seecal Road not zoned PPRZ? 	<ol style="list-style-type: none"> 1. Refer to response 3 to Submission No. 05. 2. Refer to response 6 to Submission No. 03. 3. Refer to response 4 to Submission No. 03. 4. The removal of vegetation will be undertaken by suitably qualified persons, with trees and landscaping works to be maintained at no cost to Council for a period of two years (Condition 69 of permit). After this period, Council’s Biodiversity team can seek support from FOBCB if required. 5. Refer to response 6 to Submission No. 16. 6. The report by Dr Graeme Lorimer is discussed in response 1 to Submission No. 3. The purpose of that report differs to the Biodiversity Report. Furthermore, the Biodiversity Report recognises that planning approval is not required for the removal of regrowth in the former quarry pit and bund area. 7. The southern portion of Seecal Road Reserve cannot undergo rezoning until that section of road is formally closed, noting Council’s Property Management team is aware of the matter. If the proposal is approved and the road closure is completed, it is possible for Council’s City Strategy and Planning team to undertake a 	<p>Changes recommended.</p> <p>Modify Condition 6(c)(ii): Acer platanoides ‘Norwegian Sunset’ to be changed to Eucalyptus Melliodora ‘Yellow Box’.</p>
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					planning scheme amendment to change the zoning to PPRZ. However, retaining the NRZ zoning will not create any issues for the future shared path use either.	
18	No	No	Query	<ol style="list-style-type: none"> 1. Opposes Lot 138. 2. Requests fencing off the bushland reserve, to stop people and dogs entering this unique parcel of land. 	<ol style="list-style-type: none"> 1. Refer to response 3 to Submission No. 05. 2. Refer to response 4 to Submission No. 03. 	No changes recommended.
19	No	Yes	Not supportive	<ol style="list-style-type: none"> 1. Requests a reserve for recreational purposes. 2. Requests extending Agora Boulevard through to the northern end of the site to reduce traffic flow to Dion Street. 3. Expresses concerns regarding the potential impact of the proposal on property values. 	<ol style="list-style-type: none"> 1. Refer to response 2 to Submission No. 03. 2. Council officers are not supportive of the construction of a road through to Agora Boulevard due to the potential negative impact it would have on the Site of Biological Significance. In addition, it is estimated that only 30% of the development utilising internal roads would arrive and depart from Dion Street. 3. Property value is not a planning consideration. 	No changes recommended.
20	No	Yes	Not supportive	<ol style="list-style-type: none"> 1. Requests more connections to spread traffic flow. 2. Requests on-street parking to be limited to one side of a street to allow for emergency access. 3. Requests a reserve for recreational purposes including play equipment. 	<ol style="list-style-type: none"> 1. The proposal is supported by a detailed Traffic and Transport Assessment, which assesses the internal and surrounding transport network as being able to accommodate the traffic generated from the subdivision. Additionally, the number of access points and the overall Estate layout is to Council's Traffic and Transport team 	No changes recommended.

					<p>satisfaction.</p> <p>2. The proposal has been assessed by the CFA who require the inclusion of conditions on the draft permit. The conditions for example require amended plans to be submitted demonstrating that on-street parking does not hinder the movement of emergency vehicles.</p> <p>3. Refer to response 2 to Submission No. 03.</p>	
21	No	Yes	Not supportive	<ol style="list-style-type: none"> 1. Requests the removal of the maintenance trail. 2. Requests larger lots to decrease the amount of cars on the streets. 3. Expresses concerns in relation to accessibility for emergency vehicles. 4. Expresses concerns in relation to the stability of the land previously used a quarry. 	<ol style="list-style-type: none"> 1. Refer to response 2 to Submission No. 09. 2. For off-street car parking within individual lots, future dwellings will need to comply with the car parking requirements specified in the Knox Panning Scheme or Building Regulations (dependent on whether a planning permit is required for development). 3. Emergency access has been considered, noting the proposal was referred to the CFA who require conditions to be placed on the draft permit (Refer to Condition 46 onwards). 4. A Geotechnical Report and letter by a suitably qualified consultant was provided to Council which confirmed the site's suitability for residential development. 	No changes recommended.

22	No	Yes	Not supportive	<ol style="list-style-type: none"> 1. Requests the widening of Norvel road. 2. Requests the installation of a roundabout to McMahon Road/Norvel Road intersection. 3. Requests Council to review the proposed level of on-street parking. 4. Requests removal of a through road between Norvel Road and Dion Street, to limit through traffic unrelated to the development. 5. Requests an entry point from Castricum Place. 	<ol style="list-style-type: none"> 1. Refer to response 2 to Submission No. 06. 2. Refer to response 1 to Submission No. 01. 3. Refer to response 3 to Submission No. 06. 4. Refer to response 1 to Submission No. 20. <p>It should also be noted that approximately 30% of the development utilising internal roads would arrive and depart from Dion Street.</p> <ol style="list-style-type: none"> 5. Refer to response 1 to Submission No. 06. 	No changes recommended.
23	No	No	Not supportive	<ol style="list-style-type: none"> 1. Expresses concerns in relation to the proposals impact on the bushland. 	<ol style="list-style-type: none"> 1. Refer to responses 5 and 6 of Submission No. 03. 	No changes recommended.
24	No	Yes	Not supportive	<ol style="list-style-type: none"> 1. The trail to Agora Boulevard has no direct connection to the Blind Creek trail and would significantly increase foot traffic, scooters, bikes and animals within Agora Boulevard. 2. Creating an access point to Agora Boulevard would result in the removal of large section of trees. 3. Requests a reserve for recreational purposes including play equipment. 	<ol style="list-style-type: none"> 1. The Landscape Report demonstrates that the eastern path will extend from Agora Boulevard to the Blind Creek trail. The proposed path will benefit residents to the east of the estate, Agora Boulevard and the wider local community, and no detrimental impacts to Agora Boulevard residents is expected. Additionally, the path will facilitate bushland maintenance and serve as an emergency access point. 2. The Application documents confirm no trees are proposed to be removed. Additionally, the path is strategically 	No changes recommended.

					<p>located in areas with lower vegetation density, as indicated in the Urban Context Report. To further minimise impact on existing vegetation, granitic sand will be used, which will also provide a naturalistic appearance.</p> <p>3. Refer to response 2 to Submission No. 03.</p>	
25	No	Yes	Query	<ol style="list-style-type: none"> Expresses concerns that the maps are low quality. Opposes Lot 137 and 138. Seeks clarification on the potential impact of the eastern pathway on vegetation. “There are four trees marked for removal along Norvel Road on the map provided, however the final update to the application states “Updates to note removal of (3) trees only”. Can this please be confirmed.” Opposes the planting of deciduous trees, as they are not native. Seeks clarification on whether the cost of new fences for houses along the eastern border of the estate (currently cyclone wire) will be covered by the developers and if these fences will be erected prior to commencement of works within 	<ol style="list-style-type: none"> The Amendment and Application documents are legible. Refer to response 5 of Submission No. 03. Refer to response 2 to Submission No. 24. Three street trees (Tree No. 164, 167 and 169) are proposed to be removed. Trees 165 and 166 have already been removed. Refer to response 6 to Submission No. 16. Council’s Statutory Planning team supports new fencing along the subject site’s eastern boundary where a proposed residential lot adjoins an existing lot, noting that it is standard practice for the permit holder to bear those costs. As a result, it is recommended that new conditions (6 and 62) be added to the draft planning permit and Condition 61 be modified accordingly. <p>Regarding the timing of the erection</p>	<p>Changes recommended.</p> <p>Modify Condition 6(c)(ii): Acer Platanoides ‘Norwegian Sunset’ to be changed to Eucalyptus Melliodora (Yellow Box).</p> <p>New Condition 6: A minimum 1.8 metre high paling or steel fence (or similar) along the eastern boundary where the proposed residential lots adjoin existing residential lots.</p> <p>Amend Condition 61: Prior to the issue of a Statement of Compliance, any fencing along the common boundary between a lot and a reserve or walkway or existing lot as shown on the subdivision and detailed endorsed plan must be designed and erected to the satisfaction of the Responsible Authority</p>

				<p>the estate.</p> <p>7. Can there please be clarification of surveys of this pit and the rate at which it is sinking to ensure suitability for building?</p>	<p>of fencing, it is required to be erected prior to the issue of a Statement of Compliance. Furthermore, the proponent has been notified of this submission and are advised to engage with the neighbours.</p> <p>7. Refer to response 4 to Submission No. 21.</p>	<p>New Condition 62: All costs associated with the provision of the fencing are to be borne by the owner/developer under this permit.</p>
26	No	No	Not supportive	<p>1. "The flora and fauna will be in danger of losing plants, trees, flowers, birds, small mammals, marsupials, reptiles, amphibians, insects, etc., which currently have their habitat in the small area of bushland between the Norvel site and Blind Creek Trail."</p> <p>2. "It is not too late to change the proposed development and retain the whole site as a nature reserve, enhancing the area for our precious wildlife."</p> <p>3. Opposes the planting of deciduous trees.</p> <p>4. General concerns about amenity impacts</p>	<p>1. The bushland area will be rezoned from its current SUZ (earth and energy resource use) to PCRZ to facilitate continued protection of this area. The proposal is also supported by a Biodiversity Assessment to ensure the protection of the bushland habitat values are prioritised. Several permit conditions have also been included which require the retention of all trees and the bushland area during site works and construction.</p> <p>2. In relation to preserving the entire site, the proposal is consistent with local and state planning policy. The proposal provides 138 new residential lots within a strategically advantageous location proximate to identified activity centres, providing access to jobs and services. Further, the proposal will increase the supply of housing in an existing urban area on an underutilised piece of land with several lot sizes to positively contribute to residential diversity. The proposal also prevents inappropriate future development within the bushland reserve, and provides new walking and cycling trails to the</p>	<p>Changes recommended.</p> <p>Modify Condition 6(c)(ii): Acer platanoides 'Norwegian Sunset' to be changed to Eucalyptus melliodora (Yellow Box).</p>

					<p>existing Blind Creek trail.</p> <p>3. Refer to response 6 to Submission No. 16.</p> <p>4. The land is privately owned and has been earmarked for residential development for some time. The Knox Housing Strategy 2015 also identifies the site as suitable for residential development at a range of densities. The proposed zoning is generally in line with the neighbouring residential zoning and is not expected to create undesirable amenity impacts.</p>	
27	No	Yes	Not supportive	<p>This submission is signed by 25 people.</p> <p>1. “The amount of heat radiated off this concrete jungle will add more to an already warming world.”</p> <p>2. “Noise pollution from the extra traffic and residences is another problem.”</p> <p>3. Expresses concerns in relation to the increase in traffic.</p> <p>4. “The area where the clay pit was located appears to still be sinking. How can houses be built here that will not develop cracks and subside.”</p> <p>5. Opposes Lot 138.</p>	<p>1. Refer to response 1 to Submission No. 05.</p> <p>2. Refer to response 4 to Submission No. 05.</p> <p>3. Refer to response 2 to Submission No. 11.</p> <p>4. Refer to response 4 to Submission No. 21.</p> <p>5. Refer to response 5 to Submission No. 03.</p> <p>6. Refer to response 4 to Submission No. 03.</p> <p>7. The proposed far east and west paths provide positive connections between the subject site and immediate surrounding area to the existing Blind Creek trail. The path to the east would also allow Council to maintain the</p>	<p>Changes recommended.</p> <p>Modify Condition 6(c)(ii): Acer platanoides ‘Norwegian Sunset’ to be changed to Eucalyptus Melliodora (Yellow Box).</p> <p>New Condition 6: A minimum 1.8 metre high paling or steel fence (or similar) along the eastern boundary where the proposed residential lots adjoin existing residential lots.</p> <p>Amend Condition 61: Prior to the issue of a Statement of Compliance, any fencing along the common boundary between a lot and a reserve or walkway or existing lot as shown on the</p>

				<p>6. Requests fencing off the bushland reserve. In particular, a small fence to serve as a deterrent for motorbikes and mountain bikes.</p> <p>7. "The proposed pathway to the existing bike path on the eastern side is not necessary. This cuts through parkland. Alternative access can be gained through Seecal laneway. An access path for emergency vehicles could be directed to Agora Boulevard."</p> <p>8. "The biodiversity report does not include many of the plants that are actually in the area. Dr Graeme Lorimer conducted a survey of the quarry area in October 2021..."</p> <p>9. Opposes the planting of deciduous trees.</p> <p>10. "A new fence that is proposed to border the estate to the back of houses in Dion Street and Vandeven Court should be colourbond, maximum height allowed and should be completed before the start of the development due to security. The fence will replace the existing wire mesh one. The cost of the fence should be met by the developer."</p>	<p>area, and allow for emergency access via Agora Boulevard.</p> <p>8. Refer to response 6 to Submission No. 17.</p> <p>9. Refer to response 6 to Submission No. 16.</p> <p>10. Refer to response 6 to Submission No. 25.</p>	<p>subdivision and detailed endorsed plan must be designed and erected to the satisfaction of the Responsible Authority</p> <p>New Condition 62: All costs associated with the provision of the fencing are to be borne by the owner/developer under this permit.</p>
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28	No	No	Not supportive	<ol style="list-style-type: none"> 1. Opposes Lots 136, 137 and 138. 2. Requests fencing off the bushland reserve. 3. Opposes the planting of deciduous trees. 4. "Knox City has long had a vision of being a green and leafy area, whilst we understand the need for housing , we do not believe that this should be at the expense of diminishing bushland which should be of paramount importance." 	<ol style="list-style-type: none"> 1. Refer to response 5 to Submission No. 03. 2. Refer to response 4 to Submission No. 03. 3. Refer to response 6 to Submission No. 16. 4. The proposal protects/maintains the bushland reserve and provides new walking and cycling trails to the existing Blind Creek trail. The proposal provides 138 new residential lots within a strategically advantageous location proximate to identified activity centres, providing access to jobs and services. Further, the proposal will increase the supply of housing in an existing urban area on an underutilised piece of land with several lot sizes to positively contribute to residential diversity. 	<p>Changes recommended.</p> <p>Modify Condition 6(c)(ii): Acer platanoides 'Norwegian Sunset' to be changed to Eucalyptus melliodora (Yellow Box).</p>
29	No	Yes	Query	<ol style="list-style-type: none"> 1. It is imperative that adequate car parking off-street and emergency vehicle access is considered. 2. Has concerns regarding risk of flooding. 3. The Rural Fire Service replaced the CFA a few years ago. Has advice been sought from the Rural Fire Service? 4. "We would require advance notification of when the fence line is being removed and when 	<ol style="list-style-type: none"> 1. Refer to responses 3 to Submissions 6 and 21. 2. The proposal has been assessed by Council's Stormwater team and Melbourne Water. Both express their support for the proposal subject to permit conditions. 3. The planning permit application was referred to the CFA in 2021, noting that their requirements are captured as conditions on the draft permit. In addition, the Amendment and Application was referred to the CFA as part of the exhibition period, whom 	<p>Changes recommended.</p> <p>New Condition 6n: A minimum 1.8 metre high paling or steel fence (or similar) along the eastern boundary where the proposed residential lots adjoin existing residential lots.</p> <p>Amend Condition 61: Prior to the issue of a Statement of Compliance, any fencing along the common boundary between a lot and</p>

				<p>it will be replaced.”</p> <p>5. “The developer should provide all residents with notification when the works will commence and finish.”</p> <p>6. “They should also respect Council Laws in respect to noise, times of work, etc. We also ask them to respect the current residents when parking their construction vehicles.”</p> <p>7. “We would expect that both us and the residents backing onto our house would have adequate privacy”.</p> <p>8. “As there is obviously a lot of wildlife in the Norvel Road property and it is likely that neighbouring houses will experience a large mouse problem, we would seek advice in the best way to deal with this without using baits that could kill native birds, such as owls. There are also foxes and probably snakes in this property.</p> <p>9. “We request and expect that the developer will pay for our house to be pressure cleaned and our windows cleaned when construction finished.”</p>	<p>have no further comments to provide.</p> <p>4. This is not a planning matter. However the proponent has been notified of this submission and are advised to engage with the neighbours.</p> <p>5. Planning regulations do not mandate that the developer must provide nearby residents with a construction timetable, and would not be appropriate to form a permit condition.</p> <p>6. Refer to response 1 to Submission 10.</p> <p>7. Refer to response 6 to Submission No. 25.</p> <p>8. This is not a planning matter. Residents are responsible for infestations or nuisance animals on their own property, noting information on dealing with pest animals is provided on Council’s website.</p> <p>9. While officers acknowledge the submitter’s concern, requesting the permit holder to clean adjacent existing dwellings is not a planning consideration. However, it is worth noting that the required Site and Environmental Management Plan must address measures to reduce dust.</p>	<p>a reserve or walkway or existing lot as shown on the subdivision and detailed endorsed plan must be designed and erected to the satisfaction of the Responsible Authority</p> <p>New Condition 62: All costs associated with the provision of the fencing are to be borne by the owner/developer under this permit.</p>
30	Refer to Referral Authority Comments at the end of this document					
31	Refer to Referral Authority Comments at the end of this document					
Referral Authority Comments						

Ausnet						
07	No	Yes	Supportive	1. Requests the relocation of the substation reserve. A 5.2m x 8m reserve is required to be placed either all on Lot 18, all on Lot 17, or straddling both Lots 17 and 18.	1. To address Ausnet requirements, it is suggested that a new condition be added to the draft permit.	Changes recommended. Add Condition 1: Requirements from Ausnet as per Condition 38.
South East Water						
12	No	Yes	Supportive	1. Requests conditions to be included in the draft planning permit.	1. The draft permit already incorporates the necessary conditions from South East Water. No additional conditions are necessary.	No changes recommended.
Country Fire Authority						
30	No	No	Supportive	1. CFA has assessed the proposed planning scheme amendment and permit application. CFA have no additional comments in relation to the exhibited amendment and permit application.	1. Comment noted.	No changes recommended.
Melbourne Water						
31	No	Yes	Supportive	1. Requests two conditions to be included in the draft planning permit.	1. Following review of the draft permit and consultation with Melbourne Water, officers recommend adding one new condition to the permit. It has been confirmed by Melbourne Water that the other condition is not necessary.	Changes recommended. New Condition 43: Prior to the commencements of works, a detailed Drainage and Stormwater Management Strategy to the satisfaction of Melbourne Water is to be submitted and approved by Melbourne Water. The strategy is to demonstrate how stormwater runoff from the subdivision will achieve flood protection standards and State

						Environment Protection Policy (Waters of Victoria) objectives for the environmental management of stormwater. The strategy must consider flows from external catchment areas when determining how the development will achieve flood protection standards. The strategy should also include information regarding future ownership and maintenance requirements of any proposed stormwater assets.
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PLANNING PERMIT

GRANTED UNDER SECTION
96I OF THE PLANNING AND
ENVIRONMENT ACT 1987

Application No: P/2020/6049

Planning Scheme: Knox

Responsible Authority: Knox City Council

ADDRESS OF THE LAND:

29Q and 29R Norvel Road, FERNTREE GULLY VIC 3156
(Lots 1 & RES12 on-PS915838NTP963860L & Lot 1 on TP297137X)

THE PERMIT ALLOWS:

Staged subdivision (including 138 residential lots), development of pathways, removal of native vegetation, and associated works

in accordance with the endorsed Plan(s)

THE FOLLOWING CONDITIONS APPLY TO THIS PERMIT:

Amended Plans

- 1) Prior to certification of any stage of the plan of subdivision and the commencement of any buildings and works including removal of vegetation, amended plans must be submitted and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the submitted plans but modified to show:
 - a) Amended subdivision layout plan, consistent with the relevant requirements of ~~Ce~~conditions 5, 6, and ~~2518~~ of this permit, which includes the following changes:
 - i) A building envelope on lot 52 with a size of 10 metres by 15 metres that is setback 3 metres from the western boundary. If this cannot be achieved, then lots 51 and 52 may have to consolidated, realigned or the size of lot 52 increased;
 - ii) Removal of on-street car parking bays affecting vehicle movements at intersections of Road E/F, A/E, B/A, Norvel Road and Road H, and the bend of Dion Street-Road G/F and Road B/C;
 - iii) The bend at Dion Street-Road G/F must have an outer radius rather than a sharp 90-degree angle;
 - iv) Crossovers to lots 1, 31, and 32 to be relocated as much as practical to be clear of the intersection;
 - v) Building setbacks consistent with the requirements of ~~Ce~~condition ~~2518~~;
 - vi) Showing garden area calculation and demonstrating that minimum garden area can be achieved for lots less than 400sqm;
 - vii) Pram ramp footpath connection for pedestrian access across Norvel Road at the new intersection with Road H and the footpath on the eastern side of Road H to connect with the crossover of 60 Norvel Road;

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- viii) Pram ramp footpath connection across Norvel Road at either side McMahons Road intersection on the eastern side and the western side;
- ix) The nature strip verge for Road H increased to 2.4 metres on both sides;
- x) A crossover from Road C and Castricum Place to enable emergency vehicle to enter the removable bollard emergency access from these roads;

xii) The location of Tree 132 corrected.

xii) Requirements from Ausnet as per Condition 38.

~~xiii)~~ Requirements from the CFA as per Condition 462.

- b) A subdivision staging plan.
- c) A plan showing vegetation removal.

Layout not altered

- 2) The subdivision, buildings and works, and extent of native vegetation removal, as shown on the endorsed plans, must not be altered except with the prior written consent of the Responsible Authority.
- 3) Unless otherwise agreed to by the Responsible Authority, works associated with the approved subdivision must only commence when all detailed plans associated with the particular stage are approved by the Responsible Authority and once commenced, these works must be undertaken and completed in accordance with the endorsed detailed plans to the satisfaction of the Responsible Authority prior to the issue of a Statement of Compliance.

Sequencing of staging

- 4) The subdivision must proceed in the order of stages as shown on the endorsed plan unless otherwise agreed in writing by the Responsible Authority.

Engineering Plans Required

- 5) Prior to the certification of a plan of subdivision, detailed engineering construction plans prepared by a qualified Civil Engineering Consultant must be submitted for all works and approved by the Responsible Authority for each stage of the subdivision. Construction plans must be clearly dimensioned and detail all roads, pathways, drainage works (*including WSUD*) and computations (to AHD). Three copies and digital formal (*Autocad and .pdf*) must be provided. The detailed plans must be generally in accordance with the endorsed plan, including the stormwater management plan (*Cardno V161919 dated 25 May 2021*), and show:
 - a) Any changes required under Condition 1.
 - b) Tree protection zone for all trees being retained with annotation that services works within tree protection zone must be thrust bored.
 - c) CFA requirements at Condition 4246, 4751, and 4852.

Drainage

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- d) Details of stormwater management, including provision for all stormwater to be directed to the legal point of discharge for each lot as per Knox City Council's Civil Works and Stormwater Drainage Guidelines for subdivisions;
- e) Functional design of the sedimentation basin, retarding basin, wetlands and any other WSUD system in the subdivision;
- f) Stormwater directed into the Melbourne Water's drainage system must do so only with the consent of Melbourne Water and must meet their requirements;
- g) Water Sensitive Urban Design treatments.
- h) Maintenance regime for the stormwater treatment system that include activity description, frequency and ongoing maintenance, management responsibility and a checklist for handover to Council;
- i) A design and construction schedule of the stormwater treatment/detention system.
- j) All Council pipelines must be designed for 10% Annual Exceedance Probability (AEP) event.
- k) The minimum pipe diameter for the drainage system must be 300mm.

Road and footpath

- l) Details including surface and underground drainage, intersections, pavement and footpath/shared path details, street lighting, fire hydrants, vehicle crossovers, line marking, street signage, concrete kerbs and channels and outfall drainage;
- m) Swept path diagrams for junctions, bends, and hammerhead turning areas to ensure suitable access for all vehicles, including emergency vehicles, to turn and remain free of encroachment or obstructions, including on-street car parking;
- n) The location and design depth and composition of pavement, including raised traffic islands and speed control devices;
- o) Proposed traffic calming devices and speed humps, including speed humps in the detailed design for Road A and H;
- p) Right angle bends require a painted centre line and raised reflective markers to separate traffic travelling in opposite directions including give-way signage and surface treatment design to accentuate priority traffic along Road E/F and A/E at the junction of the north-east access cul-de-sac and Road D and support pedestrian movement across Road D;
- q) A minimum 8 metres is required for kerb returns at bends. The kerb between the North-East access lane and Road E must be altered to show an 8 metre radius;
- r) The location of all services and cables to be underground and the annotation that all services works within Tree Protection Zone must be thrust bored;
- s) The location of all "no parking" and "Street name" and various traffic signage. No parking must be provided on the residential side of Road C and D. Street signage, such

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as “No Through Road” along Norvel Road must be relocated to the satisfaction of the Responsible Authority;

- t) A fully mountable splitter island must be constructed at the intersection of McMahons Road and Norvel Road to the satisfaction of the Responsible Authority;
- u) If construction is done in stage, turnaround provision for waste collection vehicles must be provided where roads are not yet completed;
- v) Cross sections for roads and access lanes to be provided; and

On-street car parking plan

- w) Details of on-street car parking including CFA requirements at Condition [4246](#);
- x) Parking restrictions limiting on-street parking to only one side on the narrower Access Place type roads with preference of the no parking to be located on the residential side; and,
- y) Waste bin collection points to be designated for each lots to show planned access for garbage collection.

Bicycle path, trail, and bushland track

- z) Detail bushland boardwalk location and construction design including the location of existing vegetation;
- aa) Detail of construction of bike path, and maintenance trail to Agora Blvd, including that paths and trails located within tree protection zone must be constructed above grade;
- bb) Removable bollard at either end of the trail to Agora Boulevard to limit vehicle access to maintenance and emergency vehicles only.

Street Lighting

- cc) Details of Street Lighting type and location, provided to the satisfaction of the relevant authority and in accordance with AS1158. This must include a lighting to all intersections, bends in the road and at the end of roads.
- dd) Street lighting to be incorporated at both end of the Pedestrian Link between Road A and H.
- ee) Lighting along the bushland reserve frontage (Road E, Road D, and the end of Road F) to consider measures that avoid any light spilling to the bushland reserve.

To the satisfaction of the Responsible Authority. Once approved, these plans become the endorsed plans of this permit.

Landscaping Plan Required

- 6) Prior to the certification of a plan of subdivision for any stage, a detailed landscaping plan prepared by a suitably qualified landscape architect or a suitably qualified landscape designer must be submitted to and approved by the Responsible Authority for all reserves, including road reserves and public spaces, relevant to that stage ~~by Responsible Authority~~. Once

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approved, the plan will be endorsed and then form part of the Planning Permit. A digital format (.pdf) must be provided generally in accordance with [Knox's Landscape Plan Guidelines](#), the Landscape Report Revision I 02/03/2023 prepared by Urbis [and the Arboricultural Report Revision April 2023 prepared by Treemap Arboriculture](#) and modified to show:

- a) Any changes required under Condition 1.
- b) Streetscape and reserve designs detailing location of water sensitive urban design features, garden beds, location of street furniture, the position of street lighting, fire hydrants, side entry and service pits, pathways within reserves, electricity substations and planting of vegetation.

The species and planting size of trees must be selected to the satisfaction of the Responsible Authority.
- c) The planting species modified as:
 - i) *Tilia cordata* to be changed to *Nyssa Sylvatica* 'Forum';
 - ~~ii) *Nyssa sylvatica* is a more adaptable species to a warming climate;~~
 - ~~iii) *Acer platanoides* 'Norwegian Sunset' to be changed to *Acer truncatum* x *A. platanoides* 'Warrenred' Pacific Sunset. *Eucalyptus melliodora* 'Yellow Box'; Norwegian sunset cultivar is not available anymore;~~
 - ~~iv) The *Eucalyptus melliodora* planting area have the following understorey species additions to add to diversity/beauty;:~~
 - ~~v) *Allocasuarina littoralis*, *Acacia pravissima*, *Kunzea ericoides*, *Leptospermum petersonii*, *Bursaria spinose*;~~
 - ~~vi) Northern end planting (area that abuts bushland reserve) to be changed to the native tree species, *Angophora hispida* 'Dwarf Apple';~~
 - ~~vii) *Angophora hispida* to be planted on the northern side of Road E and Road D, spaced at 12 metre centres to incorporate the 5 metre canopy separation when they reach maturity.~~
- d) Delineation of the bushfire defendable space area and proposed planting schedule and location within the defendable space area modified to accord with bushfire management requirements as per Condition 4448.
- e) No street tree for lots 137 and 138 to meet bushfire defendable space requirement.
- f) The street trees on the south side of Road E and along Lot 52 moved to the north side of Road E and D to meet bushfire defendable space requirement.
- g) The opportunity for a second canopy tree to be located at the northern end of Road H to help frame the dead end to the road.
- h) A planting schedule of all proposed trees, shrubs and ground covers including botanical names, common names, pot sizes, sizes at maturity and quantities of each plant, to be planted within the nature strip and reserves.

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- i) Details of the surface finishes of roads, pathways, tracks, and bike path.
- j) Annotation that all services works within Tree Protection Zone must be thrust bored and bike path within tree protection zone must be constructed above grade.
- k) Details and location of all services including above and below ground lines, cables, hydrants and pipes (including as cross-section) with annotation that all services to be located at a minimum depth of 600mm within road reserves.
- l) The location of Tree 132 corrected.
- m) Trees to be retained and their respective tree protection zones (reserves only).
- n) A minimum 1.8 metre high paling or steel fence (or similar) along the eastern boundary where the proposed residential lots adjoin existing residential lots.

To the satisfaction of the Responsible Authority. Once approved, these plans become the endorsed plans of this permit.

- 7) Prior to Statement of Compliance for Stage 1, the owner/developer must pay to the Council a financial contribution towards stormwater management to ensure BPPEM stormwater targets are met, and for the construction of the bushland boardwalk including any associated sign. to the satisfaction of the Responsible Authority. The financial contribution amount must be agreed to by the Responsible Authority.
- 7)8) To determine the financial contribution amount, the owner/developer must provide the Responsible Authority with a cost estimate for the design and construction of stormwater management treatments and the bushland boardwalk including any associated sign.
- 9)9) Prior to issue of a Statement of Compliance for each stage, the following works must be completed or bonded in accordance with approved plans to the satisfaction of the Responsible Authority:
 - a) stormwater drainage;
 - b) roads and lighting;
 - c) traffic devices;
 - d) car parking and access ways must be drained, sealed and line marked;
 - e) footpaths, bike path, trails, and pram crossings; and
 - f) landscaping.
- 9)10) Prior to any works commencing within Council Bushland reserve and Seecal reserve, Council's Biodiversity Officer must be contacted to arrange an inspection of the works area.

Native Vegetation

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~~10)11)~~ Before works start, the permit holder must advise all persons undertaking the vegetation removal and works on site of all relevant conditions of this permit.

~~11)12)~~ In order to offset the removal of ~~0.391 hectares~~ of native vegetation approved as part of this permit, the applicant must provide a native vegetation offset ~~that meets the following requirements and is~~ in accordance with the ~~Permitted clearing of native vegetation – Biodiversity assessment guidelines – Guidelines for the removal, destruction or lopping of native vegetation. and the Native vegetation gain scoring manual:~~

The general offset must:

- ~~• contribute offset amount of 0.126 general habitat units,~~
- ~~• be located within the Port Phillip and Westernport Catchment Management Authority boundary or Knox municipal district,~~
- ~~• have a strategic biodiversity score of at least 0.202.~~

~~12)13)~~ Prior to the removal of any native vegetation and the issue of a Statement of Compliance, evidence that the required offset for the project has been secured must be provided to the satisfaction of the Responsible Authority.

Tree Protection Conditions

~~14)~~ Prior to any buildings and works, subdivision works, and vegetation removal commencing, all trees and vegetation to be retained and the bushland reserve must be fenced off with barrier fencing to create a protection zone. The tree protection zone must be a minimum radius of 12x the diameter of the trunk, measured at a height of 1.4 metres from the ground as identified in the Australian Standard for the protection of trees (AS 4970-2009).

~~The fence is to be maintained and clearly marked throughout the construction period and removed at the completion of all works.~~

~~15)~~ All works, including excavation and fill, within the tree protection zone areas of the trees to be retained, within and adjacent to the site including reserves, must be undertaken under the supervision of a qualified Arborist to ensure that there is no unreasonable damage to the root system of trees to be retained and/or protected, to the satisfaction of the Responsible Authority.

~~16)~~ The tree protection fence is to be chain link or wire mesh, comprise either wooden or steel posts set into the ground or on concrete pads, and be a minimum height of 1.8 metres. Signage is to be affixed to the fence advising that the area is a tree protection zone and a no-go development area.

~~17)~~ The tree protection fence and signage is to be maintained throughout the construction period and removed at the completion of all works.

~~13)18)~~ No temporary removal of the tree protection fence, or encroachment into the protection zone is permitted without the written consent of the responsible authority.

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14)19) Trees are to be watered thoroughly prior to construction works commencing and throughout the period of construction works to the satisfaction of the Responsible Authority.

20) No materials, vehicle, equipment, waste, soil or other goods must be stored or placed within the tree protection zone.

15)21) Prior to any works commencing on site, the Responsible Authority must be contacted to inspect the Tree Protection fencing.

16)22) Entry and exit pits for underground services must not be constructed within the tree protection zone of native tree.

Cultural Heritage Management Plan Conditions

17)23) -Works must be conducted in accordance with the requirements of the approved Cultural Heritage Management Plan (approved CHMP No. 18338).

18)24) Except with the prior written consent of the Responsible Authority, the Cultural Heritage Management Plan must not be modified.

Section 173 Agreement

19)25) Prior to the issue of a statement of compliance, the owner of the land must enter into an agreement with the Responsible Authority pursuant to Section 173 Agreement of the Planning and Environment Act 1987 and provide evidence to the Responsible Authority that the agreement has been registered on the certificate of title for the land. The agreement will stipulate the following building design requirements applies to the development of future dwellings on the land.

Front Setbacks

- a) *Front walls of a building must be setback a minimum of:*
- i. *5.5 metres from a street frontage for lots facing Castricum Place.*
 - ii. *4 metres from a street frontage for lots on the northern side of "Road B" shown as Lots 33 to 40 on the attached plan. No encroachment within the front setbacks are allowed for these lots.*
 - iii. *The distance set as defensible space for the lots affected by bushfire defensible space as shown on the endorsed plans and as a restriction on the plan of subdivision. No encroachment within the defensible space are allowed for these lots.*
 - iv. *4.5 metres from a street frontage for all other lots.*

Any encroachment into the front street setback of point (i.) and (iv.) above must be limited to the following structure provided it encroaches no more than 0.5 metres into the specified setback distances:

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- porches, pergolas and verandahs that are less than 3.6 metres in height;
- decks, terraces, landings, stairways, ramps, eaves, window hoodings, sunblinds, fascias, gutters, masonry chimneys, flues, pipes, and domestic services normal to a dwelling.

Front Setbacks for garages or carports

- b) Front walls of a car parking structure (such as garages and carport) must be setback a minimum of:
- 0.5 metres from the front wall of the building for lots facing Castricum Place.
 - 5.4 metres from a street frontage and at least 0.5 metres behind the front wall of the building for all other lots.

Side Setbacks

- c) Side walls of a building on a corner lot must be setback a minimum of 1.5m from a side street frontage. No encroachment within the side street setback is allowed.

Rear Setbacks

- d) Rear walls of a building must be setback a minimum of 3 metres from the rear boundary for all lots except for:
- Lots 33-40 inclusive.
 - Lots 113-138 inclusive.
- e) Rear walls of a building for lots 113-138 inclusive must be setback a minimum of 5 metres from the rear boundary.

e/f) Any encroachment into the rear setback of point (d) and (e) above must be limited to the following structure provided it does not encroach within the minimum radius of the large feature shrubs required under point (d):

- porches, pergolas and verandahs that are less than 3.6 metres in height;
- terraces, patios, decks, landings that are less than 800mm in height, stairways, ramps, eaves, fascia or gutter, water tanks, and domestic services normal to a dwelling;
- outbuildings that does not exceed a gross floor area of 10 square metres.

Lot 138

f/g) The dwelling on Lot 138 should be single storey. However, if a double storey building is proposed, the upper level must meet the following requirements:

- setback by at least 3 metres behind the ground floor north and west wall façade to ensure a recessive second storey element.

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- ii. *The upper level setback means the recess above the ground floor wall calculated as the shortest horizontal distance from the top of the ground floor wall. It does not include projection such as balconies. Any balconies located within this setback must be clear to the sky.*

~~g)h)~~ *The wall of a building must be setback a minimum of 3.8 metres from the northern boundary and 2 metres from the part of the western boundary that does not constitute part of a street frontage.*

~~h)j)~~ *Regardless of point ~~h)g)~~ above, no building and works, other than fencing, are allowed in the tree protection zone of any tree. An arboricultural report will be required to determine the tree protection zone of any tree encroaching onto Lot 138 and tree protection fencing must be installed prior to any works commencing on this lot.*

~~i)j)~~ *The western boundary fence with the bushland reserve must be no more than 1.2 metres in height.*

~~j)k)~~ *The northern boundary fence with the bushland reserve must be no more than 1.2 metres in height for the first 12 metres from the western boundary.*

Front Boundary

~~k)l)~~ *Front fences are not allowed on a road frontage or within 3 metres of a road frontage (excludes side boundaries).*

~~l)m)~~ *No structures within 200 millimetres of a footpath in the road reserve.*

One Crossover per Lot

~~m)n)~~ *Only one (1) crossover per lot is allowed. The crossover must not exceed a width of 3 metres but may be merged with that of an adjoining lot provided that it results in no more than one (1) crossover per lot.*

Landscaping

~~n)o)~~ *Each lots must ~~provide be provided with a~~ minimum of one (1) small canopy tree in accordance with Knox's Landscape Plan Guidelines (or as amended) with a mature height of 5-8 metres, and be located within the front setback. Each tree should be surrounded by 20 square metres permeable surface with a minimum radius of 3 metres. This requirement does not apply to lots 52, 87-91 inclusive, 137, and 138 subject to bushfire management.*

~~o)p)~~ *Each lots must be provided with a minimum one (1) large feature shrubs in accordance with Knox's Landscape Plan Guidelines (or as amended) with a mature height of 4-5 metres, and be located within the rear setback of each lot. Each large feature shrubs should be surrounded by 15 square metres permeable surface with minimum radius of 2 metres. This requirement does not apply to Lot 138.*

~~p)q)~~ *The planted canopy trees and large feature shrubs must be maintained to the satisfaction of the Responsible Authority and must not be removed.*

Lots less than 400 square metres in area

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~~4/r)~~ A minimum garden area of 25 percent must be set aside in accordance with the Knox Planning Scheme.

Bushfire Management – Lots 52, 87 to 91, ~~137-136~~ to 138

~~4/s)~~ The development and management of defensible space on lots 52, 87 to 91 inclusive, and ~~1367~~-138 must be in accordance with the endorsed Bushfire Management Plan.

All costs associated with the preparation and registration of the agreement must be borne by the owner of the land.

Telecommunications

~~20/26)~~ The owner of the land must enter into an agreement with:

- a) A telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time; and
- b) A suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

~~21/27)~~ Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must provide written confirmation from:

- a) A telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and,
- b) A suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

Road naming

~~22/28)~~ Prior to the Certification of any stage, proposed naming for all new roads must be submitted to and approved by the Responsible Authority with the approved names to be then applied on the ~~p~~Plan of ~~s~~Subdivision for certification.

Names must be in accordance with the Naming rules for places in Victoria [2022] to the satisfaction of the Responsible Authority. -Road G must be named as continuation of Dion Street.

Public Open Space

~~23)~~—A contribution to the Council for public open space must be required pursuant to Section 18A of the Subdivision Act 1988 and Clause 52.01 of the Knox Planning Scheme.

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Site and Environmental Management

24)29) Prior to the commencement of any works for a relevant stage on the subject land, a Site and Environmental Management Plan to the satisfaction of the Responsible Authority must be submitted and approved by the Responsible Authority. The Site and Environmental Management Plan will be endorsed and form part of the permit. The Site and Environmental Management Plan must address and document as appropriate, the construction activities proposed on the land under the following heading:

- a) Occupational health and safety and site induction, environmental controls, traffic management, amenity and safety of the public as well as site security, and cultural protection measures applicable to the site during construction.

The Site and Environmental Management Plan must include:

- b) Environmental Management:
 - i) Soil erosion and sediment control provisions to protect existing local stormwater infrastructure, Blind Creek and the bushland from erosion product and sediment transport by minimising erosion of lands during work;
 - ii) Measures to prevent construction fill encroaching on or being placed within the bushland;
 - iii) Protection measures to ensure that disturbance to native flora and fauna habitat is avoided in the first instance, minimised where avoidance is not possible with appropriate contingencies incorporated to prevent the potential for the introduction of exotic flora and fauna species is abated;
 - iv) Specific measures for any works related to the bushland reserve or Seecal Reserve must be included and must include the notification of Council’s Biodiversity Officer prior to any works commencing;
 - v) Hydraulics and hydrology provisions to manage water quality and quantity, and protect the habitat value of Blind Creek (measures used should include the installation of a perimeter fence to protect the waterway prior to the commencement of works);
 - vi) Tree protection in accordance with Conditions ~~143~~ to ~~2247~~.
 - vii) Any recommendations of any approved Cultural Heritage Management Plan (if applicable);
 - viii) The plan must ensure that contractor working on the site are inducted to this Environmental Management Plan prior to conduct any works around or within the bushland reserve.
- c) Site Management
 - i) Identifying access and egress opportunities for emergency vehicles, workers, and early residents of approved stage in case of emergency;
 - ii) Relevant Country Fire Authority requirements ~~as per conditions 33 and 36~~;

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- iii) All machinery wash-down area, personnel rest areas and parking;
- iv) Waste management measures during construction;
- v) Measures to reduce the impact of noise, dust and other emissions created during the construction process including measures to prevent dirt being tracked onto surrounding roads by vehicles;
- vi) If requested by the Responsible Authority at any stage, a contamination assessment for a site with suspected contamination must be provided for the relevant stage to the satisfaction of the Responsible Authority;
- vii) Traffic Management identifying the access and egress access point(s) for construction vehicles and detailing the measures to ensure amenity of the adjoining areas is not impacted by the movement of vehicles (cars, trucks and construction machinery) associated with construction activities on the site.

25)30) The endorsed Site and Environmental Management Plan must be implemented and maintained throughout the construction to the satisfaction of the Responsible Authority and all works must be carried out in accordance with the measures set out in the approved Site and Environmental Management Plan unless otherwise agreed in writing by the Responsible Authority.

26)31) Prior to the commencement of any works on site, an inspection by Council’s Environmental Officer must be carried out to determine compliance with the Site and Environmental Management Plan.

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South East Water Conditions (reference: 35707694)

South East Water – Water and Sewer

~~27~~32 The owner of the subject land must enter into an agreement with South East Water for the provision of drinking water supply and fulfil all requirements to its satisfaction.

~~28~~33 The owner of the subject land must enter into an agreement with South East Water for the provision of sewerage and fulfil all requirements to its satisfaction.

~~29~~34 All lots on the ~~p~~Plan of ~~s~~Subdivision must be provided with separate connections to South East Water drinking water supply and sewerage systems.

South East Water – Certification

~~30~~35 Prior to certification, the ~~p~~Plan of ~~s~~Subdivision must be referred to South East Water, in accordance with Section 8 of the Subdivision Act 1988.

~~31~~36 The certified ~~p~~Plan of ~~s~~Subdivision will need to show sewerage supply easements over all existing and/or proposed South East Water sewer mains located within the land, to be in favour of South East Water Corporation pursuant to Section 12(1) of the Subdivision Act.

AusNet Services Conditions

~~32~~37 The ~~p~~Plan of ~~s~~Subdivision submitted for certification must be referred to AUSNET ELECTRICITY SERVICES PTY LTD in accordance with Section 8 of the Subdivision Act 1988.

~~33~~38 The applicant must:

- a) Enter into an agreement with AUSNET ELECTRICITY SERVICES PTY LTD for supply of electricity to each lot on the endorsed plan.
- b) Enter into an agreement with AUSNET ELECTRICITY SERVICES PTY LTD for the rearrangement of the existing electricity supply system.
- c) Enter into an agreement with AUSNET ELECTRICITY SERVICES PTY LTD for rearrangement of the points of supply to any existing installations affected by any private electric power line which would cross a boundary created by the subdivision, or by such means as may be agreed by AUSNET ELECTRICITY SERVICES PTY LTD.
- d) Provide easements satisfactory to AUSNET ELECTRICITY SERVICES PTY LTD for the purpose of "Power Line" in the favour of "AUSNET ELECTRICITY SERVICES PTY LTD" pursuant to Section 88 of the Electricity Industry Act 2000, where easements have not been otherwise provided, for all existing AUSNET ELECTRICITY SERVICES PTY LTD electric power lines and for any new power lines required to service the lots on the endorsed plan and/or abutting land.
- e) Obtain for the use of AUSNET ELECTRICITY SERVICES PTY LTD any other easement required to service the lots.
- f) Adjust the position of any existing AUSNET ELECTRICITY SERVICES PTY LTD easement to accord with the position of the electricity line(s) as determined by survey.

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~~g)~~ Adjust the position of any existing AUSNET ELECTRICITY SERVICES PTY LTD easement to accord with the position of the electricity line(s) as determined by survey.

~~h)~~g) Set aside on the plan of subdivision Reserves for the use of AUSNET ELECTRICITY SERVICES PTY LTD for electric substations.

~~h)~~h) Provide survey plans for any electric substations required by AUSNET ELECTRICITY SERVICES PTY LTD and for associated power lines and cables and executes leases for a period of 30 years, at a nominal rental with a right to extend the lease for a further 30 years. AUSNET ELECTRICITY SERVICES PTY LTD requires that such leases are to be noted on the title by way of a caveat or a notification under Section 88 (2) of the Transfer of Land Act prior to the registration of the plan of subdivision.

~~h)~~i) Provide to AUSNET ELECTRICITY SERVICES PTY LTD a copy of the plan of subdivision submitted for certification that shows any amendments that have been required.

~~h)~~j) Agree to provide alternative electricity supply to lot owners and/or each lot until such time as permanent supply is available to the development by AUSNET ELECTRICITY SERVICES PTY LTD. Individual generators must be provided at each supply point. The generator for temporary supply must be installed in such a manner as to comply with the Electricity Safety Act 1998.

~~h)~~k) Ensure that all necessary auditing is completed to the satisfaction of AUSNET ELECTRICITY SERVICES PTY LTD to allow the new network assets to be safely connected to the distribution network.

Melbourne Water Conditions (reference: MWA-1164280)

Melbourne Water Certification

~~34)~~39) Prior to Certification of any stage of this subdivision, Melbourne Water requires that the applicant submit a detailed Drainage and Stormwater Management Strategy for approval, which demonstrates how stormwater runoff from the subdivision will achieve flood protection standards and State Environment Protection Policy (Waters of Victoria) objectives for environmental management of stormwater. The strategy should also include information regarding the future ownership and maintenance requirements of any proposed assets.

~~35)~~40) Unless otherwise agreed in writing by the relevant drainage authority, the subdivision must retard stormwater back to pre-development levels before entering the downstream drainage system/waterway and/or retard stormwater back to the sufficient capacity of the downstream drainage system.

~~36)~~41) Stormwater runoff from the subdivision must achieve State Environment Protection Policy (Waters of Victoria) objectives for environmental management of stormwater as set out in the 'Urban Stormwater Best Practice Environmental Management Guidelines (CSIRO) 1999'.

Melbourne Water – stormwater connection

~~42)~~ Prior to the commencement of works, a separate application direct to Melbourne Water must be made for approval of any new or modified stormwater connection to Melbourne Water's

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drains or watercourses, works near or over a Melbourne Water asset and/or waterway crossing.

37)43) Prior to the commencements of works, a detailed Drainage and Stormwater Management Strategy to the satisfaction of Melbourne Water is to be submitted and approved by Melbourne Water. The strategy is to demonstrate how stormwater runoff from the subdivision will achieve flood protection standards and State Environment Protection Policy (Waters of Victoria) objectives for the environmental management of stormwater. The strategy must consider flows from external catchment areas when determining how the development will achieve flood protection standards. The strategy should also include information regarding future ownership and maintenance requirements of any proposed stormwater assets.

Melbourne Water - Statement of Compliance

38)44) Prior to the issue of a Statement of Compliance, engineering plans of the subdivision (in electronic format) must be forwarded to Melbourne Water.

Multinet Condition

39)45) A Statement of Compliance must be obtained from Multinet Gas prior the plan of subdivision being released from the Titles Office.

CFA Conditions (reference: 13000-68738-107873)

CFA – Amended plans

40)46) Prior to the certification of any stage of the plan of subdivision amended plans must be submitted and show:

- a) All roads are designed to ensure the road width is constructed as specified in Table C1 of Clause 56.06-8 of the Knox Planning Scheme for an Access Lane and clear of encroachments, such as on-street parking.
- b) Plans that show the design and location of on-street parking to ensure that the parking bays do not encroach onto the road and hinder the movement of emergency vehicles.
- c) Plans that demonstrate the turning bays can accommodate emergency vehicles to manoeuvre in accordance with the requirements set out in CFA's Requirements for Water Supplies and Access for Subdivisions, 2006.
- d) The provision of removable bollards between Road H and Road F for the purposes of access for emergency vehicles.

CFA – Fire management plan

41)47) A Fire Management Plan must be submitted and approved by the Responsible Authority prior to development starting that identifies how the bushfire risk will be managed during each Stage of the subdivision and what stage the various bushfire protection measures will be relied upon for the application.

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- 42)48) Before the certification of the plan of subdivision, a Bushfire Management Plan must be submitted to and endorsed by the Responsible Authority. The plan must show the following information, unless otherwise agreed in writing by the CFA and the Responsible Authority:
- a) The design and layout of the subdivision, including lot layout, road design and access points, both pedestrian and vehicular.
 - b) The location of nearby hazards within 150m of the subdivision boundary.
 - c) The location of any bushfire hazards that will be retained or created on the land within the subdivision.
 - d) The location of any areas of vegetation within the subdivision not located on private land that will be managed to a low threat condition, including the reserves.
 - e) The setback distance of any development from the bushfire hazard for defensible space purposes where vegetation will be managed.
 - f) Notations of vegetation management standards and when vegetation management will occur i.e. annually, quarterly, during the fire danger period.
 - g) Vegetation must be managed within any area of defensible space to the following standard:
 - i) Grass must be short cropped and maintained during the declared fire danger period.
 - ii) All leaves and vegetation debris must be removed at regular intervals during the declared fire danger period.
 - iii) Within 10 metres of a building, flammable objects must not be located close to the vulnerable parts of the building.
 - iv) Plants greater than 10 centimetres in height must not be placed within 3m of a window or glass feature of the building.
 - v) Shrubs must not be located under the canopy of trees.
 - vi) Individual and clumps of shrubs must not exceed 5 sq. metres in area and must be separated by at least 5 metres.
 - vii) Trees must not overhang or touch any elements of the building.
 - viii) The canopy of trees must be separated by at least 5 metres.
 - ix) There must be a clearance of at least 2 metres between the lowest tree branches and ground level.
 - h) Details of any other bushfire protection measures that are to be adopted at the site.
 - i) Nominate that any building on a new lot will be required to be designed and constructed to a minimum standard of Bushfire Attack Level (BAL) 12.5.

CFA – Building envelope

43)49) Any lot that contains defensible space must include a building envelope that ensures development will not be allowed within the area of defensible space.

CFA – Construction and site management plan

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44)50) Before commencement of works, a Bushfire Site Management Plan that addresses bushfire risk during, and where necessary, after construction must be submitted and approved by the responsible authority. The plan must specify, at minimum:

- a) The staging of development and the likely bushfire risks from surrounding hazards at each stage;
- b) An area of land between the development edge and bushfire hazard consistent with the separation distances specified in AS3959-2018, where bushfire risk is managed to enable the development, on completion, to achieve a BAL-12.5 construction standard in accordance with AS3959-2018;
- c) The land management measures to be undertaken by the developer to reduce the risk from fire within any surrounding rural or undeveloped landscape to protect residents and property from the threat of grassfire and bushfire; and
- d) Provision of adequate access and egress for Stage One subdivisions to minimise grass and bushfire risks to new residents prior to the full completion of the subdivision.

CFA - Hydrants

45)51) Prior to the issue of a Statement of Compliance under the Subdivision Act 1988 the following requirements must be met to the satisfaction of the CFA:

- a) Above or below ground operable hydrants must be provided. The maximum distance between these hydrants and the rear of all building envelopes (or in the absence of building envelopes, the rear of the lots) must be 120 metres and the hydrants must be no more than 200 metres apart. These distances must be measured around lot boundaries.
- b) The hydrants must be identified with marker posts and road reflectors as applicable to the satisfaction of the Country Fire Authority.

Note –CFA's requirements for identification of hydrants are specified in 'Identification of Street Hydrants for Firefighting Purposes' available under publications on the CFA web site (www.cfa.vic.gov.au)

CFA - Roads

46)52) Roads must be constructed to a standard so that they are accessible in all weather conditions and capable of accommodating a vehicle of 15 tonnes for the trafficable road width.

- a) The average grade must be no more than 1 in 7 (14.4%) (8.1 degrees) with a maximum of no more than 1 in 5 (20%) (11.3 degrees) for no more than 50 metres. Dips must have no more than a 1 in 8 (12%) (7.1 degree) entry and exit angle.
- b) Curves must have a minimum inner radius of 10 metres.
- c) Have a minimum trafficable width of 3.5 metres and be clear of encroachments for at least 0.5 metres on each side and 4 metres above the access way.
- d) Roads more than 60m in length from the nearest intersection must have a turning circle with a minimum radius of 8m (including roll-over kerbs if they are provided) T or Y heads of dimensions specified by the CFA may be used as alternatives.

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CFA – Maintenance of defensible space

~~47~~53 Before the Statement of Compliance is issued under the Subdivision Act 1988, the defensible space on every lot in the subdivision must be implemented and maintained as specified on the endorsed Bushfire Management Plan, unless otherwise agreed in writing by the CFA and the Responsible Authority.

Drainage/Construction Conditions

~~48~~54 All stormwater drainage runoff from the site must be properly collected and discharged in a complete and effective system of drains within the subdivision and connected to the legal point of discharge as directed by the Responsible Authority. It must not cause a nuisance to abutting properties. The internal drains of the proposed lots are to be independent of the internal drains of other lots.

~~49~~55 Prior to the issue of a Statement of Compliance, any damage caused to the existing drainage system during the installation of the new property inlet must be repaired or replaced to the satisfaction of the Responsible Authority.

Payments and Maintenance Bonds

~~50~~56 Prior to the issue of a Statement of Compliance, the owner/developer must pay to the Council a payment for supervision of works being 2.5% of the value of all works shown on the Engineering and Landscape Plans and a payment for checking of Engineering and Landscape Plans being 0.75% of all works shown on the engineering plan.

~~51~~57 Prior to the issue of a Statement of Compliance, the owner/developer must lodge with Council:

- a) A refundable maintenance bond being 5% of the value of all works shown on the engineering plan; and
- b) A refundable outstanding works bond being the value of all works to be completed plus 50%.

The Developer is responsible for the maintenance of the completed construction works and such works must be kept in good condition for a period of three months.

(A priced Bill of Quantities must be supplied to Council to validate the value of works as shown on the plan. This is used to determine the amount of the engineering fees and maintenance bond and provides a record of the value of Councils assets).

Bond Return

~~52~~58 Prior to the issue of a Statement of Compliance or the return of maintenance bonds in respect to the subdivision works – whichever is the later, the owner or developer must submit to Council the following information (whichever are applicable) in an electronic format agreed by the Knox City Council:

- a) Subdivision plans showing title boundaries, road reserves, municipal reserves and easements etc.

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- b) As constructed engineering plans in electronic format relating to roads, drains and other infrastructure constructed in conjunction with the subdivision.
- c) Areas where fill exceeding 150 millimetres has been placed.

Incomplete works Bond return

53/59 Prior to the return of the incomplete works bond, Council will inspect the works and determine if these works have been constructed in accordance with the approved design and specifications to the satisfaction of the Responsible Authority. Should these works be satisfactory, the incomplete bond will be returned and a practical completion certificate will be issued by the Responsible Authority.

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GRANTED UNDER SECTION
96I OF THE PLANNING AND
ENVIRONMENT ACT 1987

Application No: P/2020/6049

Planning Scheme: Knox

Responsible Authority: Knox City Council

Asset Protection

54)60) Prior to the issue of a Statement of Compliance for any stage of the development, the developer must be responsible for the reinstatement and repair of any damage, and costs of all alterations to the Knox City Council and any other Public Authority assets deemed necessary and required by such Authorities for the development/subdivision. Re-instatement or modification of assets as directed by the Responsible Authority will be required or compensation to the value of Council's loss must be paid.

Fencing ~~of reserves~~

55)61) Prior to the issue of a Statement of Compliance, any fencing along the common boundary between a lot and a reserve or walkway or existing lot as shown on the subdivision and detailed endorsed plan must be designed and erected to the satisfaction of the Responsible Authority.

Fencing between lot 138 and the bushland reserve must be in accordance with the requirement of Condition 2485(f).

56)62) All costs associated with the provision of the fencing are to be borne by the owner/developer under this permit.

Final Compliance Inspection

57)63) Prior to the issue of a Statement of Compliance a final inspection by Council's Surveillance Officer must be carried out to verify the completion of works in accordance with the Engineering Plans, to Council's standards and satisfaction.

58)64) Prior to the issue of a Statement of Compliance a final inspection by Council's Enforcement Officer must be carried out to verify the completion of landscaping in accordance with the Landscape Plans, to Council's standards and satisfaction.

Vehicle crossing

59)65) Prior to the issue of a Statement of Compliance, vehicle crossings must be constructed to service all lots and any vehicle crossing no longer required must be returned to nature strip to the satisfaction of the Responsible Authority. All crossovers must be 10 metres clear of an intersection, 3 metres clear of all street trees and 1 metre clear of all other assets in the road reserve.

Public Space trees

60)66) Nursery stock must be inspected and approved by a suitably qualified arborist or horticulturalist before planting and a report from this suitably qualified arborist or horticulturalist declaring that the nursery stock complies with the relevant Australian Standard, must be provided to the satisfaction of the Responsible Authority.

61)67) Following the planting of trees within the road reserves and open space reserves, an inspection must be arranged with representatives of the applicant, the landscape contractor

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Responsible Authority: Knox City Council

appointed by the applicant and Knox City Council Parks Services and Landscape Officer who when satisfied will issue a Certificate of Practical Completion.

~~62~~68) Trees and landscaping works within the road reserves, open space reserves and all landscaping within the development must be maintained at no cost to Knox City Council for a period of two years following the date of issue of the Certificate of Practical Completion. At the end of this period and following another inspection, Council will determine if the landscaping is satisfactory. Should the landscaping be satisfactory, the landscape bond will be returned if applicable, a Final Completion will be issued and at this point the maintenance responsibility will be assumed by Knox City Council.

~~63~~69) The two-year maintenance of the trees must include formative pruning 12 months after planting to the satisfaction of the Responsible Authority.

~~64~~70) Prior to the issue of a Statement of Compliance, for the final stage, the Developer must pay to the Council a street tree maintenance bond fee of \$350.00 per tree within the final stage.

~~65~~71) Protection of Council's street trees must be in accordance with the Australian Standard for the protection of trees (AS 4970-2009) to the satisfaction of the Responsible Authority.

Street Lighting

~~66~~72) Prior to the issue of a Statement of Compliance, street lighting must be provided to the satisfaction of the relevant authority and in accordance with AS 1158 and the endorsed plans. Non Standard street lighting will be accepted provided it is to the satisfaction of the Responsible Authority.

Permit expiry

~~67~~73) The permit will expire if any of the following circumstances applies:

- a) The plan of subdivision for the first stage of the subdivision is not certified under the Subdivision Act 1988 within two (2) years of the date of this permit.
- b) The plan of subdivision for the subsequent stage is not certified under the Subdivision Act 1988 within two (2) years of certification of the previous stage.
- c) The registration of the plan of subdivision for each stage is not completed within five (5) years of the date of Certification under the Subdivision Act 1988 of that stage.
- d) The buildings and works, including removal of vegetation, component has not commenced within seven (7) years of the date of issue of the permit.

~~d)e) The buildings and works, including removal of vegetation, component has not completed within nine (9) years of the date of issue of the permit.~~

The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires or in accordance with Section 69 of the Planning and Environment Act 1987:

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**PLANNING
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PLANNING PERMIT

GRANTED UNDER SECTION
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Responsible Authority: Knox City Council

NOTATIONS:

Melbourne Water Notes (Stormwater Management Plan)

- Assessment of the stormwater management strategy indicates that pre-developed flows have been overestimated as the storage of the current site has not been accounted for. Approximately 3.5-4 ha of water of the existing site will be held in storage due to the large depressions on the site, hence pre-developed 1% AEP flows have been overestimated. The stormwater strategy will need to account for the current storage on the site, update the pre-developed 1% AEP flow and update the detention volume required.
- Due to the size of the subdivision and the external catchment area, internal drainage and stormwater requirements will be to the satisfaction of Council as the relevant local drainage authority. It is advised to council that consideration be given to the following:
 - Flows from the external catchment should be conveyed through the new subdivision.
 - Properties finished floor levels should be set 300mm above the applicable 1% AEP flood level associated with any overland flow through the subdivision.
 - Safe access for the subdivided properties should be provided in accordance with the relevant standards in the *DELWP Guidelines for Development in Flood Affected Areas* (considering the roads running south-north will be used for 1% AEP flow conveyance).
- In order to receive further review/approval of the stormwater management strategy, please submit an updated strategy addressing the above requirements via the Melbourne Water website.

Knox City Council Notes

- All utility services (drainage, sewer) are to be verified onsite by the applicant/developer prior to the commencement of any works.
- No buildings are permitted to be constructed over Council easements.
- A road opening permit from Council is required for any works within the road reserve, including the nature strip.
- Vehicle crossing must be constructed in accordance with Council's standard drawings, specifications and vehicle crossing policy.
- This permit does not discharge an occupier from any liability relating to the construction, maintenance or the repair of a dividing fence, pursuant to the provisions of the Fences Act 1968 (as amended).

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- A contribution to the Council for public open space must be required pursuant to Section 18A of the Subdivision Act 1988 and Clause 53.01 of the Knox Planning Scheme.

DRAFT

Date Issued:

**Signature for the
Responsible Authority** _____

PLANNING PERMIT

IMPORTANT INFORMATION ABOUT THIS PERMIT

WHAT HAS BEEN DECIDED?

The responsible authority has issued a permit. The permit was granted by the Minister under section 96I of the **Planning and Environment Act 1987** on approval of Amendment No. C184knox to the Knox Planning Scheme.

CAN THE RESPONSIBLE AUTHORITY AMEND THIS PERMIT?

The responsible authority may amend this permit under Division 1A of Part 4 of the **Planning and Environment Act 1987**.

WHEN DOES THE PERMIT BEGIN?

The permit operates from a day specified in the permit being a day on or after the day on which the amendment to which the permit applies comes into operation.

WHEN DOES A PERMIT EXPIRE?

1. A permit for the development of land expires if—
 - the development or any stage of it does not start within the time specified in the permit; or
 - the development requires the certification of a plan of subdivision or consolidation under the **Subdivision Act 1988** and the plan is not certified within two years of the issue of the permit, unless the permit contains a different provision; or
 - the development or any stage is not completed within the time specified in the permit, or, if no time is specified, within two years after the issue of the permit or in the case of a subdivision or consolidation within five years of the certification of the plan of subdivision or consolidation under the **Subdivision Act 1988**.
2. A permit for the use of land expires if—
 - the use does not start within the time specified in the permit, or if no time is specified, within two years after the issue of the permit; or
 - the use is discontinued for a period of two years.
3. A permit for the development and use of land expires if—
 - the development or any stage of it does not start within the time specified in the permit; or
 - the development or any stage of it is not completed within the time specified in the permit, or, if no time is specified, within two years after the issue of the permit; or
 - the use does not start within the time specified in the permit, or, if no time is specified, within two years after the completion of the development; or
 - the use is discontinued for a period of two years.
4. If a permit for the use of land or the development and use of land or relating to any of the circumstances mentioned in section 6A(2) of the **Planning and Environment Act 1987**, or to any combination of use, development or any of those circumstances requires the certification of a plan under the **Subdivision Act 1988**, unless the permit contains a different provision—
 - the use or development of any stage is to be taken to have started when the plan is certified; and
 - the permit expires if the plan is not certified within two years of the issue of the permit.
5. The expiry of a permit does not affect the validity of anything done under that permit before the expiry.

WHAT ABOUT REVIEWS?

In accordance with section 96M of the **Planning and Environment Act 1987**, the applicant may not apply to the Victorian Civil and Administrative Tribunal for a review of any condition in this permit.

Planning and Environment Act 1987

KNOX PLANNING SCHEME
AMENDMENT C184KNOX
PLANNING PERMIT APPLICATION P/2020/6049
EXPLANATORY REPORT

Who is the planning authority?

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

The amendment has been requested and planning permit application has been made by Norvel Estate Pty Ltd C/- Urbis Pty Ltd.

Land affected by the amendment

The amendment applies to the former Norvel Road Quarry site located at Lots 1 & RES12 on TP963860L and Lot 1 on TP297437XPS915838N (29 and 29RQ Norvel Road) in Ferntree Gully as shown in blue in Figure 1 below.

The amendment also applies to the Seecal Road, Castricum Place, and Norvel Road Reserves and the adjoining bushland site located immediately to the north of the Former Norvel Road Quarry site at Lot 1 on TP083661X (54 Agora Boulevard) and Lot 1 on TP110814D & Lot 1 on TP845832B (59R Rankin Road) in Ferntree Gully, specifically on the part that are currently affected by the Special Use Zone as shown as red in Figure 1 below.

Figure 1 – Map of subject site



The amendment is a combined planning scheme amendment and a planning permit application under section 96A of the *Planning and Environment Act 1987* ("Act").

The planning permit application applies to the Norvel Estate at 29 [and 29RQ](#) Norvel Road, Ferntree Gully (Lots 1 [& 2 on TP963860L](#) and Lot 1 on [TP297137X](#) & RES1 on [PS915838N](#)).

What the amendment does

The amendment proposes to rezone the subject site to facilitate a residential development, recognise open space, and conserve natural environment.

Specifically, the amendment proposes to:

- Rezone part of the site from the Special Use Zone – Schedule 2 (SUZ2) to the Neighbourhood Residential Zone – Schedule 7 (NRZ7).
- Rezone part of the site consisting of the bushland to be vested to Council from the Special Use Zone – Schedule 2 (SUZ2) to the Public Conservation and Resource Zone (PCRZ).
- Rezone Council Bushland at 54 Agora Boulevard and 59R Rankin Road from the Special Use Zone – Schedule 2 (SUZ2) to the Public Conservation and Resource Zone (PCRZ).
- Rezone part of the proposed bike trail to the north of the Seecal Road Reserve from the Neighbourhood Residential Zone – Schedule 4 (NRZ4) and Special Use Zone – Schedule 2 (SUZ2) to the Public Park and Recreation Zone (PPRZ).
- Rezone part of the Castricum Place, Seecal Road, and Norvel Road reserves from the Special Use Zone – Schedule 2 (SUZ2) to the Neighbourhood Residential Zone – Schedule 7 (NRZ7).
- Insert a new Schedule 7 to Clause 32.09 Neighbourhood Residential Zone (NRZ7).
- Amend Clause 22.07 to exempt the NRZ7 from the provisions of Clause 22.07.
- Amend Map 2 to reflect the rezoning.

The planning permit application seeks approval for:

- Staged subdivision into 138 residential lots and additional reserves and associated works.
- Buildings and works associated with the construction of pathways/bike trail.
- Vegetation removal.

The draft planning permit is attached as a separate document to this Explanatory Report.

Strategic assessment of the amendment

Why is the amendment required?

The amendment is informed by Clause 21.02 (Vision) and 21.06 (Housing) of the Knox Planning Scheme which identify the subject site as a 'strategic investigation site' for potential residential uses in accordance with the Knox Housing Strategy. The amendment and proposed development have also been informed by an Urban Design Assessment that considered the surrounding character and bushfire risk.

The land is currently zoned SUZ2 which is intended for Earth and Energy Resources Industry. The former quarry on the site has been closed, filled and remediated. The purpose for Earth and Energy Resources Industry is no longer suitable for this site which is located within an established residential environment. Currently, dwellings are prohibited under the SUZ2 applying to the site.

The amendment is required to facilitate the redevelopment of the site to infill residential and provide additional housing via a 138 residential lots development. The amendment will also provide for open space and environmental outcome via the creation of a bushland reserve for conservation. The proposal will assist with accommodating the growing population within the municipality.

It is proposed to rezone the site to the Neighbourhood Residential Zone (NRZ) and to develop the site in accordance with updated urban design guidelines registered under a S173 Agreement applying to the land.

The existing ESO is proposed to be retained as it applies to the Blind Creek corridor and the associated bushland to ensure this area of environmental significance is protected. As a result of the proposal, the core of the bushland is intended to be transferred to Council ownership, and rezoned to Public Conservation and Resources Zone (PCRZ), to safeguard it as a significant biological site.

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

The proposal responds to the objectives of planning in Victoria specified in Section 4 of the Planning and Environment Act 1987 as:

- It facilitates a fair, economic, sustainable, and orderly subdivision of the land to allow the residential use and development of an underutilised land strategically located within an established residential suburb.
- It maintains a pleasant environment and protects the ecological significance of the Blind Creek Corridor by ensuring the remnant bushland is unaffected by the proposal and retained as a reserve with the part already in Council's ownership recognised for conservation.
- It provides for and delivers affordable housing in Victoria.

This responds to objectives (a)(b)(c)(d)(f) and (fa) of Section 4(1) of the Planning and Environment Act 1987.

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

Environmental Effects

The amendment will have a positive environmental benefit for the following reasons:

- Recognising, extending and protecting the bushland reserve under public ownership for conservation purposes.
- Managing fire risk while balancing the protection of biodiversity and landscaping treatment by avoiding and minimising removal of native vegetation and ensuring bush fire protection measures do not result in any unacceptable biodiversity impacts while prioritising the protection of human life.
- Improving the quality of water entering Blind Creek as well as the hydrology of the existing billabong located within the bushland through the adopted stormwater approach and construction of a wetland (sediment basin) in the north-west corner of the site.
- Applying a three step approach to 'avoid, minimise, and then offset' the loss of biodiversity in accordance with Clause 52.17. The proposal is supported by a biodiversity assessment and arborist report to ensure that no threatened flora or fauna species are impacted by the development and by providing high quality landscape treatments and vegetation offset to compensate for any native vegetation permitted for removal.
- Improving active transport connectivity to regional trail network, local bus and towards commercial areas.

Economic Effects

The proposal will have positive economic impacts by providing 138 residential lots to support increased housing and the construction industry.

Social Effects

The proposal will enable the creation of 138 residential lots of varying sizes in an adequate location with access services and parkland.

The proposal will also provide for 8 lots to be gifted to a registered housing provider/association for social housing providing a net community benefit in term of affordable housing.

Does the amendment address relevant bushfire risk?

The subject land is located within a designated bushfire prone area and the proposal has considered bushfire risk.

The objective of Clause 13.02-1S Bushfire planning seeks to strengthen the resilience of settlements and communities to bushfire through risk-based planning that prioritises the protection of human life. The policy applies to all planning and decision making under the *Planning and Environment Act 1987* relating to land within a designated bushfire prone area. The policy outlines that planning must give priority to the protection of human life over all other policy considerations, directing population growth and development to low risk locations and reduce the vulnerability of communities to bushfire through the consideration of bushfire risk in decision making at all stages of the planning process.

Additionally, the operation of the Planning Policy Framework at Clause 71.02-3 Integrated decision making requires that:

- Planning and responsible authorities should endeavour to integrate the range of planning policies relevant to the issues to be determined and balance conflicting objectives in favour of net community benefit and sustainable development for the benefit of present and future generations. However, in bushfire affected areas, planning and responsible authorities must prioritise the protection of human life over all other policy considerations. The amendment will ensure that the imperative at this clause, supporting the operation of the Clause 13.02-1S policy requirements, will be complied with.

The proposed development will ensure that this objective is adhered to.

The views of the Country Fire Authority (CFA) were sought in addition to the provision of a Bushfire Development Report. In response to the local conditions, the design has implemented bushfire protection measures, defendable space management, and a buffer separation between the hazard and the proposed settlement. These measures, together with planning permit conditions, prioritise the protection of human life in the face of bushfire risk over all other considerations with the buffer ensuring the measures are implemented without unacceptable biodiversity impacts on the bushland. A small portion on the eastern part of the bushland will also be subject to vegetation management by Council, as supported by the CFA, to ensure appropriate defendable space is maintained. This management will be undertaken as standard operation and maintenance of bushland reserve by Council.

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

The amendment was prepared and presented in a manner consistent with the Ministerial Direction on the Form and Content of Planning Schemes under section 7(5) of the *Planning and Environment Act 1987*.

The proposal is also consistent with the relevant Ministerial Directions as follows:

- **Ministerial Direction 1 – Potentially Contaminated Land**
 - The site was used as a quarry and has been filled up to a depth of 10 metres.
 - The proposal assumed that the rehabilitation of the site utilised clean fill and therefore has been successfully rehabilitated with respect to contamination. The proposal was referred to the Environment Protection Authority (EPA) for comments whom confirmed an Environment Audit Report was prepared by Australian Environmental Auditors on 20 April 2016 in accordance with the requirements of Section 53X of the *Environment Protection Act 1970* and a Certificate of Environmental Audit was issued.
 - Additionally, the geotechnical reports prepared by Civil Test Pty Ltd attached to this application provides additional details on this rehabilitation and confirmed the fill was placed in accordance with project specifications.

- **Ministerial Direction 9 – Metropolitan Planning Strategy**
 - The proposal is consistent with the current Metropolitan Planning Strategy as it provides for 138 residential lots which will accommodate a diverse range of dwellings to cater for forecasted population growth within an established residential area proximate to jobs, services and transportation routes.
- **Ministerial Direction 11 – Strategic Assessment of Amendments**
 - The requirements of this Direction have been followed in the course of preparing this amendment and are embodied within this explanatory report.
- **Ministerial Direction 15 – The Planning Scheme Amendment Process**
 - This amendment and planning permit application under section 96A of the Planning and Environment Act 1987 will follow the set times and steps specified for planning scheme amendments under this Direction.

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

The amendment supports and implements the Planning Policy Framework as demonstrated below.

- It facilitates the rezoning of the site to a residential to support the consolidation, redevelopment and low scale intensification of existing urban areas and by providing new walking and cycling trails and links to the Blind Creek Corridor in accordance with Clauses 11.01-1S and 11.02-1S.
- It extends the bushland reserve to protect biodiversity while also avoiding and minimising native vegetation removal of the bushland in accordance with Clauses 12.01-1S and 12.01-2S.
- It prevents inappropriate future development within the bushland reserve and extending the bushland reserve and its buffer zone to address the resilience of settlements through risk-based bushfire planning in accordance with Clause 13.02-1S.
- It incorporates a sophisticated system that will retard the flow of stormwater, protect nearby waterways, and manage sediments in accordance with Clause 14.02-1S.
- It provides for an attractive design outcome that responds to its context including, landscape and built form consistent with the residential nature of the surrounding area and its environmental characteristics in accordance with Clauses 15.01-1S and 15.01-1R.
- It provides for a walkable and connected subdivision pattern in accordance with Clauses 15.01-3S and 15.01-4S.
- It provides 138 new residential lots within a strategically advantageous location proximate to identified activity centres, providing access to jobs and services. Further, the proposal will increase the supply of housing in an existing urban area on an underutilised piece of land with several lot sizes to positively contribute to residential diversity in accordance with Clauses 16.01-1S and 16.01-1R.
- It provides for the increase supply of well-located affordable housing in accordance with Clause 16.01-2S.
- It includes the creation of a new road as well as pedestrian and cycling networks to service the new residential area with linkages to the surrounding networks in accordance with Clause 18.02-1S.

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

The Strategic Framework Plan at Clause 21.02 includes the subject land identified as a Strategic Investigation Sites – Residential. This amendment effects and reinforces this vision for the site as a

residential infill and also responds to estimated population forecasts by providing 138 new residential lots within an established residential area with adequate access to jobs and services.

The Knox Housing Strategy (2015) at Clause 21.06 further identifies the site as suitable for residential use only with a range of density consistent with the surrounding area. The surrounding area is identified as Neighbourhood Residential Zone Knox Neighbourhood - minimal change area where development should respect the existing character. The amendment respects this with its own Neighbourhood Residential Zone consistent with the surrounding.

Moreover, the proposal minimises vegetation removal and improves the interface with the Blind Creek Corridor and bushland by providing fire management buffer between the residential area and bushland and activating the interface through the alignment of lots facing the reserve. This bushland is identified as a site of biological significance and primary natural corridor at Clause 21.03, the amendment reinforces the conservation importance of the bushland.

The proposal will include measures to facilitate the vibrant and high quality redevelopment of the site to positively contribute to and respect the abutting residential and landscape character. Further, the proposal will achieve environmentally sustainable design outcomes for the site through stormwater management and landscaping. By providing its own design guidelines, the amendment will be exempted from neighbourhood character provisions of Clause 22.07.

For these reasons, it is considered that the proposed rezoning supports the relevant clauses of the LPPF.

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

The proposed rezoning of the land to the Neighbourhood Residential Zone, Public Park and Recreation Zone, and Public Conservation and Resource Zone, and retention of the Environmental Significance Overlay as it applies to the northern part of the site, is an appropriate use of the Victorian Planning Provisions given the surrounding zoning pattern and land use context.

