



KNOX CITY COUNCIL

MINUTES

Ordinary Meeting of Council

Held at the

Civic Centre

511 Burwood Highway

Wantirna South

On

Tuesday 24 November 2015

KNOX CITY COUNCIL

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

**ON
TUESDAY 24 NOVEMBER 2015 AT 7.00 P.M.**

PRESENT:

<i>Cr T Holland (Mayor & Chairperson)</i>	<i>Friberg Ward</i>
<i>Cr P Lockwood</i>	<i>Baird Ward</i>
<i>Cr J Mortimore</i>	<i>Chandler Ward</i>
<i>Cr K Orpen</i>	<i>Dobson Ward</i>
<i>Cr A Gill (arrived at 7.13pm)</i>	<i>Dinsdale Ward</i>
<i>Cr L Cooper</i>	<i>Scott Ward</i>
<i>Cr D Pearce</i>	<i>Taylor Ward</i>
<i>Cr N Seymour</i>	<i>Tirhatuan Ward</i>
<i>Dr G Emonson</i>	<i>Chief Executive Officer</i>
<i>Dr I Bell</i>	<i>Director – Engineering & Infrastructure</i>
<i>Mr A Kourambas</i>	<i>Director - City Development</i>
<i>Ms J Truman</i>	<i>Director – Corporate Development</i>
<i>Ms K Stubbings</i>	<i>Director – Community Services</i>
<i>Ms F Cousins</i>	<i>Acting Manager - Governance & Innovation</i>

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

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

1. APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE

Cr J Cossari

2. DECLARATIONS OF CONFLICT OF INTEREST

Nil.

3. CONFIRMATION OF MINUTES

MOVED: CR. PEARCE
SECONDED: CR. LOCKWOOD

- 3.1 *Confirmation of Minutes of Ordinary Meeting of Council held on Tuesday 27 October 2015*

CARRIED

MOVED: CR. PEARCE
SECONDED: CR. LOCKWOOD

- 3.2 *Confirmation of Minutes of Strategic Planning Committee Meeting held on Tuesday 10 November 2015*

CARRIED

MOVED: CR. PEARCE
SECONDED: CR. LOCKWOOD

- 3.3 *Confirmation of Minutes of Statutory Meeting of Council held on Wednesday 11 November 2015*

CARRIED

4. PETITIONS AND MEMORIALS

Nil.

5. REPORTS BY COUNCILLORS

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|-----|-----------------------------------|----|
| 5.1 | <i>Committees & Delegates</i> | 1. |
| 5.2 | <i>Ward Issues</i> | 1. |

6. CONSIDERING AND ORDERING UPON OFFICERS' REPORTS WITHIN THE CITY DEVELOPMENT GROUP

- | | | | |
|-----|--|----------------------|------------|
| 6.1 | <i>Report Of Planning Applications Decided Under Delegation (160/1/06)</i> | <i>All Wards</i> | <i>5.</i> |
| 6.2 | <i>Application to Develop the Land for Five (5) Double Storey Dwellings at 32 Bambury Street, Boronia. Melway Ref. 65 B8 (Application No. P/2015/6262)</i> | <i>Chandler Ward</i> | <i>13.</i> |
| 6.3 | <i>Built Form Guidelines for The Basin and Alchester Village and Planning Scheme Amendment C137</i> | <i>Chandler Ward</i> | <i>44.</i> |
| 6.4 | <i>Draft Upper Gully Plan (Strategic Plan and Streetscape Design Project 2015) and Planning Scheme Amendment C141</i> | <i>Dobson Ward</i> | <i>55.</i> |

7. PUBLIC QUESTION TIME

(Following the completion of business relating to Item 6, City Development, the business before the Council Meeting will be deferred to consider questions submitted by the public). *77.*

8. CONSIDERING AND ORDERING UPON OFFICERS' REPORTS WITHIN THE ENGINEERING & INFRASTRUCTURE GROUP

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|-----|--|-----------------------|------------|
| 8.1 | <i>Progress Report on Implementation of Asset Management</i> | <i>All Wards</i> | <i>78.</i> |
| 8.2 | <i>Row Reserve Landscape Masterplan</i> | <i>Tirhatuan Ward</i> | <i>91.</i> |

9. CONSIDERING AND ORDERING UPON OFFICERS' REPORTS WITHIN THE CORPORATE DEVELOPMENT GROUP

	<i>All Wards</i>	
9.1	<i>2015-16 Annual Plan Progress Report to 30 September 2015</i>	<i>117.</i>
	<i>All Wards</i>	
9.2	<i>Management Financial Report for the Quarter Ended September 2015</i>	<i>133.</i>
	<i>Dinsdale Ward</i>	
9.3	<i>Proposed Sale of Council Property – 7 Church Street, Bayswater</i>	<i>145.</i>
	<i>All Wards</i>	
9.4	<i>Review of the Local Government Act</i>	<i>150.</i>
	<i>All Wards</i>	
9.5	<i>Incidental Community Grants Program</i>	<i>165.</i>

10. ITEMS FOR INFORMATION

	<i>All Wards</i>	
10.1	<i>Works Report (As Of 10 November 2015)</i>	<i>174.</i>
	<i>All Wards</i>	
10.2	<i>Assemblies of Councillors</i>	<i>190.</i>

11. MOTIONS FOR WHICH NOTICE HAS PREVIOUSLY BEEN GIVEN *202.*

11.1	<i>Rescission Motion – Urgent Business – Federal Government Funding of Public Transport Infrastructure (27 October 2015)</i>	<i>202.</i>
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12. SUPPLEMENTARY ITEMS *204.*

13. URGENT BUSINESS *204.*

13.1	<i>Urgent Business</i>	<i>204.</i>
13.2	<i>Call Up Items</i>	<i>204.</i>
13.2.1	<i>Bayswater Grade Separation Project</i>	<i>204.</i>

14. QUESTIONS WITHOUT NOTICE *204.*

COUNCILLOR GILL ARRIVED IN THE CHAMBER AT 7.13PM DURING DISCUSSION ON ITEM 5.1**5. REPORTS BY COUNCILLORS****5.1 Committees & Delegates****5.1.1 COUNCILLOR NICOLE SEYMOUR**

Councillor Seymour attended the following Meetings

- Knox Liquor Accord Launch
- Service Planning Discussion
- Beach Hut Brewery Application
- Knox Disability Advisory Committee
- Community Development Fund Celebration Event and Cheque Presentation
- Rowville Preschool Annual General Meeting
- Remembrance Day Service – Tim Neville Arboretum
- Knox Sleepout – Stud Park Reserve
- Councillor / Executive Leadership Workshop
- Knox Active Ageing Advisory Committee
- Early Years Advisory Committee
- Scoresby Masterplans – Public Consultation Session

5.1.2 COUNCILLOR LISA COOPER

Councillor Cooper attended the following Meetings

- Knox Transfer Station Management Advisory Committee Meeting
- Knoxfield Preschool Annual General Meeting
- Knox Gardens Annual General Meeting
- Knox Early Years Advisory Committee

5.1.3 COUNCILLOR DARREN PEARCE

Councillor Pearce attended the following Meetings

- Remembrance Day Service – Tim Neville Arboretum
- Eildon Parade Preschool Annual General Meeting
- Councillor / Executive Leadership Workshop
- Liberty Avenue Preschool Annual General Meeting
- The Fields Preschool Annual General Meeting

5.1.4 COUNCILLOR KARIN ORPEN

Councillor Orpen attended the following Meetings

- Community Development Fund Celebration Event and Cheque Presentation
- Victorian Local Government Association (VLGA)
- Remembrance Day Service – Tim Neville Arboretum
- Upper Ferntree Gully CFA Annual General Meeting
- Upper Ferntree Gully Preschool Annual General Meeting
- FW Kerr Preschool Annual General Meeting
- Illoura Annual General Meeting

5.1 Committees & Delegates (cont'd)

5.1.5 COUNCILLOR JOHN MORTIMORE

Councillor Mortimore attended the following Meetings

- Knox Liquor Accord Launch
- Alchester Village Traders
- Senior Citizens
- Family Violence Discussion
- Community Development Fund Celebration Event and Cheque Presentation
- Knox Transfer Station Management Advisory Committee Meeting
- Remembrance Day Service – Tim Neville Arboretum
- Councillor / Executive Leadership Workshop
- Immerse Program Launch
- Early Years Facilities at The Basin
- Friends Group Christmas Party
- Knox Active Ageing Advisory Committee
- Sound Shell at The Basin

5.1.6 COUNCILLOR PETER LOCKWOOD

Councillor Lockwood attended the following Meetings

Committees:

- Knox Multicultural Advisory Committee
- Eastern Transport Coalition

Mayoral Activities:

- Knox Liquor Accord Launch
- REALM Launch
- Gardens for Wildlife 600th Participant
- Maroondah Mayoral Ball
- Seniors Festival Closing event
- Winner of Stringybark Competition
- Community Development Fund Celebration Event and Cheque Presentation
- Knox Leisureworks 50th
- Remembrance Day Service – Tim Neville Arboretum
- Latter Day Saints Service
- Bayswater Level Crossing Announcement

5.1 Committees & Delegates (cont'd)

5.1.7 COUNCILLOR TONY HOLLAND (MAYOR)

Councillor Holland attended the following Meetings

- Boronia Library Project Briefing
- REALM Ringwood Library opening
- Community Development Fund Celebration Event and Cheque Presentation
- Municipal Association of Victoria Review of Local Government Act Roundtable
- Citizenship Ceremony
- Knox Central Primary School Community Arts Show
- Immerse Program Launch
- Councillor / Executive Leadership Workshop
- Alice Johnson Preschool 50th Birthday Celebrations
- Heidi Victoria MP
- Bunjil Way User Group Meeting
- Recreation and Leisure Liaison Group Meeting
- West Gully Preschool Annual General Meeting
- Knox Italian Community Club – Bocce Presentation and Dinner Night
- Dare to Serve Expo – St Andrew’s Christian College
- Knox Football Club
- 103rd Anniversary of the Independence of Lesvos from Turkish Occupation
- A Guide to Disability and Aged Services Launch
- Rowville Lysterfield Community News
- Staff Meet the Mayor Function

5.2 Ward Issues

5.2.1 COUNCILLOR SEYMOUR (TIRHATUAN WARD)

- Councillor Seymour raised an issue of concern regarding the development of a parcel of land in Knoxfield adjacent to the Masters site on Ferntree Gully Road. Councillor Seymour indicated that the development of the land for 88 small commercial premises would not provide the best return for the Knox community given previous proposals to turn this site into a regional homemaker centre.
- Councillor Seymour expressed her concern about the state government's willingness to listen to the community in planning matters following recent advice that Council's recommendations regarding the Boronia Structure Plan (Amendment C133) had been disregarded by the state in their assessment of the plan.

5.2.2 COUNCILLOR GILL (DINSDALE WARD)

- Councillor Gill provided an update on the status of the Bayswater Grade Separation project and expressed his desire to work closely with the Level Crossing Removal Authority to achieve the best outcome for the community.

5.2.3 COUNCILLOR ORPEN (DOBSON WARD)

- Councillor Orpen expressed her concern about a petition that has been set up requesting the early warning fire alarm sirens in the foothills be discontinued. Councillor Orpen indicated that she staunchly opposed the removal of this valued community service advising that in her 20 years as a Councillor she had never received a complaint about this matter.

5.2.4 COUNCILLOR MORTIMORE (CHANDLER WARD)

- Councillor Mortimore expressed his disappointment following advice received from the State Government that Council's recommendations for Amendment C133 about the Boronia Structure Plan had been disregarded. Councillor Mortimore advised that the controls in the Boronia Structure Plan were the result of extensive consultation and negotiation with the community.
- Councillor Mortimore was pleased to advise that proposed improvements to the Alchester Village shops are progressing.
- Councillor Mortimore was pleased to advise that the first of the Concerts in the Park in The Basin was held on 7 November which was well received by those in attendance.
- Councillor Mortimore advised that he recently attended The Basin CFA Open Day. On a related matter, Councillor Mortimore was pleased to note that advice had been received from the state government that presumptive cancer legislation for fire fighters is currently being drafted and is expected to be introduced to parliament soon

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

SUMMARY: *Manager – City Planning (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 report (between 1 October to 31 October 2015) be noted.

REPORT

Details of planning applications decided under delegation from 1 October to 31 October 2015 are attached. The applications are summarised as follows:

Application Type	No
Building & Works: Residential	18
Other	4
Tree Removal/Pruning	18
Units	29
Subdivision	14
Single Dwelling	2
Change of Use	7
Signage	2
TOTAL	94

COUNCIL RESOLUTION

MOVED: CR. PEARCE

SECONDED: CR. LOCKWOOD

That the planning applications decided under delegation report (between 1 October to 31 October 2015) be noted.

CARRIED

Knox City Council
Planning Applications Decided by Responsible Officer

1 September 2015 to 30 September 2015

Ward	No/ Type	Address	Description	Decision
Baird	2014/7102	1-8/21 & 21A Westley Street FERNTREE GULLY VIC 3156	Construction of thirteen (13) new dwellings on the land, modifications to the existing dwellings (comprising of eighteen (18) dwellings in total)	28/10/2015 Refused
Baird	2015/9087	47 Park Boulevard FERNTREE GULLY VIC 3156	2 lot Subdivision	27/10/2015 Approved
Baird	2015/6121	10 Woodvale Road BORONIA VIC 3155	The construction of seven (7) double storey attached dwellings	19/10/2015 Notice of Decision
Baird	2015/6484	67 Rankin Road FERNTREE GULLY VIC 3156	The construction of one (1) double storey dwelling and one single storey dwelling on the land	21/10/2015 Notice of Decision
Baird	2015/6289	50 Loretto Avenue FERNTREE GULLY VIC 3156	The construction of a double storey dwelling to the rear of the existing dwelling	7/10/2015 Notice of Decision
Baird	2015/6347	3 Cinerea Avenue FERNTREE GULLY VIC 3156	The construction of two (2) double storey dwellings on the land	22/10/2015 Notice of Decision
Baird	2015/6202	17 Catesby Court BORONIA VIC 3155	Construction of a single storey dwelling to the rear of the existing dwelling	21/10/2015 Approved
Baird	2015/6541	200 Boronia Road BORONIA VIC 3155	3 Lot Subdivision (Approved Unit Development)	15/10/2015 Approved
Baird	2015/6314	46 Narcissus Avenue BORONIA VIC 3155	Two Lot Subdivision (Approved Unit Development)	28/10/2015 Approved
Baird	2014/7002	3 Conway Court BORONIA VIC 3155	Development of the land for six (6) double storey dwellings	28/10/2015 Notice of Decision
Baird	2015/6350	42 Pine Crescent BORONIA VIC 3155	The construction of a single storey dwelling to the rear and a two lot subdivision	23/10/2015 Approved
Baird	2015/6727	24 Benbow Crescent BORONIA VIC 3155	The removal of two trees (Eucalyptus nicholii & Eucalyptus leucoxydon)	12/10/2015 Approved
Baird	2015/6614	KMART 50 Dorset Square BORONIA VIC 3155	Signage and Shop Front Alterations	5/10/2015 Approved

Ward	No/ Type	Address	Description	Decision
Baird	2015/6623	20/50 Dorset Square BORONIA VIC 3155	Reduction in Car Parking Requirements of Clause 52.06 (Car Parking) and Reduction of Bicycle Parking requirements of Clause 52.34 (Bicycle Parking) of the Knox Planning Scheme associated with a Medical Centre	15/10/2015 Approved
Baird	2015/6248	23 Westley Street FERNTREE GULLY VIC 3156	The construction of three double storey dwellings	13/10/2015 Refused
Baird	2015/6370	14 Zeising Court BORONIA VIC 3155	Development of the land for three double storey dwellings	7/10/2015 Refused
Baird	2015/6291	30 Haering Road BORONIA VIC 3155	The construction of two (2) single storey dwellings on the land	12/10/2015 Approved
Baird	2015/6540	193 Boronia Road BORONIA VIC 3155	6 Lot Subdivision (Approved Unit Development)	15/10/2015 Approved
Baird	2015/6067	38 Warbler Court BORONIA VIC 3155	2 Lot Subdivision (Approved Unit Site)	27/10/2015 Approved
Chandler	2015/6336	67 Elsie Street BORONIA VIC 3155	Buildings and works (extension to an existing dwelling and construction of a shed) and removal of vegetation	22/10/2015 Approved
Chandler	2015/6426	17 Albert Avenue BORONIA VIC 3155	The construction of six (6) double storey dwellings on the land	29/10/2015 Approved
Chandler	2014/6253	12 Government Road THE BASIN VIC 3154	Garage/studio detached from Existing Dwelling	20/10/2015 Approved
Chandler	2015/6766	1234 Mountain Highway THE BASIN VIC 3154	The removal of two (2) trees (Cedrus deodara & Araucaria heterophylla)	22/10/2015 Approved
Chandler	2015/6656	14 Hilda Avenue BORONIA VIC 3155	Buildings and works (construction of a verandah and deck)	28/10/2015 Approved
Chandler	2015/9090	16 Marie Street BORONIA VIC 3155	Pruning of 1 dying Acacia melanoxylon (Blackwood Wattle)	28/10/2015 Approved
Chandler	2015/6467	12 Weyburn Road BORONIA VIC 3155	Buildings and works (extension to the existing dwelling and a new carport)	22/10/2015 Approved
Chandler	2015/6521	218 Forest Road BORONIA VIC 3155	Buildings and works (construction of a garage)	5/10/2015 Approved