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

The proposal has stemmed from multiple discussions and consultations with Council.

Further consultation with relevant agencies was undertaken throughout the preparation and assessment of the proposed planning application and the Amendment. Notably:

- Melbourne Water, SEWater, Comdain Infrastructure, Department of Transport and Planning, Country Fire Authority, and Ausnet Services as Section 55 referrals in accordance with Clause 66 of the Knox Planning Scheme.
- Country Fire Authority was consulted with regard to bushfire risk.
- Environment Protection Authority was consulted with regard to potential land contamination in accordance with Ministerial Direction No. 19.

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

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

The proposal is considered to have minimal impact on the existing transport infrastructure and network, and therefore satisfactorily addresses the *Transport Integration Act 2010*.

Resource and administrative costs

- **What impact will the new planning provisions have on the resource and administrative costs of the responsible authority?**

The amendment is not expected to result in any unreasonable resource or administrative costs for the responsible authority.

Where you may inspect this amendment

The amendment can be inspected free of charge at the Department of Transport and Planning website at <https://www.planning.vic.gov.au/schemes-and-amendments/amending-a-planning-scheme/planning-documents-on-exhibition>

The amendment will be available for public inspection, free of charge, during office hours at the following places:

Knox City Council, Civic Centre
511 Burwood Highway, Wantirna South
Operating hours: Monday to Friday: 8.30am-5:00pm

Submissions

Any person who may be affected by the Amendment and/or planning permit may make a submission to the planning authority. Submissions about the amendment and/or planning permit must be received by **5pm, 21 July 2023**.

A submission must be sent to Knox City Council via:

- Email to: psamendments@knox.vic.gov.au
- Post (no stamp required) to: City Strategy and Planning, City Futures Department, Knox City Council, Reply Paid 70243, WANTIRNA SOUTH VIC 3152

Panel hearing dates

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

- directions hearing: Week commencing Monday, 11 December 2023
- panel hearing: Week commencing Monday, 29 January 2024

KNOX PLANNING SCHEME

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Proposed C184knox

SCHEDULE 7 TO CLAUSE 32.09 NEIGHBOURHOOD RESIDENTIAL ZONE

Shown on the planning scheme map as **NRZ7**.

NORVEL ESTATE

1.0 Neighbourhood character objectives

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Proposed C184knox

- To ensure that new development reflect the preferred neighbourhood character of the surrounding area.
- To support a diversity of housing stock typology consisting of detached dwellings, villa units and townhouses.
- To ensure a green and leafy identity through visual dominance of landscaping along street alignment.
- To provide vegetated front setbacks with no front fencing or the use of low, visually permeable front boundary treatments which enhance the spaciousness and strong avenue planting of the streetscapes.
- To maximise the opportunities to create high quality landscaping through minimal paving and the use of permeable ground surfaces.

2.0 Minimum subdivision area

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Proposed C184knox

None specified.

3.0 Permit requirement for the construction or extension of one dwelling or a fence associated with a dwelling on a lot

--/---
Proposed C184knox

	Requirement
Permit requirement for the construction or extension of one dwelling on a lot	None specified.
Permit requirement to construct or extend a front fence within 3 metres of a street associated with a dwelling on a lot	None specified.

4.0 Requirements of Clause 54 and Clause 55

--/---
Proposed C184knox

	Standard	Requirement
Minimum street setback	A3 and B6	Context: The site is on a corner Minimum setback from a side street: Side walls of new development on a corner site should be setback the same distance as the setback of the front wall of any existing building on the abutting allotment facing the side street or 1.5 metres, whichever is the lesser.
Site coverage	A5 and B8	None specified.
Permeability	A6 and B9	None specified.
Landscaping	B13	Provision of a minimum of one canopy tree within the front setback per 5 metres of width of the site (excluding the width of one driveway). A dwelling should have at least one canopy tree within the front setback for every 5 metres of the width of the street frontage (excluding the width of one driveway). Each tree should be surrounded by 20 square metres permeable surface with a minimum radius of 3 metres. Up to 50 per cent of the permeable surface may be shared with another tree.

KNOX PLANNING SCHEME

	Standard	Requirement
Walls on boundaries	A11 and B18	The height of a new wall constructed on or within 200mm of a side or rear boundary or a carport constructed on or within 1 metres of a side or rear boundary should not exceed an average of 3.6 metres with no part higher than 4.0 metres unless abutting a higher existing or simultaneously constructed wall. None specified.
Private open space	A17	None specified.
	B28	None specified.
Front fence height	A20 and B32	Streets in a Road Zone Category 1: 2 metres Other streets: 1.2 metres A front fence in a Transport Zone 2 should not exceed 2 metres in height, or 1.2 metres for all other streets.

5.0

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Proposed C184knox

Maximum building height requirement for a dwelling or residential building

None specified.

6.0

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Proposed C184knox

Application requirements

The following application requirements apply to an application for a permit under Clause 32.09, in addition to those specified in Clause 32.09 and elsewhere in the scheme and must accompany an application, as appropriate, to the satisfaction of the responsible authority:

- For developments of five or more dwellings and for residential buildings, a report which demonstrates how the proposal will be accessible to people with limited mobility.
- ~~For developments of three or more dwellings and for residential buildings, an application must be accompanied by a Sustainable Design Assessment.~~

7.0

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Proposed C184knox

Decision guidelines

The following decision guidelines apply to an application for a permit under Clause 32.09, in addition to those specified in Clause 32.09 and elsewhere in the scheme which must be considered, as appropriate, by the responsible authority:

- Whether the layout and appearance of areas set aside for car parking storage, including garages and carports are sensitively designed and sited to not dominate the streetscape by including the following features:
 - Locate carports and garages behind the line of the dwellings or in the rear yard.
- How vehicle crossovers are located and minimised in number to prevent traffic disruption, and preserve nature strips and street trees.
- Whether the built form and development complements the landscape setting by including the following features:
 - Minimises hard paving throughout the site by limiting driveway widths and lengths, providing landscaping on both sides of driveways, and restricting the extent of paving within open space areas.
 - Maximises planting opportunities adjacent to the street by reducing the impact of hard paving and building encroachment within the front setback.
- Whether the development accommodate landscaping opportunity within front setbacks for the planting of small and medium indigenous canopy trees.



AREA ANALYSIS	LOT NUMBER	LOT AREA(m ²)	LOT NUMBER	LOT AREA(m ²)	LOT NUMBER	LOT AREA(m ²)	LOT NUMBER	LOT AREA(m ²)	LOT NUMBER	LOT AREA(m ²)	LOT NUMBER	LOT AREA(m ²)	LOT NUMBER	LOT AREA(m ²)	LOT NUMBER	LOT AREA(m ²)	LOT NUMBER	LOT AREA(m ²)	LOT NUMBER	LOT AREA(m ²)	LOT NUMBER	LOT AREA(m ²)	LOT NUMBER	LOT AREA(m ²)	LOT NUMBER	LOT AREA(m ²)	LOT NUMBER	LOT AREA(m ²)	LOT NUMBER	LOT AREA(m ²)	LOT NUMBER	LOT AREA(m ²)	LOT NUMBER	LOT AREA(m ²)	LOT NUMBER	LOT AREA(m ²)				
LAND AREA (CA 140sqm)	1	333	12	351	23	465	34	146	45	439	56	427	67	408	78	406	89	356	100	495	111	439	122	474	133	459														
NUMBER OF LOTS 138	2	474	13	399	24	398	35	146	46	499	57	427	68	341	79	394	90	401	101	493	112	439	123	475	134	454														
NUMBER OF RESIDENTIAL LOTS 138	3	474	14	399	25	398	36	146	47	499	58	427	69	406	81	406	91	392	102	493	113	439	124	475	135	455														
TOTAL RESIDENTIAL LAND AREA 54,193 sqm	4	399	15	358	26	465	37	146	48	499	59	427	70	406	81	406	92	406	103	344	114	464	125	478	136	456														
BUSHLAND RESERVE LOT 139 (16,600sqm)	5	399	16	359	27	465	38	146	49	399	60	427	71	406	82	406	93	406	104	493	115	439	126	479	137	454														
RESERVES INCLUDING ROADS 22,297 sqm	6	474	17	399	28	358	39	146	50	399	61	393	72	406	83	406	94	341	105	493	116	439	127	475	138	454														
	7	474	18	465	29	337	40	174	51	664	62	337	73	406	84	341	95	406	106	493	117	439	128	489	139	463														
	8	399	19	455	30	337	41	409	52	514	63	337	74	406	85	406	96	406	107	493	118	439	129	489	140	418														
	9	399	20	399	31	337	42	409	53	437	64	337	75	341	86	406	97	406	108	493	119	471	130	418	415															
	10	474	21	356	32	337	43	409	54	437	65	337	76	341	87	349	98	401	109	493	120	471	131	418	415															
	11	474	22	465	33	139	44	409	55	437	66	436	77	406	88	401	99	344	110	344	121	424	132	412	412															

LOT LEGEND		LOT TALLY (TOTAL 139)	
	12.5-12.9m LOTS	83	12.5m LOTS
	10.5m LOTS	16	10.5m LOTS
	14m LOTS	18	14m LOTS
	LOT AT NORTH EAST CORNER	1	LOT AT NORTH EAST CORNER
	CORNER LOTS	12	CORNER LOTS
	TOWNHOUSE LOTS	8	TOWNHOUSE LOTS
	BUSHLAND RESERVE	1	BUSHLAND RESERVE



RESIDENTIAL SUBDIVISION OF 29Q, 41Q NORVEL ROAD AND 18Q DION STREET FERNTREE GULLY
36-0125

LAND SUBDIVISION MASTER PLAN
02 JAN 2023 | REV I | 1:750 @ A1 / 1:1500 @ A3



6.3 12 Mantung Crescent ROWVILLE

SUMMARY: Major Projects Subdivision Planner, Christopher Seow

This report considers Planning Application P/2021/6781 for the development of two (2) double storey dwellings at 12 Mantung Crescent, Rowville.

RECOMMENDATION (SUMMARY)

That Council issue a Notice of Decision to Grant a Planning Permit for the development of two (2) double storey dwellings at 12 Mantung Crescent, Rowville, subject to the conditions detailed in the full recommendation in section 10 below.

1. INTRODUCTION

Application P/2021/6781 has been lodged with Council for the development of the land for two (2) double storey dwellings at 12 Mantung Crescent, Rowville.

This application is being reported to Council as it has been called in by Cr Seymour.

2 DISCUSSION

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

The development generally complies with Council's Neighbourhood Character Policy and ResCode. The proposal complies with the purpose of the Neighbourhood Residential Zone – Schedule 4.

On balance it is considered that the proposal responds reasonably to the Planning Policy Framework. It is recommended that a Notice of Decision to Grant a Planning Permit be issued. The detailed Officer Report is provided at Attachment 1.

3 CONSULTATION

The application was advertised by way of one (1) sign on the site and notices were sent to adjoining property owners and occupiers. In total six (6) objections were received.

The application was referred internally to Council's Assets Officer, Parks Services, Building Department, Stormwater Engineer, Arborist and Landscape Officer. No major concerns were raised with the application. Any conditions from internal departments have been included in the Conditions within the Recommendation.

4. CLIMATE CHANGE CONSIDERATIONS

Implementation of the recommendation is considered to have no direct implications or has no direct impact upon Council's Net Zero 2030 target as any planning permit issued will not increase Council's corporate carbon emissions.

In response to the Community Net Zero 2040 target and exposure to climate risks or climate change adaptation, the Knox Planning Scheme does not currently require developments to achieve net zero emissions, nor has the development been designed to achieve this.

Should a permit be issued, drainage plans to the satisfaction of the Responsible Authority will be required which will ensure that flood risk is not detrimentally impacted by the proposal.

5. ENVIRONMENTAL/AMENITY CONSIDERATIONS

There are no significant environmental impacts or amenity issues associated with the proposed development. A thorough assessment of the application against environmental and amenity considerations can be found at Section 5 of the Officer's Report at Attachment 1.

6. FINANCIAL & ECONOMIC IMPLICATIONS

There are no financial or economic implications associated with the proposed development for Council.

7. SOCIAL IMPLICATIONS

There are no significant social implications associated with the proposed use/development. A thorough assessment of the application against all relevant considerations of the Knox Planning Scheme can be found at Section 5 of the Officer's Report at Attachment 1.

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

Neighbourhoods, Housing & Infrastructure

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

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

9. CONFLICT OF INTEREST

The officers contributing to and responsible for this report have no conflicts of interest requiring disclosure under Chapter 5 of the Governance Rules of Knox City Council.

10. RECOMMENDATION

That Council issue a Notice of Decision to Grant a Planning Permit for the development of two (2) double storey dwellings at 12 Mantung Crescent, Rowville, subject to the following conditions:

Amended Development Plans

- 1. Prior to the commencement of the development approved under this Permit, amended development plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. The development plans must be approved prior to other plans required by this permit. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions. The plans must be generally in accordance with the plans submitted with the application but modified to show:**
 - 1.1 Dwelling 1 garage to be relocated off the southern boundary at least 1 metre, with subsequent modification to first floor Bedroom 1 to ensure a substantial setback from ground floor is provided.**
 - 1.2 Modification to both dwelling's garages and porch areas to incorporate hipped roof style built form. Modifications must comply with ResCode requirements for setbacks and heights.**
 - 1.3 Modification to the design of each dwelling to achieve a minimum 60m² of secluded private open space with a minimum dimension of 5 metres without reducing other setbacks.**
 - 1.4 Annotation stating, 'all structures (including fences, letterboxes and meter boxes) must be constructed to a maximum height of 900mm or relocated clear of a splayed area near the access way to ensure safe sight distances.' Letterboxes must front the street.**
 - 1.5 The height, location and design of fencing, the mail boxes and electricity supply structures to comply with Condition 1.4 of this Planning Permit.**
 - 1.6 A notation on the plans stating that windows to be screened will have fixed obscure glazing (non-openable) to a height of 1.7 metres above finished floor level. The windows may be clear and openable above 1.7 metres. Adhesive film must not be used.**
 - 1.7 Delete reference of water tanks.**
 - 1.8 Tree Protection Fencing and Tree Protection Zones to be drawn on the Development, Drainage and Landscape Plans in accordance with Conditions 12-19.**
 - 1.9 All levels to be to AHD (Australian Height Datum).**

To the satisfaction of the Responsible Authority.

Other Plans

- 2. Prior to the commencement of the development and issue of a Building Permit for the development approved under this Permit, the following plans and computations must be submitted to the Responsible Authority as a complete set. When approved, the plans will be endorsed and will then form part of the permit. Construction must be in accordance with these plans. The plans must comprise the following:**
 - 2.1 Drainage plans in accordance with Condition 3.**

2.2 Landscape plans in accordance with Condition 4.

To the satisfaction of the Responsible Authority.

Drainage Plans

3. Prior to the commencement of the development approved under this Permit, drainage plans and computations must be submitted to and approved by the Responsible Authority. Construction of the drainage must be in accordance with these plans. The plans must show the following:

- 3.1 All stormwater drainage discharge from the site connected to a legal point of discharge.**
- 3.2 The internal drains of the dwellings to be independent of each other.**
- 3.3 An on-site detention system designed by a suitably qualified Civil Engineering Consultant to ensure no net increase in stormwater discharge from the proposed development.**
- 3.4 The on-site detention system to be installed in a suitable location for easy access and maintenance.**
- 3.5 A suitable overland flow path for the entire site to the satisfaction of the Responsible Authority. Details of the overland flow path are to be included on the plans.**
- 3.6 Any Environmental Sustainable Design initiatives shown on the Development Plans approved pursuant to Condition 1 of this permit.**
- 3.7 Location of fencing in accordance with the Development Plans approved pursuant to Condition 1 of this permit.**
- 3.8 All levels to be to AHD (Australian Height Datum).**

To the satisfaction of the Responsible Authority.

Landscaping

4. Prior to the commencement of the development approved under this Permit, a landscape plan prepared by a suitably qualified Landscape architect or a suitably qualified landscape designer to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority in accordance with Council's 'Landscape Plan Guidelines'. When approved, the plan will be endorsed and will then form part of the permit. The plan must show:

- 4.1 A survey (including botanical names, height and width) of all existing vegetation to be retained and / or removed.**
- 4.2 The identification and removal of all vegetation identified as an environmental weed in Knox (as outlined in Council's 'Landscape Plan Guidelines').**
- 4.3 Buildings and trees (including botanical names, height and width) on neighbouring properties within three metres of the boundary including all trees that have their Tree Protection Zone extending into the subject site.**
- 4.4 Details of the surface finishes of pathways and driveways.**

- 4.5 **Details and location of all existing and proposed services including above and below ground lines, cables and pipes.**
- 4.6 **A planting schedule of all proposed trees, shrubs and ground covers, including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant.**
- 4.7 **Landscaping and planting within all open areas of the site (including additional planting within open space areas of the existing dwelling/s).**
- 4.8 **The Landscape plans must show the provision of at least 4 additional indigenous or native canopy trees and 2 additional large feature shrubs with a mature height of 4-5 metres chosen from Plant List 1, 2 or 3 of Council's Landscape Plan Guidelines for Planning Permits. These canopy trees must be a minimum 1.5 metres tall when planted and are to be in the following areas:**
 - **Front setback – 2 large indigenous canopy trees.**
 - **Dwelling 1 SPOS – 1 small canopy tree and 1 large feature shrub with a mature height of 4-5 metres.**
 - **Dwelling 2 SPOS – 1 small canopy tree and 1 large feature shrub with a mature height of 4-5 metres.**
- 4.9 **Planting of this site to comprise 40% of the vegetation species to be indigenous (across all plant forms) from plant list 1 of the 'Landscape Plan Guidelines' and 40% additional native species (across all plant forms) from plant list 2 of the 'Landscape Plan Guidelines'. Remaining plant species (20%) can be indigenous, native or exotic (across all plant forms) provided they are not listed as weeds.**

To the satisfaction of the Responsible Authority.

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

General

7. **All development must be in accordance with the endorsed plans.**
8. **The layout of buildings and works as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority. This does not apply to:**
 - 8.1 **An open-sided pergola to a dwelling with a finished floor level not more than 800mm above ground level and a maximum building height of three metres above ground level; or**
 - 8.2 **A deck to a dwelling with a finished floor level not more than 800mm above ground level.**

Where the total floor area of decks, pergolas and verandahs for each dwelling does not exceed 16m².
9. **Once the development has started it must be continued and completed to the satisfaction of the Responsible Authority.**

10. Prior to the occupation of the dwellings the development is to be completed in accordance with the endorsed plan/s to the satisfaction of the Responsible Authority.
11. All walls on the boundaries of adjoining properties must be cleaned and finished to the satisfaction of the Responsible Authority.

Tree Protection

12. All works, including excavation, within the critical root zone areas of the tree/s to be retained and other critical root zones on the land must be undertaken under the supervision of a qualified Arborist to ensure that there is no unreasonable damage to the root system of trees to be retained and/or protected, to the satisfaction of the Responsible Authority. Before the development starts, the owner must submit to the Responsible Authority details of the name of the Arborist who will supervise the works and the tasks to be undertaken by the Arborist, to the satisfaction of the Responsible Authority.
 13. Prior to any works commencing on the site (including demolition and tree removal), all trees and vegetation to be retained including other critical root zones must be fenced off to create a protection zone. The protection zone must extend around the trees canopy drip-line unless an alternative tree protection zone has been approved by the responsible authority:
 - 13.1 Street Tree – Callistemon Viminalis TPZ 3.7 metres SRZ 2.1 metres. TPZ fencing to be bordered by the new crossover, footpath and road. Any underground services requiring to go through a TPZ must be installed using non-destructive methods to prevent root damage. i.e. Hydro excavation.
 14. The tree protection fence is to be chain link or wire mesh, comprise either wooden or steel posts set into the ground or on concrete pads, and be a minimum height of 1.8 metres. Signage is to be affixed to the fence advising that the area is a tree protection zone and a no-go development area.
 15. The tree protection fence and signage is to be maintained throughout the construction period and removed at the completion of all works.
 16. No temporary removal of the tree protection fence, or encroachment into the protection zone is permitted without the written consent of the responsible authority.
 17. Prior to erecting the tree protection fence around the tree protection zone, all unwanted vegetation and weed species must be removed from within the zone, and the ground within the protection zone must be covered with a layer of well composted organic mulch (maximum 100mm depth). The area is to be watered at least fortnightly throughout the construction period.
 18. The following activities are prohibited from the tree protection area, without the written consent of the responsible authority:
 - 18.1 Construction activities.
 - 18.2 Dumping and/or storage of materials, goods and/or soil.
 - 18.3 Trenching or excavation.
 - 18.4 Lopping branches, nailing or affixing signs, service lines, lights etc to the trees.
-

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

Car Parking & Accessways

- 20. Before the dwellings are occupied, driveways and car parking areas must be:**
- 20.1 Fully constructed to the minimum standard of 100mm reinforced concrete and available for use in accordance with the plans submitted to and approved by the Responsible Authority; and**
 - 20.2 Formed to such levels and drained so that they can be used in accordance with the approved plan; and**
 - 20.3 Treated with an all-weather seal or some other durable surface; and**
- To the satisfaction of the Responsible Authority.**
- 21. Parking areas and driveways must be kept available and maintained for these purposes at all times to the satisfaction of the Responsible Authority.**
- 22. Before the development is occupied vehicular crossing(s) must be constructed to align with approved driveways to the satisfaction of the Responsible Authority. All redundant crossing(s), crossing opening(s) or parts thereof must be removed and replaced with footpath, naturestrip and kerb and channel to the satisfaction of the Responsible Authority.**

Fencing

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

Amenity During Construction

- 25. Upon commencement and until conclusion of the development, the developer must ensure that the development does not adversely affect the amenity of the area in any way, including:**
- 25.1 the appearance of building, works or materials on the land**
 - 25.2 parking of motor vehicles**
 - 25.3 transporting of materials or goods to or from the site**
 - 25.4 hours of operation**
 - 25.5 stockpiling of top soil or fill materials**
 - 25.6 air borne dust emanating from the site**
 - 25.7 noise**
 - 25.8 rubbish and litter**
 - 25.9 sediment runoff**

25.10 **vibration**

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

Stormwater

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

Permit Expiry

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

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

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

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

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

NOTES

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

- Applicant shall engage a certified Engineering Consultant to analyse the site's existing drainage to determine type and size of the Onsite Detention (OSD) system. This shall be designed in accordance with the Knox City Council (Responsible Authority) Stormwater Drainage Guidelines, (copy available on Council's website), and approved drainage design methods specified in the current edition of Australian Rainfall and Runoff. It should be located preferably in a common area to the dwellings, and be easily accessible for maintenance.
- The total Permissible Site Discharge (PSD) for the property, including all dwellings, is 3.6 L/s to the existing Council drainage system for a 10 year ARI (10% AEP) event.
- Stormwater discharge from property is to be directed to the kerb & channel near the north-west corner of the property to Council standards and satisfaction.
- The Applicant is required to use Australian Height Datum (AHD) to present levels in all future plans. Applicant must ensure that levels on the plan are accurate.
- Drainage works in the Road reserve or in the Council easement will require a road opening permit.
- Drainage system designed so as to avoid impact on any vegetation shown on the endorsed plans as being retained.

- **Water Sensitive Urban Design (WSUD) should be addressed as part of this development, eg water storage tanks, swale drains, etc.**

Other Notes:

- **Council encourages the consideration of water storage tanks for all existing and proposed residential developments.**
- **A building permit must be obtained before development is commenced.**
- **Buildings are not allowed to be built over Council easements.**
- **The dwelling/s must achieve a minimum 6-Star Energy Rating.**
- **To arrange an inspection of the Tree Protection fencing please contact Council Landscape Team on 9298 8125.**
- **Indigenous plants can be purchased through approved indigenous nurseries, as listed in the Knox City Council 'Preferred Local Replacement Plants' Information Sheet.**
- **Dwelling numbers as shown on the endorsed plans do not necessarily indicate any future street numbers. Property (street) numbering shall be in accordance with Council's Property (Street) Numbering Policy. Information regarding this can be obtained from Council's Property and Revenue Services Department on 9298 8215.**
- **Letterboxes and all other structures (including meter boxes) shall be constructed to a maximum height of 900mm or relocated clear of a splayed area (2m x 2.5m) in accordance with AS2890.1, Clause 3.2.4 to ensure safe sight distances. Letterboxes shall face towards the street frontage.**
- **Internal public lighting shall be provided to the satisfaction of the relevant authority and in accordance with AS1158. This would generally be low height or bollard type lighting to avoid spill-over into adjacent properties. It may be sensor activated, to avoid all night running costs.**
- **Raised concrete slabs on the existing footpath fronting the site should be grounded.**
- **All litter and rubbish associated with the construction must be contained on site at all times.**
- **Please contact Council's Landscape Team, on 9298 8125 for further information regarding contribution to the Net Gain Reserve.**

11. CONFIDENTIALITY

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

Report Prepared By: Major Projects Subdivision Planner, Christopher Seow
Report Authorised By: Director, City Liveability, Matt Kelleher

Attachments

1. Attachment 1 - Officer Report - 12 Mantung Crescent, Rowville [6.3.1 - 8 pages]
2. Attachment 2 - Council Attachments - 12 Mantung Crescent, Rowville [6.3.2 - 7 pages]



Planning Application P/2021/6781 for the development of two (2) double storey dwellings at 12 Mantung Crescent, Rowville.

1. Summary:

Subject Site:	12 Mantung Crescent, ROWVILLE VIC 3178
Proposed Development:	Development of the land for two (2) double storey dwellings
Existing Land Use:	Single Dwelling
Site Area:	627m ²
Planning Scheme Controls:	Neighbourhood Residential Zone – Schedule 4
Application Received:	15 December 2021 (Amended 8 June 2023)
Number of Objections:	Six
PCC Meeting:	Not Applicable
Ward:	Tirhatuan

2. Purpose

The purpose of this report is to provide Councillors with the Council Planning Officer's assessment of Planning Permit Application P/2021/6781 to assist in making a decision on the application. It should be read in conjunction with the other attachments.

3. Background

3.1 Subject Site and Surrounds

The location of the subject site and surrounds is shown in Attachment 2.

- The subject site is a single allotment located on the eastern side of Mantung Crescent in Rowville. The subject site is rectangular in shape with a frontage of 16.5 metres and a depth of 38 metres, with a single crossover located to the north-west corner and has a slope of approximately of 1.4m from the south-east to the north-west.
- The subject site and surrounds are located within an established residential area, predominately single storey, with some double storey dwellings and landscaped setbacks. There are some examples of multiple dwellings located on a single site, including the property to the north at 16 Mantung Crescent, and to the south-east at 42 and 44B/C Taylors Lane, and at 57 & 61 Bridgewater Way to the west which all comprise of two dwellings. In particular, the development at 44B/C being two double storey dwellings in a side by side layout, while the others being single storey dwellings in tandem.
- Stud Park Shopping Centre, along with Peppertree Hill Retirement village is located approximately 600 metres to the west. Stud Park Reserve is also located 344 metres and Rowville Primary School 621 metres to the south-west.



Attachment 1

- A 1.5 metre wide electrical easement is located along the southern boundary of the site and a 2.5 metre wide Drainage and Sewerage Easement along the (rear) eastern boundary.
- Covenant M036266D is registered on the copy of title which states: "shall not at any time erect construct or build or cause to be erected constructed or built or allow to remain erected constructed or built on each of the said lots sold or any part thereof any building apart from necessary outhouses and garages other than a dwelling house construction of brick or brick veneer or such other material as may be approved by the Transferor in writing".
- No significant existing vegetation exists on the site.

3.2 The Proposal

The proposal seeks permission for the construction of two (2) double storey dwellings. Refer to attached plans at Attachment 2. Details of the proposal are as follows:

- Existing single storey dwelling will be removed (planning permit not required for demolition).
- The construction of two (2) double storey dwellings in a side by side layout, with a built form from boundary to boundary.
- Each dwelling will contain four (4) bedrooms and one (1) study, along with the standard kitchen, meals, living areas. Each bedroom is provided with an ensuite.
- Vehicle access to the site will comprise of one (1) new crossover located to the southern boundary to service Dwelling 1 and the existing crossover will be reconstructed to council standards to service Dwelling 2.
- The dwellings will be located 8.45 metres and 8.1 metres from the front boundary respectively with their garages being setback from the front wall of the dwelling by approximately 0.83 metres.
- Site coverage is 54.25% and permeability is 36.68%.

4. Consultation

4.1 Advertising

The application was advertised twice, with the application amended following the first period of advertising. The amendment included removing the request to vary the covenant. Each advertised period was done by way of one (1) sign on the site and notices were sent to adjoining property owners and occupiers. In total six (6) objections were received and are summarised below.

Car parking / impact on traffic / Street Parking

- Car parking has been provided at ratios consistent with Clause 52.06 (Car Parking) of the Knox Planning Scheme. Car parking provision is considered to be adequately catered for in the proposed design and it is not anticipated that the proposal would cause any major impact on the existing street network as noted in Section 5.3 of this report.

Over-development and insufficient infrastructure

- The proposal is not considered to be an overdevelopment of the site with the dwellings generally complying with the requirements of the Neighbourhood Residential Zone – Schedule 4.
- The proposal also complies with ResCode Standards (Clause 55) and is generally considered to achieve the neighbourhood character design objectives of the Knox Neighbourhood Area.
- The existing infrastructure servicing the area is considered to be satisfactory to service the proposed development.
- Conditions on any permit issued would ensure the site to be adequately drained so as not to put any additional pressure on the existing drainage system.



Attachment 1

Neighbourhood Character / Built Form / Double storey / Roof Form

- An assessment of the proposed development against Clause 22.07 Neighbourhood Character Policy is provided at Section 5.2.3 of this report. Subject to conditions, the proposal is considered to have a high level of compliance with ResCode Standards (Clause 55) and is considered to be of appropriate scale for the area. An assessment of the proposed development against Clause 55 is provided at Section 5.4.
- Although double storey built form is not the predominant built form of the area, double storey is an acceptable form of development in a Neighbourhood Residential area.
- The proposal, in most parts, maintains a colorbond hipped roof design, with exception of the garage/carport and the front porches. A condition on permit will required these features to incorporate similar hipped roof design that fits in with the neighbourhood character.

Overdevelopment

- The proposal is not considered to be an overdevelopment of the site with the dwellings generally complying with the requirements of the Neighbourhood Residential Zone - Schedule 4.
- The proposal generally complies with all ResCode Standards (Clause 55), and it is generally considered to achieve the neighbourhood character design objectives of the Knox Neighbourhood area, subject to conditions.

Impact on Daylight

- The proposal provides adequate setback from boundaries in line with Clause 55 to provide for adequate daylight to windows and private open spaces.

Overlooking

- The proposal is consistent with Clause 55, preventing overlooking where applicable.

Front and side setbacks

- The proposal complies with both the front and side setback requirements as required by Clause 55.

Variation of Covenant

- The application has been modified to remove the request to amend the covenant.
- The applicant has provided adequate information to justify the proposed building materials comply with the current covenant that affects the land.

Precedent to design

- Each planning application is considered on its own merits and assessed against the relevant controls at the time of assessment.

Occupants / Renters / Toxicity of materials

- The above matters are not planning considerations.

4.2 Referrals

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

Arborist: No objection, subject to conditions which will be included in any permit to issue to protect neighbouring trees.

Landscape: No objections, subject to conditions.



Attachment 1

Building: No objections.

Parks: No objections, subject to conditions.

Assets: No objections, subject to conditions.

Stormwater: Standard conditions.

5. Discussion

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

5.1 Zoning and Overlays

5.1.1 Zone

The site is located within the Neighbourhood Residential Zone- Schedule 4. A permit is required for the construction of two or more dwellings on a lot. Schedule 4 to the Neighbourhood Residential Zone varies the applicable ResCode requirements for Standard B13 (Landscaping), Standard B28 (Private Open Space) and Standard B32 (Front Fence Height).

- The proposal is consistent with the purpose of the Neighbourhood Residential Zone by providing for diversity in housing types that generally respects the neighbourhood character of the area.
- Landscaping - The site can accommodate 4 canopy trees, which exceeds the minimum landscaping requirements for Standard B13.
- Private Open Space – Generally Complies. All dwellings are provided with 80m² of private open space, subject to minor modifications they will be able to be provided with 60m² of secluded private open space with a minimum dimension of 5 metres.
- Front Fence Height - Complies, no front fence is proposed.

5.1.2 Overlays

The site is not affected by any overlays.

5.2 Policy Consideration: State and Local Planning Policy Framework

State and local policy requires Council to integrate the range of policies relevant to the issues to be determined, and balance conflicting objectives in favour of net community benefit and sustainable development. The key themes for the assessment of the application include Housing, Sustainability and Environment, Transport and Urban Design (including neighbourhood character).

5.2.1 Housing

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

Municipal Strategic Statement: Council's MSS encourages development occurring with the necessary consideration to such matters as managing population growth, encouraging sustainable development, and influencing the urban form so that Knox itself becomes more sustainable. The MSS makes specific reference to the diversifying and aging



Attachment 1

population in Knox which will see an increase in the number of smaller household types, with 'lone person' and 'couple only' households making up just over half of all households in Knox within 20 years.

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

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

The proposed development is considered to be consistent with the state and local policy direction for housing provision for the following reasons:

- The design response generally respects the low scale single and double storey nature of surrounding development, whilst allowing appropriate landscaping setbacks and building articulation to ensure the development transitions to the adjoining properties.
- Housing choice – The development provides for two (2) double storey dwellings each comprising four (4) bedrooms providing a range of housing choice within the area.
- Existing infrastructure – The site is located within a fully serviced area.

5.2.2 Sustainability and Environment

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

- Dwelling orientation achieves satisfactory solar access to living room and SPOS areas ensuring good energy efficiency.
- Secluded Private Open Space areas can accommodate water storage tanks which will contribute to stormwater management objectives.

5.2.3 Transport

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

- The subject site is located within an established residential area, with bus routes along Turrumurra Drive (Bus route 691 - 140 metre walk to the south) and Bridgewater Way (Bus route 681 and 682 - 540 metre walk to the west).

5.2.4 Urban Design (including Neighbourhood Character)

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



Attachment 1

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

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

Clause 22.07 Development in Residential Areas and Neighbourhood Character: Knox Neighbourhood Area. Clause 22.07 identifies the subject site within a Knox Neighbourhood Area, where areas will continue to contribute to the protection and enhancement of Knox’s distinctive environmental and biological values, and continue to be low-scale neighbourhood where significant indigenous and native vegetation is retained and complemented. Applications must also consider accessible, sustainable and architectural design elements.

The proposed development is considered to be consistent with the state and local policy direction for urban design and neighbourhood character for the following reasons:

- The design of the development will make a positive contribution to the surrounding area, with built form considered to be generally appropriate in form and scale. The development incorporates important neighbourhood character features such as pitched roofs, brick finishes, eaves and car parking located behind or alongside the proposed dwellings. The upper levels of the dwellings are reduced in size, with upper levels suitably setback from sensitive interfaces.
- The proposal provides an appropriate balance between the need for providing housing, and the amenity of the area and future occupants of the site.
- The proposal includes appropriate setbacks and subject to minor modifications suitable areas of private open space areas and ensures ample opportunities for meaningful landscaping throughout the site and will include the provision of canopy trees that will contribute to the long term amenity of the area.
- The development has been designed to respond to adjoining properties with upper levels sufficiently setback from the side and rear boundaries to offset amenity impacts to neighbouring properties. With modifications to the boundary to boundary built form by setting back one garage from the boundary, this would soften the appearance further and achieve a design that further suits the existing and preferred neighbourhood character of the area.

5.3 Particular Provisions

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

Clause 52.06-5 specifies a ratio of two car spaces to each three or more bedroom dwelling (with studies or studios that are separate rooms counted as a bedrooms) and one visitor space to every five dwellings for developments of five or more dwellings. A permit may be granted to reduce or to waive the number of car spaces required by the table.

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



Attachment 1

- Car parking provision: The proposal satisfies the car parking provision as each dwelling having four (4) bedrooms is provided each with a garage (covered car space) and driveway, providing parking for two vehicles each.
- Car parking design: Complies.

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

Neighbourhood Character and Infrastructure

Neighbourhood Character – The development generally complies with Neighbourhood Character, subject to conditions, refer above.

Residential Policy – Complies, refer above.

Dwelling Diversity – Complies.

Integration with the Street – Complies.

Site Layout and Building Massing

Street Setback – Complies.

Building Height – Complies.

Site Cover/Permeability – Complies.

Energy Efficiency – Complies.

Open Space – Not applicable.

Safety – Complies.

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

Access – Complies.

Parking Location – Complies.

Amenity Impacts

Side and rear setbacks – Complies.

Walls on boundaries – Complies.

Daylight to existing windows/north facing windows – Complies.

North-facing windows – Complies.

Overshadowing open space – Complies.

Overlooking – Complies.

Noise Impacts – Complies.

On-Site Amenity and Facilities

Accessibility – Complies.



Attachment 1

Daylight to new windows – Complies.

Private Open Space – Can comply, a condition of any permit issued will require slight modification to achieve the 60m². Dwelling 1 currently has 58 m² of secluded private open space with a minimum dimension of 5 metres, with Dwelling 2 having 56.64 m² with a minimum dimension of 5 metres.

Solar access – Complies.

Storage – Complies.

Detailed Design

Design Detail – Can comply, a condition of any permit issued will require separation on one side to soften the built form and be consistent with the preferred and existing neighbourhood character.

Common Property – Complies.

Site Services – Complies.

Front fence – Complies.

5.5 General Decision Guidelines

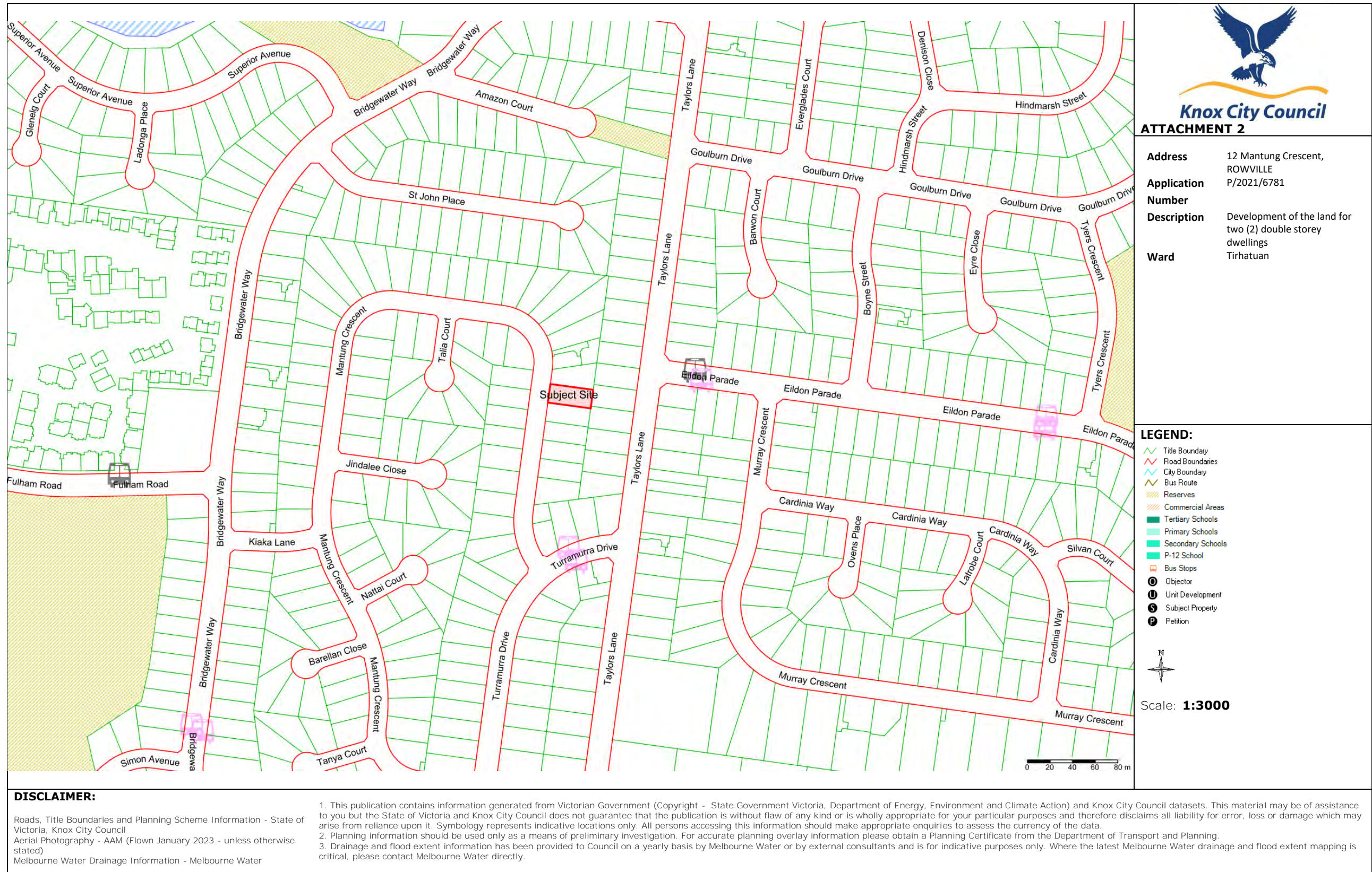
Clause 65 of the Knox Planning Scheme and Section 60 of the Planning and Environment Act 1987 set out decision guidelines/matters which the responsible authority must consider when deciding any planning application.

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

6. Conclusion

Clause 71.02-3 of the Knox Planning Scheme requires Council to balance relative policy objectives when making decisions to ensure resulting development is sustainable and achieves a net community gain. In this context, the proposal is considered appropriate given the following:

- The development is consistent with State Policy, Clause 21.05 (Built Environment and Heritage), Clause 21.06 (Housing), Clause 22.04 (Environmentally Sustainable Development), and Clause 22.07 (Development in Residential Areas and Neighbourhood Character Policy) of the Knox Planning Scheme.
- Subject to conditions the proposal complies with the Neighbourhood Residential Zone - Schedule 4.
- Subject to conditions the development is compliant with ResCode (Clause 55 of the Knox Planning Scheme).
- Subject to conditions, the development provides an appropriate balance between the need for additional housing within an established residential area while ensuring the amenity of occupants and adjoining residents is not compromised.



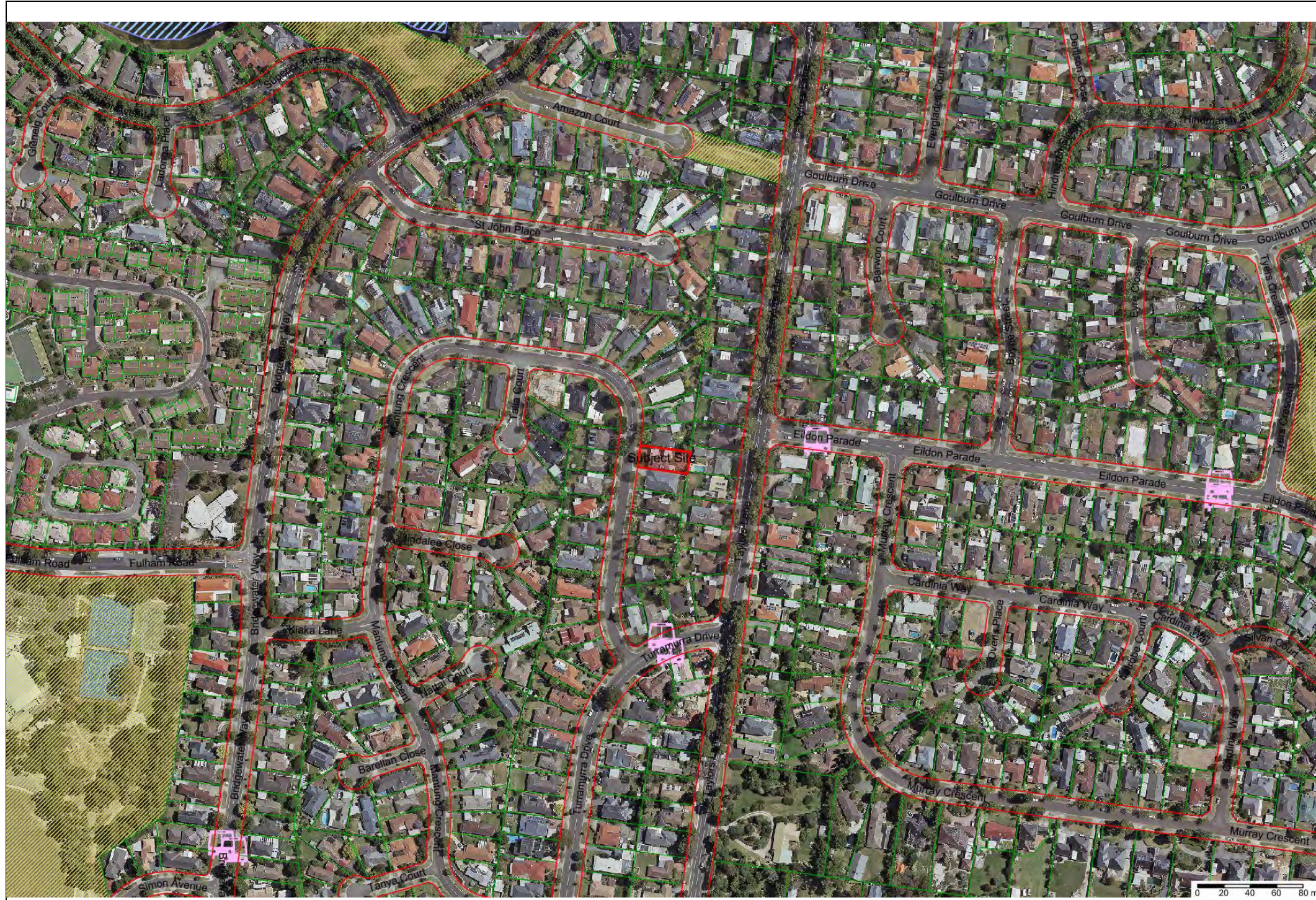
Address	12 Mantung Crescent, ROWVILLE
Application Number	P/2021/6781
Description	Development of the land for two (2) double storey dwellings
Ward	Tirhatuan

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

Scale: **1:3000**

DISCLAIMER:
 Roads, Title Boundaries and Planning Scheme Information - State of Victoria, Knox City Council
 Aerial Photography - AAM (Flown January 2023 - unless otherwise stated)
 Melbourne Water Drainage Information - Melbourne Water

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 2. Planning information should be used only as a means of preliminary investigation. For accurate planning overlay information please obtain a Planning Certificate from the Department of Transport and Planning.
 3. Drainage and flood extent information has been provided to Council on a yearly basis by Melbourne Water or by external consultants and is for indicative purposes only. Where the latest Melbourne Water drainage and flood extent mapping is critical, please contact Melbourne Water directly.





Knox City Council
ATTACHMENT 2

Address	12 Mantung Crescent, ROWVILLE
Application Number	P/2021/6781
Description	Development of the land for two (2) double storey dwellings
Ward	Tirhatuan

LEGEND:

- Title Boundary
- Road Boundaries
- City Boundary
- Bus Route
- Reserves
- Commercial Areas
- Tertiary Schools
- Primary Schools
- Secondary Schools
- P-12 School
- Bus Stops
- ⓪ Objector
- ⓪ Unit Development
- ⓪ Subject Property
- ⓪ Petition



Scale: **1:3000**

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SUBJECT SITE LOCATED AT 12 MANTUNG CRESCENT ROWVILLE VIC 3178

NEIGHBOURHOOD CHARACTER

PLANNING ZONE : GENERAL RESIDENTIAL ZONE (GRZ)
GENERAL RESIDENTIAL ZONE-SCHEDULE 4 (GRZ4)
PLANNING OVERLAY: NONE

THIS AREA IS WELL ESTABLISHED WHICH INCLUDES A VARIETY OF DWELLINGS STYLES AND SIZES, THE SURROUNDING AREA ENCOMPASS A MIX OF SINGLE AND SOME DOUBLE STORY DWELLINGS WITH GENERALLY DEFINE CHARACTER OF LARGELY BRICK AND RENDER CLADDING WITH FITCHED ROOFS, THE FRONT FENCES VARY WITH MIXTURE OF NO FENCE, LOW AND HIGH FENCES, THE OLDER HOUSING BEING REPLACED WITH NEW SINGLE/DOUBLE STORY HOUSES AND MULTI-UNITS.

THE INFRESTRUCTURE OF AREA AROUND IS WELL ESTABLISHED WITH CLOSE PROXIMITY TO SHOPPING CENTRES, RESTAURENTS, PLAYGROUNDS, PUBLIC TRANSPORT, KINDERGARDEN, PRIMARY AND SECONDARY SCHOOLS.

PUBLIC TRANSPORT : BUS STOP ON NATURE STRIP AND OPPOSITE SIDE AND MAJOR BUS TERMINAL AT STUD PARK SHOPPING CENTRE. IT IS WELL SERVED BY THE MAJOR ARTERIALS (STUD ROAD, WELLINGTON ROAD, EASTLINK AND MONASH FREEWAY.

- BUS STOP -16km
- STUD PARK SHOPPING CENTRE 1.8 km
- WELLINGTON SHOPPING CENTRE 2.8km
- ROWVILLE SECONDARY SCHOOL 2.0 km
- ROWVILLE PRIMARY SCHOOL 1.5km
- STUD PARK MEDICAL CENTRE 2.2km
- WELLNESS MEDICAL CENTRE 1.5km
- ROWVILLE COMMUNITY CENTRE 1.4km
- STUD PARK RESERVE 1.5km



Client SPD PROPERTY SERVICES PTY

Project Address 12 MANTUNG CRESCENT ROWVILLE VICTORIA

Consultant Address Phone Fax e-mail

Consultant Address Phone Fax e-mail

PROPOSED SITE

12 MANTUNG CRESCENT ROWVILLE 3178

No.	Description	Date

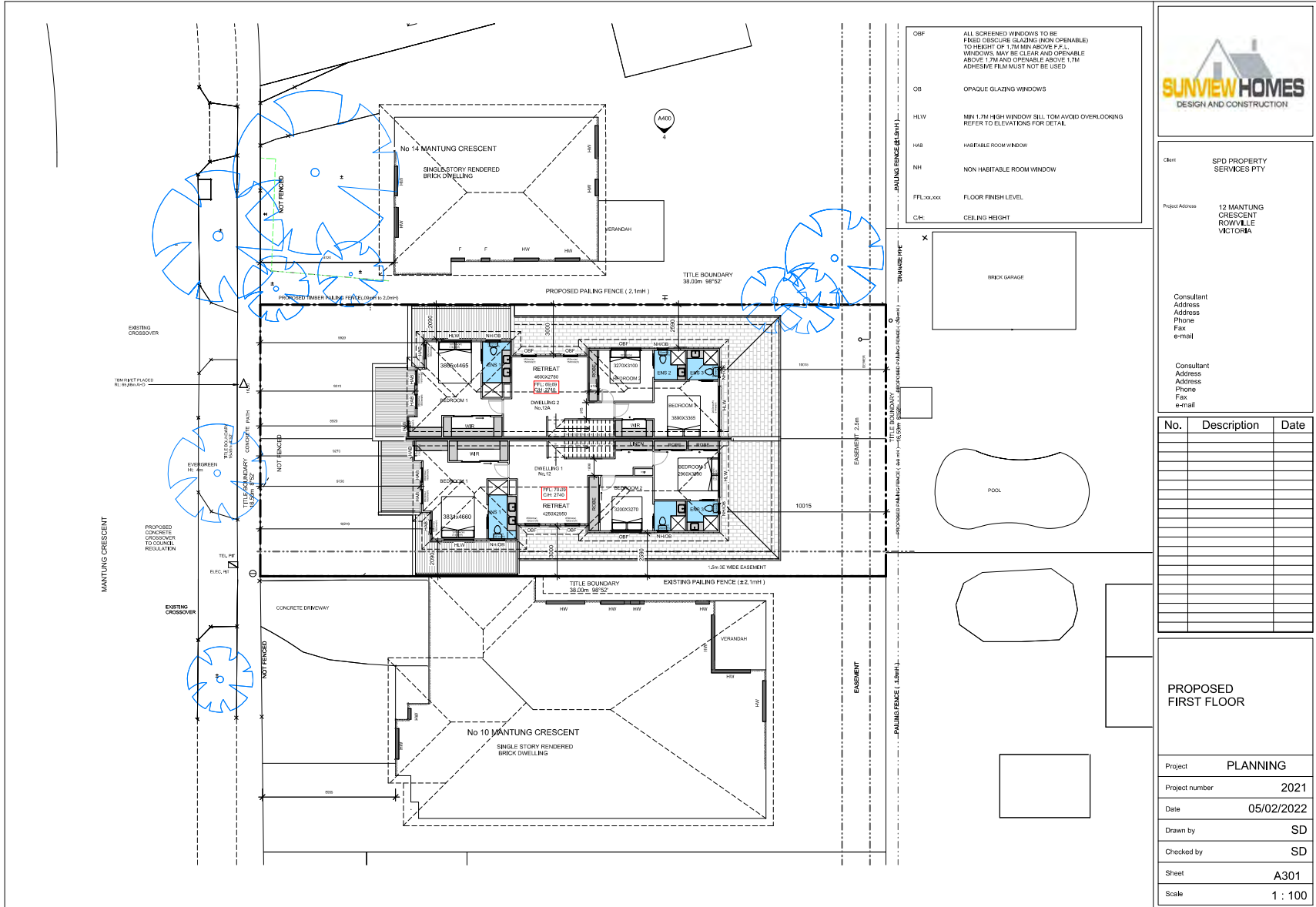
SITE DISCRPTION

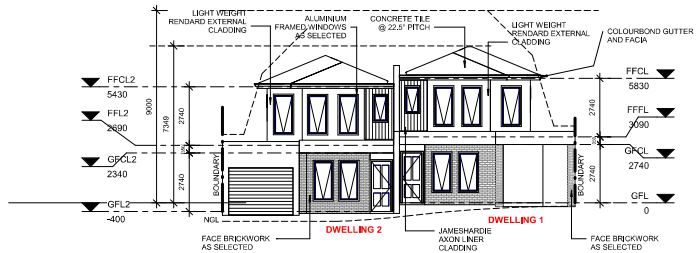
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Project number	2021	
Date	05/02/2022	
Drawn by	SD	
Checked by	SD	
Sheet	A205	
Scale	1 : 200	



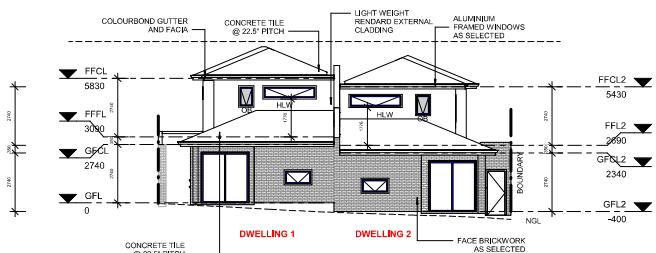
TYPICAL DWELLINGS ON MANTUNG CRESCENT ROWVILLE 3178



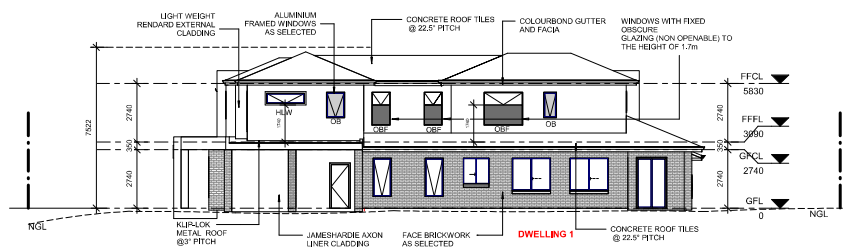




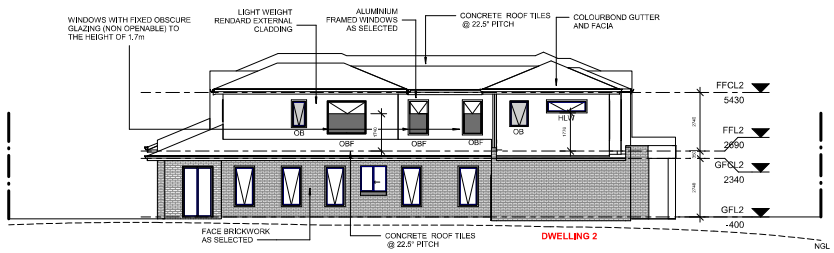
2 WEST ELEVATION
1 : 100



1 EAST ELEVATION
1 : 100



3 SOUTH ELEVATION
1 : 100



4 NORTH ELEVATION
1 : 100

MATERIAL SCHEDULE	
WALLS GROUND FLOOR	BRICKWORK AS SELECTED JAMESHARDIE AXON LINER CLADDING HARDIESMART INTERTENANCY PARTY WALL SYSTEM
WALLS FIRST FLOOR	LIGHTWEIGHT RENDERED CLADDING JAMESHARDIE AXON LINER CLADDING HARDIESMART INTERTENANCY PARTY WALL SYSTEM
ROOF	CONCRETE TILE ROOF @ 22.5° PITCH KLI-LOK METAL ROOF @ 3° PITCH
WINDOWS/DOORS	ALUMINUM WINDOWS/DOORS AS SELECTED

OB	ALL SCREENED WINDOWS TO BE FIXED OBSCURE GLAZING (NON OPENABLE) TO HEIGHT OF 1.7M MIN ABOVE F.F.L. WINDOWS MAY BE CLEAR AND OPENABLE ABOVE 1.7M AND OPENABLE ABOVE 1.3M ADHESIVE FILM MUST NOT BE USED
OB	OPAQUE GLAZING WINDOWS
HLW	MIN 1.7M HIGH WINDOW SILL TO AVOID OVERLOOKING REFER TO ELEVATIONS FOR DETAIL
HAB	HABITABLE ROOM WINDOW
NH	NON HABITABLE ROOM WINDOW



Client SPD PROPERTY SERVICES PTY

Project Address 12 MANTUNG CRESCENT ROWVILLE VICTORIA

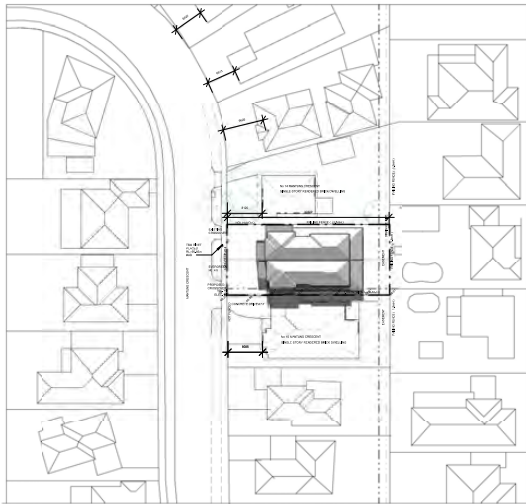
Consultant Address Phone Fax e-mail

Consultant Address Phone Fax e-mail

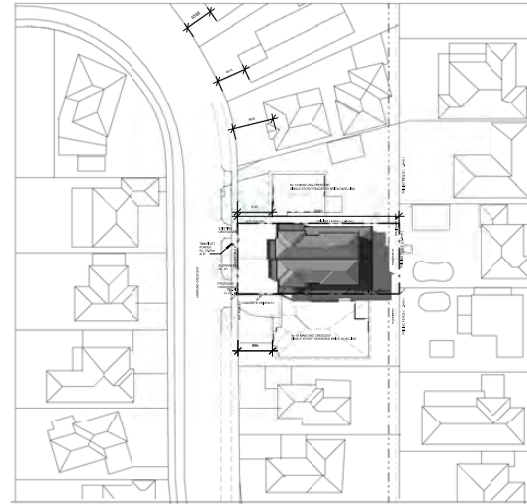
No.	Description	Date

Elevations

Project	PLANNING
Project number	2021
Date	05/02/2022
Drawn by	SD
Checked by	SD
Sheet	A400
Scale	1 : 100



1 SHADOW 12PM
1 : 500



2 SHADOW 3PM
1 : 500

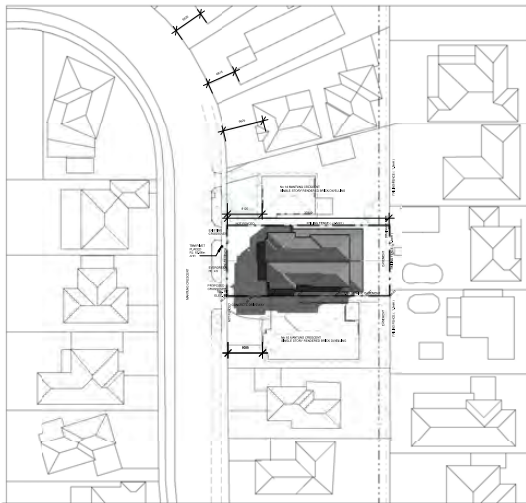
SHADOW LEGEND:

- 9,00AM-NORTH,61° EAST AZIMUTH 33° ALTITUDE
- 12,00PM-NORTH,5° EAST AZIMUTH 52° ALTITUDE
- 3,00PM-NORTH,56° EAST AZIMUTH 36° ALTITUDE

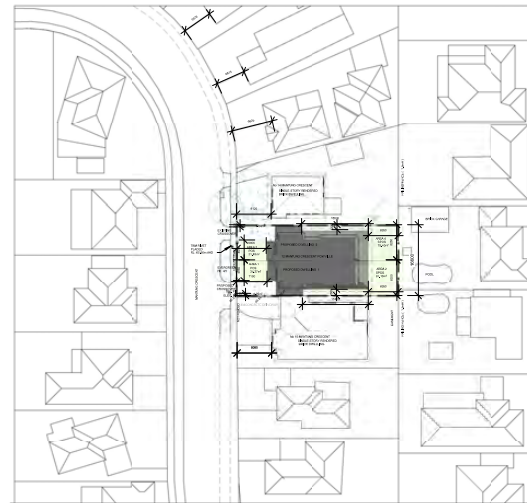
■ AREA AFFECTED BY SHADOW AT GROUND LEVEL

NOTICE:

SHADOWS ARE CAST ON SEPTEMBER 22,(EQUINOX)
PERIMETER SHADOWS SHOWN ARE AS IF THERE WERE NO FENCES OR BUILDING ADJOINING THE BOUNDARIES OF THE ALLOTMENT.



3 SHADOW 9AM
1 : 500



4 PROPOSED GARDEN AREA
1 : 500

GARDEN AREA CALCULATION

TOTAL SITE AREA	627,00m ²	
SITE GARDEN AREA	230,61m ²	36,68%
DWELLING 1 GARDEN AREA	120,32m ²	37,92%
DWELLING 2 GARDEN AREA	109,93m ²	35,49%
DWELLING 1 AREA	317,30m ²	
GARDEN AREA 1	38,52m ²	12,14%
GARDEN AREA 2	81,80m ²	27,79%
TOTAL GARDEN AREA	120,32m ²	37,92%
DWELLING 2 AREA	309,70m ²	
GARDEN AREA 3	35,53m ²	11,47%
AREA 4	74,40m ²	24,02%
TOTAL AREA	109,93m ²	35,50%



Client SPD PROPERTY SERVICES PTY
Project Address 12 MANTLING CRESCENT ROWVILLE VICTORIA
Consultant Address Phone Fax e-mail
Consultant Address Phone Fax e-mail

No.	Description	Date

SHADOW DIGRAM	
Project	PLANNING
Project number	2021
Date	05/02/2022
Drawn by	SD
Checked by	SD
Sheet	A402
Scale	1 : 500

7 Public Question Time

8 Officer Reports

8.1 Kings Park Masterplan Endorsement

SUMMARY: Senior Landscape Architect – Strategic Open Space Planning, Sherlock Sha

This report presents the Kings Park Master Plan in Upper Ferntree Gully for consideration by Council. The plan has been developed through broad community consultation and recommends a strategic direction for the upgrade of the Kings Park Reserve.

RECOMMENDATION

That Council:

- 1. Approve the Master Plan for Kings Park as shown as Attachment 1 to this report;**
- 2. Note that the full cost of implementation to deliver the intent of the Master Plan is currently costed at \$12.08M;**
- 3. Note that funding for implementation of Master Plan elements will be considered by Council through the annual budget process;**
- 4. Advocate to both State and Federal Governments for funding support to accelerate delivery of key elements of the Master Plan, including the identified pavilion enhancements at Kings Park.**

1. INTRODUCTION

Located in Upper Ferntree Gully at the foothills of the Dandenong Ranges, Kings Park serves as a neighbourhood open space offering a range of sporting, active, and passive recreational opportunities, as well as parkland amenity for the community. To address the continuous growth of the local population and to meet the current and future needs of the community, Council has funded the development of a Master Plan for Kings Park.

Council engaged the services of Landscape Architect consultant, Design Table Pty Ltd, under contract no. 2844, to create a Master Plan which was to define the future direction for Kings Park and provide a framework for the planning and implementation of upgrades and new capital projects.

The intent of the Master Plan is to provide direction for future improvements to the reserve and follows extensive consultation with a range of stakeholders, including reserve sporting clubs, Coonara Community House, local residents and the broader Knox community.

2. DISCUSSION

This report provides an overview of the site, the process undertaken in development of the Master Plan, in addition to key findings and recommendations. The attached Master Plan report identifies and outlines the strategic intent for the reserve and identifies recommended projects and initiatives to be implemented, their benefits, potential timing of implementation and an estimated cost.

At a broad level, the report recognises the strategic role the reserve plays in the local area, supporting a mix of structured sporting facilities and long established tenant clubs in addition to providing passive and informal recreation opportunities for the local community.

The Master Plan highlights the need for improved path connectivity and supportive park furniture through the reserve to connect key amenities and facilities, enhanced parking provision and drainage across the reserve to enhance year round activation. Noting accessibility and surveillance concerns raised by the community, the plans seeks to enhance safety and amenity through better design which supports passive surveillance and improved lighting outcomes and amenity for park users. Supporting the objectives of key tenants of the facility, proposals have been identified to relocate and consolidate pavilion infrastructure for the three ovals across the site, enhancements to oval surfaces and drainage requirements, safety netting for the baseball diamonds in operation and the provision of a new dedicated dog park facility to meet the needs of dog owners and minimise conflict where possible with structured sporting events. A broader range of itemised initiatives, their proposed implementation timing and cost have been included in the main Master Plan Report, presented as Attachments 1 to this report.

3. CONSULTATION

3.1 Consultation Summary

Consultation with site stakeholders and local community was conducted to gain an understanding of what the community 'value' about the park. This was achieved by meetings with reserve user groups, site visitors and council staff, through an online community survey and intercept surveys with park visitors.

The engagement schedule was:

Date	Event
November 2021	One-on-one meetings with sports clubs based at Kings Park, and with Coonara Community House.
November & December 2021	Online meetings with Council staff.
November 2021 to January 2022	Community engagement - online community survey via Council's 'Have Your Say' web page.
December 2021	Community engagement – infield surveys carried out with Kings Park users.
May & June 2022	Council staff and Ward Councillor feedback on the 1st draft Master Plan.
June & July 2022	Group meetings with sports clubs and Coonara Community House to provide feedback on the 1st draft Master Plan.
October 2022	Group meeting (online) with the UFTG Football Netball Club, the UFTG Junior Football Club, the UFTG Cricket Club, and the Sherbrooke Little Athletics Club to discuss the location of the football/ cricket/ athletics pavilion.

Between February and March 2023	A project page on Have Your Say online platform was developed with background information about the Master Plan and describing the opportunities to the community to provide feedback. The draft Master Plan was displayed on the project page, and visitors could download their own copy. Visitors had the opportunity to share their thoughts via a comments box, and other visitors could like or dislike comments posted, or respond to them.
	Two drop-in sessions were available: <ul style="list-style-type: none"> - Wednesday 15 February 2023 at Ferntree Plaza from 11.00am – 1.00pm. - Sunday 19 February 2023 at Kings Park from 7.30am – 10.30am. Copies of the plan were available for viewing, and attendees were encouraged to discuss their thoughts with the consultant team who recorded their feedback, or they could self-complete a feedback form on what they liked and/or what they thought needed further consideration.
	The opportunity to send a written response into Council (no stamp required) was a third feedback option available.

3.2 Summary of Feedback

In general, common themes emerged from the feedback, including the absence of public toilets and the need for road improvements. Strong support was expressed for the creation of a new integrated community pavilion servicing the two main ovals.

Specific items of feedback were highlighted below:

Items	Feedback
Oval 3	Sherbrooke Little Athletics Club expressed that drainage problems on Oval 3 were identified, along with the unsuitability of surfaces for high jumps. They also emphasized the significance the playground has to the members of the athletics club.
Pavilion	Upper Ferntree Gully Football and Netball Club voiced desire for a new pavilion near Ovals 1 & 2. Upwey Ferntree Gully Baseball Club also commented on the need to provide a female changing room in main pavilion. Furthermore, Coonara Community House also wished to expand the pavilion so that they can use community function space for organising more activities in future.
Cricket Practice Nets	Upper Ferntree Gully Cricket Club expressed concerns on the upgrade works of the pitch, the requirement for power and floodlights for cricket practice nets.
Baseball Diamonds	Upwey Ferntree Gully Baseball Club expressed views on adding fencing to stop the high balls for the baseball diamonds. A playground and the sharing of space with the Coonara Community House should also be provided.

Playground	Sherbrooke Little Athletics Club and Upwey Ferntree Gully Baseball Club both recognize the importance of having a playground located adjacent to their clubs.
Dog Park	<p>In 2018 Council initiated a project called “People and Dogs in Parks” to investigate and identify sites suitable for off leash area (dog parks) across the Knox municipality.</p> <p>Six sites were initially identified which did not take into consideration Kings Park, Upper Ferntree Gully. However, an off-leash area (dog park) has been proposed in the draft masterplan as there was strong support received from the community and site stakeholders.</p> <p>To ensure the proposed dog park is sustainable in its operations and meets user needs, the following changes to the draft master plan have been made:</p> <ul style="list-style-type: none"> • Revision of annotation No. 20 to read, ‘New fenced dog park with sub-surface drainage and irrigation installed’. • Addition of trees on the master plan inside the dog park (indicative locations only).
Traffic	<p>There was strong support received for the new path connections and for the proposed intergenerational play, exercise and social zone (No. 6), including the various facility and furniture inclusions – no changes to the master plan.</p> <p>It is noted that the design development of this precinct should include opportunities for community input.</p> <p>There was strong support received for the various proposals to improve the car parking and the internal access road.</p> <p>The following change to the draft master plan has been made:</p> <p>Addition of speed humps on the master plan along the internal access road (indicative locations only).</p>

Please refer to Attachment 3 and 4 for full Consultation Report and Community Feedback Report. After reviewing the feedback collected, a revised draft Master Plan was prepared to address the comments/to cater the suggested provision of related facilities.

4. CLIMATE CHANGE CONSIDERATIONS

Kings Park is classified as a major reserve which supports local flood mitigation function. Serving as a vital local basin, the park plays a pivotal role in reducing the impact of flooding on the surrounding community. As an integral component of the Kings Park Master Plan, the park presents an opportunity to integrate stormwater management strategies into the urban landscape. with a crucial role in local flood mitigation efforts.

These include:

- enhancement of drainage systems across Ovals 1, 2 and 3;
- enhancement of drainage system through the development of the proposed dog park; and
- general drainage upgrade works across the site including structural modifications to increase catchment capacity (i.e. reduce sediment loads to protect irrigation system; and install monitoring equipment for supply or demand reliability) of the Ferny Creek catchment.

5. ENVIRONMENTAL/AMENITY CONSIDERATIONS

The development of the Kings Park Master Plan considers various environmental and amenity factors that contribute to the holistic enhancement of the park. The plan aligns with Knox City Council's vision of a thriving community connected with its environment, prioritising the creation of inclusive and accessible spaces for residents and visitors. The strategic context includes guidance from state planning reports, such as Active Victoria and State Sporting Association facility standards, which emphasize the importance of providing high-quality and inclusive spaces for sport and active recreation.

The master plan acknowledges the significance of the natural environment and sustainability, with aspirations for increased tree canopy cover, enhanced flora and fauna diversity, reduced greenhouse gas emissions, and a greater use of renewable energy. These goals support the creation of a parkland setting that not only fosters recreational activities but also contributes to a healthier ecosystem.

Additionally, the plan integrates principles from the Knox Leisure Plan, which emphasises active lifestyle opportunities, sustainable design, and the integration of indoor and outdoor spaces within facilities. The commitment to accessibility and sustainability is further reinforced through the Knox Pavilion Strategy, where principles such as ease of access, inclusivity, and ecological sustainability guide the development of community pavilions, ensuring that they align with modern environmental and amenity standards

Moreover, the Melbourne East Football Facilities Strategy provides insights into optimising existing facilities and creating new ones with an emphasis on quality, functionality, and flexibility. The consideration of alternate playing surfaces, improved lighting, and all-gender player amenities reflects the plan's dedication to enhancing the park's amenity value for a diverse range of users.

6. FINANCIAL & ECONOMIC IMPLICATIONS

An estimate for the implementation and delivery of all the elements in the Kings Park Master Plan has been prepared and the anticipated cost is approximately \$12.08M. The overall cost estimate is outlined below:

	Proposed categories of works	Cost estimate
1	Building and Facility Construction	\$5,592,500
2	Sporting Facilities	\$4,408,000
3	Infrastructure Upgrades	\$1,317,000
4	Recreational Facilities	\$574,500
5	Picnic and Seating Facilities	\$100,000
6	Landscaping and Greenery	\$86,500
	Total	\$12,078,500

Out of the total cost estimate of \$12.08M, \$6.86M has been provisionally allocated across the draft forward 5-year capital program, however it's to be acknowledged that the budget process is a living document and is subject to change on an annual basis. In endorsing the Kings Park Masterplan, Council is articulating its stated intent for the site, which can be used to advocate to both State and Federal Government for supportive funding to accelerate the delivery of initiatives. The Master Plan incorporates a range of low, medium and high cost interventions, which ensures that progress in achieving the vision of the Master Plan can be progressed regardless of the fiscal environment.

There will be ongoing consultation with stakeholders and the community as concepts and detailed designs are developed, including for specific projects as funding becomes available. The project team will continue to ensure the delivery of the Kings Park Master Plan aligns with the strategic direction of Council.

7. SOCIAL IMPLICATIONS

The proposed Kings Park Master Plan carries significant social implications as it charts a course for the enduring future of the park. With extensive engagement involving various stakeholders, including local sporting clubs, Coonara Community House, residents, and the wider Knox community, the plan envisions Kings Park evolving into a vibrant hub for local sports and recreational activities.

Nestled in a cherished parkland setting, the envisioned enhancements encourage both residents and visitors to engage in outdoor activities, fostering physical activity, exercise, and community engagement regardless of fitness level or ability.

The Master Plan aligns with key strategic frameworks, including Active Victoria's goals of connecting communities and building value in the sport and active recreation sector, while also adhering to State Sporting Association facility standards and guidelines. Furthermore, it integrates with Knox City Council's broader vision for a thriving, connected, and environmentally sustainable community, as outlined in the Community Plan and the Knox Leisure Plan.

The plan also prioritises inclusivity, accessibility, and sustainability through principles outlined in the Knox Pavilion Strategy and Melbourne East Football Facilities Strategy. The Kings Park Master Plan not only envisions upgraded facilities but also embodies a commitment to fostering a healthier, more engaged, and socially vibrant community.

8. RELEVANCE TO KNOX COUNCIL PLAN 2021-2025

Neighbourhoods, Housing & Infrastructure

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

Natural Environment & Sustainability

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

Civic Engagement & Integrity

Strategy 5.1 – Provide opportunities for all people in Knox to have their say.

9. CONFLICT OF INTEREST

The officers contributing to and responsible for this report have no conflicts of interest requiring disclosure under Chapter 5 of the Governance Rules of Knox City Council.

10. CONFIDENTIALITY

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

Report Prepared By: Senior Landscape Architect - Strategic Open Space Planning, Sherlock Sha
Report Authorised By: Director, Infrastructure, Grant Thorne

Attachments

1. Attachment 1 - Kings Park Masterplan [**8.1.1** - 15 pages]
2. Attachment 2 - Kings Park Implementation Plan [**8.1.2** - 1 page]
3. Attachment 3 - Kings Park Consultation Report in Nov 2022 [**8.1.3** - 25 pages]
4. Attachment 4 - Kings Park Community Feedback Report in Mar 2023 [**8.1.4** - 17 pages]

Kings Park, Upper Ferntree Gully Masterplan



DESIGN TABLE
LANDSCAPE ARCHITECTURE & URBAN DESIGN



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Introduction

Knox City Council is planning for the longterm future of Kings Park with the development of the Kings Park Master Plan

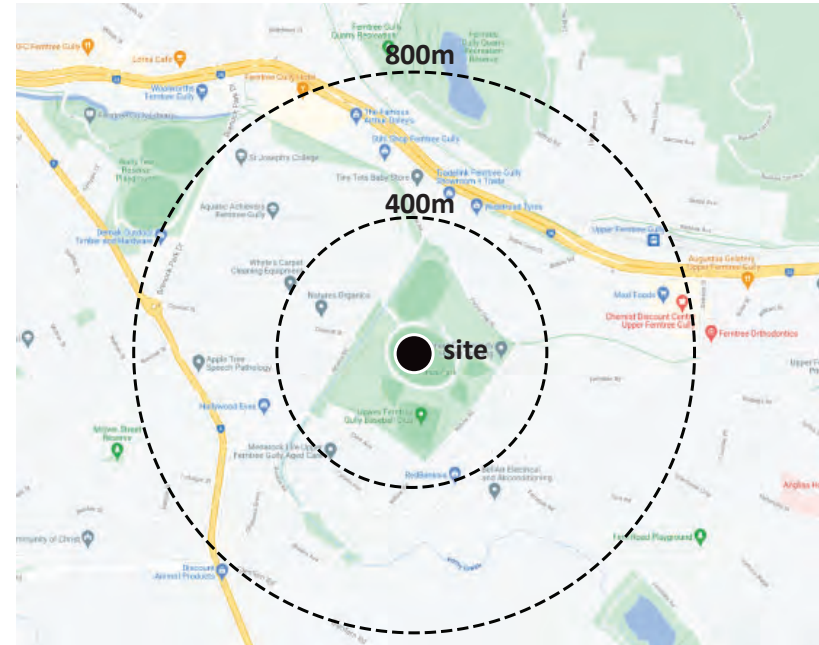
The intent of the Master Plan is to provide direction for future improvements to the reserve and follows extensive consultation with a range of stakeholders, including reserve sporting clubs, Coonara Community House, local residents and the broader Knox community.

This report provides an overview of the site, the process undertaken in development of the master plan, key findings and recommendations.

This Master Plan report outlines a number of projects and strategies. Further investigation and feasibility of some of the projects and initiatives recommended in the master plan will be required depending upon their scale, likely impact and estimated cost.

Vision

Kings Park is a hub for local sport and recreation and the heart of regional baseball, junior athletics, football and cricket in the Upper Ferntree Gully region. The facilities set in an attractive and much loved parkland setting encourage local residents and visitors to get outside to play, exercise, walk the dog, be active, whatever their fitness level or ability.



Location overview

Kings Park is located in Upper Ferntree Gully, Victoria, approximately 40km south east of Melbourne’s CBD.

The reserve is surrounded by predominantly residential properties with the exception of the business district to the north west of the reserve.

Other open space reserves and playgrounds within proximity of the site include:

- Quarry Reserve
- Talaskia Reserve
- Gilmour Park
- Wally Tew Reserve

Study area



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Strategic Context

Review of Study Background Reports and Strategies

The following reports and strategies provided important context and background for the master plan study.

State Planning Reports

- Active Victoria, Sport and Recreation Victoria 2022-2026.
- State Sporting Association facility standards/ guidelines.

Council Planning Reports

- Community Plan 2021-2031.
- Knox Leisure Plan 2014-2019.
- Knox Pavilion Strategy 2021.
- Melbourne East Regional Football Strategy 2019.

The key directions from the planning reports relevant to the study are summarised below.

State Planning Reports

Active Victoria, Sport and Recreation Victoria 2022-2026

Active Victoria, is the State Government's strategic framework for sport and recreation in Victoria. Its vision is-

To build a thriving, inclusive and connected sport and active recreation sector that benefits all Victorians

Active Victoria is underpinned by three objectives and six outcomes to guide activities and investment in the sport and recreation sector. The first two objectives and their outcomes are relevant to this study:

Objective 1: Connecting Communities

All Victorians have access to high quality environments and appropriate participation opportunities.

Outcomes

1. More Victorians participate equitably in sport and active recreation.
2. Victoria has inclusive, accessible, and respectful places and spaces for sport and active recreation.

Objective 2: Building Value

The sport and active recreation workforce creates positive experiences for people.

Outcomes

3. The sport and active recreation workforce is highly skilled and leads a strong, sustainable workforce.
4. Sport and active recreation is a safe, inclusive, and resilient sector.

State Sporting Association facility standards/ guidelines

Most National and State Sporting Associations now have adopted facility standards and guidelines for their sport to assist LGAs, Reserve Committees and other facility providers to develop facilities that are uniform, equitable and consistent in their type and quality.

Relevant State Sporting Association facility standards/ guidelines that were referred to and referenced during the development of the master plan are as listed below.

- AFL Preferred Facility Guidelines, AFL (2019).
- Community Cricket Facility Guidelines, Cricket Australia (2015).
- Baseball Facility Resource Guide, Baseball Australia (2016).
- Standard Rules for Competition, Little Athletics Australia (2018).

Council Planning Reports

Community Plan 2021-2031

The Community Plan guides Council's decision for the 10 years to 2031 in order to achieve the community vision of

Knox: where we connect with our people and our environment, ensuring they are safe, supported and have every opportunity to thrive.

The plan is underpinned by five key directions:

1. Opportunity and innovation.
2. Neighbourhoods, housing and infrastructure.
3. Natural environment and sustainability.
4. Connection, resilience and wellbeing.
5. Civic engagement and integrity.

Each direction is supported by a series of aspirations for the future. The following directions and aspirations are relevant to the master plan study.

Direction 2- Neighbourhoods, housing and infrastructure

- Making sure our buildings and community spaces are inclusive and accessible.

Direction 3- Natural environment and sustainability.

- Increased tree canopy cover.
- More diversity in flora and fauna.
- Reduced greenhouse gas emissions.
- Increased renewable energy use.

Direction 4- Connection, resilience and wellbeing.

- A more active community.
- More gender equality and respectful cultural and intergenerational relationships.

Knox Leisure Plan 2014-2019

The plan provides a decision-making framework for Council and identifies how the delivery of leisure services by Council will assist it to achieve its Community Plan objectives relating to:

- A healthy, connected community.
- A culturally rich and active community.
- A prosperous and advancing economy.
- Vibrant and sustainable built and natural environments.
- A democratic and engaged community.

The plan identifies eight principles to guide the planning and development of leisure services and facilities. The following principles are relevant to the master plan study.

- Council will continue to support a wide range of leisure and sport activities and groups but will have an increased focus on 'active lifestyle' opportunities.
- Council acknowledges that people get involved in sport and leisure for often different reasons and are looking for different options to cater for their lifestyle demands.
- Council recognises that urban and natural environments should be well integrated if the Council is to achieve the desired active lifestyle outcomes.

Strategic Context cont.

- Council planning for facilities will:
 - consider construction, sustainable design, ongoing maintenance and operating costs
 - generally be planned, designed and managed in a way that optimises and encourages use by the whole community, and effectively integrates indoor and outdoor spaces
 - be planned and designed in accordance with defined service levels and the Council’s Sporting Facility and Development Guidelines
 - generally focus on providing for ‘local’ and ‘municipal’ level needs over ‘regional’ level needs
 - be planned and developed in conjunction with adjoining councils if this achieves favourable outcomes for Knox

The implementation plan lists recommended actions including the following which are relevant to the development of the Kings Park Master Plan:

1. Action 17- Review the pavilion renewal and upgrade capital works program giving particular consideration to:
 - Identifying pavilions that should be designed as part of a future, multi-purpose community hub (integrated planning).
2. Action 27- Explore opportunities for the establishment of outdoor gyms in line with:
 - defined service levels/ provision hierarchy, and
 - leading practice (provision checklist being produced by the South Eastern Sydney Local Health District)

Knox Pavilion Strategy 2021

The strategy provides Council with pavilion standards and guidelines for all sports pavilions, and an assessment of each pavilion in Knox against the appropriate standards.

The strategy advocates five potential ‘investment scenarios’ for each of Council’s 258 buildings (including the 40 sporting pavilions) that helps to define the building’s future. The pavilions in Kings Park have been assessed as the following:

Athletics Pavilion *Integrate in Place (consolidation of buildings and services in proximity to each other)*

Baseball Pavilion *Business as Usual (like-for-like renewal of components)*

Football/ Cricket Pavilion *Business as Usual (like-for-like renewal of components)*

The strategy provides the following six Pavilion Planning and Design Principles

Multiuse and Shared-Use

Community pavilions will be multiuse and flexible in their design to enable sharing between clubs and other community groups.

Ease of Access and Inclusive

Community pavilions will be accessible to, and encourage people of all ages, abilities and cultural backgrounds, and LGBTQI+ community, by incorporating Universal Design principles and providing all amenities as gender neutral (female friendly) and cubicked.

Quality and Sustainable

Community pavilions will be fit for purpose and be able to be effectively managed and maintained, and will embrace ecologically sustainable development (ESD) principles by optimising energy use, protecting and conserving water, and using environmentally preferable products.

Safe

Community pavilions will be safe places by incorporating Crime Prevention Through Environmental Design (CPTED) strategies of natural access control and surveillance to influence location and design.

Financially Responsible

Community pavilions will ensure value for money through the efficient and effective use of Council resources by designing and developing pavilions to the Knox pavilion standards.

Effective Partnerships

Council will form partnerships with sports clubs and other community groups, and investigate options with private and other public sector organisations to contribute to the capital development of community pavilions.

The strategy assesses each pavilion at Kings Park against the Knox standard. Each of the three pavilions at Kings Park have a spatial shortfall that exceeds 50% of standard.

Melbourne East Football Facilities Strategy 2019

The strategy provides the principles and strategic framework to support the future development, governance and growth of football in the Melbourne East Region. It also provides key strategic directions and recommendations, as well as identifying critical priorities and actions for Melbourne East leagues/ associations and clubs, AFL Victoria, and project partner LGAs.

Volume 2 of the Strategy provides ‘State of Play’ of football in the Eastern Region, facility audits, and opportunities for facility investment based on those audits.

The Strategy identifies 3 key priorities for the Region to guide future facility provision and outlines how the priorities will be achieved. Those relevant to Kings Park are listed below.

Priority 1 – Existing Facilities

Objective: Increase the quality and functionality of existing facilities to maximise their use and carrying capacity.

How achieved:

- Invest in oval upgrades and developing alternate playing surfaces such as synthetic fields to improve carrying capacity.
- Improved lighting provision.
- Expanding the number of all gender player amenities, including modular designs and temporary structures.

Priority 2 – New Facilities and Talent Pathways

Objective: Plan and develop new facilities in key football growth areas that respond to regional need and activates program, competitions and talent pathways opportunities.

How achieved:

- New facility and amenity developments that consider all gender, Universal Design, club growth, and regional facility needs
- Continuing to support innovation in facility design and ground surface provision.
- Expanding the number of all gender player amenities, including modular designs and temporary structures.
- Planning to match projected ground requirements.

Strategic Context cont.

Priority 3 – Enhance Relationships

Objective: Continue to enhance relationships between football, government and other key stakeholders in the planning and provision of facilities and programs.

How achieved:

- Ongoing support and resourcing of the established Melbourne East Region Local Government Reference Group to review the implementation of this strategy.
- Continued LGA support of the AFL Victoria Local Government Forum.
- Initiating regular State of Play Reports for the Region.

The Strategy’s facility audit identifies that the Kings Park Football Pavilion has deficiency gaps in that the changerooms are not unisex, and the floodlighting is poor, however notes the planned floodlighting upgrades for Kings Park 2.



Zones and Overlays

The reserve is zoned Public Park and Recreation Zone (PPRZ) with a section of Urban Floodway (UFZ) along the western boundary.

Overlays:

The site is covered by the following overlays, either partially or entirely:

DDO- Design and Development Overlay

SLO- Significant Landscape Overlay

HO- Heritage Overlay (Partial over Coonara Community House)

SBO- Special Building Overlay (Partial along western boundary associated with UFZ)

Other overlays and considerations:

Bushland Management Area

Remnant Vegetation

Significant Tree

Aboriginal Cultural Heritage- part of the site falls within an area of cultural heritage sensitivity

Registered Aboriginal Party:

Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation

















Existing Conditions
Infrastructure

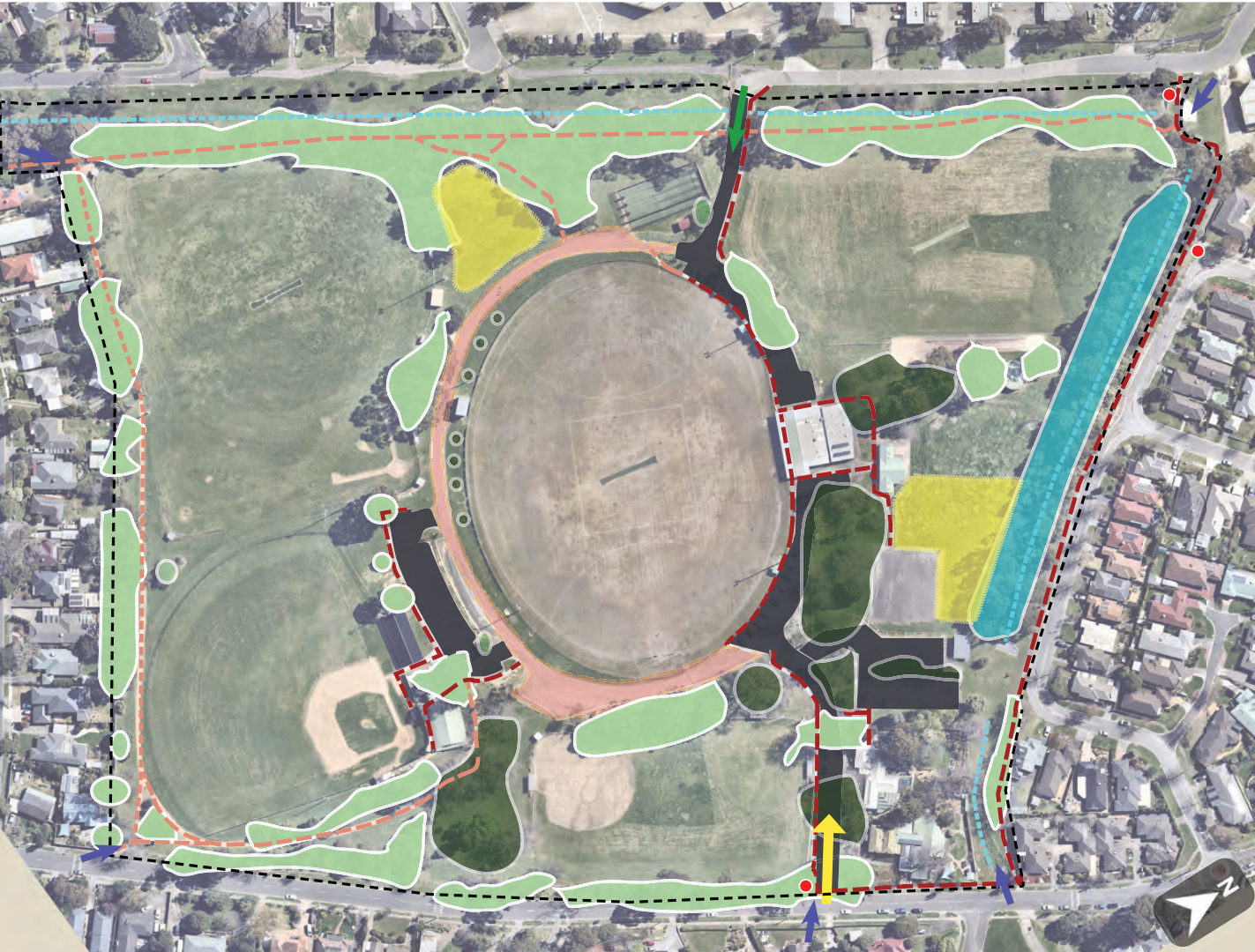
- 1. Main Oval (football, cricket)
- 2. Oval 2 (football, cricket, baseball)
- 3. Baseball field
- 4. Overflow baseball fields
- 5. Cricket nets
- 6. Sculpture location
- 7. Formal carparks
- 8. Football / Cricket pavilion
- 9. Toilet block/ Athletics pavilion
- 10. Long Jump & Triple Jump
- 11. Playground
- 12. Oval 3 (athletics, cricket)
- 13. Former netball courts currently used for High Jump
- 14. Shot put and discus cages
- 15. Coonara Community House
- 16. Baseball pavilion
- 17. Baseball training facility

- Sheds / storage
- Water tanks - buildings
- Water tanks - stormwater harvesting
- Shelters and minor structures
- Scoreboards
- Site boundary



Existing Conditions
Landscape & Movement

-  Tree coverage - primarily native
-  Primary deciduous tree groupings
-  Non-prescriptive open space
-  Significant Landscape Overlay
-  Sealed paths
-  Gravel paths
-  Main vehicle entry
-  Secondary vehicle entry
-  Pedestrian entry point
-  Signage
-  Drainage channel / pipe (MW)
-  Gravel parking and access road
-  Sealed parking and access road
-  Site boundary

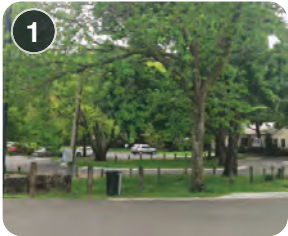


[Existing Conditions](#)
[Photo Locations](#)



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Existing Conditions
Site Photos



1 Main entry areas to the reserve - opportunity to improve sense of address through signage and renewed furniture palette



2 Oval 1 pavilion is disjointed from oval 2 and cricket nets- opportunity to consolidate uses



3 Wide, unsealed areas without clear pedestrian connections or dedicated parking spaces. Informal parking beneath significant trees



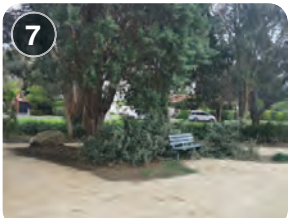
4 Back of house areas adjacent to main pavilion with disjointed infrastructure, poor surveillance and obstructed sightlines



5 Water logging issues throughout the reserve



6 Unsealed pathways throughout the reserve



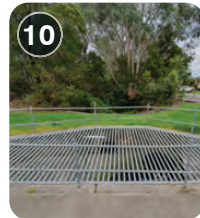
7 Entry and junction points- potential for improved wayfinding signage and furniture upgrades



8 Drainage channel



9 Seating areas with no DDA access and limited surveillance



10 Drainage overflow infrastructure with creek piped below-ground



11 Non-prescribed passive open spaces



12 Cricket nets area- lack of DDA access and lack of gathering space



13 Long jump area lacks DDA access to infrastructure



14 Playground adjacent to athletics facilities- not easily seen by other reserve users



15 Existing athletics clubhouse - outdated and disjointed from the high jump area



16 Former netball courts in poor condition, currently used as high jump area - possible new playspace / intergenerational space location



17 Deciduous trees- opportunity for a dedicated shaded picnic area

Existing Facilities

The main sporting and community facilities at Kings Park are as follows:

- One main oval and pavilion;
- Two secondary ovals
- Cricket training nets
- Athletics Facilities- grass track, long/triple jump, throwing cages and clubrooms/toilet
- Main baseball diamond and pavilion
- Secondary baseball diamonds x 5
- Coonara Community House
- Sundry sporting related minor structures, sheds, scoreboards, cages and seating

The main informal and passive use facilities at Kings Park are as follows:

- Small playground (associated with the athletics facility)
- Walking paths
- Miscellaneous seating
- Open grass areas between and adjacent to ovals
- Treed open space areas between ovals and facilities

The reserve is currently home to a number of user groups, including:

- Sherbrooke Little Athletics Club
- Upper Ferntree Gully Cricket Club
- Upper Ferntree Gully Football Netball Club
- Upwey Ferntree Gully Baseball Club
- Coonara Community House

Existing Services

Council drainage:

The site has existing drainage infrastructure associated with buildings and surface drainage, including:

- Various subgrade road drains and pits throughout the reserve
- Subgrade drainage to oval 1
- Water storage (rain water) tanks at both existing pavilions

South East Water (SEW)

The site has a SEW easement along its northern edge

Melbourne Water (MW)

The site has two MW pipelines, one running along the north western edge and the other along the northeastern edge of the site

All facilities are serviced by power and gas

Stormwater Harvesting

The Kings Park Stormwater Harvest Scheme takes previously unused nearby residential catchment runoff, treats and stores the water on site to then be used for irrigation of the sports ovals.

The storage tank for the water is located adjacent to the athletics track, refer to existing conditions plan.

Consultation

In preparing the Kings Park Master Plan the following stakeholder engagement was undertaken:

November 2021 One-on-one meetings with sports clubs based at Kings Park, and with Coonara Community House

November & December 2021 Online meetings with Council staff (2 meetings)

November 2021 – January 2022 Community engagement- online community survey via Council's 'Have Your Say' page

December 2021 Community engagement – infield surveys carried out with Kings Park users

May & June 2022 Council staff and Ward Councillor feedback on the 1st draft master plan

June & July 2022 Group meetings with sports clubs and Coonara Community House to provide feedback on the 1st draft master plan

October 2022 Group meeting (online) with the UFTG Football Netball Club, the UFTG Junior Football Club, the UFTG Cricket Club, and the Sherbrooke Little Athletics Club to discuss the location of the football/ cricket/ athletics pavilion

6 February to 6 March 2023

The draft Kings Park Master Plan was available for review and feedback by all community members between the period 6 February and 6 March 2023.

Feedback could be provided via the following methods:

- Commenting in the 'Share your thoughts' portal available online via Council's 'Have Your Say' platform.
- Attending one of the two in-person community drop-in sessions.
- Sending a written response to Council using a reply-paid (free post) service.

The engagement was promoted by Council via its website, social media channels, and posters displayed in Kings Park.

Issues and Findings

General issues:

- There are no public toilets available in the reserve
- Internal roads are unsealed resulting in dust, maintenance issues and inefficient parking
- Reserve lacks an appropriately sized intergenerational play and exercise space
- Existing non sporting infrastructure is limited and outdated, such as seating and bbq's
- Reserve lacks an internal path connection to the north eastern side which would provide a full site path circuit
- The reserve is a popular destination for walking and dog exercise, however there is no dedicated off leash dog space and there are issues with dog waste left on the fields of play
- There is little or poor path connectivity within and between sub- precincts
- Related to above, there is a lack of DDA access to some areas and buildings
- Existing playspace has little relationship/ exposure to the whole reserve
- There are a number of low lying areas along and adjacent to paths that suffer from periodic water logging
- The oval 1 loop road lacks traffic calming devices and is misused by speeding cars
- Existing significant trees east of oval 1 are suffering with informal parking beneath causing soil compaction over the roots

Oval 1 and Main Pavilion:

- Oval 1 has ongoing water logging and drainage issues
- Goals do not have back nets
- Pavilion is outdated, in poor condition and not to standard
- Pavilion does not service oval 2 and is not convenient to the cricket practice nets
- Pavilion location sits within the floodzone/overland flow path
- Pavilion does not have adequate storage space
- Areas between oval 1 pavilion and the Athletics clubhouse are convoluted and have poor passive surveillance
- Oval 1 lacks dedicated spectator seating/shelter at the fenceline

Oval 2:

- Oval 2 has drainage issues
- Goals do not have back nets
- Oval 2 has no change room or pavilion facilities within close proximity
- Oval 2 has no dedicated accessible all weather spectator area

Oval 3 and Athletics facilities:

- Oval 3 has drainage issues
- Oval 3 lacks any dedicated spectator viewing area/seating or shelter
- Oval 3 requires floodlights
- Asphalt netball court is no longer used for netball - now used for high jump is in poor condition and disjointed from the other athletics facilities
- The clubroom is outdated and within the floodzone
- The playground and its location are important to the Sherbrooke Little Athletics Club, however it does not service the entire reserve
- Clubroom is outdated and not fit for purpose
- Shot put cinders are required
- Old storage shed is disjointed from the other facilities and obstructs views into the reserve

Cricket facilities:

- Cricket practice nets: water ponds at the northern end of the nets
- No accessible path to the practice nets

Baseball facilities:

- Diamond 1 requires a higher fence to contain flyballs
- Diamond 2 requires a higher fence to contain flyballs (subject to pavilion project)
- Diamond 5 requires a higher fence to contain flyballs
- Diamond 1 requires electronic scoreboard and floodlights
- Pavilion requires a new female change room



Draft Master Plan 2023

Kings Park, Upper Ferntree Gully



DESIGN SUMMARY

Located in Upper Ferntree Gully at the foothills of the Dandenong Ranges, Kings Park serves as a neighbourhood open space offering a range of sporting, active, and passive recreational opportunities, as well as parkland options for the community.

The park stands as an important location for local sports and recreational activities, supporting regional baseball, junior athletics, football, and cricket within the Upper Ferntree Gully vicinity. The proposed new amenities will cater to individuals of diverse fitness levels and abilities, fostering a sense of inclusivity and community vitality.



LEGEND

- 1 Oval 1 - New back nets and drainage upgrades.
- 2 Oval 2 - New back nets to northwest goals and drainage upgrades.
- 3 New primary shared pavilion including spectator areas and viewing terraces.
- 4 Oval 3 - Drainage upgrades.
- 5 New intergenerational play and active zone.
- 6 Oval 1 - New spectator stands with scoreboard above.
- 7 Oval 3 - New spectator hardstand with shelter over.
- 8 Mulching beneath existing significant trees.
- 9 General landscaping - garden beds and grassing in various locations.
- 10 New sealed carparks - include tree planting, WSUD and pedestrian crossings.
- 11 Path upgrade works - new concrete paths around facilities and parking - extensions to gravel walking paths.
- 12 New fenced dog park - includes drainage, fencing, furniture, tree planting and signage.
- 13 Furniture upgrade works - various locations.
- 14 New signage - wayfinding and primary entry signage.
- 15 Landscape drainage upgrade works - various locations.
- 16 Baseball clubroom upgrade works - Re-purpose a space within the existing baseball pavilion into new female change rooms. Install amenity lighting to carpark frontage.
- 17 Creek upgrade works - partial recreation of the creek.
- 18 Extend height of baseball fence (diamond 1,2 and 3) to stop flyballs.
- 19 Construction of new high jump zone.
- 20 Extend discus cages and construct cinders areas for shot-put.
- 21 New secondary pavilion for athletics - includes public toilet.
- 22 Demolition - existing pavilion, existing athletics pavilion and existing storage shed.

Inspiration

General:

Improvements and new works at Kings Park are to complement the look and feel of the existing park like setting, enhancing natural features, celebrating views into and out of the site, be accessible for all and feature materials and design themes which reflect the vision for the site. Here are some examples relating to the landscape areas, the pavilions, spectator viewing and parking-roadway treatments



KINGS PARK MASTERPLAN
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Kings Park Reserve Master Plan - Implementation Plan

(i) Cost Estimate of Proposed Aspirational Items							
Items	Descriptions	Priority (Note i)	Subtotal	Allocated in Capital Program	High Priority Gap	Medium Priority Gap	Low Priority Gap
1 Building and Facility Construction							
1.1	Re-purpose a space within the existing baseball pavilion into new female change rooms	M	\$250,000			\$250,000	
1.2	Construction of new multi-use athletics pavilion (including public toilets)	M	\$1,277,500			\$1,277,500	
1.3	Demolition of existing pavilion	H	\$100,000		\$100,000		
1.4	Demolition of athletics building and storage shed	M	\$80,000			\$80,000	
1.5	New primary shared pavilion including spectator areas and viewing terraces (Note ii)	H	\$3,885,000	\$2,110,000	\$1,775,000		
2 Infrastructure Upgrades							
2.1	Oval 3 drainage upgrades	M	\$300,000			\$300,000	
2.2	Pedestrian safe vehicle access	M	\$50,000			\$50,000	
2.3	New sealed carparks	M	\$335,000			\$335,000	
2.4	Pedestrian access paths and surfaces (sealed)	M	\$298,800			\$298,800	
2.5	Pedestrian access path (gravel)	L	\$63,200				\$63,200
	creek stormwater harvesting upgrade	L	\$120,000	\$120,000			
2.6	Installation of subsurface drainage infrastructure to various problem areas site-wide (excludes oval drainage)	H	\$150,000	\$119,000	\$31,000		
3 Sporting Facilities							
	Oval 1	h	\$1,800,000	\$1,800,000			
	Oval 2	h	\$1,950,000	\$1,950,000			
3.1	Construction of multi-court (half court) including hoops, fences, and linemarking	H	\$250,000		\$250,000		
3.2	New spectators seating and shelter next to Oval 1	M	\$200,000			\$200,000	
3.3	New spectator space next to Oval 3	M	\$90,000			\$90,000	
3.4	Baseball Diamond 1 (one side)	M	\$2,000			\$2,000	
3.5	Baseball Diamond 2 (one side)	M	\$2,000			\$2,000	
3.6	Baseball Diamond 5 (both sides)	M	\$4,000			\$4,000	
3.7	New 30x15m high jump zone including linemarked surface for informal games	M	\$90,000			\$90,000	
3.8	Extend the length of both discus cages and provide cinders landing areas for both shot put circles	M	\$20,000			\$20,000	

- Note:
- i) H denotes High priority items, M denotes Medium priority items and L denotes Low priority items.
 - ii) The total cost estimate of this item for constructing the new pavilion is \$3,885,000. While a funding of \$2,110,000 from item 3 of Part (ii) in the current capital works program already budgeted for this, an additional funding of \$1,775,000 will be required.
 - iii) Excluding the design and construction contingency fee, there is a total of \$6,098,500 in cost estimates that still need to be funded.

4 Recreational Facilities							
4.1	Play equipment	H	\$140,000	\$140,000			
4.2	BBQ	H	\$17,000	\$17,000			
4.3	Allowance for mulch softfall play surfacing	H	\$17,500	\$17,500			
4.4	Allowance for rubber play surfacing to selected areas to allow all abilities access to suitable play elements	H	\$60,000	\$60,000			
4.5	Installation of outdoor exercise equipment hub	H	\$90,000	\$90,000			
4.6	New dog park including drainage, fencing, furniture, tree planting, and signage	H	\$250,000	\$250,000			
5 Picnic and Seating Facilities							
5.1	Picnic shelters	H	\$50,000	\$50,000			
5.2	Seating and picnic settings	H	\$15,000	\$15,000			
5.3	Drinking fountains (including plumbing connections)	L	\$10,000	\$10,000			
5.4	New seats	M	\$12,500	\$12,500			
5.5	New picnic settings	M	\$5,000	\$5,000			
5.6	New bins	L	\$7,500	\$7,500			
6 Landscaping and Greenery							
6.1	Garden bed/mulch installation, including minimal soil preparation and mulch	M	\$20,000	\$20,000			
6.2	Turf to non-garden areas outside ovals and make good areas around new paths and facilities	M	\$30,000	\$30,000			
6.3	Additional site-wide tree planting	L	\$10,500	\$10,500			
6.4	Installation of shade trees	M	\$6,000	\$6,000			
6.5	Entry signs	M	\$10,000	\$10,000			
6.6	Wayfinding Signs	M	\$10,000	\$10,000			
			Subtotal cost estimate:	\$6,860,000	\$2,156,000	\$2,999,300	\$63,200
(Note iii) Total cost estimate exc GST:				\$12,078,500			

(ii) Funding Allocation Within 5 Years of Capital Works Program 2023/2024 - 2028/2029			
Items	Project Name	Project Description	Funding
1	Kings Park 1 - SportsAeld Renewals	Renewal of sportsfield including new irrigation, drainage, new cricket pitch, new goal posts, new boundary fence.	\$1,800,000
2	Kings Park 2 & BB2 - Sportsfield Renewals	Renewal of Kings Park 2 & Base Ball pitch 2 sportsfields including new irrigation, drainage, new cricket pitch, new goal posts, new boundary fence.	\$1,950,000
3	Kings Park Pavilion	Refurb of existing facility to make changeroom/social space a dedicated social space that meets Council's and AFL Vic's/Cricket Vtc's facility standards. Works to occur in conjunction with new modular changerooms (program 3017). Cost is approximate until design/QS complete.	\$2,110,000
4	Kings Park Reserve, Upper Fernree Gull - Master Plan Implementation	Design and construction of Master Plan works at Kings Park Reserve. Stage 1 (2023/24) will include detailed design for Master Plan elements. Stage 2 to be delivered in 2024/25 and Stages 3 to be delivered in 2025/26.	\$880,000
5	Kings Park Reserve - Stormwater Harvesting Upgrade	Works are in response to Consultant's review of performance issues with existing stormwater harvesting/ irrigation schemes. Sites have been identified for structural modifications to increase catchment (water, yield, reduce sediment loads to protect irrigation system); and install monitoring equipment for supply/ demand reliability.	\$120,000
Total funding allocated for Kings Parks Related Delivery Programs:			\$6,860,000



Kings Park Master Plan Consultation Report

November 2022



DESIGN TABLE
LANDSCAPE ARCHITECTURE & URBAN DESIGN



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APPENDICES

Appendix 1 - Demographic Profile of the Online Survey Sample

Appendix 2 - Demographic Profile of the infield Park User Survey Sample

1 INTRODUCTION

1.1 Project Overview

Knox City Council ('Council') commissioned a project in October 2021 for the development of a master plan for Kings Park, a Neighbourhood open space located in Upper Ferntree Gully that offers a range of sporting, active and passive recreation, and parkland settings. A draft master plan has been developed following extensive consultation with a range of stakeholders, including local residents, sporting clubs based at Kings Park, Coonara Community House, and Council staff and Councillors.

This Consultation Report collates the data collected from meetings with reserve user groups and council staff, an online community survey, and intercept surveys with park visitors. It reports on the usage of Kings Park for organised sport and for active/ passive recreation by the community, and describes the aspirations for the future use of the park by user groups and residents.

Consultation occurred during the period between November 2021 and October 2022, with the engagement findings helping to inform the development of the draft Kings Park Master Plan.

1.2 Overview of Stakeholder Engagement

The stakeholder engagement that has occurred is outlined below.

November 2021	One-on-one meetings with sports clubs based at Kings Park, and with Coonara Community House
November & December 2021	Online meetings with Council staff (2 meetings)
November 2021 – January 2022	Community engagement - online community survey via Council's 'Have Your Say' page
December 2021	Community engagement – infield surveys carried out with Kings Park users
May & June 2022	Council staff and Ward Councillor feedback on the 1 st draft master plan
June & July 2022	Group meetings with sports clubs and Coonara Community House to provide feedback on the 1 st draft master plan
October 2022	Group meeting (online) with the UFTG Football Netball Club, the UFTG Junior Football Club, the UFTG Cricket Club, and the Sherbrooke Little Athletics Club to discuss the location of the football/ cricket/ athletics pavilion

2 USER GROUP ENGAGEMENT

The groups based at Kings Park are:

- Sherbrooke Little Athletics Club
- Upper Ferntree Gully Cricket Club
- Upper Ferntree Gully Football Netball Club
- Upwey Ferntree Gully Baseball Club
- Coonara Community House

Separate meetings were held with each group.

Date	Stakeholder Group
17 November 2021	Sherbrooke Little Athletics Club
	Upper Ferntree Gully Cricket Club
	Coonara Community House
18 November 2021	Upwey Ferntree Gully Baseball Club
	Upper Ferntree Gully Football Netball Club

The consultation with Kings Park groups was primarily aimed at:

- collecting or confirming club member/ participation numbers and trends of membership/ participation,
- documenting the profile of the use of facilities,
- understanding the adequacy or constraints with existing facilities, and
- confirming any other key issues/ opportunities to be considered for Kings Park from the user groups' perspectives.

2.1 Summary of Findings

Common themes from the meetings were:

1. There are no public toilets available in the reserve
2. Internal road needs sealing
3. Support for a new integrated community pavilion to replace the existing football/ cricket pavilion, and the athletics pavilion
4. Lack of storage space for equipment

Key specific issues and opportunities raised by groups were:

Sherbrooke Little Athletics Club

- Poor drainage of Oval 3
- Asphalt netball court surface is unsuitable for high jump
- The playground and its location are important to the Club; it is used extensively by athletes between events

Upper Ferntree Gully Cricket Club

- Pitch on the main oval needs replacing
- Cricket practice nets: a power bollard is required, water ponds at the northern end of the nets, and the Club would like to install floodlights for the nets

Upper Ferntree Gully Football Netball Club

- Upgraded floodlights for Oval 1 to training standard, and resolve surface drainage issues

- Advocate for the development of a new two storey pavilion on the site of the current pavilion (*however, in November 2022 changed this view to support for a new pavilion at a site between Ovals 1 & 2*)
- Oval 2 requires change rooms and storage
- Would like to have access to Oval 3 as a junior football ground

Upwey Ferntree Gully Baseball Club

- Installation of drainage for Diamond 2 (part of Oval 2)
- 2nd storey to the clubrooms
- New female changeroom in main pavilion
- Install higher back stop fencing for Diamonds 2, 5 & 6
- Would like a playground adjacent to the Club

Coonara Community House

- Coonara House would use the community function space in any new/ redeveloped main pavilion
- Saturday classes do clash with home football games, with the main issues being football charging for reserve entry, and on occasions there is insufficient car parking for centre patrons

2.2 Meeting Notes

The following table contains the full account of input received from the sporting clubs and Coonara Community House.

Sporting Club	Summary of Input
<p>Sherbrooke Little Athletics Club</p>	<p><u>History</u> Club was formed in 1967, and has been based at Kings Park since 1970</p> <p><u>Membership</u> 120 athletes from U6 to U16 age groups, however most athletes are in the U6 – U12 cohort 40% girls: 60% boys Numbers are stable</p> <p><u>Facility Use</u> (Oval 3 and the field event areas) Wednesday (4.30-6.00pm): training Saturday morning: competition Wednesday/ Thursday: line marking is undertaken weekly (difficult to recruit volunteers) High Jump is conducted on the former netball court area (2 competitions run concurrently) Javelin utilises the cricket pitch as the run-up (competition is conducted prior to track events on a Saturday morning)</p> <p><u>Issues/ Opportunities from Club</u></p> <ul style="list-style-type: none"> Oval 3 requires drainage, ongoing issues with the soggy track. Risk issue for athletes training on uneven ground, and risk of surface damage from mowers driving on the wet ground, as evidenced during the 2021/22 season Preference is that Oval 3 not accommodate a winter sport (surface condition) Functionality of the athletics pavilion is poor: canteen is set up in a corner of the meeting room; and storage capacity is inadequate (the old netball store houses the high jump mats) Club supports a new integrated community pavilion to replace the existing football/ cricket pavilion, and the athletics pavilion The asphalt netball court surface is unsuitable for high jump (uneven and hard), but is an important space area for the Club's activities <p><u>Reserve Wide Issues/ Opportunities</u></p> <ul style="list-style-type: none"> The playground and its location are important to the Club - is used extensively by the athletes between events Preference is that BBQ facilities not be co-located with the existing playground There are no public toilets available in the reserve Supports a mural on the water tank/s to brighten the area up and celebrate athletics at the site Common area is not maintained to a sufficient standard, but is used extensively by athletes and parents when walking between field event areas (long grass, soaked surface) <p><u>Other Comments</u></p> <ul style="list-style-type: none"> Oval 3 only accommodates a 6 lane 400m track Local schools use the track and the athletics equipment Car parking is sufficient for the Club's needs

Sporting Club	Summary of Input
<p>Upper Ferntree Gully Cricket Club</p>	<p><u>History</u> Club was formed in 1926 and has been based at Kings Park all this time</p> <p><u>Membership</u> Seniors (2019) - 80 senior players, 7 teams (5 mens, 1 veterans, 1 womens) (2021) – 6 teams (lost the womens team) Juniors (2019) 4 teams (1 x U12, 1 x U13, 1 x U14, 1 x U16), Blasters and 3 x Fast 9's teams (2021) – Numbers have declined, only 10 children in the Blasters program</p> <p><u>Facility Use</u> (Ovals 1, 2 & 3 and the cricket practice nets) Tues – Friday (afternoons/ evenings): training Saturday & Sunday: matches (in 2021/22 season the 5th XI was the only team playing at Kings Park due to the main pavilion not being available – other teams were based at Dobson Reserve for the 2021/22 season)</p> <p><u>Issues/ Opportunities from Club</u></p> <ul style="list-style-type: none"> • Pitch on the main oval needs replacing with a wider, longer pitch • Cricket practice nets: <ul style="list-style-type: none"> – a power bollard is required to operate the ball machine – Club aspires for floodlights to be installed – water ponds at the northern (batting) end of the nets • Ovals 2 & 3 get very wet, need drainage • Car parks and internal road need sealing • Main pavilion lacks female change rooms and is in average condition – football, cricket and athletic clubs support a new community pavilion • A pavilion (or at least change rooms and small canteen) are required to service Oval 2. <p><u>Other Comments</u></p> <ul style="list-style-type: none"> • Support the introduction of a fenced dog park • There are no public toilets available in the reserve
<p>Upper Ferntree Gully Football Netball Club (includes information about Upper Ferntree Gully Junior Football Club, which is based Dobsons Reserve)</p>	<p><u>History</u> Club was formed in 1948, with the junior club established in 1978</p> <p><u>Membership</u> Seniors - 120 male players, 4 mens teams (1 senior, 1reserves, 1 x U18s and 1 veterans) 40 netballers aged 18+years, 2 - 3 teams Juniors - 250 - 280 players, 15 teams (boys U8s – U17 and girls U10, U12, U14, U16, U18), Auskick Post COVID there has been no senior women's football team, two less junior teams, and one less netball team The juniors are currently based at Dobson Reserve, with the plan being to transition the home base for the juniors to Kings Park once there are suitable facilities for boys and girls</p> <p><u>Facility Use</u> (Ovals 1 & 2) Monday to Thursday: training Friday night, Saturday and Sunday: matches</p> <p><u>Issues/ Opportunities from Club</u></p> <ul style="list-style-type: none"> • Upgraded floodlights for Oval 1 to training standard, and resolve surface drainage issues • Install back nets behind each set of goal posts on Ovals 1 & 2 • Oval 2 requires change rooms and storage

Sporting Club	Summary of Input
	<ul style="list-style-type: none"> • Would like to have access to Oval 3 as a junior football ground (would require floodlights) • Main pavilion lacks female change rooms and is in average condition – football, cricket and athletic clubs support a new community pavilion. Club advocating for the development of a new two storey pavilion on the site of the current pavilion • Club has not used the gym (the former netball court storage shed) for a number of years, but requires one • A reserve perimeter fencing would enable the Club to host finals • Suggest developing the netball court as a multiuse court with compliant netball line markings and floodlights (training standard) • Generally the available car parking is adequate, but seal the internal road and defining the car parking will increase capacity <p><u>Other Comments</u></p> <ul style="list-style-type: none"> • Number of dog walkers using Oval 1 has increased, and many are still not monitoring their dogs – suggest removing a section of fence, or removing gates • Existing playground is hidden behind the rooms and is not inviting – the current BBQ area is rusted, is unusable, and is poorly located • Surveillance could be improved, there are increasing homeless people sleeping around the pavilions and in their cars • There are no public toilets available in the reserve
<p>Upwey Ferntree Gully Baseball Club</p>	<p><u>History</u> Club was formed in 1963, and after initially being based at Talaskia Reserve, moved to Kings Park in 1967. The first pavilion was built in 1973, and was extended in 1983</p> <p><u>Membership</u> Summer Season (main season) - 160 members, 17 teams (7 senior mens, 1 womens, 2 mens masters, 1 x U18, 2 x U16, 1 x U14, 3 x U12), 12 T-Ball players Club competes in Division 1 in the Victorian Baseball Association summer competition</p> <p>Winter Season - 22 members, 2 senior teams The Club is in C grade in the Dandenong Baseball Association winter competition The Club is experiencing steady growth post pandemic, with one additional men's team, a women's team, and growth in U12 age group</p> <p><u>Facility Use</u> (Main Baseball Diamond, Oval 2, Diamonds 5 & 6 and the batting practice cage)</p> <p>Summer Season Monday evenings: Masters matches Tuesday: training (occasional senior night match) Wednesday: women's & junior training Thursday: whole Club training Friday: T-Ball & junior matches Saturday: junior training & senior matches (occasionally), women's matches Sunday: junior & senior matches (hence no impact on Saturday cricket) Number of spectators can get as high as 200 people on game days Twice a year all teams play at home and play Saturday & Sunday Pavilion and the number of diamonds currently meet the Club's needs Diamonds 3, 4, 5 & 6 are used by juniors and are adequate</p> <p>Winter Season Saturday: 2 matches using the Main Diamond</p>

Sporting Club	Summary of Input
	<p><u>Issues/ Opportunities from Club</u></p> <ul style="list-style-type: none"> • Match floodlighting is due to be installed on the main diamond in 2022, and the Club is planning to host a National Baseball League match (Melbourne Aces) • Other improvements planned/ committed: <ul style="list-style-type: none"> - installation of drainage in the outfield of the Main Diamond - installation of a new scoreboard for the Main Diamond - installation of tiered seating along left field of the Main Diamond - installation of drainage for Diamond 2 - 2nd storey to the clubrooms for spectators - upgrade of a female changeroom - installation of solar panels on the clubroom roof - new back stop fencing for Diamond 2 - new back stop fencing for Diamonds 5 & 6 • The water tank is no longer used • Would like a playground adjacent to the Club <p><u>Other Comments</u></p> <ul style="list-style-type: none"> • New BBQ/ picnic area • Large playground • Support the introduction of a fenced dog park • There are no public toilets available in the reserve
<p>Coonara Community House</p>	<p><u>History</u></p> <p>Coonara House was established in 1976, initially offering alternative learning opportunities for adults and children. It became a Registered Training Organisation in 1995, which led to a substantial increase in use and diversity of programming</p> <p>A community committee operates the business</p> <p>The building is owned by Council, and it maintains the asset and is responsible for major maintenance. Coonara maintain the garden and do minor repairs</p> <p><u>Usage</u></p> <p>Each week an average 365 people use the facility, and use has been stable for many years. During COVID, courses were held online and this option may be retained for some courses</p> <p>Centre has 6 regular hirers, and is hired out to other not for profit groups</p> <p>Centre has little use of the broader Kings Park environs, with walking groups and exercise groups occasionally using the path network</p> <p>The current accommodation and outdoor area within the fence line of Coonara House meet all current needs and likely projected future needs</p> <p><u>Other Comments</u></p> <ul style="list-style-type: none"> • Coonara House would use the community function space in any new/ redeveloped main pavilion (for conferences and large events), as the largest room has a maximum capacity of 40 persons • Saturday classes do clash with home football games, with the main issues being football charging for reserve entry, and on occasions there is insufficient car parking for centre patrons • There are no public toilets available in the reserve, and often the public enquire for use of the Coonara House toilets • There is a perception of feeling safe in the reserve – good lighting and many dog walkers • There has been an increase in homeless people sleeping in their cars and occasionally using the Coonara House grounds • There is a great sense of connection to the park by staff, patrons, and the committee.

3 COMMUNITY ENGAGEMENT

The community engagement comprised two processes:

1. Online community survey
2. Infield park user survey

The timeline and components of the community engagement are described in the following table.

Date	Stakeholder Group
22 November 2021 to 14 January 2022	Online community survey (150 responses)
14 December 2021, 6.30am – 9.30am	Infield park user survey (19 completed)
16 December 2021, 4.30pm – 7.30pm	Infield park user survey (23 completed)
26 December 2021, 10.00am – 1.00pm	Infield park user survey (14 completed)

3.1 Summary of Findings – Online Community Survey

Council received 150 completed community online surveys supporting a variety of views and opinions for the development of Kings Park. A summary of key findings are reported below.

Respondent Profile

- **Male:** 53%; **Female:** 37%; Prefer Not Say/ No Response: 10%
- **Age:** U18: 1%; 18-39: 33%; 40-59: 37%; over 60: 18%; No Age supplied: 11%
- **Place of Residence:** Upper Ferntree Gully: 58%; Ferntree Gully: 20%; Other: 22%
- **Member of a Kings Park Club:** No: 56%; Yes 44%

Responses

- **Frequency of Use:** 27% visit daily; 43% 3-4 times per week; 19% weekly
- **What's good about Kings Park:** open space 47%; multiple sports: 28%; walking tracks: 27%
- **Dislike about Kings Park:** poor standard of sporting facilities 27%; poor drainage: 25%; no public toilets: 24%
- **Main uses of Kings Park:** personal exercise: 75%; walking the dog: 46%; playing sport and watching sport: 37%
- **Improvements to Kings Park:** public toilets (65%); picnic/ BBQ shelter (60%); additional spectator shade/ shelter (51%); additional bench seating (49%); upgraded playground (45%); extended path network (43%)

3.2 Summary of Findings – Infield Park User Survey

Infield surveys were conducted in Kings Park during December 2021 in three 3 hour periods – a total of 56 interviews completed with park visitors.

The same questionnaire was used for the infield surveys as was used for the online community survey. A summary of key findings are reported below.

Respondent Profile

- **Male:** 58%; **Female:** 42%
- **Age:** U18: 0%; 18-39: 23%; 40-59: 48%; over 60: 29%
- **Place of Residence:** Upper Ferntree Gully: 63%; Upwey: 20%; Other: 17%
- **Member of a Kings Park Club:** No: 93%; Yes 7%

Responses

- **Frequency of Use:** 62% visit daily; 27% 3-4 times per week; 11% weekly
- **What’s good about Kings Park:** dog friendly 45%; open space: 43%; walking tracks: 27%
- **Dislike about Kings Park:** poor standard of sporting facilities 27%; poor drainage: 25%; lack of public toilets: 24%
- **Main uses of Kings Park:** walking the dog: 80%; personal exercise: 27%
- **Improvements to Kings Park:** public toilets (48%); extended path network (21%); upgraded playground (18%); picnic/ BBQ shelter (14%); additional bench seating (13%); additional spectator shade/ shelter (9%)

3.3 Online Community Survey Results

An online community survey was administered between 22 November 2022 and 14 January 2022.

The questionnaire was available on Council’s ‘Have Your Say’ page, and community awareness of the survey was achieved by a combination of letterbox drops to local residents, signs erected in Kings Park (see right), and social media post during the survey period.

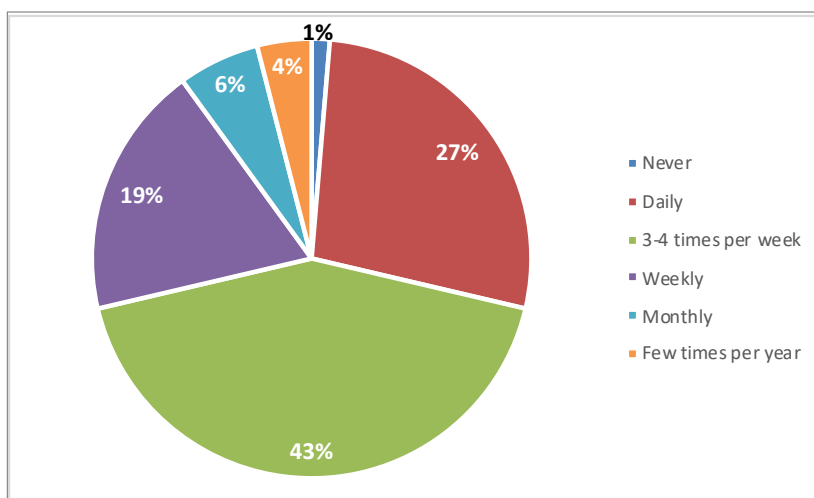
150 surveys were completed.

The demographic data of respondents is shown in Appendix 1 whilst the key survey findings are reported below.



How often do you use Kings Park?

Almost half of all respondents (43%) use the park 3-4 times per week, and 27% visit daily.



What do you love about Kings Park?

(open-ended question)

The most common response related to the park being a large open space (47%).

This was followed by the fact that the park provided for multiple sports (28%), that there were walking tracks around the park (27%), and that it was a natural park (21%).

Responses ranked in order of most popular to least popular

Response Tag	Percentage of Responses	Specific Responses
Open space	47%	<ul style="list-style-type: none"> - large open space, close to home - we enjoy the wide open green space and the walking paths - the simplicity and expanse of space - open space with 3 ovals and cricket nets
Multiple sports	28%	<ul style="list-style-type: none"> - lots of space/ovals, different sporting facilities in single location - a great community sporting precinct - the diversity of sports that are located within Kings Park - this diversity provides local youth and community members multiple choices to participate in sporting activity
Walking Tracks	27%	<ul style="list-style-type: none"> - easy access, easy walking - the walking tracks, open spaces and the ovals, drinking fountains - walking trail along the western side of the park - good areas of shade, nice to walk around, very attractive ovals, beautiful old trees
Nature	21%	<ul style="list-style-type: none"> - the open space and natural elements - it's a place where people with common interests come together - the birdlife
Dog friendly	18%	<ul style="list-style-type: none"> - open spaces, great for walking the dog - I walk my dog almost every day in Kings Park, and enjoy the open space and being able to walk right around on the path
Views	13%	<ul style="list-style-type: none"> - I like the view of the mountains from the main oval - very relaxing, great views across to the ranges
It's local	10%	<ul style="list-style-type: none"> - an area that is respected by the locals in the way it is utilised across the community - provides facilities and opportunities for families local to the area
Playground	10%	<ul style="list-style-type: none"> - playground, open space, paths for kids bikes

What do you dislike about Kings Park?

(open-ended question)

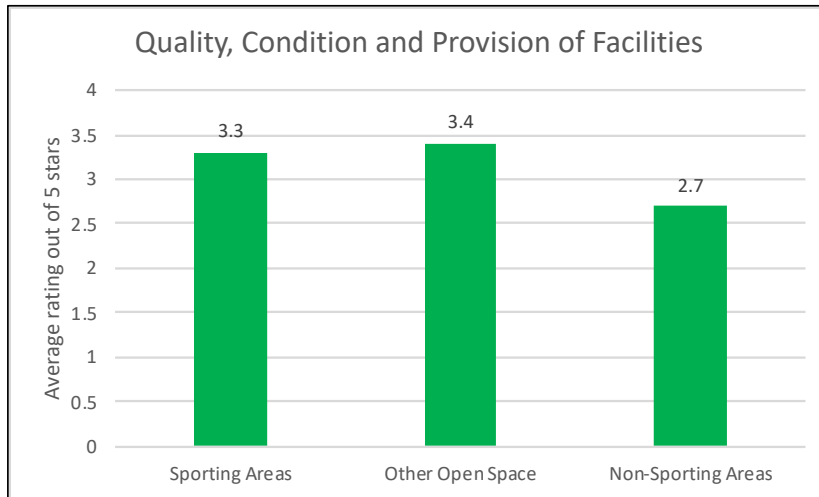
The most common response was the poor standard of the sports facilities (27%).

This was closely followed by the poor drainage of ovals (25%) and no open public toilets (24%).

Responses ranked in order of most popular to least popular

Response Tag	Percentage of Responses	Specific Responses
Poor standard of the sports facilities	27%	<ul style="list-style-type: none"> - club rooms are full of mould and in a terrible state - the sporting facilities desperately need an upgrade to accommodate growing clubs
Poor drainage	25%	<ul style="list-style-type: none"> - the oval is putrid in winter due to poor drainage on all ovals; its only good in summer - ground conditions on ovals is terrible - in winter the ovals are unusable for any sport; in fact they are dangerous
No public toilets	24%	<ul style="list-style-type: none"> - no toilets open for kids - lack of accessible toilets - no toilet available after weekend sports finish
No picnic area	13%	<ul style="list-style-type: none"> - lack of picnic area and tables - no BBQ or cooking facilities
Poor condition of the internal road	11%	<ul style="list-style-type: none"> - dirt road around main ground needs to be sealed with sloping car park towards the main oval - road within the complex requires some love; resealing would resolve this
Poor maintenance	11%	<ul style="list-style-type: none"> - lack of maintenance on walking tracks - the weed infestation, particularly along the Acacia Road side near the factories
Playground	10%	<ul style="list-style-type: none"> - outdated playground facilities for the youngsters - playground too small
Dog poo	10%	<ul style="list-style-type: none"> - dogs on the main oval - a dog exercise area is needed as we are finding excessive dog droppings on the sports fields - people not cleaning up after their dogs - dogs everywhere makes me and my child feel unsafe at times

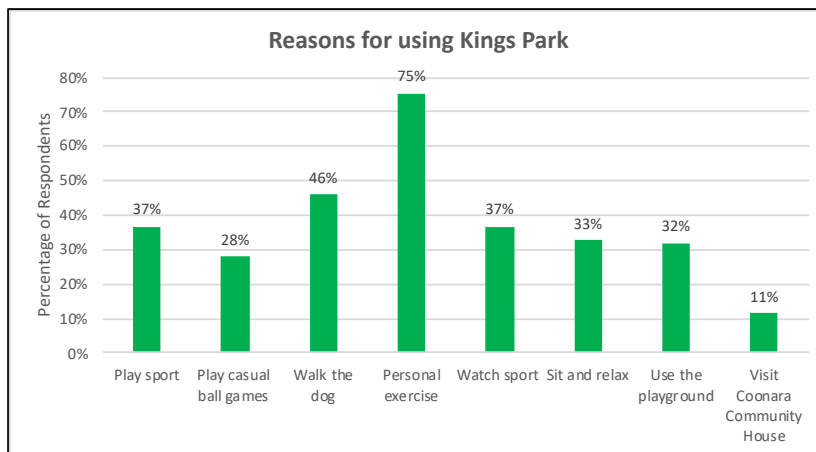
Respondents were asked to rate the general quality and condition of the sporting areas, the other open space and landscape areas, and the provision of non-sporting facilities and spaces in Kings Park?



What do you mainly use Kings Park for?

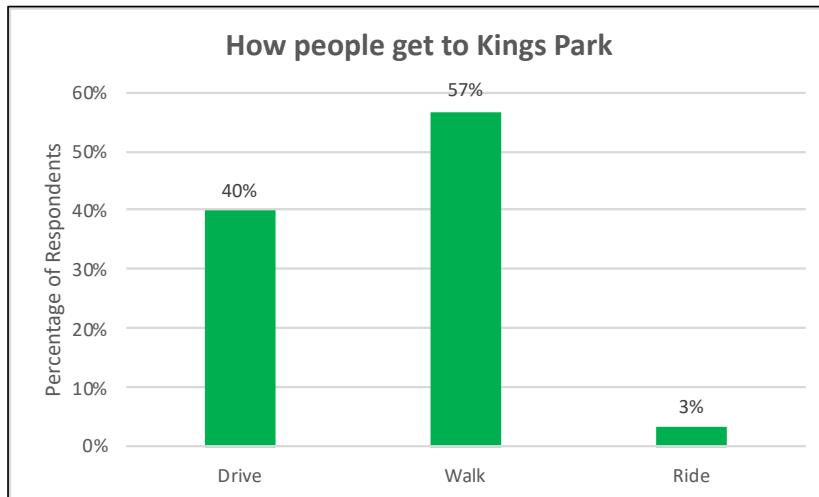
(multiple responses accepted)

Personal exercise (75%), walking the dog (46%), playing sport and watching sport (both 37%) are the most popular uses of Kings Park.



How do you mainly get to Kings Park?

Most respondents walk to Kings Park (57%) or drive (40%).



What improvements or new facilities you would like to see at Kings Park?

(multiple responses accepted)

Respondents were presented with the nine options and also had the opportunity to nominate other improvements. Availability of public toilets (65%) and picnic/ BBQ shelter (60%) were the most popular improvements nominated.

Response	Percentage of Responses
Public toilets	65%
A picnic/ BBQ shelter	60%
Additional spectator shade/ shelter	51%
Additional bench seating	49%
Upgraded playground	45%
Extended path network	43%
Additional tree planting / landscaping	36%
Freely accessible active recreation equipment, e.g. outdoor fitness, basketball/ netball half-court, futsal court etc.	33%
Increased formal car parking	18%
Other	
Upgrade the sports pavilion	19%
Improve the oval surface in winter	4%

Have you any other suggestions or comments on how Kings Park can be improved?

(open-ended question)

The most popular response was that the sports facilities required upgrading (22%).

Response Tag	Percentage of Responses	Specific Responses
Improve the sports facilities	22%	- sporting facilities desperately need an upgrade to accommodate growing clubs
Install drainage on the sports fields	18%	- fix the drainage on the main football ground - improve drainage of second ground - improve drainage in the goal squares of the main ground
Improve the paths	13%	- plan a hard path that goes around and through the park - extend the walking trail so that it is a continuous track around the whole park
Install a BBQ area	11%	- make it a lot more user friendly with BBQ areas
Public toilets	11%	- need a public toilet so when at the playground we don't have to run the kids home to a toilet
Improve landscaping/ attract fauna	10%	- plant trees (mixture of deciduous European and natives) especially around the perimeter of the park, and along Willow Road
Improve the playground	9%	- build a bigger playground for children - larger playground for the kids
Dog park	9%	- dog area to stop people using the main ovals for dogs - defined space for dogs off-leash - create a dog area near Coonara House so people are not having their dogs on the main oval
Basketball court/ tennis court/ golf net	9%	- a community half court for basketball/netball would be amazing - basketball hoops - adult fitness equipment - water play areas
Spectator viewing/ seating	7%	- install more bench seating around the sporting fields - provide more shaded areas for spectators

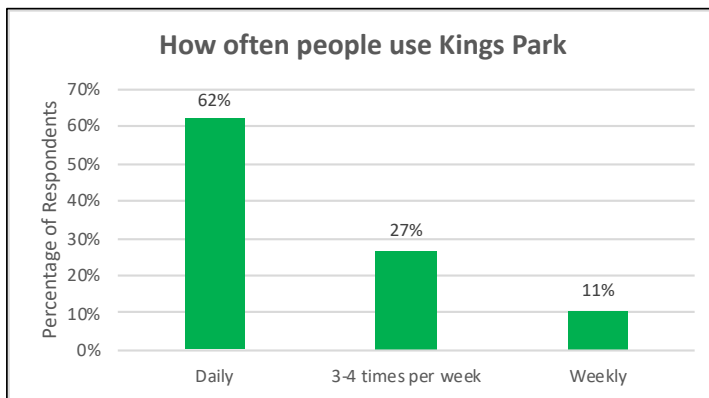
3.4 Infield Park User Survey Results

Infield surveys were conducted in Kings Park during December 2021 in three 3 hour blocks at different times and different days of the week – a total of 56 interviews completed with park visitors.

The same questionnaire was used for the infield surveys as was used for the online community survey. The demographic data of respondents is shown in Appendix 2 whilst the key survey findings are reported below.

How often do you use Kings Park?

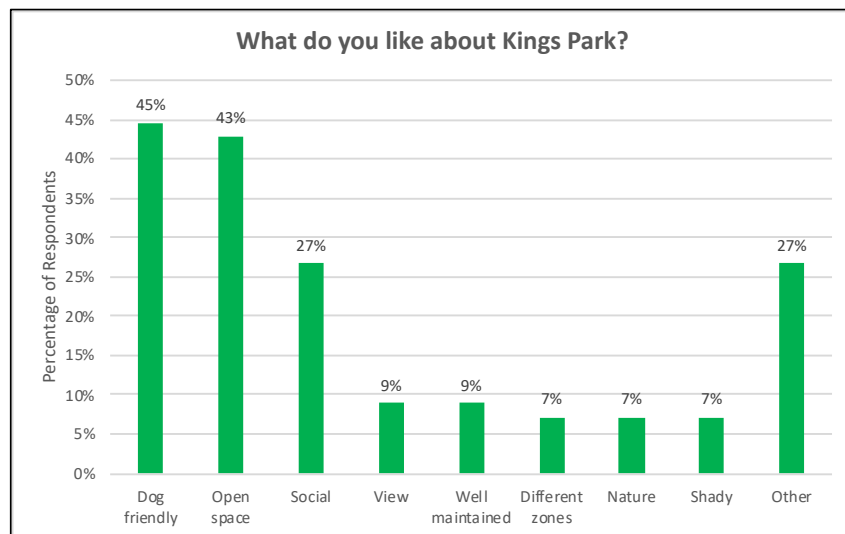
Nearly two-thirds of those surveyed (63%) use Kings Park daily, with 27% 3-4 times per week.



What do you love about Kings Park?

(open-ended question)

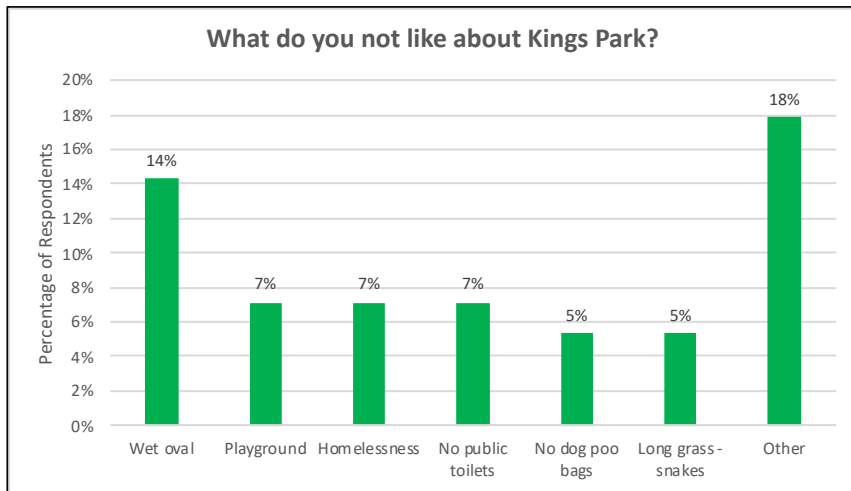
The most common response related to the park being dog friendly(45%), closely followed by the park being a large open space (43%). ‘Other’ included that it was quiet and had a perimeter path (both 5%), it was local, had a fenced area, a playground and was flat (all 4%).



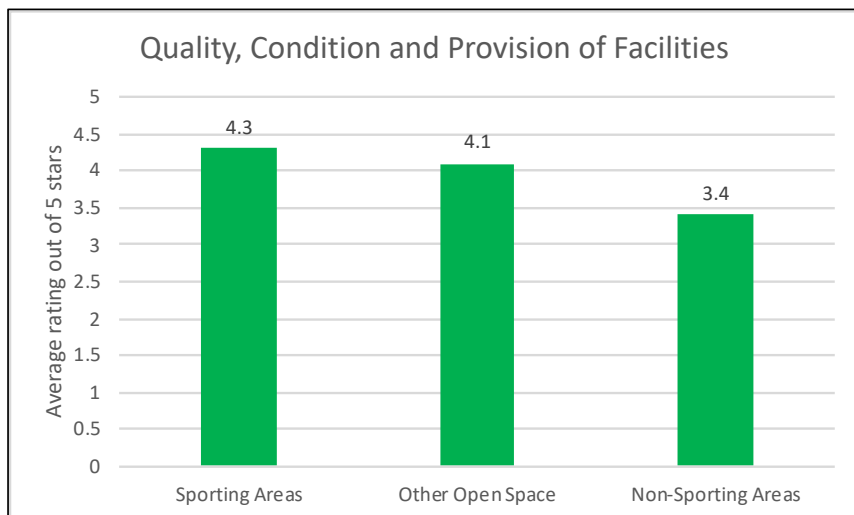
What do you dislike about Kings Park?

(open-ended question)

The most common response was the wet oval (14%), followed by the playground, the evidence of homeless people, and lack of public toilets (all 7%). 'Other' included muddy paths, and drug dealing in the car parks (both 4%).



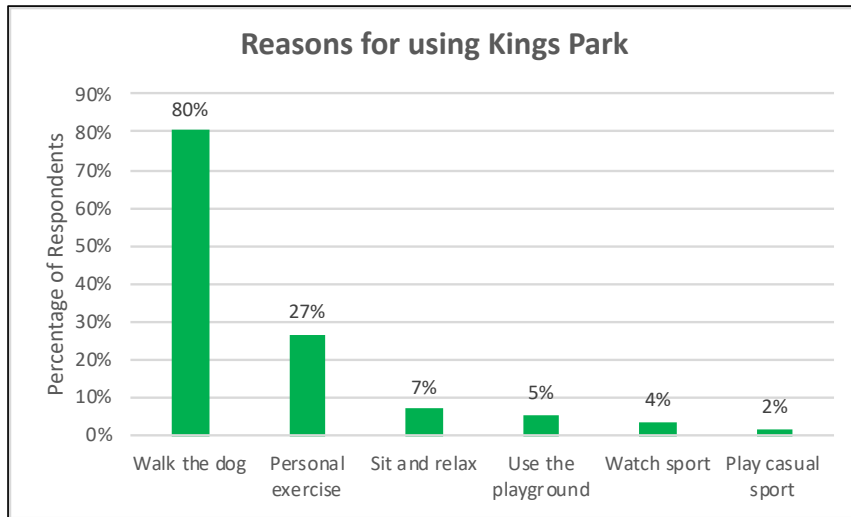
Respondents were asked to rate the general quality and condition of the sporting areas, the other open space and landscape areas, and the provision of non-sporting facilities and spaces in Kings Park?



What do you mainly use Kings Park for?

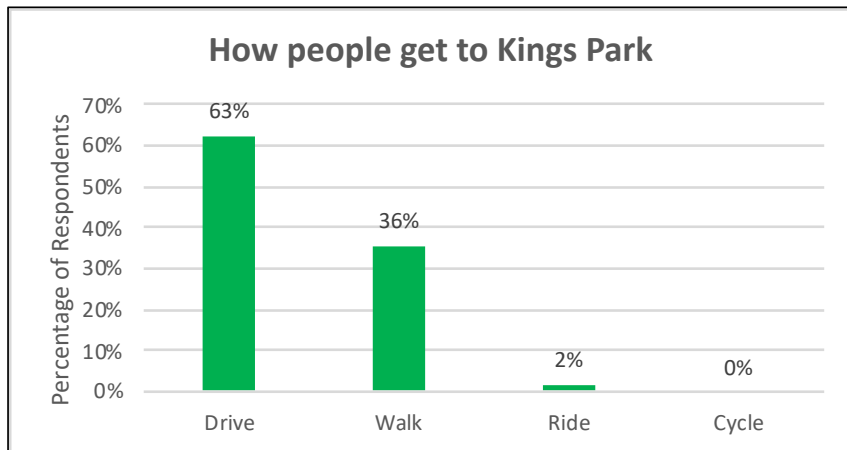
(multiple responses accepted)

Walking the dog (80%) and personal exercise (27%) are the most popular uses of Kings Park.



How do you mainly get to Kings Park?

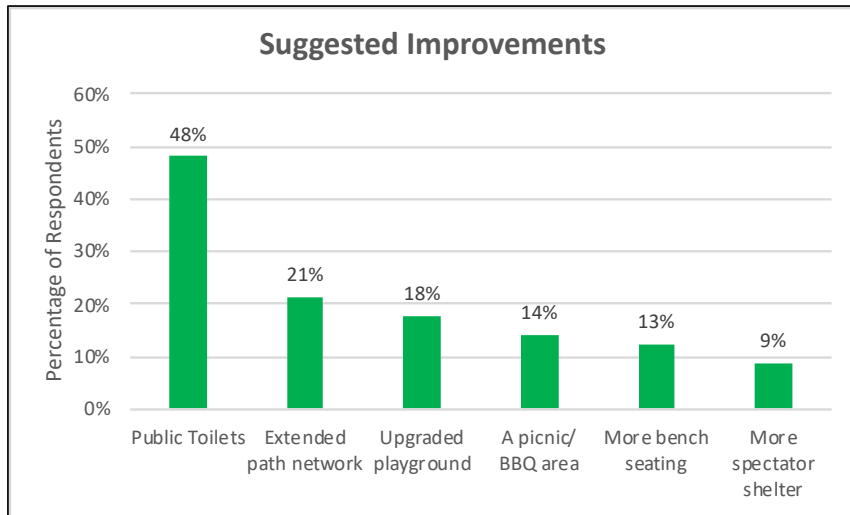
Most respondents drove to Kings Park (63%) or walk (36%).



Are there any improvements or new facilities you would like to see at Kings Park?

(multiple responses accepted)

The most popular response was provision of public toilets (48%).



3.5 Council Staff Input

Two online meetings were conducted with Council staff.

Date	Council Departments
26 November 2021	Leisure Planning, Open Space Planning, Community Infrastructure, Community Planning
6 December 2021	Parks Maintenance, Trees and Horticulture, Traffic Planning, Drainage

The meetings with staff were aimed at:

- informing staff of the master plan project,
- seeking background information on any known issues relating to infrastructure,
- seeking background information on any known issues relating to landscape and open space,
- seeking background information on any known issues relating to the sporting and recreational uses of Kings Park, and
- confirming any other key issues/ opportunities to be considered for Kings Park from Council staff perspectives.

The feedback and input received complemented site information and other background provided to the consultant team about Kings Park, and was integrated into the process to prepare the draft master plan.

Council staff were asked to review and provide feedback on the 1st draft master plan in May and June 2022. Feedback received was used to revise the master plan prior to it being presented to the Kings Park user groups in June and July 2022.

The Ward Councillor was also provided with an opportunity to review the 1st draft master plan and provided the following feedback.

- Car parking adjacent to the baseball diamonds and pavilion is a risk due to fly balls being hit over existing back nets and side nets and damaging vehicles.
- The need for additional lighting along the perimeter path network to enhance personal safety.
- There is community support for an enclosed area for dog exercise.
- There is community feedback for the need for public toilets to be open during the day when sporting clubs are not active and don't have their public toilets open.
- There is community support for ½ basketball courts and/or other active recreation infrastructure, and if recommended then secure bike parking racks should also be provided.

Appendix 1

Demographic Profile of the Online Survey Sample

Are you or any of your family a member of one of the groups based at Kings Park?

Response	Percentage of Responses
No	56%
Upper Ferntree Gully Cricket Club	19%
Upper Ferntree Gully Football Netball Club	29%
Upwey Ferntree Gully Baseball Club	5%
Sherbrooke Little Athletics Club	3%
Other	0%

Do you or your family use the services available at Coonara House?

Response	Percentage of Responses
No	80%
Sometimes	17%
Regular User	3%

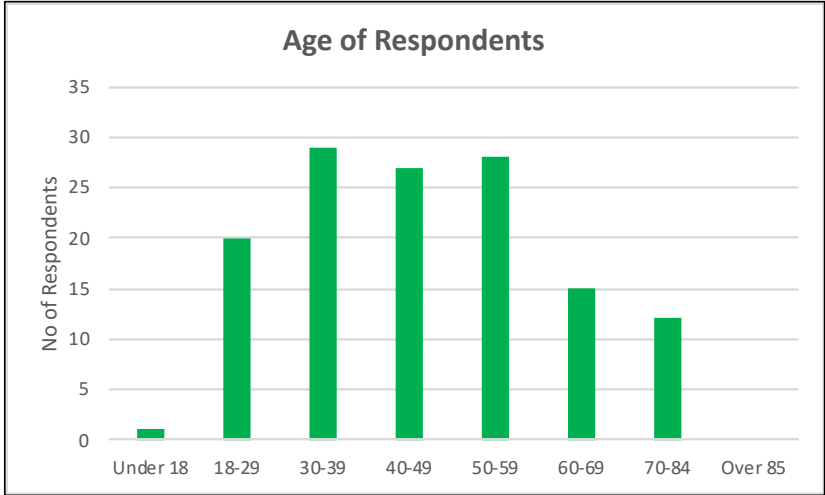
Are you a resident of Upper Ferntree Gully? If no, in what town/ suburb do you live?

Response	Percentage of Responses
Upper Ferntree Gully	58%
Ferntree Gully	42%
Rowville	7%
Upwey	4%
Boronia	3%
Other	9%

Gender

Response	Percentage of Responses
Male	53%
Female	37%
Prefer not to say	5%
No response	5%

Age



Appendix 2

Demographic Profile of the Infield Park User Survey Sample

Are you or any of your family a member of one of the groups based at Kings Park?

Response	Percentage of Responses
No	93%
Upper Ferntree Gully Cricket Club	0%
Upper Ferntree Gully Football Netball Club	5%
Upwey Ferntree Gully Baseball Club	0%
Sherbrooke Little Athletics Club	0%
Other	2%

Do you or your family use the services available at Coonara House?

Response	Percentage of Responses
No	96%
Sometimes	2%
Regular User	2%

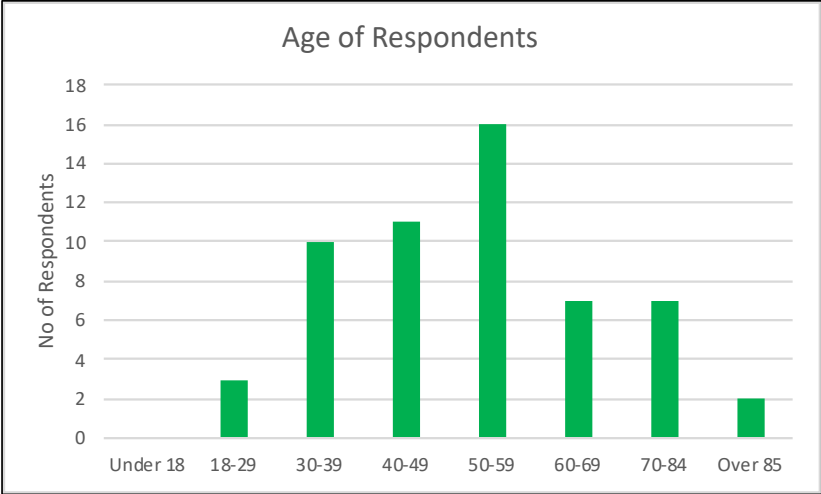
Are you a resident of Upper Ferntree Gully? If no, in what town/ suburb do you live?

Response	Percentage of Responses
Upper Ferntree Gully	63%
Upwey	20%
Ferntree Gully	5%
Belgrave	4%
Lysterfield	4%
Boronia	2%
Ferny Creek	2%
Tecoma	2%

Gender

Response	Percentage of Responses
Male	58%
Female	42%

Age





Kings Park Draft Master Plan Community Feedback Report

March 2023



DESIGN TABLE
LANDSCAPE ARCHITECTURE & URBAN DESIGN



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Introduction

In late 2022, a draft master plan was developed for Kings Park in Upper Fern Tree Gully following extensive consultation with a range of stakeholders, including reserve sporting clubs, Coonara Community House, local residents and the broader Knox community.

ENGAGEMENT PURPOSE

The key aim of this engagement was to receive feedback from all stakeholders on the draft master plan.

ABOUT THIS REPORT

This report summaries the community engagement process implemented to seek feedback on the draft master plan, the level of feedback received, the type of feedback, and how that feedback has influenced the final master plan.



Image 2: Baseball at Kings Park



Image 1: Little Athletics on Oval 3



Image 3: The playground at Kings Park

The engagement

The draft Kings Park Master Plan was available for review and feedback by all community members between the period 6 February and 6 March 2023.