Ward	No/ Type	Address	Description	Decision
Chandler	2015/9081	30 Baldwin Avenue BORONIA VIC 3155	Pruning of one (1) Eucalyptus cinerea	13/10/2015 Approved
Chandler	2015/6720	5 Melrose Court BORONIA VIC 3155	Removal of 3 trees in the front setback and the pruning of two trees in the rear yard	13/10/2015 Approved
Chandler	2015/6638	16 Basin-Olinda Road THE BASIN VIC 3154	Alteration & additions to a dwelling	1/10/2015 Approved
Chandler	2015/6444	6A Doongalla Road THE BASIN VIC 3154	Verandah and Carport	5/10/2015 Approved
Chandler	2015/6588	5 Ross Avenue THE BASIN VIC 3154	Buildings and works (Covered pergola) associated with an existing dwelling	5/10/2015 Approved
Chandler	2014/7076	6 Lorraine Street BORONIA VIC 3155	The construction of a single storey dwelling to the rear of the existing dwelling, 2 lot subdivision, and removal of vegetation	12/10/2015 Notice of Decision
Chandler	2015/9085	56 Beresford Drive BORONIA VIC 3155	Removal of one (1) Alnus acuminata (Evergreen Alder)	15/10/2015 Approved
Chandler	2015/9084	14 Boronia Road BORONIA VIC 3155	Remove one (1) dead Eucalyptus goniocalyx tree	14/10/2015 Approved
Chandler	2015/9080	59 Currawa Drive BORONIA VIC 3155	Remove one (1) XCupressocyparis leylandii Caswellan Gold	8/10/2015 Approved
Chandler	2015/6596	76 Basin-Olinda Road THE BASIN VIC 3154	Open Verandah	5/10/2015 Approved
Collier	2015/6338	13 Hadlow Drive WANTIRNA VIC 3152	Development of land for two (2) double storey dwellings to the rear of the existing dwelling	22/10/2015 Notice of Decision
Collier	2015/6558	69 Rachele Drive WANTIRNA VIC 3152	Construct a building (Dependant persons unit) on land in a Special Building Overlay	29/10/2015 Approved
Dinsdale	2015/6576	38B Victoria Road BAYSWATER VIC 3153	Upper level addition to an existing dwelling on a lot less than 300 square metres	23/10/2015 Approved
Dinsdale	2015/6222	8 Elm Street BAYSWATER VIC 3153	Development of land for 8 double storey dwellings	27/10/2015 Refused
Dinsdale	2015/6071	61 Arbroath Road WANTIRNA SOUTH VIC 3152	Development of property for double storey dwelling at the rear of existing dwelling	22/10/2015 Notice of Decision

Ward	No/ Type	Address	Description	Decision
Dinsdale	2015/6565	21 Grandview Grove BAYSWATER VIC 3153	3 Lot Subdivision (Approved Unit Development)	23/10/2015 Approved
Dinsdale	2015/6369	14 Norfolk Avenue WANTIRNA SOUTH VIC 3152	The construction of two (2) double storey dwellings	7/10/2015 Notice of Decision
Dinsdale	2015/6569	54 Rathmullen Road BORONIA VIC 3155	2 Lot Subdivision (Approved Unit Development)	23/10/2015 Approved
Dinsdale	2015/9086	1/8 Matlock Road WANTIRNA SOUTH VIC 3152	2 Lot Subdivision	20/10/2015 Approved
Dinsdale	2015/6599	2/2 Sherwood Court WANTIRNA SOUTH VIC 3152	Motor Vehicle Sales	20/10/2015 Approved
Dinsdale	2015/9083	8 Caroline Court BAYSWATER VIC 3153	Timber Deck	13/10/2015 Approved
Dinsdale	2014/7072	12 Moonah Road WANTIRNA SOUTH VIC 3152	The construction of a two storey dwelling to the rear of the existing dwelling	1/10/2015 Approved
Dinsdale	2015/6510	23 Matlock Road BORONIA VIC 3155	2 Lot Subdivision (Approved Unit Development)	29/10/2015 Approved
Dinsdale	2015/6302	4 Victoria Road BAYSWATER VIC 3153	Development of land for two (2) double storey dwellings	26/10/2015 Notice of Decision
Dinsdale	2015/6016	32 Sydney Road BAYSWATER VIC 3153	Change of Use - Martial Arts Centre/Gym	1/10/2015 Approved
Dinsdale	2015/6575	6 Roy Court BORONIA VIC 3155	2 Lot Subdivision (Approved Unit Development)	27/10/2015 Approved
Dobson	2015/6530	4 Stockton Avenue FERNTREE GULLY VIC 3156	Buildings and works (the construction of a double storey dwelling)	22/10/2015 Approved
Dobson	2015/9091	108 Glenfern Road FERNTREE GULLY VIC 3156	Removal of one (1) Eucalyptus botryoides (Southern Mahogany Gum)	28/10/2015 Approved
Dobson	2015/6544	3 Hester Place LYSTERFIELD VIC 3156	Construction of a shed	28/10/2015 Approved
Dobson	2015/6607	45 Willow Road UPPER FERNTREE GULLY VIC 3156	Construct a shed	23/10/2015 Approved
Dobson	2015/9082	37 Blackwood Park Road FERNTREE GULLY VIC 3156	Remove one (1) Eucalyptus saligna	13/10/2015 Approved

Ward	No/ Type	Address	Description	Decision
Dobson	2015/9088	266 Lysterfield Road LYSTERFIELD VIC 3156	Removal of one (1) Hesperocyparis macrocarpa (Monterey Cypress tree)	27/10/2015 Approved
Dobson	2015/9089	6 Frederick Street FERNTREE GULLY VIC 3156	Removal of one (1) Eucalyptus macrorhyncha	27/10/2015 Approved
Dobson	2015/9079	5 Blucher Street FERNTREE GULLY VIC 3156	Removal of one (1) Cupressus sempervirens Stricta	6/10/2015 Approved
Dobson	2015/6710	38 Parkview Drive FERNTREE GULLY VIC 3156	Removal of one pear tree in the rear yard	15/10/2015 Approved
Dobson	2015/6358	30 Alexandra Street UPPER FERNTREE GULLY VIC 3156	The construction of a single dwelling and associated fencing on the land and removal of vegetation	5/10/2015 Approved
Dobson	2015/6156	7 Schneider Street FERNTREE GULLY VIC 3156	The construction of a single storey dwelling, undercroft garage and carport	6/10/2015 Approved
Dobson	2015/9078	5 Merricks Close FERNTREE GULLY VIC 3156	Boundary Fence on Single Dwelling	5/10/2015 Approved
Dobson	2015/6736	31 Kia-Ora Parade FERNTREE GULLY VIC 3156	The removal of two Eucalyptus goniocalyx trees	14/10/2015 Approved
Dobson	2015/6649	6 Callander Place LYSTERFIELD VIC 3156	Garage addition and Verandah	16/10/2015 Approved
Friberg	2015/6399	44 Adele Avenue FERNTREE GULLY VIC 3156	The construction of four (4) double storey dwellings on the land	22/10/2015 Approved
Friberg	2015/6442	33 Lloyd Street KNOXFIELD VIC 3180	The construction of a single storey dwelling to the rear of the existing dwelling	20/10/2015 Approved
Friberg	2015/6567	21 Anne Road KNOXFIELD VIC 3180	2 Lot Subdivision (Approved Unit Development)	20/10/2015 Approved
Friberg	2015/6525	35 Conn Street FERNTREE GULLY VIC 3156	3 Lot Subdivision (Approved Unit Development)	7/10/2015 Approved
Friberg	2015/6481	880-884 Burwood Highway FERNTREE GULLY VIC 3156	Change of Use - Tenancy 1 as Food Production (Industry) and Manufacturing Sales	29/10/2015 Approved
Friberg	2015/6424	1/40 Anne Road KNOXFIELD VIC 3180	Construction of a deck and verandah	8/10/2015 Approved
Friberg	2015/6524	682 Burwood Highway FERNTREE GULLY VIC 3156	2 Lot Subdivision (Approved Unit Development)	15/10/2015 Approved

Ward	No/ Type	Address	Description	Decision
Friberg	2014/7092	125 Bunjil Way KNOXFIELD VIC 3180	Development of the land for forty-two (42) dwellings, drainage works, accessways, associated parking and landscaping	15/10/2015 Approved
Friberg	2015/6485	2-3/854 Burwood Highway FERNTREE GULLY VIC 3156	Change of Use - Food and Drink Premises and Liquor License	14/10/2015 Approved
Friberg	2015/6482	880-884 Burwood Highway FERNTREE GULLY VIC 3156	The construction of two (2) warehouses, alter access to a road in a Road Zone, Category 1 and associated signage.	16/10/2015 Approved
Friberg	2015/6263	4 Pejaro Court KNOXFIELD VIC 3180	The construction of a single storey dwelling to the rear of the existing dwelling	16/10/2015 Approved
Friberg	2015/6051	2 Laura Road KNOXFIELD VIC 3180	The construction of three (3) dwellings on the land (two double storey and one single storey)	7/10/2015 Notice of Decision
Scott	2014/7063	7 Jackson Road WANTIRNA SOUTH VIC 3152	Change of Use - Place of Worship	21/10/2015 Notice of Decision
Scott	2015/6487	21 Avoca Way WANTIRNA SOUTH VIC 3152	The construction of two double storey dwellings	22/10/2015 Approved
Scott	2015/6587	38 Bunnett Road KNOXFIELD VIC 3180	2 Lot Subdivision (Approved Unit Development)	29/10/2015 Approved
Taylor	2015/6797	32 Major Crescent LYSTERFIELD VIC 3156	The removal of 21 trees and the pruning of 13 trees	30/10/2015 Approved
Tirhatuan	2015/6380	7 Roma Street SCORESBY VIC 3179	The construction of a double storey dwelling to the rear of the existing dwelling	26/10/2015 Notice of Decision
Tirhatuan	2015/6519	2 Kerr Court ROWVILLE VIC 3178	Mezzanine to an Existing Warehouse and parking dispensation	26/10/2015 Approved
Tirhatuan	2015/6537	4/36 Koornang Road SCORESBY VIC 3179	Change of use - Dancing School	22/10/2015 Approved
Tirhatuan	2015/6635	20 Rocco Drive SCORESBY VIC 3179	Building works to existing warehouse	26/10/2015 Approved
Tirhatuan	2015/6689	1200 Ferntree Gully Road SCORESBY VIC 3179	Signage	29/10/2015 Approved
Tirhatuan	2015/6791	45 Debra Street ROWVILLE VIC 3178	Removal of 2 Trees	30/10/2015 Approved

Ward	No/ Type	Address	Description	Decision
Tirhatuan	2015/6126	13 Avalon Road ROWVILLE VIC 3178	The construction of a double storey dwelling to the rear of the existing dwelling	22/10/2015 Approved
Tirhatuan	2015/6153	1305 Ferntree Gully Road SCORESBY VIC 3179	The construction of a double storey dwelling to the rear of the existing dwelling and alteration of access to a Road Zone Category 1	28/10/2015 Approved
Tirhatuan	2015/6755	30 Illawarra Avenue ROWVILLE VIC 3178	Removal of three (3) trees (Eucalyptus viminalis, Eucalyptus ovtata, Eucalyptus camaldulensis)	22/10/2015 Approved
Tirhatuan	2015/6010	31 Bridgewater Way ROWVILLE VIC 3178	Construction of a double storey dwelling to the rear of the existing dwelling and variation of Covenant.	7/10/2015 Approved
Tirhatuan	2015/6433	2/1464 Ferntree Gully Road KNOXFIELD VIC 3180	Building and works - Warehouses and a Cafe, Change of use to Food and Drink Premises, Reduction in Car Parking, Loading Bays and Bicycle Parking, associated advertising signage and alteration of access to a road in a Road Zone Category 1	15/10/2015 Approved

Total: 94

CHANDLER WARD**6.2 APPLICATION TO DEVELOP THE LAND FOR FIVE (5) DOUBLE STOREY DWELLINGS AT 32 BAMBURY STREET, BORONIA Melway Ref. 65 B8 (Application No. P/2015/6262)****1. SUMMARY:**

Land:	32 Bambury Street, Boronia
Applicant:	Mark Kidd
Proposed Development:	Development of the land for five (5) double storey dwellings
Existing Land Use:	Single dwelling
Area/Density:	1,022m ² / 1:204m ²
Zoning:	General Residential Zone - Schedule 4.
Overlays:	Design and Development Overlay Schedule 7 Vegetation Protection Overlay Schedule 4 Significant Landscape Overlay Schedule 3
Local Policy:	Municipal Strategic Statement (MSS) Dandenong Foothills Policy Boronia Major Activity Centre Local Policy Housing Policy
Application Received:	1 May 2015
Number of Objections:	10
PCC Meeting:	Not applicable

Assessment:

Subject to conditions the development can provide an appropriate balance between the need for additional housing within a designated Activity Centre, the amenity of occupants and adjoining residents, and the establishment of new landscaping.

The proposal is consistent with the Design and Development Overlay Schedule 7 and Clause 22.06 (Boronia Major Activity Centre Policy).

The proposal can comply with the Housing Policy, the General Residential Zone – Schedule 4 and ResCode, subject to conditions.

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

6.2 32 Bambury Street, Boronia (cont'd)

2. BACKGROUND

2.1 Planning Scheme Amendments

Amendment C131 proposes to implement the findings of the Knox Housing Strategy 2013, the Knox Residential Guidelines, the Rowville Plan (2013) and the new residential zones. Amendment C131 has been adopted by Council.

At the time this application was submitted Amendment C131 was adopted and therefore shall be assessed against the provisions proposed by the amendment, in accordance with the Council resolution dated 24 February 2015.

2.2 Subject Site and Surrounds

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

- The site is rectangular in shape, located on the southern side of Bambury Street, Boronia and has a total area of 1,021m². The site is located within the boundaries of the Boronia Activity Centre.
- The site contains a single dwelling, setback 10.6 metres from Bambury Street, with access from the north east corner of the site. The site does not contain any vegetation.
- The adjoining properties to the east and west are zoned for residential use and have been developed accordingly. Land to the north of Bambury Street is zoned Neighbourhood Residential Zone. Land to the south of the site is zoned for public use and has been developed as the Boronia Primary School. Land further south and west is zoned General Residential 4 Zone. Development is a mix of single dwellings on a lot and medium density units.

6.2 32 Bambury Street, Boronia (cont'd)

2.3 The Proposal

(Refer to attached plans at Appendix B)

It is proposed to remove the existing dwelling and construct five (5) double storey dwellings on the land. Details are as follows:

- Dwellings contain an open plan living and kitchen area on the ground floor with access to a ground floor private open space area. A single garage is provided to each dwelling on the ground floor.
- Each dwelling contains 2 bedrooms on the upper floor.
- The proposed buildings have a maximum height of 6.9 metres and are setback 6.75 metres from the Bambury Street frontage.
- All dwellings are accessed via a common driveway along the eastern boundary accessed.
- Dwellings are finished in brick and render with a pitched tile roof.
- No vegetation is proposed to be removed.

3. CONSULTATION

3.1 Advertising

The application was advertised by way of a sign on the site's frontage and notices were sent to adjoining property owners and occupiers. Council received 10 objections to the application that can be summarised as follows:

Inconsistent with neighbourhood character (height and density);
overdevelopment

- *It is considered that two storey developments are a normal part of the suburban residential fabric. The proposed development has a maximum height of 6.9 metres and complies with the height requirements of the DDO7. Due to the location of the site within an Activity Centre the character of the area is expected to change in the future. It is therefore considered that the proposal is not an overdevelopment of the land.*

Traffic and parking issues

- *No issues have been raised by Council's Traffic Department in regard to the provision of parking or local traffic issues. The proposed development satisfies the car parking requirements of Clause 52.06, including the provision of visitor parking.*

6.2 32 Bambury Street, Boronia (cont'd)

Overlooking of adjoining properties / Privacy

- *A condition on any permit issued will require that unreasonable views to adjoining properties from upper floor windows be screened to a minimum height of 1.7 metres above finished floor level. This will ensure that there will be no unreasonable amenity impacts resulting from overlooking.*

Overshadowing

- *Due to the north south orientation of the lots and the relatively low height of the buildings, overshadowing is compliant with the requirements of Standard B17 of ResCode.*

Existing drainage is inadequate

- *Council's Drainage Engineers have not raised any concerns with the existing drainage infrastructure or required any upgrades to existing drainage infrastructure. A drainage engineering plan would be a requirement of any permit to issue, and would need to demonstrate that stormwater flows can be detained to the peak pre-development levels.*

Inadequate landscaping

- *No significant vegetation is proposed to be removed. The site provides opportunities to plant vegetation on the site along the side and rear boundaries. It is noted that overall site coverage is similar to that of the recently approved 3 unit site on the adjoining property, and is considered an appropriate transition from the Activity Centre to the foothills land to the north.*

3.2 Referrals

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

Traffic Engineer

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

Drainage Engineer

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

Assets

- *No objections.*

Building

- *No issues and no objections.*

6.2 32 Bambury Street, Boronia (cont'd)

Landscape

- *No objections. A concept plan was submitted that would require changes before final approval.*

4. DISCUSSION

4.1 Zoning and Overlays

4.1.1 Zone

The site is located within the General Residential Zone – Schedule 4. Within the General Residential Zone – Schedule 4, a Planning Permit is required to construct more than one dwelling on a lot.

- *The proposed development is consistent with the purpose of the zone, providing for additional housing in an existing residential area with access to shops and services.*
- *An assessment of the proposal against the provisions of Clause 55 of the planning scheme has been undertaken below (Section 4.4).*

Schedule 4 to the General Residential Zone modifies ResCode Standards B6 (Minimum Street Setback), B13 (Landscaping), and B28 (Private Open Space).

- *The proposal is considered to comply with the schedule as discussed under Section 4.4 of the report.*

4.1.2 Overlays

Design and Development Overlay - Schedule 7

The site is affected by the Design and Development Overlay - Schedule 7 which implements the Boronia Structure Plan. Under the provisions of the Overlay, a permit is required for buildings and works.

To achieve the design objectives in the Schedule, any proposed development must meet the requirements contained within the Schedule. These include preferred and mandatory building heights, design standards, materials and colours, landscape design and signage.

- *The site is located in the Established Residential Environs area as referred to in Figure 1 of Clause 22.06. Changes to the DDO7 under Amendment C95 state that apartments are not encouraged in these areas. It is policy that development must provide a positive contribution to and respect the existing character of the foothills. Development should provide a transition from the Activity Centre to the foothills.*

6.2 32 Bambury Street, Boronia (cont'd)

- *The proposed town house design comprises both attached and detached built form and is considered to provide an appropriate transition from the activity centre to the foothills areas to the north. The site provides adequate areas for landscaping that can contribute to the foothills character while balancing the objectives of the DDO7 and Boronia Structure Plan Local Policy.*
- *The site is located within a 7.5 metre (two storey) building height area. The proposal for two (2) storey dwellings with a maximum height of 6.9 metres complies with the mandatory building height.*
- *Materials and colours can be nominated that are generally considered to be acceptable within the foothills surrounds.*

Vegetation Protection Overlay - Schedule 4

The site is affected by the Vegetation Protection Overlay – Schedule 4. A Planning Permit is required to remove indigenous vegetation. The aim of the VPO4 is to protect and retain the continuity of tree cover, with particular emphasis on indigenous species and large old native trees.