Feedback could be provided via the following methods:

- Commenting in a 'Share your thoughts' portal available online via Council's 'Have Your Say' platform.
- Attending one of the two in-person community drop-in sessions.
- Sending a written response to Council using a reply-paid (free post) service.



30

Have Your Say website comments



37

People attended two drop-in sessions



1

Written submission

The engagement was promoted by Council via its website, social media channels, and posters displayed in Kings Park.

Engagement details

Have Your Say online platform	<p>A project page was developed with background information about the master plan and describing the opportunities available to the community to provide feedback.</p> <p>The draft master plan was displayed on the project page, and visitors could download their own copy. Visitors had the opportunity to share their thoughts via a comments box, and other visitors could like or dislike comments posted, or respond to them.</p>
Drop-in sessions	<p>Two drop-in sessions were available:</p> <ul style="list-style-type: none"> - Wednesday 15 February at Ferntree Plaza from 11.00am – 1.00pm. - Sunday 19 February at Kings Park from 7.30am – 10.30am. <p>Copies of the plan were available for viewing, and attendees were encouraged to discuss their thoughts with the consultant team who recorded their feedback, or they could self-complete a feedback form on what they liked and/or what they thought needed further consideration.</p>
Written Submission	<p>The opportunity to send a written response into Council (no stamp required) was a third feedback option available.</p>



Image 4: Drop-in session outside Ferntree Plaza

Who we engaged

Kings Park is a much loved sports reserve and also a community park used extensively by local residents.

The sporting clubs based at Kings Park, and Coonara Community House, were separately consulted on a draft master plan in November 2022, and included:

- Sherbrooke Little Athletics Club
- Upper Ferntree Gully Cricket Club
- Upper Ferntree Gully Football Netball Club
- Upwey Ferntree Gully Baseball Club
- Coonara Community House

Their feedback and input helped develop the draft master plan that was placed on public exhibition. All groups support the directions of the draft master plan that was exhibited.

In relation to the broader community, 68 people participated in the Kings Park Draft Master Plan engagement process: 30 people provided feedback online, 37 people engaged in-person at one of the community drop-in sessions, and one person submitted a written response.

PARTICIPANTS SUBURB

Figure 1 shows that a majority of the people who engaged online and attended a drop-in session lived in Upper Fern Tree Gully (37) and Fern Tree Gully (13).

'Other' includes 9 different suburbs each with one person each.

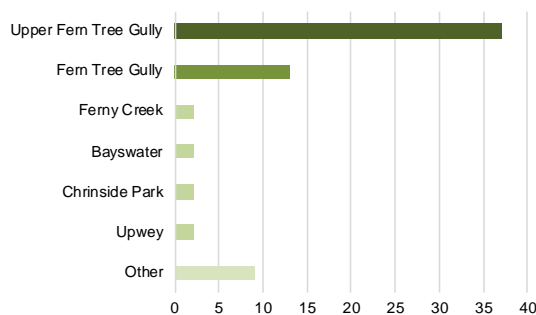


Figure 1: Engagement participants by suburb (community drop-in sessions and online combined)

CONNECTION WITH KNOX

The online engagement asked what the respondents connection with Knox is - 80% were residents of Knox.

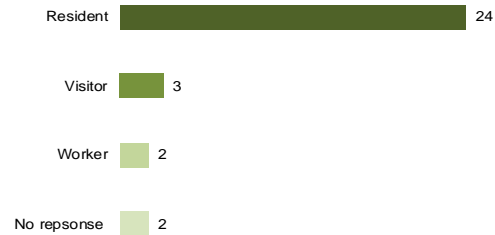


Figure 2: Engagement participants by connection to Knox (online participants only)

PARTICIPANTS GENDER

The online engagement asked what gender respondents were - gender mix was equally divided.

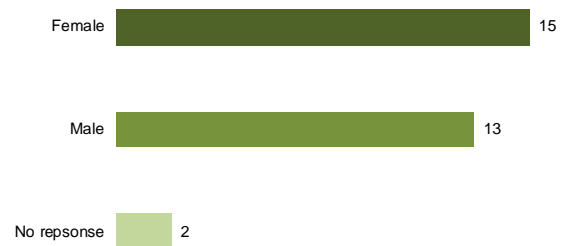


Figure 3: Engagement participants by gender (online participants only)

PARTICIPANTS AGE

The online engagement asked what the year of birth of respondents was – a majority were middle-aged.

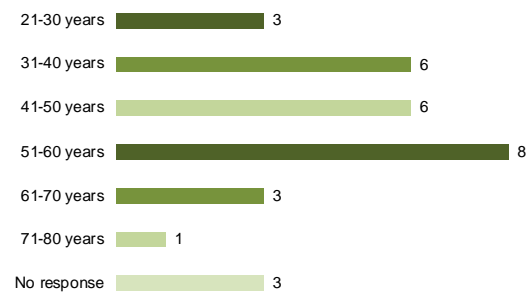


Figure 4: Engagement participants by age (online participants only)

The feedback

In general the feedback received strongly supports the directions of the draft Kings Park Master Plan.

Full details of all of feedback received from the community drop-in sessions are provided in Appendix A.

Full details of all of feedback from the Have Your Say page are provided in Appendix B.

Full details of all of feedback via written submissions are provided in Appendix C.

Four key themes were identified following the review of all feedback. There was a strong overall theme in the feedback that the park is a great community asset that just needs sections of the park upgraded to make it an even better park.

The feedback on the master plan was generally very positive with just over 90 per cent of community members who provided feedback being supportive of the key directions of the master plan.

The feedback was grouped into four key themes, ranked in terms of the level of feedback received:

1. Dog park
2. Path network and recreation zone
3. Sports facilities
4. Traffic

KEY THEME 1 – DOG PARK



Image 5: Dog walkers using the main oval to exercise their dogs

30 people made comments about the dog park - making it the most commonly discussed topic (16 comments at the drop-in sessions and 14 online).

“The dog park is a great idea as many dog owners walk in the park and chat to each other thus creating a sense of community”

Of this feedback, 86 per cent was supportive of having a dog park at Kings Park. The comments also included the following suggestions for the dog park:

- The area planned for the dog park gets very wet so appropriate drainage of the area will be required to make it functional (9 comments).
- Support for lighting (4) to be installed for the dog park, and countered with a request that the dog park not be floodlit so less noise at night (1).
- The size of the dog park is too small (4), with a suggestion to restrict the use of the dog park to smaller dogs (1).
- Need to provide rubbish bins (2), trees for shade (2), agility equipment (2), water (1), seats (1), an allocation of greyhounds-only time (1), include a grassed area (1), and improved dog signage at Kings Park (1).
- Concerns over Council's future plans for restricting dog off-leash access to the sports ovals (2).

Four comments were not supportive of the dog park:

- People do not adequately control their dogs (3).
- The dog park will be too noisy (1).

KEY THEME 2 –PATH NETWORK AND RECREATION ZONE



Image 6: Part of the perimeter path network

The completion of the perimeter path, with the connection along the northern side of the park along Ferny Creek, was well received and positively commented on by 12 people.

The intergenerational play, exercise and social zone was well supported with 7 comments about this area.

“This project will be a wonderful initiative for locals to participate in and enjoy the various clubs, and will entice families and friends to gather for BBQs. The walking tracks will also be welcomed by locals and visitors”

KEY THEME 3 – SPORTS FACILITIES



Image 7: The main sports pavilion

There were 26 positive comments regarding the upgrading of the sporting facilities and fields of play.

“This master plan will develop Kings Park into one of the premier sporting facilities, while still catering for community and casual use”

Comments of support for facilities were:

- The new shared main pavilion
- Upgrades to the baseball facilities
- Improved facilities for Little Athletics
- Improvements to the quality of the fields of play.

There was one comment that the proposed new main pavilion should be constructed on the southern wing of Oval 1 for optimal viewing.

The proposed baseball scoreboard was not supported by one person, but received a positive comment from another.

The one written submission received did not support the master plan on the basis that it was not consistent with the directions of Green Wedge development, specifically that the proposed new two storey pavilion will impact existing vegetation and provide an unnatural environment.

Whilst not a specific project noted on the master plan, the floodlighting in planning phase for baseball Diamond 1 is not supported due to the impact on adjoining homes, and was a particular concern for two people but received a positive comment from another.

KEY THEME 4 – TRAFFIC



Image 8: The gravel oval perimeter road

There are several recommendations in the master plan that are focused on improving parking and traffic flow throughout the park, including that car parks and access roads will be sealed.

“Sealed roads are a must, wonderful!”

The traffic changes are generally supported, however the following comments were received:

- The entry off Willow Road becomes very congested with cars parked along the road, which makes it difficult to turn into Kings Park.
- The current connection between Willow Road and Arcacia Road is crucial to sporting patrons finding a park, and not restricting the traffic flow.
- The car park behind the proposed new main pavilion will become a traffic jam on busy days
- The developments outlined in the master plan are not aligned with the Green Wedge direction of maintaining the natural environment, including the proposals to seal sections of walking path and the road surrounding the oval – this is not natural and will change the natural environment.
- Traffic calming measures such as speed bumps are required

How we are responding

The key purpose of seeking community input is to ensure the master plan reflects the needs and aspirations of the community, as well as the sporting groups based at Kings Park.

The project team reviewed and considered all feedback and key themes during the preparation of the Final Draft Kings Park Master Plan, and support several minor amendments to the draft master plan.



KEY THEME 1 – DOG PARK

There was strong support received for the installation of a fenced dog park.

To ensure the proposed dog park is sustainable in its operations and meets user needs, the following changes to the draft master plan have been made:

1. Revision of annotation No. 20 to read, 'New fenced dog park with sub-surface drainage and irrigation installed'.
2. Addition of trees on the master plan inside the dog park (indicative locations only).



KEY THEME 2 – PATH NETWORK AND RECREATION ZONE

There was strong support received for the new path connections and for the proposed intergenerational play, exercise and social zone (No. 6), including the various facility and furniture inclusions – no changes to the master plan.

It is noted that the design development of this precinct should include opportunities for community input.



KEY THEME 3 – SPORTS FACILITIES

There was strong support received for the various proposals to improve the sporting facilities – no changes to the master plan.

It is noted that the design development of new and upgraded facilities should occur in conjunction with the respective sporting clubs.



KEY THEME 4 – TRAFFIC

There was strong support received for the various proposals to improve the car parking and the internal access road. The following change to the draft master plan has been made:

3. Addition of speed humps on the master plan along the internal access road (indicative locations only).

OTHER FEEDBACK

The planning for the floodlighting for the baseball Diamond 1 is a separate project running in parallel with the Kings Park master plan study – no changes to the master plan.

Appendix A

Community drop-in sessions feedback

All of the people who attended the drop-in sessions generally supported the key directions in the draft master plan.

Support was specifically received for the following aspects of the master plan

Dog park	14 people
Improved path network	10
New main pavilion	9
Playground/ BBQ/ recreation area	6
Tree planting	2
Drainage upgrades	2
Improved spectator seating	1
Rehabilitation of Ferny Creek	1
Additional car parking	1
Sealed internal road	1
Sports facility improvements	1
Public toilets	1

The following aspects of the master plan were not supported

Dog park - people should be able to control their dogs - potential noise issue	2 people
Lighting of the dog park - no lighting will reduce the noise at night	1

Other comments received

The area of the dog park gets very wet, therefore, it should have drainage installed or the ground surface level raised	4 people
The dog park is too small	3
Include bins and poo bags at the dog park entrance	2
Include agility equipment in the dog park	2
Provide more seating throughout the park	2
The dog park should have lights	1
Include a community garden	1
Open the public toilets 24/7	1
Provide an explanatory plaque for the King's wooden pole	1
Any new / upgraded floodlights shouldn't impact local residents	1
Concerned about noise from the new pavilion to residents to the south	1
Include a pump track with the playground	1
Concerned about the light spill from baseball Diamond 1	1
Can additional car parking be provided along the entrance at Willow Road	1
Oval 3 is so wet that it should be made into a wetland or splashpark	1
Provide more spectator seating along baseball Diamond 1	1
Do not support the baseball Diamond 1 scoreboard	1

Appendix B

Have Your Say feedback

The following comments were posted on the master plan 'Have Your Say' project page. People were able to 'Like' or 'Dislike' the comments. The below table lists all comments received, and the number of 'Likes' and 'Dislikes' a comment received.

Comment	Likes	Dislikes
Looks very good, particularly appreciative of public toilets	0	0
No. 8 for High Jump, needs enough space to have a jump mat at either end, not 2 at one end - which is what the image shows [<i>the image shows downfall line-marking at one end to increase the flexibility of use of the hardstand, it does not represent High Jump equipment locations.</i>] Suggestion that the No. 6 area (the BBQ, fitness, social zone) be moved to the 'empty' treed section to the left, so a full court can be setup, which could be used for netball and basketball games. There is plenty of room for the 'intergenerational' play in the area to the left. This is currently 'dead space' and still appears to be in this new plan. Also the athletics track has barely room for the current 6th lane of the circular track. A path on the right-hand side will require most trees/vegetation to be removed, and may not be safe so close to fast-running athletes.	0	0
Fantastic master plan, great facilities for all, plenty of space to make it a well-used area for locals. Well done.	1	0
Like many others, I agree that a dedicated dog park would benefit the community, however please ensure that drainage is sufficient for the area - sometimes there are areas that become so muddy and boggy that it puts dog owners off from actually using the area which defeats the purpose. Also, please can decent lighting be considered? In the winter, sometimes there are no lights to light up the park so it can be quite frustrating if you are only able to walk your dog later in the evening and its dark and it doesn't feel safe and visibility is poor.	2	0
It needs toilet blocks that don't automatically lock after sunset and don't reopen till dawn, what about the runners using the park and people having picnics there where are they supposed to go? This seems a consistent issue in Knox playgrounds and parks, either locked and unusable toilets the council claims the public can use, ie. scout halls, locked sporting amenities, eg. Egan Lee Reserve, Carrington Park, no toilets are accessible in these and I'm sure many other parks. The playground needs to be upgraded or another bigger one added.	0	1
What makes Kings Park amazing is the open spaces, especially for us with working dogs who love a good run chasing a frisbee or ball. The proposed dog park is great for smaller dogs or those who enjoy some doggy play with other dogs but it will never be big enough for the working dogs that like to run from one end to the other chasing a ball. To make the proposed dog park work for the more playful doggies the following needs to be seriously considered: - Drainage needs to be added, in winter it's about a foot deep in mud. - Lighting for winter as its dark by 5:30pm..	3	1

Comment	Likes	Dislikes
<ul style="list-style-type: none"> - A water source for drinking, otherwise the closest one is next to the playground with the kids - Bins next to the area for dog poo to be disposed of. - Provide a dog poo bag dispenser for those who forget to bring a bag to the park. <p>Bringing the creek up above ground is a fantastic idea, it will give the dogs a place to cool down after a hot run.</p>		
<p>A dedicated dog area will hopefully save the main footy oval from wear and tear (and hopefully leave it excrement free) but the drainage will need to be improved as it gets very boggy in winter.</p> <p>I would like to see an additional rubbish bin installed at baseball Diamond 4 at the very least, but a bin at each of the three corners (excluding Coonara Community House) would be optimal, along with bags. The park is currently used by leashed and unleashed pets, large and small, and is a wonderful public space that works really well for most of us. I would not like to see this change with the addition of more rules and regulations. I don't use the ovals but do enjoy walking around the park daily with my off lead.</p> <p>The gravel path along Oval 3 is a boggy, overgrown disgrace and needs some major attention. Extending the gravel path all the way alongside the creek would enable users to remain inside the park and not necessitate the use of the shared bike path. Just my 2 cents and no doubt expensive suggestions!</p>	3	0
<p>My response is really just a request for more information and transparency around the dog park, and dog use of other ovals.</p> <ol style="list-style-type: none"> 1. Other ovals are receiving drainage upgrades, but the proposed dog park area is not. The proposed dog park area gets wetter and muddier than any of the other ovals in winter. Not improving the drainage here might save costs but will simply deter dog owners who will seek out less wet spaces in winter (ie. other ovals). There are enough reasons not be dubious about the dog park as it is: its relative small size, lack of direct parking, bad experiences at other poo-infested dog parks in Knox and inability to combine your dog walk with your own nice walk. Not improving drainage and the condition throughout most of the year is just one more. 2. The Council needs to be utterly transparent about what the establishment of the dog park means for dog access on other ovals. Will dogs (and golf) be banned from other ovals once the dog park is erected? If so, the ban will likely be largely ignored for the reasons above and for the reasons noted in other comments. We'll end up with a tense situation where some park users admonish other park users for having their dogs in places other than the park and 'dob' on them to the Council, who will be faced with - what? Fines? Letter of warning? Council officers turning up on patrol? I don't think any rate-payer wants this situation in what is supposed to be a family space but it is a foreseeable outcome of a) a poorly conceived dog park combined with (b) a potential ban on dog use of other ovals. <p>If the council understandably wants to reduce dog traffic on ovals following significant capital investment, the most sensible approach would be to restrict the times dog owners could use these other ovals, like dogs are restricted from accessing dog-friendly beaches at certain times. This is far more likely to engender compliance than a blanket ban. Perhaps no ban is envisioned - please advise either way.</p>	2	0

Comment	Likes	Dislikes
<p>Fantastic to see a comprehensive overhaul of our popular Kings Park - as others have alluded to, well overdue! Overall, proposal has many great aspects, improvements and additions to existing underdeveloped park.</p> <p>One issue for me is location of new main shared pavilion (No. 12). Watching football from a forward pocket of either women's or men's grounds is a step backwards compared to existing location on the wing (in the men's ground's case, obviously women's ground is currently non-existent). Both ovals are quite large and reduced visibility would be created when play is down the other ends of the grounds. It would take a small amount of adjustment, but a better location would be, just west of where existing men's ground scoreboard is currently situated. This would allow viewing from around the half forward/wing areas of both grounds, thus enabling a better view of the entire playing areas of both grounds. Current proposal also shows a smallish Spectator Shelter (No. 9) which would present the men's ground with the best view by a limited number of people. Current proposed location of clubrooms/ grandstand could then be utilised for car parking.</p> <p>Dog park is fantastic. But, as an owner of reactive dogs, I'd hope that we would still be able to use the fenced off ovals as a separate safe area, to provide them with a bit of freedom.</p>	2	0
<p>I would like to see some outdoor gym equipment installed in the park so parent or people can exercise when kids playing in the park [<i>master plan currently includes outdoor fitness equipment as part of the intergenerational play, exercise and social zone</i>].</p>	0	0
<p>This looks fantastic, opens the space up for so much community use and improves the area. Well done!</p>	0	0
<p>As a member of the baseball club for over 40 years and having grown up in the area, this master plan develops Kings Park into one of the premier sporting facilities while still catering for community and casual use. Can't wait!</p>	1	0
<p>It is sooo wonderful to hear about the addition of outdoor exercise equipment for Kings Park - I approached council about this sometime ago after seeing the new equipment at Talaskia Park (Angliss Hospital)! We live 5 min walk and my son is involved with UFTG Cricket Club - we hope the new clubrooms will be built soon - that has gone on far too long.</p>	1	0
<p>Having grown up on Willow Road and being a member of the baseball club for over 40 years, I am simply delighted with this proposal. Hope it happens quickly 🙌</p>	1	0
<p>Love this. Great to see the precinct get some much needed upgrades and improvements. This project will not only provide a much needed facelift for all the sporting clubs but for the locals who utilise this complex on a daily basis. Would very much love for this to come to fruition and not simply fall away and be forgotten about. We have some very successful sporting clubs (UFTG Baseball Club - Division 1 Premiers & UFTG Football Club - Division 2 & UFTG Cricket Club - Division 2) and it's great to see some much needed funds being put into our local area. The dog park is a fantastic idea and for the Little Athletics to get their own clubrooms has been a long time coming. Well done Knox City Council - You've done this right.</p>	1	0
<p>Glad to see fencing around the baseball ground to reduce flyballs from causing damage. Excellent to see baseball-style scoreboard for installation as this sport is very different in the</p>	3	0

Comment	Likes	Dislikes
way game details are displayed. Use existing AFL/Cricket scoreboard formats won't work. Sealed roads are a must, wonderful!		
If this had of been down the road where the Xmas carols or Knox Festival are to be held, it would have been done years ago. This is a long awaited and well overdue proposal but a fantastic one at that. For the sake of the clubs that use this precinct that have been suffering due to the pandemic as well as poor facilities (compared to other Knox facilities), can council now put this plan into action and make it happen. Look forward to the next update.	2	0
Overall, it is great to see that Kings Park is receiving updated facilities. However, there is a disconnect between what has been designed and what makes King's Park a home to those who love and use it.	3	0
The feedback received over the years from opponent sporting clubs, is that the convenience of Kings Park is great with almost 360 degrees of vehicle access and the ample parking. The new design cuts off the through access from Willow Road and Acacia Road – the wider road network doesn't have clear access from one to the other, so this connection is crucial to patrons finding parking effectively. Patrons from Acacia Road would have to return to Burwood Highway, complete two difficult right turns across 3 lanes of traffic, then come in via the other entrance and this may cause confusion with money taking at the gates. People are not likely to go searching extensively for parking, and will park on the streets, blocking road access to businesses and local residents. <i>[the master plan does show a single-lane access between the Acacia Road entrance and the Willow Road entrance (No. 10)]</i>		
Additionally, the small dead-end car park next to the new main shared pavilion is going to cause traffic jams and annoyance. We see this time and time again at other sporting grounds; congested traffic trying to get a park closest to the door in a dead-end car park. This will cause frustration and eventually accidents.		
I think it has been overlooked that as a part of Upper Ferntree Gully Football Club, there are netball teams, as the football league is called the EFNL. If we want to encourage unity between all stakeholders associated with this precinct, it would be in high interest to propose a full-size regulation netball court for the teams to train within the wider club. This would be best suited near the new main shared pavilion. There another few paragraphs I could write about other issues that potentially haven't been considered, including parking for the dog park, tree protection, playgrounds and scoreboards, but this feedback didn't provide enough space.		
Not all ovals have black fencing and gates. It would be good to include fencing on one more oval or area for players to practice and dog walkers. Not all dog walkers want to go to a designated dog park, but rather walk in a fenced-off area that isn't the main oval.	2	0
I have been going to this park for 53 years and I am glad that I am seeing the greatest changes to this open space. This space seems to always be the poor cousin when there are upgrades to open spaces in Knox. As far as the dog park, great idea, plenty of room and good parking around the park, and I agree that I get concerned that the park will extend itself, it is up to the patrons and users to keep the council up to date if they, the dog owners, disobey the rules of the park.	2	2

Comment	Likes	Dislikes
<p>The changes to the baseball Diamond 1 are great but they need lights to encourage greater usage of the field and entice further teams and players to play at the field, a monetary benefit to Knox [<i>planning for the installation of floodlights is currently underway as a separate project</i>].</p> <p>The changes to the football fields should also promote better use of the fields.</p> <p>It should be noted that people using the open parkland with their dogs, please pickup after your dog, my shoes have been inundated with faeces from dogs, you will have your own park.</p> <p>I have not seen any baseballers hooning.....</p> <p>The picnic areas should not be restricted to one location, could there be another couple placed around the park and encourage the usage of these areas. [<i>as well as the intergenerational precinct (No. 6), the master plan is showing a new picnic setting between baseball Diamond 1 and Diamond 5 under the Oak tree (No. 13)</i>]</p>		
<p>At long last it is great to see Council at work and this project will be a wonderful initiative for locals to participate and enjoy in the various clubs and will entice families and friends for gatherings and BBQ'S. The walking tracks will also be welcome by locals and visitors. The dog park is also another great idea as many dog owners walk in the park and chat to each other thus creating a sense of community. Dogs are family member as well! I would like to see a large pond there too.</p>	1	0
<p>Congratulations on the proposal, well thought out and creates a fantastic area for all with the upgrades/ changes proposed. I hope that the upgrades/ changes are able to be undertaken in a timely manner.</p>	3	0
<p>With tens of thousands of registered dogs in Knox alone, the idea of a dog park is good but there are some problems with the present plan. One large group of dogs such as Bull Arabs, Staffies, Poodles, Viziers, etc. stay close to their owners and do zoomies or chase each other. The other large group consists of working dogs who need to run and chase chuckits or frizbees. These include greyhounds, cattle dogs, kelpies, border collies etc. These will not have enough room in the new park for this. These dogs are characterised by NOT running into people, dogs or objects. At the moment many of these dogs use the lower area, Oval 3.</p> <p>Many dog owners are here twice a day and often they are the only people in the park if it is raining or windy. They should be allowed to use some other areas if there are no sporting activities going on. The new area will also need adequate shade, preferably trees, and covered seating along the fence line for mothers with babies, children and old people to avoid collisions.</p>	4	0
<p>Overall, the plans look amazing. The only thing I don't like is the dog park. Too often people then use the entire precinct to have dogs off leads when there is a dog park there, and it turns other people away. I would love to see the precinct without a dog park. The rest of the upgrade look awesome!</p>	1	4
<p>The facilities should be made accessible to everyone not just clubs. For example, the cricket nets shouldn't be locked up. Also car parking needs to be improved because too many people park on the road during weekends, rather than inside the grounds.</p>	2	0

Comment	Likes	Dislikes
<p>Having a dog park at Kings Park would be a great idea! There's a lot of people who enjoy bringing their dogs down and to have their own space will be a huge help! If possible, are we able to maintain some grassed area as the dogs love to run and play without getting too dirty. Also, if there were bins near the area we can ensure it can remain tidy and if the more established trees are able to be left that will provide shade during the hot summer days.</p>	3	0
<p>Overall I love the proposal. A couple of concerns re the traffic:</p> <ol style="list-style-type: none"> 1. Traffic coming in from Willow Road. Cars parked on Willow Road outside the entrance reduce it to one lane and it's a tight turn, it makes it a little dangerous. 2. Speed humps to slow the traffic down. I notice that some people and the baseball crowd in particular tend to hoon in and out around the oval. Can we do something to make picking up speed impossible? 	3	5
<p>I'm concerned the dog park will be a beacon attraction for people that don't manage their dog's behaviour ... some serious signage is required around that area to make it clear. Love to hear Knox's thoughts on that.</p>		
<p>I'd love to see the dog park allotted some hours for greyhounds only. There are so many in the area and no places for our dogs to run off lead. I'd also like to see signs that your dog must be on a lead if on the paths. I've heard of many dog attacks due to dogs being off leash.</p>	2	1
<p>A plan for an enclosed dog park at Kings Park would help the community so much. There are many dog groups that already attend Kings Park and often have nowhere to go when there are many sports and recreational activities on.</p>	5	0
<p>Please ensure that the fenced dog area is well drained and well-lit at night, especially in winter when many people will be coming to exercise their dogs after work.</p>	6	0
<p>Please also provide taps with dog bowls and rubbish bins next to the dog area.</p>		

Appendix C

Written Submissions

The following written comment was received by Council.

Comment

I would like to submit an objection to the overall sporting development proposal for Kings Park as below:

- Development not aligned with the Green Wedge direction of maintaining the natural environment
- Double storey clubroom will impact the current vegetation – building a concrete jungle
- Sealing the walking path and surrounding the oval with tar is not natural and will again change the natural environment

I don't see the proposed development attempting to fit with the Green Wedge environment/ direction but rather just another carbon copy of other sporting ovals – really lacks any thought or consideration and very surprised you have allowed this to progress to public presentation. If you could also provide comments from the Council on how they believe the Kings Park development changes align to the Green Wedge environment direction I would be interested to understand.

8.2 Minor Grants Program 2023-24 Monthly Report - November 2023

SUMMARY: Community Partnerships Officer, Jade Mainwaring

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

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

RECOMMENDATION

That Council:

1. Approve five applications for a total of \$9,791.00 as detailed below:

Applicant Name	Project Title	Amount Requested	Amount Recommended
Ferntree Gully Arts Society Inc.	Plinths and special light cover	\$1,291.00	\$1,291.00
Knoxfield 55 Plus Club Inc.	Knoxfield 55 Plus Club Christmas Lunch	\$1,000.00	\$1,000.00
Henley Park Scouts Group	Replacement Defibrillator	\$1,500.00	\$1,500.00
Rowville Riders Inc.	Upgrade outdoor area	\$3,000.00	\$3,000.00
Pancretan Association of Melbourne	Pancretan Podcast	\$3,000.00	\$3,000.00
Total		\$9,791.00	\$9,791.00

2. Defer three applications requesting a total of \$7,295.50, as detailed below:

Applicant Name	Project Title	Amount Requested
Ferntree Gully Eagles Football Netball Club	Canteen Upgrade	\$3,000.00
The Basin Cricket Club	Bringing back players and family to the Club for meals after relocation (previously deferred August 2023)	\$3,000.00
Knox Ramblers Walking Group	New uniforms	\$1,295.50
Total		\$7,295.50

3. Refuse three applications requesting a total of \$3,875.50 as detailed below:

Applicant Name	Project Title	Amount Requested	Reason for ineligibility
Dream Bridge Foundation Inc.	Dil Ki Nazar Se	\$500.00	This project is considered ineligible under the Minor Grants Program Policy Clauses: <ul style="list-style-type: none"> 6.3 Provide services, projects and programs that directly benefit residents of the City of Knox, and

Applicant Name	Project Title	Amount Requested	Reason for ineligibility
			<ul style="list-style-type: none"> 6.25 For a state-wide or regional project without a clearly defined local Knox community focus
Silvan Netball Club Inc.	Winter Inclusive Uniforms	\$375.50	This project is considered ineligible under Clause 6.3 of the Minor Grants Program Policy that states for organisations to be eligible they must provide services, projects and programs that directly benefit residents of the City of Knox.
Neuroblastoma Australia	Run 2 Cure Neuroblastoma	\$3,000.00	This project is considered ineligible under Clause 6.3 of the Minor Grants Program Policy that states for organisations to be eligible they must provide services, projects and programs that directly benefit residents of the City of Knox.
Total		\$3,875.50	

4. **Note that should the recommended grants be approved by Council, the remaining Minor Grants Program budget for 2023-2024 will be \$66,152.00 before GST adjustments.**
5. **Note that one application for Rowville Neighbourhood Learning Centre Inc., trading as Community Learning Centre (CLC) has been withdrawn by the applicant.**

1. INTRODUCTION

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

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

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

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

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

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

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

2. DISCUSSION

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

2.1 Applications Recommended for Approval

Eleven applications have been assessed this month, requesting grants totaling \$20,962.00.

Of these, five applications are recommended for approval. A summary of the projects recommended is as follows:

- Ferntree Gully Arts Society Inc. are seeking a grant to contribute to the purchase of a shadow box to assist with reducing shadows in the life drawing workshops, and two plinths to display sculptures and create a more professional gallery;
- Henley Park Scout Group are seeking a grant to replace their current defibrillator that is 15 years old and has met its lifespan;
- The Knoxfield 55 Plus Club Inc. require a grant to assist with their annual Christmas lunch, which brings together members that might not otherwise have the opportunity to get together and socialise;
- The Pancretan Association of Melbourne require a grant to assist in purchasing equipment to develop a weekly podcast delivered in English and Greek to reach out to members and the wider community to inform, educate and entertain with their multicultural heritage and history; and
- The Rowville Riders Inc. are seeking a grant to assist in creating an outdoor seating area for their club by purchasing picnic tables and seats and upgrading their BBQ.

Application details are provided in Attachment 1.

2.2 Applications Recommended for Deferral

Two applications received this month is recommended for deferral to the December 2023 Ordinary Meeting of Council:

- Ferntree Gully Eagles Football Netball Club are seeking \$3,000.00 to upgrade canteen. Council's Community Partnerships Team is awaiting advice from the Leisure team regarding potential funding for a larger upgrade; and

- The Knox Ramblers Walking Group would like to purchase t-shirts and hoodies for their walking group representing the Heart Foundation and including the Knox Ramblers names on the back, and are awaiting further information.;

Of the two applications deferred at the October 2023 Ordinary Meeting of Council:

- The Rowville Neighbourhood Learning Centre Inc. has requested their grant application be withdrawn due to timings of their project; and
- The Basin Cricket Club is recommended to be deferred again until the December 2023 Ordinary Meeting of Council as we await further information from the group.

2.3 Applications Recommended for Refusal

Three applications are recommended for refusal:

- Silvan Netball Club Inc. were seeking a grant for winter inclusive uniforms. This project is not eligible as per Clause 6.3 of the Minor Grants Program Policy that states for organisations to be eligible they must provide services, projects and programs that directly benefit residents of the City of Knox;
- Neuroblastoma Australia were seeking a grant to sponsor a Run 2 Cure event; however, this project is considered ineligible under Clause 6.3 of the Minor Grants Program Policy that states for organisations to be eligible they must provide services, projects and programs that directly benefit residents of the City of Knox; and
- Dream Bridge Foundation Inc. were seeking a grant for hall hire for a dance drama held for charitable purposes. This project is considered ineligible under the Minor Grants Program Policy under Clauses 6.3 Provide services, projects and programs that directly benefit residents of the City of Knox, and 6.25 For a state-wide or regional project without a clearly defined local Knox community focus.

3. CONSULTATION

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

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

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

4. CLIMATE CHANGE CONSIDERATIONS

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

5. ENVIRONMENTAL/AMENITY CONSIDERATIONS

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

6. FINANCIAL & ECONOMIC IMPLICATIONS

The approval of Minor Grants is managed within Council's adopted budget. The 2023-2024 budget provides \$153,617.00 for the Minor Grants Program.

Funding commitments to date are summarised below:

Month	Amount Committed at Date of Council Meeting	Amount Committed and Paid after GST Adjustments
July 2023	\$18,914.44	\$18,204.40
August 2023	\$25,426.03	\$23,892.21
September 2023	\$13,370.77	\$12,450.86
October 2023	\$22,127.00	\$21,647.00
Total		\$76,194.47

Recommended applications for the November period total \$9,791.00 (prior to GST adjustments).

If approved as recommended, the remaining Minor Grants budget for 2023-2024 will total \$66,152.00, before GST adjustments.

7. SOCIAL IMPLICATIONS

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

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

Opportunity & Innovation

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

Neighbourhoods, Housing & Infrastructure

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

Resilience & Wellbeing

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

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

Strategy 4.4 - Support the community to identify and lead community strengthening initiatives.

Civic Engagement & Integrity

Strategy 5.3 – Ensure our processes are transparent and decisions are accountable.

9. CONFLICT OF INTEREST

The Officers contributing to and responsible for this report have no conflicts of interest requiring disclosure under Chapter 5 of the Governance Rules of Knox City Council.

10. CONFIDENTIALITY

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

Report Prepared By: Community Partnerships Officer, Jade Mainwaring
Report Authorised By: Director Connected Communities, Judy Chalkley

Attachments

1. Attachment 1 - Minor Grant Applications REDACTED - NOVEMBER - 2023 [8.2.1 - 71 pages]

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-72 From Heany Park Scout Group
 Form Submitted 3 Nov 2023, 1:22PM AEDT

Attachment 1

MINOR GRANTS PROGRAM APPLICATION FORM

*** indicates a required field**

Minor Grants Information

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

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

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

Submission deadline Council meeting date

- 6 October 2023 23 October 2023
- 10 November 2023 27 November 2023
- 1 December 2023 18 December 2023
- 5 January 2024 22 January 2024
- 9 February 2024 26 February 2024
- 8 March 2024 25 March 2024
- 5 April 2024 22 April 2024
- 10 May 2024 27 May 2024
- 7 June 2024 24 June 2024

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

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-72 From Heany Park Scout Group
 Form Submitted 3 Nov 2023, 1:22PM AEDT

Application Category

Application Amount *

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

APPLICANT DETAILS

*** indicates a required field**

Applicant Details

Organisation Name *

Heany Park Scout Group

Organisation Address *

[Redacted]

State/Province, Postcode, and Country are required.

Contact Name

[Redacted]

Contact Address *

[Redacted]

State/Province, Postcode, and Country are required.

Contact Number *

[Redacted]

Australian phone number.

Phone Number

Must be an Australian phone number.

[Redacted]

Committee Secretary (Second Contact Person) *

[Redacted]

Mobile Phone Number *

[Redacted]

Must be an Australian phone number.

[Redacted]

Must be an email address.

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-72 From Heany Park Scout Group
 Form Submitted 3 Nov 2023, 1:22PM AEDT

Please provide your ABN
 39 662 387 026

Information from the Australian Business Register	
ABN	39 662 387 026
Entity name	THE SCOUT ASSOCIATION OF AUSTRALIA VICTORIAN BRANCH
ABN status	Active
Entity type	Other Incorporated Entity
Goods & Services Tax (GST)	Yes
DGR Endorsed	Yes
ATO Charity Type	Charity More information
ACNC Registration	Registered
Tax Concessions	FBT Rebate, GST Concession, Income Tax Exemption
Main business location	3149 VIC
<i>Information retrieved at 5:38am today</i>	

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

Is your organisation Incorporated? *

Yes No

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

Committee/Governance Structure

Complete the details of your full committee below:

Committee Member Full Name	Position	Email Address	Phone Number
			Must be a number.

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-72 From Heany Park Scout Group
 Form Submitted 3 Nov 2023, 1:22PM AEDT

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

Yes No

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

Auspice Details

Auspice Organisation Name *

The Scout Association of Australia, Victorian Branch

Auspice ABN

39 662 387 026

Information from the Australian Business Register	
ABN	39 662 387 026
Entity name	THE SCOUT ASSOCIATION OF AUSTRALIA VICTORIAN BRANCH
ABN status	Active
Entity type	Other Incorporated Entity
Goods & Services Tax (GST)	Yes
DGR Endorsed	Yes
ATO Charity Type	Charity More information
ACNC Registration	Registered
Tax Concessions	FBT Rebate, GST Concession, Income Tax Exemption
Main business location	3149 VIC
<i>Information retrieved at 5:38am today</i>	

Must be an ABN.

Auspice Project Contact *

[Redacted]

Auspice Position *

[Redacted]

Auspice Phone Number *

[Redacted]

or [Redacted] alian phone number.

Auspice Email *

[Redacted]

The auspice organisation must complete an [Auspice Declaration Form](#) and attach below

Signature of auspice representative - permission required *

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-72 From Heany Park Scout Group
Form Submitted 3 Nov 2023, 1:22PM AEDT

Filename: Heany Park - AUSPICE LETTER KX.pdf
File size: 185.6 kB
Please upload signed declaration from auspice representative

Child Safety

Knox City Council has a zero tolerance for child abuse. Organisations that provide services or facilities for children are required by law to comply with the Victorian Child Safe Standards to safeguard children.

Obligations are detailed on the Commission for Children and Young People (CCYP) website [CCYP | Child Safe Standards](#)

Organisations providing services, facilities or activities for children under 18 must:

1. Ensure a representative from your organisation has completed relevant Child Safe Training, and
2. Complete a Statutory Declaration regarding compliance with the Victorian Child Safe Standards: [Click here to download Knox City Council Statutory Declaration Template](#)

Please confirm that your organisation is aware of its obligations as detailed on the Commission for Children and Young People (CCYP) website *

Yes, we are aware of our obligations regarding the new Child Safe Standards that came into effect 1 July 2022 and can meet the requirements relevant to our organisation. We will attach a Statutory Declaration detailing our commitment to ensuring our organisation and all Council funded programs, services, events and/or activities are compliant with the Child Safe standards.

Our organisation does not provide any services, facilities or activities for children under 18.

If you have answered yes to the above, please attach your signed Statutory Declaration here

Filename: Stat Dec for Knox Council - Tim Landells.pdf
File size: 132.1 kB

Pre-application contact with Knox City Council

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

Belinda

Community Strengthening e-Bulletin Subscription

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

[Subscribe here](#)

PROJECT DETAILS

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-72 From Heany Park Scout Group
 Form Submitted 3 Nov 2023, 1:22PM AEDT

*** indicates a required field**

Request Details

Project Title *

HPSG-09 | Replacement Defibrillator

Project Start Date *

09/12/2023

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

Project End Date *

01/05/2024

Must be a date.

(a) Briefly describe details of the request: *

Defibrillator - The current Defibrillator is 15 years old and has met its lifespan. HPSG is seeking to replace this Defibrillator to ensure that the group has a up to date unit.

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

Defibrillator - HPSG has a number of volunteers that participate in day and overnight events. As a result having a working Defibrillator is critical to ensure that we protect those who support and volunteer with our group.

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

40

Must be a number

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

127

Must be a number

How many of the above are Knox residents? *

127

Must be a number

BUDGET

*** indicates a required field**

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

\$1,500.00

Must be a dollar amount.

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

(d) What amount is being requested? *

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-72 From Heany Park Scout Group
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\$1,500.00

Must be a dollar amount.

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

Budget

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

NOTE: total income must match total expenditure

Income	Income Amount	Expenditure	Expenditure Amount
Please describe income item (ie: council grant, your organisations cash contribution, ticket sales etc	\$AUD	Please describe expenditure item ie: venue hire	\$ AUD
Knox Council Grant	\$1,500.00	Defibrillator	\$1,500.00
			\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$

Budget Totals

Total Income Amount	Total Expenditure Amount	Income - Expenditure
\$1,500.00	\$1,500.00	\$0.00
This number/amount is calculated.	This number/amount is calculated.	This number/amount is calculated. Must total \$0.00

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

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

This number/amount is calculated.

Quotes For Planned Expenses

Attach quotes for expenses here. *

Filename: Scout Association of Victoria Victoria Branch - Heany Park Scout Group FAAE Quot

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-72 From Heany Park Scout Group
 Form Submitted 3 Nov 2023, 1:22PM AEDT

e 00060027.pdf

File size: 1.9 MB

A minimum of 1 file must be attached.

Quotes must support all expenditure items listed in table above

ADDITIONAL SUPPORTING INFORMATION

*** indicates a required field**

Evidence of Public Liability

Evidence of current Public Liability Insurance must be supplied *

Filename: certificate-of-currency-the-scout-association-of-australia-victorian-branch-a17491-cso-ppl.pdf

File size: 148.2 kB

A minimum of 1 file must be attached.

Public Liability Expiry Date *

30/06/2024

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

Please attach any other relevant supporting documentation. This can include:

- A project plan
- Letters of support
- Any other relevant information you feel is necessary to support your application

Attach relevant documentation:

No files have been uploaded

DECLARATION

*** indicates a required field**

Conflict of Interest

Do you or member of your organisation have a relationship with a Council staff member or Councillor? *

Yes No

A relationship can include a direct relative, member or the household, neighbour, or friend. If you have any queries regarding this, please call Council's Community Partnerships Team on 9298 8000 to discuss.

Does your organisation have any members who are Council staff members or Councillor? *

Yes

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-72 From Heany Park Scout Group
Form Submitted 3 Nov 2023, 1:22PM AEDT

No

**I declare that all information within this application is true and correct.
If successful the organisation commits to provide an acquittal of all grant funds to
Council as outlined in the Minor Grants Program Procedure.**

Name *

[REDACTED]

Organisation Name *

[REDACTED]

Position (eg: President, Treasurer) *

[REDACTED]

Declaration Date *

02/11/2023

Must be a date.

Privacy Statement

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

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-76 From Knoxfield 55 Plus Club Inc.
 Form Submitted 25 Oct 2023, 4:43PM AEDT

MINOR GRANTS PROGRAM APPLICATION FORM

* indicates a required field

Minor Grants Information

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

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

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

Submission deadline Council meeting date

6 October 2023 23 October 2023

10 November 2023 27 November 2023

1 December 2023 18 December 2023

5 January 2024 22 January 2024

9 February 2024 26 February 2024

8 March 2024 25 March 2024

5 April 2024 22 April 2024

10 May 2024 27 May 2024

7 June 2024 24 June 2024

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

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-76 From Knoxfield 55 Plus Club Inc.
 Form Submitted 25 Oct 2023, 4:43PM AEDT

Application Category

Application Amount *

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

APPLICANT DETAILS

*** indicates a required field**

Applicant Details

Organisation Name *

Knoxfield 55 Plus Club Inc.

Organisation Address *

[Redacted]

State/Province, Postcode, and Country are required.

Contact Name

[Redacted]

Address *

[Redacted]

State/Province, Postcode, and Country are required.

[Redacted]

[Redacted] Australian phone number.

[Redacted] er

[Redacted] Australian phone number.

[Redacted]

Committee Secretary (Second Contact Person) *

[Redacted]

Mobile Phone Number *

[Redacted]

Must be an Australian phone number.

[Redacted]

Must be an email address.

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-76 From Knoxfield 55 Plus Club Inc.
 Form Submitted 25 Oct 2023, 4:43PM AEDT

Please provide your ABN
 72 713 569 114

Information from the Australian Business Register	
ABN	72 713 569 114
Entity name	KNOXFIELD 55 PLUS CLUB
ABN status	Active
Entity type	Other Incorporated Entity
Goods & Services Tax (GST)	No
DGR Endorsed	No
ATO Charity Type	Not endorsed More information
ACNC Registration	No
Tax Concessions	No tax concessions
Main business location	3180 VIC
<i>Information retrieved at 3:49am today</i>	

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

Is your organisation Incorporated? *

Yes No

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

Committee/Governance Structure

Complete the details of your full committee below:

Committee Member Full Name	Position	Email Address	Phone Number
			Must be a number.
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-76 From Knoxfield 55 Plus Club Inc.
 Form Submitted 25 Oct 2023, 4:43PM AEDT

[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

Incorporation Details

Please provide your Incorporated number

A0020538D

This can be found on the Consumer Affairs Victoria website

Child Safety

Knox City Council has a zero tolerance for child abuse. Organisations that provide services or facilities for children are required by law to comply with the Victorian Child Safe Standards to safeguard children.

Obligations are detailed on the Commission for Children and Young People (CCYP) website [CCYP | Child Safe Standards](#)

Organisations providing services, facilities or activities for children under 18 must:

1. Ensure a representative from your organisation has completed relevant Child Safe Training, and
2. Complete a Statutory Declaration regarding compliance with the Victorian Child Safe Standards: [Click here to download Knox City Council Statutory Declaration Template](#)

Please confirm that your organisation is aware of its obligations as detailed on the Commission for Children and Young People (CCYP) website *

Yes, we are aware of our obligations regarding the new Child Safe Standards that came into effect 1 July 2022 and can meet the requirements relevant to our organisation. We will attach a Statutory Declaration detailing our commitment to ensuring our organisation and all Council funded programs, services, events and/or activities are compliant with the Child Safe standards.

Our organisation does not provide any services, facilities or activities for children under 18.

If you have answered yes to the above, please attach your signed Statutory Declaration here

No files have been uploaded

Pre-application contact with Knox City Council

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

Community Strengthening e-Bulletin Subscription

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-76 From Knoxfield 55 Plus Club Inc.
 Form Submitted 25 Oct 2023, 4:43PM AEDT

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

[Subscribe here](#)

PROJECT DETAILS

*** indicates a required field**

Request Details

Project Title *

Knoxfield 55 Plus Club Christmas lunch

Project Start Date *

14/12/2023

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

Project End Date *

14/12/2023

Must be a date.

(a) Briefly describe details of the request: *

Grant to offset cost of our club's Christmas lunch to be held at the Carrington Park Leisure Centre, Multipurpose Facility. As we no longer have income from the bookings for Carrington Park Multipurpose Facility we would like assistance to offset the cost. Attached quote for catered lunch is for 50 people at \$35.00 per head, whereas we anticipate an attendance of 75 giving our projected cost of \$2625.00. Other costs: hall hire \$75.00, Christmas gifts \$356.90

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

The Christmas lunch is our last function for the year as the club closes for the Christmas break on this day. This is an occasion for members to get together and celebrate Christmas. It

provides an opportunity for our members, which they might not otherwise have to socialise, have a Christmas inspired meal together.

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

15

Must be a number

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

75

Must be a number

How many of the above are Knox residents? *

65

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-76 From Knoxfield 55 Plus Club Inc.
 Form Submitted 25 Oct 2023, 4:43PM AEDT

Must be a number

BUDGET

*** indicates a required field**

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

\$3,056.90

Must be a dollar amount.

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

(d) What amount is being requested? *

\$1,000.00

Must be a dollar amount.

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

Budget

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

NOTE: total income must match total expenditure

Income	Income Amount	Expenditure	Expenditure Amount
Please describe income item (ie: council grant, your organisations cash contribution, ticket sales etc)	\$AUD	Please describe expenditure item ie: venue hire	\$ AUD
Council Grant	\$1,000.00	Catered lunch	\$1,000.00
	\$		
	\$		
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$

Budget Totals

Total Income Amount

\$1,000.00

This number/amount is calculated.

Total Expenditure Amount

\$1,000.00

This number/amount is calculated.

Income - Expenditure

\$0.00

This number/amount is calculated.

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-76 From Knoxfield 55 Plus Club Inc.
 Form Submitted 25 Oct 2023, 4:43PM AEDT

Must total \$0.00

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

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

This number/amount is calculated.

Quotes For Planned Expenses

Attach quotes for expenses here. *

Filename: Quote for Christmas Lunch 2023.pdf

File size: 35.1 kB

A minimum of 1 file must be attached.

Quotes must support all expenditure items listed in table above

ADDITIONAL SUPPORTING INFORMATION

*** indicates a required field**

Evidence of Public Liability

Evidence of current Public Liability Insurance must be supplied *

Filename: PUBLIC LIABILITY CERTIFICATE OF CURRENCY 2023-2024.pdf

File size: 52.7 kB

A minimum of 1 file must be attached.

Public Liability Expiry Date *

31/10/2024

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

Please attach any other relevant supporting documentation. This can include:

- **A project plan**
- **Letters of support**
- **Any other relevant information you feel is necessary to support your application**

Attach relevant documentation:

Filename: Pens invoice-EP6492.pdf

File size: 203.7 kB

DECLARATION

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-76 From Knoxfield 55 Plus Club Inc.
Form Submitted 25 Oct 2023, 4:43PM AEDT

*** indicates a required field**

Conflict of Interest

Do you or member of your organisation have a relationship with a Council staff member or Councillor? *

Yes No

A relationship can include a direct relative, member or the household, neighbour, or friend. If you have any queries regarding this, please call Council's Community Partnerships Team on 9298 8000 to discuss.

Does your organisation have any members who are Council staff members or Councillor? *

Yes
 No

**I declare that all information within this application is true and correct.
If successful the organisation commits to provide an acquittal of all grant funds to Council as outlined in the Minor Grants Program Procedure.**

Name *

[REDACTED]

Organisation Name *

[REDACTED]

President, Treasurer) *

[REDACTED]

Declaration Date *

25/10/2023

Must be a date.

Privacy Statement

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

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-83 From Ferntree Gully Arts Society Inc
 Form Submitted 2 Nov 2023, 11:13AM AEDT

MINOR GRANTS PROGRAM APPLICATION FORM

* indicates a required field

Minor Grants Information

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

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

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

Submission deadline Council meeting date

6 October 2023 23 October 2023

10 November 2023 27 November 2023

1 December 2023 18 December 2023

5 January 2024 22 January 2024

9 February 2024 26 February 2024

8 March 2024 25 March 2024

5 April 2024 22 April 2024

10 May 2024 27 May 2024

7 June 2024 24 June 2024

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

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-83 From Ferntree Gully Arts Society Inc
 Form Submitted 2 Nov 2023, 11:13AM AEDT

Application Category

Application Amount *

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

APPLICANT DETAILS

*** indicates a required field**

Applicant Details

Organisation Name *

Ferntree Gully Arts Society Inc

Organisation Address *

[Redacted]

Province, Postcode, and Country are required.

Contact Name

[Redacted]

Address *

[Redacted]

Province, Postcode, and Country are required.

Phone Number *

[Redacted]

Australian phone number.

Phone Number

Must be an Australian phone number.

[Redacted]

Committee Secretary (Second Contact Person) *

[Redacted]

Mobile Phone Number *

[Redacted]

Must be an Australian phone number.

[Redacted]

Must be an email address.

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-83 From Ferntree Gully Arts Society Inc
 Form Submitted 2 Nov 2023, 11:13AM AEDT

Please provide your ABN
 30 924 068 750

Information from the Australian Business Register	
ABN	30 924 068 750
Entity name	FERNTREE GULLY ARTS SOCIETY
ABN status	Active
Entity type	Other Incorporated Entity
Goods & Services Tax (GST)	No
DGR Endorsed	No
ATO Charity Type	Not endorsed More information
ACNC Registration	No
Tax Concessions	No tax concessions
Main business location	3156 VIC
<i>Information retrieved at 7:12am today</i>	

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

Is your organisation Incorporated? *

Yes No

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

Committee/Governance Structure

Complete the details of your full committee below:

Committee Member Full Name	Position	Email Address	Phone Number
			Must be a number.

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-83 From Ferntree Gully Arts Society Inc
 Form Submitted 2 Nov 2023, 11:13AM AEDT

[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

Incorporation Details

Please provide your Incorporated number
 A0005906A
 This can be found on the Consumer Affairs Victoria website

Child Safety

Knox City Council has a zero tolerance for child abuse. Organisations that provide services or facilities for children are required by law to comply with the Victorian Child Safe Standards to safeguard children.

Obligations are detailed on the Commission for Children and Young People (CCYP) website [CCYP | Child Safe Standards](#)

Organisations providing services, facilities or activities for children under 18 must:

1. Ensure a representative from your organisation has completed relevant Child Safe Training, and
2. Complete a Statutory Declaration regarding compliance with the Victorian Child Safe Standards: [Click here to download Knox City Council Statutory Declaration Template](#)

Please confirm that your organisation is aware of its obligations as detailed on the Commission for Children and Young People (CCYP) website *

- Yes, we are aware of our obligations regarding the new Child Safe Standards that came into effect 1 July 2022 and can meet the requirements relevant to our organisation. We will attach a Statutory Declaration detailing our commitment to ensuring our organisation and all Council funded programs, services, events and/or activities are compliant with the Child Safe standards.
- Our organisation does not provide any services, facilities or activities for children under 18.

If you have answered yes to the above, please attach your signed Statutory Declaration here

Filename: StatDecGrant.jpeg
 File size: 1.4 MB

Pre-application contact with Knox City Council

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

Yes. I discussed it with Belinda on 1st November. The FTGAS received part-funding for equipment and I asked Belinda if it would be worthwhile applying for a minor grant to

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-83 From Ferntree Gully Arts Society Inc
 Form Submitted 2 Nov 2023, 11:13AM AEDT

purchase some of the things that the other grant didn't cover. She said that I could give it a go.

Community Strengthening e-Bulletin Subscription

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

[Subscribe here](#)

PROJECT DETAILS

*** indicates a required field**

Request Details

Project Title *

Plinths and special light cover.

Project Start Date *

08/01/2024

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

Project End Date *

29/03/2024

Must be a date.

(a) Briefly describe details of the request: *

We'd like to offer a better drawing experience in life drawing workshops and more display options for sculptors

There are 2 life-drawing and 1 still-life drawing workshops every week (9 hours in total).

They provide the wider community with a place to practise drawing skills as well as cost-effective access to live models.

You need fairly dramatic lighting for life drawing, however shadows can sometimes be a bit of a nuisance. The shadow box allows for control over the amount and intensity of shadows.

The plinths we have are old and chipped. We are getting more sculptures since offering an annual sculpture prize and it would be good to have some decent plinths for display which will match the lovely new walls we put in during the lockdown of 2020.

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

The ability to alter the type of lighting in the life-drawing sessions allows a lot more choice for attendees, especially newcomers (highlighting contrasts makes it easier to see and draw the subtle variations in the body).

New plinths will add to a more professional looking gallery.

Purchasing 2 tall and 2 short plinths (which can add height) gives us a lot of choice in how we arrange and adapt those to a variety of sculptures.

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Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-83 From Ferntree Gully Arts Society Inc
 Form Submitted 2 Nov 2023, 11:13AM AEDT

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

100

Must be a number

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

140

Must be a number

How many of the above are Knox residents? *

80

Must be a number

BUDGET

*** indicates a required field**

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

\$1,306.00

Must be a dollar amount.

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

(d) What amount is being requested? *

\$1,291.00

Must be a dollar amount.

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

Budget

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

NOTE: total income must match total expenditure

Income	Income Amount	Expenditure	Expenditure Amount
Please describe income item (ie: council grant, your organisations cash contribution, ticket sales etc)	\$AUD	Please describe expenditure item ie: venue hire	\$ AUD
council grant	\$1,291.00	plinths and shadow-box	\$1,291.00
FTG Arts Society	\$15.00	mailing cost	\$15.00
	\$		\$
	\$		\$
	\$		\$

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-83 From Ferntree Gully Arts Society Inc
 Form Submitted 2 Nov 2023, 11:13AM AEDT

	\$		\$
	\$		\$
	\$		\$

Budget Totals

Total Income Amount	Total Expenditure Amount	Income - Expenditure
\$1,306.00	\$1,306.00	\$0.00
<small>This number/amount is calculated.</small>	<small>This number/amount is calculated.</small>	<small>This number/amount is calculated. Must total \$0.00</small>

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

If your only income is only the Minor Grant requested, the total below will be \$0 -\$15.00
This number/amount is calculated.

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

Quotes/evidence of calculations are required to be attached for each item of expenditure.

Quotes may be attached next to each line of expenditure, or alternatively, a quote for all items may be attached in the section below.
 Quotes may be a formal quotation or a screenshot of items from retailers websites.

Expenditure	Amount	Quotes
Please describe expenditure item	\$ AUD	You can attach quotes here for individual items, or you can attach in bulk below
plinths incl delivery	\$1,194.00	Filename: Plinths Quote qu2896.pdf File size: 51.9 kB
light box	\$97.00	Filename: ShadowBox1.jpg File size: 257.7 kB Filename: ShadowBox3.png File size: 385.2 kB Filename: StudioLightSoftbox.png File size: 243.8 kB
		<i>No files have been uploaded</i>

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-83 From Ferntree Gully Arts Society Inc
 Form Submitted 2 Nov 2023, 11:13AM AEDT

	\$	No files have been uploaded
	\$	No files have been uploaded
	\$	No files have been uploaded
	\$	No files have been uploaded
	\$	No files have been uploaded

Quotes For Planned Expenses

Attach quotes for expenses here. *

Filename: Plinths Quote qu2896.pdf
 File size: 51.9 kB
 A minimum of 1 file must be attached.
 Quotes must support all expenditure items listed in table above

Expenditure Amount from requested grant

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

ADDITIONAL SUPPORTING INFORMATION

*** indicates a required field**

Evidence of Public Liability

Evidence of current Public Liability Insurance must be supplied *

Filename: InsuranceCertificate2023.pdf
 File size: 253.5 kB

Filename: InsuranceReceipt2023.pdf
 File size: 77.5 kB
 A minimum of 1 file must be attached.

Public Liability Expiry Date *

19/01/2024
 If the expiry date is prior to project completion date, you may be requested to supply an updated certificate upon renewal

Please attach any other relevant supporting documentation. This can include:

- A project plan
- Letters of support
- Any other relevant information you feel is necessary to support your application

Attach relevant documentation:

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-83 From Ferntree Gully Arts Society Inc
Form Submitted 2 Nov 2023, 11:13AM AEDT

Filename: Plinths&LightboxProject2023.xlsx
File size: 12.5 kB

DECLARATION

*** indicates a required field**

Conflict of Interest

Do you or member of your organisation have a relationship with a Council staff member or Councillor? *

Yes No

A relationship can include a direct relative, member or the household, neighbour, or friend. If you have any queries regarding this, please call Council's Community Partnerships Team on 9298 8000 to discuss.

Does your organisation have any members who are Council staff members or Councillor? *

Yes
 No

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

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

[REDACTED]

Organisation Name *

[REDACTED]

Position (eg: President, Treasurer) *

[REDACTED]

Declaration Date *

02/11/2023

Must be a date.

Privacy Statement

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

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-84 From Pancretan Association of Melbourne
 Form Submitted 10 Nov 2023, 12:51PM AEDT

MINOR GRANTS PROGRAM APPLICATION FORM

* indicates a required field

Minor Grants Information

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

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

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

Submission deadline Council meeting date

6 October 2023 23 October 2023

10 November 2023 27 November 2023

1 December 2023 18 December 2023

5 January 2024 22 January 2024

9 February 2024 26 February 2024

8 March 2024 25 March 2024

5 April 2024 22 April 2024

10 May 2024 27 May 2024

7 June 2024 24 June 2024

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

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-84 From Pancretan Association of Melbourne
 Form Submitted 10 Nov 2023, 12:51PM AEDT

Application Category

Application Amount *

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

APPLICANT DETAILS

*** indicates a required field**

Applicant Details

Organisation Name *

Pancretan Association of Melbourne

Organisation Address *

[Redacted]

Address, Postcode, and Country are required.

Contact Name

[Redacted]

Contact Address *

[Redacted]

Address, Postcode, and Country are required.

Phone Number *

[Redacted]

Australian phone number.

Phone Number

Must be an Australian phone number.

[Redacted]

Committee Secretary (Second Contact Person) *

[Redacted]

Mobile Phone Number *

[Redacted]

Must be an Australian phone number.

[Redacted]

Must be an email address.

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-84 From Pancretan Association of Melbourne
 Form Submitted 10 Nov 2023, 12:51PM AEDT

Please provide your ABN
 14 054 484 052

Information from the Australian Business Register	
ABN	14 054 484 052
Entity name	PANCRETAN ASSOCIATION OF MELBOURNE AUSTRALIA LIMITED
ABN status	Active
Entity type	Australian Public Company
Goods & Services Tax (GST)	Yes
DGR Endorsed	No
ATO Charity Type	Not endorsed More information
ACNC Registration	No
Tax Concessions	No tax concessions
Main business location	3152 VIC
<i>Information retrieved at 2:58am today</i>	

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

Is your organisation Incorporated? *

Yes No

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

Committee/Governance Structure

Complete the details of your full committee below:

Committee Member Full Name	Position	Email Address	Phone Number
			Must be a number.
██████████	██████	████████████████████	██████████
██████████	██████████	████████████████████	██████████
██████████	██████	████████████████████	██████████
██████████	██████	████████████████████	██████████
██████████	██████	████████████████████	██████████
██████████	██████	████████████████████	██████████

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-84 From Pancretan Association of Melbourne
 Form Submitted 10 Nov 2023, 12:51PM AEDT

[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

Incorporation Details

Please provide your Incorporated number
 054484052
 This can be found on the Consumer Affairs Victoria website

Child Safety

Knox City Council has a zero tolerance for child abuse. Organisations that provide services or facilities for children are required by law to comply with the Victorian Child Safe Standards to safeguard children.

Obligations are detailed on the Commission for Children and Young People (CCYP) website [CCYP | Child Safe Standards](#)

Organisations providing services, facilities or activities for children under 18 must:

1. Ensure a representative from your organisation has completed relevant Child Safe Training, and
2. Complete a Statutory Declaration regarding compliance with the Victorian Child Safe Standards: [Click here to download Knox City Council Statutory Declaration Template](#)

Please confirm that your organisation is aware of its obligations as detailed on the Commission for Children and Young People (CCYP) website *

- Yes, we are aware of our obligations regarding the new Child Safe Standards that came into effect 1 July 2022 and can meet the requirements relevant to our organisation. We will attach a Statutory Declaration detailing our commitment to ensuring our organisation and all Council funded programs, services, events and/or activities are compliant with the Child Safe standards.
- Our organisation does not provide any services, facilities or activities for children under 18.

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-84 From Pancretan Association of Melbourne
 Form Submitted 10 Nov 2023, 12:51PM AEDT

If you have answered yes to the above, please attach your signed Statutory Declaration here

Filename: Knox City Council Stat Declaration .jpg
 File size: 250.6 kB

Pre-application contact with Knox City Council

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

No

Community Strengthening e-Bulletin Subscription

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

[Subscribe here](#)

PROJECT DETAILS

*** indicates a required field**

Request Details

Project Title *

Pancretan Podcast

Project Start Date *

16/01/2024

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

Project End Date *

16/01/2025

Must be a date.

(a) Briefly describe details of the request: *

To help purchase the necessary resources required to kickstart a weekly podcast that would be delivered in English and in Greek in order to reach out to our members and the wider community via this emerging medium to:

1. Inform, educate and entertain reflecting our multicultural cultural heritage and history and promote our programs and events.
2. Provide opportunities to connect with our members, local businesses, residents, schools, council and community organisations.
3. Foster creativity and encourage social inclusion.
4. Enable our organisation to stay relevant.

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

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-84 From Pancretan Association of Melbourne
 Form Submitted 10 Nov 2023, 12:51PM AEDT

1. Strengthens relationships within our organisation, its members and the wider community.
2. Enables connections with our community via a different platform.
3. Promotes multiculturalism and the uniqueness within multicultural communities.
According to the Knox Census 2021: 27% residence are born overseas, 1,700 residents use Greek as a language at home. According to the Migrant Information Center Greek Cultural Profile 322 or 58% Greek born residents are over the age of 65 and majority speak Greek at home.
4. Provides information and opportunities to learn more about and how to become involved with commemorations and events in the ANZACS and the Greece and Crete campaign.
5. Reduces the risk of isolation for our elderly members, as they can remain connected remotely.
6. It's inclusive as we will be able to reach a wider audience on a regular bases further reducing the risk of isolation experienced by people in the community.
7. Uncover and explore the remarkable stories and history of our founding members as well as current and their contribution to our organisation and the local community.
8. It will serve as a historical record of our organisation in the City of Knox from its inception to the present day.
9. Provide opportunities for Council, Local Small Business, Community Organisations and Schools in the the City of Knox businesses to broadcast their events.
10. Free access to a variety of podcast segments for example a story time segment for children under 6; a Music segment exploring the history of Cretan Folk Music;

Please note the Executive Board of the Pancretan Association has already approved this initiative.

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

50

Must be a number

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

3,000

Must be a number

How many of the above are Knox residents? *

1,700

Must be a number

BUDGET

*** indicates a required field**

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

\$6,000.00

Must be a dollar amount.

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

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-84 From Pancretan Association of Melbourne
 Form Submitted 10 Nov 2023, 12:51PM AEDT

(d) What amount is being requested? *

\$3,000.00

Must be a dollar amount.

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

Budget

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

NOTE: total income must match total expenditure

Income	Income Amount	Expenditure	Expenditure Amount
Please describe income item (ie: council grant, your organisations cash contribution, ticket sales etc)	\$AUD	Please describe expenditure item ie: venue hire	\$ AUD
Grant	\$3,000.00	Microphone	\$600.00
Sponsorship	\$1,000.00	Microphone Stands	\$400.00
Fundraising	\$1,000.00	Ring Light	\$200.00
Cash	\$1,000.00	Computer	\$3,500.00
		Webcam	\$600.00
	\$	Internet/Phone	\$700.00
	\$	Venue Hire	\$0.00
	\$		

Budget Totals

Total Income Amount	Total Expenditure Amount	Income - Expenditure
\$6,000.00	\$6,000.00	\$0.00
This number/amount is calculated.	This number/amount is calculated.	This number/amount is calculated. Must total \$0.00

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

If your only income is only the Minor Grant requested, the total below will be \$0
 -\$3,000.00

This number/amount is calculated.

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

Quotes/evidence of calculations are required to be attached for each item of expenditure.

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-84 From Pancretan Association of Melbourne
 Form Submitted 10 Nov 2023, 12:51PM AEDT

Quotes may be attached next to each line of expenditure, or alternatively, a quote for all items may be attached in the section below.

Quotes may be a formal quotation or a screenshot of items from retailers websites.

Expenditure	Amount	Quotes
Please describe expenditure item	\$ AUD	You can attach quotes here for individual items, or you can attach in bulk below
Microphone, computer software	\$2,401.00	Filename: computer_it_quote.pdf File size: 61.7 kB
Web cam	\$599.00	Filename: webcam_quote_sc orptec.png File size: 221.8 kB
Ring Light		Filename: Ring Light Quote S corptec.PNG File size: 153.1 kB
	\$	No files have been uploaded
	\$	No files have been uploaded
	\$	No files have been uploaded

Quotes For Planned Expenses

Attach quotes for expenses here. *

Filename: computer_it_quote.pdf
 File size: 61.7 kB
 A minimum of 1 file must be attached.
 Quotes must support all expenditure items listed in table above

Expenditure Amount from requested grant

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

ADDITIONAL SUPPORTING INFORMATION

*** indicates a required field**

Evidence of Public Liability

Evidence of current Public Liability Insurance must be supplied *

Filename: Pancretan Association Coc.pdf

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-84 From Pancretan Association of Melbourne
 Form Submitted 10 Nov 2023, 12:51PM AEDT

File size: 117.2 kB

A minimum of 1 file must be attached.

Public Liability Expiry Date *

09/10/2024

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

Please attach any other relevant supporting documentation. This can include:

- A project plan
- Letters of support
- Any other relevant information you feel is necessary to support your application

Attach relevant documentation:

Filename: Pancretan New Initiative Viability Form - PODCAST.pdf

File size: 313.7 kB

DECLARATION

*** indicates a required field**

Conflict of Interest

Do you or member of your organisation have a relationship with a Council staff member or Councillor? *

Yes No

A relationship can include a direct relative, member or the household, neighbour, or friend. If you have any queries regarding this, please call Council's Community Partnerships Team on 9298 8000 to discuss.

Does your organisation have any members who are Council staff members or Councillor? *

Yes
 No

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

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

Name *

[REDACTED]

[REDACTED]

Position (eg: President, Treasurer) *

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-84 From Pancretan Association of Melbourne
Form Submitted 10 Nov 2023, 12:51PM AEDT

Declaration Date *
10/11/2023
Must be a date.

Privacy Statement

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

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-85 From Rowville Riders
 Form Submitted 7 Nov 2023, 7:54PM AEDT

MINOR GRANTS PROGRAM APPLICATION FORM

* indicates a required field

Minor Grants Information

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

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

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

Submission deadline Council meeting date

6 October 2023 23 October 2023

10 November 2023 27 November 2023

1 December 2023 18 December 2023

5 January 2024 22 January 2024

9 February 2024 26 February 2024

8 March 2024 25 March 2024

5 April 2024 22 April 2024

10 May 2024 27 May 2024

7 June 2024 24 June 2024

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

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-85 From Rowville Riders
 Form Submitted 7 Nov 2023, 7:54PM AEDT

Application Category

Application Amount *

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

APPLICANT DETAILS

*** indicates a required field**

Applicant Details

Organisation Name *

Rowville Riders

Organisation Address *

[Redacted]

Province, Postcode, and Country are required.

Contact Name

[Redacted]

Address *

[Redacted]

Province, Postcode, and Country are required.

Phone Number *

[Redacted]

Australian phone number.

Mobile Number

[Redacted]

phone number.

[Redacted]

Committee Secretary (Second Contact Person) *

[Redacted]

Mobile Phone Number *

[Redacted]

Must be an Australian phone number.

[Redacted]

Must be an email address.

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-85 From Rowville Riders
 Form Submitted 7 Nov 2023, 7:54PM AEDT

Please provide your ABN
 99 773 164 893

Information from the Australian Business Register	
ABN	99 773 164 893
Entity name	Rowville Riders Incorporated
ABN status	Active
Entity type	Other Incorporated Entity
Goods & Services Tax (GST)	No
DGR Endorsed	No
ATO Charity Type	Not endorsed More information
ACNC Registration	No
Tax Concessions	No tax concessions
Main business location	3155 VIC
<i>Information retrieved at 2:06am today</i>	

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

Is your organisation Incorporated? *

Yes No

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

Committee/Governance Structure

Complete the details of your full committee below:

Committee Member Full Name	Position	Email Address	Phone Number
			Must be a number.

Incorporation Details

Minor Grants Program - 2023-2024

Minor Grant Program Application Form 2023-2024

Application No. 2324-MGP-85 From Rowville Riders

Form Submitted 7 Nov 2023, 7:54PM AEDT

Please provide your Incorporated number

A0107403W

This can be found on the Consumer Affairs Victoria website

Child Safety

Knox City Council has a zero tolerance for child abuse. Organisations that provide services or facilities for children are required by law to comply with the Victorian Child Safe Standards to safeguard children.

Obligations are detailed on the Commission for Children and Young People (CCYP) website [CCYP | Child Safe Standards](#)

Organisations providing services, facilities or activities for children under 18 must:

1. Ensure a representative from your organisation has completed relevant Child Safe Training, and
2. Complete a Statutory Declaration regarding compliance with the Victorian Child Safe Standards: [Click here to download Knox City Council Statutory Declaration Template](#)

Please confirm that your organisation is aware of its obligations as detailed on the Commission for Children and Young People (CCYP) website *

Yes, we are aware of our obligations regarding the new Child Safe Standards that came into effect 1 July 2022 and can meet the requirements relevant to our organisation. We will attach a Statutory Declaration detailing our commitment to ensuring our organisation and all Council funded programs, services, events and/or activities are compliant with the Child Safe standards.

Our organisation does not provide any services, facilities or activities for children under 18.

If you have answered yes to the above, please attach your signed Statutory Declaration here

No files have been uploaded

Pre-application contact with Knox City Council

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

Yes briefly with Susan Laukens about the grants available and how to apply

Community Strengthening e-Bulletin Subscription

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

[Subscribe here](#)

PROJECT DETAILS

* indicates a required field

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-85 From Rowville Riders
 Form Submitted 7 Nov 2023, 7:54PM AEDT

Request Details

Project Title *

Creation of outdoor seating area

Project Start Date *

01/12/2023

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

Project End Date *

20/12/2023

Must be a date.

(a) Briefly describe details of the request: *

As we have recently moved into the pavilion what was the former Windermere Tennis Club - Rowville Riders is looking to create an outdoor seating area. With the grant money we were looking to invest in 2 picnic tables with seats and also upgrade our barbeque.

We are looking at future holding events and having an outdoor area to gather and have adequate seating for our social gatherings

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

As mentioned above - there is no seating outside and our events for members - we want to be able to provide an area for the members to gather

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

15

Must be a number

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

135

Must be a number

How many of the above are Knox residents? *

50

Must be a number

BUDGET

*** indicates a required field**

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

\$3,229.00

Must be a dollar amount.

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

(d) What amount is being requested? *

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-85 From Rowville Riders
 Form Submitted 7 Nov 2023, 7:54PM AEDT

\$3,000.00

Must be a dollar amount.

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

Budget

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

NOTE: total income must match total expenditure

Income	Income Amount	Expenditure	Expenditure Amount
Please describe income item (ie: council grant, your organisations cash contribution, ticket sales etc)	\$AUD	Please describe expenditure item ie: venue hire	\$ AUD
Grant	\$2,550.00	Tables & Seats x 3	\$2,550.00
Grant	\$349.00	BBQ	\$349.00
Grant	\$99.00	Stain	\$99.00
Club Contribution	\$200.00	Stain	\$200.00
Club Contribution	\$31.00	Brushes	\$31.00
	\$		\$
	\$		\$
	\$		\$

Budget Totals

Total Income Amount	Total Expenditure Amount	Income - Expenditure
\$3,229.00	\$3,229.00	\$0.00
This number/amount is calculated.	This number/amount is calculated.	This number/amount is calculated. Must total \$0.00

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

If your only income is only the Minor Grant requested, the total below will be \$0 -\$229.00

This number/amount is calculated.

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

Quotes/evidence of calculations are required to be attached for each item of expenditure.

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-85 From Rowville Riders
 Form Submitted 7 Nov 2023, 7:54PM AEDT

Quotes may be attached next to each line of expenditure, or alternatively, a quote for all items may be attached in the section below.

Quotes may be a formal quotation or a screenshot of items from retailers websites.

Expenditure	Amount	Quotes
Please describe expenditure item	\$ AUD	You can attach quotes here for individual items, or you can attach in bulk below
BBQ	\$349.00	Filename: bbq - Quote .png File size: 179.2 kB
Picnic Tables & seats	\$2,550.00	Filename: Quote- Melbourne Picnic Tables- 0089- Rowville Rider[12253].pdf File size: 14.1 kB
Stain & Brushes	\$101.00	Filename: Stain & Brushes Quote - Bunnings.pdf File size: 74.4 kB
	\$	<i>No files have been uploaded</i>

Quotes For Planned Expenses

Attach quotes for expenses here. *

Filename: bbq - Quote .png
File size: 179.2 kB

Filename: Quote- Melbourne Picnic Tables- 0089- Rowville Rider[12253].pdf
File size: 14.1 kB

Filename: Stain & Brushes Quote - Bunnings.pdf
File size: 74.4 kB

A minimum of 1 file must be attached.
Quotes must support all expenditure items listed in table above

Expenditure Amount from requested grant
\$0.00

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

ADDITIONAL SUPPORTING INFORMATION

*** indicates a required field**

Evidence of Public Liability

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-85 From Rowville Riders
 Form Submitted 7 Nov 2023, 7:54PM AEDT

Evidence of current Public Liability Insurance must be supplied *

Filename: Rowville Riders - Club Certificate of Currency[12965].pdf
 File size: 25.1 kB
 A minimum of 1 file must be attached.

Public Liability Expiry Date *

28/02/2024
 If the expiry date is prior to project completion date, you may be requested to supply an updated certificate upon renewal

Please attach any other relevant supporting documentation. This can include:

- **A project plan**
- **Letters of support**
- **Any other relevant information you feel is necessary to support your application**

Attach relevant documentation:

No files have been uploaded

DECLARATION

*** indicates a required field**

Conflict of Interest

Do you or member of your organisation have a relationship with a Council staff member or Councillor? *

Yes No

A relationship can include a direct relative, member or the household, neighbour, or friend. If you have any queries regarding this, please call Council's Community Partnerships Team on 9298 8000 to discuss.

Does your organisation have any members who are Council staff members or Councillor? *

Yes No

I declare that all information within this application is true and correct.
If successful the organisation commits to provide an acquittal of all grant funds to Council as outlined in the Minor Grants Program Procedure.

Name *

[Redacted Name]

Name *

[Redacted Name]

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-85 From Rowville Riders
Form Submitted 7 Nov 2023, 7:54PM AEDT

Position (eg: President, Treasurer) *

[REDACTED]

Declaration Date *

07/11/2023

Must be a date.

Privacy Statement

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

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024 (Version 2 of 2)
Application No. 2324-MGP-67 From Dream Bridge Foundations
 Form Submitted 30 Oct 2023, 6:23PM AEDT

MINOR GRANTS PROGRAM APPLICATION FORM

* indicates a required field

Minor Grants Information

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

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

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

Submission deadline Council meeting date

6 October 2023 23 October 2023

10 November 2023 27 November 2023

1 December 2023 18 December 2023

5 January 2024 22 January 2024

9 February 2024 26 February 2024

8 March 2024 25 March 2024

5 April 2024 22 April 2024

10 May 2024 27 May 2024

7 June 2024 24 June 2024

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

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024 (Version 2 of 2)
Application No. 2324-MGP-67 From Dream Bridge Foundations
 Form Submitted 30 Oct 2023, 6:23PM AEDT

Application Category

Application Amount *

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

APPLICANT DETAILS

*** indicates a required field**

Applicant Details

Organisation Name *

Dream Bridge Foundations

Organisation Address *

[Redacted]

te/Province, Postcode, and Country are required.

Contact Name

[Redacted]

Contact Address *

[Redacted]

te/Province, Postcode, and Country are required.

Number *

[Redacted]

an phone number.

[Redacted]

an phone number.

[Redacted]

Committee Secretary (Second Contact Person) *

[Redacted]

le Phone Number *

[Redacted]

Must be an Australian phone number.

[Redacted]

Must be an email address.

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024 (Version 2 of 2)
Application No. 2324-MGP-67 From Dream Bridge Foundations
 Form Submitted 30 Oct 2023, 6:23PM AEDT

Please provide your ABN
 72 598 227 517

Information from the Australian Business Register	
ABN	72 598 227 517
Entity name	Dream Bridge Foundation INC
ABN status	Active
Entity type	Other Incorporated Entity
Goods & Services Tax (GST)	No
DGR Endorsed	No
ATO Charity Type	Charity More information
ACNC Registration	Registered
Tax Concessions	GST Concession, Income Tax Exemption
Main business location	3180 VIC

Information retrieved at 5:44am today

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

Is your organisation Incorporated? *

Yes No

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

Committee/Governance Structure

Complete the details of your full committee below:

Committee Member Full Name	Position	Email Address	Phone Number
			Must be a number.
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

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

Yes No

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

Child Safety

Minor Grants Program - 2023-2024

Minor Grant Program Application Form 2023-2024 (Version 2 of 2)

Application No. 2324-MGP-67 From Dream Bridge Foundations

Form Submitted 30 Oct 2023, 6:23PM AEDT

Knox City Council has a zero tolerance for child abuse. Organisations that provide services or facilities for children are required by law to comply with the Victorian Child Safe Standards to safeguard children.

Obligations are detailed on the Commission for Children and Young People (CCYP) website [CCYP | Child Safe Standards](#)

Organisations providing services, facilities or activities for children under 18 must:

1. Ensure a representative from your organisation has completed relevant Child Safe Training, and
2. Complete a Statutory Declaration regarding compliance with the Victorian Child Safe Standards: [Click here to download Knox City Council Statutory Declaration Template](#)

Please confirm that your organisation is aware of its obligations as detailed on the Commission for Children and Young People (CCYP) website *

Yes, we are aware of our obligations regarding the new Child Safe Standards that came into effect 1 July 2022 and can meet the requirements relevant to our organisation. We will attach a Statutory Declaration detailing our commitment to ensuring our organisation and all Council funded programs, services, events and/or activities are compliant with the Child Safe standards.

Our organisation does not provide any services, facilities or activities for children under 18.

If you have answered yes to the above, please attach your signed Statutory Declaration here

Filename: Statutory declarattion.pdf

File size: 103.0 kB

Pre-application contact with Knox City Council

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

Community Strengthening e-Bulletin Subscription

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

[Subscribe here](#)

PROJECT DETAILS

*** indicates a required field**

Request Details

Project Title *

Dil Ki Nazar se

Minor Grants Program - 2023-2024**Minor Grant Program Application Form 2023-2024 (Version 2 of 2)****Application No. 2324-MGP-67 From Dream Bridge Foundations**

Form Submitted 30 Oct 2023, 6:23PM AEDT

Project Start Date *

23/03/2024

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

Project End Date *

23/03/2024

Must be a date.

(a) Briefly describe details of the request: *

Its a musical dance drama for Charitable cause. Profit will be used to help community organisations working for blindsness.

Volunteer and Organizer spend money from to create this show. Your funds will help us reduce personal burden

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

Blindness is growing problem in Australia. This project will help community organisation working for blindness.

Also this program helps new talent receive free training and free help to polish their skills

Seniors help new/ budding talent to groom in their stage presentation skills

We are planning to sponsor Computers/ equipment to organisation called as Atmadeepam.

Details can be found on <https://ngodetails.com/uncategorized/atmadeepam-society-nagpur/>.

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

60

Must be a number

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

500

Must be a number

How many of the above are Knox residents? *

300

Must be a number

BUDGET

*** indicates a required field**

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

\$5,000.00

Must be a dollar amount.

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

(d) What amount is being requested? *

\$500.00

Must be a dollar amount.

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024 (Version 2 of 2)
Application No. 2324-MGP-67 From Dream Bridge Foundations
 Form Submitted 30 Oct 2023, 6:23PM AEDT

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

Budget

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

Income	Income Amount	Expenditure	Expenditure Amount
Please describe income item (ie: council grant, your organisations cash contribution, ticket sales etc	\$AUD	Please describe expenditure item ie: venue hire	\$ AUD
Ticket sales	\$10,000.00	Hall Rent	\$2,500.00
Sponsorship	\$3,000.00	Sound Hire	\$800.00
expected grant	\$500.00	rehearsal hall	\$1,500.00
		food rehearsal	\$500.00
	\$	Property	\$800.00
	\$	Sundry	\$200.00
	\$	Charity Proposed for blind ness	\$7,200.00
	\$		\$
	\$		\$

Budget Totals

Total Income Amount	Total Expenditure Amount	Income - Expenditure
\$13,500.00	\$13,500.00	\$0.00
This number/amount is calculated.	This number/amount is calculated.	This number/amount is calculated. Must total \$0.00

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

If your only income is only the Minor Grant requested, the total below will be \$0
 -\$13,000.00
 This number/amount is calculated.

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

Quotes/evidence of calculations are required to be attached for each item of expenditure.

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024 (Version 2 of 2)
Application No. 2324-MGP-67 From Dream Bridge Foundations
 Form Submitted 30 Oct 2023, 6:23PM AEDT

Quotes may be attached next to each line of expenditure, or alternatively, a quote for all items may be attached in the section below.

Quotes may be a formal quotation or a screenshot of items from retailers websites.

Expenditure	Amount	Quotes
Please describe expenditure item	\$ AUD	You can attach quotes here for individual items, or you can attach in bulk below
for rehearsal halls	\$500.00	<i>No files have been uploaded</i>
		<i>No files have been uploaded</i>
	\$	<i>No files have been uploaded</i>
	\$	<i>No files have been uploaded</i>
	\$	<i>No files have been uploaded</i>
	\$	<i>No files have been uploaded</i>
	\$	<i>No files have been uploaded</i>
	\$	<i>No files have been uploaded</i>
	\$	<i>No files have been uploaded</i>
	\$	<i>No files have been uploaded</i>

Quotes For Planned Expenses

Attach quotes for expenses here. *

Filename: Quote 4531.pdf
 File size: 730.1 kB
 A minimum of 1 file must be attached.
 Quotes must support all expenditure items listed in table above

Expenditure Amount from requested grant
 \$0.00

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

ADDITIONAL SUPPORTING INFORMATION

*** indicates a required field**

Evidence of Public Liability

Evidence of current Public Liability Insurance must be supplied *

Filename: certificate-105-d02f336ddeed31d1130f5421141f045a.pdf
 File size: 48.8 kB
 A minimum of 1 file must be attached.

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024 (Version 2 of 2)
Application No. 2324-MGP-67 From Dream Bridge Foundations
Form Submitted 30 Oct 2023, 6:23PM AEDT

Public Liability Expiry Date *

07/01/2024

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

Please attach any other relevant supporting documentation. This can include:

- **A project plan**
- **Letters of support**
- **Any other relevant information you feel is necessary to support your application**

Attach relevant documentation:

No files have been uploaded

DECLARATION

*** indicates a required field**

Conflict of Interest

Do you or member of your organisation have a relationship with a Council staff member or Councillor? *

Yes No

A relationship can include a direct relative, member or the household, neighbour, or friend. If you have any queries regarding this, please call Council's Community Partnerships Team on 9298 8000 to discuss.

Does your organisation have any members who are Council staff members or Councillor? *

Yes
 No

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

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

Organisation Name *

Dream Bridge Foundations

Position (eg: President, Treasurer) *

Declaration Date *

09/10/2023

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024 (Version 2 of 2)
Application No. 2324-MGP-67 From Dream Bridge Foundations
Form Submitted 30 Oct 2023, 6:23PM AEDT

Must be a date.

Privacy Statement

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

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-69 From Neuroblastoma Australia
 Form Submitted 13 Oct 2023, 4:02PM AEDT

MINOR GRANTS PROGRAM APPLICATION FORM

* indicates a required field

Minor Grants Information

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

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

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

Submission deadline Council meeting date

6 October 2023 23 October 2023

10 November 2023 27 November 2023

1 December 2023 18 December 2023

5 January 2024 22 January 2024

9 February 2024 26 February 2024

8 March 2024 25 March 2024

5 April 2024 22 April 2024

10 May 2024 27 May 2024

7 June 2024 24 June 2024

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

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-69 From Neuroblastoma Australia
 Form Submitted 13 Oct 2023, 4:02PM AEDT

Application Category

Application Amount *

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

APPLICANT DETAILS

*** indicates a required field**

Applicant Details

Organisation Name *

Neuroblastoma Australia

Organisation Address *

[Redacted]

Province, Postcode, and Country are required.

Contact Name

[Redacted]

Address *

[Redacted]

State/Province, Postcode, and Country are required.

Phone Number *

[Redacted]

Australian phone number.

Mobile Number

[Redacted]

Australian phone number.

[Redacted]

S.

Committee Secretary (Second Contact Person) *

[Redacted]

Mobile Phone Number *

[Redacted]

Must be an Australian phone number.

[Redacted]

Must be an email address.

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-69 From Neuroblastoma Australia
 Form Submitted 13 Oct 2023, 4:02PM AEDT

Please provide your ABN
 74 173 375 414

Information from the Australian Business Register	
ABN	74 173 375 414
Entity name	NEUROBLASTOMA AUSTRALIA
ABN status	Active
Entity type	Australian Public Company
Goods & Services Tax (GST)	Yes
DGR Endorsed	Yes (Item 1)
ATO Charity Type	Health Promotion Charity More information
ACNC Registration	Registered
Tax Concessions	FBT Exemption, GST Concession, Income Tax Exemption
Main business location	2065 NSW
<i>Information retrieved at 4:26am today</i>	

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

Is your organisation Incorporated? *

Yes No

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

Committee/Governance Structure

Complete the details of your full committee below:

Committee Member Full Name	Position	Email Address	Phone Number
			Must be a number.

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

Yes No

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

Child Safety

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-69 From Neuroblastoma Australia
Form Submitted 13 Oct 2023, 4:02PM AEDT

Knox City Council has a zero tolerance for child abuse. Organisations that provide services or facilities for children are required by law to comply with the Victorian Child Safe Standards to safeguard children.

Obligations are detailed on the Commission for Children and Young People (CCYP) website [CCYP | Child Safe Standards](#)

Organisations providing services, facilities or activities for children under 18 must:

1. Ensure a representative from your organisation has completed relevant Child Safe Training, and
2. Complete a Statutory Declaration regarding compliance with the Victorian Child Safe Standards: [Click here to download Knox City Council Statutory Declaration Template](#)

Please confirm that your organisation is aware of its obligations as detailed on the Commission for Children and Young People (CCYP) website *

- Yes, we are aware of our obligations regarding the new Child Safe Standards that came into effect 1 July 2022 and can meet the requirements relevant to our organisation. We will attach a Statutory Declaration detailing our commitment to ensuring our organisation and all Council funded programs, services, events and/or activities are compliant with the Child Safe standards.
- Our organisation does not provide any services, facilities or activities for children under 18.

If you have answered yes to the above, please attach your signed Statutory Declaration here

No files have been uploaded

Pre-application contact with Knox City Council

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

no

Community Strengthening e-Bulletin Subscription

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

[Subscribe here](#)

PROJECT DETAILS

*** indicates a required field**

Request Details

Project Title *

Run 2 Cure Neuroblastoma

Project Start Date *

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-69 From Neuroblastoma Australia
 Form Submitted 13 Oct 2023, 4:02PM AEDT

01/08/2023

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

Project End Date *

30/11/2023

Must be a date.

(a) Briefly describe details of the request: *

We are organising a community fun run in Caribbean Gardens on 12th November . It will consist of a timed 10k, 5k, 3k and a family 1k event. We are organising kids activities throughout the morning including pony rides, animal farm, magician, live music from Mik Maks and food trucks. We are a small children's cancer charity and funds raised go to the charity to support our work - funding childhood cancer research and providing family support throughout Australia.

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

The event provides a great physical outdoor community event - providing fun run challenges through a great variety of run distances (timed 10k, 5k, 3k, 1k) which are accessible to all abilities. People can also walk if they wish and the course is pram and wheelchair friendly. In addition they can enjoy the activities all morning so have a fun and meaningful morning where the community comes together to support childhood cancer. The event also increases awareness of childhood cancer, and in particular, neuroblastoma. Neuroblastoma is an aggressive cancer affecting primarily babies and toddlers and it is under-researched so needs more funding. Families affected by neuroblastoma will be attending the event and the event provides a useful opportunity to them to meet other families and also is a positive and uplifting event for them.

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

60

Must be a number

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

3000

Must be a number

How many of the above are Knox residents? *

500

Must be a number

BUDGET

*** indicates a required field**

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

\$95,000.00

Must be a dollar amount.

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

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-69 From Neuroblastoma Australia
 Form Submitted 13 Oct 2023, 4:02PM AEDT

(d) What amount is being requested? *

\$3,000.00

Must be a dollar amount.

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

Budget

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

NOTE: total income must match total expenditure

Income	Income Amount	Expenditure	Expenditure Amount
Please describe income item (ie: council grant, your organisations cash contribution, ticket sales etc)	\$AUD	Please describe expenditure item ie: venue hire	\$ AUD
sponsorship	\$8,000.00	event management services	\$55,000.00
ticket sales	\$23,000.00	venue hire	\$12,500.00
merchandise sales	\$10,000.00	infrastructure	\$18,500.00
fundraising	\$50,000.00	security	\$1,200.00
grant	\$3,000.00	timing	\$3,900.00
charity investment - marketing - ads and agency and collateral	\$23,500.00	bibs and medals	\$4,400.00
charity investment equipment and branding	\$7,500.00	equipment	\$2,500.00
	\$	fun activities/music	\$3,500.00
	\$	marketing	\$23,500.00

Budget Totals

Total Income Amount	Total Expenditure Amount	Income - Expenditure
\$125,000.00	\$125,000.00	\$0.00
This number/amount is calculated.	This number/amount is calculated.	This number/amount is calculated. Must total \$0.00

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

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

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-69 From Neuroblastoma Australia
 Form Submitted 13 Oct 2023, 4:02PM AEDT

-\$122,000.00

This number/amount is calculated.

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

Quotes/evidence of calculations are required to be attached for each item of expenditure.

Quotes may be attached next to each line of expenditure, or alternatively, a quote for all items may be attached in the section below.

Quotes may be a formal quotation or a screenshot of items from retailers websites.

Expenditure	Amount	Quotes
Please describe expenditure item	\$ AUD	You can attach quotes here for individual items, or you can attach in bulk below
provide stage and sound	\$2,145.00	No files have been uploaded
music -Mik Maks and parking	\$855.00	No files have been uploaded
		No files have been uploaded
	\$	No files have been uploaded
	\$	No files have been uploaded
	\$	No files have been uploaded
	\$	No files have been uploaded
	\$	No files have been uploaded

Quotes For Planned Expenses

Attach quotes for expenses here. *

Filename: Aug23 advertising4255 Neuroblastoma Australia - Run2Cure Melbourne.pdf
 File size: 49.9 kB

Filename: Aug23GreenSpeceventsGSE_R2C MEL23_INV R2C23001.003.pdf
 File size: 90.2 kB

Filename: aug23runcalendar4255 Neuroblastoma Australia - Run2Cure Melbourne.pdf
 File size: 49.9 kB

Filename: July23Marketing run2cureMelbourneInvoice INV-0665.pdf
 File size: 49.5 kB

Filename: May23eventcentral.pdf
 File size: 55.3 kB

Filename: medals Invoice 27976.pdf
 File size: 39.3 kB

Filename: Quote QU0195 Security.pdf
 File size: 67.8 kB

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-69 From Neuroblastoma Australia
 Form Submitted 13 Oct 2023, 4:02PM AEDT

Filename: RUN2CURE - Quote Vic Ambulance.pdf
 File size: 346.8 kB

Filename: Sep22AR Reserve Invoice_20220921_134628.pdf
 File size: 77.1 kB

Filename: Sep23AlisonSociety StateInvoice INV-0691.pdf
 File size: 50.3 kB

Filename: Sep23InsuranceR2CMelbourneAthleticsVictoria.pdf
 File size: 134.1 kB

Filename: Sep23R2CGSE_R2C MEL23_INV R2C23001.004.pdf
 File size: 90.2 kB

A minimum of 1 file must be attached.
 Quotes must support all expenditure items listed in table above

Expenditure Amount from requested grant

\$0.00

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

ADDITIONAL SUPPORTING INFORMATION

*** indicates a required field**

Evidence of Public Liability

Evidence of current Public Liability Insurance must be supplied *

Filename: Certificate of Currency-Neuroblastoma Australia Incorporated-Public Liability.pdf
 File size: 62.9 kB

A minimum of 1 file must be attached.

Public Liability Expiry Date *

10/01/2024

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

Please attach any other relevant supporting documentation. This can include:

- **A project plan**
- **Letters of support**
- **Any other relevant information you feel is necessary to support your application**

Attach relevant documentation:

Filename: Run2Cure Melbourne.docx
 File size: 12.5 kB

Filename: Run2CureMelbourne2023_Sponsorship.pdf

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-69 From Neuroblastoma Australia
Form Submitted 13 Oct 2023, 4:02PM AEDT

File size: 2.0 MB

DECLARATION

*** indicates a required field**

Conflict of Interest

Do you or member of your organisation have a relationship with a Council staff member or Councillor? *

Yes No

A relationship can include a direct relative, member or the household, neighbour, or friend. If you have any queries regarding this, please call Council's Community Partnerships Team on 9298 8000 to discuss.

Does your organisation have any members who are Council staff members or Councillor? *

Yes
 No

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

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

[REDACTED]

Organisation Name *

[REDACTED]

Position (eg: President, Treasurer) *

[REDACTED]

Declaration Date *

13/10/2023

Must be a date.

Privacy Statement

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

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-73 From Silvan Netball Club Inc
 Form Submitted 19 Oct 2023, 10:17AM AEDT

MINOR GRANTS PROGRAM APPLICATION FORM

* indicates a required field

Minor Grants Information

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

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

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

Submission deadline Council meeting date

6 October 2023 23 October 2023

10 November 2023 27 November 2023

1 December 2023 18 December 2023

5 January 2024 22 January 2024

9 February 2024 26 February 2024

8 March 2024 25 March 2024

5 April 2024 22 April 2024

10 May 2024 27 May 2024

7 June 2024 24 June 2024

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

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-73 From Silvan Netball Club Inc
 Form Submitted 19 Oct 2023, 10:17AM AEDT

Application Category

Application Amount *

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

APPLICANT DETAILS

*** indicates a required field**

Applicant Details

Organisation Name *

Silvan Netball Club Inc

Organisation Address *

[Redacted]

Province, Postcode, and Country are required.

Contact Name

[Redacted]

Contact Address *

[Redacted]

State/Province, Postcode, and Country are required.

Phone Number *

[Redacted]

Australian phone number.

Phone Number

Must be an Australian phone number.

[Redacted]

Committee Secretary (Second Contact Person) *

[Redacted]

Mobile Phone Number *

[Redacted]

Must be an Australian phone number.

[Redacted]

Must be an email address.

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-73 From Silvan Netball Club Inc
 Form Submitted 19 Oct 2023, 10:17AM AEDT

Please provide your ABN
 48 160 361 664

Information from the Australian Business Register	
ABN	48 160 361 664
Entity name	SILVAN NETBALL CLUB INCORPORATED
ABN status	Active
Entity type	Other Incorporated Entity
Goods & Services Tax (GST)	No
DGR Endorsed	No
ATO Charity Type	Not endorsed More information
ACNC Registration	No
Tax Concessions	No tax concessions
Main business location	3156 VIC

Information retrieved at 12:40am today

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

Is your organisation Incorporated? *

Yes No

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

Committee/Governance Structure

Complete the details of your full committee below:

Committee Member Full Name	Position	Email Address	Phone Number
			Must be a number.

Incorporation Details

Please provide your Incorporated number

A0104887P

This can be found on the Consumer Affairs Victoria website

Child Safety

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-73 From Silvan Netball Club Inc
Form Submitted 19 Oct 2023, 10:17AM AEDT

Knox City Council has a zero tolerance for child abuse. Organisations that provide services or facilities for children are required by law to comply with the Victorian Child Safe Standards to safeguard children.

Obligations are detailed on the Commission for Children and Young People (CCYP) website [CCYP | Child Safe Standards](#)

Organisations providing services, facilities or activities for children under 18 must:

1. Ensure a representative from your organisation has completed relevant Child Safe Training, and
2. Complete a Statutory Declaration regarding compliance with the Victorian Child Safe Standards: [Click here to download Knox City Council Statutory Declaration Template](#)

Please confirm that your organisation is aware of its obligations as detailed on the Commission for Children and Young People (CCYP) website *

- Yes, we are aware of our obligations regarding the new Child Safe Standards that came into effect 1 July 2022 and can meet the requirements relevant to our organisation. We will attach a Statutory Declaration detailing our commitment to ensuring our organisation and all Council funded programs, services, events and/or activities are compliant with the Child Safe standards.
- Our organisation does not provide any services, facilities or activities for children under 18.

If you have answered yes to the above, please attach your signed Statutory Declaration here

No files have been uploaded

Pre-application contact with Knox City Council

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

Community Strengthening e-Bulletin Subscription

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

[Subscribe here](#)

PROJECT DETAILS

*** indicates a required field**

Request Details

Project Title *

Winter Inclusive Uniforms

Project Start Date *

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-73 From Silvan Netball Club Inc
 Form Submitted 19 Oct 2023, 10:17AM AEDT

01/02/2024

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

Project End Date *

24/08/2024

Must be a date.

(a) Briefly describe details of the request: *

Our netball club currently has one open team, with the hope of expanding to include a junior girls team, at the critical sporting age between 15 and 17. We play at the Knox Regional Netball Courts Saturday competition with MDNA. We are looking to obtain inclusive uniform options for our club to give our players a more comfortable uniform. The club will hold these uniforms and make them available to players as required, they are then returned to the club after use.

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

These uniforms will be used by fill in players and those who are seeking to return to playing netball. We are aiming at mothers who have ceased sporting activities and girls between 15 and 17 who are most likely to leave sport. We have a few interested people who would also prefer to wear more inclusive uniform options. As well as some larger size women that we currently haven't got uniforms big enough to fit. The costs of purchasing uniform along with the netball registration fees often too much for a lot of people. With our club's increased participation this would also benefit the netball competition at Knox with a more team's participating.

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

4

Must be a number

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

13

Must be a number

How many of the above are Knox residents? *

5

Must be a number

BUDGET

*** indicates a required field**

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

\$357.50

Must be a dollar amount.

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

(d) What amount is being requested? *

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-73 From Silvan Netball Club Inc
 Form Submitted 19 Oct 2023, 10:17AM AEDT

\$357.50

Must be a dollar amount.

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

Budget

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

NOTE: total income must match total expenditure

Income	Income Amount	Expenditure	Expenditure Amount
Please describe income item (ie: council grant, your organisations cash contribution, ticket sales etc)	\$AUD	Please describe expenditure item ie: venue hire	\$ AUD
Grant	\$357.50	Uniform	\$357.50
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$

Budget Totals

Total Income Amount	Total Expenditure Amount	Income - Expenditure
\$357.50	\$357.50	\$0.00
This number/amount is calculated.	This number/amount is calculated.	This number/amount is calculated. Must total \$0.00

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

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

This number/amount is calculated.

Quotes For Planned Expenses

Attach quotes for expenses here. *

Filename: Quote QU0099.pdf

Minor Grants Program - 2023-2024
Minor Grant Program Application Form 2023-2024
Application No. 2324-MGP-73 From Silvan Netball Club Inc
 Form Submitted 19 Oct 2023, 10:17AM AEDT

File size: 41.3 kB

A minimum of 1 file must be attached.

Quotes must support all expenditure items listed in table above

ADDITIONAL SUPPORTING INFORMATION

*** indicates a required field**

Evidence of Public Liability

Evidence of current Public Liability Insurance must be supplied *

Filename: Certificate of Currency - Silvan Netball Club.pdf

File size: 34.2 kB

A minimum of 1 file must be attached.

Public Liability Expiry Date *

01/01/2024

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

Please attach any other relevant supporting documentation. This can include:

- A project plan
- Letters of support
- Any other relevant information you feel is necessary to support your application

Attach relevant documentation:

Filename: 2024 uniform Project plan.pdf

File size: 116.3 kB

Filename: Club Committee2023.pdf

File size: 580.0 kB

DECLARATION

*** indicates a required field**

Conflict of Interest

Do you or member of your organisation have a relationship with a Council staff member or Councillor? *

Yes No

A relationship can include a direct relative, member or the household, neighbour, or friend. If you have any queries regarding this, please call Council's Community Partnerships Team on 9298 8000 to discuss.

Minor Grants Program - 2023-2024
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Form Submitted 19 Oct 2023, 10:17AM AEDT

Does your organisation have any members who are Council staff members or Councillor? *

- Yes
- No

I declare that all information within this application is true and correct.
If successful the organisation commits to provide an acquittal of all grant funds to Council as outlined in the Minor Grants Program Procedure.

Name *

[REDACTED]

Organisation Name *

[REDACTED]

Position (eg: President, Treasurer) *

[REDACTED]

Declaration Date *

19/10/2023

Must be a date.

Privacy Statement

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

8.3 Occasional Care at Knox Regional Netball Centre Review

SUMMARY: Sarah Kleine, Manager Family and Children's Services

At the Council Meeting held on 23 May 2022, Council resolved to continue providing occasional care (limited hours) at the Knox Regional Netball Centre (KRNC) for a period of 12 months whilst a service review was completed, outlining potential options for the future of the service.

Due to ongoing disruptions and the delayed redevelopment works at the facility, officers were unable to undertake the service review as specifically set out in the May 2022 report. As a result, the service review as outlined in this report was adjusted so as not to further delay a report being presented back to Council and to address the outstanding issues identified in relation to providing this free service to the community.

Following this service review, Council officers recommend that Knox City Council (Council) cease to provide occasional care (limited hours) at KRNC, due to the trending decline in overall demand and significant historical low utilisation of the occasional care service including the continued suspension due to the redevelopment of the Centre.

Similar surrounding Councils no longer deliver occasional care (limited hours) services and are focused instead on early years planning and managing community infrastructure. Knox Council is somewhat of an outlier, particularly in Melbourne's eastern region, having been a direct provider of occasional care (limited hours) service for many years. The scale and frequency of policy and funding changes in recent years will continue to pose significant challenges for occasional care (limited hours) providers.

Council has provided a free occasional care (limited hours) service at KRNC to support women's participation in sport. This service has been suspended since November 2022 and will not resume until Term 1 January 2024 at the earliest due to the redevelopment of the KRNC. Providing the occasional care service costs Council between \$38,000 to \$64,000 per annum, made up mainly of staffing costs, to meet the regulatory ratio of staff to children.

This service review found that the occasional care service does not significantly support women's sporting participation. The occasional care service has continued to have a low utilisation rate and current players using the occasional care service have found alternative arrangements while the service has been suspended. The service in recent times has only supported a narrow range of women, who are available to play netball on Friday mornings.

RECOMMENDATION

That Council:

1. Note and thank the community for their consultation feedback collated in July 2023 in line with Council's Community Engagement Policy;
2. Having completed a service review of the occasional care (limited hours) service and Council's role in occasional care service provision; as well as community consultation (July 2023) and consideration of their feedback provided, resolve to:
 - a. Cease to be a provider for the occasional care (limited hours) service at Knox Regional Netball Centre;

- 3. Authorise the Chief Executive Officer (or such person as the Chief Executive Officer selects to:**
- a. Notify the Department of Education of Council's decision and to surrender the Service Approval**
 - b. Notify the affected employees of Council's decision and the impact of the change, in accordance with Council's relevant industrial agreements.**
 - c. Notify all active netball players and children, and the broader Knox Community, of Council's decision and the change's impact.**

1. INTRODUCTION

Council resolved at the Council Meeting held on 23 May 2022 to continue as a service provider of occasional care (limited hours) at the Knox Regional Netball Centre (KRNC) subject to:

- a) A service review being undertaken approximately in the next 12 months; and
- b) A further report being presented to Council to determine the longer-term future of this service.

At this time, the aim of the service review was to identify:

- How the different operating environment post redevelopment of the facility has changed demand for occasional care services;
- If and how changed patronage at the facility has impacted demand for occasional care;
- Efficiencies which could be created to support a more demand driven approach to staffing;
- How any changes to the fee structure at the service could influence Council's responsibilities regarding Competitive Neutrality;
- A sustainable operational fee structure, service model and budget for the service; and
- The full detailed costs of capital works required to continue the provision of the service with a new service model into the future.

The occasional care service at KRNC has experienced many challenges over the past few years, inclusive of the period since May 2022 which has driven the need to alter the parameters of how the occasional care service was reviewed and required Council to consider its ongoing operation of the occasional care service without further delay.

These challenges include:

- Many interruptions to service delivery from 2020, as the occasional care service was impacted and suspended throughout the COVID-19 Pandemic lockdown periods;
- Over the last two years, KRNC has undergone a \$15 million redevelopment, with the works due to be completed in mid-October 2023. Through the redevelopment works the netball program has continued at a reduced capacity, the occasional care service was suspended in November 2022 and has not to date resumed operation due to the redevelopment impacting the occasional care children's classroom;

- Trending decline in overall demand and significant historical low utilisation of the occasional care (limited hours) service at KRNC;
- The limitations of the new legislative requirements include licensing and approval changes, staffing and educator to child ratios and qualification change requirements introduced in 2020 by the Victorian Government in relation to limited licensed children's services for KRNC; and
- The implementation of funded kindergarten for 3-year-old children from January 2022, which is likely to have an ongoing negative impact on utilisation and demand for age specific unfunded 3-year-old programs into the future.

Prior to the challenges above, Council resolved in 2017 to remove the fees and charges for this occasional care service, the main driver was to support women's participation in sport. With recent financial constraints for Council, the occasional care service review has highlighted costs between \$38,000 to \$64,000 per annum, primarily for staffing costs to meet the regulatory ratio of staff to children is unsustainable for future programs.

Previous to the suspension, the service had significant historical under-utilisation, with a usage rate of only 15-25% of its capacity. In the period July to November 2022, there was an average of two children being cared for in each 45-minute session on Friday mornings. Following disruptions from the COVID-19 Pandemic and more recently the redevelopment, with all the service suspensions, current players have made alternative arrangements, including other childcare options and/or bringing their children to be courtside throughout the netball game.

This report outlines the rationale for the above suggested way forward and the next steps required to implement the required changes in line with Council's legal and industrial obligations.

2. DISCUSSION

Due to the ongoing redevelopment of the Centre, this service review commenced while the service remained suspended, which has extended the timeline of this report to Council and adjusted the parameters of the review.

2.1 Service Review Activities

The service review activities undertaken are outlined below:

- Consideration of impacts of ceasing the occasional care service for players;
- Consultation with current users of the occasional care service is outlined in Section 3 of this report;
- Modeling several potential funding models;
- Benchmarking and research undertaken to determine similar services in surrounding areas; and
- Consultation with our People Culture and Development team on potential impacts for current staff.

2.2 Service Review Identified

The proposed way forward outlined in this report is informed by the service review undertaken in 2023 which identified:

- The occasional care service no longer meaningfully supports women's participation in sport;
- Families have found alternative childcare arrangements as the service has been impacted and suspended multiple times since 2020 due to unforeseen circumstances including the COVID-19 Pandemic and delayed redevelopment;
- Unsustainable costs to Council of between \$38,000 to \$64,000 per annum to meet the regulatory ratio of staff to children;
- Continuing low utilisation rates are likely, and no further unmet demand established; and
- Concerns for the ageing infrastructure of the occasional care (limited hours) service, most particularly the bathrooms.

2.3 Rationale for Recommendation

This service review found the occasional care (limited hours) service no longer meaningfully supports women's participation in sport, reflected in the historical low utilisation rates; unsustainable costs to Council and small segment of the female sporting community it supports; as well as the alternative arrangements that players have found during service suspension.

Due to redevelopment capital works, the occasional care service has been suspended from November 2022 to date. However, netball games continue to be held in unaffected areas of KRNC with attendance not overly adversely impacted; families have found alternative solutions, including having children courtside while they play (as tends to happen at other comparable netball complexes).

Whilst the original intent of the program was to support women's participation in sport this service has only been available to netball players at this site and only provided on Friday mornings, with five sessions of 45 minutes available.

Prior to the redevelopment works there were 12 teams that were registered for the Friday morning tournament. This has reduced to nine teams currently. Anecdotal feedback has been received that the reduction in teams can be related to the suspension of the occasional care service, however we do not have any available data of the likely impacts of the Pandemic and redevelopment works on these participation figures.

Due to the ongoing suspension of the service, families have found alternative care arrangements for their children. During the consultation outlined below in Section 3, safety concerns were raised for children who remain courtside rather than attend occasional care. Officers will be available to consult with KRNC to advise on how to manage this risk in the future if Council resolves to cease occasional care services. Further to this, officers will explore options with players to provide a space that is child friendly for players to use when taking it in turns to mind each other's children.

The cost to Council is unsustainable compared to the limited social benefit provided, and at current utilisation rates there is no real prospect of a full cost recovered service. Staffing represents the majority cost, as regulatory requirements introduced for occasional care (limited hours) services mean two staff members must be employed for each session. Option 2 below outlines that Council could partially recover these costs by reintroducing fees, however, these fees would be well in excess of comparable occasional care services (refer to Tables 3 to 5 in Section 6).

Furthermore, given the low historical utilisation rate, Council would likely still need to subsidise the service to ensure regulatory requirements for staffing are met. No increase of demand has been seen since 2021 (when the service re-opened post-the COVID-19 Pandemic shutdowns) and consultation with users has not uncovered any unmet demand despite the redevelopment of KRNC.

Notably the financial modelling as outlined in Section 6 does not include the cost to Council for the implementation and maintenance of fee collection system.

The redevelopment of KRNC has not improved the areas used by the occasional care (limited hours) service other than the replacement of the vinyl flooring; this area was not included in the redevelopment plans, nor was it identified as a priority during consultation on these plans with communities or player groups. Consultation with staff and users of the service revealed concerns over the ageing infrastructure most particularly the bathrooms.

The Victorian Government Department of Education (DE) was consulted prior to the works as to the state of the building and confirmed the existing arrangements were adequate to meet regulatory requirements. However, DE advised additional consultation with them would be required prior to reopening to ensure suitability of the children's classroom and the bathroom facilities, given redevelopment works have changed the layout of the areas surrounding the occasional care room.

During further consultation with DE in October 2023 following the completion of the redevelopment works, officers were advised that whilst the current facility remains adequate for providing the service, the risk associated with there being no upgrade of the bathroom facilities was noted as their location does not align with the Knox City Council Child Safety Commitment and the requirements of staffing arrangements in the context of Child Safe Standards.

Redevelopment of the area used for this service to include bathroom facilities would be required to bring the service in line with the intention of the Child Safe Standards. To undertake an upgrade of this area a preliminary design exercise would need to be undertaken to determine the scope of the works and associated costs, including a known challenge in relation to sewerage connection and it is estimated that these works could cost \$200K-\$300K. Alternatively, additional staff would be required on site to both maintain ratio requirements and ensure adequate supervision for accessing the bathroom facilities. This would further increase the cost of providing the service by \$12-13K per annum.

The scale and frequency of policy and funding changes in recent years will continue to pose significant challenges for occasional care (limited hours) providers and could result in further works being required to bring this site in line with a modern fit for purpose early years facility.

During the consultation with DE it was confirmed that policy changes are still progressing to better align the requirements of limited hours child care services (such as this one) to be the same as all other early childhood education and care services however they are unable to provide a time frame as to when the changes will be required.

There are a number of alternative care options available to families. Informal arrangements, including having children courtside and watching one another's children have been used by players during the redevelopment. The redevelopment works has included an additional community room in KRNC itself, which could potentially be utilised by parents as a baby-sitting location as is common at other large sporting venues.

A desktop review of similar programs in nearby Councils and netball complexes found that none provided occasional care (limited hours) services and there is no existing appetite for introducing such programs.

Throughout the suspension of the service, families have been provided with information of other occasional care programs they may choose to access in surrounding areas. Should Council resolve to cease providing the occasional care service at KRNC, officers will continue to make this information available to users of KRNC.

The following options were considered as part of the service review. The rationale is provided below:

Table 1: Options

	Option Detail	Rationale
Option 1	To cease to provide occasional care at Knox Regional Netball Centre.	<p>Recommended</p> <ul style="list-style-type: none"> • No longer meaningfully supports women's participation in sport. • Families have found alternative childcare arrangements as the service has been impacted and suspended multiple times due to unforeseen circumstances and delayed redevelopment works. • Unsustainable costs to Council of between \$38,000 to \$64,000 per annum, primarily for staffing costs to meet the regulatory ratio of staff to children. • Consultation revealing an unwillingness from players to pay fees to retain the occasional care service. • Continuation of low utilisation rates, and no further unmet demand identified. • Concerns for the ageing infrastructure of the occasional care service, most particularly the bathrooms and potential further cost to Council of \$200-300K for upgrade.

	Option Detail	Rationale
Option 2	To continue to provide free childcare on site at a cost of \$38,000 to \$64,000 per annum to rate-payers.	Not Recommended <ul style="list-style-type: none"> Given the high cost to Council and low benefits to the community.
Option 3	To operate as a fee-paying service aimed at full cost-recovery at a fee range of over \$21 per session.	Not Recommended <ul style="list-style-type: none"> Council would still need to subsidise the service at an estimated cost of \$28,500 per annum if utilisation rates remain consistent. Additional costs incurred to develop and maintain a fee processing system. Potential of a further reduction in utilisation as a result of the fee being introduced. No unmet demand identified.

Benchmarking has revealed that KRNC is the only sporting venue providing free occasional care in Knox or surrounding Council areas. Similar sporting facilities with an occasional care program on site charge fees for the occasional care program. Such fees are substantially lower than KRNC occasional care would need to charge as they tend to be in large sporting complexes and attract a far higher number of children.

Benchmarking indicates:

- Knox Leisureworks is \$11 per 1.5-hour session; and
- Maroondah Occasional Care, located near Aquahub, is \$49 for 3 hours.

No other netball facilities were found in Knox or surrounding areas that provide onsite occasional care. A number have informal arrangements in place, such as the netball association at Vermont South Sportlink Centre where parents take turns to look after the children. This sort of arrangement has been occurring at KRNC since the service has been suspended.

Officers were unable to identify other Councils that provide occasional care on their netball facilities.

Staffing the occasional care service is the dominant cost component of this service. As the Approved Provider of the occasional care service, Council has an obligation to meet the regulatory requirements, a ratio of one educator to four children (1:4) and a minimum of two educators in the service. One educator is currently employed with a requirement to employ additional educators if Council were to choose Option 2 or 3 and reopen the service.

The location of the current toilets outside the occasional care classroom, alongside staffing regulatory requirements, further presents staffing challenges. One staff member must remain with children in the service room while another accompanies children to the toilet – meaning it is not possible to run this occasional care service with only one staff member (and reducing the number of places for children to four).

To further strengthen the ability to meet the intent of our Child Safe Commitment we would also need to consider employing an additional staff member should there be no upgrade to the bathroom facilities.

Should Council resolve to keep providing occasional care with capacity for more children, more staff will need to be recruited.

Under the Victorian Children's Services Act 1996 and Regulations 2020, the service is approved to operate as Limited Hours service, which provides education and care to each child for not more than three hours per day and six hours per week. The Victorian Children's and Services Act 1996 and Regulations 2020 are being reviewed to more closely align with the National Regulations. Impacts on Limited Hours services are unclear at this time but are not expected to significantly reduce the regulatory burden.

3. CONSULTATION

Officers undertook consultation with netball players in July and August 2023 via an online questionnaire and officer-in-person attendance at netball games. There were 23 responses through the questionnaire, one letter, email and written note. Responses are outlined in Confidential Attachment 1.

Responses were received from:

- Current players with carer responsibility for young children;
- Players who had previously used the occasional care; and
- Players without children themselves.

Repeated themes included:

- Safety of children who may remain courtside; and
- Support for women to participate in sport.

From the community consultation, concerns were raised that players and teams may need to withdraw from playing due to players unable to access occasional care on site. As current players have reasonably sought other means of childcare in the suspension period, the low utilisation of the occasional care program historically, ceasing the occasional care service is deemed low risk and will have minimal impact to the future of the netball program.

Should Council agree with the proposed way forward in this report communication activities will be undertaken immediately to inform the KRNC community of the decision.

4. CLIMATE CHANGE CONSIDERATIONS

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

5. ENVIRONMENTAL/AMENITY CONSIDERATIONS

The current toilet and handwashing facilities in the service are not fit-for-purpose. During further consultation with DE in October 2023 following the completion of the redevelopment works, officers were advised that whilst the current facility remains adequate for providing the service, the risk associated with there being no upgrade of the bathroom facilities was noted as their location does not align with the Knox City Council Child Safety Commitment and the requirements of staffing arrangements in the context of Child Safe Standards.

Should demand increase, an upgrade of existing bathroom facilities would be required. The estimated cost of upgrading the bathroom facilities is in the vicinity of \$150,000-\$200,00. This figure is in addition to the ongoing operational costs identified in Tables 2 to 5 in Section 6.

6. FINANCIAL & ECONOMIC IMPLICATIONS

The forecast operational cost for continuation of the service at KRNC casual occasional care service is between approximately \$38,000 and \$64,000 per annum.

Officers undertook the below financial modelling to understand fees and utilisation levels required to create a fully cost-recovered service (Option 3 in the above section). Please note the costs outlined in Tables 3 to 5 do not include additional costs to Council for implementing and maintaining a fee processing facility.

Table 2 – Net Cost to Council with No Fee

(Each session is 45 minutes long)

This Table models the costs associated with increasing the capacity for services along with the associated increase in staffing costs if no fee was introduced. Regulations require a staffing ratio of one staff member to four children; hence each scenario represents an additional staff member. As highlighted, this model represents a deficit to Council of \$38,000-64,000.

Table 2

	Children per Session	Number of Sessions	Annual Expenditure	Net cost
Scenario 1	5 to 8	5	\$38,068	-\$38,068
Scenario 2	12	5	\$52,252	-\$52,252
Scenario 3	16	5	\$64,890	-\$64,890

Table 3 – Net Cost to Council Assuming Full Utilisation and Fee Introduced

(Each session is 45 minutes long)

This Table models the costs associated with increasing the capacity for services along with the associated increase in staffing costs and assumes full utilisation rate at each session with the introduction of a fee. Regulations require a staffing ratio of one staff member to four children; hence each scenario represents an additional staff member. As highlighted with the introduction of a fee and assuming full utilisation there will be no cost to Council, however given the historical low utilisation demonstrated, this is unlikely to be achieved.

Table 3

	Children per Session	Number of Sessions	Fees per Child per Session	Annual income	Annual Expenditure	Net cost
Scenario 1	5 to 8	5	\$23.80	\$38,080	\$38,068	+ \$12
Scenario 2	12	5	\$21.80	\$52,320	\$52,252	+ \$68
Scenario 3	16	5	\$20.30	\$64,960	\$64,890	+ \$70

Table 4 – Net Cost to Council with 25% Utilisation Rate and Fee Introduced

(Each session is 45 minutes long)

This Table models the costs associated with increasing the capacity for services along with the associated increase in staffing costs with the introduction of a fee; however, the model assumes that the high end of the historical utilisation rate at 25% will remain constant. Regulations require a staffing ratio of one staff member to four children; hence each scenario represents an additional staff member. As highlighted with the introduction of a \$20-\$23 fee and assuming 25% utilisation there will still be a cost to Council of \$28,000-\$48,000. Consultation revealed that this level of fee is not attractive to families so unlikely to be achieved.

Table 4

	Children per Session	Number of Sessions	Fees per Child per Session	Annual income	Annual Expenditure	25% of Annual Income	Net cost at 25% Utilisation
Scenario 1	5 to 8	5	\$23.80	\$38,080	\$38,068	\$9,520	-\$28,548
Scenario 2	12	5	\$21.80	\$52,320	\$52,252	\$13,080	-\$39,172
Scenario 3	16	5	\$20.30	\$64,960	\$64,890	\$16,240	-\$48,650

Table 5 – Net Cost to Council with 10% Utilisation Rate and Fee Introduced

(Each session is 45 minutes long)

This Table models the costs associated with increasing the capacity for services along with the associated increase in staffing costs and assumes a further reduction in utilisation of 15% should a fee of \$20-\$23 be introduced. Regulations require a staffing ratio of one staff member to four children; hence each scenario represents an additional staff member. As highlighted with the introduction of a \$20-\$23 fee and assuming 10% utilisation there will still be a cost to Council of \$34,000-\$58,000. Consultation revealed that this level of fee is not attractive to families so unlikely to be achieved.

Table 5

	Children per Session	Number of Sessions	Fees per Child per Session	Annual income	Annual Expenditure	10% of Annual Income	Net cost at 10% Utilisation
Scenario 1	5 to 8	5	\$23.80	\$38,080	\$38,068	\$3,808	-\$34,260
Scenario 2	12	5	\$21.80	\$52,320	\$52,252	\$5,232	-\$47,020
Scenario 3	16	5	\$20.30	\$64,960	\$64,890	\$6,496	-\$58,394

If Council were to resolve to continue the service with no fee, an additional amount of at least \$13,000 would need to be found to supplement the 2023-24 approved operating budget.

7. SOCIAL IMPLICATIONS

Knox City Council works in partnership with a broad range of early years and specialist early years' providers and directly provides a number of services including kindergarten, centre-based childcare services, Maternal and Child Health, community and supported playgroups and Preschool Field Officers.

Occasional care has the potential to attract vulnerable families and children as it is casual, ad-hoc and requires less time and financial commitment than other care options.

In the context of KNRC, as the Service has been suspended on and off since 2020, and all families have sought other forms of care requirements, it is unlikely that any additional social impacts will be felt at this time.

Consultation raised safety concerns for children who remain courtside rather than attend occasional care. Officers will be available to consult with KRNC to advise on how to manage this risk in the future if Council resolves to cease occasional care services. Officers will explore options with players to provide a space that is child friendly for players to use when taking it in turns to mind each other's children.

8. RELEVANCE TO KNOX COUNCIL PLAN 2021-2025

Civic Engagement & Integrity

Strategy 5.2 - Manage our resources effectively to ensure financial sustainability and improved customer experience.

Strategy 5.3 - Ensure our processes are transparent and decisions are accountable.

9. CONFLICT OF INTEREST

The officers contributing to and responsible for this report have no conflicts of interest requiring disclosure under Chapter 5 of the Governance Rules of Knox City Council.

10. CONFIDENTIALITY

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

Report Prepared By: **Manager Family and Children's Services, Sarah Kleine**
Report Authorised By: **Director Connected Communities, Judy Chalkley**

Attachments

Nil

8.4 Proposal to Sell Three Council Facilities - 73-75 Eildon Parade Rowville; 10 Tamara Street, Wantirna South; 4 Coorie Avenue, Bayswater

SUMMARY: Property Officer, Emma Hayton

This report is to inform Council of the completion of the statutory processes required under Section 114 of the Local Government Act 2020, required for the sale of the following parcels of land is now complete:

- 73-75 Eildon Parade, Rowville;
- 10 Tamara Street, Wantirna South; and
- 4 Coorie Avenue, Bayswater.

The sites were identified as surplus in 2018 following a review of early years' services, leading to consolidation into the two hubs now built in Wantirna South and Bayswater (the Hubs). The services previously delivered from these facilities have been relocated and the sites are vacant.

Consultation has been undertaken and it is now recommended that Council proceed with the sale of the properties.

RECOMMENDATION

That Council:

1. Note the feedback received during the recent community consultation and contained within the report for the proposed sale of:
 - a) 73-75 Eildon Parade, Rowville;
 - b) 10 Tamara Street, Wantirna South; and
 - c) 4 Coorie Avenue, Bayswater.
2. Having complied with the requirements of Section 114 of the Local Government Act 2020, resolve to sell 73-75 Eildon Parade, Rowville.
3. Having complied with the requirements of Section 114 of the Local Government Act 2020, resolve to sell 10 Tamara Street, Wantirna South.
4. Having complied with the requirements of Section 114 of the Local Government Act 2020, resolve to sell 4 Coorie Avenue, Bayswater.
5. Authorises the Chief Executive Officer (or other such person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to proceed with the sale of the properties at 73-75 Eildon Parade, Rowville (Lot 1017 on Plan of Subdivision 146358E, Certificate of Title Volume 09613 Folio 349 and Lot 1018 on Plan of Subdivision 146358E, Certificate of Title Volume 09613, Folio 350):
 - a) Initially by public auction with the reserve price as set out in Confidential Attachment 1; and
 - b) If the land still remains unsold after auction, by negotiation to the highest bidder in accordance with Confidential Attachment 1; and/or
 - c) If the land still remains unsold, by private treaty until 14 May 2024, in accordance with Confidential Attachment 1.
6. Authorises the Chief Executive Officer (or other such person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to proceed with the sale of the property at 10 Tamara Street, Wantirna South (Lot 1 on Title Plan 177866F, Certificate of Title Volume 09135 Folio 195),
 - a) Initially by public auction with the reserve price as set out in Confidential Attachment 2; and

- b) If the land still remains unsold after auction, by negotiation to the highest bidder in accordance with Confidential Attachment 2; and/or
 - c) If the land still remains unsold, by private treaty until 14 May 2024, in accordance with Confidential Attachment 2.
 - d) Include a condition as part of any contract of sale, that an agreement under Section 173 of the Planning and Environment Act 1987, be entered into requiring the retention of trees #6 (*Eucalyptus saligna*), #7 (*Eucalyptus saligna*), and #23 (*Eucalyptus botryoides*), and the exclusion of development from within the Tree Protection Zone (TPZ) as identified in the arborist report at Attachment 9 in the officer's report).
7. Authorises the Chief Executive Officer (or other such person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to proceed with the sale of the property at 4 Coorie Avenue, Bayswater (Lot 21 on Plan of Subdivision 12008, Certificate of Title Volume 07639 Folio 135):
- a) Initially by public auction with the reserve price as set out in Confidential Attachment 3; and
 - b) If the land still remains unsold after auction, by negotiation to the highest bidder in accordance with Confidential Attachment 3; and/or
 - c) If the land still remains unsold, by private treaty until 14 May 2024, in accordance with Confidential Attachment 3.
8. Authorises the Chief Executive Officer (or other such person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to sign the Contract of Sale and all other necessary documents associated with the sale of 73-75 Eildon Parade, Rowville.
9. Authorises the Chief Executive Officer (or other such person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to sign the Contract of Sale and all other necessary documents associated with the sale of 10 Tamara Street, Wantirna South.
10. Authorises the Chief Executive Officer (or other such person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to sign the Contract of Sale and all other necessary documents associated with the sale of 4 Coorie Avenue, Bayswater.
11. Pursuant to Section 125 of the Local Government Act 2020, to authorise the confidential information in the confidential attachments to be publicly available for the limited purpose of communicating the effect of this Resolution to the extent necessary to give effect to it.
12. To authorise the Chief Executive Officer (or such person the Chief Executive Officer selects) to communicate the content of the confidential attachments to the extent necessary at their discretion, including for the purpose of informing the community about the content of the report or Council's decision.
13. Resolve to digitally preserve the building plaque at 10 Tamara Street, Wantirna South, before removing and donating the plaque to the Knox Historical Society.

1. INTRODUCTION

At the meeting on 26 November 2018, Council officers presented a report for Council consideration, discussing the strategic review of several early years building assets in the context of the construction of two early years' hubs. At this meeting, Council resolved to declare the following properties surplus:

- Eildon Parade Preschool, located at 73-75 Eildon Parade;
- NG Haynes Children and Family Centre, located at 10 Tamara Street, Wantirna South; and
- Coorie Avenue Children and Family Centre, located at 4 Coorie Avenue, Bayswater.

Council also resolved to seek authorisation from the Minister for Planning to rezone the three properties from Public Use Zone 6 (Local Government) to a General Residential Zone (Schedule 2) which was resolved by Council on 31 January 2022 and gazetted and incorporated in the Knox Planning Scheme on 21 September 2022.

The buildings were identified as surplus due to service consolidation and co-location of services at more accessible, fit-for-purpose sites, and to offset the project costs of the Hubs developments. The recommendation to declare the site's surplus was established following a review considering the future purpose of the site(s) and impacts on service delivery with the implementation of the two new Early Years hubs constructed in 2019. The two hubs, built in Bayswater and Wantirna South, have been built to support the delivery of early years services for Knox's existing and future community needs. The facilities are modern, flexible, and provide co-located and integrated services to improve the experience for residents utilising the services available.

The hubs offer a range of services to the community, including early years' programs focused on education and care, health and wellbeing, family support and community connectedness. They are designed to enhance children's learning and development, support parents and families, and provide a place for services and professionals to connect with each other as they work with children from birth to school age.

Since construction, the Hubs have seen the consolidation of five long day care and one occasional early year's education services. The services that were delivered from these sites, including long day care, Maternal Child Health Nurse Services, and preschool. Are now being delivered from the Hubs and Eildon Park Children and Family Centre. Consequently, 10 Tamara Street and 4 Coorie Avenue have been vacant since 2019, and 73-75 Eildon Parade has been vacant since 2022.

Following the rezoning of the sites to Neighbourhood Residential Zone (Schedule 4), at the Statutory Planning meeting on 10 July 2023, Council resolved to commence the statutory process of undertaking community consultation, in line with the Local Government Act 2020 and Council policy.

Following the advertising and consultation process, feedback has been collated and provided in this report for Council consideration. Should Council resolve to sell the properties the process can commence immediately.

The proceeds from the sale are included in the 2023/24 Adopted Budget for funding a component of the capital works program. Should Council elect to withhold the properties from sale, all sites will require investment to reinstate the facilities, which will continue to have restricted options for use as it is designed and fitted out as an early year's facility, as well as requiring the removal or re-phasing of committed projects from the capital works program to offset any reduced proceeds.

2. DISCUSSION

2.1 Community Consultation

Council officers conducted four weeks of community consultation, providing an opportunity for residents and community stakeholders to comment on the proposed sale of the land through:

- Council's 'Have Your Say' website;
- in writing via post or email;
- via phone call;
- in person at the Civic Centre; or
- an on-site drop-in session.

Community consultation ran from 4 September 2023 – 2 October 2023. Officers advertised the proposal and attended the properties on Saturday 16 September to receive feedback and generate discussion.

At the conclusion of the four-week consultation period, a total of 39 responses (Confidential Attachment 6) were received for all properties through:

- 29 from 'Have Your Say';
- 4 from face-to face consultations; and
- 6 direct emails and letters.

A summary of the feedback per property is included in Table 1.

Table 1: Consultation Summary

	73-75 Eildon Parade Rowville	10 Tamara Street Wantirna South	4 Coorie Avenue Bayswater
Drop In Session Attendance	10	3	0
Submissions Received*	16*	16	7
Supportive of Sale	9%	50%	86%
Opposed to Sale	89%	31%	14%
Not Stated	2%	19%	0%

*A submission in relation 73-75 Eildon Parade was signed by 39 signatories. This has been counted as one submission but each signatory has been considered separately in calculations for the support or opposition of the proposal.

The community feedback with concerns raised relating to the sale provided during the consultation period has been reviewed and collated into themes for each property.

2.2 Community Feedback

2.2.1 73-75 Eildon Parade, Rowville

1. Proposal to sell the two titles within the one transaction

Officers have considered this and deem it appropriate to proceed with the sale as proposed (including both titles).

Further Information

Sale of the two titles as one transaction is a concern for local residents, that this will result in a

large development with a high number of dwellings. Any development will be required to adhere to the Knox Planning Scheme which requires the 'green and leafy' character of the neighbourhood to be maintained.

Real estate advice recommends that Council sell the property as a single parcel with the existing building. This will increase the buyer pool and competition for the property as it will be of interest to both developers and owner-occupiers. Developers will have flexibility to develop the whole site, or one title. It also provides better economies of scale and development outcomes.

For the site to be sold as two titles, council would be required to demolish the building as the building is situated in the middle of the two titles. Demolishing the building limits the site to only new development rather than providing a potential buyer the opportunity to renovate the existing building.

The community consultation referenced the sale of 73-75 Eildon Parade, indicating that the site will be sold as such.

There is also the possibility if the site was to be sold as separate titles that both titles could be purchased by the same buyer and consolidated.

2. Concern about site development, including:

- **Height of potential development;**
- **Number of developments on the parcel; and**
- **Development not keeping with character of neighbourhood.**

Officers have investigated this item and found that the Planning Scheme provides relevant guidance.

Further Information

The site and surrounding area is zoned Neighbourhood Residential Zone (Schedule 4) (NRZ4). The area is designated in the Knox Housing Strategy at a 'Knox Neighbourhood' area type.

If the site is sold, as proposed (both titles) it could be developed as dual occupancy or villa units as the preferred housing types. Detached dwellings are permitted but not preferred. If the sites are not consolidated, they could be developed as a detached dwelling or dual occupancy. Townhouses and apartments/mixed use developments are not permitted.

If the site is sold as two separate titles to different buyers a planning permit is required for dual occupancy or villa unit developments. It is not required for a detached dwelling. Therefore, two detached dwellings could be constructed on the sites (one per lot) without a planning permit. Any development above this would require a planning permit and proposals would be required to be submitted to council for consideration prior to approval or commencement of any works.

Council planning officers review submissions and apply consideration of planning regulations specific to the site, including, but not limited to neighbourhood character, privacy/overlooking, setback, site coverage, height of the development and access/parking provision. Public consultation forms part of this process. The Knox Residential Design Guidelines specify the required number of canopy trees per 175m² meaning that 73-75 Eildon Parade requires 7 canopy trees if the titles are consolidated (3 per lot if developed separately).

Planning Applications for multiple dwellings on a lot include Public Notification as part of the assessment process, with all submissions considered when a proposal is determined. Appeal rights exist at the Victorian Civil and Administrative Tribunal (VCAT) for any party not satisfied with a Council decision.

Planning Amendment C174knox, which rezoned the property to NRZ4, was adopted by Council on 31 January 2022, and gazetted and incorporated into the Knox Planning Scheme on 21 September 2022. The amendment was exhibited to the community and seven submissions were received. Future development was one of the key issues raised. The Panel Report prepared by Planning Panels Victoria, noted that potential development of other uses, including housing, will provide a community benefit through the provision of additional housing consistent with Planning Policy, including the Knox Housing Strategy. It also noted that the planning permit stage is the appropriate time to consider any site usage and development issue.

3. The facility should be retained and used for community purposes and early years service provision.

The site requires investment and improvement works to make it suitable for use. It has been vacant since 2022 and no maintenance works have been undertaken during this time.

Officers have not identified a suitable current community need that could be easily accommodated by this facility. It is not considered a sound economic decision for the investment or holding of a facility without any identification or analysis of actual need.

The cost to reactivate the site for its current intended use only (early years), and to complete current compliance upgrades is estimated at \$107,000 plus ongoing operating and maintenance costs of \$25,000 per annum. This has not been considered in the budget. Should the facility be considered for other multi-use purposes, it would require significant redevelopment and further financial investment which are not in budget.

Further Information

The current fit, form and function of the building is as a children's center and in its current state, is not suitable for other purposes (e.g. it contains child-size toilets and bathrooms surrounded by glass). As such, it would require considerable investment to make it fit for another purpose.

The preschool service previously provided in the facility has been relocated to Eildon Park Children and Family Centre located 100m away within Eildon Park.

There have been no recent enquiries from the community for facility space in this area prior to undertaking community engagement.

4. Concerns about the building being left as derelict.

At the time of this report, no derelict buildings have been reported in the surrounding area and officers do not recommend this to be a condition of sale.

Further Information

The building at 73-75 Eildon Parade has been vacant for more than 12 months. A concern was raised that the site may become derelict and present a safety and amenity issue to the neighbourhood.

Residents may report a derelict building by completing the unsightly properties form online on Councils' website. Council has relevant Local Laws to manage derelict building and also a rating differential.

If Council choose to continue with the sale of this site, Council has the option of including a Section 173 agreement to stipulate the future owner must demolish the building within a specified period i.e., within 12 months of purchase. Although, as referenced in response 1, putting a condition such as this on the sale may limit buyers and also will mean the site cannot be renovated if that is the desire of the buyer.

2.2.2 10 Tamara Street, Wantirna South

1. Concern about traffic impacts if the site is developed

Officers have reviewed this item and found that potential traffic impacts will be considered as part of planning permit application and that this is the appropriate time to review them.

Further Information

Feedback received noted that Tamara Street is used by through traffic which can have an impact on residents, and that development of the site is likely to increase traffic and street parking, which may cause congestion. Residents suggested that new traffic conditions could be imposed such as designating Tamara Street as one way, installing speed bumps and/or designating only one side for parking.

Any potential impact on traffic would be considered by Council's Traffic and Transport Officers following the submission of a planning permit application with recommendations to be made accordingly at that time. Residents will have the opportunity to raise concerns about traffic impacts as part of the planning permit public consultation process.

2. The site should be retained for open space to retain vegetation for wildlife

The area has been researched to ascertain if it is needed for open space; the assessment determined it is not required for open space purposes.

Due to the significant mature vegetation on this site, officers are recommending protection of three mature trees on this parcel of land through a Section 173 Agreement. It should be noted that permits are not required for the removal of trees at the property unless a Section 173 Agreement is applied at the time of sale.

Further Information

Open Space

Parks are typically classified into a hierarchy for planning and management purposes.

Three levels of classification are recommended for parks for the purpose of play and social/family recreation in suburban settings. The different classifications of parks (for play) in Knox include;

- Local Parks
- Neighbourhood Parks
- Municipal Parks

All residents should ideally have access to a park (of any category) within an approximate 10-minute walk or up to approximately 500m, whichever is the lesser distance. Officers have assessed the distances from current open space in the area and produced the map as shown in Attachment 7 which shows that all residents in the area have access to open space within 500 meters of their homes. This map supports that the land is not required to be retained for open

space.

Vegetation

There are five trees rated as of high retention value which have significant canopy cover along with providing wildlife habitat and food sources. There is a lack of trees of this nature in the surrounding area, officers consider there is merit in protecting a number of these high value trees.

The property has not been identified as a strategic biodiversity site in relation to considering retaining the entire block however, there are areas of high biodiversity value approximately 550m north along Blind Creek and 2kms to the west along Dandenong Creek. In the context of the adjacent landscape, these canopy trees are unique and provide significant value to species in the area.

Council has the option of applying a Section 173 Agreement that requires the retention of some or all of these trees.

Alternatively, Council could consider the provision of tree and habitat replacement planting within Council's Open Space areas around the site, should these trees be removed in the development of the site. Replacement planting would take two generations (80+ years) to grow to the current canopy levels.

Further details relating to the trees are within section 2.5.1 of this report and Confidential Attachment 5.

3. Concern that potential development will not adhere to the Residential Design Guidelines, particularly in relation to canopy tree requirements.

Officers have investigated this item and found that the Planning Scheme provides relevant guidance.

Further Information

The site and surrounding area is zoned Neighbourhood Residential Zone (Schedule 4). The area is designated in the Knox Housing Strategy at a 'Knox Neighbourhood' area type. The site could be developed as dual occupancy or villa units as the preferred housing types. Detached dwellings are permitted but not preferred. Townhouses and apartments/mixed use developments are not permitted. The Knox Residential Design Guidelines specify the required number of canopy trees per 175m², meaning 10 Tamara Street requires 16 canopy trees.

Council planning officers review development proposals and apply consideration of planning regulations specific to the site, including, but not limited to neighbourhood character, privacy/overlooking, setback, site coverage, height of the development and access/parking provision. Inclusion of canopy trees will also be assessed. Public consultation forms part of this process.

Planning Applications for multiple dwellings on a lot include Public Notification as part of the assessment process, with all submissions considered when a proposal is determined. Appeal rights exist at the Victorian Civil and Administrative Tribunal (VCAT) for any party not satisfied with a Council decision.

Planning Amendment C174knox, which rezoned the property to NRZ4, was adopted by Council on 31 January 2022, and gazetted and incorporated into the Knox Planning Scheme on 21

September 2022. The amendment was exhibited to the community and seven submissions were received. Future development was one of the key issues raised. The Panel Report prepared by Planning Panels Victoria, noted that potential development of other uses, including housing, will provide a community benefit through the provision of additional housing consistent with Planning Policy, including the Knox Housing Strategy. It also noted that the planning permit stage is the appropriate time to consider any site usage and development issue.

4. Retain the facility for community purposes and/or early years' service provision.

The site requires investment and improvement works to make it suitable for use. It has been vacant since 2019 and no maintenance works have been undertaken during this time.

Council has not identified a suitable current community need that could be easily accommodated by this facility. It is not considered a sound economic decision for the investment or holding of a facility without any identification or analysis of actual need.

The cost to reactivate the site for its current intended use only (early years), and to complete current compliance upgrades is estimated at \$145,000 plus ongoing operating and maintenance costs of \$24,500 per annum. This has not been considered in the budget. Should the facility be considered for other multi-use purposes, it would require significant redevelopment and further financial investment which are not in budget.

Further Information

The current fit, form and function of the building is as a children's center and in its current state it is not suitable for other purposes. As such, it would require considerable investment to make it fit for another purpose.

There have been no recent enquiries from the community for facility space in this area prior to undertaking community engagement.

5. Increase in noise pollution

The Environment Protection Act 2017 and Environment Protection Regulations 2021 provide guidance on unreasonable noise from a residence. Considerations include volume and intensity, character of the noise, time and place, circumstances, duration and whether the noise is unreasonable. Residents are able to report residential noise to Council for investigation.

6. Relocation of building plaque

Officers recommend the plaque is photographed prior to removal and digitally stored for historical reference with the original plaque being retired and sent to the Knox Historical Society.

Knox Gardens Community Group (KGCG) is an incorporated not-for-profit organisation that manages three community halls on behalf of Council. The group was originally set up to lobby Council for a kindergarten in Wantirna South prior to the construction of NG Haynes Children and Family Centre at 10 Tamara Street. It has been requested that the plaque be removed from the building and relocated to the Knox Gardens Community Hall, which the group manages, to preserve that part of the group's history.

The estimated cost of removing, restoring and relocating the plaque is \$300. KGCG have offered to make a contribution and any further costs could be funded from the sale of the property.

Whilst Council's Memorial Policy does not specifically deal with the re-location of a plaque the policy notes that the most appropriate places for commemorative plaques is within designated

memorial parks.

Conditions of approval of a plaque within the Memorials policy include the requirement to provide:

- A brief description of the individual's significant contribution to the Knox community and how this has progressed the Knox Vision and Council's strategic objectives; and
- A demonstration of community support.
- Only nominations that clearly demonstrate the contribution of the individual was extraordinary and over and above what might be reasonably expected through paid employment or their volunteer contribution to the community will be approved.

Officers have used the policy to guide the review of this feedback. While officers recognise the submissions to the consultation note the significance of this plaque, consultation has not been undertaken with the broader KGCG as to whether the majority of members would support the relocation of the plaque, nor if the broader community supports this. The plaque will also have no historical reference to the Knox Gardens Community Hall and the extent of the contribution of NG Haynes is unknown.

For these reasons officers recommend the plaque could be photographed prior to removal and digitally stored for historical reference with the original plaque being sent to Knox Historical Society for storage or to be appropriately disposed of.

2.2.3 4 Coorie Avenue, Bayswater

One response out of seven submissions received via the "Have your Say" site did not support the sale of this property.

The concern raised relates to a request for Council to desist selling any further Council properties. Officers note that during planning of the early years hubs, the five standalone buildings deemed surplus was based on the planned consolidation of services into the hubs, including the proceeds of the disposal of 4 Coorie Avenue.

2.3 Sale of Land and Buildings Policy Principles

Council officers have assessed the proposed sale against the policy principles as listed in Council's Sale of Land and Buildings Policy, as set out in Table 2.