- *No native vegetation is proposed to be removed or impacted.*

Significant Landscape Overlay - Schedule 3

The site is affected by the Significant Landscape Overlay – Schedule 3 relating to the Dandenong Foothills: Lower Slope and Valley Area. Within the SLO3, a planning permit is required to construct a building and to carry out works, and to remove, destroy or lop a tree if the circumference of the trunk is more than 0.5 metre or the height of the tree is 5 metres or more. This does not apply to weed species listed in the schedule.

- *The development at a height of 6.9 metres will not impact upon views to the Dandenong ranges and will not penetrate above the tree canopy. The setbacks available would allow for meaningful landscaping to be established.*

6.2 32 Bambury Street, Boronia (cont'd)

4.2 Policy Consideration

4.2.1 State Planning Policy Framework

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

Key Policies:

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

- *The design of the development will make a positive contribution to the Activity Centre. The dwellings have been designed to be energy efficient and a satisfactory Sustainable Design Assessment would be required as a condition on any permit issued. The design of the buildings is modern and provides some aspects of visual interest.*
- *The front and side setbacks are appropriate and allow for canopy tree planting, therefore development is not expected to dominate the streetscape.*

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

- *The proposal contributes to the consolidation of urban development through the provision of increased density within an Activity Centre area in close proximity to urban services and transport. Should a permit be issued, the development would be required to be constructed in accordance with an approved Sustainable Design Assessment.*

6.2 32 Bambury Street, Boronia (cont'd)

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.

- Neighbourhood character - *This is discussed in a later section of the report (Section 4.2.2).*
- Housing choice – *The provision of dwellings on smaller lots is considered to increase housing choice. The proposal provides two bedroom dwellings in close proximity to urban services.*
- Integration with infrastructure – *As detailed in Section 3.2 above, the development is considered to be satisfactorily integrated into the existing road network. Drainage plans will be required as a condition of any permit issued.*
- Energy efficiency – *This has been discussed at Clause 15.02.*
- Location – *The site is located within the Boronia Major Activity Centre.*

Clause 18 Transport – To create a safe and sustainable transport system by integrating land use and transport.

- *The site is located 1,050 metres walking distance from Boronia Train Station and bus interchange which is serviced by Bus Routes No. 737, 745B, 753, 755, 691 and 690. The 690 service can also be accessed from Albert Avenue, approximately 160 metres east of the site.*
- *Boronia Station is part of the Belgrave train line which travels directly through the eastern suburbs to Melbourne's CBD and operates Monday to Saturday, 4.30am to 1.30am at various intervals and Sunday 6.00am to 12.00 am at various intervals.*
- *Route No. 690 from Croydon Station to Boronia Station via Kilsyth operates at various intervals from 5.49am to 9.26pm Monday to Friday, Saturday from 7.41am to 9.30pm, and Sunday from 9.00am to 9.26pm.*
- *Route No. 691 operates between Waverley Garden Shopping Centre and Boronia Railway Station between 5.22am and 9:59pm Monday to Friday, between 7.29am and 8pm Saturdays and Sundays at various intervals.*
- *Route No. 737 from Croydon Station to Glen Waverley via Knox City and Monash University operates at various intervals from 6.03am to 9.52pm Monday to Friday, Saturday from 6.10am to 9.52pm, and from 8.12am to 9.49pm on Sunday.*

6.2 32 Bambury Street, Boronia (cont'd)

- *Route No. 745B from Bayswater to Boronia operates two services between 2.45pm and 6.40pm Monday to Friday.*
- *Route No. 753 provides direct access between the Glen Waverley and Bayswater activity centres, and operates between 5:51am and 9:10pm Monday to Friday, between 7:37am and 9:25pm on Saturdays, and between 9:14am and 9pm on Sundays at various intervals.*
- *Route No. 755 from Bayswater to Knox City via The Basin, Boronia, Ferntree Gully operates between 6:07am and 9:19pm Monday to Friday, between 8:16am and 9:21pm Saturdays, and between 9:19am and 9:24pm on Sundays at various intervals.*

4.2.2 Local Planning Policy Framework

Clause 21.01 Municipal Strategic Statement (MSS).- encourages planning and 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.

All development therefore is encouraged within this clause to incorporate Ecologically Sustainable Design (ESD) and Water Sensitive Urban Design (WSUD) principles to ensure that a sustainable urban environment is ultimately achieved with a strong use of existing infrastructure, and to reduce dependence on private vehicle travel.

- *The site is located in an established urban area reasonably close to urban services and open space areas. The development provides additional housing on an existing residential allotment where existing infrastructure will be utilised.*
- *The submission of a satisfactory sustainable design assessment would be a condition on any permit issued.*

Clause 21.04 Urban Design - Municipal Strategic Statement (MSS) – (Amendment C131) To ensure that all development responds positively to the existing patterns of urban form and character, the landscape, qualities, historic and cultural elements and social aspirations of the Knox community.

- *The site is located within the Boronia Activity Centre. The design is considered to comply with the built form requirements of the Design and Development Overlay – Schedule 7 and the Boronia Major Activity Centre Policy.*

6.2 32 Bambury Street, Boronia (cont'd)

Clause 21.05 – Housing (Amendment C131) – 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 an "Activity Area", which contains a range of shops, services and employment and have good access to a range of public transport options. A greater range and increased densities of residential development are encouraged within these areas.

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

Objective 2 is to support a diversity of housing choice in appropriate locations. Strategies include encouraging a diversity of housing styles, types, forms and sizes to cater for the changing needs of the community and to encourage developments of three or more dwellings in Activity Areas and Local Living areas to include a mix of dwelling sizes (including 1 and 2 bedroom dwellings), to respond to a shortfall in the number of smaller sized dwellings within the municipality.

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

Objective 4 is to protect and enhance the landscape and environmental values of the nature areas of significance within the municipality. Strategies include recognising the environmental and landscape significance of the Foothills and directing significant growth in housing stock to locations outside of the Bush Suburban areas.

6.2 32 Bambury Street, Boronia (cont'd)

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

- *The location of the site is identified in the Housing Framework Map to be in a Major Activity Centre and within an "Activity Area" where a greater range and increased densities of residential development are encouraged.*
- *The intensity of the proposed development is consistent with the strategy of increased residential development within a Major Activity Centre, the proposal is considered to be consistent with the preferred neighbourhood character as set out in the requirements of the Boronia Major Activity Centre Local Policy as the proposed development will make a positive contribution to the character of the activity centre.*
- *Landscaping can be accommodated within the front setback, along the driveway and within private open space areas, contributing to the green and leafy image of Knox.*
- *The site is located within the Dandenong Foothills and is considered to provide an appropriate transition between the Activity Centre and the foothills area to the north.*
- *The development provides a mix of 2 bedroom dwellings on smaller lots, differing from the typical housing stock in Knox.*

Clause 21.07 – Economic Development

A hierarchy of activity centres is encouraged which allows for a balanced approach to urban development with a mix of housing densities sited in appropriate locations. An increased proportion of population and business growth is directed to principal and major activity centres and major transport routes.

Bayswater, Boronia, Mountain Gate and Stud Park Activity Centres are Major Activity Centres that will serve a smaller catchment than the principal activity centre and provide scope for investment and change in retail, office, service and residential activities. The subject site is located within the Boronia Major Activity Centre.

6.2 32 Bambury Street, Boronia (cont'd)

Key issues in major activity centre development include increasing the scale and level of activity within the centre, while ensuring views of the Dandenong Ranges are protected and enhanced.

- *The location of the site is identified in the City of Knox Housing Strategic Framework Plan to be in an area that is a 'Major activity centre: opportunities for new infill development'.*
- *The proposal is considered to be respectful of the future character as set out in the Boronia Structure Plan and the local policy on the Boronia Major Activity Centre at Clause 22.06 of the Scheme. The design of the proposal takes advantage of the unique circumstances of the subject site and will provide a development that will result in overall benefit to the occupiers as well as the surrounding area, including landscaping outcomes consistent with the Dandenong Foothills Policy.*

Clause 22.01 Dandenong Foothills Policy – Dandenong Foothills, Foothills Backdrop & Ridgeline Area – The objectives of the Dandenong Foothills policy are to ensure that the design and siting of buildings, works and landscaping protects and enhances the visual dominance of vegetation, including canopy trees and native understorey plants.

It is policy that:

The design and siting of buildings, works and landscaping protects and enhances the visual dominance of vegetation, including canopy trees and native understorey plants, to ensure that:

- There is a continuous vegetation canopy across residential lots and roads.
- Development blends with vegetation on the hillsides to maintain and enhance the appearance of the area as an extension of the Dandenong Ranges National Park.
- There is effective screening of development and use of suitable colours and materials to maintain distant views and the appearance of a heavily vegetated natural hillside.
- Development does not rise above the tree canopy height to maintain the significant landscape character of the area and near and distant view lines.
- The significant landscape character of the area is protected and enhanced by retaining existing vegetation and planting indigenous canopy and understorey vegetation.
- Buildings and works located on sites at high points and along ridges are designed, finished and sited so that they are not highly visible from the valley area below.

6.2 32 Bambury Street, Boronia (cont'd)

- *The development will allow for canopy tree planting within the front and rear setbacks; however, does not allow for a continuous vegetation canopy across the allotment. This is considered an appropriate balance given the location of the site within the Boronia Activity Centre. In addition, an increased front setback will ensure that substantial canopy tree planting can be accommodated in the front setback to reinforce the significance of the landscaping quality of the Dandenong foothills.*
- *In accordance with both Clause 22.01 and the Design and Development Overlay Schedule 7, the maximum height of the proposed development will remain below the 7.5 metre height limit, which will result in the development not rising above the tree canopy height and intruding on near and distant view lines of the Foothills area.*

Indigenous trees and understorey vegetation be retained and protected.

- *The site does not contain any vegetation*

A minimum of 80% of all new vegetation (both canopy trees and understorey) be indigenous.

- *Should a permit be issued, conditions would require that 80% of new vegetation be indigenous species.*

Building height does not exceed 7.5 metres.

- *As discussed throughout this report, the proposed maximum building height (6.9 metres) complies with the 7.5 metre (two storey) limit of both Clause 22.01 and the Design and Development Overlay Schedule 7 and is considered appropriate.*

Clause 22.06 Boronia Major Activity Centre Policy: This policy seeks to address a lack in availability of a variety of housing types within the Boronia Major Activity Centre, and identifies opportunities for higher density development within the centre to benefit from close proximity to social services and infrastructure.

6.2 32 Bambury Street, Boronia (cont'd)

The site is located within an “*Established Residential Environs*” area within the Land Use Framework Plan. It is policy that apartment buildings are discouraged and development must provide a positive contribution to and respects the existing character of the foothills. Development should provide a transition from the Activity Centre to the foothills.

- *The development proposes townhouses with areas for landscaping and it is therefore considered that the development can provide an appropriate transition from the Activity Centre to the foothills in terms of vegetation and building form.*

Clause 22.10 Housing Policy: The Housing Policy at Clause 22.10-1 recognises that the population of Knox will grow by 12,000 persons and 15,000 households to 2030.

In response to this forecast, the Housing Policy directs the provision of a diversity of housing types and forms; housing that meets the needs of all groups within the community; accessible housing that is well designed and responsive to the local character and environment; and housing that recognises that the environment and landscape significance of the Dandenong Foothills outweighs the need for urban consolidation in the Foothills.

Before deciding on an application, the responsible authority will consider, as appropriate, whether:

The proposed development will contribute to a diversity of housing in Knox.

- *The proposed development proposes 2 bedroom dwellings, that is considered advantageous from a housing diversity perspective.*

The proposed development makes a positive contribution to the desired future urban fabric, amenity and neighbourhood character.

- *The site is located within an Activity Centre with good access to urban services. The development is considered to be consistent with the Activity Centre policies and overlays applying to the site and can achieve the desired future character.*

There is access to frequent public transport services between 6.00am and 11.00pm daily, seven days a week.

- *The site does not have access to public transport that operates between 6.00am and 11.00pm daily, seven days a week.*

6.2 32 Bambury Street, Boronia (cont'd)

4.3 Particular Provisions

Clause 52.06 – Car Parking

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

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

Parking for a dwelling is to be provided at a ratio of 2 spaces for every 3 bedroom, 1 space for every 2 bedroom dwelling, plus 1 visitor parking space is required for every 5 units.

- *The proposal satisfies the car parking provision with 1 car space provided for each two bedroom dwelling. One visitor car parking space has been provided.*

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

Design Standard 1: Accessways – *Complies.*

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

Design Standard 3: Gradients – *Complies.*

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

Design Standard 5: Urban Design – *Complies.*

Design Standard 6: Safety – *Complies.*

Design Standard 7: Landscaping – *Complies.*

6.2 32 Bambury Street, Boronia (cont'd)

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

The proposal generally complies with the provisions of Clause 55 of the Knox Planning Scheme, an assessment of the key criteria; including any areas of non compliance are considered below:

Neighbourhood Character and Infrastructure

Neighbourhood Character – *Generally Complies. Refer to assessment and recommended conditions above at Section 4.2.2.*

Residential Policy – *Complies.*

Dwelling Diversity – *Complies.*

Infrastructure – *Complies. A drainage plan will be a condition on any permit issued.*

Integration with the Street – *Complies.*

Site Layout and Building Massing

Street Setback – *Complies - The setback is in excess of the 6 metre setback specified in Schedule 4 to the General Residential Zone.*

Building Height – *Complies.*

Site Cover/permeability – *Complies.*

Energy Efficiency – *Complies.*

Safety – *Complies.*

Landscaping – *Complies. A condition on any permit issued will require a landscape plan to the satisfaction of the Responsible Authority.*

Access – *Complies.*

Parking Location – *Complies.*

Amenity Impacts

Side and rear setbacks – *Complies.*

Walls on boundaries – *Complies.*

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

Overshadowing open space – *Complies.*

6.2 32 Bambury Street, Boronia (cont'd)

Overlooking – *Generally complies. A condition on any permit issued will require that east and west facing bedroom windows be screened with obscure glazing to 1.7 metres above finished floor level.*

Noise – *Complies.*

On-Site Amenity and Facilities

Accessibility – *Complies.*

Dwelling Entry– *Complies.*

Daylight to new windows – *Complies.*

Private Open Space – *Complies.*

Solar access – *Complies.*

Storage – *Complies.*

Detailed Design

Detailed Design – *Complies.*

Front fence – *Complies.*

Common Property – *Complies.*

Site Services – *Complies.*

4.5 General Decision Guidelines

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

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

6.2 32 Bambury Street, Boronia (cont'd)

5. CONCLUSION

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

- *The proposed development is generally consistent with the Housing Policy, Boronia Major Activity Centre Policy and the Dandenong Foothills Policy. As discussed above, the site is located within an Activity Centre with access to urban services.*
- *The design of the new dwellings is generally consistent with the preferred character objectives with sufficient room for landscaping while allowing for additional dwellings within an Activity Centre and providing a transition into the foothills area.*
- *The design of the development is responsive to the residential zoning of the land, the Significant Landscape Overlay – Schedule 3, and the Design and Development Overlay – Schedule 7.*
- *The development is generally compliant with ResCode subject to changes via conditions on any permit issued.*

6. CONFIDENTIALITY

There are no confidentiality issues associated with this report.

RECOMMENDATION

That Council issue a Notice of Decision to Grant a Planning Permit for five (5) double storey dwellings at 32 Bambury Street, Boronia, subject to the following conditions:

Amended Plans

1. **Prior to the commencement of any buildings or works, amended plans to the satisfaction of the Responsible Authority must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted with the application but modified to show:**
 - 1.1 **East and west facing bedroom windows to be screened with obscure glass to a minimum height of 1.7 metres above finished floor level. The windows may be clear and openable above this height. No adhesive film is to be used.**

**6.2 32 Bambury Street, Boronia (cont'd)
Recommendation (cont'd)**

- 1.2 Drainage plans in accordance with Condition 2.**
- 1.3 Landscape plans in accordance with Condition 3.**
- 1.4 A sustainable design assessment in accordance with Condition 10.**

To the satisfaction of the Responsible Authority.

Drainage

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

To the satisfaction of the Responsible Authority.

**6.2 32 Bambury Street, Boronia (cont'd)
Recommendation (cont'd)**

Landscaping

- 3. Prior to the commencement of any buildings or works, a landscape plan to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority.**

When approved, the plan will be endorsed and will then form part of the permit. The plan must show:

- 3.1 A survey (including botanical names, height and width) of all existing vegetation to be retained and / or removed.**
- 3.2 The identification and removal of all vegetation identified as an environmental weed in Knox (as outlined in Appendix 2 of Council's Landscape Guidelines for Planning Permits).**
- 3.3 Buildings and trees (including botanical names, height and width) on neighbouring properties within three metres of the boundary.**
- 3.4 Details of the surface finishes of pathways and driveways.**
- 3.5 Details and location of all existing and proposed services including above and below ground lines, cables and pipes.**
- 3.6 A planting schedule of all proposed trees, shrubs and ground covers, including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant. 80% of vegetation is to be indigenous.**
- 3.7 Landscaping and planting within all open areas of the site (including additional planting within open space areas of the existing dwelling/s).**
- 3.8 The plans must also show the provision of at least 10 additional indigenous or native trees and at least 20 additional large shrubs chosen from Appendix 4 or 5 of Council's Landscape Guidelines for Planning Permits. These canopy trees must be a minimum two metres tall when planted.**

To the satisfaction of the Responsible Authority.

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

**6.2 32 Bambury Street, Boronia (cont'd)
Recommendation (cont'd)**

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

General

- 6. All development must be in accordance with the endorsed plans.**
- 7. The development as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.**
- 8. Once the development has started it must be continued and completed to the satisfaction of the Responsible Authority.**
- 9. Prior to the occupation of the dwellings the development is to be completed in accordance with the endorsed plan/s to the satisfaction of the Responsible Authority.**

Sustainable Design Assessment

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

Car Parking & Accessways

- 12. Before the dwellings are occupied, driveways and car parking areas must be:**
 - 12.1 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**
 - 12.2 Formed to such levels and drained so that they can be used in accordance with the approved plan; and**
 - 12.3 Treated with an all-weather seal or some other durable surface; and**
 - 12.4 Line-marked or provided with some other adequate means of showing the car parking spaces.**

**6.2 32 Bambury Street, Boronia (cont'd)
Recommendation (cont'd)**

To the satisfaction of the Responsible Authority.