Table 2: Assessment against Sale of Land and Buildings Policy Principles

Principle	Eildon Parade Preschool 73-75 Eildon Parade, Rowville	NG Haynes Children and Family Centre (NG Haynes CFC) 10 Tamara Street, Wantirna South	Coorie Avenue Children and Family Centre (Coorie Avenue CFC) 4 Coorie Avenue, Bayswater
1. Economic			
Council evaluation of surplus property will consider the value of the land as well as the cost of retaining the land, utilities, and any foregone revenue, as well as any potential return available from sale for alternative purposes.	<p>During planning of the early years hubs, five standalone buildings were deemed surplus based on the planned consolidation of services into the hubs. The proceeds of the disposal of 73-75 Eildon Parade were to contribute to the costs of the development of the early years' hubs. The sale of the building is estimated to contribute approximately 5.5% of the capital cost of the hubs.</p> <p>The proceeds from selling this site are included in the 2023/24 Budget. If Council elects to withhold the property from sale, the site will require investment to reinstate the facility which has not been factored in current budgets, at an estimated cost of \$0.107 million. The building</p>	<p>During planning of the early years hubs, five standalone buildings were deemed surplus based on the planned consolidation of services into the hubs. The proceeds of the disposal of 10 Tamara Street were to contribute to the costs of the development of the early years' hubs. The sale of the building is estimated to contribute approximately 11% of the capital cost of the hubs.</p> <p>The proceeds from selling this site are included in the 2023/24 Budget. If Council elects to withhold the property from sale, the site will require investment to reinstate the facility which has not been factored into current budgets, at an estimated cost of \$0.145 million. The building in</p>	<p>During planning of the early years hubs, five standalone buildings were deemed surplus based on the planned consolidation of services into the hubs. The proceeds of the disposal of 4 Coorie Avenue, were to be contributed to the costs of the development of the early years' hubs. The sale of the building is estimated to contribute approximately 4% of the capital cost of the hubs.</p> <p>The proceeds from the sale of this site are included in the 2023/24 Budget. If Council elects to withhold the property from sale, the site will require investment to reinstate the facility which has not been factored into current budgets, at an estimated cost of \$0.120 million. The building in</p>

Principle	Eildon Parade Preschool 73-75 Eildon Parade, Rowville	NG Haynes Children and Family Centre (NG Haynes CFC) 10 Tamara Street, Wantirna South	Coorie Avenue Children and Family Centre (Coorie Avenue CFC) 4 Coorie Avenue, Bayswater
	in a re-instated state will continue to have restricted options for use as it is designed and fitted out as an early years facility.	a reinstated state will continue to have restricted options for use as it is designed and fitted out as an early years facility.	a re-instated state will continue to have restricted options for use as it is designed and fitted out as an early years facility.
2. Change to Service Needs (Use)			
Council will consider the sale of surplus land and buildings where it does not or will not support, facilitate or contribute to current or future service delivery outcomes as identified in the Council Plan.	Following the construction of the early years hubs, the services previously provided at the Eildon Parade Preschool have been relocated and the building has been vacant since 2022. There are two early years facilities located on Eildon Parade - Eildon Parade Preschool (CB74), and Eildon Parade Children and Family Centre (CB77), which is situated 100m away from the Preschool within the boundary of Eildon Park. Eildon Parade Preschool (CB74) housed an independent preschool service and Rowville Children and Family Centre provided a long day care service. Following the construction of the early years hubs, the long day care service was relocated to the early	Existing early years services at the site have been relocated to other facilities within the vicinity and no early years services will be impacted by the sale of the land. The facility has been vacant since 2019 following the relocation of services. The property has been assessed against identified future service needs through internal consultation across multiple departments. This consultation identified the land as potentially suitable for the location of social and affordable housing development. The Knox Social and Affordable Housing strategy and action plan 2023-2027 was adopted on the 26 April 2023. The sale of this land was a previous decision to partially fund building the hubs. The	Existing early years services at the site have been relocated to other facilities within the vicinity and no early years services will be impacted by the sale of the land. The facility has been vacant since 2019 following the relocation of services. The property has been assessed against identified future service needs through internal consultation across multiple departments. This consultation identified the land as potentially suitable for the location of social and affordable housing development. The Knox Social and Affordable Housing strategy and action plan 2023-2027 was adopted on the 26 April 2023. The sale of this land was a previous decision to partially fund building the hubs. The

Principle	Eildon Parade Preschool 73-75 Eildon Parade, Rowville	NG Haynes Children and Family Centre (NG Haynes CFC) 10 Tamara Street, Wantirna South	Coorie Avenue Children and Family Centre (Coorie Avenue CFC) 4 Coorie Avenue, Bayswater
	<p>years hubs, and Rowville CFC was refurbished to ensure it was fit for purpose for use as a preschool. The preschool service relocated to the Rowville Family and Children Centre in 2022. Therefore, there is no loss of service due to the proposed sale.</p> <p>The property has been assessed against identified future service needs through internal consultation across multiple departments. This consultation identified the land as potentially suitable for the location of social and affordable housing development. The Knox Social and Affordable Housing strategy and action plan 2023-2027 was adopted on the 26 April 2023. The sale of this land was a previous decision to partially fund building the hubs. The result of not proceeding with the sale would result in a shortfall of funds in the 2023-24 Adopted Budget for delivering capital projects. Considering these factors, it is deemed appropriate to explore opportunities for social and</p>	<p>result of not proceeding with the sale would result in a shortfall of funds in the 2023-24 Adopted Budget for delivering capital projects. Considering these factors, it is deemed appropriate to explore opportunities for social and affordable housing at alternative locations.</p>	<p>result of not proceeding with the sale would result in a shortfall of funds in the 2023-24 Adopted Budget for delivering capital projects. Considering these factors, it is deemed appropriate to explore opportunities for social and affordable housing at alternative locations.</p>

Principle	Eildon Parade Preschool 73-75 Eildon Parade, Rowville	NG Haynes Children and Family Centre (NG Haynes CFC) 10 Tamara Street, Wantirna South	Coorie Avenue Children and Family Centre (Coorie Avenue CFC) 4 Coorie Avenue, Bayswater
	affordable housing at alternative locations.		
3. Building Condition			
Council will consider the building asset condition, maintenance, renewal and upgrade considerations.	<p>Alternate uses have been considered and several likely significant upgrades would be required should Council elect to keep the property. Eildon Parade Preschool was built in 1986 and has an expected remaining lifespan of 13 years (based upon the calculation made in 2014). However, the ageing infrastructure requires investment in excess of \$26,500 per annum for renewal and maintenance costs. This figure is expected to continue increasing as the asset ages. This does not include initial re-activation costs estimated at \$107,000.</p> <p>The most recent building condition audit in 2018 rated this facility as 'good' with a score of 2 out of 5 and Building Asset Management Plan investment scenario for the facility</p>	<p>Alternate uses have been considered. NG Haynes CFC has been vacant since 2019 and the infrastructure would likely need significant investment to upgrade the facility ready for use. Renewal and maintenance costs, if the property were to be maintained, would exceed \$24,500 per annum, with this figure expected to increase due to the increasing age of the asset. Initial re-activation costs are estimated at \$145,000.</p> <p>The facility is 48 years old and has an expected remaining lifespan of 22 years (based upon the calculation made in 2014). The most recent building condition audit in 2018 rated this facility as 'good' with a score of 2 out of 5 and Building Asset Management Plan scenario for the facility is 'sweat the asset' which</p>	<p>Coorie Avenue CFC is 63 years old and as such is towards the end of its anticipated functional use with an expected remaining lifespan of 17 years (based upon the calculation made in 2014). Annual maintenance and renewal costs would exceed \$46,800 per annum, with this figure expected to increase as the asset continues to age. Initial reactivation costs are estimated at \$120,000.</p> <p>The building has been vacant since 2019 and would therefore require additional investment to return the facility to an operational state. The most recent building condition audit in 2018 rated this facility as 'fair' with a score of 3 out of 5 and Building Asset Management Plan scenario for the facility is 'sweat the asset' which refers to minimising</p>

Principle	Eildon Parade Preschool 73-75 Eildon Parade, Rowville	NG Haynes Children and Family Centre (NG Haynes CFC) 10 Tamara Street, Wantirna South	Coorie Avenue Children and Family Centre (Coorie Avenue CFC) 4 Coorie Avenue, Bayswater
	<p>is 'business as usual' which refers to buildings that are generally fit for purpose.</p> <p>Retaining this property for any community use purpose would require initial costs to re-active and ongoing maintenance and renewal costs, which are not included in Council's budget.</p>	<p>refers to minimising expenditure on an asset due to decreasing service demand, uncertain future, imminent relocations and possible disposals.</p> <p>Retaining this property for any community use purpose would require initial costs to re-active and ongoing maintenance and renewal costs, which are not included in Council's budget.</p>	<p>expenditure on an asset due to decreasing service demand, uncertain future, imminent relocations and possible disposals.</p> <p>Retaining this property for any community use purpose would require initial costs to re-active and ongoing maintenance and renewal costs, which are not included in Council's budget.</p>
4. Environment			
<p>Council will sell surplus land where retention will not enhance or protect its environmental value.</p>	<p>There are no vegetation protection overlays or provision for tree protection applying to the site.</p> <p>An independent arborist has undertaken an arboricultural assessment of 73-75 Eildon Parade, which assessed the trees located with the site, including retention values for each tree. A copy of the report is available in Attachment 8.</p> <p>Seventeen trees within the boundary of the preschool site and title boundary were assessed. There were</p>	<p>There are no vegetation protection overlays or provision for tree protection applying to the site.</p> <p>An independent arborist has undertaken an arboricultural assessment of 10 Tamara Street, which assessed the trees located with the site, including retention values for each tree. A copy of the report is available in Attachment 9.</p> <p>Twenty-eight trees were assessed within the boundary of the property. There were no trees that were found</p>	<p>There are no vegetation protection overlays or provision for tree protection applying to the site.</p> <p>An independent arborist has undertaken an arboricultural assessment of 4 Coorie Avenue, which assessed the trees located with the site, including retention values for each tree. A copy of the report is available in Attachment 10</p> <p>Eight trees were assessed within the boundary of the property. There were no trees that were found to require a</p>

Principle	Eildon Parade Preschool 73-75 Eildon Parade, Rowville	NG Haynes Children and Family Centre (NG Haynes CFC) 10 Tamara Street, Wantirna South	Coorie Avenue Children and Family Centre (Coorie Avenue CFC) 4 Coorie Avenue, Bayswater
	<p>no trees that were found to require a permit for removal. One tree, along the rear fence line, was rated as of high retention value.</p> <p>Eight trees will be returned from the preschool site to the open space reserve as a result of the relocation of the boundary fence. Five of these trees are of medium retention value, with the remaining low retention value. One tree within the preschool site was rated as medium retention value and the four as low retention value, in addition to the high retention value tree).</p> <p>There are three trees outside the preschool fence line. Of these trees, two medium retention value trees will remain as part of Council’s Open Space with one tree of low retention value sited within the title boundary and removed from open space.</p> <p>Council’s fencing contractor advises that four trees along the title boundary will not require removal for the fence installation, although</p>	<p>to require a permit for removal. Five trees were found to be of high retention value in the rear garden of the property. These are all mature, native trees which would take up to two generations (80+ years) to restore to the current size and scale, in the context of the local landscape, these trees are significant for habitat and canopy cover. A further nine trees were rated at medium retention value and the remaining 14 of low retention value.</p> <p>The five high retention trees on this site are significant to Knox’s canopy cover and providing habitat and food sources for wildlife. Due to very few trees of this size within the surrounding area, they also provide a continued leafy green visual impact for residents. While there is a requirement for 16 canopy trees to be planted on this site should these all be removed, it will take 80+ years for new plantings to reach the same scale.</p>	<p>permit for removal and no trees rated as high retention value. Two trees, one at the front of the property and the other adjacent to the building, were rated as medium retention value with the remaining six of low retention value. Of those six, three were noted to be weed species.</p>

Principle	Eildon Parade Preschool 73-75 Eildon Parade, Rowville	NG Haynes Children and Family Centre (NG Haynes CFC) 10 Tamara Street, Wantirna South	Coorie Avenue Children and Family Centre (Coorie Avenue CFC) 4 Coorie Avenue, Bayswater
	lopping/trimming of branches may be required.	The property has not been identified as a strategic biodiversity site in relation to considering retaining the entire block however, there are areas of high biodiversity value approximately 550m north along Blind Creek and 2kms to the west along Dandenong Creek. In the context of the adjacent landscape, these canopy trees are unique and provide significant value to species in the area.	
5. Physical Works			
Council will consider the sale of surplus land where it has not been identified in the Council Plan for the development of new assets or the improvement of existing assets.	This property has not been identified in the Council Plan for the development of new assets, nor the improvement of existing assets. The site is now vacant, and services relocated due to the anticipated sale of the property in the 2023/24 Proposed Budget. There is no reason to retain this property for physical works.	This property has not been identified in the Council Plan for the development of new assets, nor the improvement of existing assets. The site is now vacant, and services relocated due to the anticipated sale of the property in the 2023/24 Proposed Budget. There is no reason to retain this property for physical works.	This property has not been identified in the Council Plan for the development of new assets, nor the improvement of existing assets. The site is now vacant, and services relocated due to the anticipated sale of the property in the 2023/24 Proposed Budget. There is no reason to retain this property for physical works.
6. Recreation			

Principle	Eildon Parade Preschool 73-75 Eildon Parade, Rowville	NG Haynes Children and Family Centre (NG Haynes CFC) 10 Tamara Street, Wantirna South	Coorie Avenue Children and Family Centre (Coorie Avenue CFC) 4 Coorie Avenue, Bayswater
Council will sell surplus land where it is not required in the foreseeable future for recreational purposes.	The land is adjacent to Eildon Park, which hosts nine tennis courts, two ovals and cricket nets and is currently used for tennis, cricket and football. Consultation did not identify a need for additional open space or active recreational areas within the reserve.	Internal consultation has identified that the land is not required for recreational purposes.	Internal consultation has identified that the land is not required for recreational purposes.
7. Land Use Planning			
Council will sell surplus land where there are not compelling land use planning grounds for retention.	There are no land use planning grounds for retention. The land has been rezoned as Neighbourhood Residential Zone (NRZ4).	There are no land use planning grounds for retention. The land is zoned as Neighbourhood Residential Zone (NRZ4).	There are no land use planning grounds for retention. The land is zoned as Neighbourhood Residential Zone (NRZ4).
8. Social			
Council will sell surplus land where alternative social uses have not been identified.	Internal consultation has taken place to identify any potential social benefits to retaining this facility. This did not highlight any potential usage by community groups which could not otherwise be catered for through existing sites and collocation of services to better utilise Council	Internal consultation has taken place to identify any potential social benefits to retaining this facility. This did not highlight any potential usage by community groups which could not otherwise be catered for through existing sites and collocation of services to better utilise Council	Internal consultation has taken place to identify any potential social benefits to retaining this facility. This did not highlight any potential usage by community groups which could not otherwise be catered for through existing sites and collocation of services to better utilise Council

Principle	Eildon Parade Preschool 73-75 Eildon Parade, Rowville	NG Haynes Children and Family Centre (NG Haynes CFC) 10 Tamara Street, Wantirna South	Coorie Avenue Children and Family Centre (Coorie Avenue CFC) 4 Coorie Avenue, Bayswater
	assets.	assets.	assets.
9. Intergenerational Needs (Future Needs)			
Council will consider social, environmental and economic future needs of the asset by considering how the land sale today benefits current and future generations in the municipality.	The land sale supports the establishment of the previously constructed Early Years Hubs (Bayswater and Wantirna) which supports future generations requiring the holistic support services that are offered at these sites. Current and future needs can be met through the relocation of services to the early years hubs and Rowville Children and Family Centre (Rowville CFC). The long day care service previously provided at Rowville CFC has been relocated to the early years hubs, and the preschool operations at Eildon Parade Preschool have been relocated to Rowville CFC, which is located within the boundary of Eildon Park and has been refurbished to ensure it is fit for purpose.	The land sale supports the establishment of the previously constructed Early Years Hubs (Bayswater and Wantirna) which supports future generations requiring the holistic support services that are offered at these sites. The current and future needs can be met through the relocation of services from NG Haynes Children and Family Centre to other early years facilities. Maternal and Child Health Services and the community playgroup have already been relocated to the Wantirna Early Years Hub, and the three-year-old activity group has been relocated to Riddell Road. The facility has been vacant since 2019.	The land sale supports the establishment of the previously constructed Early Years Hubs (Bayswater and Wantirna) which supports future generations requiring the holistic support services that are offered at these sites. Current and future needs can be met through the relocation of services at Coorie Avenue CFC into the new early years hubs. The co-location and integration of services provides more modern facilities and improved experiences for the community.
10. Heritage and Cultural Value			
Council will consider the	The building and land has no heritage or cultural values requiring	The building and land for	The building and land for

Principle	Eildon Parade Preschool 73-75 Eildon Parade, Rowville	NG Haynes Children and Family Centre (NG Haynes CFC) 10 Tamara Street, Wantirna South	Coorie Avenue Children and Family Centre (Coorie Avenue CFC) 4 Coorie Avenue, Bayswater
asset's heritage and cultural values to the community.	protection. The site is not in an area of cultural heritage sensitivity.	consideration has no heritage or cultural values requiring protection. The site is not in an area of cultural heritage sensitivity.	consideration has no heritage or cultural values requiring protection. The site is not in an area of cultural heritage sensitivity.
11. Risk			
Council will identify and assess risks associated with holding and disposing of the asset.	If Council were to retain the asset, Council would need to consider the financial impacts of increased borrowings, reduced capital works program or sourcing an alternate property for sale. This asset has extremely limited identified community return and would require material ongoing funding (which is not included in the budget).	If Council were to retain the asset, Council would need to consider the financial impacts of increased borrowings, reduced capital works program or sourcing an alternate property for sale. This asset has extremely limited identified community return and would require material ongoing funding (which is not included in the budget).	If Council were to retain the asset, Council would need to consider the financial impacts of increased borrowings, reduced capital works program or sourcing an alternate property for sale. This asset has extremely limited identified community return and would require material ongoing funding (which is not included in the budget).

2.4 Additional Considerations – 73-75 Eildon Parade, Rowville

2.4.1 Works to Prepare Site for Sale

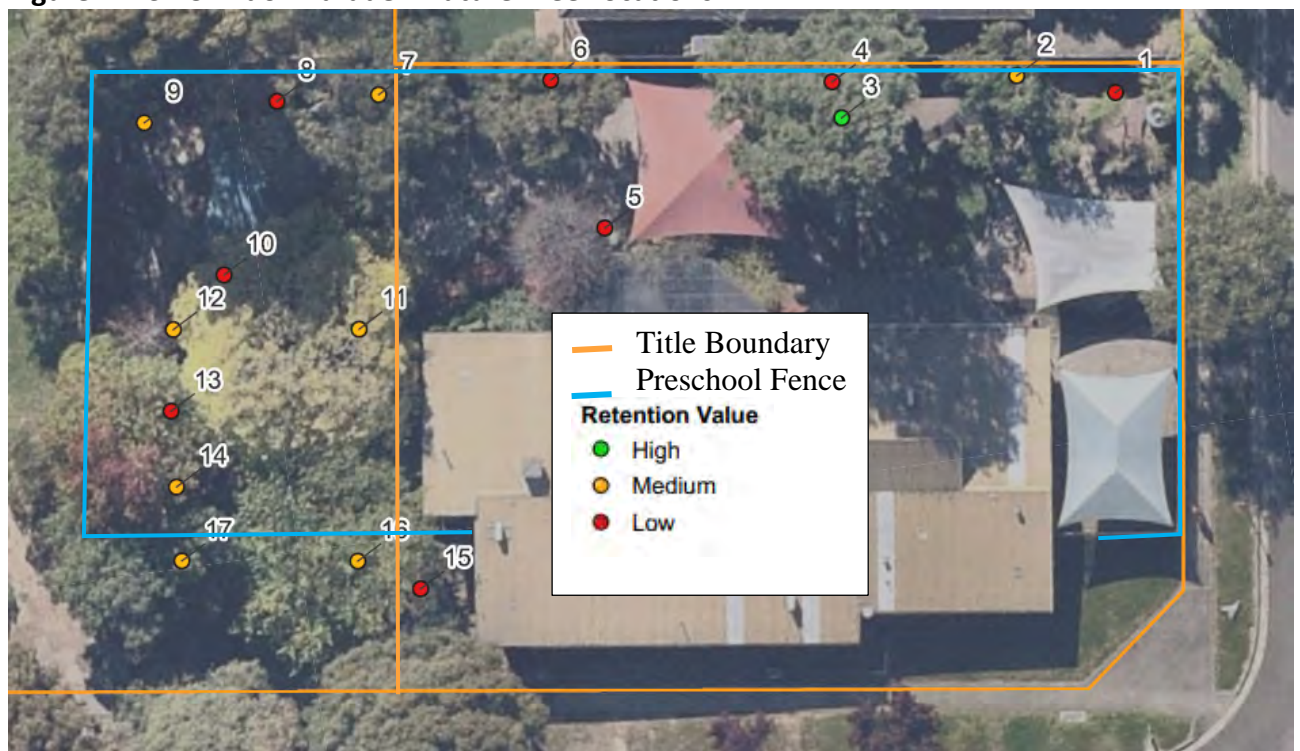
When the site was operating as a preschool, the fence line was extended west into Eildon Park to provide additional outdoor play space within the service. Works are required to install fencing on the title boundary and prepare the property for sale. Following construction of the fence, further works will be required to return the area to open space, including demolition of existing play, shade and storage structures, removal of paths and artificial turf and reinstatement of grassed area. These works would be funded from the property's proceeds. Advice from Council's fencing contractor is that four trees along the title boundary will not require removal for the fence installation, although lopping/trimming of branches may be required.

Upon completion of the works this will create approximately 485m² of open space and result in an additional 8 trees mature being retained and added to Eildon Park.

2.4.2 Vegetation

Community consultation for 73-75 Eildon Parade did not highlight any concerns around the retention of vegetation on the site. There is one tree that is rated as of high retention value (tree #3) on the site (refer Attachment 8), however community feedback did not highlight any concerns about its potential removal. While tree #3 is of high retention value, it has a useful life expectancy of medium (15-40 years), the canopy spread is relatively small and is not providing significant habitat or food for wildlife. Officers therefore do not recommend this tree for protection under a Section 173 Agreement. It is not considered that any additional tree habitat replacement within Council's open space is required as eight trees will be returned from the preschool site to the open space reserve as a result of the relocation of the boundary fence (see Figure 1).

Figure 1: 73-75 Eildon Parade – Future Tree Locations



Planning provisions require 1 canopy tree per 175m², therefore any future development at the site requires 7 canopy trees if the titles are consolidated, or 3 per lot if they are developed on two titles.

The buyer of the property may retain tree #3 due to its close proximity to the fence line and the site requirement for canopy trees under the planning scheme should the site be developed. It should be noted that permits are not required for the removal of any trees at the property.

2.5 Additional Considerations – 10 Tamara Street, Wantirna South

2.5.1 Vegetation

Community consultation for 10 Tamara Street highlighted concern around the retention of vegetation on the site and the possible impact on habitat for wildlife. The assessment of the environment principle within the Sale of Land and Buildings Policy by officers also identified the significance of the vegetation on this property. Council has an aim of 30% tree canopy in Knox by 2050.

Council officers have investigated options for managing the habitat:

- a. Protect some or all of the high retention trees;
- b. Tree and habitat replacement planting; and
- c. Do nothing and allow the buyer to determine if they retain any of the current vegetation.

Option a: Protect the high retention trees or a portion of them

There are five trees rated as of high retention value – trees #6, #7, #11, #18 and #23. Council has the option of applying a Section 173 Agreement that requires the retention of some or all of these trees. Figure 2 shows the positioning of the high retention trees on the block all of which are located in the rear of the property. Details of the high retention trees are shown in Attachment 9. It should be noted that permits are not required for the removal of trees at the property.

Figure 2: 10 Tamara Street – Tree Locations



The property has not been identified as a strategic biodiversity site, however, there are areas of high biodiversity value approximately 550m north along Blind Creek and 2kms to the west along Dandenong Creek. In the context of the adjacent landscape, these canopy trees are unique and provide significant value to species in the area.

Due to the canopy cover and wildlife habitat these trees provide, and the general lack of trees of this nature in the surrounding area, officers see merit in protecting a number of these high value trees in balancing the environmental and financial objectives. Confidential Attachment 5 explores the scenarios and the impacts of considering retaining some or all of the high value trees.

Option b: Tree and habitat replacement planting

Council could consider the provision of tree and habitat replacement planting within Council’s Open Space areas around the site, should these trees be removed in the development of the site. The replacement planting would be to the value of the Tree Value calculated using the City of Melbourne tree valuation method, which is used commonly through metropolitan Melbourne, as

shown in Confidential Attachment 5. Replacement planting would take two generations (80+ years) to grow to the current canopy levels and provide the same levels of habitat for wildlife.

Option c: Do nothing and allow the buyer to determine if they retain any of the current vegetation

As the zoning allows removal of all vegetation without a permit once the property is sold it will be at the buyer's discretion if vegetation is cleared and new trees planted as part of completing any future development. Without a Section 173 Agreement vegetation can be cleared upon the new owner taking possession.

Whilst this option would likely have the best financial outcome, as per the Sale of Land and Building Policy this is one of a number of considerations, including the environmental impact of vegetation of any sale.

Summary

Following consideration of the three options, and in order to balance the multiple policy objectives of Council, the officer recommendation is to require a Section 173 agreement for the protection of trees #6, #7 and #23 on the site.

3. CONSULTATION

Council completed community engagement that provided opportunity for the Knox community to engage officers in considering the proposal to sell 73-75 Eildon Parade, 10 Tamara Street and 4 Coorie Avenue, and provide feedback.

The 'Have Your Say' page was open to the public for 4 weeks, between 4 September and 2 October 2023. Residents within a radius of approximately 200m of each property were notified of the community engagement via letterbox drop between 4 September and 6 September. Signs were also in place at each site with details and a link through a QR code to the 'Have Your Say' page.

Drop-in sessions were held at all three properties on Saturday 16 September 2023 as an opportunity for the community to visit the site and talk with officers. There was also the option for the community to email, call, post or visit the Civic Centre to provide feedback during this time.

Confidential Attachment 6 contains the full feedback received for the three properties at 73-75 Eildon Parade, 10 Tamara Street and 4 Coorie Avenue. A summary of the engagement figures is presented in Table 3.

Table 3: Community Engagement Summary

	73-75 Eildon Parade Rowville	10 Tamara Street Wantirna South	4 Coorie Avenue Bayswater
Drop In Session Attendance	10	3	0
Submissions Received*	16*	16	7
Supportive of Sale	9%	50%	86%
Opposed to Sale	89%	31%	14%

	73-75 Eildon Parade Rowville	10 Tamara Street Wantirna South	4 Coorie Avenue Bayswater
Not Stated	2%	19%	0%

*A submission in relation 73-75 Eildon Parade was signed by 39 signatories. This has been counted as one submission but each signatory has been considered separately in calculations for the support or opposition of the proposal.

4. CLIMATE CHANGE CONSIDERATIONS

The subject of this report has been considered in the context of climate change and its relevance to the Knox Climate Response Plan 2021 – 2031.

Implementation of the recommendation will positively impact on Council's Net Zero 2030 target by removing ageing infrastructure from Council's property portfolio which have been replaced by the early years hubs that were built incorporating an environmentally sustainable design, with the ability to operate under its own power and water supply with reduced maintenance and operating costs.

Development of the sites may increase urban heat island impacts, however there is an opportunity to mitigate this risk by protecting significant vegetation through the sale and/or planning process. It should be noted that planning provisions require 1 canopy tree per 175m², meaning that 73-75 Eildon Parade requires 7 canopy trees if the titles are consolidated (3 per lot if developed separately), 10 Tamara Street requires 16 and 4 Coorie Avenue requires 6.

5. ENVIRONMENTAL/AMENITY CONSIDERATIONS

Community feedback during consultation was primarily concerned with the impact to neighbourhood amenity with residents anticipating large developments of multiple dwellings on the sites at 73-75 Eildon Parade and 10 Tamara Street. These areas, as well as 4 Coorie Avenue, are designated as 'Knox Neighbourhood' area types under the Knox Housing Strategy which aims to maintain the 'green and leafy' characteristics.

Any development proposals will be required to adhere to planning provisions and will be subject to community consultation through the planning permit process.

73-75 Eildon Parade, Rowville

When the site was operating as a preschool, the fence line was extended west into Eildon Park, to provide additional outdoor play space within the service. Work will need to be carried out on the site to align the fencing with the title boundary and ready the property for sale. This will include demolition of the existing fence, demolition of existing play, shade and storage structures, removal of paths and artificial turf and reinstatement of grassed area, and installation of a new fence to the western title boundary, providing additional open space to the community.

Upon completion of the works this will create additional open space within the reserve resulting in an additional 8 trees being added.

10 Tamara Street, Wantirna South

The property has not been identified as a strategic biodiversity site, however, there are areas of high biodiversity value approximately 550m north along Blind Creek and 2kms to the west along

Dandenong Creek. In the context of the adjacent landscape, these canopy trees are unique and provide significant value to species in the area.

There are five high retention trees which have been identified on the block and should these all be removed this will have an impact on canopy cover, wildlife habitat these trees provide, and the general lack of trees of this nature in the surrounding area.

6. FINANCIAL & ECONOMIC IMPLICATIONS

These sites, together with two others, were identified and presented to Council as surplus for consideration to sell in November 2018. The report advised that any proceeds from the sale of the under-utilised, surplus assets listed would be used to offset the construction costs of the hubs.

The most recent valuations for the sites are available in Confidential Attachment 4 and include anticipated financial impact as a result of the inclusion of a Section 173 Agreement to protect vegetation at 10 Tamara Street. It should be noted that Windfall Gains Tax does not apply to these sites, having been rezoned prior to the introduction of this tax. In accordance with the GST Act (*A New Tax System (Goods and Services Tax) Act 1999*), 4 Coorie Avenue is classed as residential premises and will not attract GST. The properties at 73-75 Eildon Parade and 10 Tamara Street will have GST applied as they are not classed as residential premises.

Should Council elect to retain any of the properties, investment will be needed to reinstate the facility for use. The buildings have limited use options as they are designed and fitted out as an early years' facility.

The buildings have all been vacant for between 1 and 4 years. In these years, no maintenance or renewal work has been undertaken. The estimated cost to recommission the buildings requires initial capital investment and ongoing operating and maintenance costs as set out in Table 4. The required investment to reinstate the building is not budgeted.

Table 4: Building Recommission and Operating Costs

Property	Useful Life Remaining	Estimate Immediate Investment Required	Estimated Further Investment Required within 2-4 Years	Estimated Annual Operating and Maintenance Costs	Total Costs over 4 Years
73-75 Eildon Parade	13 years	\$107,000	\$11,000	\$26,500	\$224,000
10 Tamara Street	22 years	\$145,000	\$45,000	\$24,500	\$288,000
4 Coorie Avenue	17 years	\$120,000	\$13,000	\$46,800	\$320,000

7. SOCIAL IMPLICATIONS

Social implications have been discussed throughout this report. The benefits of co-locating services through the hubs are well researched and supported, and the current provision of services have been researched and covered by existing and used facilities ensuring the

community has access to services. Future community needs can be supported by the available capacity of our existing sites and collocating services with our community groups.

Council's Housing Changes Lives: Knox Social and Affordable Housing Strategy and Action Plan 2023-2027 sets out key actions that Council has committed to guide Knox's housing and infrastructure. These actions include the development of a framework which will assist guide Council in considering surplus and under-utilised land for the potential future development of social and affordable housing.

8. RELEVANCE TO KNOX COUNCIL PLAN 2021-2025

Neighbourhoods, Housing & Infrastructure

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

Civic Engagement & Integrity

Strategy 5.1 - Provide opportunities for all people in Knox to have their say.

Strategy 5.2 - Manage our resources effectively to ensure financial sustainability and improved customer experience.

Strategy 5.3 - Ensure our processes are transparent and decisions are accountable.

9. CONFLICT OF INTEREST

The officers contributing to and responsible for this report have no conflicts of interest requiring disclosure under Chapter 5 of the Governance Rules of Knox City Council.

10. CONFIDENTIALITY

Attachments 1, 2, 3, 4, 5 and 6 are included in the confidential agenda, as they contain confidential information pursuant to Council's Governance Rules and Section 66 of the Local Government Act 2020, as it relates to:

- Council business information, that will prejudice Council's position when negotiating the sale price for the property at auction if prematurely released;
- Personal information, including names and addresses that reveals a person's identity that would be unreasonable to disclose in a public report.

Report Prepared By: Property Officer, Emma Hayton

Report Authorised By: Chief Financial Officer, Navec Lorkin

Attachments

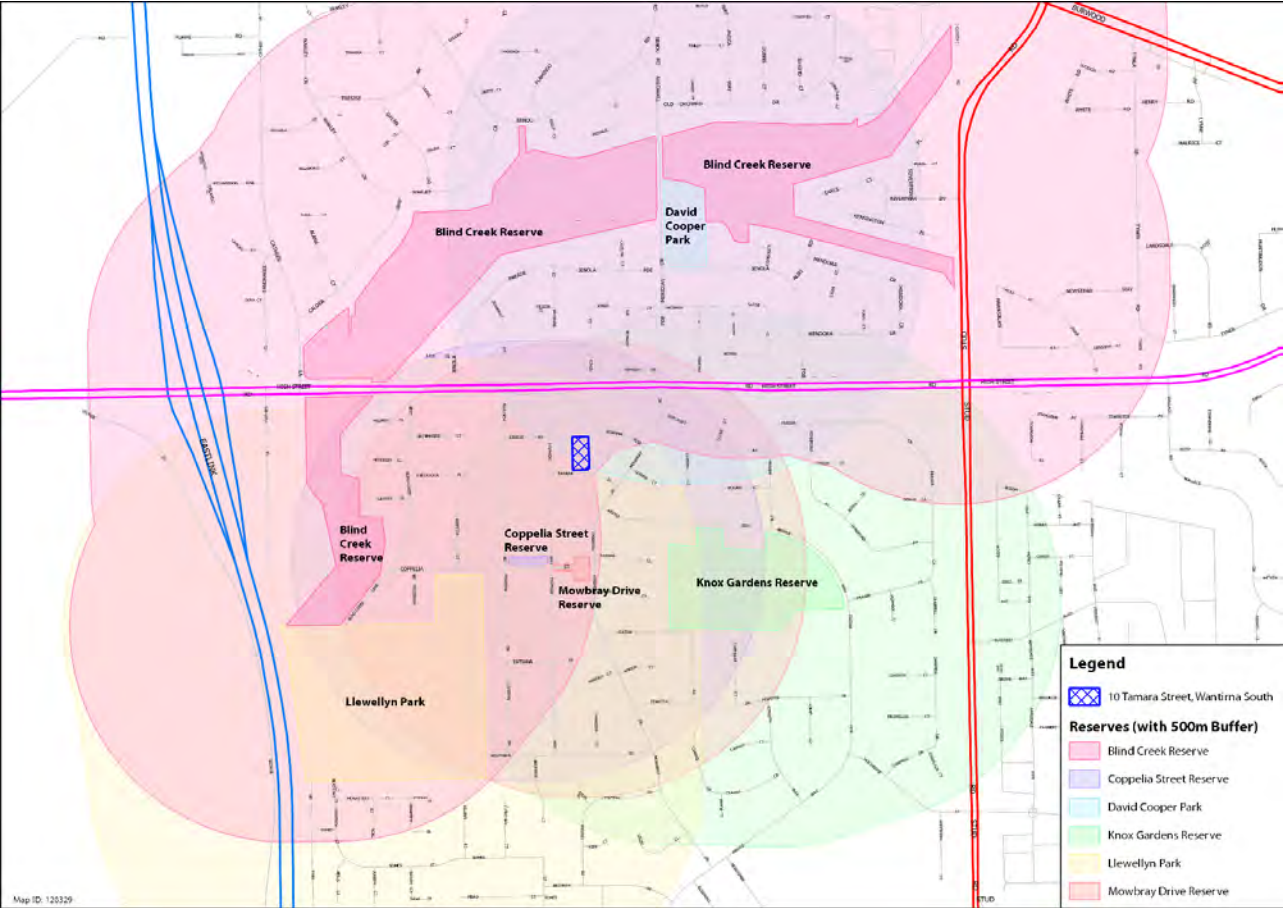
1. Attachment 7 - Open Space Map - Proposed Sale of 10 Tamara Street, Wantirna South [**8.4.1** - 2 pages]
2. Attachment 8 - Preliminary Arboriculture Assessment - 73-75 Eildon Parade Rowville [**8.4.2** - 21 pages]
3. Attachment 9 - Preliminary Arboriculture Assessment - 10 Tamara Street Wantirna South [**8.4.3** - 26 pages]
4. Attachment 10 - Preliminary Arboriculture Assessment - 4 Coorie Avenue Bayswater [**8.4.4** - 18 pages]

ATTACHMENT 7: OPEN SPACE RESERVE MAP**10 TAMARA STREET, WANTIRNA SOUTH**

The Open Space Reserve Map at Figure 1 shows the proposed site for sale, 10 Tamara Street, Wantirna South, as the blue hatched area in the centre of the image. Best practice is for residents to have access to open space within 500m or a 10-minute walk, whichever is lesser. The map shows that there are six open space reserves in the area: Blind Creek Reserve, Coppelia Street Reserve, David Cooper Park, Knox Gardens Reserve, Llewellyn Park and Mowbray Drive Reserve.

Each of these reserves is highlighted on the map, which also indicates the area that is 500m from the open space. The map shows that the 500m areas are overlapping, which indicates that the area is well serviced by a variety of open space. This supports the notion that retaining this property for open space is not required.

Figure 1: Open Space Map, 10 Tamara Street, Wantirna South



Preliminary Arboricultural Assessment

Site Address:

72-75 Eildon Parade, Rowville

Prepared for:

Knox City Council

Prepared by:

Lachlan J Egan

Melbourne Tree Care

DipArb

Submitted: 25/05/2023

melbourne
TREE CARE



Melbourne Tree Care Pty.Ltd

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Introduction

Melbourne Tree Care was contracted by Knox City Council to undertake a preliminary arboricultural assessment for trees located within the boundaries of 72-75 Eildon Parade, Rowville.

Aim of report

The intention of this report is to:

- Assess trees located within the subject site.
- State the permit requirements for tree removal.
- State the retention value for each tree.
- State the Tree Protection Zones (TPZ) and Structural Root Zones (SRZ) of all trees.

Methodology

- Lachlan Egan of Melbourne Tree Care attended site on the 23rd of May 2023.
- Data acquired is based on a Visual Tree Inspection (VTA) from the ground (Mattheck and Breloer, 1994).
- Trees within the subject site with a mature height greater than five metres were assessed.
- Data collected for each tree was their current size (DBH, DaB, crown spread, height), condition (health and structure), ULE (useful life expectancy), retention value, TPZ, and SRZ.
- DBH (Diameter at Breast Height) was measured at 1.4 metres using a diameter tape.
- DaB (Diameter at Base) was measure above the root flare using a diameter tape.
- Tree height and canopy spread were estimated.
- Tree locations are estimates.
- Data was recorded using Tree Plotter.
- TPZ's and SRZ's were calculated in accordance with Australian Standard 4970-2009 Protection of trees on development sites.



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Planning Controls

The subject site is located in Knox City Council Neighborhood Residential Zone – Schedule 4 (NRZ4) and Public Park and Recreation Zone (PPRZ). No planning overlays are present.

Table 1. Tree Permit Status

Tree Id	Botanical Name	Retention Value	Permit Required
1	<i>Leptospermum petersonii</i>	Low	No
2	<i>Callistemon viminalis</i>	Medium	No
3	<i>Casuarina cunninghamiana</i>	High	No
4	<i>Pittosporum eugeniioides</i>	Low	No
5	<i>Prunus sp.</i>	Low	No
6	<i>Hakea sp.</i>	Low	No
7	<i>Agonis flexuosa</i>	Medium	No
8	<i>Eucalyptus sp.</i>	Low	No
9	<i>Eucalyptus nicholii</i>	Medium	No
10	<i>Pittosporum tenuifolium</i>	Low	No
11	<i>Ulmus glabra 'Lutescens'</i>	Medium	No
12	<i>Liquidambar styraciflua</i>	Medium	No
13	<i>Leptospermum petersonii</i>	Low	No
14	<i>Quercus palustris</i>	Medium	No
15	<i>Callistemon viminalis</i>	Low	No
16	<i>Ulmus glabra 'Lutescens'</i>	Medium	No
17	<i>Angophora floribunda</i>	Medium	No

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Observations

A total of 17 individual trees were assessed for this report (Figure 1) See **Appendix A** for tree locations. Detailed observations for individual trees are listed in **Appendix B**, and see **Appendix C** for glossary of terms.

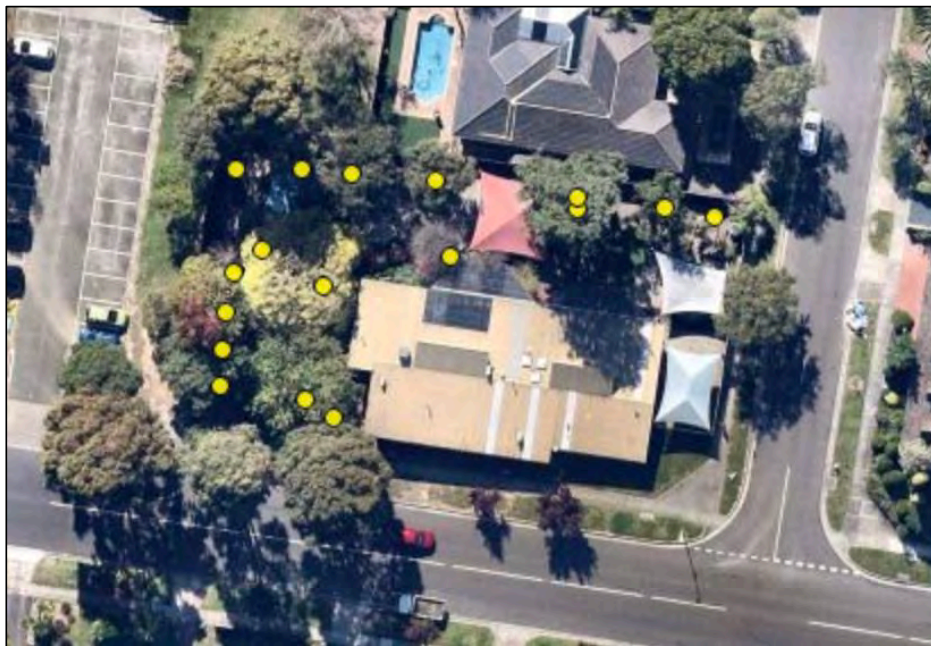


Figure 1. Site overview and tree locations

Tree Population Overview

The trees assessed are mature (76% of the tree population) and semi mature (24%) in age and are a mix of Australian native (47%), exotic (41%), and Victorian native species (12%). The population is comprised of over 10 different species, with *Ulmus glabra* 'Lutescens' (Golden Elm), *Leptospermum petersonii* (Lemon-scented Tea-tree) and *Callistemon viminalis* (Weeping Bottle Brush) the most extensively planted species. A number of species could only be identified to a genus level due to a lack of identifiable features (leaves, flowers, fruit). See **Appendix A** for individual tree locations and **Appendix B** for individual tree data.



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Health

The health of the trees is assessed as fair (76%), good (18%) and poor (6%). Most trees are presenting with good leaf size and colour, crown density, and branch elongation; all of which are indicators of good vigour and vitality.

Structure

The structure of the trees is assessed as poor (53%) and fair (47%). Most trees present with some form of above or below ground defect. These trees will likely require remedial works or removal over the next 15 years.

Tree Retention Value

Tree 3, a mature *Casuarina cunninghamiana* (River She-oak), was found to have a high retention value due to its large size, good health, and high amenity value. Eight trees have a medium retention value, and the remaining eight trees have a low retention value. See **Table 2** below.

Table 2. Tree Retention Values

Retention Value	Tree Id
High	3
Medium	2,7,9,11,12,14,16,17
Low	1,4,5,6,8,10,13,15

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Tree Protection Zones

A Tree Protection Zone (TPZ), as stated by the Australian Standard AS4970: 2009, Protection of trees on development sites, is the principal means of protection of trees on development site. The TPZ is a combination of the root area and crown area requiring protection. It is an area isolated from construction disturbance, so that the tree remains viable.

The Australian Standard AS4970: 2009 is being used in assessing the protection areas for each tree as it describes the best practices for the planning and protection of trees on development sites.

Table 3. Individual TPZ's and SRZ's

Tree Id	DBH (cm)	TPZ Radius (m)	DaB (cm)	SRZ Radius (m)
1	25.5	3.06	53	2.53
2	23	2.76	36	2.15
3	78	9.36	96	3.25
4	18	2.16	23	1.79
5	26.87	3.22	46	2.39
6	45	5.4	56	2.59
7	63.77	7.65	92	3.2
8	56	6.72	7	2.85
9	53	6.36	61	2.69
10	12.21	2	16	1.53
11	66.07	7.93	64	2.74
12	15	2	19	1.65
13	22.2	2.66	31	2.02
14	38	4.56	5	2.47
15	16.4	2	39	2.23
16	35	4.2	49	2.45
17	37	4.44	44	2.34

DBH – Diameter at Breast Height; DaB – Diameter At Base; Cm – Centimetre; M – Metre

In calculating the radius for the Tree Protection Zones (TPZ), the DBH, measured at 1.4m from the ground, is multiplied by 12. The TPZ requirements are as follows:

- If the TPZ is encroached by less than 10%, the Australian Standard AS4970: 2009 states: *detailed root investigations should not be required.*

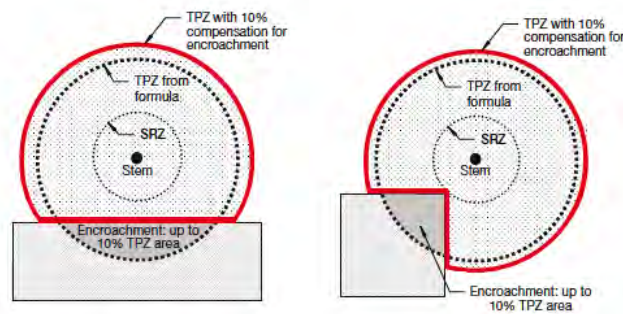


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- If the TPZ is encroached by more than 10%, the Australian Standard AS4970: 2009 states: *the project Arborist must demonstrate that the tree(s) would remain viable. The area lost to this encroachment should be compensated for elsewhere and contiguous with the TPZ.*



The Structural Root Zone (SRZ) is the area around the base of the tree required for stability in the ground. These roots are fundamental for the trees structure and health. The standard states:

“The area around the base of a tree required for the tree’s stability in the ground. The woody root growth and soil cohesion in this area are necessary to hold the tree upright. The SRZ is nominally circular with the trunk at its centre and is expressed by its radius in metres. This zone considers a tree’s structural stability only, not the root zone required for a tree’s vigour and long-term viability, which will usually be a much larger area.” (AS4970)

To calculate the SRZ, the equation is $(D \times 50)^{0.42} \times 0.64$, where D is the Diameter at Base (DAB).

The effects of root loss or damage by any means could include:

- Loss of stability if structural woody roots or even lower order woody roots are cut
- Reduction in water and nutrient uptake
- An eventual loss of leaves, reduced photosynthesis and thus sugar production
- Decay as a result of wounding
- Predisposition to soil borne pathogens



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Conclusion

A total of 17 individual trees were assessed for this report. The main findings of the assessment were:

- The trees are generally in fair to good health.
- The structure of the trees varies, with over half the trees presenting with poor structure.
- Tree 3 was assessed as having a high retention value.
- Eight trees have been assessed as having a medium retention value.
- No trees onsite require a permit for removal.

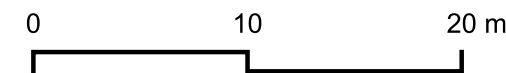




Coordinate Reference System (CRS)
 EPSG: 38355 GDA94/MGA Zone 55
 Tree locations are approximate

**Melbourne Tree Care
 Preliminary Arboricultural Assessment**

**72-75 Eildon Parade, Rowville
 Appendix A: Tree Locations**



Legend

- | | |
|----------|------------------------|
| Cadastre | Retention Value |
| Road | High |
| | Medium |
| | Low |



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Appendix B: Individual Tree Data

Tree ID	1	Origin	Vic. Native		
Botanical Name	<i>Leptospermum petersonii</i>	Age	Mature		
Common Name	Lemon-scented Tea-tree	DBH (cm)	25.5		
Tree Height (m)	3	Canopy Spread (m)	5		
Health	Fair	Structure	Poor		
ULE	Short	Location	Onsite		
Observations	Large previous failure. Acute codominant stems				
Retention Value	Low	TPZ (m)	3.06		
Tree ID	2	Origin	Aus. Native		
Botanical Name	<i>Callistemon viminalis</i>	Age	Mature		
Common Name	Weeping Bottle Brush	DBH (cm)	23		
Tree Height (m)	6	Canopy Spread (m)	4		
Health	Fair	Structure	Fair		
ULE	Medium	Location	Onsite		
Observations					
Retention Value	Medium	TPZ (m)	2.76		
Tree ID	3	Origin	Aus. Native		
Botanical Name	<i>Casuarina cunninghamiana</i>	Age	Mature		
Common Name	River She-oak	DBH (cm)	78		
Tree Height (m)	16	Canopy Spread (m)	7		
Health	Good	Structure	Fair		
ULE	Medium	Location	Onsite		
Observations	Acute codominant stems				
Retention Value	High	TPZ (m)	9.36		



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Tree ID	4	Origin	Exotic		
Botanical Name	<i>Pittosporum eugenioides</i>	Age	Mature		
Common Name	Tarata	DBH (cm)	18		
Tree Height (m)	6	Canopy Spread (m)	4		
Health	Fair	Structure	Fair		
ULE	Medium	Location	Onsite		
Observations	Suppressed				
Retention Value	Low	TPZ (m)	2.16		
Tree ID	5	Origin	Exotic		
Botanical Name	<i>Prunus sp.</i>	Age	Mature		
Common Name	Plum	DBH (cm)	26.87		
Tree Height (m)	5	Canopy Spread (m)	5		
Health	Fair	Structure	Poor		
ULE	Short	Location	Onsite		
Observations	Root damage. Included codominant stems. Possible previous rootplate failure				
Retention Value	Low	TPZ (m)	3.22		
Tree ID	6	Origin	Aus. Native		
Botanical Name	<i>Hakea sp.</i>	Age	Mature		
Common Name	Hakea	DBH (cm)	45		
Tree Height (m)	6	Canopy Spread (m)	5		
Health	Fair	Structure	Poor		
ULE	Short	Location	Onsite		
Observations	Included codominant stems. Wounds. Decay				
Retention Value	Low	TPZ (m)	5.4		



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Tree ID	7	Origin	Aus. Native
Botanical Name	<i>Agonis flexuosa</i>	Age	Mature
Common Name	West Australian Willow Myrtle	DBH (cm)	63.77
Tree Height (m)	7	Canopy Spread (m)	7
Health	Good	Structure	Poor
ULE	Short	Location	Onsite
Observations	Included codominant stems. Wounds		



Retention Value	Medium	TPZ (m)	7.65
------------------------	--------	----------------	------

Tree ID	8	Origin	Aus. Native
Botanical Name	<i>Eucalyptus sp.</i>	Age	Mature
Common Name	Gum	DBH (cm)	56
Tree Height (m)	11	Canopy Spread (m)	8
Health	Poor	Structure	Fair
ULE	Short	Location	Onsite
Observations	In decline. Dieback. Wounds.		



Retention Value	Low	TPZ (m)	6.72
------------------------	-----	----------------	------

Tree ID	9	Origin	Aus. Native
Botanical Name	<i>Eucalyptus nicholii</i>	Age	Mature
Common Name	Narrow-leaved Black Peppermint	DBH (cm)	53
Tree Height (m)	10	Canopy Spread (m)	5
Health	Good	Structure	Poor
ULE	Medium	Location	Onsite
Observations	Wounds		



Retention Value	Medium	TPZ (m)	6.36
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Tree ID	10	Origin	Exotic		
Botanical Name	<i>Pittosporum tenuifolium</i>	Age	Semi mature		
Common Name	Kohuhu	DBH (cm)	12.21		
Tree Height (m)	3	Canopy Spread (m)	3		
Health	Fair	Structure	Poor		
ULE	Short	Location	Onsite		
Observations	Included codominant stems. Wounds. Suppressed				
Retention Value	Low	TPZ (m)	2		
Tree ID	11	Origin	Exotic		
Botanical Name	<i>Ulmus glabra 'Lutescens'</i>	Age	Mature		
Common Name	Golden Elm	DBH (cm)	66.07		
Tree Height (m)	9	Canopy Spread (m)	11		
Health	Fair	Structure	Poor		
ULE	Short	Location	Onsite		
Observations	Included codominant stems				
Retention Value	Medium	TPZ (m)	7.93		
Tree ID	12	Origin	Exotic		
Botanical Name	<i>Liquidambar styraciflua</i>	Age	Semi mature		
Common Name	Liquidamber	DBH (cm)	15		
Tree Height (m)	6	Canopy Spread (m)	3		
Health	Fair	Structure	Fair		
ULE	Medium	Location	Onsite		
Observations					
Retention Value	Medium	TPZ (m)	2		



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Tree ID	13	Origin	Vic. Native		
Botanical Name	<i>Leptospermum petersonii</i>	Age	Mature		
Common Name	Lemon-scented Tea-tree	DBH (cm)	22.2		
Tree Height (m)	4	Canopy Spread (m)	3		
Health	Fair	Structure	Poor		
ULE	Short	Location	Onsite		
Observations	Suppressed. Fungal fruiting bodies on main stem. Included codominant stems				
Retention Value	Low	TPZ (m)	2.66		
Tree ID	14	Origin	Exotic		
Botanical Name	<i>Quercus palustris</i>	Age	Mature		
Common Name	Pin Oak	DBH (cm)	38		
Tree Height (m)	15	Canopy Spread (m)	7		
Health	Fair	Structure	Fair		
ULE	Medium	Location	Onsite		
Observations	Acute codominant stems				
Retention Value	Medium	TPZ (m)	4.56		
Tree ID	15	Origin	Aus. Native		
Botanical Name	<i>Callistemon viminalis</i>	Age	Semi mature		
Common Name	Weeping Bottle Brush	DBH (cm)	16.4		
Tree Height (m)	5	Canopy Spread (m)	4		
Health	Fair	Structure	Poor		
ULE	Short	Location	Onsite		
Observations	Suppressed. Wounds. Acute codominant stems				
Retention Value	Low	TPZ (m)	2		



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Tree ID	16	Origin	Exotic
Botanical Name	<i>Ulmus glabra</i> <i>'Lutescens'</i>	Age	Mature
Common Name	Golden Elm	DBH (cm)	35
Tree Height (m)	8	Canopy Spread (m)	12
Health	Fair	Structure	Fair
ULE	Medium	Location	Onsite
Observations			
Retention Value	Medium	TPZ (m)	4.2
Tree ID	17	Origin	Aus. Native
Botanical Name	<i>Angophora</i> <i>floribunda</i>	Age	Mature
Common Name	Rough Barked Apple	DBH (cm)	37
Tree Height (m)	13	Canopy Spread (m)	8
Health	Fair	Structure	Fair
ULE	Medium	Location	Onsite
Observations	Acute codominant stems		
Retention Value	Medium	TPZ (m)	4.44





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Appendix C: Glossary of Terms

AGE

Juvenile	Juvenile or recently planted approximately 1-7 years.
Semi Mature	Tree actively growing.
Mature	Tree has reached expected size in situation.
Senescent	Tree is over mature and has started to decline.

USEFUL LIFE EXPECTANCY – ULE

The useful life of a tree is an estimate of how long a tree is likely to remain in the landscape based on health, amenity and risk.

Long ULE Trees that appear to be retainable with an acceptable level of risk for more than 40 years.

1. Structurally sound trees located in positions that can accommodate future growth.
2. Storm damaged or defective trees that could be made suitable for retention in the long term by remedial tree surgery.
3. Trees of special significance for historical, commemorative or rarity reasons that would warrant extraordinary efforts to secure their long-term retention.

Medium ULE Trees that appear to be retainable with an acceptable level of risk for 15 to 40 years.

1. Trees that may only live between 15 and 40 years.
2. Trees that may live for more than 40 years but would be removed to allow the safe development of more suitable individuals.
3. Trees that may live for more than 40 years but would be removed during the course of normal management for safety and nuisance reasons.
4. Storm damage or defective trees that can be made suitable for retention in the medium term by remedial work.

Short ULE Trees that appear to be retainable with an acceptable level of risk for 5 to 15 years.

1. Trees that may live for 5 to 15 years.
2. Trees that may live for more than 15 years but would be removed to allow the safe development of more suitable individuals.
3. Trees that may live for more than 15 years but would be removed during the course of normal management for safety and nuisance reasons.
4. Storm damaged or defective trees that require substantial remedial work to make safe and are only suitable for retention in the short term.



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- Remove** Trees with a high level of risk that would need removal within the next 5 years.
1. Dead trees.
 2. Dying or suppressed and declining trees through disease or inhospitable conditions.
 3. Dangerous trees through instability or recent loss of adjacent trees.
 4. Dangerous trees through structural defects including cavities, decay, included bark, wounds or poor form.
 5. Damaged trees that are considered unsafe to retain.
 6. Trees that will become dangerous after removal of other trees for the above reasons.

CONDITION

This is a combined indicator of 'health' and 'structure' based on the following descriptors:

HEALTH

- | | |
|---------------|---|
| Good | Foliage of tree is entire, with good colour, very little sign of pathogens and of good density. Growth indicators are good ie. Extension growth of twigs and wound wood development. Minimal or no canopy die back (deadwood). |
| Fair | Tree is showing one or more of the following symptoms; < 25% dead wood, minor canopy die back, foliage generally with good colour though some imperfections may be present. Minor pathogen damage present, with growth indicators such as leaf size, canopy density and twig extension growth typical for the species in this location. |
| Poor | Tree is showing one or more of the following symptoms of tree decline; > 25% deadwood, canopy die back is observable, discoloured or distorted leaves. Pathogens present, stress symptoms are observable as reduced leaf size, extension growth and canopy density. |
| Dead or dying | Tree is in severe decline; > 55% deadwood, very little foliage, possibly epicormic shoots, minimal extension growth. |

STRUCTURE

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Good	Trunk and scaffold branches show good taper and attachment with minor or no structural defects. Tree is a good example of the species with a well-developed form showing no obvious root problems or pests and diseases.
Fair	Tree shows some minor structural defects or minor damage to trunk eg. bark missing, there could be cavities present. Minimal damage to structural roots. Tree could be seen as typical for this species.
Poor	There are major structural defects, damage to trunk or bark missing. Co-dominant stems could be present or poor structure with likely points of failure. Girdling or damaged roots obvious. Tree is structurally problematic.

Retention Value

- High
 - A tree that is in good-fair health and structure with a long ULE
 - A tree that has cultural, botanical, or landscape significance
 - A tree that is not located within the subject site i.e. nature strip, adjoining properties.
- Medium
 - A tree that is in fair health and structure with a medium ULE
- Low
 - A tree that is in poor health and structure with a short ULE.
 - Weed species.
- Third Party
 - A tree that is located on adjoining properties
 - A tree that is located on a nature strip



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Appendix D: References

- Mattheck, C. and Breleor, H., 1994, *The body language of trees*, The Stationery Office, London, UK.
- Standards Australia 2009 SAI Global - *AS4970 Protection of Trees on Development Sites*

Appendix E: Qualifications and Experience

Lachlan J Egan has the following qualifications and experience:

Diploma of Arboriculture

QTRA (Quantified Risk Assessment) registered user

Arboriculture Australia National Conference: 2016

10 Years industry experience





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Appendix F: Report Limitations and Constraints

- The report is limited to the time of inspection.
- The report reflects the trees as found on the days of inspection. Any changes to site conditions or surroundings, such as construction works or landscape works may alter the findings of the report subject to conditions and recommendations as set out within the report.
- The report is based on the inspection and the material available at the time of inspection or that information further to the inspection found within the report.
- No soil samples were taken for laboratory analysis.
- Tree roots were not inspected below ground except where previously exposed and/or where otherwise stated within the report.
- Measurements may be approximates only and generally not to scale.
- All images supplied are interpretations only and should not be taken as true at time of inspection or indicative of tree condition or status at time of inspection or time of report release, inclusive of Google images if applicable

Appendix G: Disclaimer

Although MELBOURNE TREE CARE P.L. uses all due care and skill in providing you the information made available in this report, to the extent permitted by law MELBOURNE TREE CARE P.L. otherwise excludes all warranties of any kind, either expressed or implied. To the extent permitted by law, you agree that MELBOURNE TREE CARE P.L. is not liable to you or any other person or entity for any loss or damage caused or alleged to have been caused (including loss or damage resulting from negligence), either directly or indirectly, by your use of the information (including by way of example, Arboricultural advice) made available to you in this report. Without limiting this disclaimer, in no event will MELBOURNE TREE CARE P.L. be liable to you for any lost revenue or profits, or for special, indirect, consequential or incidental damage (however caused and regardless of the theory of liability) arising out of or related to your use of that information, even if MELBOURNE TREE CARE P.L. has been advised of the possibility of such loss or damage.

Preliminary Arboricultural Assessment

Site Address:

10 Tamara Street, Wantirna South

Prepared for:

Knox City Council

Prepared by:

Lachlan J Egan

Melbourne Tree Care

DipArb

Submitted: 25/05/2023

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Introduction

Melbourne Tree Care was contracted by Knox City Council to undertake a preliminary arboricultural assessment for trees located within the boundaries of 10 Tamara Street, Wantirna South.

Aim of report

The intention of this report is to:

- Assess trees located within the subject site.
- State the permit requirements for tree removal.
- State the retention value for each tree.
- State the Tree Protection Zones (TPZ) and Structural Root Zones (SRZ) of all trees.

Methodology

- Lachlan Egan of Melbourne Tree Care attended site on the 23rd of May 2023.
- Data acquired is based on a Visual Tree Inspection (VTA) from the ground (Mattheck and Breloer, 1994).
- Trees within the subject site with a mature height greater than five metres were assessed.
- Data collected for each tree was their current size (DBH, DaB, crown spread, height), condition (health and structure), ULE (useful life expectancy), retention value, TPZ, and SRZ.
- DBH (Diameter at Breast Height) was measured at 1.4 metres using a diameter tape.
- DaB (Diameter at Base) was measure above the root flare using a diameter tape.
- Tree height and canopy spread were estimated.
- Tree locations are estimates.
- Data was recorded using Tree Plotter.
- TPZ's and SRZ's were calculated in accordance with Australian Standard 4970-2009 Protection of trees on development sites.



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Planning Controls

The subject site is located in Knox City Council Neighborhood Residential Zone – Schedule 4 (NRZ4). No planning overlays are present.

Table 1. Tree Permit Status

Tree Id	Botanical Name	Retention Value	Permit Required
1	<i>Acacia baileyana</i>	Low	No
2	<i>Melaleuca bracteata</i>	Medium	No
3	<i>Melaleuca bracteata</i>	Medium	No
4	<i>Callistemon salignus</i>	Low	No
5	<i>Melaleuca bracteata</i>	Low	No
6	<i>Eucalyptus saligna</i>	High	No
7	<i>Eucalyptus saligna</i>	High	No
8	<i>Eucalyptus melliodora</i>	Medium	No
9	<i>Melaleuca linariifolia</i>	Medium	No
10	<i>Eucalyptus sideroxyylon</i>	Medium	No
11	<i>Eucalyptus sideroxyylon</i>	High	No
12	<i>Lophostemon confertus</i>	Medium	No
13	<i>Callistemon sp.</i>	Low	No
14	<i>Leptospermum sp.</i>	Low	No
15	<i>Callistemon salignus</i>	Low	No
16	<i>Pittosporum undulatum</i>	Low	No
17	<i>Lophostemon confertus</i>	Medium	No
18	<i>Eucalyptus botryoides</i>	High	No
19	<i>Fraxinus sp.</i>	Low	No
20	<i>Acacia baileyana</i>	Low	No
21	<i>Pittosporum undulatum</i>	Low	No
22	<i>Callistemon sp.</i>	Low	No
23	<i>Eucalyptus botryoides</i>	High	No
24	<i>Melaleuca linariifolia</i>	Medium	No
25	<i>Melaleuca linariifolia</i>	Medium	No
26	<i>Melaleuca linariifolia</i>	Low	No
27	<i>Melaleuca linariifolia</i>	Low	No
28	<i>Eucalyptus nicholii</i>	Low	No



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Observations

A total of 28 individual trees were assessed for this report (Figure 1) See **Appendix A** for tree locations. Detailed observations for individual trees are listed in **Appendix B**, and see **Appendix C** for glossary of terms.



Figure 1. Site overview and tree locations

Tree Population Overview

The trees assessed are mature (54% of the tree population), semi mature (43%) and one tree is juvenile in age. The trees are a mix of Australian native (64%), Victorian native (32%), and exotic species (4%). The population is comprised of over 10 different species, with *Melaleuca linariifolia* (Snow in Summer) the most extensively planted species. A number of species could only be identified to a genus level due to a lack of identifiable features (leaves, flowers, fruit). See **Appendix A** for individual tree locations and **Appendix B** for individual tree data.



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Health

The health of the trees is assessed as fair (46%), good (43%) and poor (11%). Most trees are presenting with good leaf size and colour, crown density, and branch elongation; all of which are indicators of good vigour and vitality.

Structure

The structure of the trees is assessed as fair (64%) and poor (36%). Most trees present with strong branch and stem attachments and are generally free of any above-ground defects.

Tree Retention Value

Five trees were found to have a high retention value due to their large size, good health, and high amenity value. Nine trees have a medium retention value, and the remaining 14 trees have a low retention value. See **Table 2** below.

Table 2. Tree Retention Values

Retention Value	Tree Id
High	6,7,11,18,23
Medium	2,3,8,9,10,12,17,24,25
Low	1,4,5,13,14,15,16,19,20,21,22,26,27,28

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Tree Protection Zones

A Tree Protection Zone (TPZ), as stated by the Australian Standard AS4970: 2009, Protection of trees on development sites, is the principal means of protection of trees on development site. The TPZ is a combination of the root area and crown area requiring protection. It is an area isolated from construction disturbance, so that the tree remains viable.

The Australian Standard AS4970: 2009 is being used in assessing the protection areas for each tree as it describes the best practices for the planning and protection of trees on development sites.

Table 3. Individual TPZ's and SRZ's

Tree Id	DBH (cm)	TPZ Radius (m)	DaB (cm)	SRZ Radius (cm)
1	16	2	20	1.68
2	45.12	5.41	66	2.78
3	49.31	5.92	63	2.73
4	38	4.56	39	2.23
5	10	2	13	1.5.
6	52	6.24	63	2.73
7	75	9	99	3.3
8	28	3.36	38	2.2
9	27.31	3.28	47	2.41
10	60	7.2	64	2.74
11	70	8.4	76	2.95
12	24	2.88	28	1.94
13	14.87	2	19	1.65
14	21.95	2.63	36	2.15
15	15.65	2	17	1.57
16	31.83	3.82	48	2.43
17	27	3.24	32	2.05
18	63	7.56	73	2.9
19	15	2	18	1.61
20	36	4.32	39	2.23
21	21	2.52	27	1.91
22	14.21	2	21	1.72
23	110	13.2	121	3.59
24	53	6.36	56	2.59
25	48	5.76	52	2.51
26	24	2.88	33	2.08



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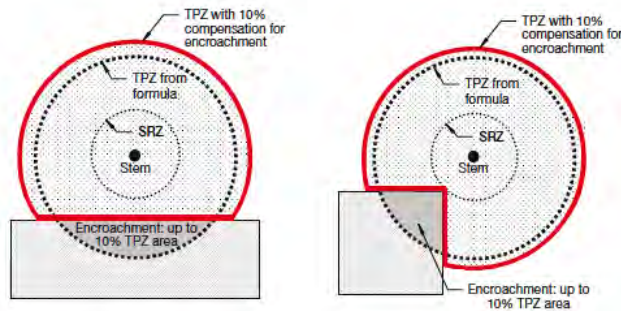


Tree Id	DBH (cm)	TPZ Radius (m)	DaB (cm)	SRZ Radius (cm)
27	26	3.12	32	2.05
28	41	4.92	48	2.43

DBH – Diameter at Breast Height; DaB – Diameter At Base; Cm – Centimetre; M – Metre

In calculating the radius for the Tree Protection Zones (TPZ), the DBH, measured at 1.4m from the ground, is multiplied by 12. The TPZ requirements are as follows:

- If the TPZ is encroached by less than 10%, the Australian Standard AS4970: 2009 states: *detailed root investigations should not be required.*
- If the TPZ is encroached by more than 10%, the Australian Standard AS4970: 2009 states: *the project Arborist must demonstrate that the tree(s) would remain viable. The area lost to this encroachment should be compensated for elsewhere and contiguous with the TPZ.*



The Structural Root Zone (SRZ) is the area around the base of the tree required for stability in the ground. These roots are fundamental for the trees structure and health. The standard states:

“The area around the base of a tree required for the tree’s stability in the ground. The woody root growth and soil cohesion in this area are necessary to hold the tree upright. The SRZ is nominally circular with the trunk at its centre and is expressed by its radius in metres. This zone considers a tree’s structural stability only, not the root zone required for a tree’s vigour and long-term viability, which will usually be a much larger area.” (AS4970)

To calculate the SRZ, the equation is $(D \times 50)^{0.42} \times 0.64$, where D is the Diameter at Base (DAB).

The effects of root loss or damage by any means could include:

- Loss of stability if structural woody roots or even lower order woody roots are cut



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- Reduction in water and nutrient uptake
- An eventual loss of leaves, reduced photosynthesis and thus sugar production
- Decay as a result of wounding
- Predisposition to soil borne pathogens





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Conclusion

A total of 28 individual trees were assessed for this report. The main findings of the assessment were:

- The trees are generally in fair to good health and structure.
- Five trees were assessed as having a high retention value.
- Nine trees have been assessed as having a medium retention value.
- No trees onsite require a permit for their removal.





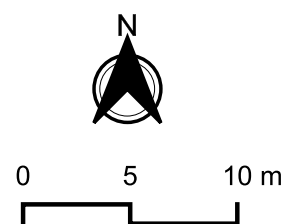
Coordinate Reference System (CRS)
 EPSG: 38355 GDA94/MGA Zone 55

Tree locations are approximate

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 Preliminary Arboricultural
 Assessment**

**10 Tamara Street, Wantirna
 South**

Appendix A: Tree Locations



Legend

Orange outline: Cadastre

Grey bar: Road

Retention Value

Green dot: High

Yellow dot: Medium

Red dot: Low



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Appendix B: Individual Tree Data

Tree ID	1	Origin	Vic. Native		
Botanical Name	<i>Acacia baileyana</i>	Age	Semi mature		
Common Name	Cootamundra Wattle	DBH (cm)	16		
Tree Height (m)	5	Canopy Spread (m)	4		
Health	Good	Structure	Fair		
ULE	Medium	Location	Onsite		
Observations	Weed species. Poor location				
Retention Value	Low	TPZ (m)	2		
Tree ID	2	Origin	Aus. Native		
Botanical Name	<i>Melaleuca bracteata</i>	Age	Mature		
Common Name	Black Tea-tree	DBH (cm)	45.12		
Tree Height (m)	8	Canopy Spread (m)	8		
Health	Fair	Structure	Poor		
ULE	Short	Location	Onsite		
Observations	Included codominant stems. Wounds				
Retention Value	Medium	TPZ (m)	5.41		
Tree ID	3	Origin	Aus. Native		
Botanical Name	<i>Melaleuca bracteata</i>	Age	Mature		
Common Name	Black Tea-tree	DBH (cm)	49.31		
Tree Height (m)	8	Canopy Spread (m)	8		
Health	Fair	Structure	Poor		
ULE	Short	Location	Onsite		
Observations	Included codominant stems. Wounds. Suppressed				
Retention Value	Medium	TPZ (m)	5.92		



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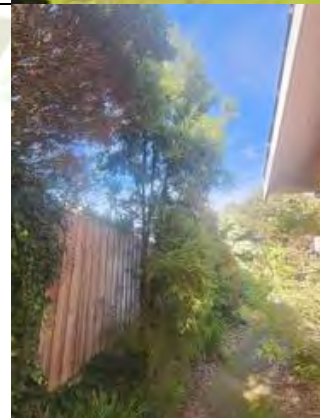


Tree ID	4	Origin	Aus. Native
Botanical Name	<i>Callistemon salignus</i>	Age	Mature
Common Name	Willow Bottle Brush	DBH (cm)	38
Tree Height (m)	9	Canopy Spread (m)	6
Health	Fair	Structure	Poor
ULE	Short	Location	Onsite
Observations	Sooty mold. Active split. Included codominant stems		



Retention Value	Low	TPZ (m)	4.56
------------------------	-----	----------------	------

Tree ID	5	Origin	Aus. Native
Botanical Name	<i>Melaleuca bracteata</i>	Age	Juvenile
Common Name	Black Tea-tree	DBH (cm)	10
Tree Height (m)	4	Canopy Spread (m)	1
Health	Good	Structure	Poor
ULE	Short	Location	Onsite
Observations			



Retention Value	Low	TPZ (m)	2
------------------------	-----	----------------	---

Tree ID	6	Origin	Aus. Native
Botanical Name	<i>Eucalyptus saligna</i>	Age	Mature
Common Name	Sydney Blue Gum	DBH (cm)	52
Tree Height (m)	19	Canopy Spread (m)	14
Health	Good	Structure	Fair
ULE	Medium	Location	Onsite
Observations	Wounds.		



Retention Value	High	TPZ (m)	6.24
------------------------	------	----------------	------

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Tree ID	7	Origin	Aus. Native
Botanical Name	<i>Eucalyptus saligna</i>	Age	Mature
Common Name	Sydney Blue Gum	DBH (cm)	75
Tree Height (m)	20	Canopy Spread (m)	15
Health	Good	Structure	Fair
ULE	Medium	Location	Onsite
Observations	Wounds. Hanging branch		



Retention Value	High	TPZ (m)	9
------------------------	------	----------------	---

Tree ID	8	Origin	Vic. Native
Botanical Name	<i>Eucalyptus melliodora</i>	Age	Mature
Common Name	Yellow Box	DBH (cm)	28
Tree Height (m)	8	Canopy Spread (m)	5
Health	Fair	Structure	Fair
ULE	Medium	Location	Onsite
Observations	Suppressed		



Retention Value	Medium	TPZ (m)	3.36
------------------------	--------	----------------	------

Tree ID	9	Origin	Aus. Native
Botanical Name	<i>Melaleuca linariifolia</i>	Age	Mature
Common Name	Snow in Summer	DBH (cm)	27.31
Tree Height (m)	5	Canopy Spread (m)	5
Health	Good	Structure	Poor
ULE	Short	Location	Onsite
Observations	Previously lopped. Included codominant stems		



Retention Value	Medium	TPZ (m)	3.28
------------------------	--------	----------------	------

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Tree ID	10	Origin	Vic. Native
Botanical Name	<i>Eucalyptus sideroxylon</i>	Age	Mature
Common Name	Red Ironbark	DBH (cm)	60
Tree Height (m)	15	Canopy Spread (m)	8
Health	Fair	Structure	Fair
ULE	Medium	Location	Onsite
Observations	Suppressed.		



Retention Value	Medium	TPZ (m)	7.2
------------------------	--------	----------------	-----

Tree ID	11	Origin	Vic. Native
Botanical Name	<i>Eucalyptus sideroxylon</i>	Age	Mature
Common Name	Red Ironbark	DBH (cm)	70
Tree Height (m)	17	Canopy Spread (m)	10
Health	Fair	Structure	Fair
ULE	Medium	Location	Onsite
Observations			



Retention Value	High	TPZ (m)	8.4
------------------------	------	----------------	-----

Tree ID	12	Origin	Aus. Native
Botanical Name	<i>Lophostemon confertus</i>	Age	Semi mature
Common Name	Queensland Brush Box	DBH (cm)	24
Tree Height (m)	6	Canopy Spread (m)	5
Health	Good	Structure	Fair
ULE	Medium	Location	Onsite
Observations			



Retention Value	Medium	TPZ (m)	2.88
------------------------	--------	----------------	------

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Tree ID	13	Origin	Aus. Native		
Botanical Name	<i>Callistemon sp.</i>	Age	Semi mature		
Common Name	Bottle Brush	DBH (cm)	14.87		
Tree Height (m)	4	Canopy Spread (m)	3		
Health	Fair	Structure	Fair		
ULE	Short	Location	Onsite		
Observations	In decline. Sooty mold				
Retention Value	Low	TPZ (m)	2		
Tree ID	14	Origin	Aus. Native		
Botanical Name	<i>Leptospermum sp.</i>	Age	Semi mature		
Common Name	Tea-tree	DBH (cm)	21.95		
Tree Height (m)	5	Canopy Spread (m)	3		
Health	Poor	Structure	Poor		
ULE	Short	Location	Onsite		
Observations	In decline. Suppressed. Dieback.				
Retention Value	Low	TPZ (m)	2.63		
Tree ID	15	Origin	Aus. Native		
Botanical Name	<i>Callistemon salignus</i>	Age	Semi mature		
Common Name	Willow Bottle Brush	DBH (cm)	15.65		
Tree Height (m)	4	Canopy Spread (m)	2		
Health	Fair	Structure	Poor		
ULE	Short	Location	Onsite		
Observations	Sooty mold. Regrowth from old stump				
Retention Value	Low	TPZ (m)	2		



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Tree ID	16	Origin	Vic. Native
Botanical Name	<i>Pittosporum undulatum</i>	Age	Mature
Common Name	Sweet Pittosporum	DBH (cm)	31.83
Tree Height (m)	10	Canopy Spread (m)	7
Health	Good	Structure	Fair
ULE	Short	Location	Onsite
Observations	Weed species		
Retention Value	Low	TPZ (m)	3.82
Tree ID	17	Origin	Aus. Native
Botanical Name	<i>Lophostemon confertus</i>	Age	Semi mature
Common Name	Queensland Brush Box	DBH (cm)	27
Tree Height (m)	6	Canopy Spread (m)	5
Health	Fair	Structure	Fair
ULE	Medium	Location	Onsite
Observations	Suppressed. Minor dieback		
Retention Value	Medium	TPZ (m)	3.24
Tree ID	18	Origin	Vic. Native
Botanical Name	<i>Eucalyptus botryoides</i>	Age	Mature
Common Name	Southern Mahogany	DBH (cm)	63
Tree Height (m)	16	Canopy Spread (m)	13
Health	Good	Structure	Fair
ULE	Medium	Location	Onsite
Observations			
Retention Value	High	TPZ (m)	7.56





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Tree ID	19	Origin	Exotic
Botanical Name	<i>Fraxinus sp.</i>	Age	Semi mature
Common Name	Ash	DBH (cm)	15
Tree Height (m)	5	Canopy Spread (m)	3
Health	Fair	Structure	Fair
ULE	Medium	Location	Onsite
Observations	Suppressed		
Retention Value	Low	TPZ (m)	2
Tree ID	20	Origin	Vic. Native
Botanical Name	<i>Acacia baileyana</i>	Age	Semi mature
Common Name	Cootamundra Wattle	DBH (cm)	36
Tree Height (m)	7	Canopy Spread (m)	4
Health	Fair	Structure	Fair
ULE	Short	Location	Onsite
Observations	Group of two trees. Wounds. Weed specia		
Retention Value	Low	TPZ (m)	4.32
Tree ID	21	Origin	Vic. Native
Botanical Name	<i>Pittosporum undulatum</i>	Age	Semi mature
Common Name	Sweet Pittosporum	DBH (cm)	21
Tree Height (m)	5	Canopy Spread (m)	5
Health	Good	Structure	Fair
ULE	Medium	Location	Onsite
Observations	Weed species		
Retention Value	Low	TPZ (m)	2.52





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Tree ID	22	Origin	Aus. Native
Botanical Name	<i>Callistemon sp.</i>	Age	Semi mature
Common Name	Bottle Brush	DBH (cm)	14.21
Tree Height (m)	4	Canopy Spread (m)	3
Health	Poor	Structure	Fair
ULE	Medium	Location	Onsite
Observations	Suppressed. In decline		
Retention Value	Low	TPZ (m)	2
Tree ID	23	Origin	Vic. Native
Botanical Name	<i>Eucalyptus botryoides</i>	Age	Mature
Common Name	Southern Mahogany	DBH (cm)	110
Tree Height (m)	24	Canopy Spread (m)	14
Health	Good	Structure	Fair
ULE	Medium	Location	Onsite
Observations			
Retention Value	High	TPZ (m)	13.2
Tree ID	24	Origin	Aus. Native
Botanical Name	<i>Melaleuca linariifolia</i>	Age	Mature
Common Name	Snow in Summer	DBH (cm)	53
Tree Height (m)	7	Canopy Spread (m)	5
Health	Good	Structure	Poor
ULE	Short	Location	Onsite
Observations	Included codominant stems		
Retention Value	Medium	TPZ (m)	6.36

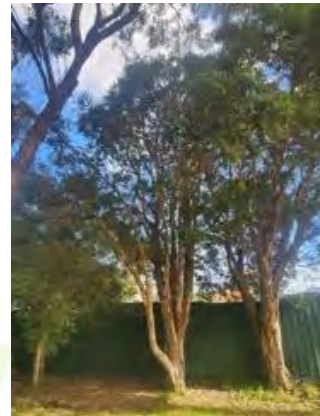




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Tree ID	25	Origin	Aus. Native
Botanical Name	<i>Melaleuca linariifolia</i>	Age	Mature
Common Name	Snow in Summer	DBH (cm)	48
Tree Height (m)	7	Canopy Spread (m)	5
Health	Good	Structure	Poor
ULE	Short	Location	Onsite
Observations	Included codominant stems		



Retention Value	Medium	TPZ (m)	5.76
------------------------	--------	----------------	------

Tree ID	26	Origin	Aus. Native
Botanical Name	<i>Melaleuca linariifolia</i>	Age	Semi mature
Common Name	Snow in Summer	DBH (cm)	24
Tree Height (m)	5	Canopy Spread (m)	3
Health	Fair	Structure	Fair
ULE	Medium	Location	Onsite
Observations	Suppressed		



Retention Value	Low	TPZ (m)	2.88
------------------------	-----	----------------	------

Tree ID	27	Origin	Aus. Native
Botanical Name	<i>Melaleuca linariifolia</i>	Age	Semi mature
Common Name	Snow in Summer	DBH (cm)	26
Tree Height (m)	5	Canopy Spread (m)	3
Health	Fair	Structure	Poor
ULE	Short	Location	Onsite
Observations	Included codominant stems		



Retention Value	Low	TPZ (m)	3.12
------------------------	-----	----------------	------

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Tree ID	28	Origin	Aus. Native
Botanical Name	<i>Eucalyptus nicholii</i>	Age	Mature
Common Name	Narrow-leaved Black Peppermint	DBH (cm)	41
Tree Height (m)	9	Canopy Spread (m)	7
Health	Poor	Structure	Fair
ULE	Medium	Location	Onsite
Observations	Suppressed. Dieback.		
Retention Value	Low	TPZ (m)	4.92





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Appendix C: Glossary of Terms

AGE

Juvenile	Juvenile or recently planted approximately 1-7 years.
Semi Mature	Tree actively growing.
Mature	Tree has reached expected size in situation.
Senescent	Tree is over mature and has started to decline.

USEFUL LIFE EXPECTANCY – ULE

The useful life of a tree is an estimate of how long a tree is likely to remain in the landscape based on health, amenity and risk.

Long ULE Trees that appear to be retainable with an acceptable level of risk for more than 40 years.

1. Structurally sound trees located in positions that can accommodate future growth.
2. Storm damaged or defective trees that could be made suitable for retention in the long term by remedial tree surgery.
3. Trees of special significance for historical, commemorative or rarity reasons that would warrant extraordinary efforts to secure their long-term retention.

Medium ULE Trees that appear to be retainable with an acceptable level of risk for 15 to 40 years.

1. Trees that may only live between 15 and 40 years.
2. Trees that may live for more than 40 years but would be removed to allow the safe development of more suitable individuals.
3. Trees that may live for more than 40 years but would be removed during the course of normal management for safety and nuisance reasons.
4. Storm damage or defective trees that can be made suitable for retention in the medium term by remedial work.

Short ULE Trees that appear to be retainable with an acceptable level of risk for 5 to 15 years.

1. Trees that may live for 5 to 15 years.
2. Trees that may live for more than 15 years but would be removed to allow the safe development of more suitable individuals.
3. Trees that may live for more than 15 years but would be removed during the course of normal management for safety and nuisance reasons.
4. Storm damaged or defective trees that require substantial remedial work to make safe and are only suitable for retention in the short term.



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- Remove** Trees with a high level of risk that would need removal within the next 5 years.
1. Dead trees.
 2. Dying or suppressed and declining trees through disease or inhospitable conditions.
 3. Dangerous trees through instability or recent loss of adjacent trees.
 4. Dangerous trees through structural defects including cavities, decay, included bark, wounds or poor form.
 5. Damaged trees that are considered unsafe to retain.
 6. Trees that will become dangerous after removal of other trees for the above reasons.

CONDITION

This is a combined indicator of 'health' and 'structure' based on the following descriptors:

HEALTH

Good	Foliage of tree is entire, with good colour, very little sign of pathogens and of good density. Growth indicators are good ie. Extension growth of twigs and wound wood development. Minimal or no canopy die back (deadwood).
Fair	Tree is showing one or more of the following symptoms; < 25% dead wood, minor canopy die back, foliage generally with good colour though some imperfections may be present. Minor pathogen damage present, with growth indicators such as leaf size, canopy density and twig extension growth typical for the species in this location.
Poor	Tree is showing one or more of the following symptoms of tree decline; > 25% deadwood, canopy die back is observable, discoloured or distorted leaves. Pathogens present, stress symptoms are observable as reduced leaf size, extension growth and canopy density.
Dead or dying	Tree is in severe decline; > 55% deadwood, very little foliage, possibly epicormic shoots, minimal extension growth.

STRUCTURE

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Good	Trunk and scaffold branches show good taper and attachment with minor or no structural defects. Tree is a good example of the species with a well-developed form showing no obvious root problems or pests and diseases.
Fair	Tree shows some minor structural defects or minor damage to trunk eg. bark missing, there could be cavities present. Minimal damage to structural roots. Tree could be seen as typical for this species.
Poor	There are major structural defects, damage to trunk or bark missing. Co-dominant stems could be present or poor structure with likely points of failure. Girdling or damaged roots obvious. Tree is structurally problematic.

Retention Value

- High
 - A tree that is in good-fair health and structure with a long ULE
 - A tree that has cultural, botanical, or landscape significance
 - A tree that is not located within the subject site i.e. nature strip, adjoining properties.
- Medium
 - A tree that is in fair health and structure with a medium ULE
- Low
 - A tree that is in poor health and structure with a short ULE.
 - Weed species.
- Third Party
 - A tree that is located on adjoining properties
 - A tree that is located on a nature strip



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Appendix D: References

- Mattheck, C. and Breleor, H., 1994, *The body language of trees*, The Stationery Office, London, UK.
- Standards Australia 2009 SAI Global - *AS4970 Protection of Trees on Development Sites*

Appendix E: Qualifications and Experience

Lachlan J Egan has the following qualifications and experience:

Diploma of Arboriculture

QTRA (Quantified Risk Assessment) registered user

Arboriculture Australia National Conference: 2016

10 Years industry experience





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Appendix F: Report Limitations and Constraints

- The report is limited to the time of inspection.
- The report reflects the trees as found on the days of inspection. Any changes to site conditions or surroundings, such as construction works or landscape works may alter the findings of the report subject to conditions and recommendations as set out within the report.
- The report is based on the inspection and the material available at the time of inspection or that information further to the inspection found within the report.
- No soil samples were taken for laboratory analysis.
- Tree roots were not inspected below ground except where previously exposed and/or where otherwise stated within the report.
- Measurements may be approximates only and generally not to scale.
- All images supplied are interpretations only and should not be taken as true at time of inspection or indicative of tree condition or status at time of inspection or time of report release, inclusive of Google images if applicable

Appendix G: Disclaimer

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Preliminary Arboricultural Assessment

Site Address:

4 Coorie Avenue, Bayswater

Prepared for:

Knox City Council

Prepared by:

Lachlan J Egan

Melbourne Tree Care

DipArb

Submitted: 25/05/2023

Melbourne
TREE CARE



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Introduction

Melbourne Tree Care was contracted by Knox City Council to undertake a preliminary arboricultural assessment for trees located within the boundaries of 4 Coorie Avenue, Bayswater.

Aim of report

The intention of this report is to:

- Assess trees located within the subject site.
- State the permit requirements for tree removal.
- State the retention value for each tree.
- State the Tree Protection Zones (TPZ) and Structural Root Zones (SRZ) of all trees.

Methodology

- Lachlan Egan of Melbourne Tree Care attended site on the 23rd of May 2023.
- Data acquired is based on a Visual Tree Inspection (VTA) from the ground (Mattheck and Breloer, 1994).
- Trees within the subject site with a mature height greater than five metres were assessed.
- Data collected for each tree was their current size (DBH, DaB, crown spread, height), condition (health and structure), ULE (useful life expectancy), retention value, TPZ, and SRZ.
- DBH (Diameter at Breast Height) was measured at 1.4 metres using a diameter tape.
- DaB (Diameter at Base) was measure above the root flare using a diameter tape.
- Tree height and canopy spread were estimated.
- Tree locations are estimates.
- Data was recorded using Tree Plotter.
- TPZ's and SRZ's were calculated in accordance with Australian Standard 4970-2009 Protection of trees on development sites.



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Planning Controls

The subject site is located in Knox City Council Neighborhood Residential Zone – Schedule 4 (NRZ4). No planning overlays are present.

Table 1. Tree Permit Status

Tree Id	Botanical Name	Retention Value	Permit Required
1	<i>Liquidambar styraciflua</i>	Medium	No
2	<i>Photinia serratifolia</i>	Medium	No
3	<i>Pittosporum tenuifolium</i>	Low	No
4	<i>Camellia japonica</i>	Low	No
5	<i>Acer negundo</i>	Low	No
6	<i>Ligustrum vulgare</i>	Low	No
7	<i>Ligustrum vulgare</i>	Low	No
8	<i>Acer sp.</i>	Low	No

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Observations

A total of eight individual trees were assessed for this report (Figure 1) See **Appendix A** for tree locations. Detailed observations for individual trees are listed in **Appendix B**, and see **Appendix C** for glossary of terms.



Figure 1. Site overview and tree locations

Tree Population Overview

Four of the trees are assessed as mature, three are juvenile, and one tree is semi mature in age. All eight trees are exotic species The population is comprised of seven different species, with *Ligustrum vulgare* (European Privet) the most extensively assessed tree. One tree could only be identified to a genus level due to a lack of identifiable features (leaves, flowers, fruit). See **Appendix A** for individual tree locations and **Appendix B** for individual tree data.



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Health

Five of the trees are in good health, and the remaining three trees are in fair health. Most trees are presenting with good leaf size and colour, crown density, and branch elongation; all of which are indicators of good vigour and vitality.

Structure

The structure of all eight trees is assessed as fair. All trees present with strong branch and stem attachments and are generally free of any above-ground defects.

Tree Retention Value

No trees were found to have a high retention value. Two trees have a medium retention value, and six trees have a low retention value. See **Table 2** below.

Table 2. Tree Retention Values

Retention Value	Tree Id
High	None
Medium	1,2
Low	3,4,5,6,7,8

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Tree Protection Zones

A Tree Protection Zone (TPZ), as stated by the Australian Standard AS4970: 2009, Protection of trees on development sites, is the principal means of protection of trees on development site. The TPZ is a combination of the root area and crown area requiring protection. It is an area isolated from construction disturbance, so that the tree remains viable.

The Australian Standard AS4970: 2009 is being used in assessing the protection areas for each tree as it describes the best practices for the planning and protection of trees on development sites.

Table 3. Individual TPZ's and SRZ's

Tree Id	DBH (cm)	TPZ Radius (m)	DaB (cm)	SRZ Radius (cm)
1	48	5.76	65	2.76
2	29	3.48	31	2.02
3	10	2	13	1.5
4	5	2	10	1.5
5	86.08	10.33	96	3.25
6	7	2	8	3.01
7	13.6	2	12	1.5
8	9	2	11	1.5

DBH – Diameter at Breast Height; DaB – Diameter At Base; Cm – Centimetre; M – Metre

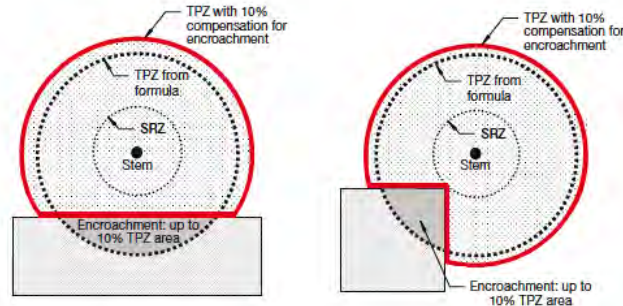
In calculating the radius for the Tree Protection Zones (TPZ), the DBH, measured at 1.4m from the ground, is multiplied by 12. The TPZ requirements are as follows:

- If the TPZ is encroached by less than 10%, the Australian Standard AS4970: 2009 states: *detailed root investigations should not be required.*
- If the TPZ is encroached by more than 10%, the Australian Standard AS4970: 2009 states: *the project Arborist must demonstrate that the tree(s) would remain viable. The area lost to this encroachment should be compensated for elsewhere and contiguous with the TPZ.*



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The Structural Root Zone (SRZ) is the area around the base of the tree required for stability in the ground. These roots are fundamental for the trees structure and health. The standard states:

"The area around the base of a tree required for the tree's stability in the ground. The woody root growth and soil cohesion in this area are necessary to hold the tree upright. The SRZ is nominally circular with the trunk at its centre and is expressed by its radius in metres. This zone considers a tree's structural stability only, not the root zone required for a tree's vigour and long-term viability, which will usually be a much larger area." (AS4970)

To calculate the SRZ, the equation is $(D \times 50)^{0.42} \times 0.64$, where D is the Diameter at Base (DAB).

The effects of root loss or damage by any means could include:

- Loss of stability if structural woody roots or even lower order woody roots are cut
- Reduction in water and nutrient uptake
- An eventual loss of leaves, reduced photosynthesis and thus sugar production
- Decay as a result of wounding
- Predisposition to soil borne pathogens



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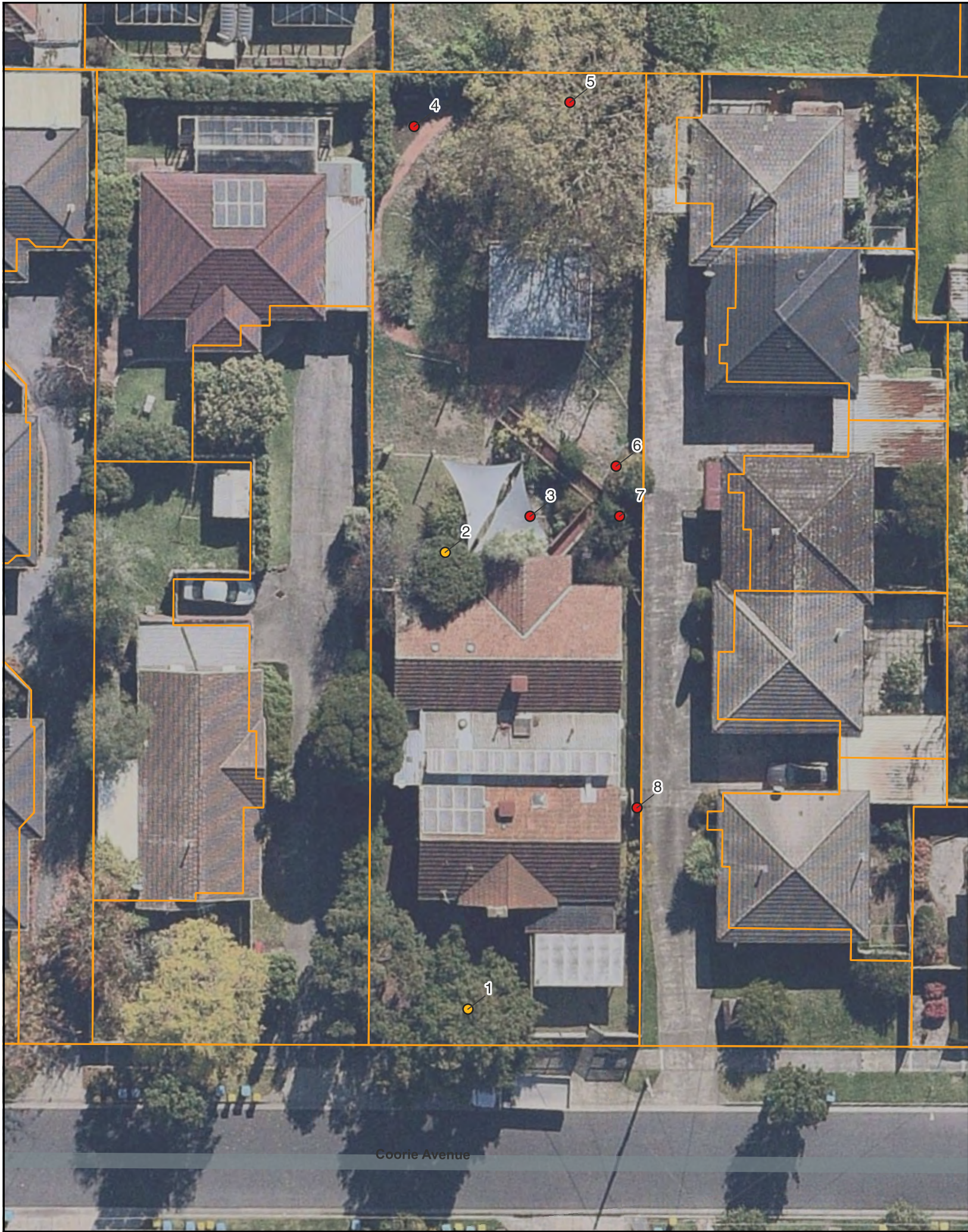


Conclusion

A total of eight individual trees were assessed for this report. The main findings of the assessment were:

- The trees are generally in fair to good health.
- The structure of the trees has been assessed as fair.
- No trees have been assessed as having a high retention value.
- Two trees have been assessed as having a medium retention value.
- No trees onsite require a permit for removal.





Coordinate Reference System (CRS)
 EPSG: 38355 GDA94/MGA Zone 55

Tree locations are approximate

**Melbourne Tree Care
 Preliminary Arboricultural
 Assessment**

4 Cooie Avenue, Bayswater

Appendix A: Tree Locations



Legend

Cadastre

Road

Retention Value

Medium

Low



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Appendix B: Individual Tree Data

Tree ID	1	Origin	Exotic		
Botanical Name	<i>Liquidambar styraciflua</i>	Age	Mature		
Common Name	Liquidamber	DBH (cm)	48		
Tree Height (m)	14	Canopy Spread (m)	11		
Health	Fair	Structure	Fair		
ULE	Medium	Location	Onsite		
Observations	Basal wound				
Retention Value	Medium	TPZ (m)	5.76		
Tree ID	2	Origin	Exotic		
Botanical Name	<i>Photinia serratifolia</i>	Age	Mature		
Common Name	Chinese Hawthorn	DBH (cm)	29		
Tree Height (m)	6	Canopy Spread (m)	5		
Health	Good	Structure	Fair		
ULE	Medium	Location	Onsite		
Observations	Acute codominant stems				
Retention Value	Medium	TPZ (m)	3.48		
Tree ID	3	Origin	Exotic		
Botanical Name	<i>Pittosporum tenuifolium</i>	Age	Semi mature		
Common Name	Kohuhu	DBH (cm)	10		
Tree Height (m)	6	Canopy Spread (m)	2		
Health	Good	Structure	Fair		
ULE	Medium	Location	Onsite		
Observations	Group of trees. DBH estimated				
Retention Value	Low	TPZ (m)	2		



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Tree ID	4	Origin	Exotic
Botanical Name	<i>Camellia japonica</i>	Age	Mature
Common Name	Camellia	DBH (cm)	5
Tree Height (m)	3	Canopy Spread (m)	2
Health	Good	Structure	Fair
ULE	Medium	Location	Onsite
Observations	Group of trees. DBH estimated		
Retention Value	Low	TPZ (m)	2
Tree ID	5	Origin	Exotic
Botanical Name	<i>Acer negundo</i>	Age	Mature
Common Name	Box Elder	DBH (cm)	86.08
Tree Height (m)	14	Canopy Spread (m)	17
Health	Fair	Structure	Fair
ULE	Short	Location	Onsite
Observations	Weed species. Large deadwood. Previous failures. Wounds.		
Retention Value	Low	TPZ (m)	10.33
Tree ID	6	Origin	Exotic
Botanical Name	<i>Ligustrum vulgare</i>	Age	Juvenile
Common Name	European Privet	DBH (cm)	7
Tree Height (m)	3	Canopy Spread (m)	2
Health	Good	Structure	Fair
ULE	Short	Location	Onsite
Observations	Weed species. Poor location. DBH estimated		
Retention Value	Low	TPZ (m)	2





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Tree ID	7	Origin	Exotic
Botanical Name	<i>Ligustrum vulgare</i>	Age	Juvenile
Common Name	European Privet	DBH (cm)	13.6
Tree Height (m)	4	Canopy Spread (m)	2
Health	Good	Structure	Fair
ULE	Short	Location	Onsite
Observations	Weed species.		
Retention Value	Low	TPZ (m)	2



Tree ID	8	Origin	Exotic
Botanical Name	<i>Acer sp.</i>	Age	Juvenile
Common Name	Maple	DBH (cm)	9
Tree Height (m)	3	Canopy Spread (m)	1
Health	Fair	Structure	Fair
ULE	Short	Location	Onsite
Observations	Poor location		
Retention Value	Low	TPZ (m)	2





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Appendix C: Glossary of Terms

AGE

Juvenile	Juvenile or recently planted approximately 1-7 years.
Semi Mature	Tree actively growing.
Mature	Tree has reached expected size in situation.
Senescent	Tree is over mature and has started to decline.

USEFUL LIFE EXPECTANCY – ULE

The useful life of a tree is an estimate of how long a tree is likely to remain in the landscape based on health, amenity and risk.

Long ULE Trees that appear to be retainable with an acceptable level of risk for more than 40 years.

1. Structurally sound trees located in positions that can accommodate future growth.
2. Storm damaged or defective trees that could be made suitable for retention in the long term by remedial tree surgery.
3. Trees of special significance for historical, commemorative or rarity reasons that would warrant extraordinary efforts to secure their long-term retention.

Medium ULE Trees that appear to be retainable with an acceptable level of risk for 15 to 40 years.

1. Trees that may only live between 15 and 40 years.
2. Trees that may live for more than 40 years but would be removed to allow the safe development of more suitable individuals.
3. Trees that may live for more than 40 years but would be removed during the course of normal management for safety and nuisance reasons.
4. Storm damage or defective trees that can be made suitable for retention in the medium term by remedial work.

Short ULE Trees that appear to be retainable with an acceptable level of risk for 5 to 15 years.

1. Trees that may live for 5 to 15 years.
2. Trees that may live for more than 15 years but would be removed to allow the safe development of more suitable individuals.
3. Trees that may live for more than 15 years but would be removed during the course of normal management for safety and nuisance reasons.
4. Storm damaged or defective trees that require substantial remedial work to make safe and are only suitable for retention in the short term.



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- Remove** Trees with a high level of risk that would need removal within the next 5 years.
1. Dead trees.
 2. Dying or suppressed and declining trees through disease or inhospitable conditions.
 3. Dangerous trees through instability or recent loss of adjacent trees.
 4. Dangerous trees through structural defects including cavities, decay, included bark, wounds or poor form.
 5. Damaged trees that are considered unsafe to retain.
 6. Trees that will become dangerous after removal of other trees for the above reasons.

CONDITION

This is a combined indicator of 'health' and 'structure' based on the following descriptors:

HEALTH

Good	Foliage of tree is entire, with good colour, very little sign of pathogens and of good density. Growth indicators are good ie. Extension growth of twigs and wound wood development. Minimal or no canopy die back (deadwood).
Fair	Tree is showing one or more of the following symptoms; < 25% dead wood, minor canopy die back, foliage generally with good colour though some imperfections may be present. Minor pathogen damage present, with growth indicators such as leaf size, canopy density and twig extension growth typical for the species in this location.
Poor	Tree is showing one or more of the following symptoms of tree decline; > 25% deadwood, canopy die back is observable, discoloured or distorted leaves. Pathogens present, stress symptoms are observable as reduced leaf size, extension growth and canopy density.
Dead or dying	Tree is in severe decline; > 55% deadwood, very little foliage, possibly epicormic shoots, minimal extension growth.

STRUCTURE

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Good	Trunk and scaffold branches show good taper and attachment with minor or no structural defects. Tree is a good example of the species with a well-developed form showing no obvious root problems or pests and diseases.
Fair	Tree shows some minor structural defects or minor damage to trunk eg. bark missing, there could be cavities present. Minimal damage to structural roots. Tree could be seen as typical for this species.
Poor	There are major structural defects, damage to trunk or bark missing. Co-dominant stems could be present or poor structure with likely points of failure. Girdling or damaged roots obvious. Tree is structurally problematic.

Retention Value

- High
 - A tree that is in good-fair health and structure with a long ULE
 - A tree that has cultural, botanical, or landscape significance
 - A tree that is not located within the subject site i.e. nature strip, adjoining properties.
- Medium
 - A tree that is in fair health and structure with a medium ULE
- Low
 - A tree that is in poor health and structure with a short ULE.
 - Weed species.
- Third Party
 - A tree that is located on adjoining properties
 - A tree that is located on a nature strip



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Appendix D: References

- Mattheck, C. and Breleor, H., 1994, *The body language of trees*, The Stationery Office, London, UK.
- Standards Australia 2009 SAI Global - *AS4970 Protection of Trees on Development Sites*

Appendix E: Qualifications and Experience

Lachlan J Egan has the following qualifications and experience:

Diploma of Arboriculture

QTRA (Quantified Risk Assessment) registered user

Arboriculture Australia National Conference: 2016

10 Years industry experience





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Appendix F: Report Limitations and Constraints

- The report is limited to the time of inspection.
- The report reflects the trees as found on the days of inspection. Any changes to site conditions or surroundings, such as construction works or landscape works may alter the findings of the report subject to conditions and recommendations as set out within the report.
- The report is based on the inspection and the material available at the time of inspection or that information further to the inspection found within the report.
- No soil samples were taken for laboratory analysis.
- Tree roots were not inspected below ground except where previously exposed and/or where otherwise stated within the report.
- Measurements may be approximates only and generally not to scale.
- All images supplied are interpretations only and should not be taken as true at time of inspection or indicative of tree condition or status at time of inspection or time of report release, inclusive of Google images if applicable

Appendix G: Disclaimer

Although MELBOURNE TREE CARE P.L. uses all due care and skill in providing you the information made available in this report, to the extent permitted by law MELBOURNE TREE CARE P.L. otherwise excludes all warranties of any kind, either expressed or implied. To the extent permitted by law, you agree that MELBOURNE TREE CARE P.L. is not liable to you or any other person or entity for any loss or damage caused or alleged to have been caused (including loss or damage resulting from negligence), either directly or indirectly, by your use of the information (including by way of example, Arboricultural advice) made available to you in this report. Without limiting this disclaimer, in no event will MELBOURNE TREE CARE P.L. be liable to you for any lost revenue or profits, or for special, indirect, consequential or incidental damage (however caused and regardless of the theory of liability) arising out of or related to your use of that information, even if MELBOURNE TREE CARE P.L. has been advised of the possibility of such loss or damage.

8.5 Quarterly Performance Report for the Quarter Ended 30 September 2023

**SUMMARY: Coordinator Finance Operations, James Morris and
Corporate Planning & Reporting Officer, Rod Beecham**

The Quarterly Performance Report for the period ended 30 September 2023 is presented for consideration.

RECOMMENDATION

That Council receive and note the Quarterly Performance Report for the period ended 30 September 2023.

1. INTRODUCTION

The provision of the quarterly Financial Performance Report to Council ensures that associated processes are accountable, transparent and responsible resulting in sound financial management and transparent reporting on Council Plan initiatives.

The Council Plan Quarterly Progress Report provides an overview of how we performed in Year 3 of the Council Plan 2021-2025.

2. DISCUSSION

Financial Performance Report

The Financial Performance Report (Attachment 1) has been prepared in accordance with Australian Accounting Standards and contains the following financial statements:

- Comprehensive Income Statement
- Balance Sheet
- Cash Flow Statement
- Statement of Capital Works

The Financial Performance Report is designed to identify major variations against Council's year to date financial performance (actual results) and the Adopted and Amended Budgets. Council adopted its 2023-24 Annual Budget at its Ordinary Council Meeting held 26 June 2023. The Amended Budget was tabled to Council at its Ordinary Council Meeting held 23 October 2023. The year-to-date position is compared with the amended budget position. The forecast end of year position is compared to the Amended Budget and the Adopted Budget.

The Amended Budget enables Council to review and approve variances to revenue and expenditure resulting primarily from external factors, ensuring accountability and optimal budget control for management reporting purposes. The Annual Report will detail performance against the original Budget as adopted by Council as the Budget.

The financial year-end position of Council is anticipated by way of forecasts. The full year Adopted and Amended Budgets are compared against the projected financial year-end position as reflected by the Forecast. The 2023-24 forecast includes the following details:

- The 2023-24 Adopted Budget;

- Carry forward funding from 2022-23 into 2023-24 for both operational and capital works expenditure items. These funds are required for the successful completion and delivery of key outcomes and projects; and
- Adjustments to forecasts as a result of officers periodically assessing Council's budgetary performance considering emerging events and matters.

General discussion in regards to Financial Performance Report (Attachment 1) is detailed under Section 5 'Financial & Economic Implications'.

Council Plan Progress Report

The Council Plan 2021-25 (incorporating the Municipal Public Health & Wellbeing Plan) was adopted on 25 October 2021 and outlines Council's contribution to achieving the Community Vision. The Council Plan includes a number of 4-year initiatives, which are broken down into annual milestones. These are described in the format "Initiative-Milestone". Delivery against these milestones is monitored through quarterly progress reports. These are not comprehensive reports on all of Council's activities but identify the progress Council has made towards the achievement of the Key Directions of the Council Plan and, ultimately, the Community Vision.

Attachment 2 provides the Council Plan 2021-25 Year 3 Quarterly Progress Report for the first quarter of 2023-24.

Progress targets are set against each initiative by quarter based on when key milestones for the year will be completed. The progress status reflects the status of the key milestones, not necessarily the status of completion of the initiative overall, as many of the initiatives run over multiple years. Initiatives that are behind schedule or not started include commentary to explain why we are behind schedule, how we will get back on schedule, and when we expect to be back on schedule.

Of the 40 initiatives included in 2023-24 (Year 3) of the Council Plan:

- Thirty-seven (37) initiatives are on schedule.
- Three (3) initiatives are behind schedule.

The initiatives currently behind schedule are:

- CP 1.1.4 - Continue to monitor the local economy to inform the strategic direction of future economic development initiatives – Develop a draft economic plan informed by data gathered from the evaluation of the reporting framework.
- CP 1.3.9 - Coordinate the implementation of Knox's Retail Activation Strategy - Implement the Year 2 actions of the Retail Activation Strategy.
- CP 4.4.18 - Develop and implement a Resilience Plan to support the community to cope with stresses, emergencies and disasters – Develop the final draft Community Resilience Plan in a format that will allow broader community consultation.

Also included in this report are the incomplete initiatives from Year 2 of the Council Plan 2021-25 (see Attachment 2, Appendix 1). These initiatives were incomplete on 30 June 2023 primarily due to external factors beyond Council's control.

3. CONSULTATION

This report does not necessitate community consultation. A copy of the quarterly Financial Performance Report is provided to Council's Audit and Risk Committee.

Significant community engagement was incorporated into the development of the Council Plan 2021-2025 and the Community Plan 2021-2031, which incorporates the Community Vision. The initiatives identified in the Council Plan 2021-2025 Year 3 Quarterly Progress Report (2023-24) support the delivery of the Council Plan 2021-2025 and ultimately will help achieve the Community Vision.

4. CLIMATE CHANGE CONSIDERATIONS

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

5. ENVIRONMENTAL/AMENITY CONSIDERATIONS

This report does not have any environmental or amenity issues for discussion. A number of initiatives within Year 3 (2023-24) of the Council Plan 2021-2025 seek to have a positive impact on environmental issues within the Knox municipality.

6. FINANCIAL & ECONOMIC IMPLICATIONS

The overall financial position as at 30 September 2023 is satisfactory with a working capital ratio of 4.27 to 1, and indicates that Council, after taking into consideration carry forward funding requirements from 2022-23 into 2023-24, is on track to meet the established operational targets this financial year established in the 2023-24 Amended Budget. The major watch point for the year will be the timing of proceeds, together with the timing of receipt of capital grants and monetary contributions.

For the period ended 30 September 2023, Council has achieved an operating surplus of \$111.571 million. This is \$4.795 million favourable to the year to date (YTD) Amended Budget. The favourable variance of \$4.519 million for YTD expenditure includes a favourable variance of \$5.734 million for materials and services. This is partially offset by unfavourable variances of \$0.401 million for employee costs and \$0.854 million for contributions and donations. These are all largely timing variances. There is a favourable variance of \$0.276 million for YTD income.

Council expects to deliver an operating surplus of \$20.644 million for the financial year, which at the end of September is as per the Amended Budget.

The total capital works expenditure for the period ended 30 September 2023 is \$7.855 million. This is \$1.872 million less than the YTD Amended Budget. The asset classes with the greatest underspend against budget are Recreation, Leisure, Parks and Playgrounds (\$0.878 million), Computers and Telecommunications (\$0.492 million), and Drainage (\$0.432 million).

The Amended Budget capital works expenditure totalling \$83.495 million includes \$25.830 million in capital works carried forward from 2022-23 into 2023-24. The forecast capital works expenditure for the year at this stage is the same as the Amended Budget.

Council's cash and financial assets are \$41.239 million as at 30 September 2023.

Further detail and discussion of the financial performance of Council for the period ended 30 September 2023 is provided in the attached Financial Performance Report (Attachment 1).

7. SOCIAL IMPLICATIONS

There are no direct social implications arising from this report. A number of initiatives within Year 2 (2022-23) of the Council Plan 2021-2025 seek to have a positive social impact within the Knox municipality.

8. RELEVANCE TO KNOX COUNCIL PLAN 2021-2025

Civic Engagement & Integrity

Strategy 5.2 - Manage our resources effectively to ensure financial sustainability and improved customer experience.

Strategy 5.3 - Ensure our processes are transparent and decisions are accountable.

9. CONFLICT OF INTEREST

The officers contributing to and responsible for this report have no conflicts of interest requiring disclosure under Chapter 5 of the Governance Rules of Knox City Council.

10. CONFIDENTIALITY

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

Report Prepared By: Coordinator Finance Operations, James Morris;
Corporate Planning & Reporting Officer, Rod Beecham

Report Authorised By: Chief Financial Officer, Navec Lorkin

Attachments

1. Financial Performance Report - September 2023 [8.5.1 - 25 pages]
2. Q 1 2023-24 Council Plan Year 3 Quarterly Progress Report [8.5.2 - 34 pages]



KNOX
your city



Financial Performance Report

For year to date ended 30 September 2023

Contents

Financial Performance Report for year to date ended 30 September 2023



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Executive Summary

Financial Performance Report for the year to date ended 30 September 2023



Introduction and Purpose

This report is aimed and designed to identify major variations against Council's year to date financial performance (actual results) and the amended budget, reflect the amended budget which reflects changes which have occurred since the adoption of the annual budget, and anticipate the financial position of Council as at financial year end by way of forecasts.

The amended budget aligns with the 'Amended Budget Principle' financial strategy adopted as part of the 2023-24 Budget. The principle states Council will amend the Budget for internal management reporting purposes to ensure prudent and transparent budgeting and financial planning. The 2023/24 Amended Budget was approved by Council on 23 October 2023.

The full year adopted budget and amended budget is compared against the full year projected position as reflected by the forecast. The 2023-24 forecast includes carry forward funding from 2022-23 into 2023-24 for both operational and capital works expenditure items. These funds are required for the successful completion and delivery of key outcomes and projects. As at the end of September, the 2023-24 forecast aligns with the 2023-24 amended budget.

Financial Performance

Summary

Summary	Year to Date			Full Year				
	Amended Budget \$'000's	Actual \$'000's	Variance \$'000's	Adopted Budget \$'000's	Amended Budget \$'000's	Forecast \$'000's	Amended Variance \$'000's	Adopted Variance \$'000's
Operating								
Income	158,844	159,120	276	207,329	207,645	207,645	0	316
Expense	52,068	47,549	4,519	182,887	187,001	187,001	0	(4,113)
Surplus (Deficit)	106,776	111,571	4,795	24,441	20,644	20,644	0	(3,797)
Capital Works	9,726	7,855	1,872	75,661	83,495	83,495	0	(7,834)
Cash and Investments	27,498	37,862	10,364	40,961		40,961		0

The overall financial position at 30 September 2023 is satisfactory with a working capital ratio of 4.27 to 1.

The year-to-date favourable variance of \$4.8M is driven by an underspend in materials and services against the amended budget, together with an increase in interest income. This is partially offset by the unfavourable variance for contributions and donations due to the early recognition of the Your Library Limited contribution second instalment.

The forecast surplus at 30 September 2023 is based on the full year amended budget and includes carry forward income and expenditure from 2022-23 into 2023-24. The forecast currently aligns with the 2023-24 amended budget.

The forecast capital works expenditure totalling \$83.5M is also based on the full year amended budget, and includes carry forward capital expenditure totalling \$25.8M from 2022-23 into 2023-24.

Executive Summary (continued)

Financial Performance Report for the year to date ended 30 September 2023



Operating

Operating Results	Year to Date			Full Year				
	Amended Budget \$'000's	Actual \$'000's	Variance \$'000's	Adopted Budget \$'000's	Amended Budget \$'000's	Forecast \$'000's	Amended Variance \$'000's	Adopted Variance \$'000's
Income	158,844	159,120	276	207,329	207,645	207,645	0	316
Expense	52,068	47,549	4,519	182,887	187,001	187,001	0	(4,113)
Surplus (Deficit)	106,776	111,571	4,795	24,441	20,644	20,644	0	(3,797)

Year-to-Date

There is a \$4.8M favourable variance between the YTD actual result and the amended budget. The variance primarily relates to:

Revenue

- \$0.4M favourable timing variance for various grant income streams within the Community Access and Support department;
- \$0.3M favourable variance for Public Open Space contributions;
- \$0.3M favourable variance for interest income; and
- \$0.8M unfavourable timing variance for school crossing grant income, with the income received in October 2023.

Expenditure

- \$5.7M favourable variance in materials and services including \$1.4M in Waste Management due to timing of invoices and projects, \$1.2M in the Operations department and \$0.7M in the Connected Communities directorate due to timing variances, and \$0.5M for capital expenditure that is operational in nature due to the timing of capital activities; and
- \$0.5M unfavourable variance for the WorkCover premium is partially offset by a favourable variance of \$0.1M in all other employee costs throughout the organisation.

Forecast

The forecast surplus of \$20.6M is based on the full year amended budget and includes carry forward income and expenditure from 2022-23 into 2023-24. The amended budget includes:

Revenue

- Operational and capital grants received totalling \$2.7M (\$1.5M operational and \$1.2M capital) were treated as unearned income in 2022-23 and carried forward to 2023-24 in accordance with accounting standards;
- A further \$3.6M in capital grants were budgeted to be received in 2022-23 but have been carried forward to be received in 2023-24;
- \$1.5M contribution towards the Carrington Park Leisure Centre; and
- Victorian Grants Commission funding totalling \$8.6M was budgeted to be received in 2023-24 but was prepaid in 2022-23.

Executive Summary (continued)

Financial Performance Report for the year to date ended 30 September 2023



Expenditure

- \$2.9M in carry forward expenditure from 2022-23 into 2023-24 required for the completion and delivery of key operational projects; this includes \$1.5M in carry forward expenditure related to unearned operating grants that have been recognised as carry forward income.

Capital

Capital Works Expenditure	Year to Date			Full Year				
	Amended Budget \$'000's	Actual \$'000's	Variance \$'000's	Adopted Budget \$'000's	Amended Budget \$'000's	Forecast \$'000's	Amended Variance \$'000's	Adopted Variance \$'000's
Property	2,189	1,814	375	16,038	22,673	22,673	0	(6,635)
Plant and Equipment	1,674	1,199	475	11,606	11,521	11,521	0	86
Infrastructure	5,864	4,842	1,022	48,017	49,302	49,302	0	(1,285)
Total Capital Works Expenditure	9,726	7,855	1,872	75,661	83,495	83,495	0	(7,834)

Year-to-Date

The capital works underspend against budget in Infrastructure is largely due to an underspend in Recreation, Leisure, Parks and Playgrounds, in particular floodlighting upgrades at various reserves (\$0.6M), and cricket net renewals (\$0.5M). The Stamford Park Development is overspent by \$0.7M due to the timing of activities.

The Plant and Equipment underspend relates to Computers and Telecommunications.

Forecast

The forecast capital expenditure includes \$25.8M in capital expenditure carried forward from 2022-23, while at this stage no capital expenditure has been identified to be carried forward to 2024-25.

Balance Sheet

Balance Sheet	Year to Date			Full Year		
	Amended Budget \$'000's	Actual \$'000's	Variance \$'000's	Amended Budget \$'000's	Forecast \$'000's	Variance \$'000's
Current Assets	172,928	183,310	10,381	66,277	66,277	0
Non-Current Assets	2,153,777	2,149,859	(3,918)	2,196,417	2,196,417	0
Total Assets	2,326,705	2,333,169	6,463	2,262,694	2,262,694	0
Current Liabilities	39,513	42,881	(3,368)	51,940	51,940	0
Non-Current Liabilities	72,133	69,196	2,938	80,588	80,588	0
Total Liabilities	111,646	112,076	(431)	132,528	132,528	0
Net Assets	2,215,060	2,221,092	6,033	2,130,166	2,130,166	0
Accumulated Surplus	811,080	818,126	7,046	729,502	729,502	0
Asset Revaluation Reserve	1,374,530	1,374,529	(1)	1,374,530	1,374,530	0
Other Reserves	29,450	28,438	(1,012)	26,134	26,134	0
Total Equity	2,215,060	2,221,092	6,033	2,130,166	2,130,166	0
Working Capital Ratio	4.38	4.27		1.28	1.28	

Executive Summary (continued)

Financial Performance Report for the year to date ended 30 September 2023



The Balance Sheet as at 30 September 2023 indicates a sustainable result. A comparison of total Current Assets of \$183.3M with total Current Liabilities of \$42.9M continues to depict a sustainable financial position (Working Capital Ratio of 4.27 to 1). The Working Capital Ratio for the same period last year was 4.18, with the increase this year being due to increased trade and other receivables, and cash and other financial assets, partially offset by an increase in payables to the same stage last year. Current Assets primarily comprises Cash, Cash Equivalents and Other Financial Assets (\$37.9M) and Trade and Other Receivables (\$143.1M). Trade and Other Receivables includes \$139.7M of rates debtors (of which \$13.2M relates to arrears pre July 2023) and \$2.8M in other debtors.

The working capital ratio of 4.27 is down on the Amended Budget working capital ratio of 4.37. The Working Capital Ratio is anticipated to continue to reduce over the course of the financial year, reflecting the utilisation of funds by Council to deliver on its operating programs and capital works. The forecast working capital ratio is anticipated to be 1.28 at year end, as per the Amended Budget.

Trade and Other Receivables	Ageing				Total \$'000
	Current - 30 Days	31 Days - 60 Days	61 Days - 90 Days	More than 90 Days	
	\$'000	\$'000	\$'000	\$'000	
Rates Debtors	126,489	0	0	13,184	139,673
Special Rate Assessment	0	0	0	52	52
Parking and Animal Infringement Debtors	75	215	77	291	658
Other Debtors	1,455	103	344	857	2,759
Total Trade and Other Receivables	128,019	318	421	14,384	143,142

Rate amounts owing are a charge over the property and therefore Council has recourse to collect these debts. Rates Notices for the current financial year were delivered in August, with the first instalment due on 30 September 2023. The due date for rates being paid in full is 15 February 2024.

Rates outstanding for more than 90 days is \$3.6M greater than at the same time last year. Outstanding rates from prior years continues to be pursued through the available channels, with a further \$0.8M collected in October 2023.

Investment Analysis

Investment	Year to Date			Full Year		
	Amended Budget	Actual	Variance	Amended Budget	Forecast	Variance
	\$'000's	\$'000's	\$'000's	\$'000's	\$'000's	\$'000's
Cash and Cash Equivalents	27,498	27,862	364	40,961	40,961	0
Other Financial Assets	0	10,000	10,000	0	0	0
Total Funds Invested	27,498	37,862	10,364	40,961	40,961	0
Earnings on Investments	137	409	271	550	550	0

The earnings on investments for the period ended 30 September 2023 were greater than budgeted due to higher than budgeted cash and investment balances together with the increase in interest rates.

Financial Performance Indicators

as at 30 September 2023



The following table highlights Council's current and forecasted performance across a range of key financial performance indicators. These indicators provide a useful analysis of Council's financial position and performance and should be interpreted in the context of the Council's objectives.

Indicator	Calculation of Measure	Full Year		Notes
		Expected Bands	Amended Budget Forecast	
Operating Position - Measures whether a council is able to generate an adjusted underlying surplus.				
Adjusted Underlying Result				
Indicator of the broad objective that an adjusted underlying surplus should be generated in the ordinary course of business. A surplus or increasing surplus suggests an improvement in the operating position. The adjusted underlying surplus and the adjusted underlying revenue exclude the following types of income: grants - capital (non-recurrent), contributions - monetary (capital) and contributions - non-monetary.	[Adjusted Underlying Surplus (Deficit) / Adjusted Underlying Revenue] x 100	(20%) to 20%	4.60% 4.60%	1
Liquidity - Measures whether a council is able to generate sufficient cash to pay bills on time.				
Working Capital				
Indicator of the broad objective that sufficient working capital is available to pay bills as and when they fall due. High or increasing level of working capital suggests an improvement in liquidity.	[Current Assets / Current Liabilities] x 100	100% - 400%	127.60% 127.60%	2
Unrestricted Cash				
Indicator of the broad objective that sufficient cash which is free of restrictions is available to pay bills as and when they fall due. High or increasing level of unrestricted cash suggests an improvement in liquidity.	[Unrestricted Cash / Current Liabilities] x 100	10% - 300%	49.96% 49.96%	3
Obligations - Measures whether the level of debt and other long term obligations is appropriate to the size and nature of the Council's activities.				
Loans and Borrowings				
Indicator of the broad objective that the level of interest bearing loans and borrowings should be appropriate to the size and nature of a council's activities. Low or decreasing level of loans and borrowings suggests an improvement in the capacity to meet long term obligations.	[Interest Bearing Loans and Borrowings / Rate Revenue] x 100	0% - 70%	56.17% 56.17%	4
Debt Commitments				
Defined as interest and principal repayments on interest bearing loans and borrowings as a percentage of rate revenue.	[Interest and Principal Repayments / Rate Revenue] x 100	0% - 20%	7.32% 7.32%	5
Indebtedness				
Indicator of the broad objective that the level of long term liabilities should be appropriate to the size and nature of a Council's activities. Low or decreasing level of long term liabilities suggests an improvement in the capacity to meet long term obligations	[Non Current Liabilities / Own Source Revenue] x 100	2% - 70%	46.29% 46.29%	6

Financial Performance Indicators

as at 30 September 2023



Indicator	Calculation of Measure	Full Year		Notes
		Expected Bands	Adopted Budget Forecast	
Asset Renewal Indicator of the broad objective that assets should be renewed as planned. High or increasing level of planned asset renewal being met suggests an improvement in the capacity to meet long term obligations	$[\text{Asset Renewal Expenditure} / \text{Depreciation}] \times 100$	40% - 130%	159.28% 159.28%	7
Stability - Measures whether a council is able to generate revenue from a range of sources. Rates Concentration Indicator of the broad objective that revenue should be generated from a range of sources. High or increasing range of revenue sources suggests an improvement in stability.	$[\text{Rate Revenue} / \text{Adjusted Underlying Revenue}] \times 100$	30.00% - 80.00%	74.51% 74.51%	8
Treasury Corporation of Victoria - Undertakings to obtain and maintain loans Indebtedness The aggregate Interest Bearing Loans and Borrowings at all times must not exceed 60% of Own Source Revenue	$[\text{Interest Bearing Loans and Borrowings} / \text{Own Source Revenue}] \times 100$	0% - 60%	52.71% 52.71%	9
Interest Cover Ratio The Interest Cover Ratio at all times must not be less than 2.00:1.00	$[\text{EBITDA} / \text{Interest Expense}]$	2.00 - 100.00	13.19 13.19	10

Forecasts improvements in Council's financial performance / financial position indicator compared to the Adopted Budget position.
 Forecasts that Council's financial performance / financial position indicator will be reasonably steady and is within Expected Bands.
 Forecasts deterioration in Council's financial performance / financial position indicator compared to the Adopted Budget position.

Notes:

1	No Variance: - The adjusted underlying result ratio is within the expected bands
2	No Variance: - The working capital ratio is within the expected bands
3	No Variance: - The unrestricted cash ratio is within the expected bands
4	No Variance: - The loans and borrowings ratio is within expected bands
5	No Variance: - The debt commitments ratio is within expected bands
6	No Variance: - The indebtedness ratio is within expected bands
7	No Variance: - The forecast asset renewal is greater than the expected bands, as budgeted
8	No Variance: - The rates concentration ratio is within the expected bands
9	No Variance: - The TCV indebtedness ratio is within the expected bands
10	No Variance: - The TCV interest cover ratio is within the expected bands

Appendix A

Summary of Net Income and Expenditure by Department

for year to date ended 30 September 2023



Net (Income) / Expenditure	Notes	Year-to-Date				Full Year					
		Amended Budget	Actual	Variance Fav/(Unfav)	%	Adopted Budget	Amended Budget	Forecast	Amended Variance Fav/(Unfav)	Adopted Variance Fav/(Unfav)	
		\$000'S	\$000'S	\$000'S	%	\$000'S	\$000'S	\$000'S	\$000'S	\$000'S	
Rates											
Rates and Valuation		(116,605)	(116,943)	338	0.29%	✔	(116,980)	(116,980)	(116,980)	0	0
Net (Income) / Expense - Rates		(116,605)	(116,943)	338	0.29%		(116,980)	(116,980)	(116,980)	0	0
CEO											
Chief Executive Office		175	162	13	7.48%	✔	700	700	700	0	0
Chief Financial Office	1	856	728	128	14.99%	✔	3,417	3,477	3,477	0	(60)
Chief People Office	2	1,191	943	248	20.84%	✔	4,855	4,855	4,855	0	0
Net (Income) / Expense - CEO		2,223	1,833	390	17.53%		8,973	9,033	9,033	0	(60)
City Liveability											
Directorate City Liveability		142	134	7	5.17%	✔	566	566	566	0	0
City Futures	3	994	785	209	21.06%	✔	3,902	4,603	4,603	0	(701)
City Planning and Building	4	626	891	(265)	(42.32%)	✘	2,505	2,505	2,505	0	0
City Safety and Health	5	491	1,252	(761)	(155.16%)	✘	2,439	2,836	2,836	0	(397)
City Projects		119	63	56	47.25%	✔	475	475	475	0	0
Net (Income) / Expense - City Liveability		2,371	3,125	(754)	(31.78%)		9,888	10,986	10,986	0	(1,098)
Connected Communities											
Directorate Connected Communities		206	297	(91)	(44.26%)	✘	825	825	825	0	0
Community Access and Support	6	1,006	422	584	58.05%	✔	3,805	3,809	3,809	0	(4)
Community Wellbeing	7	2,075	2,772	(697)	(33.62%)	✘	8,120	8,241	8,241	0	(121)
Active and Creative Communities	8	1,001	758	243	24.24%	✔	3,905	3,935	3,935	0	(30)
Family and Children's Services	9	1,219	966	254	20.80%	✔	4,755	4,768	4,768	0	(13)
Net (Income) / Expense - Connected Communities		5,506	5,215	291	5.29%		21,409	21,577	21,577	0	(168)
Customer and Performance											
Directorate Customer and Performance		93	90	2	2.50%	✔	370	370	370	0	0
Governance and Risk		2,696	2,756	(59)	(2.20%)	⚠	5,342	5,342	5,342	0	0
Chief Information Officer		3,794	3,821	(26)	(0.70%)	⚠	9,524	9,524	9,524	0	0
Strategy and Transformation		520	491	29	5.57%	✔	2,153	2,153	2,153	0	0
Customer and Communications		1,229	1,158	71	5.77%	✔	4,889	4,907	4,907	0	(18)
Net (Income) / Expense - Customer and Performance		8,333	8,316	16	0.20%		22,277	22,295	22,295	0	(18)
Infrastructure											
Directorate Infrastructure		124	117	7	5.56%	✔	495	495	495	0	0
Sustainable Infrastructure	10	(23,129)	(24,666)	1,537	6.65%	✔	1,849	1,849	1,849	0	0
Community Infrastructure		1,803	1,715	88	4.88%	✔	7,024	7,072	7,072	0	(48)
Operations	11	4,802	3,518	1,284	26.74%	✔	18,882	18,882	18,882	0	0
Major Initiatives		124	121	3	2.42%	✔	362	362	362	0	0
Net (Income) / Expense - Infrastructure		(16,276)	(19,195)	2,919	17.93%		28,612	28,660	28,660	0	(48)

Indicators of the variances between year to date (YTD) Adopted Budget and Actual results:

- ✔ 0% or greater.
- ⚠ Less than 0% and greater than negative 5%.
- ✘ Negative 5% or less.

Notes have been provided for these variances:

1. Favourable variances between year to date (YTD) Adopted Budget and Actual results are equal to or greater than positive \$100K and equal to or greater than positive 5%.
2. Unfavourable variances between year to date (YTD) Adopted Budget and Actual results are equal to or less than negative \$100K and equal to or less than negative 5%.

Summary of Net Income and Expenditure by Department

for year to date ended 30 September 2023



Notes:	
1	<p>Permanent Variance: - \$53K favourable variance for employee costs and oncosts in Strategic Procurement</p> <p>Timing Variance: - \$41K favourable variance for Rates & Valuations transaction charges</p>
2	<p>Permanent Variance: - \$70K favourable variance for employee costs and oncosts across the department</p> <p>Timing Variance: - \$75K favourable variance for Leadership Development - \$30K favourable variance in the Wellbeing Program</p>
3	<p>Permanent Variance: - \$57K favourable variance for employee costs and oncosts across the department</p> <p>Timing Variance: - \$77K favourable variance in City Strategy & Planning (excluding employee costs), including \$35K for Planning Scheme Amendments - \$39K favourable variance in Research & Mapping</p>
4	<p>Permanent Variance: - \$84K favourable variance for a grant received for process improvements; there will be corresponding expenditure to offset this grant</p> <p>Timing Variance: - \$135K unfavourable variance for Building Services income, including \$45K for fines - \$110K unfavourable variance for statutory planning application fees - \$45K unfavourable variance for legal fees</p>
5	<p>Permanent Variance: - \$75K favourable variance in employee costs and oncosts across the department - \$80K unfavourable variance for traffic enforcement fines due to delays in the implementation of the parking strategy</p> <p>Timing Variance: - \$823K unfavourable variance for the School Crossing grant that was budgeted to be invoiced in September, but was invoiced in October</p>
6	<p>Timing Variance: - \$118K favourable variance for Home Maintenance CHSP grant income - \$107K favourable variance for Food Services grant income - \$100K favourable variance for Allied Health grant income - \$53K favourable variance for Home Modifications CHSP grant income - \$40K favourable variance for Home Maintenance and Home Modifications contract payments - \$34K favourable variance for Food Services contract payments</p>
7	<p>Timing Variance: - \$388K favourable variance for operational grants paid out - \$1,078K unfavourable variance for the Your Library Limited contribution, with this second instalment budgeted for October</p>
8	<p>Timing Variance: - \$119K favourable variance for Arts and Cultural Services fee income - \$35K favourable variance for Citizenship Ceremonies</p>
9	<p>Permanent Variance: - \$120K favourable variance for the Kinder Educational Toys grant received; there will be corresponding expenditure to offset this grant</p> <p>Timing Variance: - \$118K unfavourable variance for Integrated Early Years Hubs parent fees and \$63K unfavourable variance for grant income - \$98K favourable variance in Early Years Strategy & Partnerships - \$60K favourable variance for Early Years Resources - \$53K favourable variance for Early Years Facilities cleaning due to the timing of receipt of invoices - \$41K favourable variance for Integrated Early Years Operations & Systems</p>
10	<p>Timing Variance: - \$1,418K favourable variance for Waste Management materials and services due to the timing of the receipt of invoices, and includes a favourable variance of \$391K for the State Government Landfill Levy, \$270K for the Kerbside Reform Transition Project, \$175K for Green Waste costs, \$162K for Domestic Waste costs, \$105K for Hard Waste costs, and \$99K for Recycling costs</p>
11	<p>Timing Variance: - \$637K favourable variance for Urban Forest and City Presentation, including \$311K for Street Tree Pruning and \$184K for Urban Forest Trees Maintenance - \$197K favourable variance for Drainage Maintenance Works - \$291K favourable variance for Sportsfields and Active Open Space Maintenance, including \$178K for Mowing and \$99K for Reactive Open Space Maintenance</p>

Comprehensive Income Statement

for year to date ended 30 September 2023



Description	Notes	Year-to-Date				Full Year				
		Amended Budget	Actual	Variance Fav/(Unfav)		Adopted Budget	Amended Budget	Forecast	Amended Variance Fav/(Unfav)	Adopted Variance Fav/(Unfav)
		\$000'S	\$000'S	\$000'S	%	\$000'S	\$000'S	\$000'S	\$000'S	\$000'S
Income										
Rates and Charges		145,237	145,300	63	0.04%	146,056	146,056	146,056	0	0
Statutory Fees and Fines		973	661	(312)	(32.08%)	4,373	4,373	4,373	0	0
User Fees		4,312	4,264	(48)	(1.12%)	11,226	11,226	11,226	0	0
Grants - Operating		5,259	5,011	(248)	(4.71%)	27,608	22,239	22,239	0	(5,369)
Grants - Capital		530	470	(60)	(11.39%)	4,821	9,006	9,006	0	4,185
Contributions - Monetary		2,182	2,515	332	15.23%	9,931	11,431	11,431	0	1,500
Contributions - Non-Monetary		0	0	0	0.00%	2,000	2,000	2,000	0	0
Increment on investment in associates		0	0	0	0.00%	0	0	0	0	0
Other Income	1	350	898	548	156.70%	1,314	1,314	1,314	0	0
Total Income		158,844	159,120	276	0.17%	207,329	207,645	207,645	0	316
Expenses										
Employee Costs		22,080	22,481	(401)	(1.82%)	79,703	80,232	80,232	0	(529)
Materials and Services	2	21,619	15,884	5,734	26.53%	78,032	82,333	82,333	0	(4,301)
Depreciation		5,807	5,791	15	0.27%	23,206	23,236	23,236	0	(30)
Amortisation - Intangible Assets		162	223	(62)	(38.02%)	893	647	647	0	246
Amortisation - Right-of-Use Assets		293	184	109	37.17%	1,171	1,171	1,171	0	0
Contributions and Donations	3	1,538	2,392	(854)	(55.52%)	5,728	5,902	5,902	0	(174)
Borrowing Costs		747	754	(8)	(1.03%)	3,058	3,293	3,293	0	(235)
Finance Costs - Leases		73	11	62	85.19%	293	293	293	0	0
Bad and Doubtful Debts		76	100	(25)	(32.64%)	311	311	311	0	0
Other Expenses		179	156	23	12.65%	716	716	716	0	0
Net (Gain) Loss on Disposal of Property, Infrastructure, Plant and Equipment		(504)	(429)	(76)	(14.98%)	(10,223)	(11,133)	(11,133)	0	910
Total Expenses		52,068	47,549	4,519	8.68%	182,887	187,001	187,001	0	(4,113)
Surplus (Deficit)		106,776	111,571	4,795	4.49%	24,441	20,644	20,644	0	(3,797)
Total Comprehensive Income for the Year		106,776	111,571	4,795	4.49%	24,441	20,644	20,644	0	(3,797)

Indicators of the variances between year to date (YTD) Adopted Budget and Actual results:

- ✔ 0% or greater.
- ⚠ Less than 0% and greater than negative 10%.
- ✘ Negative 10% or less.

Notes have been provided for the following variances:

1. Favourable variances between year to date (YTD) Adopted Budget and Actual results are equal to or greater than positive \$500K and equal to or greater than positive 10%.
2. Unfavourable variances between year to date (YTD) Adopted Budget and Actual results are equal to or less than negative \$500K and equal to or less than negative 10%.

Comprehensive Income Statement

for year to date ended 30 September 2023



Notes:

1	<p>Permanent Variance:</p> <ul style="list-style-type: none"> - \$0.271M favourable variance for interest received due to higher than budgeted cash and investment balances together with the increase in interest rates - \$0.144M favourable variance for rebates received through Victorian Energy Efficiency Certificates - \$0.122M favourable variance for WorkCover salaries recouped; this income is offset by corresponding employee costs
2	<p>Timing Variance:</p> <ul style="list-style-type: none"> - \$1.418M favourable variance in Waste Management due to the timing of the receipt of invoices, and includes a favourable variance of \$0.391M for the State Government Landfill Levy, \$0.270M for the Kerbside Reform Transition Project, \$0.175M for Green Waste, \$0.162M for Domestic Waste, \$0.105M for Hard Waste, and \$0.099M for Recycling - \$1.211M favourable variance in the Operations department due to the timing of works and the receipt of invoices, including \$0.642M for Urban Forest and City Presentation, \$0.254 for Sportsfield & Reserves Maintenance, and \$0.188M for Drainage Maintenance Works - \$0.451M favourable variance for capital expenditure that is operational in nature due to the timing of capital activities - \$0.314M favourable variance in Family & Children's Services, including \$0.146M for Integrated Systems Quality & Operations - \$0.227M favourable variance for Community Access & Support, including \$0.075M for Youth Services - \$0.205M favourable variance in City Futures, including \$0.080M for City Strategy and Planning - \$0.198M favourable variance for Active & Creative Communities, including \$0.115M for Arts and Cultural Services, and \$0.085M for Leisure Facilities & Contracts - \$0.172M favourable variance for the Chief People Office, including \$0.075M for Leadership Development - \$0.150M favourable variance in the Chief Information Office, including \$0.067 for renewal expenditure
3	<p>Timing Variance:</p> <ul style="list-style-type: none"> - \$0.388M favourable variance for operational grants paid out - \$1.078M unfavourable variance for the Your Library Limited contribution, with this second instalment budgeted for October

Balance Sheet

as at 30 September 2023



Description	Notes	Year-to-Date				Full Year		
		Amended		Variance		Amended	Forecast	Variance
		Budget	Actual	Fav/(Unfav)	%	Budget	Forecast	Fav/(Unfav)
		\$000'S	\$000'S	\$000'S	%	\$000'S	\$000'S	\$000'S
Current Assets								
Cash and Cash Equivalents		27,498	27,862	364	1.32%	40,961	40,961	0
Other Financial Assets	1	0	10,000	10,000	100.00%	0	0	0
Trade and Other Receivables		143,185	143,142	(43)	(0.03%)	23,071	23,071	0
Other Current Assets	2	2,224	223	(2,001)	(89.99%)	2,224	2,224	0
Non-Current Assets classified as Held for Sale	3	0	2,072	2,072	100.00%	0	0	0
Inventories		21	11	(10)	(49.15%)	21	21	0
Total Current Assets		172,928	183,310	10,381	6.00%	66,277	66,277	0
Non-Current Assets								
Investment in Associates		2,455	2,455	(0)	(0.02%)	2,455	2,455	0
Property, Infrastructure, Plant and Equipment		2,142,547	2,143,886	1,339	0.06%	2,186,550	2,186,550	0
Right-of-Use Assets	4	5,548	999	(4,549)	(81.99%)	4,670	4,670	0
Intangible Assets		3,227	2,519	(708)	(21.94%)	2,742	2,742	0
Total Non-Current Assets		2,153,777	2,149,859	(3,918)	(0.18%)	2,196,417	2,196,417	0
Total Assets		2,326,705	2,333,169	6,463	0.28%	2,262,694	2,262,694	0
Current Liabilities								
Trade and Other Payables		9,856	8,899	957	9.71%	20,665	20,665	0
Trust Funds and Deposits	5	2,652	5,839	(3,187)	(120.19%)	2,652	2,652	0
Unearned Income	6	0	2,166	(2,166)	(100.00%)	0	0	0
Provisions - Employee Costs		17,994	18,113	(119)	(0.66%)	18,546	18,546	0
Defined Benefits Superannuation		0	0	0	0.00%	0	0	0
Provision - Landfill Rehabilitation		663	664	(1)	(0.10%)	663	663	0
Interest-Bearing Loans and Borrowings		7,070	6,838	232	3.29%	8,356	8,356	0
Lease Liabilities		1,278	362	916	71.67%	1,058	1,058	0
Other Provisions		0	0	0	0.00%	0	0	0
Total Current Liabilities		39,513	42,881	(3,368)	(8.52%)	51,940	51,940	0
Non-Current Liabilities								
Provisions - Employee Costs		1,175	1,131	44	3.74%	1,175	1,175	0
Interest-Bearing Loans and Borrowings		65,223	65,456	(233)	(0.36%)	73,678	73,678	0
Provision - Landfill Rehabilitation		1,966	1,966	0	0.02%	1,966	1,966	0
Defined Benefits Superannuation		0	0	0	0.00%	0	0	0
Lease Liabilities	7	3,769	643	3,126	82.94%	3,769	3,769	0
Other Provisions		0	0	0	0.00%	0	0	0
Total Non-Current Liabilities		72,133	69,196	2,938	4.07%	80,588	80,588	0
Total Liabilities		111,646	112,076	(431)	(0.39%)	132,528	132,528	0
Net Assets		2,215,060	2,221,092	6,033	0.27%	2,130,166	2,130,166	0
Equity								
Accumulated Surplus		811,080	818,126	7,046	0.87%	729,502	729,502	0
Asset Revaluation Reserve		1,374,530	1,374,529	(1)	0.00%	1,374,530	1,374,530	0
Other Reserves		29,450	28,438	(1,012)	(3.44%)	26,134	26,134	0
Total Equity		2,215,060	2,221,092	6,033	0.27%	2,130,166	2,130,166	0

Balance Sheet

as at 30 September 2023



Notes have been provided for items with the following variances:

1. Favourable variances between year to date (YTD) Adopted Budget and Actual results are equal to or greater than positive \$1M and equal to or greater than positive 10%.
2. Unfavourable variances between year to date (YTD) Adopted Budget and Actual results are equal to or less than negative \$1M and equal to or less than negative 10%.

Notes:

1	<p>Timing Variance:</p> <ul style="list-style-type: none"> - Other financial assets are term deposits currently held with an original maturity date of more than 90 days - The favourable variance relates to the \$9.666M favourable variance in the net cash provided by operating activities as per the Cash Flow Statement
2	<p>Timing Variance:</p> <ul style="list-style-type: none"> - Other Current Assets primarily relate to prepaid expenses and accrued income; prepaid expenses are taken up at year-end, while only interest income is taken up as accrued income during the year with the remainder taken up at year-end
3	<p>Timing Variance:</p> <ul style="list-style-type: none"> - \$2.072M favourable variance for land and buildings that have been agreed to sell
4	<p>Timing Variance:</p> <ul style="list-style-type: none"> - \$4.549M unfavourable variance due to the Knox Library lease not being entered into yet; it was budgeted to commence from 1 April 2023
5	<p>Timing Variance:</p> <ul style="list-style-type: none"> - Trust funds and deposits primarily reflects the cash holdings for refundable deposits - This includes \$3.975M collected for the fire services levy; this amount is payable to the State Revenue Office by the 28th October 2023
6	<p>Timing Variance:</p> <ul style="list-style-type: none"> - Unearned grants are operating and capital grants that were received in 2022-23 but have been treated as unearned income as at 30 June 2023 in accordance with accounting standards and have yet to be expended
7	<p>Timing Variance:</p> <ul style="list-style-type: none"> - \$4.042M favourable variance for current and non-current lease liabilities due to the Knox Library lease not being entered into yet; it was budgeted to commence from 1 April 2023

Cash Flow Statement

for year to date ended 30 September 2023



Description	Notes	Year-to-Date				Full Year		
		Amended Budget	Actual	Variance Fav/(Unfav)		Amended Budget	Forecast	Variance Fav/(Unfav)
		\$000'S	\$000'S	\$000'S		\$000'S	\$000'S	\$000'S
Cash Flows from Operating Activities								
Receipts								
Rates and Charges		24,778	24,883	106	0.43%	144,557	144,557	0
Statutory Fees and Fines		973	661	(312)	(32.08%)	4,373	4,373	0
User Fees		3,872	4,315	443	11.44%	11,120	11,120	0
Grants - Operating		4,468	4,283	(185)	(4.14%)	20,714	20,714	0
Grants - Capital		482	378	(103)	(21.46%)	7,809	7,809	0
Contributions - Monetary		2,170	2,503	332	15.32%	11,428	11,428	0
Interest Received		137	409	271	197.25%	550	550	0
Other Receipts		212	490	277	130.46%	764	764	0
Net Movement in Trust Deposits	1	90	3,277	3,187	3,541.48%	90	90	0
Employee Costs		(21,889)	(22,216)	(326)	(1.49%)	(79,490)	(79,490)	0
Materials and Services	2	(31,767)	(24,912)	6,855	21.58%	(81,501)	(81,501)	0
Contributions and Donations	3	(2,020)	(2,922)	(902)	(44.64%)	(5,843)	(5,843)	0
Short Term, Low Value and Variable Lease Payments		(7)	(7)	0	0.00%	(27)	(27)	0
Other Payments		(172)	(149)	23	13.17%	(689)	(689)	0
Net Cash Provided by / (Used in) Operating Activities		(18,673)	(9,006)	9,666	51.77%	33,854	33,854	0
Cash Flows from Investing Activities								
Payments for Property, Infrastructure, Plant and Equipment		(8,596)	(7,855)	742	8.63%	(73,817)	(73,817)	0
Proceeds from Sales of Property, Infrastructure, Plant and Equipment		692	573	(119)	(17.15%)	20,669	20,669	0
Payments for investments	4	0	(10,000)	(10,000)	(100.00%)	0	0	0
Proceeds from sale of investments		12,500	12,500	0	0.00%	12,500	12,500	0
Net Cash Used in Investing Activities		4,596	(4,781)	(9,377)	(204.04%)	(40,648)	(40,648)	0
Cash Flows from Financing Activities								
Proceeds of Borrowings		0	0	0	0.00%	15,480	15,480	0
Repayment of Borrowings		(1,663)	(1,663)	(0)	0.00%	(7,402)	(7,402)	0
Finance costs		(747)	(757)	11	1.43%	(3,305)	(3,305)	0
Interest Paid - Lease Liability		(73)	(11)	(62)	(85.19%)	(293)	(293)	0
Repayment of Lease Liabilities		(260)	(237)	(23)	(8.85%)	(1,042)	(1,042)	0
Net Cash Provided by / (Used in) Financing Activities		(2,743)	(2,668)	(75)	(2.72%)	3,438	3,438	0
Net increase / (decrease) in Cash and Cash Equivalents		(16,820)	(16,456)	(364)	(2.16%)	(3,357)	(3,357)	0
Cash and Cash Equivalents at the Beginning of the Financial Year		44,318	44,318	0	0.00%	44,318	44,318	0
Cash at the End of the Year		27,498	27,862	364	1.32%	40,961	40,961	0

Notes have been provided for items with the following variances:

1. Favourable variances between year to date (YTD) Adopted Budget and Actual results are equal to or greater than positive \$500K and equal to or greater than positive 10%.
2. Unfavourable variances between year to date (YTD) Adopted Budget and Actual results are equal to or less than negative \$500K and equal to or less than negative 10%.

Cash Flow Statement

for year to date ended 30 September 2023



Notes:

1	<p>Timing Variance:</p> <ul style="list-style-type: none"> - Trust funds and deposits primarily reflects the cash holdings for refundable deposits - This includes \$3.975M collected for the fire services levy; this amount is payable to the State Revenue Office by the 28th October 2023
2	<p>Timing Variance:</p> <ul style="list-style-type: none"> - \$1.418M favourable variance in Waste Management due to the timing of the receipt of invoices, and includes a favourable variance of \$0.391M for the State Government Landfill Levy, \$0.270M for the Kerbside Reform Transition Project, \$0.175M for Green Waste, \$0.162M for Domestic Waste, \$0.105M for Hard Waste, and \$0.099M for Recycling - \$1.211M favourable variance in the Operations department due to the timing of works and the receipt of invoices, including \$0.642M for Urban Forest and City Presentation, \$0.254 for Sportsfield & Reserves Maintenance, and \$0.188M for Drainage Maintenance Works - \$0.451M favourable variance for capital expenditure that is operational in nature due to the timing of capital activities - \$0.314M favourable variance in Family & Children's Services, including \$0.146M for Integrated Systems Quality & Operations - \$0.227M favourable variance for Community Access & Support, including \$0.075M for Youth Services - \$0.205M favourable variance in City Futures, including \$0.080M for City Strategy and Planning - \$0.198M favourable variance for Active & Creative Communities, including \$0.115M for Arts and Cultural Services, and \$0.085M for Leisure Facilities & Contracts - \$0.172M favourable variance for the Chief People Office, including \$0.075M for Leadership Development - \$0.150M favourable variance in the Chief Information Office, including \$0.067 for renewal expenditure
3	<p>Timing Variance:</p> <ul style="list-style-type: none"> - \$0.388M favourable variance for operational grants paid out - \$1.078M unfavourable variance for the Your Library Limited contribution, with this second instalment budgeted for October
4	<p>Timing Variance:</p> <ul style="list-style-type: none"> - Payments for investments are term deposits taken out during the financial year and still held with an original maturity date of more than 90 days



Statement of Capital Works

for year to date ended 30 September 2023

Description	Notes	Year-to-Date				Full Year				
		Amended Budget	Actual	Variance Fav/(Unfav)		Adopted Budget	Amended Budget	Forecast	Amended Variance Fav/(Unfav)	Adopted Variance Fav/(Unfav)
		\$000'S	\$000'S	\$000'S	%	\$000'S	\$000'S	\$000'S	\$000'S	\$000'S
Expenditure - Capital Works Program										
Property										
Land		0	0	0	0.00%	0	0	0	0	0
Buildings		2,189	1,814	375	17.14%	16,038	22,673	22,673	0	(6,635)
Total Property		2,189	1,814	375	17.14%	16,038	22,673	22,673	0	(6,635)
Plant and Equipment										
Artworks		95	25	70	73.28%	348	385	385	0	(37)
Plant, Machinery and Equipment		599	648	(49)	(8.23%)	3,121	2,785	2,785	0	336
Fixtures, Fittings and Furniture		0	37	(37)	(100.00%)	0	213	213	0	(213)
Computers and Telecommunications		980	488	492	50.19%	8,138	8,138	8,138	0	0
Total Plant and Equipment		1,674	1,199	475	28.37%	11,606	11,521	11,521	0	86
Infrastructure										
Roads (including Kerb and Channel)		649	393	256	39.43%	8,088	8,088	8,088	0	(0)
Drainage		730	299	432	59.12%	6,637	6,278	6,278	0	359
Bridges		20	44	(24)	(119.05%)	340	340	340	0	0
Footpaths and Cycleways		959	1,451	(492)	(51.32%)	4,713	4,748	4,748	0	(34)
Off Street Car Parks		62	91	(29)	(46.52%)	1,764	1,692	1,692	0	72
Recreation, Leisure, Parks and Playgrounds	1	3,357	2,479	878	26.17%	23,610	25,144	25,144	0	(1,533)
Other Infrastructure		87	86	0	0.56%	2,865	3,013	3,013	0	(148)
Total Infrastructure		5,864	4,842	1,022	17.43%	48,017	49,302	49,302	0	(1,285)
Total Expenditure - Capital Works Program		9,726	7,855	1,872	19.24%	75,661	83,495	83,495	0	(7,834)
Represented by:										
Extension / Expansion		955	1,145	(191)	(19.96%)	4,486	4,521	4,521	0	(35)
Legal Requirements		0	0	0	0.00%	0	0	0	0	0
New		924	347	577	62.46%	6,331	10,793	10,793	0	(4,463)
Renewal		5,014	4,309	705	14.05%	39,869	40,878	40,878	0	(1,009)
Upgrade		2,834	2,053	780	27.54%	24,975	27,303	27,303	0	(2,328)
Total Expenditure - Capital Works Program		9,726	7,855	1,872	19.24%	75,661	83,495	83,495	0	(7,834)
Funding Source for Capital Works Program										
External Funding										
Contributions - Monetary - Capital		0	0	0	0.00%	1,625	3,125	1,500	(1,625)	(125)
Grants - Capital		530	470	(60)	(11.39%)	4,821	9,006	9,006	0	4,185
User Fees - Capital		0	0	0	0.00%	0	0	0	0	0
Proceeds from Loan Borrowings		0	0	0	0.00%	15,480	15,480	15,480	0	0
Other Income - Capital		0	144	144	100.00%	0	0	0	0	0
Total External Funding		530	614	84	15.76%	21,926	27,611	25,986	(1,625)	4,060
Internal Funding										
Proceeds from Sale of Property, Infrastructure, Plant and Equipment		692	573	(119)	(17.22%)	17,687	17,687	17,687	0	0
Reserves	2	1,070	2,931	1,861	173.85%	13,386	13,386	13,386	0	0
Rate Funding	3	7,434	3,737	(3,697)	(49.73%)	22,662	24,811	26,436	1,625	3,774
Total Internal Funding		9,196	7,241	(1,955)	(21.26%)	53,735	55,885	57,510	1,625	3,774
Total Funding Source for Capital Works Program		9,726	7,855	(1,872)	(19.24%)	75,661	83,495	83,495	0	7,834
Less Operating Projects Expenditure										
Operating Projects Expenditure		1,130	785	345	30.54%	8,568	9,678	9,678	0	1,110
Net Capital Works (Capitalised Expenditure Excluding Operating Projects Expenditure)		8,596	7,070	1,527	17.76%	67,093	73,817	73,817	0	6,724

Statement of Capital Works

for year to date ended 30 September 2023



Indicators of the variances between year to date (YTD) Adopted Budget and Actual results:

- ✔ 0% or greater.
- ⚠ Less than 0% and greater than negative 10%.
- ✘ Negative 10% or less.

Notes have been provided for the following variances:

1. Favourable variances between year to date (YTD) Adopted Budget and Actual results are equal to or greater than positive \$500K and equal to or greater than positive 10.00%.
2. Unfavourable variances between year to date (YTD) Adopted Budget and Actual results are equal to or less than negative \$500K and equal to or less than negative 10%.