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

Fencing

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

Amenity During Construction

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

16.1 The appearance of building, works or materials on the land

16.2 Parking of motor vehicles

16.3 Transporting of materials or goods to or from the site

16.4 Hours of operation

16.5 Stockpiling of top soil or fill materials

16.6 Air borne dust emanating from the site

16.7 Noise / vibration

16.8 Rubbish and litter

16.9 Sediment runoff

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

Stormwater

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

**6.2 32 Bambury Street, Boronia (cont'd)
Recommendation (cont'd)**

Permit Expiry

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

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

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

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

NOTES

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

- Applicant shall engage a certified Engineering Consultant to analyse the site's existing drainage to determine type and size of the Onsite Detention (OSD) system. This shall be designed in accordance with the Knox City Council (Responsible Authority) Stormwater Drainage Guidelines, (copy available on request), 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.
- Applicant is to direct all stormwater to the North West corner of the property. The outfall pipe is to be upgraded to the satisfaction of the Responsible Authority. Connect all stormwater discharge from the site to the LPD via an Onsite Detention (OSD) system. The internal drains for the dwellings are to be independent of each other.
- The total Permissible Site Discharge for the property including all dwellings is 3.9 L/s to the existing Council drainage system for a 5 year ARI event.
- The Applicant is required to use Australian Height Datum (AHD) to present levels in all future plans. Applicant must ensure that levels on the plan are accurate.
- Drainage works in the Road reserve or in the Council easement will require a road opening permit.
- Drainage system designed so as to avoid impact on any vegetation shown on the endorsed plans as being retained.
- Water Sensitive Urban Design (WSUD) should be addressed as part of this development, e.g. water storage tanks, swale drains, etc.

**6.2 32 Bambury Street, Boronia (cont'd)
Recommendation (cont'd)**

Other Notes:

- **On the landscape plan 80% of planted species are to be indigenous.**
- **Road Opening Permit shall be required for any works within or affecting the road reserve.**
- **Council encourages the consideration of water storage tanks for all existing and proposed residential developments.**
- **A building permit must be obtained before development is commenced.**
- **Buildings are not allowed to be built over Council easements.**
- **The dwelling/s must achieve a minimum 6-Star Energy Rating.**
- **In accordance with Council policy, an 8.5% public open space contribution may apply in the event of the subdivision of the land.**
- **Dwelling numbers as shown on the endorsed plans do not necessarily indicate any future street numbers. Property (street) numbering shall be in accordance with Council's Property (Street) Numbering Policy. Information regarding this can be obtained from Council's Property and Revenue Services Department on 9298 8215.**
- **All letterboxes shall face towards the street frontage and if located adjacent to the driveway the letterboxes and any associated structures shall not be greater than 900mm in height.**
- **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.**

COUNCIL RESOLUTION

MOVED: CR. MORTIMORE
SECONDED: CR. LOCKWOOD

That the recommendation be adopted.

CARRIED



**Knox City Council
REPORT APPENDIX A**

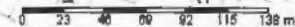
Location	Melway 65 B8
Property Address	32 Bambury Street, BORONIA
Application Number	P/2015/6262
Description	The construction of five (5) double storey dwellings on the land
Ward	Chandler

LEGEND:

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



Scale: 1:3000



DISCLAIMER:

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

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4. Drainage and flood extent information has been provided to Council on a yearly basis by Melbourne Water for indicative purposes only. Where the latest Melbourne Water drainage and flood extent mapping is critical, please contact Melbourne Water.



Knox City Council
REPORT APPENDIX A

Location	Melway 65 B8
Property Address	32 Bambury Street, BORONIA
Application Number	P/2015/6262
Description	The construction of five (5) double storey dwellings on the land
Ward	Chandler

LEGEND:

- Title Boundary
- Road Boundary
- City Boundary
- Bus Route
- Reserves:**
- Commercial Reserve
- Tertiary Schools
- Primary Schools
- Secondary Schools
- Public Parks
- Obstacles
- Land Development
- Subject Property
- Petition



Scale: 1:3000



DISCLAIMER:

Roads and Title Boundaries - State of Victoria, Knox City Council
 Planning Scheme Information - DPCD, Knox City Council
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 Melbourne Water Drainage Information - Melbourne Water

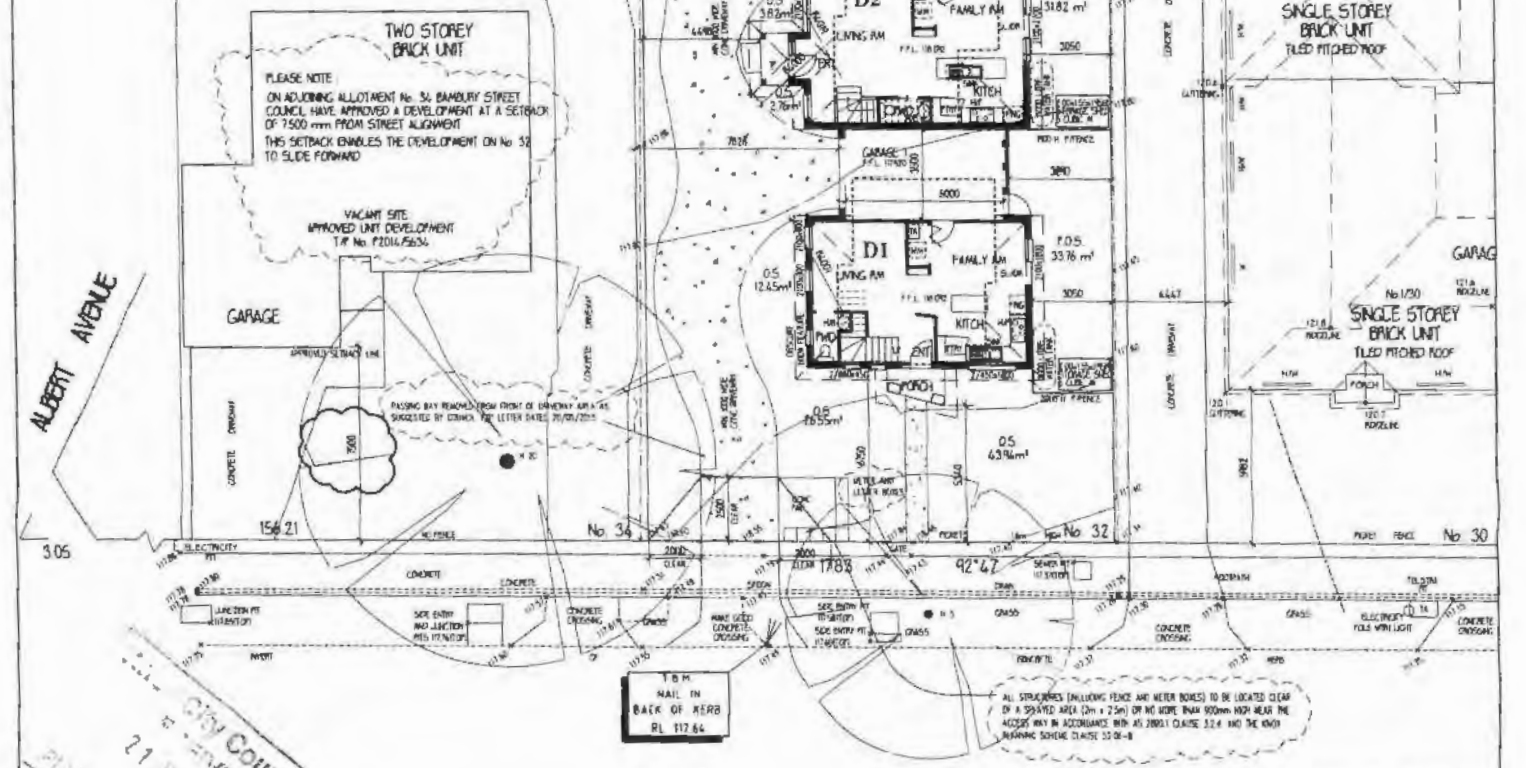
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4. Drainage and flood extent information has been provided to Council on a yearly basis by Melbourne Water for indicative purposes only. Where the latest Melbourne Water drainage and flood extent mapping is critical, please contact Melbourne Water.

**PROPOSED CONDITIONS
SITE & GROUND FLOORS**

SCALE 1:100

SYMBOL DESCRIPTION

- TBM
- TREE (TRUNK & SPREAD)
DENSITIES TREE APPROXIMATELY
5 METRES HIGH
- ELECTRICITY POLE
- ELECTRICITY PT
- TELSTRAM PT
- GAS METER
- WATER METER
- HABITABLE WINDOW
- WINDOW
- APPROXIMATE LOCATION OF
NEEGLINES/GUTTERS E/P
- APPROXIMATE LOCATION OF
OVERHEAD SERVICE WIRES



AMENDED PLANS JULY 2010
IN ACCORDANCE WITH
LETTER DATED 29/05/2015
EXISTING APPLICATION
No. P/2015/6262

CITY Council
RECEIVED
21 AUG 2015
PLANNING DEPARTMENT

BAMBURY STREET TOWNPLANNING

<p>PROPOSED FIVE TWO STOREY BRICK VENEER & CLAD DWELLINGS PLUS ASSOCIATED BRICK GARAGES AT 32 BAMBURY STREET BORONIA, 3155.</p>	<p>APPROVED 14 MAY 2015 CITY OF BORONIA</p>	<p>AUSTRALIAN DRAFTING SERVICES PTY. LTD. A.B.N. 85 100 513 853 77 STUO ROAD, BAYSWATER 3153 PHONE 9729 8088 FAX 9729 6298 Email: australian.drafting@bigpond.net.au</p>	<p>MEMBER bdav BUILDING DRAWING ASSOCIATION VIC/NTA</p>	<p>DO NOT SCALE SWITCH DIMENSIONS FIRST PRECEDENCE OVER SCALE CONTRACTORS & SUB-CONTRACTORS USE TO CHECK AND VERIFY ALL DIMENSIONS LEVELS MATERIALS AND METHODS OF CONSTRUCTION AS INDICATED ON THIS DRAWING DOCUMENT ALL WORK AND MATERIALS TO CONFORM TO THE AUSTRALIAN STANDARDS BUILDING CODE OF AUSTRALIA AND RELEVANT TUBER FRAMING MANUALS COPYRIGHT THIS DRAWING AND DESIGN IS SUBJECT TO COPYRIGHT LAWS AND MAY NOT BE REPRODUCED COPIED, OR LOANED WHOLLY OR IN PART.</p>	<p>DRAWING No. 15-116A TP DESIGN BY JWA DATE AUG 2015 SHEET 2 OF 6 SCALE 1:100 CAD FILE: 2015_08_15_15-116A_TP.dwg</p>
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**PROPOSED CONDITIONS
SITE & FIRST FLOORS**

SCALE 1:100

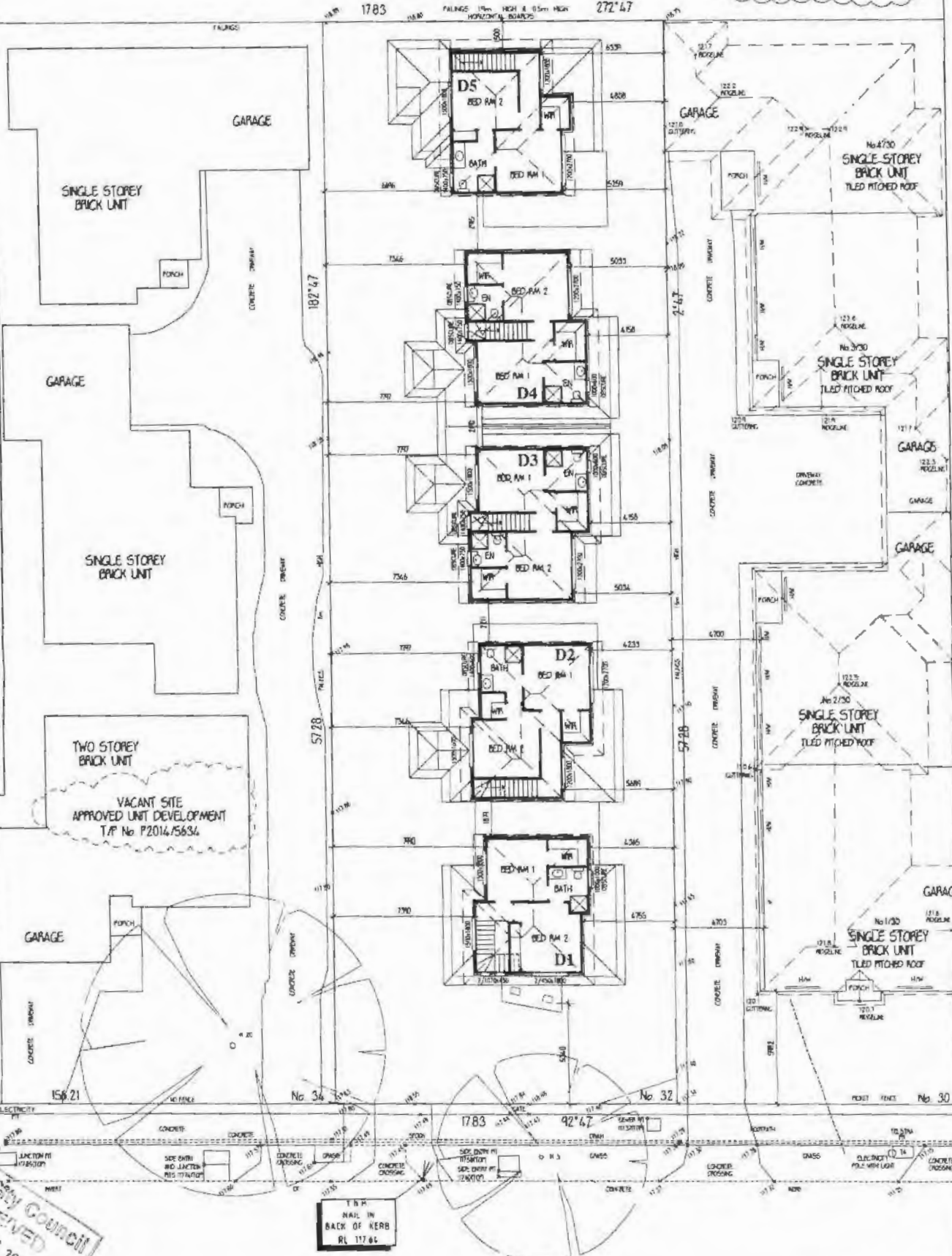
REF: PLAN DRAFT
BORONIA K-12 SCHOOL
DATE

AMENDED PLANS JULY 2010
IN ACCORDANCE WITH
LETTER DATED 29/05/2015
EXISTING APPLICATION
No. P/2015/6262



SITE ANALYSIS

TOTAL SITE	1021.00 m ²
RESIDENCE 1	
GROUND FLOOR	24.58 m ²
PROPOSED GARAGE	22.53 m ²
PORCH	2.56 m ²
GROUND COVER	74.67 m ²
FIRST FLOOR	41.81 m ²
RESIDENCE 2	
GROUND FLOOR	50.80 m ²
PROPOSED GARAGE	74.02 m ²
PORCH	2.21 m ²
GROUND COVER	77.03 m ²
FIRST FLOOR	47.06 m ²
RESIDENCE 3	
GROUND FLOOR	49.78 m ²
PROPOSED GARAGE	24.02 m ²
PORCH	2.21 m ²
GROUND COVER	76.01 m ²
FIRST FLOOR	47.78 m ²
RESIDENCE 4	
GROUND FLOOR	49.78 m ²
PROPOSED GARAGE	74.02 m ²
PORCH	2.21 m ²
GROUND COVER	76.01 m ²
FIRST FLOOR	47.81 m ²
RESIDENCE 5	
GROUND FLOOR	54.49 m ²
PROPOSED GARAGE	24.21 m ²
PORCH	1.83 m ²
GROUND COVER	80.53 m ²
FIRST FLOOR	44.16 m ²
PLOT RATIO	1 PER 204
TOTAL GROUND COVER	584.25 m ²
BUILDINGS	55.64 m ²
STORAGE AREAS	10.00 m ²
WATER TANKS	APY 10.00 m ²
TOTAL CONC DRIVES AND PATHS	APY 235.00 m ²
TOTAL IMPERMEABLE	642.00 m ²
EQUATES TO 62.8%	



Knox City Council
RECEIVED
21 AUG 2015
PLANNING DEPARTMENT

T.B.R.
NAIL IN
BACK OF KERB
RL 117.84

BAMBURY STREET TOWNPLANNING

PROJECT
PROPOSED FIVE TWO STOREY
BRICK VENEER & CLAD DWELLINGS
PLUS ASSOCIATED BRICK GARAGES
AT 32 BAMBURY STREET
BORONIA, 3155.