Notes:

1	<p>Timing Variance:</p> <ul style="list-style-type: none"> - \$0.588M favourable variance for floodlighting upgrades at various reserves including Kings Park, Bayswater Oval, Guy Tuner Reserve, Windermere Reserve, Chandler Park and Knox City Tennis Courts - \$0.490M favourable variance for cricket net renewals at Picketts Reserve and Templeton Reserve - Favourable variance due to the timing of activities for Quarry Reserve, Ferntree Gully (\$0.235M); Parks Coring Plant (\$0.120M); and Eildon Park Reserve Tennis Court Renewals (\$0.117M) - Unfavourable variance due to the timing of activities for the Stamford Park Development (\$0.673M)
2	<p>Permanent Variance:</p> <ul style="list-style-type: none"> - \$1.431M favourable variance due to 100% of the Victorian Local Government Grants Commission 2023-2024 payment being made in June 2023, and subsequently transferred to the unexpended grant reserve as at 30 June 2023 <p>Timing:</p> <ul style="list-style-type: none"> - \$0.673M favourable variance due to the timing of activities for the Stamford Park Development - \$0.253M unfavourable variance due to the timing of activities for floodlighting upgrades at Bayswater Oval, Windermere Reserve and Knox City Tennis Courts
3	<p>Timing Variance:</p> <ul style="list-style-type: none"> - Council generates cash from its operating activities which is used as a funding source for the capital works program - It is forecast that \$24.811M will be required from operations to fund the 2023-24 capital works program (inclusive of projects carried forward from 2022-23)

Detailed Capital Works Program Expenditure

for year to date ended 30 September 2023



Capital Works Program Expenditure	Year-to-Date				Full Year				
	Amended Budget	Actual	Variance Fav/(Unfav)		Adopted Budget	Amended Budget	Forecast	Amended Variance Fav/(Unfav)	Adopted Variance Fav/(Unfav)
	\$'000	\$'000	\$'000	%	\$'000		\$'000		\$'000
Land and Buildings									
<i>Fairpark Reserve - Pavilion Upgrade</i>	955	1,081	(126)	(13.2%)	4,329	4,364	4,364	0	(35)
<i>Westfield Library</i>	281	9	271	96.7%	2,309	5,257	5,257	0	(2,948)
<i>Modular Building Program (Modern Construction System)</i>	145	46	99	68.5%	0	187	187	0	(187)
<i>Operations Centre Relocation</i>	13	0	13	100.0%	0	21	21	0	(21)
<i>Knox Athletics Track - New Shade Structure</i>	0	0	0	0.0%	96	96	96	0	0
Gilmour Park - Shade Shelter	0	0	0	0.0%	50	50	50	0	0
Knox Community Art Centre - Theatre Equipment Renewal	0	(1)	1	100.0%	0	0	0	0	0
Replacements of components for all Council owned buildings based on Building Asset Management Systems	633	641	(8)	(1.2%)	4,732	4,732	4,732	0	0
Wally Tew Reserve - Pavilion Upgrade (this will only be funded if State funding is confirmed)	0	0	0	0.0%	100	100	100	0	0
Wantirna Reserve - Pavilion Upgrade	2	2	1	30.0%	40	40	40	0	0
Milpera Reserve - Pavilion Refurbishment	0	0	0	0.0%	110	110	110	0	0
<i>Park Ridge Reserve - Pavilion Refurbishment</i>	0	1	(1)	(100.0%)	2,000	3,550	3,550	0	(1,550)
Boronia Progress Hall - Access Ramp	0	0	0	0.0%	10	10	10	0	0
The Basin Senior Citizens Hall - Upgrade	0	0	0	0.0%	35	35	35	0	0
HV Jones Pavilion - Upgrade	0	0	0	0.0%	25	25	25	0	0
Carrington Park Multi-Purpose Hub - Wall Mirror Installation	0	0	0	0.0%	25	25	25	0	0
Carrington Park - Squash Facility	15	6	9	60.3%	623	623	623	0	0
Carrington Park - Squash Contribution	1,500	0	1,500	100.0%	0	1,500	1,500	0	(1,500)
<i>Energy Retrofits in Community Buildings</i>	65	0	65	100.0%	150	199	199	0	(49)
<i>Ambleside Park</i>	40	3	37	92.8%	80	100	100	0	(20)
Kitchen Retrofitting Program at sports pavilions	0	0	0	0.0%	25	25	25	0	0
<i>The Basin Community House - Kitchen Upgrade</i>	0	0	(0)	(100.0%)	0	43	43	0	(43)
Family & Children Centres Office	0	0	0	0.0%	100	100	100	0	0
<i>Energy Performance Audit for Community Buildings</i>	0	0	0	0.0%	0	51	51	0	(51)
<i>Community Toilet Replacement Program</i>	20	0	20	100.0%	451	446	446	0	5
Rowville Community Centre - Yard Upgrade	0	0	0	0.0%	10	10	10	0	0
<i>Knox Regional Netball Centre - Way Finding Signage</i>	0	0	0	0.0%	20	95	95	0	(75)
Upgrades to Early Years Facilities	0	6	(6)	(100.0%)	100	100	100	0	0
Installation of Electronic Entry System	14	14	0	0.0%	63	63	63	0	0
Rowville Recreation Reserve - DDA and Baby Change Facilities Upgrade (Design)	1	5	(4)	(444.0%)	200	200	200	0	0
<i>Tormore Reserve - Facility Redevelopment (this will only be funded if State/Federal funding is confirmed)</i>	0	1	(1)	(100.0%)	160	220	220	0	(60)
<i>Solar panels in Community Facilities</i>	5	0	5	100.0%	195	253	253	0	(58)
<i>Community Facilities Signage - Upgrades</i>	0	0	0	0.0%	0	42	42	0	(42)
Total Buildings	3,689	1,814	1,875	50.8%	16,038	22,673	22,673	0	(6,635)
Total Property	3,689	1,814	1,875	50.8%	16,038	22,673	22,673	0	(6,635)
Plant and Equipment									
Artworks									
<i>Public Art Project</i>	95	25	70	73.3%	248	285	285	0	(37)
<i>Lupton Way Future Public Art Lighting</i>	0	0	0	0.0%	100	100	100	0	0
Total Artworks	95	25	70	73.3%	348	385	385	0	(37)
Plant, Machinery and Equipment									
<i>Plant and machinery replacement program</i>	599	645	(46)	(7.7%)	3,071	2,735	2,735	0	336
Installation of Electric Vehicle Charging Stations at	0	3	(3)	(100.0%)	50	50	50	0	0
Total Plant, Machinery and Equipment	599	648	(49)	(8.2%)	3,121	2,785	2,785	0	336
Fixtures, Fittings and Furniture									
<i>Westfield Library Furniture</i>	0	37	(37)	(100.0%)	0	213	213	0	(213)
Total Fixtures, Fittings and Furniture	0	37	(37)	(100.0%)	0	213	213	0	(213)

Detailed Capital Works Program Expenditure

for year to date ended 30 September 2023



Capital Works Program Expenditure	Year-to-Date				Full Year				
	Amended Budget	Actual	Variance Fav/(Unfav)		Adopted Budget	Amended Budget	Forecast	Amended Variance Fav/(Unfav)	Adopted Variance Fav/(Unfav)
	\$'000	\$'000	\$'000	%	\$'000	\$'000	\$'000	\$'000	\$'000
Computers and Telecommunications									
Enterprise Integration Platform	0	64	(64)	(100.0%)	157	157	157	0	0
Business Process Improvements	0	32	(32)	(100.0%)	0	0	0	0	0
<i>Master Data Management</i>	128	47	81	63.5%	512	512	512	0	0
Corporate Reporting Solutions	109	22	86	79.5%	109	109	109	0	0
IT Renewal Program to be Distributed	0	0	0	0.0%	1,500	1,500	1,500	0	0
Facilities Booking Solution	0	0	0	0.0%	76	76	76	0	0
Asset Management Information System	0	63	(63)	(100.0%)	63	63	63	0	0
Architecture Design & Planning	60	14	46	76.3%	425	425	425	0	0
WAN Network Enhancements	13	0	13	100.0%	50	50	50	0	0
DC1 - Server Room Ac & Ups	0	0	0	0.0%	20	20	20	0	0
Mobile Device Program	0	0	0	0.0%	30	30	30	0	0
Intramaps Review/Replacement	0	6	(6)	(100.0%)	200	200	200	0	0
Project Management Office - ICT Governance	2	2	0	2.5%	25	25	25	0	0
Early Years Platform	0	6	(6)	(100.0%)	288	288	288	0	0
Expense Management	0	27	(27)	(100.0%)	0	0	0	0	0
PMO Tool Replacement	0	5	(5)	(100.0%)	0	0	0	0	0
User Communication Infrastructure	0	10	(10)	(100.0%)	0	0	0	0	0
<i>New ICT Strategy Implementation</i>	450	0	450	100.0%	2,540	2,540	2,540	0	0
Project Delivery Management	120	39	81	67.8%	250	250	250	0	0
Digital Customer Channels Transformation P2	96	120	(24)	(25.3%)	384	384	384	0	0
Cloud Solutions	0	27	(27)	(100.0%)	279	279	279	0	0
Cyber And DRP Program	0	4	(4)	(100.0%)	510	510	510	0	0
Customer Relationship Management	0	0	0	0.0%	510	510	510	0	0
IT Network Security Evaluation & Upgrade	3	0	3	100.0%	10	10	10	0	0
Digital Customer Channels Transformation P3	0	0	0	0.0%	200	200	200	0	0
Total Computers and Telecommunications	980	488	492	50.2%	8,138	8,138	8,138	0	0
Total Plant and Equipment	1,674	1,199	475	28.4%	11,606	11,521	11,521	0	86
Infrastructure									
Roads (including Kerb and Channel)									
Road Surface Renewal Program across multiple locations within Knox	335	300	35	10.5%	4,596	4,596	4,596	0	0
Industrial Road Renewal Program across multiple locations within Knox	0	2	(2)	(100.0%)	170	170	170	0	0
High Risk Road Failure Program	75	15	60	80.2%	425	425	425	0	0
<i>Programmed Works From June Audits</i>	0	8	(8)	(100.0%)	9	9	9	0	1
Chandler Road, Boronia (Design)	16	22	(6)	(37.5%)	33	33	33	0	0
<i>Faraday Street, Boronia</i>	2	0	2	96.9%	620	589	589	0	31
<i>Harley Street, Knoxfield</i>	150	2	148	98.5%	340	439	439	0	(99)
<i>Allister Close, Knoxfield</i>	2	0	2	96.9%	345	422	422	0	(77)
<i>The Haven, Ferntree Gully (Design)</i>	2	0	2	96.0%	0	161	161	0	(161)
<i>Rickards Avenue, Knoxfield</i>	0	0	(0)	(100.0%)	1,000	695	695	0	305
Templeton Road, Wantirna - 3 sections (Design)	15	11	4	25.0%	113	113	113	0	0
Station Street, Ferntree Gully (Design)	4	6	(3)	(75.7%)	35	35	35	0	0
Blackwood Park Road, Scoresby (Design)	25	14	11	42.6%	60	60	60	0	0
<i>Napoleon Road - Electronic Signs</i>	0	0	0	0.0%	79	79	79	0	(0)
Parking Management Plan Implementation	23	11	12	53.1%	30	30	30	0	0
Victoria Road - School Crossing Kerb Outstands	0	1	(1)	(100.0%)	0	0	0	0	0
Sundew Ave - Local Area Traffic Management (Design)	0	0	0	0.0%	130	130	130	0	0
Wyandra Way, Rowville - Local Area Traffic Management	0	0	0	0.0%	15	15	15	0	0
Scoresby/Victoria/Devenish Road Intersection	0	0	0	0.0%	18	18	18	0	0
Barmah Drive West, Wantirna - Linemarking and Green Intersection Treatment	0	0	0	0.0%	60	60	60	0	0
Teddington Way, Wantirna - Splitter Island	0	0	0	0.0%	10	10	10	0	0
Total Roads (including Kerb and Channel)	649	393	256	39.4%	8,088	8,088	8,088	0	(0)
Drainage									
Liberty Avenue Reserve - Wetland/Harvesting	0	0	0	0.0%	40	40	40	0	0

Detailed Capital Works Program Expenditure

for year to date ended 30 September 2023



Capital Works Program Expenditure	Year-to-Date				Full Year				
	Amended Budget	Actual	Variance Fav/(Unfav)		Adopted Budget	Amended Budget	Forecast	Amended Variance Fav/(Unfav)	Adopted Variance Fav/(Unfav)
	\$'000	\$'000	\$'000	%	\$'000	\$'000	\$'000	\$'000	\$'000
Norvel Quarry Reserve - Water Quality System	0	0	0	0.0%	32	32	32	0	0
Peregrine Reserve - Wetland	0	0	0	0.0%	25	25	25	0	0
<i>Egan Lee Reserve - Wetland Construction</i>	<i>10</i>	<i>9</i>	<i>1</i>	<i>12.8%</i>	<i>450</i>	<i>820</i>	<i>820</i>	<i>0</i>	<i>(370)</i>
Boronia Park Retarding Basin Flood Management	0	0	0	0.0%	50	50	50	0	0
<i>Gilbert Reserve - Wetland Scoping and Analysis</i>	<i>10</i>	<i>5</i>	<i>5</i>	<i>49.8%</i>	<i>450</i>	<i>855</i>	<i>855</i>	<i>0</i>	<i>(405)</i>
Drainage Renewal Program across multiple locations within Knox	710	239	471	66.4%	2,600	2,600	2,600	0	0
<i>Water Sensitive Urban Design System Renewal Program across multiple locations within Knox</i>	<i>0</i>	<i>2</i>	<i>(2)</i>	<i>(100.0%)</i>	<i>200</i>	<i>209</i>	<i>209</i>	<i>0</i>	<i>(9)</i>
<i>Cardiff Street - Flood Mitigation Design</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0.0%</i>	<i>600</i>	<i>600</i>	<i>600</i>	<i>0</i>	<i>0</i>
<i>Forest Road to Koolunga Reserve, Ferntree Gully</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0.0%</i>	<i>386</i>	<i>386</i>	<i>386</i>	<i>0</i>	<i>0</i>
Olive Bank Road - Water Sensitive Urban Design	0	0	0	0.0%	320	320	320	0	0
<i>Kevin Avenue Ferntree Gully - Flood Investigation</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0.0%</i>	<i>184</i>	<i>161</i>	<i>161</i>	<i>0</i>	<i>23</i>
<i>1825 Ferntree Gully Road - Flood Mitigation Works</i>	<i>0</i>	<i>8</i>	<i>(8)</i>	<i>(100.0%)</i>	<i>1,120</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>1,120</i>
Flood Mitigation Reactive Upgrade Works	0	37	(37)	(100.0%)	150	150	150	0	0
193 Forest Rd, Boronia - Flood Mitigation Works (Scoping)	0	0	0	0.0%	30	30	30	0	0
Total Drainage	730	299	432	59.1%	6,637	6,278	6,278	0	359
Bridges									
<i>Bridge Renewal Program across multiple locations</i>	<i>20</i>	<i>44</i>	<i>(24)</i>	<i>(119.1%)</i>	<i>340</i>	<i>340</i>	<i>340</i>	<i>0</i>	<i>0</i>
Total Bridges	20	44	(24)	(119.1%)	340	340	340	0	0
Footpaths and Cycleways									
Cypress Avenue, Boronia - Footpath, east side, 37 Cypress Avenue to Boronia Road	15	9	6	39.2%	300	300	300	0	0
Pleasant Road, Ferntree Gully - Footpath, Clematis Avenue to The Glen Parade (Design)	25	6	19	74.7%	80	80	80	0	0
<i>Rose Street, Upper Ferntree Gully - Footpath</i>	<i>5</i>	<i>0</i>	<i>5</i>	<i>100.0%</i>	<i>0</i>	<i>5</i>	<i>5</i>	<i>0</i>	<i>(5)</i>
Olive Grove, Boronia - Footpath, north side, Dorset Road to Albert Avenue (Design)	3	9	(6)	(190.4%)	40	40	40	0	0
Mount View Road, Upper Ferntree Gully - Footpath (Scoping)	0	4	(4)	(100.0%)	10	10	10	0	0
Musk Grove, Boronia - Footpath (Scoping)	0	4	(4)	(100.0%)	10	10	10	0	0
Oak Avenue, Boronia - Footpath (Scoping)	0	0	0	0.0%	10	10	10	0	0
High Street Road, Wantirna South - Footpath (Design)	1	3	(2)	(200.0%)	55	55	55	0	0
Footpaths Renewal Program across multiple locations within Knox	843	1,339	(496)	(58.8%)	2,761	2,761	2,761	0	0
<i>Brenock Park Drive Footpath and Bus Stop works</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0.0%</i>	<i>30</i>	<i>30</i>	<i>30</i>	<i>0</i>	<i>0</i>
<i>Mountain Highway, Boronia - Shared Path (Design)</i>	<i>2</i>	<i>2</i>	<i>0</i>	<i>0.0%</i>	<i>0</i>	<i>45</i>	<i>45</i>	<i>0</i>	<i>(45)</i>
<i>Ferntree Gully Road, Ferntree Gully - Shared Path, O'Connor Road to Henderson Road</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0.0%</i>	<i>35</i>	<i>40</i>	<i>40</i>	<i>0</i>	<i>(5)</i>
<i>Napoleon Road, Lysterfield - Shared Path, East side, Kellets Road to Wellington Road</i>	<i>8</i>	<i>10</i>	<i>(2)</i>	<i>(25.0%)</i>	<i>300</i>	<i>324</i>	<i>324</i>	<i>0</i>	<i>(24)</i>
<i>Upper Ferntree Gully Rail Link</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0.0%</i>	<i>148</i>	<i>148</i>	<i>148</i>	<i>0</i>	<i>0</i>
<i>Liverpool Road, The Basin - Shared Path, West side, Salvation Army to Retarding Basin (Design)</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0.0%</i>	<i>85</i>	<i>40</i>	<i>40</i>	<i>0</i>	<i>45</i>
Green Spine Corridor - Shared Path, Chandler Road	30	27	3	9.2%	50	50	50	0	0
Wellington Road, Rowville - Shared Path, Pinehill Drive to Napoleon Road (Design)	5	4	1	25.0%	50	50	50	0	0
Shared Path Renewal Program across multiple locations within Knox	20	33	(13)	(65.2%)	619	619	619	0	0
Macaulay Place, Bayswater - Shared Path	0	0	0	0.0%	10	10	10	0	0
Burwood Highway - Shared Path lighting, Stud Road to The Knox School	0	0	0	0.0%	60	60	60	0	0
Turramurra Drive, Rowville - Shared Path	1	0	1	100.0%	60	60	60	0	0
Total Footpaths and Cycleways	959	1,451	(492)	(51.3%)	4,713	4,748	4,748	0	(34)
Off Street Car Parks									
Program for asphalt resurfacing, patching, linemarking and kerb and channel renewal	50	74	(24)	(48.2%)	577	577	577	0	0

Detailed Capital Works Program Expenditure

for year to date ended 30 September 2023



Capital Works Program Expenditure	Year-to-Date				Full Year				
	Amended Budget	Actual	Variance Fav/(Unfav)		Adopted Budget	Amended Budget	Forecast	Amended Variance Fav/(Unfav)	Adopted Variance Fav/(Unfav)
	\$'000	\$'000	\$'000	%	\$'000	\$'000	\$'000	\$'000	\$'000
Capital Works Program Expenditure									
<i>Rowville Recreation Reserve - Carpark Upgrade</i>	0	0	0	0.0%	72	0	0	0	72
Wantirna Reserve - Carpark Upgrade	3	0	3	100.0%	40	40	40	0	0
Egan Lee Reserve - Carpark	0	0	0	0.0%	430	430	430	0	0
Knox Skate and BMX Park - Carpark	0	0	0	0.0%	540	540	540	0	0
Stud Park Reserve - Carpark Upgrade	3	2	1	22.0%	35	35	35	0	0
Carrington Park - Carpark Upgrade	3	13	(11)	(431.8%)	35	35	35	0	0
Knox Park Reserve - Carpark Upgrade	5	2	3	66.7%	35	35	35	0	0
Total Off Street Car Parks	62	91	(29)	(46.5%)	1,764	1,692	1,692	0	72
Recreation, Leisure, Parks and Playgrounds									
<i>Knox Regional Sport Park - VARMS</i>	34	32	2	5.0%	101	92	92	0	10
<i>Quarry Reserve, Ferntree Gully - Masterplan Stage 3</i>	235	0	235	100.0%	197	235	235	0	(38)
<i>Knox Hockey Facility Development</i>	35	27	8	21.9%	122	378	378	0	(256)
Reactive Park Signage Renewal	0	0	0	0.0%	20	20	20	0	0
Park Furniture Renewal	10	1	9	91.0%	90	90	90	0	0
Bush Boulevard Renewal	20	8	12	61.6%	80	80	80	0	0
Parkland Asset Renewal	25	16	9	36.2%	95	95	95	0	0
Significant Municipal Site Renewal	10	7	3	28.0%	140	140	140	0	0
Reserve Paths Renewal	0	0	0	0.0%	90	90	90	0	0
Open Space Asset Artwork Renewal	18	2	16	88.3%	82	82	82	0	0
Reactive Sportsfield Surface Renewal	0	5	(5)	(100.0%)	100	100	100	0	0
Irrigation Infrastructure Renewal	0	32	(32)	(100.0%)	70	70	70	0	0
Oversowing of Sportsfields	0	0	0	0.0%	90	90	90	0	0
Exner Reserve - Tennis Court Renewal	0	1	(1)	(100.0%)	600	600	600	0	0
Knox Regional Netball Centre - Court renewal	25	0	25	100.0%	150	150	150	0	0
<i>Public Tennis / Netball / Basketball Court Renewal</i>	100	46	54	54.1%	150	130	130	0	20
Sporting Oval Fencing Renewal	0	13	(13)	(100.0%)	75	75	75	0	0
Knox Park, Knoxfield - Turf Renewal	0	0	(0)	(100.0%)	0	0	0	0	0
<i>Knox Athletics Track - Reactive Track Renewal</i>	0	20	(20)	(100.0%)	3,094	4,718	4,718	0	(1,624)
<i>Batterham Reserve - Oval Renewal</i>	0	3	(3)	(100.0%)	1,750	0	0	0	1,750
<i>Eildon Park Reserve - Tennis Court Renewal</i>	150	33	117	78.2%	128	231	231	0	(103)
Glenfern Park - Tennis Court Renewal (Design)	0	0	0	0.0%	30	30	30	0	0
<i>Parks - New Tractor</i>	120	0	120	100.0%	0	120	120	0	(120)
<i>Egan Lee Reserve - Oval (Top) Renewal</i>	0	0	0	0.0%	2,779	3,669	3,669	0	(890)
Golf Practice Nets Signage	0	0	0	0.0%	6	6	6	0	0
Lewis Park - Oval 2 Sportsfield Renewal (Design)	10	7	3	29.0%	50	50	50	0	0
Talaskia Reserve, Upper Ferntree Gully - Cricket Net Renewal	0	(5)	5	100.0%	0	0	0	0	0
Dobson Park, Ferntree Gully - Cricket Net Renewal	0	(5)	5	100.0%	0	0	0	0	0
<i>Guy Turner - Sportsfield Renewal</i>	0	0	0	0.0%	30	0	0	0	30
<i>Bayswater Oval - Cricket Net Renewal</i>	0	0	0	0.0%	260	550	550	0	(290)
<i>Pickett Reserve - Cricket Net Renewal</i>	325	44	282	86.6%	400	370	370	0	30
Sportsfield Infrastructure Replacement Program	0	8	(8)	(100.0%)	75	75	75	0	0
<i>Fairpark Reserve - Cricket Net Renewal</i>	0	0	0	0.0%	13	13	13	0	0
<i>Templeton Reserve - Cricket Net Renewal</i>	275	67	208	75.7%	400	430	430	0	(30)
Wally Tew Reserve - Oval 1 Sportsfield Renewal	10	12	(2)	(15.7%)	50	50	50	0	0
Knox BMX Track Renewal	7	7	0	0.0%	300	300	300	0	0
Eildon Park - Oval 1 Fencing Renewal	65	73	(8)	(12.7%)	65	65	65	0	0
Windermere Reserve - Cricket Net Renewal	4	3	0	9.1%	15	15	15	0	0
Street Tree Replacement Program	155	202	(47)	(30.5%)	524	524	524	0	0
<i>Playground Renewal Program</i>	105	156	(51)	(48.9%)	1,919	1,880	1,880	0	39
<i>Stamford Park Development</i>	609	1,282	(673)	(110.6%)	4,000	3,968	3,968	0	32
Boronia Park - Masterplan Implementation	0	0	0	0.0%	50	50	50	0	0
Walker Reserve - Pedestrian Lighting	1	1	0	9.1%	10	10	10	0	0
<i>Kings Park - Floodlighting Upgrade</i>	188	0	188	100.0%	360	388	388	0	(28)
Dog Play Park	0	0	0	0.0%	54	54	54	0	0
<i>Knox Regional Netball Centre - Floodlight Outdoor</i>	0	0	0	0.0%	198	123	123	0	75
Carrington Park Reserve - Stormwater Harvest Upgrade	9	0	9	100.0%	120	120	120	0	0
Bayswater Oval - Stormwater Harvesting Upgrade	0	0	0	0.0%	220	220	220	0	0
<i>Knox Park Athletics - Track Lighting</i>	0	0	0	0.0%	0	382	382	0	(382)
<i>Guy Turner Reserve - Floodlighting Upgrade</i>	81	0	81	100.0%	260	291	291	0	(31)
Chandler Park Reserve - Floodlighting Upgrade	66	0	66	100.0%	300	300	300	0	0
Bayswater Oval - Floodlighting Upgrade	120	2	118	98.4%	250	250	250	0	0

Detailed Capital Works Program Expenditure

for year to date ended 30 September 2023



Capital Works Program Expenditure	Year-to-Date				Full Year				
	Amended Budget	Actual	Variance Fav/(Unfav)		Adopted Budget	Amended Budget	Forecast	Amended Variance Fav/(Unfav)	Adopted Variance Fav/(Unfav)
	\$'000	\$'000	\$'000	%	\$'000	\$'000	\$'000	\$'000	\$'000
Windermere Reserve - Floodlighting Upgrade	70	0	70	100.0%	300	300	300	0	0
Egan Lee - Lighting Upgrade	0	0	0	0.0%	300	300	300	0	0
Knox City Tennis Courts - Lighting Upgrade	65	0	65	100.0%	140	140	140	0	0
The Basin Triangle - Masterplan	0	0	0	0.0%	30	30	30	0	0
<i>Kings Park Reserve - Masterplan Implementation</i>	<i>0</i>	<i>7</i>	<i>(7)</i>	<i>(100.0%)</i>	<i>80</i>	<i>90</i>	<i>90</i>	<i>0</i>	<i>(10)</i>
Replanting of priority areas within Knox including tree reserves and open space.	9	0	9	100.0%	110	110	110	0	0
<i>Knox Regional Netball Centre, Ferntree Gully - Building Redevelopment and Associated Works</i>	<i>183</i>	<i>147</i>	<i>36</i>	<i>19.6%</i>	<i>382</i>	<i>515</i>	<i>515</i>	<i>0</i>	<i>(134)</i>
<i>HV Jones, Ferntree Gully - Masterplan Stage 3</i>	<i>205</i>	<i>219</i>	<i>(14)</i>	<i>(7.0%)</i>	<i>435</i>	<i>424</i>	<i>424</i>	<i>0</i>	<i>11</i>
<i>Lewis Park - Stage 1 Contribution</i>	<i>10</i>	<i>0</i>	<i>10</i>	<i>100.0%</i>	<i>1,000</i>	<i>1,012</i>	<i>1,012</i>	<i>0</i>	<i>(12)</i>
Wantirna Reserve - Masterplan	3	3	(0)	(10.0%)	80	80	80	0	0
Peregrine Reserve - Masterplan	0	2	(2)	(100.0%)	0	0	0	0	0
Major Crescent Reserve - Landscape Plan	0	0	0	0.0%	200	200	200	0	0
Flamingo Reserve - Landscape Plan	0	0	0	0.0%	25	25	25	0	0
Schultz Reserve - Landscape Plan	2	2	(0)	(6.7%)	150	150	150	0	0
<i>Lewis Park, Wantirna South - Masterplan Stage 2</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0.0%</i>	<i>417</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>417</i>
Total Recreation, Leisure, Parks and Playgrounds	3,357	2,479	878	26.2%	23,610	25,144	25,144	0	(1,533)
Other Infrastructure									
Fire Hydrant Replacement Program	0	0	0	0.0%	151	151	151	0	0
Boronia Basketball Stadium Demolition Design	0	0	0	0.0%	50	50	50	0	0
Boronia Wayfinding Strategy	0	0	0	0.0%	120	120	120	0	0
Community Planning to support Boronia Railway Station Development	0	0	0	0.0%	100	100	100	0	0
Knox Leisureworks - Strategic Review	0	0	0	0.0%	150	150	150	0	0
Community Placemaking - Murals & Lighting	0	(2)	2	100.0%	0	0	0	0	0
Liberty Reserve Bicycle Repair Station	0	1	(1)	(100.0%)	0	0	0	0	0
Tim Neville Arboretum Bicycle Pump	0	2	(2)	(100.0%)	0	0	0	0	0
<i>Stud Road - Onroad Bicycle Facilities</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0.0%</i>	<i>44</i>	<i>44</i>	<i>44</i>	<i>0</i>	<i>0</i>
<i>Erica Avenue Street Scape Upgrade</i>	<i>5</i>	<i>23</i>	<i>(18)</i>	<i>(357.6%)</i>	<i>572</i>	<i>720</i>	<i>720</i>	<i>0</i>	<i>(148)</i>
Street furniture renewal program	0	2	(2)	(100.0%)	103	103	103	0	0
Essential Service Building Code Measures	28	17	11	38.3%	75	75	75	0	0
Asbestos Removal Program	4	44	(40)	(1,015.5%)	75	75	75	0	0
Major Roads Streetlight Replacement	50	0	50	100.0%	1,400	1,400	1,400	0	0
Railway Parade, Bayswater - Street Light Improvement	0	0	0	0.0%	25	25	25	0	0
Total Other Infrastructure	87	86	0	0.6%	2,865	3,013	3,013	0	(148)
Total Infrastructure	5,864	4,842	1,022	17.4%	48,017	49,302	49,302	0	(1,285)
Total Expenditure - Capital Works Program	11,226	7,855	3,371	30.0%	75,661	83,495	83,495	0	(7,834)

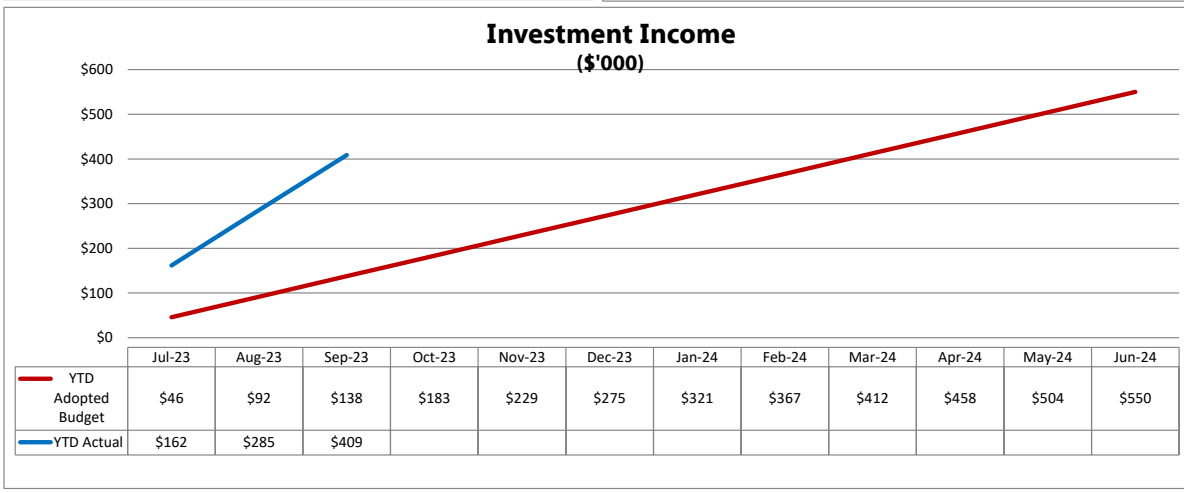
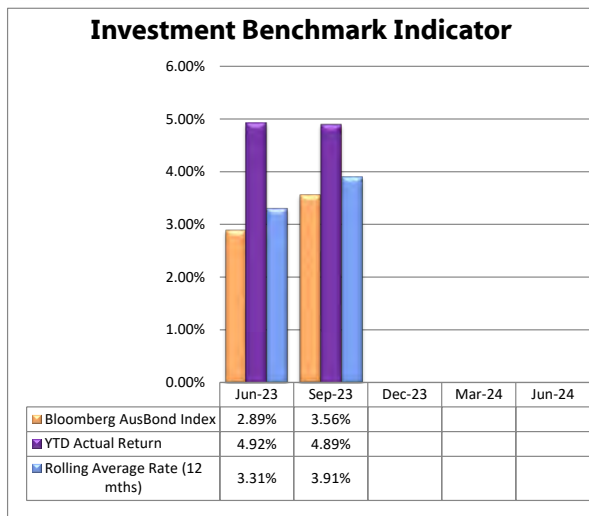
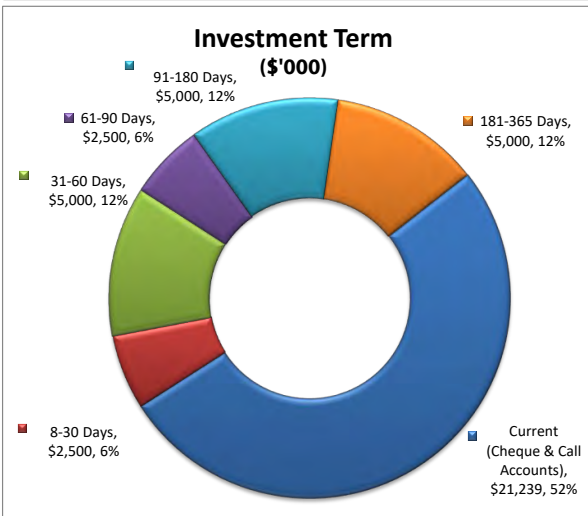
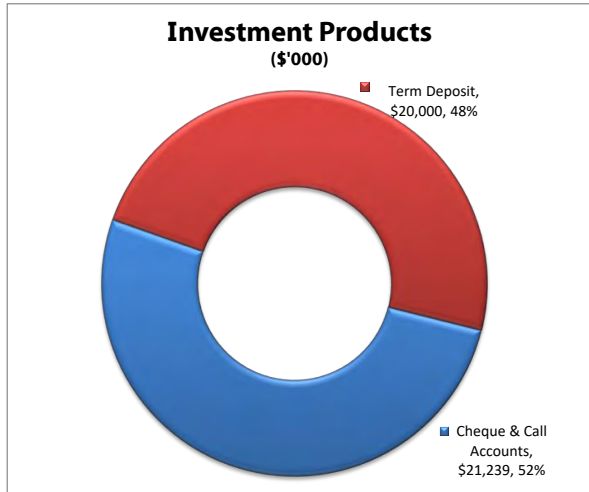
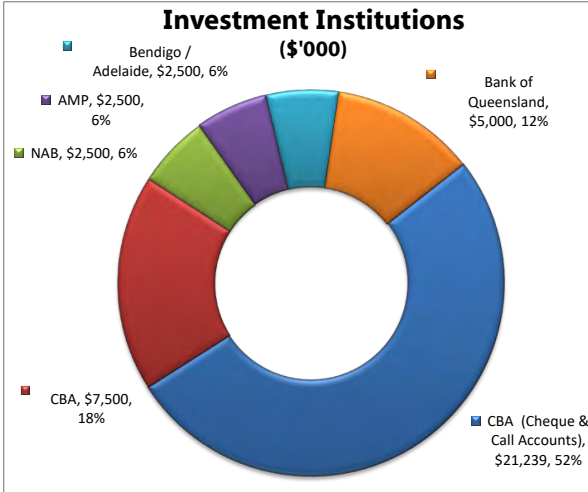
Items in Italics contain carry forward funds from 2022-23 into 2023-24. A total of \$25.830M has been carried forward from 2022-23 into 2023-24



Investment Analysis

as at 30 September 2023

A total amount of \$41.24 million in funds were invested with various financial institutions as at 30 September 2023



Councillor Expenses

for the quarter ended 30 September 2023



Councillor expenses

Councillors are entitled to have paid, or be reimbursed for, any necessary out-of-pocket expenses incurred while performing their duties. Council is also required to make available a 'minimum toolkit' of resources for councillors, including computers, phones and a vehicle for the Mayor.

Quarterly Expenses: September 2023

Ward	Performance of the Role	Professional Development	Travel	Total
Baird	\$ 76.35			\$ 76.35
Chandler	\$ 181.74			\$ 181.74
Collier	\$ 1,065.77	\$ 1,815.45	\$ 4,170.24	\$ 7,051.46
Dinsdale	\$ 76.35		\$ 393.74	\$ 470.09
Dobson	\$ 76.35			\$ 76.35
Friberg	\$ 98.5	\$ 62.73		\$ 161.23
Scott	\$ 76.35			\$ 76.35
Taylor	\$ 1,711.08		\$ 13.22	\$ 1724.3
Tirhatuan	\$ 849.99	\$ 8,800.00		\$ 9,649.99
Total	\$ 4,212.48	\$ 10,678.18	\$ 4577.2	\$ 19,467.86

Vehicle Expenses

Cr Marcia Timmers-Leitch (Collier Ward) Mayor: July – September 2023	Monthly Vehicle Expenses: July – September 2023	Total \$ 4,170.24
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Councillor travel expenses include expenses for a fully maintained vehicle provided for the Mayor.



Introduction

On 25 October 2021, Council formally adopted the Community Plan 2021-2031 and Council Plan 2021-2025 (incorporating the Municipal Public Health and Wellbeing Plan). These plans are our commitment to making Knox a great place now and into the future.

Community Plan 2021-2031

This plan was developed with and for our community. It includes our Community Vision statement, and describes what we, as a collective, will focus on to achieve that vision.

Knox: where we connect with our people and our environment, ensuring they are safe, supported and have every opportunity to thrive.

Council Plan 2021-2025

This plan provides direction to the organisation and describes how we're going to contribute to the achievement of the Community Vision. It also demonstrates our commitment to the health and wellbeing of the community by incorporating Knox's Municipal Public Health & Wellbeing Plan (MPHWP). We have flagged the initiatives that will contribute to the health and wellbeing of our community with a ♦ symbol.

Our Key Directions

Both plans contain five Key Directions which describe in further detail what we as a community are going to focus on to achieve our Community Vision. These Key Directions drive the work of Council and ensure we are working towards achieving the Community Vision.



Opportunity and innovation

Knox strives to be a city of opportunity, embracing innovation and change, and providing local learning and employment opportunities for all. It's a place where people and business can thrive.



Connection, resilience and wellbeing

Knox is a place to call home. Our community is strong, healthy and we support and respect each other.



Neighbourhoods, housing and infrastructure

Building on what's great about our city, Knox's housing and infrastructure will meet the changing needs of our community.



Civic engagement and integrity

Knox Council is a trusted and respected leader in our community, acting appropriately and ensuring all voices are heard.



Natural environment and sustainability

Knox's natural environment is protected and enhanced to ensure sustainability for future generations.

Progress Report Q1, 2023/2024






This report provides an overview of the progress against the Council Plan initiatives under each Key Direction and how we’re making a difference.

Initiatives

The initiatives reported are those that will be delivered or have significant work completed in the given financial year with the commentary detailing the work completed each quarter.

Each Key Direction also has a major initiative(s). The major initiatives are those identified by Council as priorities to be undertaken during the financial year and have “(Major Initiative)” in the title. Major initiatives are the critical pieces of work that deliver on Council’s objectives. In the “Initiative – 2023-24 Milestone” column, the Council Plan action appears first, with the annual Major Initiative following after a hyphen (“-”).

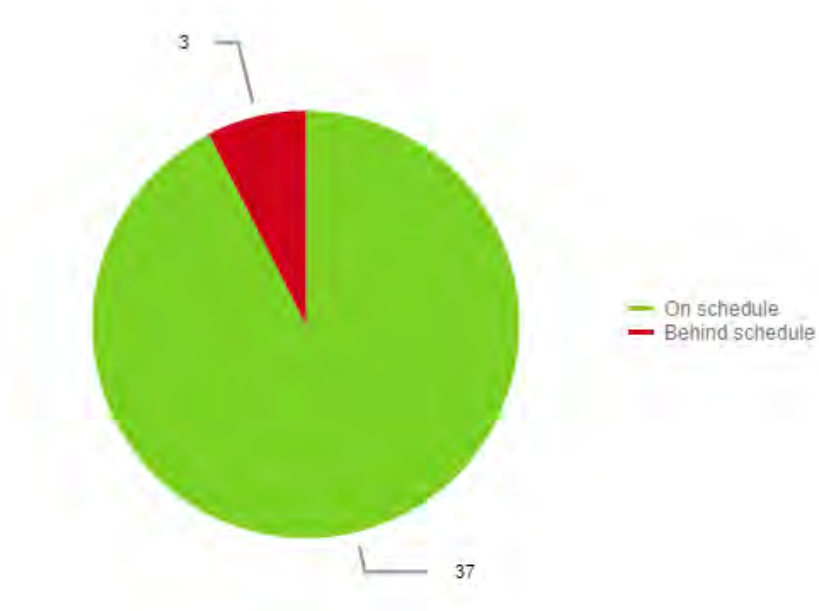
Progress targets are set against each initiative by quarter based on when key milestones for the year will be completed. The progress status reflects the status of the key milestones, not necessarily the status of completion of the initiative overall, as many of the initiatives run over multiple years. Progress status is reported based on the following colour coding:

Complete	On schedule	Behind schedule	Not started	Deferred
				

Indicators

The indicators identified in the Council Plan tell us if the work that we’re doing is contributing to a positive change in our community. They span the four years of the plan and will be reported on every six months. It must be noted however that some data will not change due to different reporting timeframes, and therefore some indicators will still include baseline data. Updated data for these indicators will be reported in future progress reports, as it becomes available. The next report to include indicators will be the Quarter 2 2023-2024 progress report.

Q1, 2023/2024 - Progress Summary






The assessment of progress against the milestones relates only to Q1, 2023-2024 of the four-year Council Plan 2021-25, with the majority of initiatives spanning multiple years.


Opportunity and innovation

Knox strives to be a city of opportunity, embracing innovation and change, and providing local learning and employment opportunities for all. It's a place where people and business can thrive.


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

Code	Initiative - 2023-24 Milestone	Status	Progress	Comments	Status Symbol
CP 1.1.1	Work with Maroondah and Yarra Ranges Councils to deliver key initiatives of the Bayswater Business Precinct Transformation Strategy - Commence preparation of a Spatial Plan for the Bayswater Business Precinct (BBP).	On schedule	25%	A brief to engage a consultant to prepare the spatial plan is currently being finalised by Knox, Maroondah and Yarra Ranges councils with an expectation that the procurement process will be undertaken and consultant appointed in the first quarter of 2024 (Q3) to commence development of the spatial plan project as a joint regional plan for the Bayswater Business Precinct.	
CP 1.1.3	Research and review supply chain connectivity and networks, to enable and advance the circular economy - Prepare a briefing paper to advise of opportunities to improve supply chain connectivity and support circular economy initiatives.	On schedule	10%	Council sought grant funding through Sustainability Victoria to fund the preparation of the supply chain connectivity and circular economy briefing paper and were advised in September 2023 that Council was unsuccessful in receiving this funding. Council is now exploring alternative opportunities to engage specialist advice to inform the briefing paper.	
CP 1.1.4	Continue to monitor the local economy to inform the strategic direction of future economic development initiatives - Develop a draft economic plan informed by data gathered from the evaluation of the reporting framework.	Behind schedule	0%	This initiative has not yet commenced due to capacity constraints within the service. While originally planned as a service review, scoping of the draft economic strategic plan is expected to commence within Q2 2023-2024, with the initiative back on schedule by Q4 2023-2024. Council's approach to Service Planning is developing and will support the work.	

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

Code	Initiative - 2023-24 Milestone	Status	Progress	Comments	Status Symbol
CP 1.2.6	Implement Council's decision regarding kindergarten review - Determine Council's future role in kindergarten service provision, and develop and action the Kindergarten Service Review Outcome Implementation Plan. (Major Initiative 2023-24)	On schedule	25%	Following Council's Decision on 14 August 2023 to exit from providing sessional kindergarten in stand-alone services from 2025, a Kindergarten Transition Project has been established. Work has commenced and a process for identifying alternate kindergarten providers to provide sessional kindergarten in Council buildings has been established. This will commence with a public expression of interest process in October 2023. An implementation and change management plan has been developed to monitor all activities to be undertaken to support the transition of kindergarten services. Benchmarking has been undertaken with other local government areas in relation to their provision of municipal planning and support for the early years sectors that will be used to inform Council's future state.	



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


Code	Initiative - 2023-24 Milestone	Status	Progress	Comments	Status Symbol
CP 1.3.9	Coordinate the implementation of Knox's Retail Activation Strategy - Implement the Year 2 actions of the Retail Activation Strategy.	Behind schedule	0%	The adoption of the Retail Activation Strategy was delayed (ultimately adopted in December 2022) and has therefore set back the implementation of the Strategy. Implementation of Year 2 actions is behind schedule as the Year 1 actions of the Strategy are yet to be completed. Progress is expected to pick up over Q2 and Q3 2023-2024.	

Neighbourhoods, housing and infrastructure


Building on what's great about our city, Knox's housing and infrastructure will meet the changing needs of our community.





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

Code	Initiative - 2023-24 Milestone	Status	Progress	Comments	Status Symbol
CP 2.1.1	Implement the Social and Affordable Housing Strategy and Action Plan to increase the supply of social housing and address homelessness in Knox - Update Council's advocacy position to include the targets and definitions adopted in the Social and Affordable Housing Strategy, and commence review of Council's Homeless and Rough Sleeping Policy and Procedure. Explore an audit of Council land and other government owned land to identify potential sites suitable for future social and affordable housing developments. ♦	On schedule	20%	Council officers have established bi-monthly meetings with Homes Victoria representatives to share information regarding potential social housing projects in Knox. In September, the Victorian Government issued a Housing Statement which officers are reviewing and will consider impacts and opportunities for Knox. Council is currently preparing a submission to the National Housing and Homelessness Strategy consultation which closes in October. The submission will highlight Council's advocacy asks of Federal Government as outlined in the Knox Social and Affordable Housing Strategy. Progress continues to be made on the expression of interest process for a social housing development at 58-60 Station Street, Bayswater however this project has been slightly delayed due to uncertainty in funding models to be provided by the Housing Australia Future Fund. A further report is due to Council in Q2 2023-2024.	
CP 2.1.2	Commence review of the Knox Housing Strategy 2015 - Undertake a preliminary investigation of the Knox Housing Strategy and develop a project scope/brief to commence a review of the strategy. ♦	On schedule	25%	A draft project plan has been prepared for the next review of the Housing Strategy. The draft project plan sets the project scope, timeframes, stakeholders, governance, community engagement plan and risk management. The draft project plan also provides an estimate of project costs including consultant fees. The draft project plan is currently undergoing internal consultation and expected to be updated as a result. The next step (in Q2 2023-24) will involve budgeting for the project, with opportunities identified for potential repurposing of existing operational budget to fund this priority Council Plan action.	




Code	Initiative - 2023-24 Milestone	Status	Progress	Comments	Status Symbol
CP 2.1.3	Build on regional partnerships by contributing to the work of the Eastern Affordable Housing Alliance (EAHA) - Complete the Preventing Homelessness in Older Women research project and commence implementation of the key recommendations. ♦	On schedule	90%	The Eastern Affordable Housing Alliance (EAHA) has continued to advocate to State and Federal Governments for more safe, secure, social and affordable housing across the Eastern region. The Alliance aims to ensure people with lower incomes in the region can access housing whilst recognising that housing is a growing problem across Melbourne and Australia wide. EAHA has progressed the Preventing Homelessness Among Older Women active research project, delivering the background research which provided a strong evidence base for action. This has now progressed to the next stage of the project whereby two solutions will be explored to address this issue. An analysis of these solutions will be presented when the project concludes in November 2023.	

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

Code	Initiative - 2023-24 Milestone	Status	Progress	Comments	Status Symbol
CP 2.2.4	Facilitate and support the implementation of the Boronia Renewal program - Adopt Amendment C192knox (implementation of the Boronia Renewal Strategy into the Knox Planning Scheme) and submission of Amendment C192knox to the Minister for Planning for approval.	On schedule	25%	In Q1 2023-24 officers reviewed the feedback received during the public consultation on the Boronia Renewal Strategy and exhibition of associated Planning Scheme Amendment C192knox. The findings were presented to Council on 25 September 2023. Council resolved to refer the submissions to the Planning Panels Victoria, subject to changing the proposed height controls for specific sites from 10 storeys to 4 storeys. The panel direction and hearing dates are tentatively set in November/December 2023 and will be confirmed. Another initiative from the Boronia Renewal Strategy which has progressed in Q1 2023-24 is the Boronia Train Station Precinct. Council officers have been liaising with representatives from the Level Crossing Removal Project and South East Program Alliance who are working on early concepts/parameters around a deck design. Preliminary discussions and feedback have focused on clarifying Council's vision for this precinct, design compliance and impact on the surrounding movement network including pedestrian and cycling connectivity.	

Code	Initiative - 2023-24 Milestone	Status	Progress	Comments	Status Symbol
CP 2.2.5	Progress implementation of the Knox Central program - Prepare a Planning Scheme Amendment to rezone the Knox Central precinct land.	On schedule	10%	Internal discussions have commenced on the approach to the Amendment. The draft Central Precinct Land Use Plan has been endorsed by Council, which is guiding consultation and will form the basis of the rezoning approach.	
CP 2.2.9	Understand community needs across the suburbs of Knox to plan for community infrastructure requirements for the next 5-20 years - Apply the Community and Social Infrastructure Modelling (CASIMO) tool and database to support community infrastructure planning. ♦	On schedule	20%	Officers have undertaken a Fit-For-Purpose assessment for all Kindergarten facilities, Community Wellbeing buildings, the majority of Maternal and Child Health facilities and Playgroup facilities. Fit-For-Purpose assessments ascertain how well a facility meets the needs of the community, and purpose for which it is used. This information has been uploaded to the CASIMO tool. Utilisation assessments, providing information on the use of Community Wellbeing building facilities, will start in Q2 2023-24, as will Fit-For-Purpose assessments for Leisure infrastructure.	
CP 2.2.11	Commence review and upgrade of Council's strategic planning documents including the Open Space Plan, Play Space Plan and Liveable Streets Plan - Commence the development of the draft Open Space Plan following completion of Background Research and Initial Community Engagement ♦	On schedule	20%	A review of the current Open Space Plan has been undertaken by a consultant. Officers are in the process of engaging a consultant to undertake community engagement for the background research phase of the Open Space Plan 2024 - 2034. The Play Space Plan and Liveable Streets Plan have not yet been reviewed.	
CP 2.2.13	Finalise and implement the Bayswater Renewal Strategy - Present the Bayswater Renewal Strategy to Council for endorsement, for the purpose of requesting authorisation from the Minister for Planning to prepare and exhibit the a planning scheme amendment to implement the recommendations of the Bayswater Renewal Strategy in the Knox Planning Scheme. (Major Initiative 2023-24)	On schedule	25%	In Q1 of 2023-24 the draft Bayswater Renewal Strategy was reviewed by internal departments and current work is underway to update the strategy to reflect the feedback received. The draft strategy will be presented to Council in early 2024. A draft project brief has also been prepared for the consultant work to prepare the associated planning scheme amendment.	



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

Code	Initiative - 2023-24 Milestone	Status	Progress	Comments	Status Symbol
CP 2.3.14	Advocate to State Government for improved public transport and arterial road connectivity in Knox - Develop Project Specific Advocacy material for Council's Transport priorities and advocate for Long Term Public Transport priorities including Rowville Rail, Knox Tram and Trackless Tram proposals. ♦	On schedule	25%	Council officers are currently refreshing Council's public bus planning advocacy position and accompanying advocacy document which will outline priority requirements across the Knox municipality. The document will highlight potential new service routes, current servicing gaps and supporting infrastructure requirements that can be advocated for directly with State Government and through a coordinated approach with the Eastern Transport Coalition (ETC). Separately, through the ETC, Knox Council (along with neighbouring member Councils) has identified priority safe arterial road crossing routes to enhance access to frequent bus services, a document for which has been submitted to State Government representatives.	
CP 2.3.15	Enhance sustainable transport utilisation through delivery of active transport infrastructure - Deliver the Footpath Program and the Shared Path and On Road Bicycle infrastructure program. ♦	On schedule	20%	Site surveys for footpaths on Pleasant Road (Ferntree Gully), Cypress Avenue (Boronia), Olive Grove (Boronia), Mount View Road (Upper Ferntree Gully), and Musk Grove (Upper Ferntree Gully) have now been completed to inform design development. Design for the Napoleon Road shared path has been completed with tender process for construction scheduled for October 2023.	
CP 2.3.17	Provide new and innovative community transport programs for the Knox community - Implement a new community transport pricing structure to provide an affordable service to individuals, seniors, clubs, etc. within the Knox community, as well as to allow cost recovery for other potential users of the service. ♦	On schedule	25%	A new community transport pricing structure has been introduced for 2023-24. Community groups have embraced the opportunity to plan excursions for their local community organisations, with approximately 50 bookings planned for the 2023-24 financial year. Investigation has commenced to further innovate the community transport program for Knox to include an on-demand service option.	



Natural environment and sustainability

Knox’s natural environment is protected and enhanced to ensure sustainability for future generations.


Preserve our biodiversity and waterways, and enhance our urban landscape.

Code	Initiative - 2023-24 Milestone	Status	Progress	Comments	Status Symbol
CP 3.1.2	Implement Knox's Biodiversity Resilience Plan - Commence implementation of the Biodiversity Action Plan. ♦	On schedule	10%	<p>The Biodiversity Resilience Plan is a 10-year plan. It will be presented to Council in January 2024. Some actions have been commenced already, such as reviewing and updating the Sites of Biological Significance Study and the creation of the cross-organisational Urban Forest Group to work towards the 30% tree canopy target by 2050.</p> <p>An update of the Biodiversity Resilience Plan will be taken to the Executive Management Team on 3 October 2023. The Plan will be taken to the Environment Advisory Committee (EAC) on 8 November 2023 and to Issues Briefing on 20 November 2023.</p>	
CP 3.1.3	Develop a Domestic Wastewater Management Plan for Knox.	On schedule	5%	<p>A project scoping document has been developed. An audit of all existing systems within Knox and research and analysis of wastewater management is currently on target to be completed this year by way of a \$20,000 grant from the Victorian Department of Energy, Environment and Climate Action (DEECA). The majority of the research work is expected to be completed in Q2 and Q3 2023-24.</p> <p>Drafting of the Domestic Wastewater Management Plan is expected to be carried out in 2024-25.</p>	

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

Code	Initiative - 2023-24 Milestone	Status	Progress	Comments	Status Symbol
CP 3.2.5	Implement the high priority actions from Years 2-4 of the Climate Response Plan - Implement the high priority Year 3 actions of the Climate Response Plan. ♦ (Major Initiative 2023-24)	On schedule	25%	A number of the Year 3 implementation actions of the Climate Response Plan have commenced or progressed in the first quarter of 2023-24. These actions include: working with the Eastern Alliance for Greenhouse Action (EAGA) on promoting Round 2 of the Business Power Purchase Agreement program through the Business Renewables Buying Group; development of the Net Zero Hero community education program which will be launched at the 2023 Stringybark Festival; replacement of lighting in the Civic Centre Precinct Carpark to energy efficient LED's; completion of site audits and the preparation of tender and design documentation for the next stage of the Major Road Streetlight LED replacement program; delivery of internal staff and community seminars on Electric Vehicles; and facilitation of an additional electric vehicle charging station for installation in The Basin. The Year 2 annual report of the Climate Response Plan was presented to Council on 25 September 2023 - this report highlighted that of the 55 actions, 9 have been completed to date, 26 actions are on schedule, 5 have adjusted implementation timeframes and 1 has been deferred.	
CP 3.2.6	Trial new and recycled materials in the construction of shared paths and as part of Council's road renewal program - Continue Council's road renewal program to achieve at least 70% recycled content in asphalt. ♦	On schedule	25%	Road resurfacing program in Q1 used asphalt with 26% recycled material product incorporated. Further trial of path bedding material to be conducted in 2024.	


Lead by example and encourage our community to reduce waste.




Code	Initiative - 2023-24 Milestone	Status	Progress	Comments	Status Symbol
CP 3.3.10	Secure long-term solutions for the treatment and disposal of residual waste streams - Secure a development partner agreement through the Advanced Waste Processing tender phase and participate in the Design Development phase.	On schedule	25%	The procurement process for Advanced Waste Processing remains live at this time, with vendors currently being evaluated.	



Connection, resilience and wellbeing

Knox is a place to call home. Our community is strong, healthy and we support and respect each other.



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


Code	Initiative - 2023-24 Milestone	Status	Progress	Comments	Status Symbol
CP 4.1.2	Prioritise mental health and wellbeing initiatives by focusing on community partnerships and collective impact - Explore the impact of gender on mental health, and deliver Mental Health Month activities in October 2023. ♦	On schedule	50%	<p>Officers spoke to community members across our advisory committees and Youth Council in August 2023 to capture their opinions on what good mental health means to them, what makes them feel safe, welcomed and included, and what we can all do to be mental health allies. Using their feedback, graphic illustrations were produced to convey these messages in an engaging and fun way. These illustrations will form part of a stall at Seniors Festival on 2 October 2023 and will be used in a series of articles in E-news, other Council newsletters and displayed in Boronia Police Station. There will also be a morning tea on 31 October 2023 to celebrate the contributors.</p> <p>Additionally, as research has shown the link between discrimination and poor mental health outcomes, guest speakers from Victorian Human Rights & Equal Opportunity Commission and Victoria Police will present at two community sessions on 'Racism and Human Rights' tailored for the culturally and linguistically diverse (CALD) communities in October 2023.</p>	


Code	Initiative - 2023-24 Milestone	Status	Progress	Comments	Status Symbol
CP 4.1.3	Progress implementation of the Children, Youth and Seniors Plan - Implement the Year 3 actions of the Child, Youth and Seniors Plan. ♦	On schedule	25%	<p>A highlight of Q1 2023-2024 was the delivery of the first in-person Knox Youth Summit. More than 40 young people spent a day planning and advocating for actions to improve their wellbeing, social connection and care for the environment. The outcomes will inform the forthcoming planning cycle. It was a highly successful summit with positive feedback from all participants.</p> <p>The Knox Dementia Friendly Action Plan was adopted at the July 2023 Council Meeting. This Plan was officially launched in September to more than 50 attendees who then enjoyed a mini expo of services to assist those living with and carers of people with dementia. Knox City Council is one of only two Victorian Local governments with such a plan.</p>	
CP 4.1.4	Develop and implement an Active Participation Plan - Beyond Structured Sport - Complete the development of the Active Participation Plan - Beyond Structured Sport. ♦	On schedule	70%	Consultation well under way and draft strategy developed.	
CP 4.1.5	Review the Sports Club Development Program and usage of Council resources to support club sustainability - Deliver the Club Development Program for 2024 and explore additional opportunities for partnerships in the delivery of this program. ♦	On schedule	20%	The Club Development Program for 2023-2024 is underway with a Female Participation workshop scheduled for early November 2023. This session is specifically tailored to clubs without female teams currently and will build their capacity to be inclusive on and off the field. A follow up session will be run in February 2024 for these clubs. Planning for other club development sessions is also being undertaken with partnership opportunities being identified.	


Code	Initiative - 2023-24 Milestone	Status	Progress	Comments	Status Symbol
CP 4.1.7	Support the creation of new physical activity based programs and community infrastructure across the municipality - Explore and roll out additional programs across Knox's Indoor Leisure Centres. ♦	On schedule	30%	A range of additional programs are being developed and rolled out across Knox's Indoor Leisure Centres, including: Quarterly Pickleball Round Robins at Rowville Community Centre (complete); New Open age Pickleball Program Tuesday nights at Rowville Community Centre (complete); New Table Tennis program at Carrington Park Leisure Centre (complete); Balloon Football at Knox Regional Netball Centre (Scope) to suit the needs of people with severe disability (commenced); All Abilities Netball at Knox Regional Netball Centre Term 1 2024; Introduction to Netball Term 1 2024.	
CP 4.1.8	Develop and implement programs to enable older and vulnerable residents to access technology - Continue to support the Knox Digital Connection Stakeholder Group (comprising Bridges Connecting Communities, Community Houses and Your Library, EACH Community Health Services, Services Australia and Swinburne University). ♦	On schedule	25%	<p>Council has been supporting the Knox Digital Connections stakeholder group with developing a survey to identify community needs and develop programs. The University of the Third Age (U3A) Knox received 232 responses to the survey which assisted them to identify gaps and inform their planning for term 1. Other local organisations are continuing to use the survey.</p> <p>Council has assisted local organisations to partner in providing programs for the community, such as Haven Day Centre and Your Library. A Virtual Reality session was held on 21 September 2023 at The Haven Day Centre, with residents being offered the opportunity to experience VR technology.</p>	


Foster inclusivity, equality, belonging and safety within the community.



Code	Initiative - 2023-24 Milestone	Status	Progress	Comments	Status Symbol
CP 4.2.9	Contribute to the collective efforts in preventing and responding to family violence - Deliver family violence prevention and awareness raising activities including a project for 16 Days of Activism against Gender-Based Violence, and deliver training for frontline Council staff and/or community members. ♦	On schedule	25%	Key activities this Quarter included a consent and healthy relationships webinar for parents of young people, in partnership with Eastern Community Legal Centre, held on 12 September 2023 (46 attended), and engaging the Centre for Holistic Health to deliver professional development for Early Years staff on culturally appropriate responses to family violence in the Chinese community. The scoping of events for 16 Days of Activism (commencing in November 2023) is well underway. A funding application has been submitted to the Free From Violence Local Government Program. If successful this would fund a three-year project focused on family violence prevention in our workplace and community.	
CP 4.2.10	Embed the State Government's Child Information Sharing Scheme (CISS) to support the safety and wellbeing of children - Implement Child Link for Maternal and Child Health Nurses and plan for the implementation of Child Link for Early Childhood Education and Care Staff (dependant on access being made available from the Department of Education). ♦	On schedule	20%	The instrument of delegation has now been updated to reflect the governance of access to Child Link for Maternal Child Health Nurses to provide authorisation to senior staff to manage access to Child Link. Training in the use of Child Link will commence with these officers in November 2023. An invitation was received from the Department of Education in relation to gaining early access to Child Link for Early Childhood Teachers. Council is awaiting further information on when this will commence.	

Code	Initiative - 2023-24 Milestone	Status	Progress	Comments	Status Symbol
CP 4.2.11	<p>Develop and implement Knox Council's Disability Action Plan incorporated within the Knox Connection, Access, Respect, Equality and Safety Strategy 2022-26 - Implement the Year 2 Disability Action Plan actions within the Knox Connection, Access, Respect, Equality and Safety Strategy 2022-2027.</p>	On schedule	25%	<p>Year 2 Disability Action Plan actions are progressing with four early years professional development sessions offered in Q1 2023-2024 to early years professionals increasing their skills and confidence working with children with a disability. Each session attracted approximately 46 - 60 attendees, with two sessions focusing on social inclusion and two on support needs to allow children with disability to thrive. Parent and carer webinars and information sessions were delivered in August 2023, including the following topics: school refusal (56 attendees), supporting autistic unmet and hidden needs of girls, and gender diverse young people (59 attendees). Weekly carer exercise classes, monthly carer walking groups and monthly carer support group provided carers with social connection and further information to support their caring role. The Knox community have been supported to understand and access the National Disability Insurance Agency (NDIA) and community services via individual support and information via a fortnightly e-newsletter. Knox coordinates the quarterly Knox Disability Partnership Network and Building Equitable Employment Network to enhance service coordination and collaboration to address barriers faced by people with a disability. Planning is underway to recognise Carers Week and International Day of People with a Disability in Q2 2023-2024.</p>	


Code	Initiative - 2023-24 Milestone	Status	Progress	Comments	Status Symbol
CP 4.2.12	Develop and implement the Dementia Friendly Action Plan - Present the Knox Dementia Friendly Action Plan to Council for consideration, implement the plan following its adoption, and continue to support the Knox Dementia Advisory Group. ♦	On schedule	25%	<p>The Knox Dementia Friendly Action Plan was approved by Council in July 2023. The Plan was subsequently shared with Council officers at Carrington Park and the Knox Community Arts Centre.</p> <p>A dementia awareness session was presented to the Bright Ideas Network at their August 2023 meeting.</p> <p>The Knox Dementia Friendly Launch and Mini-Expo was held on Tuesday 19 September 2023. The Knox Dementia Advisory Group took an active role by facilitating and participating in the presentations. The exhibitors included: Bridges Connecting Communities, Caladenia Dementia Care, Care Finder Program (representatives from Care Connect and Villa Maria Catholic Homes), Eastern Community Legal Centre, The Haven Day Centre, Knox City Council's Community Access and Support team, the Community Houses Association of the Outer Eastern Suburbs Network (Living Our Best Life and Talking Cafe programs), Services Australia, Viv's Recare Carers Group and Your Library.</p>	

Code	Initiative - 2023-24 Milestone	Status	Progress	Comments	Status Symbol
CP 4.2.13	<p>Work and partner with the multicultural community and key services to support our diverse communities - Implement visual multilingual installations to acknowledge Council's Refugee Welcome Zone and signatory to the 'Racism, It Stops With Me' campaign, develop guidelines and protocols informed by culturally and linguistically diverse communities for the provision of Council information, and provide four training sessions for Council staff to develop skills for effective communication with culturally diverse communities. ♦</p>	On schedule	50%	<p>Community Wellbeing partnered with multicultural community groups to strengthen knowledge on participation and voting in Australia's democratic processes by providing information and translated resources on the Voice Referendum. Community Wellbeing are supporting diverse communities to develop leadership skills and community capacity building by partnering with Rowville Community House and planning a five-week training course to be delivered by the end of 2023. As part of Council's commitment to the 'Racism. It Stops with Me' campaign, plans are in place for two community sessions on 'Racism and Human Rights' to be delivered jointly by Victoria Police and the Victorian Human Rights and Equal Opportunity Commission in October 2023. The Council resource 'Communication with Non-English-speaking residents' (2019) document is currently being reviewed with a new version to be drafted by November 2023. Planning has commenced for the delivery of two training sessions in November for Council staff on effective communication with culturally diverse communities.</p>	


Code	Initiative - 2023-24 Milestone	Status	Progress	Comments	Status Symbol
CP 4.2.14	Implement Council's adopted Gender Equality Action Plan - Deliver Year 2 of the Gender Equality Action Plan, ensuring Council meets its obligations under the Gender Equality Act 2020. ♦	On schedule	50%	The Knox Gender Equality Action Plan (GEAP) 2021 -2025 has 18 Actions, most of which have a four-year implementation term. Council completed its first workplace Gender Audit in 2021 to establish a baseline on gender equality. In line with the Regulations commencing September 2023, which require completion of a mid-point (2-year) Progress Audit demonstrating reasonable and material progress against GEAP commitments, Knox will conduct a second Gender Audit in Q2 2023-2024 to demonstrate progress against the 2021 baseline. Data will be collected from two sources: Workforce and Employee Experience. Workforce data collection is currently underway internally. Employee experience data has already been gathered via the People Matter Survey and administered by the Victorian Public Sector Commission (August 2023). Progress reporting to the Commission is due on 20 February 2024. Actions completed include the sexual harassment prevention plan; LGBTIQ+ Needs Analysis; Bystander, everyday sexism and unconscious bias training; Recruitment training, including unconscious bias awareness and gender-balanced panel selection; a new "Speak Up" online portal; and 13 Gender Impact Assessments conducted since 2021, the most recent in Q1 2023-24.	

Code	Initiative - 2023-24 Milestone	Status	Progress	Comments	Status Symbol
CP 4.2.15	Develop and implement education and advocacy programs to address ageism and increase community respect and inclusion for all ages across Knox - Develop and deliver programs to address ageism, including a pilot of intergenerational activities at Knox Early Years Services, an Ageism Awareness Exhibition at Millers Homestead, and the development of a resource kit in collaboration with Swinburne University. ♦	On schedule	50%	<p>In July 2023, The Basin Kindergarten and Martin Luther Homes Aged Care partnered to develop an Intergenerational Program. This program focusses on strengthening intergenerational linkages between older residents and early years' children through interacting over a variety of activities. Planning is underway to develop similar programs within other Knox Early Years services.</p> <p>In conjunction with Millers Homestead, Knox presented the Voices of Over 55's - Challenging Ageist Stereotypes Photography Exhibition in July 2023. This exhibition consisted of 23 portraits showcasing Knox residents, aged over 55 showing how they utilise skills and talents. Four Ageism Awareness sessions were presented at Millers Homestead in July 2023, with over 50 staff and community members attending.</p> <p>Knox continues to support the Intergenerational Project in collaboration with Swinburne University, Your Library and a local primary/secondary school. This 12-week facilitated program consists of 14 students and 7 older community members connecting over games. An evaluation will be conducted in late Q2 or early Q3 2023-24, followed by the development of a resource kit to support community groups in developing sustainable programs.</p>	
CP 4.2.16	Develop and deliver a range of evidence based community training initiatives to build volunteer capacity - Undertake a review of Council's Community Training Calendar to identify emerging and future needs, and provide a range of workshops and activities that support community groups, clubs, not-for-profit organisations and volunteers in Knox. ♦	On schedule	25%	<p>Three community training sessions were delivered in Q1 2023-24, with a total of 55 participants. Topics included social media for community groups, recruiting and managing volunteers, and disability awareness training. The review of the training calendar has commenced and will inform planning for 2024, with a strong focus on governance topics for community groups.</p>	

Honour and integrate First Nations Culture into actions and environments.

Code	Initiative - 2023-24 Milestone	Status	Progress	Comments	Status Symbol
CP 4.3.17	Work in partnership with local First Nations people, relevant services and key networks to progress Reconciliation - Implement visual Acknowledgement to Country installations (with consideration for interpretive signage, design/art elements, murals, Yarning Circles, language, and Cultural Gardens in Council's parks, open spaces and reserves), develop statements that outline Council's role in challenging racism and promoting inclusion that support, empower and protect First Nations people and Country in Knox, and deliver four cultural education sessions for the wider community. ♦(Major Initiative 2023-24)	On schedule	35%	In August 2023, Council launched the innovate Reconciliation Action Plan 2023-2025. The event was attended by First Nations Elders, Traditional Owners and community. Knox has progressed First Nations portfolio work through meetings with Traditional Owner groups and local Aboriginal Community Controlled Organisations to discuss cultural recognition and opportunities for health services to provide services in Knox. Reconciliation Victoria acknowledged the work of Council in NAIDOC week (2-9 July 2023) for the Civic Centre Yarning Circle. Council also engaged local Elders and First Nations community to develop videos during NAIDOC Week to share their views on meaningful actions to progress reconciliation and Acknowledging Country. In August 2023, First Nations Art was installed in the foyer of the Civic Centre to support Cultural safety and celebrate local First Nations Artists.	


Support the community to identify and lead community strengthening initiatives.

Code	Initiative - 2023-24 Milestone	Status	Progress	Comments	Status Symbol
CP 4.4.18	Develop and implement a Resilience Plan to support the community to cope with stresses, emergencies and disasters - Develop the final draft Community Resilience Plan in a format that will allow broader community consultation.	Behind schedule	20%	The development of the Social Network Analysis and Stakeholder Strength mapping (SNA) process is complete and an initial draft of the resilience plan has been developed. An Interim Resilience Planning Toolkit is being developed with consultant support and has been slightly delayed due to the consultant working in flood-affected areas as part of the State response. The project is expected to be back on schedule by the end of Q3 2023-24.	


Civic engagement and integrity


Knox Council is a trusted and respected leader in our community, acting appropriately and ensuring all voices are heard.

Provide opportunities for all people in Knox to have their say.

Code	Initiative - 2023-24 Milestone	Status	Progress	Comments	Status Symbol
CP 5.1.1	Implement priority actions of the Community Engagement Framework and Action Plan - Review the Community Engagement Framework and develop a new Action Plan.	On schedule	10%	An overview of the project plan for review of the Community Engagement Policy was presented to Councillors on 11 September 2023, with the approach and timelines supported. External consultants have been engaged to undertake the internal, external and Councillor engagement in Q2 2023-24.	

Manage our resources effectively to ensure financial sustainability and improved customer experience.

Code	Initiative - 2023-24 Milestone	Status	Progress	Comments	Status Symbol
CP 5.2.2	Implement Our Customer Strategy and Action Plan - Establish a Voice of Customer program, roll out the new complaints procedure and implement the initiatives in the second year of the digital roadmap. (Major Initiative 2023-24)	On schedule	25%	In August 2023 Customer First Training was completed, the procurement for Voice of Customer software was completed, a new complaints procedure was established, and the revised Complaints Policy was adopted by Council. In addition, a new Customer Charter was established, including service standards for 85% of services by volume.	

Code	Initiative - 2023-24 Milestone	Status	Progress	Comments	Status Symbol
CP 5.2.3	<p>Implement the Transformation Roadmap to ensure Knox Councils services, systems and processes meet our customers' needs and drive organisational financial sustainability - Establish the new Transformation Roadmap, including governance, portfolio office and enterprise change framework, and deliver on Year 1 projects across the Customer and Digital Experiences, Technology, Strategy and Transformation, Governance and Risk, and Data Enablement streams.</p>	On schedule	15%	<p>In Q1 2023-24 we designed and launched the new Transformation Governance Framework, which outlines how the Transformation Program will be managed and reported. Projects for the four streams of the program - Customer and Digital Experiences, Technology (including Data Enablement), Strategy and Transformation, and Governance and Risk - were also identified and prioritised, with the most critical projects now commenced. There are 46 in-progress projects in the program and overall portfolio health is stable. The first monthly report under the new governance framework will be presented to Council in October, as scheduled.</p>	

Appendix 1: Incomplete Year 2 Council Plan Initiatives (2022-23)



At the conclusion of 2022-23 there were nine Year 2 initiatives that were incomplete. The items behind schedule were primarily related to external factors outside of Council’s control.

To ensure we are being fully transparent to our community on the progress of our Year 2 milestones, we have chosen to separate the incomplete initiatives in Year 2 from the Year 3 initiatives and continue to report on these until completion of the Year 2 milestones.

The progress below reflects the status of the key milestones for 2022-23, not necessarily the status of completion of the initiative overall, as many of the initiatives run over multiple years. The below Year 2 initiatives will be included in this appendix report until completion.

Opportunity and innovation


Knox strives to be a city of opportunity, embracing innovation and change, and providing local learning and employment opportunities for all. It’s a place where people and business can thrive.

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

Code	Initiative - 2022-23 Milestone	Status	Progress	Comments	Traffic Lights
CP 1.1.4	Incomplete 2022-23 initiative: Continue to monitor the local economy to inform the strategic direction of future economic development initiatives - Create a reporting framework to deliver regular relevant information to	Behind schedule	80%	Council is working to create a reporting framework to regularly deliver relevant information about the Knox economy to stakeholders. Planning has commenced for the development of this framework including monitoring of spending by Knox visitors. This work will continue into 2023-24.	

Code	Initiative - 2022-23 Milestone	Status	Progress	Comments	Traffic Lights
	stakeholders about the Knox economy.				



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

Code	Initiative - 2022-23 Milestone	Status	Progress	Comments	Traffic Lights
CP 1.3.9	Incomplete 2022-23 initiative: Coordinate the implementation of Knox's Retail Activation Strategy - Present the Retail Activation Strategy to Council for adoption and subsequent development of the Implementation Plan. Commence implementation of 1st year actions of the Retail Activation Strategy. (Major Initiative)	Behind schedule	75%	The Retail Activation Strategy is scheduled was again considered by Council in December 2022 and ultimately adopted. Initial implementation of the Strategy has been scoped to include building an industry reference group to guide the development of the What's on Knox platform, as well as engaging a digital marketing specialist to deliver the platform.	


Neighbourhoods, housing and infrastructure

Building on what's great about our city, Knox's housing and infrastructure will meet the changing needs of our community.

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

Code	Initiative - 2022-23 Milestone	Status	Progress	Comments	Traffic Lights
CP 2.2.10	Incomplete 2022-23 initiative: Develop an Integrated Major Infrastructure Development Plan for sport, leisure and recreation.	Deferred	0%	This initiative has not commenced and will be deferred pending future budget allocation.	
CP 2.2.11	Incomplete 2022-23 initiative: Commence review and upgrade of Council's strategic planning documents including the Open Space Plan, Play Space Plan and Liveable Streets Plan - Finalise the Open Space Strategy Background Research Project to inform the development of a draft consolidated Open Space Plan. ♦	Behind schedule	20%	A review of the current Open Space Plan has been undertaken by a consultant. Officers are in the process of engaging a consultant to undertake community engagement for the background research phase of the Open Space Plan 2024 - 2034. The Play Space Plan and Liveable Streets Plan have not yet been reviewed.	

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


Code	Initiative - 2022-23 Milestone	Status	Progress	Comments	Traffic Lights
CP 2.3.16	Incomplete 2022-23 initiative: Implement Knox's Parking Strategy - Complete	Behind schedule	95%	Council's contractor has completed the installation of approximately 400 in-ground parking sensors. These sensors have been placed in areas with high vehicle turnover around the commercial precincts of	

Code	Initiative - 2022-23 Milestone	Status	Progress	Comments	Traffic Lights
	<p>the tender process to secure a contractor to implement the delivery of new parking technology and systems. Commence installation and testing of new parking technology and systems.</p>			<p>Bayswater, Boronia, Wantirna and Wantirna South, as well as around the William Angliss Hospital in Upper Ferntree Gully. These sensors are now operational and are being enforced by Council's parking officers. The balance of sensors are to be installed in November 2023.</p>	

Natural environment and sustainability

Knox’s natural environment is protected and enhanced to ensure sustainability for future generations.


Preserve our biodiversity and waterways, and enhance our urban landscape.

Code	Initiative - 2022-23 Milestone	Status	Progress	Comments	Traffic Lights
CP 3.1.2	Incomplete 2022-23 initiative: Implement Knox's Biodiversity Resilience Plan - Complete the Habitat Corridor Plan, Resilient Tree Framework, Biodiversity Action Plan and Tree Analysis Report. ♦	Behind schedule	95%	An update of the Biodiversity Resilience Plan will be taken to the Executive Management Team on 3 October 2023. The Plan will be taken to the Environment Advisory Committee (EAC) on 8 November 2023 and to Issues Briefing on 20 November 2023.	


Connection, resilience and wellbeing

Knox is a place to call home. Our community is strong, healthy and we support and respect each other.

Foster inclusivity, equality, belonging and safety within the community.

Code	Initiative - 2022-23 Milestone	Status	Progress	Comments	Traffic Lights
CP 4.2.10	Incomplete 2022-23 initiative: Embed the State Government's Child Information Sharing Scheme (CISS) to support the safety and wellbeing of children - Implement access to Child Link for Early Childhood Educators in 2023 (dependent on advice from the Department of Training), and ongoing monitoring of effectiveness of policies and procedures. ♦	Behind schedule	40%	This initiative was unable to be completed due to the dependency on the State Government to provide access to Child Link. This initiative has been replaced for 2023-24 with: "Embed the State Government's Child Information Sharing Scheme (CISS) to support the safety and wellbeing of children - Implement Child Link for Maternal and Child Health Nurses and plan for the implementation of Child Link for Early Childhood Education and Care Staff (dependent on access being made available from the Department of Education). ♦". This item will be removed from the Appendix in future reports and monitored in the Council Plan Quarterly Progress Report.	

Support the community to identify and lead community strengthening initiatives.


Code	Initiative - 2022-23 Milestone	Status	Progress	Comments	Traffic Lights
CP 4.4.19	Incomplete 2022-23 initiative: Participate in the review of the Eastern Region Pandemic Plan - Collaborate with the eight Eastern Metropolitan Region Councils to review and update the Local	Behind schedule	75%	Knox City Council staff have collaborated with the eight Eastern Metropolitan Region Councils to review and update the Local Government Eastern Region Pandemic Sub Plan; the balance of the work to be undertaken is advocacy with the Department of Health to lead to a more integrated review of the Sub Plan, with the intention that it includes all sectors of government.	

Code	Initiative - 2022-23 Milestone	Status	Progress	Comments	Traffic Lights
	Government Eastern Region Pandemic Sub Plan, and work with the Department of Health to lead a more integrated review of the Sub Plan that includes all sectors of government.				

Civic engagement and integrity

Knox Council is a trusted and respected leader in our community, acting appropriately and ensuring all voices are heard.

Ensure our processes are transparent and decisions are accountable.

Code	Initiative - 2022-23 Milestone	Status	Progress	Comments	Traffic Lights
CP 5.3.7	Incomplete 2022-23 initiative: Implement an internal self-assessment process to monitor Council's performance in decision making - Develop and distribute a self-assessment survey, analyse the results and conduct workshops with councillors, including an externally facilitated self-assessment workshop.	Deferred	30%	A decision was made to defer this action to coincide with the Council elections in 2024. The planned self-assessment work will complement the Councillor induction program and assist in developing an ongoing training program for Councillors for the next Council term.	

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9 Supplementary Items

10 Notices of Motion

11 Urgent Business

12 Questions Without Notice

13 Confidential Items