REVISIONS

NO.	DATE	BY	DESCRIPTION
A	05/08/2016	JWA	FOR ISSUE FOR PERMIT
B			
C			

AUSTRALIAN DRAFTING SERVICES
PTY LTD. A.B.N. 95 100 513 855
77 STUD ROAD, BAYSWATER 3153
PHONE: 9729 8086 FAX: 9729 6298
Email: a.d.s@adsgroup.net.au

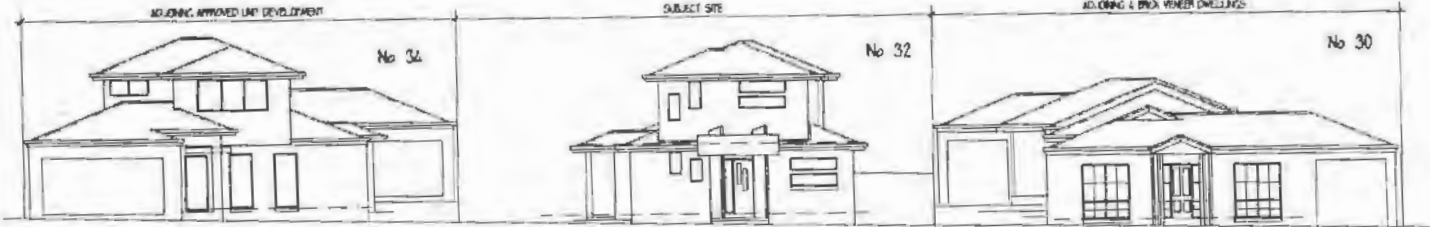
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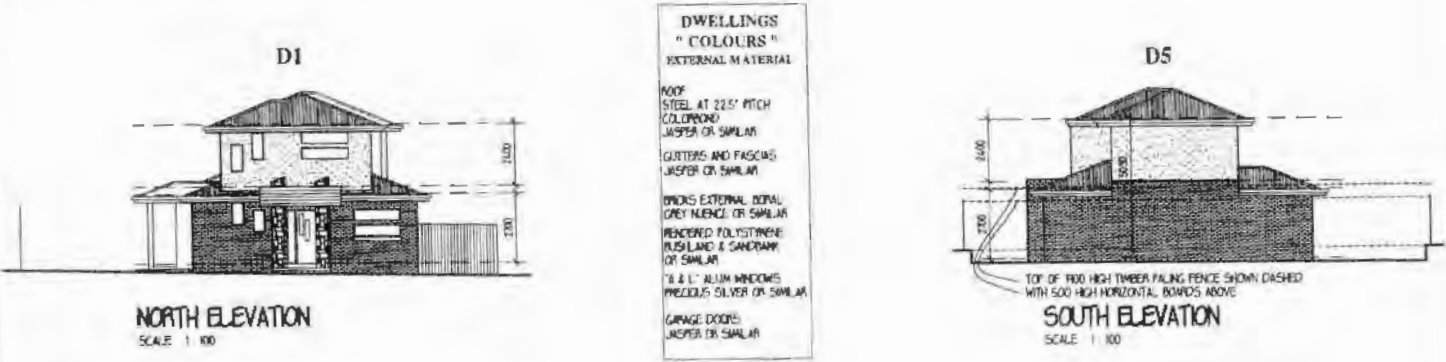
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DRAWN: JWA	SITE: AUG 2015
CHECKED: JWA	DRAWN: JWA
CAD FILE: BSA_1111_1111-1111_1111.dwg	SCALE: 1:100 (B 4)

**PROPOSED CONDITIONS
ELEVATIONS**
SCALE 1:100

AMENDED PLANS JULY 2010
IN ACCORDANCE WITH
LETTER DATED 29/05/2015
EXISTING APPLICATION
No. P/2015/6262



BAMBURY ROAD STREET SCAPE
SCALE 1:100



**DWELLINGS
"COLOURS"
EXTERNAL MATERIAL**

ROOF
STEEL AT 22.5° PITCH
COLORBOND
JASPER OR SIMILAR

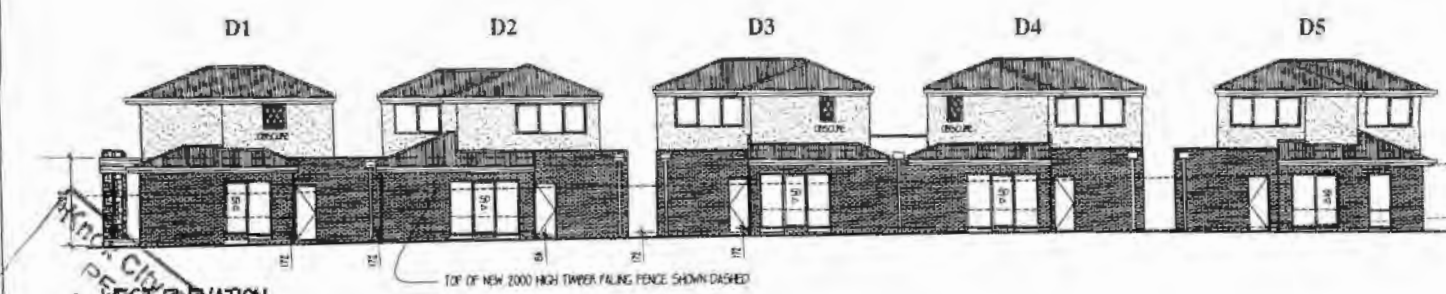
GUTTERS AND FASCING
JASPER OR SIMILAR

BRICKS EXTERNAL BODAL
GREY BLEND OR SIMILAR

PAVED POLYSTYRENE
RUSLAND & SANDRANK
OR SIMILAR

18 & 1" ALUM WINDOWS
PRECIOUS SILVER OR SIMILAR

GARAGE DOORS
JASPER OR SIMILAR



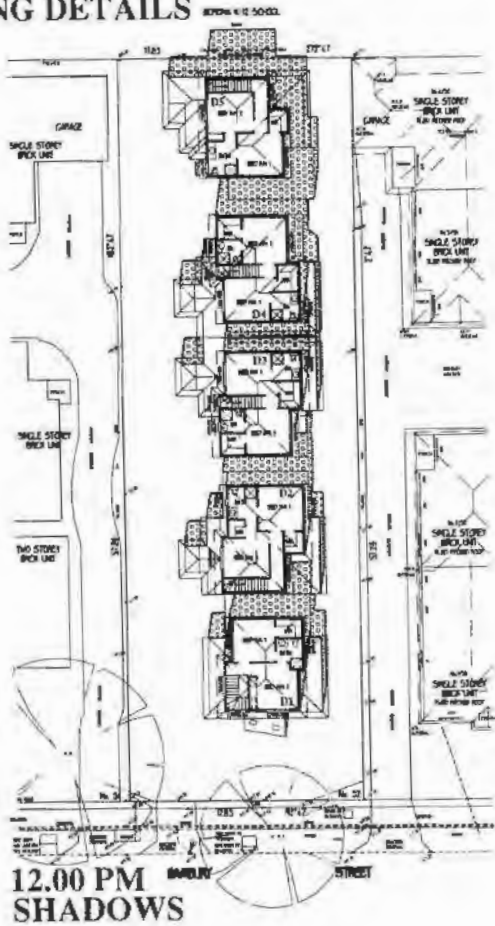
King City Council
Planning Department
21 AUG 2015

TOWNPLANNING

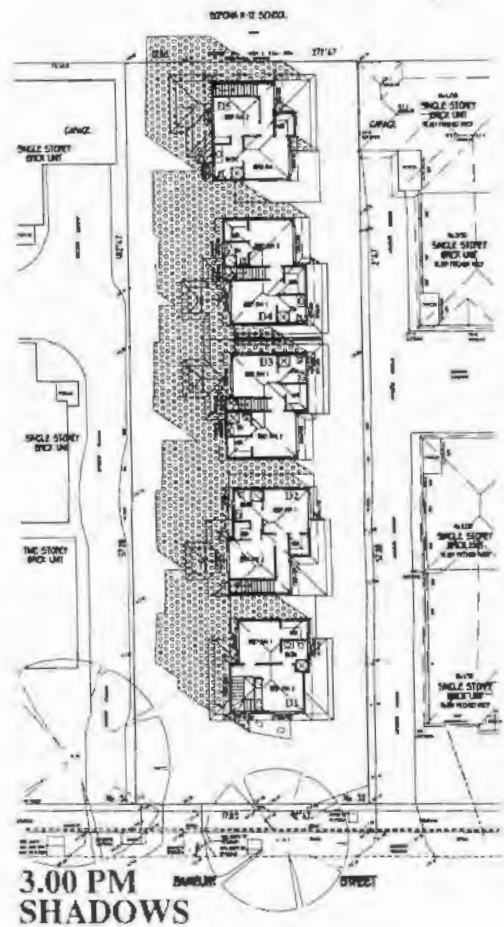
<p>PROJECT PROPOSED FIVE TWO STOREY BRICK VENEER & CLAD DWELLINGS PLUS ASSOCIATED BRICK GARAGES AT 32 BAMBURY STREET BORONIA, 3155.</p>	<p>REVISIONS</p> <p>1. AS PER THE 2015 LIAISON AGREEMENT</p> <p>2. DIMENSIONS FURNISHING MATERIAL LETTER DATED 29/05/2015</p>	<p>AUSTRALIAN DRAFTING SERVICES PTY. LTD. A.B.N. 95 100 915 853 77 STUB ROAD, BAYSWATER, 3153 PHONE: 9729 6089 FAX: 9729 5798 Email: australian@bigpond.net.au</p>	<p>MEMBER bdav BRICKWORKERS ASSOCIATION VIC/NTAS</p>	<p>DO NOT SCALE UNLESS OTHERWISE TAKE PRECEDENCE OVER SCALE CONTRACTORS & SUB-CONTRACTORS ARE TO CHECK AND VERIFY ALL DIMENSIONS, LEVELS, MATERIALS AND METHODS OF CONSTRUCTION AS INDICATED ON THIS DRAWING DOCUMENT ALL WORKS AND MATERIALS TO CONFORM TO THE AUSTRALIAN STANDARDS BUILDING CODE OF AUSTRALIA AND THE RELEVANT TOWER BRACING MANUALS COPYRIGHT THIS DRAWING AND DESIGN IS SUBJECT TO COPYRIGHT LAWS AND MAY NOT BE REPRODUCED COPIED, OR LOANED WHOLLY OR IN PART</p>	<p>DRAWING NO. 15-116A TP</p> <p>DESIGNER JWA</p> <p>DRAWN JWA</p> <p>CHECKED JWA</p> <p>DATE AUG 2015</p> <p>SHEET 4</p> <p>SCALE 1:100 @ A1</p> <p>ISSUE DEVELOPED APRIL 2015</p> <p>CAD FILE 15-116A TP-15-116A TP.dwg</p>
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**PROPOSED CONDITIONS
 OVERSHADOWING DETAILS**
 SCALE 1:200

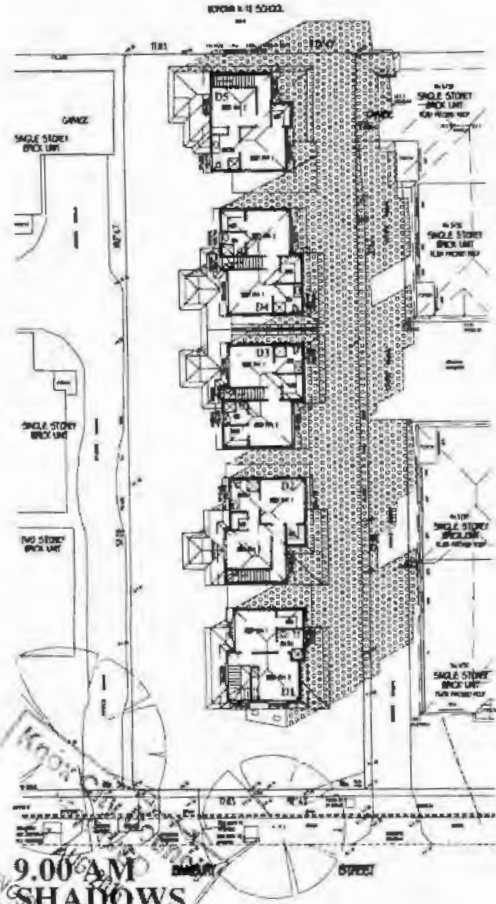
AMENDED PLANS JULY 2010
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 LETTER DATED 29/05/2015
 EXISTING APPLICATION
 No. P/2015/6262



**12.00 PM
 SHADOWS**



**3.00 PM
 SHADOWS**



**9.00 AM
 SHADOWS**

NOTE: SHADOWS MADE BY EXISTING STRUCTURES
 I.E. - FENCES TREES AND OTHER SURROUNDING
 BUILDINGS - STRUCTURES NEED TO BE CONSIDERED
 WHEN VIEWING SHADOW OVERLAY

OVERSHADOWING
 EACH LOT IS OBLIGED TO MAINTAIN A MINIMUM OF
 ONE HOUR SUNLIGHT BETWEEN 10AM AND 1200PM
 ON THE 22ND FEBRUARY TO 15th OF MAY IN THE
 FOLLOWING PRIVATE OPEN SPACE

OVERSHADOWING
 OVERSHADOWING COMPLIES
 WITH PART 4 PROVISIONS

TOWNPLANNING



PROJECT
**PROPOSED FIVE TWO STOREY
 BRICK VENEER & CLAD DWELLINGS
 PLUS ASSOCIATED BRICK GARAGES
 AT 32 BAMBURY STREET
 BORONIA, 3155.**

APPROVED
 15/04/2015
 15/04/2015
 15/04/2015
 15/04/2015
 15/04/2015

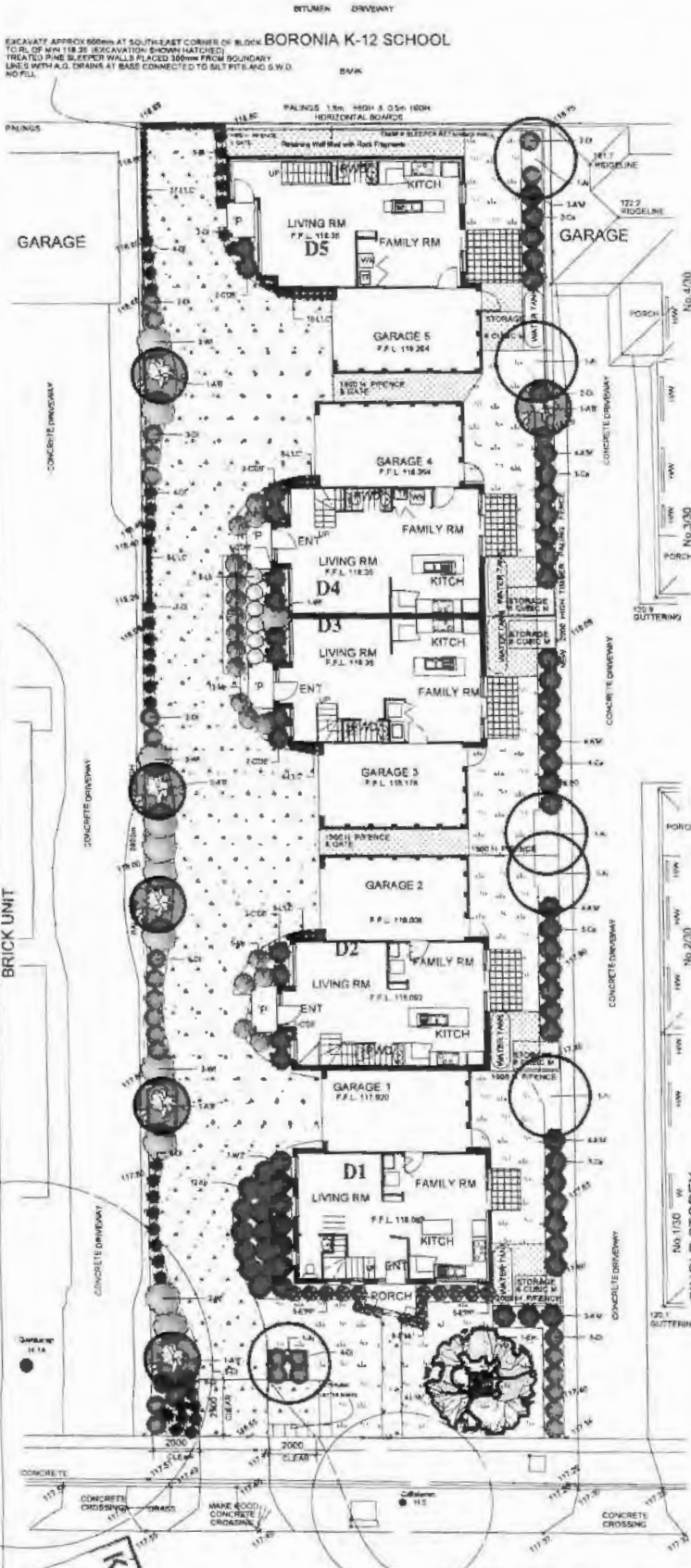
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DESIGNER	JWA	DRAWN	AUG 2015
CHECKED	JWA	SCALE	7
CAD FILE	1504_1501_1501_1501.dwg		



LANDSCAPE CONSTRUCTION SPECIFICATIONS

SUBGRADE PREPARATION
 No preparation to be carried out under existing conditions and no preparation shall be undertaken. The site is satisfactory and level that was damaged and should be restored to original level and level indicated in plan. (Changes in depth of 100mm and deeper to be made at 100mm to 150mm depth. It is to be made up to original level. The depth of any subgrade to be made up shall be indicated on plan.)

SOIL PREPARATION
 Imported topsoil to be specified by an approved supplier in a report of approximately 100 tonnes per hectare for garden beds. Do not spread in heavy clumps. This topsoil is to be spread in layers to a depth of 100mm and to be made up to original level. It is to be made up to original level. The depth of any subgrade to be made up shall be indicated on plan. (Changes in depth of 100mm and deeper to be made at 100mm to 150mm depth. It is to be made up to original level. The depth of any subgrade to be made up shall be indicated on plan.)

TIMBER EDGING
 Timber edging to be installed in a minimum depth of 100mm and to be made up to original level. The timber edging shall be made up to original level. The depth of any subgrade to be made up shall be indicated on plan. (Changes in depth of 100mm and deeper to be made at 100mm to 150mm depth. It is to be made up to original level. The depth of any subgrade to be made up shall be indicated on plan.)

PLANTING SCHEDULE

LEGEND

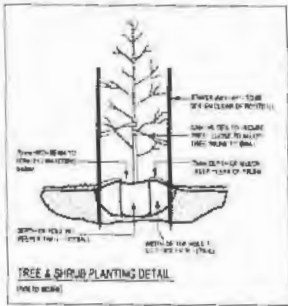
- EDGING TREES
- TREES TO BE REMOVED
- STEPPING STONES
- LLYSIALE / OPPOSITE
- BROUGHT FORWARD LAWN
- CONCRETE
- REINFORCED CONCRETE PAVING

IN GROUND IRRIGATION SYSTEM TO BE INSTALLED TO 80mm (100mm) ALL GARDEN BEDS

TIMBER EDGING TO BE INSTALLED TO SEPARATE LAWN, GARDEN BEDS & LLYSIALE TERRACE

ALL GARDEN BEDS TO HAVE APPROXIMATE 100mm LAYER OF MULCH

Planting Schedule	ID	Qty	Comments	BRAND / SPEC	HEIGHT (m)	SPREAD (m)
Trees						
	A1	8	Lightwood	Acacia implexa	3 x 3	20
	A2	8	Burgundy Myrtle	Agave Burgundy	3 x 3	25
	B1	1	Yellow Box	Ficus virens	12 x 8	20
Shrubs & Groundcovers						
	A3	22	Lillybush	Amelanchier	2.0 x 1	14
	C3	19	White Cornus	Cornus alba	1 x 1	10
	C10	14	Darky Bush	Cornus Darky Bush	1.0 x 1	14
	E1P	18	Pink Pine	Sansevieria Pink Pine	1.0 x 1.0	14
	K3	12	Running Postman	Kerria pinnatifida	0.1 x 1	Substrate
	L3	8	Clashon Bush	Leucophaea bush	0.8 x 0.7	14
	M3	18	Calceol Spreading Metopium	Mitropium	0.1 x 1	Substrate
	M3L	8	Mink Lavender	Rhododendron Mink Lavender	0.5 x 0.8	14
	M3	12	Central Ribbonary	Westringia Ribbonary	1.0 x 1.0	14
	M3	7	Zinn	Westringia Zinn	1.0 x 1	14
Grasses						
	D1	54	Pink Pine Lily	Dianella longistylis	0.2 x 0.7	Substrate
	D1	32	Flax Lily	Dianella barbata	1 x 1	Substrate
	L10	50	Lilly Car	Lamprolame lilly Car	0.3 x 0.3	14
	L10	4	Nyala	Lamprolame Nyala	0.8 x 0.8	14



NO. DATE NOTE

THE BUILDER IS RESPONSIBLE FOR THE SETTING OUT OF THE WORK, THE CHECKING OF ALL DIMENSIONS AND LEVELS ON SITE, AND THE RESPECTING OF ANY CONDITIONS TO THE PROVISION MADE TO COMPLETION OF WORK. DO NOT SCALE FROM DRAWINGS.

Client: **Mark Kidd**

Address: **32 Bambury Street, Boronia**

Project: **Multi Dwelling Development**

Drawing: **Landscape Plan**

Scale: **1:100**

Date: **August 2015**

Rev No: **A** Dwg No: **Sheet 1 of 1 (A1)**

Knox City Council
RECEIVED
21 AUG 2015
PLANNING DEPARTMENT

ALL STRUCTURES (INCLUDING FENCE AND METER BOXES) TO BE LOCATED CLEAR OF A SPACED AREA (IN A 2.5m OR MORE FROM BOUNDARY HIGH AS THE ACCESS WAY) IN ACCORDANCE WITH AS 2901 CLAUSE 2.4 AND THE NDS PLANNING SCHEME CLAUSE 52.9.6.4

CHANDLER WARD**6.3 BUILT FORM GUIDELINES FOR THE BASIN AND ALCHESTER VILLAGE AND PLANNING SCHEME AMENDMENT C137**

SUMMARY: *Senior Strategic Planner (Katherine Walker)*

This report provides Council with an outline of the process and outcomes for the Built Form Guidelines for The Basin and Alchester Village Neighbourhood Activity Centres (NACs). The guidelines consist of two parts for each centre: a Background Report and Built Form Guidelines (BFGs).

In 2014, the Minister for Planning approved interim height limits of 7.5m for The Basin, Alchester Village and Upper Ferntree Gully. The interim controls expire 30 April 2016. Work has been undertaken with the local community to understand its aspirations for The Basin and Alchester Village. This informed the development of proposed Built Form Guidelines for each centre and Planning Scheme Amendment C137 for permanent planning controls (including height and built form requirements) for The Basin and Alchester Village.

This report seeks Council's consideration of the guidelines for each centre and associated Planning Scheme Amendment C137 for the purposes of public exhibition.

RECOMMENDATION

That Council

- 1. Endorse the following documents for the purpose of public exhibition:**
 - 1.1 The Basin Background Report, October 2015 (Appendix C);**
 - 1.2 The Basin Built Form Guidelines, October 2015 (Appendix D);**
 - 1.3 Alchester Village Background Report, October 2015 (Appendix E);**
 - 1.4 Alchester Village Built Form Guidelines, October 2015 (Appendix F); and**
 - 1.5 Planning Scheme Amendment C137 documentation (Appendix G).**
- 2. Seek authorisation from the Minister for Planning to prepare and exhibit Planning Scheme Amendment C137;**
- 3. Subject to receiving authorisation from the Minister for Planning, place Amendment C137 on public exhibition for a period of at least one month; and**

6.3 Draft Built Form Guidelines for The Basin and Alchester Village (cont'd)

4. Authorise the Director - City Development to make:

4.1 Minor design and style changes to the draft guidelines, that do not alter the purpose or intent of the content; and

4.2 Minor changes to Amendment C137, where the changes do not affect the purpose or intent of the Amendment; and

5. Request an extension of time from the Minister for Planning of 18 months (until 30 October 2017) to the interim height controls contained within Schedule 10 to the Design and Development Overlay.

1. INTRODUCTION

The built form guidelines have been prepared in response to Council concern about the lack of specific planning controls for The Basin and Alchester Village Neighbourhood Activity Centres, within the Dandenong Foothills. In 2014, Council obtained interim maximum building height controls of 7.5 metres through Amendment C130. The interim nature of these controls was to allow time to undertake strategic assessment of more permanent controls and subsequently process an associated Planning Scheme Amendment. The interim maximum building controls apply until 30 April 2016.

The built form guidelines are a strategic planning tool to manage, influence and facilitate appropriate development and assist Council in decision making and planning for The Basin and Alchester Village (refer to maps at Appendix A and B). The draft built form guidelines form the basis for permanent planning controls, including height and built form requirements, in both Neighbourhood Activity Centres (NACs). They have been developed recognising The Basin and Alchester Village's location within the environmentally sensitive Dandenong Foothills area, the current strategic direction to locate housing in larger centres outside of the foothills area and the community's desire to maintain both centres as low scale.

This report provides an overview of the background research and engagement process undertaken to develop the built form guidelines and the permanent controls.

2. DISCUSSION

2.1 Process

The built form guidelines are being developed in four project phases:

1. Research and Engagement
2. Document Development
3. Statutory Amendment Process
4. Implementation and Evaluation

6.3 Draft Built Form Guidelines for The Basin and Alchester Village (cont'd)

Phases 1 and 2 are completed for the draft built form guidelines. This report represents the commencement of Phase 3, the statutory amendment process.

2.2 The Basin Built Form Guidelines

The Basin Neighbourhood Activity Centre (Appendix A) has a mixture of community service, tourism, entertainment and commercial roles. Community consultation identified that maintaining the centre's compact, low scale village feel set beneath the vegetation canopy with views to the Dandenongs and the basin paddocks (Salvation Army land) is a priority. The planning policy framework for the centre also emphasises its role as a gateway centre to the Dandenong Ranges and directs that key view lines to the Ranges and Foothills be protected. The built form guidelines take into account these community and planning policy priorities, but also seek to identify potential opportunities for redevelopment of the centre to ensure it remains relevant and competitive into the future. Key view lines to the Dandenongs and the basin paddocks should also be protected. As a result, the built form guidelines seek to ensure that the centre remains a low scale, contained centre with a village atmosphere. Opportunities for alternative forms of housing within the centre are limited given:

- The centre's sensitive location at the base of the Dandenong Ranges;
- Forecasts that show that population increases in The Basin will be minimal;
- The community desire to retain a low scale built form;
- Bushfire risk; and
- Knox's current housing strategy that seeks to direct alternative forms of housing to larger centres outside of the environmentally sensitive Dandenong Foothills area.

In response to the planning policy framework, community engagement, and built form analysis detailed within the Background Report (Appendix C), the built form guidelines (Appendix D) seek to achieve the following built form outcomes for The Basin:

- The proposed maximum building heights of 8.5 metres (two storeys and excluding architectural features and roof forms), above natural ground level, is greater than the existing interim building height control of 7.5 metres (two storeys). The proposed height limit provides scope for increased floor to ceiling heights on both the ground floor level and upper level of buildings, which would enable retail or commercial uses on both levels and the flexibility to use the upper level for commercial or residential uses as well as allowing for an articulated roof form. Generous floor to ceiling heights will allow for adaptable designs and enable buildings to accommodate commercial uses at ground level and a range of uses at first floor. They also allow a greater level of amenity for occupants by allowing more light to enter the building, improved natural ventilation and reduced heat gain.

6.3 Draft Built Form Guidelines for The Basin and Alchester Village (cont'd)

- At the ground level, generous floor to ceiling heights allow for improved entrance design and a greater sense of openness for occupants, which is important for retail or restaurant uses. This approach has also been taken at Alchester Village:
- Any future redevelopment of properties along Forest Road should be limited to two storey (8.5 metres) not including roof forms or architectural features, with zero lot setback, to create a defined hard edge to the streetscape and provide access and parking to the rear of buildings. Upper level should be setback, with balconies located within these spaces;
- Properties on the eastern side of Mountain Highway are well established with narrow, fine grain frontages, metal frame windows and continuous awnings. These elements should be retained and complimented. There is opportunity for double storey built form at the northern end of this group of shops without impacting on views. Future development should be single storey and not exceed the existing 5.4 metre height, to protect the main views of the Dandenong Ranges from within the centre;
- Limited opportunities exist for development in The Basin Triangle, which plays an important community use function and is a civic 'heart' and village green for The Basin centre. Future redevelopment should be low scale, of a single storey (with the exception of the CFA site, which should be able to redevelop to two storey) nature, up to 8 metres. The 8 metre height limit allows flexibility for community and emergency buildings requiring additional ceiling space and will allow for a new fire station or ancillary buildings for existing community uses in the future;
- Encourage greater design quality, passive surveillance and use of high quality materials in colours and finishes which compliment the foothills setting; and
- Support increased floor to ceiling heights of 3.6 metres at ground floor and 2.7 metres at first floor level to improve internal amenity and to provide more sunlight ventilation to spaces within developments. This approach has also been taken at Alchester Village.

2.3 Alchester Village Built Form Guidelines

Alchester Village Neighbourhood Activity Centre (Appendix B) plays a role as a local meeting place for the communities of Boronia and The Basin, as it provides for a wide range of daily goods and service needs within a compact, convenient footprint.

Community consultation identified that maintaining the 'village atmosphere' of the centre, its Dandenong Ranges and Foothills context, and its range of 'every day' services is central to preserving the appeal of the centre. The built form guidelines take into account community and planning policy priorities, but also seek to identify any opportunities for redevelopment of the centre to ensure it remains relevant and competitive into the future.

6.3 Draft Built Form Guidelines for The Basin and Alchester Village (cont'd)

In response to the planning policy framework, community engagement, and built form analysis detailed within the Background Report (Appendix E), the built form guidelines (Appendix F) seek to achieve the following built form outcomes for Alchester Village:

- Allow for infill development to a maximum two storeys (8.5 metres) throughout the centre;
- Support the ‘village atmosphere’ of the centre by encouraging greater surveillance of the public realm, particularly in the heart of Alchester Village;
- Encourage greater design quality, passive surveillance and use of high quality materials in colours and finishes which compliment the foothills setting; and
- Support adaptable commercial uses to maintain the continuing commercial function of the centre. This includes increased internal ceiling heights to allow spaces to be converted from one use to another and restricting residential uses at ground floor within the Village.

2.4 Implementation of the built form guidelines through proposed changes to the Planning Scheme (Amendment C137)

The built form guidelines (Appendix D and F) inform the preparation of proposed Amendment C137. The proposed changes to the Knox Planning Scheme identified in Amendment C137 (Appendix G) will assist with the implementation of the built form guidelines and putting in place permanent controls (as interim controls expire in April 2016). In summary, Amendment C137 proposes the following changes to the Knox Planning Scheme:

- Update to the Dandenong Foothills Local Policy (Clause 22.01) so that only the height controls of the policy no longer apply to either centre;
- Replace the current interim 7.5 metre height controls in Design and Development Overlay Schedule 10 (DDO10) with a new permanent control for Alchester Village and The Basin (DDO11). This will support development consistent with the outcomes sought in the built form guidelines. Maximum (mandatory) height limit in each centre is proposed at 8.5 metres (2 storeys) above natural ground level. This maximum height does not apply to roof forms, architectural features and detailing. The DDO11 will also provide direction on built form outcomes for both centres relating to setbacks, materials and colours, weather protection and signage;
- Remove the existing Design and Development Overlay Schedule 1 (DDO1) and Design and Development Overlay 2 (DDO2) from each centre as the need for these controls will be made redundant by the new DDO11 specific to each centre;

6.3 Draft Built Form Guidelines for The Basin and Alchester Village (cont'd)

- Amend Schedule 51 to the Heritage Overlay (HO51) to specifically include The Basin Progress Hall;
- Apply the Environmental Audit Overlay (EAO) to 1300 Mountain Highway, The Basin as it is classified as potentially contaminated land given its former use as a petrol station, in accordance with Ministerial Direction No.1 (Potentially Contaminated Land);
- Align the Commercial 1 Zone within Alchester Village to be consistent with the centre boundary; and
- Make consequential changes to the Local Planning Policy Framework to support the above.

2.5 Interim Design and Development Overlay 10

In November 2014, the Minister for Planning approved Amendment C130 and applied the interim Design and Development Overlay – Schedule 10 with a mandatory height limit of 7.5 metres. The interim nature of these controls was to allow time to undertake strategic assessment of more permanent controls and subsequently process an associated Planning Scheme Amendment. The interim maximum building controls apply until 30 April 2016.

This report also seeks an 18 month extension of the DDO10 from the Minister for Planning to allow for the processing of Planning Scheme Amendment C137 for Alchester Village and The Basin and Amendment C141 for Upper Ferntree Gully.

2.6 Next steps

Subject to Council consideration and endorsement, it is proposed that authorisation from the Minister for Planning to exhibit the Amendment will be sought. Assuming authorisation is granted, exhibition of Planning Scheme Amendment 137 is expected to occur in early February 2016 (to avoid the Christmas holiday period).

The next steps in the planning scheme amendment phase are as follows:

- Council to adopt the built form guidelines and seek authorisation from the Minister for Planning to exhibit the amendment (current step);
- Council to request the Minister for Planning to extend the interim controls to Schedule 10 of the Design and Development Overlay - Interim Neighbourhood Centre Height Control (expiring 30 April 2016);
- Exhibition of Planning Scheme Amendment C137 will then occur in early February 2016, assuming adoption by Council and authorisation from the Minister for Planning;

6.3 Draft Built Form Guidelines for The Basin and Alchester Village (cont'd)

- Council to consider submissions (April 2016 - May 2016 subject to the number and extent of submissions);
- Panel Hearing to consider submissions if required (July 2016 to be confirmed);
- Council report to consider Panel Report and possible adoption of the Final Built Form Guidelines and Planning Scheme Amendment (November/December 2016); and
- Minister to consider approval of amendment (December 2016 to February 2017).

These timeframes are indicative and subject to Council consideration, Local Government election period and State Government timeframes and approvals processes.

3. CONSULTATION

Community engagement to discuss possible built form outcomes in The Basin and Alchester Village was undertaken in April-June 2014 and included:

- A survey mailed out to 1,929 land owners and occupiers in The Basin (94 surveys returned) and 2,334 in Alchester Village (86 surveys returned);
- Key themes arising from the survey were put to the community who attended three consultation sessions (for each centre) held between April and June 2014. A total of 20 people attended consultation sessions for Alchester Village and 13 for The Basin; and
- The final consultation session included testing built form scenarios, including height and setbacks, and demonstrating the impact of these scenarios on the centre and views to the Dandenongs.

The engagement process also included discussions with key stakeholders and state agencies. Key stakeholders and state agencies engaged as part of this process included:

- Country Fire Authority (CFA);
- Department of Environment, Land, Water and Planning; and
- Environmental Protection Authority Victoria.

Council were briefed on the proposed guidelines at Issues Briefing on 6 October 2015.

6.3 Draft Built Form Guidelines for The Basin and Alchester Village (cont'd)

The Planning & Environment Act 1987 requires that a planning scheme amendment undergo a formal exhibition process prior to being submitted to the Minister for Planning for approval. Key elements of the proposed exhibition process are as follows:

- Amendment notices sent to all property owners and residents effected by the proposed amendment;
- Amendment notices published in the Government Gazette and local newspaper; and
- Amendment notices sent to specific departments/authorities.

4. ENVIRONMENTAL/AMENITY ISSUES

The draft built form guidelines provide the strategic justification for planning policy to maintain and enhance the key environmental amenity and identity for The Basin and Alchester Village, which is strongly defined by the foothills backdrop, their relationship with the Dandenong Ranges and the surrounding bush suburban residential area.

5. FINANCIAL & ECONOMIC IMPLICATIONS

The preparation of the built form guidelines and associated Planning Scheme Amendment were funded within the 2014/15 Operating Budget within City Futures.

6. SOCIAL IMPLICATIONS

The engagement process has provided opportunities for stakeholders, and interested community members to engage with and influence the development of the draft built form guidelines for The Basin and Alchester Village. Further opportunity for engagement will occur via the formal exhibition process of the draft built form guidelines and Planning Scheme Amendment currently proposed to occur in February 2016.

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

The Basin and Alchester Village built form guidelines will assist in implementing the Knox Vision across all City Plan objectives, but in particular will implement objectives from:

- Theme 1: Healthy, Connected Communities;
- Theme 2: Prosperous, Advancing Economy;
- Theme 3: Vibrant and Sustainable Built and Natural Environments;
- Theme 4: Culturally Rich & Active Communities; and
- Theme 5: Democratic and Engaged Communities.

6.3 Draft Built Form Guidelines for The Basin and Alchester Village (cont'd)

8. CONCLUSION

The Built Form Guidelines for The Basin and the Alchester Village and subsequent Planning Scheme Amendment C137 to implement these guidelines will provide greater certainty for developers and the community in terms of future built form outcomes within each centre.

9. CONFIDENTIALITY

There are no confidentiality issues associated with this report.

COUNCIL RESOLUTION

MOVED: CR. MORTIMORE

SECONDED: CR. ORPEN

That Council

1. Endorse the following documents for the purpose of public exhibition:
 - 1.1 The Basin Background Report, October 2015 (Appendix C);
 - 1.2 The Basin Built Form Guidelines, October 2015 (Appendix D);
 - 1.3 Alchester Village Background Report, October 2015 (Appendix E);
 - 1.4 Alchester Village Built Form Guidelines, October 2015 (Appendix F); and
 - 1.5 Planning Scheme Amendment C137 documentation (Appendix G).
2. Seek authorisation from the Minister for Planning to prepare and exhibit Planning Scheme Amendment C137;
3. Subject to receiving authorisation from the Minister for Planning, place Amendment C137 on public exhibition for a period of at least one month; and

6.3 Draft Built Form Guidelines for The Basin and Alchester Village (cont'd)

4. Authorise the Director - City Development to make:
 - 4.1 Minor design and style changes to the draft guidelines, that do not alter the purpose or intent of the content; and
 - 4.2 Minor changes to Amendment C137, where the changes do not affect the purpose or intent of the Amendment; and
5. Request an extension of time from the Minister for Planning of 18 months (until 30 October 2017) to the interim height controls contained within Schedule 10 to the Design and Development Overlay.

CARRIED

6.3 Draft Built Form Guidelines for The Basin and Alchester Village

Appendices A – G Distributed Separately

COUNCILLOR GILL VACATED THE CHAMBER AT 7.52PM DURING DISCUSSION ON ITEM 6.4

COUNCILLOR GILL RETURNED TO THE CHAMBER AT 7.53PM DURING DISCUSSION ON ITEM 6.4

DOBSON WARD

6.4 DRAFT UPPER GULLY PLAN (STRATEGIC PLAN AND STREETSCAPE DESIGN PROJECT 2015) AND PLANNING SCHEME AMENDMENT C141

SUMMARY: Senior Project Manager - Strategic Planning (Spiro Manolakis)

This report provides Council with an outline of the draft Upper Gully Plan. The draft Upper Gully Plan consists of two parts, the draft Upper Gully Strategic Plan (Strategic Plan) and the draft Streetscape Design Project (Design Project).

The draft Strategic Plan is a strategic planning tool to manage, influence and facilitate appropriate strategic social, environmental and economic changes and assist Council in decision making and planning for Upper Gully (refer to map Appendix A). In addition to enabling the desired strategic outcomes for Upper Gully, the draft Strategic Plan forms the basis for permanent planning controls, including height and built form requirements, in the Upper Gully Neighbourhood Activity Centre (Activity Centre). The draft Streetscape Design Project seeks to progress and implement some of the streetscape improvements within the Activity Centre identified in the Strategic Plan.

This report seeks Council's consideration of the draft Upper Gully Plan and associated Planning Scheme Amendment C141 for the purposes of public exhibition. This report also seeks Council's consideration of the Key Directions Plan for the draft Streetscape Design Project and the progression of priority project No. 1 'Pedestrian Walkway' towards the detail design and construction documentation stage.

6.4 Draft Upper Gully Plan (Upper Gully Strategic Plan 2015 and Streetscape Design Project 2015) and Planning Scheme Amendment C141 (cont'd)

RECOMMENDATION

That Council

- 1. Endorse the following documents for the purpose of public exhibition:**
 - 1.1 Draft Upper Gully Strategic Plan 2015 (Appendix B);**
 - 1.2 Draft Upper Gully Implementation Plan 2015 (Appendix C);**
 - 1.3 Proposed Planning Scheme Amendment C141 (Appendix D);**
 - 1.4 Associated supporting Upper Gully Plan Background and Technical reports (Appendices E, F, G, H and I); and**
 - 1.5 The Key Directions Plan (2 July 2015) for the draft Streetscape Design Project and endorse the progression of priority project No. 1 'Pedestrian Walkway' towards the detail design and construction documentation stage (Appendix J).**
- 2. Seek authorisation from the Minister for Planning to prepare and exhibit Planning Scheme Amendment C141 (Appendix D);**
- 3. Subject to receiving authorisation from the Minister for Planning, place the Planning Scheme Amendment C141 on public exhibition for a period of at least one month;**
- 4. Authorise the Director - City Development to make:**
 - 4.1 Minor changes to the draft Upper Gully Strategic Plan 2015 where the changes do not alter the purpose or intent of the content;**
 - 4.2 Minor changes to Planning Scheme Amendment C141 documentation, where the changes do not affect the purpose or intent of the Amendment, after the exhibition period; and**
- 5. Request an extension of time from the Minister for Planning of 18 months (until 30 October 2017) to the interim height controls contained within Schedule 10 to the Design and Development Overlay.**

6.4 Draft Upper Gully Plan (Upper Gully Strategic Plan 2015 and Streetscape Design Project 2015) and Planning Scheme Amendment C141 (cont'd)

1. INTRODUCTION

The draft Upper Gully Plan was prepared in response to the concern about the lack of specific planning controls for the Upper Gully Neighbourhood Activity Centre (Activity Centre) within the Dandenong Foothills. Council sought mandatory interim maximum building height controls of 7.5 metres from the Minister for Planning, through Amendment C130 to allow time to undertake the strategic planning and associated Planning Scheme Amendment.

The Minister for Planning approved the interim maximum building height controls on 29 October 2014. Notice of approval of the amendment was published in the Government Gazette on 20 November 2014 and will be in effect for a period of 18 months (30 April 2016).

The interim building height controls were to allow Council time to undertake strategic planning, engagement and the associated Planning Scheme Amendment to prepare a comprehensive plan and put in place permanent planning controls necessary to manage development for the Activity Centre. Council has been working on the preparation of the Upper Gully Plan since June 2014, which has involved significant engagement with key stakeholders including State Government agencies, local business operators and the Upper Ferntree Gully community.

The Upper Gully Plan consists of two parts:

1. The Strategic Plan is the strategic planning document that will guide what Upper Ferntree Gully will be and how it will function in terms of its social, environmental and economic future. It is informed by technical research and community priorities. The Strategic Plan includes an Implementation Plan; supporting background and technical reports; and Planning Scheme Amendment that will include permanent planning provisions, built form controls and guidelines for the Activity Centre.
2. The Streetscape Design Project seeks to implement relevant strategies contained in the Strategic Plan, which are aimed at physical improvements to the public realm of the Activity Centre.

This report provides an overview of the background research and engagement process undertaken to develop the draft Upper Gully Plan.

6.4 Draft Upper Gully Plan (Upper Gully Strategic Plan 2015 and Streetscape Design Project 2015) and Planning Scheme Amendment C141 (cont'd)

2. DISCUSSION

2.1 Process and Timeframes – Draft Upper Gully Plan

The Upper Gully Plan was prepared in four phases:

Phase 1 Project planning;

Phase 2 Background research;

Phase 3 Agenda setting and visioning; and

Phase 4 Development and delivery.

Phases 1 to 3 are completed for the draft Upper Gully Plan (Strategic Plan and Streetscape Design Project), with phase 4, the development and delivery currently underway.

The draft Upper Gully Plan included a comprehensive planning process that included agenda setting and visioning that capitalised on the significant community and stakeholder engagement process, background research and technical studies.

The Vision – Draft Upper Gully Plan

The vision for Upper Gully is an aspirational statement that was developed with the community and stakeholders. It defines the preferred long term future for the Activity Centre. The vision was developed during community engagement workshops undertaken between August and November 2014:

“The Activity Centre will be a vibrant and friendly centre with a distinct ‘village’ feel that is serviced by a range of community, employment and recreational opportunities connected by safe walking and cycling paths, and public transport. Its character and identity is strongly defined by the foothills setting and its relationship with the Dandenong Ranges.

The public spaces are valued by all residents. The streets are people oriented, thriving places for business and inspiring places to enjoy, due to the quality of landscaping, public art and architecture.

There is a strong sense of community and local residents are proud to call it home, and visitors are welcomed to engage in a range of public events and cultural experiences offered in the centre.”

6.4 Draft Upper Gully Plan (Upper Gully Strategic Plan 2015 and Streetscape Design Project 2015) and Planning Scheme Amendment C141 (cont'd)

Key Directions – Draft Upper Gully Plan

Information gained from the engagement process revealed a number of priorities (key directions) important for the future of Upper Ferntree Gully (refer Appendix I Upper Gully Plan Engagement Report). These priorities include:

- A distinctive town centre strongly connected to its landscape setting;
- A healthy mix of land uses that foster prosperity and activity;
- Enhanced streetscapes;
- High quality, connected and inclusive open space and community facilities;
- People focused streets and spaces;
- Built form that responds to the local setting;
- Safe and enjoyable walking and cycling networks;
- A safe and convenient road network;
- An accessible, efficient and active public transport hub;
- Sustainable housing opportunities within the centre; and
- A creative, connected and proud community.

Strategic Objectives – Draft Strategic Plan

With further community and stakeholder engagement, background research and technical studies the key directions were further expanded as strategic objectives. The strategic objectives are intended to direct and guide all future planning and design outcomes directed by the Strategic Plan, and to ensure change is consistent with the community's aspirations and vision for Upper Gully:

- Strategic Objective 1 - To provide a safe and integrated access and movement network for walking, cycling and vehicles that prioritises the most popular routes linking key destinations (e.g. shops, services, public spaces, parks).
- Strategic Objective 2 - To facilitate the effective use of spaces (e.g. streets, open space, plazas, parks) for the networking and building of the community.
- Strategic Objective 3 - To strengthen the identity and connection with the surrounding foothills landscape through excellence in built form and landscape quality and design in the Activity Centre and along Burwood Highway.
- Strategic Objective 4 - To enhance its role as an Activity Centre, support the growth of business, including health, tourism, retail and commercial land uses that meet the needs of the community.
- Strategic Objective 5 - To enable people to age in place and meet the needs of changing household structures, increase the range of intergenerational and sustainable housing opportunities available in the Activity Centre.

6.4 Draft Upper Gully Plan (Upper Gully Strategic Plan 2015 and Streetscape Design Project 2015) and Planning Scheme Amendment C141 (cont'd)

- Strategic Objective 6 - To meet the changing needs of the community over time, providing high quality, localised social and community infrastructure that delivers a range of services.
- Strategic Objective 7 - To strengthen Upper Gully's tourism brand as a gateway to the Dandenong Ranges and capture a greater share of the passing tourism market.
- Strategic Objective 8 - To strengthen the community's valued local legacy, promoting Upper Gully's distinctive history, arts and culture.
- Strategic Objective 9 - To manage the risk to people, property and the environment from adverse impacts of natural hazards, including bushfire from the surrounding area, flood from overland flow and mainstream flooding and landslip in designated landslip areas.
- Strategic Objective 10 - To strengthen custodianship and leadership and, partner with the community in the planning and management of Upper Gully.

The key elements of the draft Strategic Plan were presented in the fifth round of community workshops held in May 2015. Participants were offered the opportunity to provide feedback on the draft proposals of the draft Strategic Plan. The draft Strategic Plan was also made available for public display on Council's website for two weeks in May 2015. In general, feedback was positive and only minor changes have been made, with the key intent of strategic objectives unchanged since this period. Further detail on all engagement processes and feedback is available at Appendix I.

2.2 Implementation of the draft Strategic Plan

Implementation of the Strategic Plan will require collaboration and support from a number of stakeholders. It is intended that Council will coordinate implementation through significant partnership opportunities available between Council, State Government, Not-For-Profits, and the private sector resulting, amongst other things in shared financial responsibilities.

The draft Implementation Plan (Appendix C) outlines the steps required to implement each strategy and action in the draft Strategic Plan including identifying partners, responsibilities, stakeholders and priorities. The draft Strategic Plan is proposed to be implemented through a range of mechanisms, including:

- Non Statutory Implementation—
 - Council Programs and Services from City Development, Community Services, and Engineering and Infrastructure;
 - Partnerships/advocacy with State Government agencies, Not-For-Profit, the private sector and the community.

6.4 Draft Upper Gully Plan (Upper Gully Strategic Plan 2015 and Streetscape Design Project 2015) and Planning Scheme Amendment C141 (cont'd)

- Statutory Implementation—
 - Amending the Knox Planning Scheme through Planning Scheme Amendment C141 (refer to section 2.3 of this report).

The draft Implementation Plan will continue to evolve over time and is based on assumptions that Council will continue to work together with the Upper Gully community and key stakeholders including State Government agencies through a Place Based delivery approach.

The draft Strategic Plan contains a number of priority actions that are intended to be the focus for an implementation program. These actions have been identified as those that will most effectively deliver the aspiration for the Activity Centre over the short, medium and long term.

It is intended that the ongoing management and consultation of the Implementation Plan will need to be facilitated by and integrated into the business planning for Council's Place Program. Ultimately, a Place Manager dedicated to the ongoing management of the Implementation Program would be required if Council is to achieve the vision and strategic objectives set for Upper Gully.

2.3 Proposed Knox Planning Scheme Amendment C141

The draft Strategic Plan, and in particular, the built-form guidelines (refer section 5 of Appendix B) have informed the proposed Planning Scheme Amendment C141 (Appendix D). The proposed changes to the Knox Planning Scheme identified in Planning Scheme Amendment C141 will assist with the implementation of the final Strategic Plan, giving effect to the land use and design objectives and strategies. In summary, Planning Scheme Amendment C141 proposes the following changes to the Knox Planning Scheme:

- The introduction of a new Upper Ferntree Gully Activity Centre Local Planning Policy (Clause 22.12).
- Update to the Foothills Local Policy (Clause 22.01) to no longer apply to Upper Ferntree Gully Activity Centre (as relevant elements of the Foothills Local Policy will be incorporated into the new Upper Ferntree Gully Activity Centre Local Planning Policy).
- Replace the current interim height controls in Design and Development Overlay Schedule 10 (DDO10) with a new permanent control for the Upper Ferntree Gully Activity Centre (DDO12). This will support development consistent with the outcomes sought in the Strategic Plan.
- Maximum (mandatory) height limit is proposed at 8.5 metres (2 storeys) above natural ground level. For properties in a floodplain or overland flow path, the maximum building height is measured from the minimum flood floor level. This maximum height does not apply to roof forms, architectural features and detailing for decorative purposes.

6.4 Draft Upper Gully Plan (Upper Gully Strategic Plan 2015 and Streetscape Design Project 2015) and Planning Scheme Amendment C141 (cont'd)

- Remove the Design and Development Overlay Schedule 1 (DDO1): Dandenong Foothills: Foothills Backdrop and Ridgeline Area from the Activity Centre as the need for this control will be made redundant by the new DDO12 specific for the Activity Centre.
- Remove the Significant Landscape Overlay Schedule 2 (SLO2) Dandenong Foothills: Foothills Backdrop and Ridgeline Area over Burwood Highway and part of William Street, while maintaining the narrow area of land adjoining the side boundary of 9 Rose Street as a review of the extent of this overlay was undertaken to remove unnecessary red tape over properties where the overlay is no longer required.
- Remove the Vegetation Overlay Schedule 1 (VPO1) Remnant Vegetation with High Degree of Naturalness to remove unnecessary red tape over properties in the Activity Centre where the overlay is no longer required.
- Make changes to the Local Planning Policy Framework to support the above.
- Amend the Heritage Overlay Mapping and Schedule to the overlay to include the following two sites which have been identified by a specialist independent consultant as having local heritage significance:
 - Visitors Information Centre, 1211 Burwood Highway Upper Ferntree Gully; and
 - Upper Ferntree Gully Railway Station, 1183 Burwood Highway Upper Ferntree Gully.

2.4 Interim Design and Development Overlay 10 (DDO10)

In November 2014, the Minister for Planning approved Amendment C130 and applied the interim Design and Development Overlay – Schedule 10 with a mandatory height limit of 7.5 metres.

The interim nature of these controls was to allow time to undertake strategic assessment of more permanent controls and subsequently process an associated Planning Scheme Amendment. The interim maximum building controls apply until 30 April 2016.

This report seeks an 18 month extension of the DDO10 from the Minister for Planning to allow for the processing of Planning Scheme Amendment C141 for Upper Ferntree Gully and C137 for Alchester Village and The Basin.

6.4 Draft Upper Gully Plan (Upper Gully Strategic Plan 2015 and Streetscape Design Project 2015) and Planning Scheme Amendment C141 (cont'd)

2.5 Upper Gully Plan – draft Streetscape Design Project (Design Project)

The Design Project seeks to guide the key physical improvement to the public realm in Activity Centre. The overarching draft Design Project concept plan (Key Directions Plan) is comprised of nine individual/self contained projects, which can be delivered as and when Council sees fit. The self contained projects reflect the relevant strategic objectives and community priorities identified in the first four rounds of community workshops (refer Priority and Staging Plan in Appendix J) conducted as part of the comprehensive planning process for the Upper Gully Plan. The projects were presented at the fifth round of workshops in May 2015 (refer to the Streetscape Design Display Panels in Appendix K). Workshop participants were advised that the highest ranking priority project would be the only project to progress to the detail design development and preparation of construction documentation stage (stage 2).

In general, the projects were received positively. Workshop participants were asked to prioritise the projects. The top six projects in the order of community priority are as follows:

1. **Pedestrian walkway** – upgrades to Burwood Highway service lane and footpath to prioritise pedestrian activity and service local businesses and tourism market. Upgrades include reconfiguration of parking to parallel parking in order to maximise the pedestrian walkway (and outdoor dining opportunities) and create sufficient space for feature street trees.
2. **Station plaza** – upgrade the railway station interchange into a public transport hub to capture visitors and promote Upper Ferntree Gully as a destination, as well as the broader recreational activities. This project's development and delivery will require collaboration between Council and State government stakeholders including VicTrack and Public Transport Victoria (PTV).
3. **Rose Street shared space** – proposes streetscape improvements to Rose Street to encourage outdoor activities and support adjacent businesses, potential tourism market and promote Upper Ferntree Gully cultural background.
4. **Village green** – proposes a recreational parkland gathering space, along Williams Street in the Activity Centre. It proposes to utilise unsealed roads reserve and underutilised crown land to connect with broader walking trails, creating an extensive walking and cycling circuit that is integrated with the activity centre.
5. **Gateway features** – strengthens the Activity Centre by clearly identifying the key eastern and western entry points into Upper Ferntree Gully located on Burwood Highway. This project's development and delivery will require collaboration between Council and State government stakeholders including, VicRoads, VicTrack, PTV and Tourism Victoria.

6.4 Draft Upper Gully Plan (Upper Gully Strategic Plan 2015 and Streetscape Design Project 2015) and Planning Scheme Amendment C141 (cont'd)

6. **Dawson Street amenity upgrades** – proposes streetscape improvements to formalise the central north-south corridor of the Activity Centre and unify the shopping centre with pedestrian activity areas.

The remaining three lower priority ranking projects were: the 'Bushland backdrop' (being landscaping improvements to the railway station land facing Burwood Highway); the 'Extension of shared space' (which extends the Rose Street improvements to the Maxi Foods entrance on Dawson Street); and the 'Extension to the pedestrian walkway' (which extends the proposed streetscape improvements for the Burwood Highway commercial area to the outer east and west extents of the Activity Centre) (refer Priority and Staging Plan in Appendix J).

Through the process of community consultation and site analysis, a number of artwork opportunities have also been identified that have the potential to further enhance the Activity Centre. Each of the nine projects offers the opportunity for public artwork. The specific location of the public artwork is proposed to be determined during the development of the detail design development and preparation of construction documentation stage (stage 2).

2.6 Upper Gully Plan - Streetscape Design Priority Projects Indicative Costs

Indicative cost estimates have been prepared for each of the six priority projects (Table 1 overleaf). These costs are indicative only and reflect unit rates as at June 2015.

Table 1: Indicative Cost Estimates – Project Priorities

Priority	Project	Estimated cost (exc. GST)
1	Pedestrian walkway (Burwood Highway service lane)	\$800,000
2	Station plaza	\$836,000
3	Rose Street shared space	\$670,000
4	Village green	\$492,000
5	Gateway features	\$437,000
6	Dawson Street amenity upgrades	\$286,000
Total		\$3,521,000

These current unit costs are based on concept plans (Key Direction Plan) and would be subject to detailed design and costings and future budget considerations.

6.4 Draft Upper Gully Plan (Upper Gully Strategic Plan 2015 and Streetscape Design Project 2015) and Planning Scheme Amendment C141 (cont'd)

As noted, to ensure a consistent approach to streetscape design for the activity centre is achieved, the Key Directions Plan covers a wide area that has been broken down into nine priority projects. Six of these projects have been costed (preliminary) with the community's expectation that only one priority project will be considered by Council for implementation in the near term.

2.7 Next Steps - draft Streetscape Design Priority Project

The draft Streetscape Design Priority Project, subject to Council endorsement, will move into the detail design development and preparation of construction documentation stage (stage 2). This will include an additional community engagement component for the refinement of a priority project (e.g. 'Pedestrian walkway' - upgrades to the Burwood Highway service lane and footpath adjoining the commercial strip including the opportunity for public artwork). This stage is expected to be completed by the end of June 2016.

2.8 Next Steps - draft Strategic Plan and Planning Scheme Amendment C141

Subject to Council's approval, the draft Strategic Plan and associated Planning Scheme Amendment c141 would then move into the Exhibition and Notice of Amendment process, which will provide the community an opportunity to submit formal feedback on the draft Strategic Plan and Planning Scheme Amendment C141. The process to progress the draft Strategic Plan and Planning Scheme Amendment includes:

- Council adoption of the draft Strategic Plan for exhibition and to seek authorisation from the Minister for Planning to exhibit the proposed Planning Scheme Amendment C141.
- Council to send a letter to the Minister for Planning requesting the extension of the interim controls sunset clause schedule 10 to 43.02 Interim Neighbourhood Centre Height Control (expiring 30 April 2016);
- Exhibition of Planning Scheme Amendment (February 2016) (assuming adoption by Council and authorisation from the Minister for Planning);
- Council report to consider submissions and request Panel (April – May 2016, subject to the number and extent of submissions);
- Panel Hearing to consider submissions (July 2016 to be confirmed);
- Council report to consider adoption of the Final Strategic Plan and Planning Scheme Amendment (November 2016); and
- Minister to consider the Planning Scheme Amendment (December 2016 to February 2017).

These timeframes are indicative and subject to Council consideration and State Government timeframes and approvals processes.

6.4 Draft Upper Gully Plan (Upper Gully Strategic Plan 2015 and Streetscape Design Project 2015) and Planning Scheme Amendment C141 (cont'd)

Council will develop a separate marketing document to promote the Strategic Plan providing an executive summary and showcase key opportunities for investment and partnership in Upper Gully. The marketing document will be aimed to stimulate interest from developers and key landholders including State government agencies.

3. CONSULTATION

3.1 Engagement Process

A comprehensive consultation engagement process has formed the basis of both parts of the Upper Gully Plan, building on their interrelationship and synergies between both. Consultation and engagement activities and initiatives for the Upper Gully Plan included:

- Ten Community workshops held between August 2014 and May 2015;
- Two letter mail-outs to all landowners and occupiers in Upper Gully (2460), including Yarra Ranges Council residents in the suburb of Upper Ferntree Gully;
- Additional letters to landholders and business operators in the Activity Centre;
- Face to face contact with all business operators in the Activity Centre;
- School project with year 5 and 6 students, facilitated by teachers of the Upper Ferntree Gully Primary School;
- Activity held with young children at the Talaskia Children and Families Centre;
- A series of internal Council workshops (six workshops) and ongoing engagement with key service areas of Council;
- Two advertisements in the Foothills News;
- Promotion of events through Council's Facebook page with over 14,200 views;
- Dedicated online webpage;
- Online community survey;
- Liaison with government agencies and service providers;
- Independent urban design peer review;
- Regular and ongoing engagement with the Ward Councillor.
- Presentation to the Transport & Mobility Advisory Committee 26 August 2015; and
- Presentations at Council Issues Briefings on 9 December 2014, 14 July 2015 and 6 October 2015.

6.4 Draft Upper Gully Plan (Upper Gully Strategic Plan 2015 and Streetscape Design Project 2015) and Planning Scheme Amendment C141 (cont'd)

3.2 Key Stakeholder and state agencies

The engagement process also included meetings and discussions with key stakeholders and state agencies. The purpose of these discussions was to understand their aspirations for Upper Gully, determine future plans, to test scenarios and to develop partnerships for proposed initiatives. Key stakeholders and state agencies engaged as part of this process included:

- Bicycle Network Victoria;
- Country Fire Authority (CFA);
- Department of Environment, Land, Water and Planning;
- Department of Environment and Primary Industry (former);
- Environmental Protection Authority Victoria;
- Melbourne Water;
- Parks Victoria;
- Public Transport Victoria;
- Shire of Yarra Ranges;
- South East Water;
- Tourism Victoria;
- VicRoads;
- VicTrack; and
- Yarra Ranges Tourism.

6.4 Draft Upper Gully Plan (Upper Gully Strategic Plan 2015 and Streetscape Design Project 2015) and Planning Scheme Amendment C141 (cont'd)

3.3 Community workshops

Ten community workshops were held at the Upper Ferntree Gully Primary School (on weeknights and weekends) between August 2014 and May 2015.

These workshops provided the opportunity for a broad range of voices to contribute to discussions regarding the future aspirations of Upper Gully. More specifically, the purpose of these community workshops was to:

- Raise awareness in the community about change facing Upper Gully, now and in the future (e.g. changing household needs, neighbourhood character and housing);
- Stimulate, enable and encourage community dialogue and debate about key issues facing Upper Gully;
- Engage with diverse stakeholder, interest groups and benefactors across the community about current issues and future aspirations for Upper Gully;
- Stimulate and encourage community debate and dialogue to inform the development of strategic directions for Upper Gully that will inform the development of a Strategic Plan; and
- Provide a strategic basis to develop and analyse key directions and future development scenarios for Upper Gully.

The workshops were attended by a total of 198 participants over the 10 workshops including the Ward Councillor, project consultants and Council officers.

4. ENVIRONMENTAL/AMENITY ISSUES

The draft Strategic Plan provides the strategic justification, planning policy and an Implementation Plan that seeks to maintain and enhance the key environmental amenity and identity for Upper Ferntree Gully, which is strongly defined by its foothills backdrop, its relationship with the Dandenong Ranges and the surrounding bush suburban residential area.

The draft Streetscape Design Project will enhance the environmental amenity and identity, through the development, design and delivery of streetscape improvements to the Activity Centre.

6.4 Draft Upper Gully Plan (Upper Gully Strategic Plan 2015 and Streetscape Design Project 2015) and Planning Scheme Amendment C141 (cont'd)

5. FINANCIAL & ECONOMIC IMPLICATIONS

The preparation of the draft Strategic Plan and associated Planning Scheme Amendment were originally funded within the 2014/15 Operating Budget.

The draft Streetscape Design Project was funded through the 2013/14 Capital Works Program for Concept Development and the 2014/15 Capital Works Program for Design Development and Construction Documentation.

A funding proposal for \$1,000,000 is currently under consideration in Council's draft 2016/17 Capital Works Program for streetscape construction at Upper Ferntree Gully. Council should be aware that although the estimates of probable costs for the Streetscape Design Project priorities have been provided, these are estimates only based on concept design and utilise unit rates as at June 2015.

Opportunities for funding to implement projects may exist through partnerships with a broad range of partners and State government agencies.

Council's costs associated with progressing opportunities in the implementation program are currently not funded and would be subject to future budget considerations.

6. SOCIAL IMPLICATIONS

The engagement process has provided a range of opportunities for stakeholders and interested community members to engage with and influence the development of the draft Strategic Plan and draft Streetscape Design Project.

The engagement process also provided an opportunity to facilitate the development of community based relationships important in achieving the long term success of the Upper Gully Plan.

Further opportunity for engagement will occur by formal exhibition of the draft Strategic Plan and Planning Scheme Amendment currently proposed to occur in early 2016 and through the detail design of the priority streetscape project.

6.4 Draft Upper Gully Plan (Upper Gully Strategic Plan 2015 and Streetscape Design Project 2015) and Planning Scheme Amendment C141 (cont'd)

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

The Upper Ferntree Gully Strategic Plan will assist in implementing the Knox Vision across all City Plan objectives, but in particular will implement objectives from:

- Theme 1: Healthy, Connected Communities;
- Theme 2: Prosperous, Advancing Economy;
- Theme 3: Vibrant and Sustainable Built and Natural Environments;
- Theme 4: Culturally Rich & Active Communities; and
- Theme 5: Democratic and Engaged Communities.

8. CONCLUSION

The draft Strategic Plan seeks to provide a balanced response to the aspirations of the community through a set of strategic objectives, strategies and actions. Planning Scheme Amendment C141 will provide the appropriate planning and built form controls to guide and manage development in the Activity Centre. The Design Project guides physical improvements to the public realm, with the priority project focussing on the commercial area along the Burwood Highway service road.

9. CONFIDENTIALITY

There are no confidentiality issues associated with this report.

6.4 Draft Upper Gully Plan (Upper Gully Strategic Plan 2015 and Streetscape Design Project 2015) and Planning Scheme Amendment C141 (cont'd)

COUNCIL RESOLUTION

MOVED: CR. ORPEN

SECONDED: CR. SEYMOUR

That Council

1. Endorse the following documents for the purpose of public exhibition:
 - 1.1 Draft Upper Gully Strategic Plan 2015 (Appendix B);
 - 1.2 Draft Upper Gully Implementation Plan 2015 (Appendix C);
 - 1.3 Proposed Planning Scheme Amendment C141 (Appendix D);
 - 1.4 Associated supporting Upper Gully Plan Background and Technical reports (Appendices E, F, G, H and I); and
 - 1.5 The Key Directions Plan (2 July 2015) for the draft Streetscape Design Project and endorse the progression of priority project No. 1 'Pedestrian Walkway' towards the detail design and construction documentation stage (Appendix J).
2. Seek authorisation from the Minister for Planning to prepare and exhibit Planning Scheme Amendment C141 (Appendix D);
3. Subject to receiving authorisation from the Minister for Planning, place the Planning Scheme Amendment C141 on public exhibition for a period of at least one month;
4. Authorise the Director - City Development to make:
 - 4.1 Minor changes to the draft Upper Gully Strategic Plan 2015 where the changes do not alter the purpose or intent of the content;
 - 4.2 Minor changes to Planning Scheme Amendment C141 documentation, where the changes do not affect the purpose or intent of the Amendment, after the exhibition period; and
5. Request an extension of time from the Minister for Planning of 18 months (until 30 October 2017) to the interim height controls contained within Schedule 10 to the Design and Development Overlay.

6.4 Draft Upper Gully Plan (Upper Gully Strategic Plan 2015 and Streetscape Design Project 2015) and Planning Scheme Amendment C141 (cont'd)

PROCEDURAL MOTION

MOVED: CR. ORPEN
SECONDED: CR. MORTIMORE

That Councillor Seymour be permitted an extension of time to speak under Clause 47 of the Meeting Procedure and Use of Common Seal Local Law 2008

THE PROCEDURAL MOTION WAS CARRIED

AMENDMENT

MOVED: CR. LOCKWOOD
SECONDED: CR. PEARCE

That Council

1. Endorse the following documents for the purpose of public exhibition:
 - 1.1 Draft Upper Gully Strategic Plan 2015 (Appendix B) modified to allow three storey buildings, 12m maximum building height with 2m upper level setbacks (excluding increases to floor levels to accommodate requirements of the relevant flood plain manager; architectural features; and / or a pitched roof form) in the areas shown on the attached map;
 - 1.2 Draft Upper Gully Implementation Plan 2015 (Appendix C);
 - 1.3 Proposed Planning Scheme Amendment C141 (Appendix D) modified to allow three storey buildings, 12m maximum building height with 2m upper level setbacks (excluding increases to floor levels to accommodate requirements of the relevant flood plain manager; architectural features; and / or a pitched roof form) in the areas shown on the attached map;
 - 1.4 Associated supporting Upper Gully Plan Background and Technical reports (Appendices E, F, G, H and I); and
 - 1.5 The Key Directions Plan (2 July 2015) for the draft Streetscape Design Project and endorse the progression of priority project No. 1 'Pedestrian Walkway' towards the detail design and construction documentation stage (Appendix J).

6.4 Draft Upper Gully Plan (Upper Gully Strategic Plan 2015 and Streetscape Design Project 2015) and Planning Scheme Amendment C141 (cont'd)

2. Seek authorisation from the Minister for Planning to prepare and exhibit Planning Scheme Amendment C141 (Appendix D);
3. Subject to receiving authorisation from the Minister for Planning, place the Planning Scheme Amendment C141 on public exhibition for a period of at least one month;
4. Authorise the Director - City Development to make:
 - 4.1 Minor changes to the draft Upper Gully Strategic Plan 2015 where the changes do not alter the purpose or intent of the content;
 - 4.2 Minor changes to Planning Scheme Amendment C141 documentation, where the changes do not affect the purpose or intent of the Amendment, after the exhibition period; and
5. Request an extension of time from the Minister for Planning of 18 months (until 30 October 2017) to the interim height controls contained within Schedule 10 to the Design and Development Overlay.

PROCEDURAL MOTION

MOVED: CR. ORPEN
SECONDED: CR. LOCKWOOD

That Councillor Pearce be permitted an extension of time to speak under Clause 47 of the Meeting Procedure and Use of Common Seal Local Law 2008

THE PROCEDURAL MOTION WAS CARRIED

THE AMENDMENT WAS PUT

6.4 Draft Upper Gully Plan (Upper Gully Strategic Plan 2015 and Streetscape Design Project 2015) and Planning Scheme Amendment C141 (cont'd)

A Division was called by Councillor Orpen

For the motion: Councillor Cooper, Councillor Pearce,
Councillor Lockwood, Councillor Holland

Against the motion: Councillor Seymour, Councillor Gill,
Councillor Orpen, Councillor Mortimore

THE AMENDMENT WAS CARRIED ON THE CASTING VOTE OF THE CHAIRPERSON

THE AMENDMENT BECAME THE MOTION

THE MOTION WAS PUT

A Division was called by Councillor Orpen

For the motion: Councillor Pearce, Councillor Cooper,
Councillor Holland, Councillor Lockwood

Against the motion: Councillor Seymour, Councillor Gill,
Councillor Orpen, Councillor Mortimore

THE MOTION WAS CARRIED ON THE CASTING VOTE OF THE CHAIRPERSON



Legend

- ACTIVITY CENTRE
- EXISTING HERITAGE OVERLAY
- VALUED BUILDING
- 12.0m (3 STOREY) MAXIMUM BUILDING HEIGHT
- 8.5m (2 STOREY) MAXIMUM BUILDING HEIGHT
- UPPER LEVEL SETBACK (2m) with upper level articulation
- PRIMARY ACTIVE FRONTAGES with zero front and side setbacks
- SECONDARY ACTIVE FRONTAGES with zero front and side setbacks
- PRIMARY LANDSCAPED ACTIVE FRONTAGES (5m setback)
- SECONDARY LANDSCAPED ACTIVE FRONTAGES (3m setback)
- RESIDENTIAL INTERFACE provide setbacks and building scale transition. In accordance with ResCode
- PEDESTRIAN LINKS - EXISTING enhance passive surveillance
- PEDESTRIAN LINKS - PROPOSED
- KEY PUBLIC REALM VIEWLINES
- KEY ACTIVITY CENTRE ARRIVAL VIEWS
- BURWOOD HIGHWAY VEHICLE EXPERIENCE - Views across buildings to footpaths
- RAILWAY BRIDGE
- LANDMARK ARRIVAL SITE (viewed from eastern approach)

Maintain front setbacks to Dawson Street (at 5m) south of Rose Street

Provide frontages to facilitate passive surveillance to open spaces on William Street

Support a landscaped active interface along William Street with future development addressing the street with windows and habitable rooms

Provide landscaped front setback to retain existing canopy trees

6.4 Draft Upper Gully Plan (Upper Gully Strategic Plan 2015 and Streetscape Design Project 2015) and Planning Scheme Amendment C141

LIST OF APPENDICES

Due to the large nature of these appendices, a public copy will be available for viewing at the Knox Civic Centre, 511 Burwood Highway Wantirna South. A copy of these appendices will also be available at the meeting on 24 November. Alternatively call the Governance Department on 9298 8279 to order a copy for pick up.

- APPENDIX A – Map: Upper Gully and Activity Centre Context Map
- APPENDIX B – Draft Upper Gully Strategic Plan, October 2015
- APPENDIX C – Draft Upper Gully Implementation Plan, October 2015
- APPENDIX D – Planning Scheme Amendment C141 (Am C141)
- APPENDIX E – Upper Gully Plan: Consolidated Background Report (Tract Consultants 2015)
- APPENDIX F – Upper Gully Strategic Plan: Technical Report – Land Use & Economics (Urban Enterprise 2014)
- APPENDIX G – Upper Gully Strategic Plan: Technical Report – Transport & Parking (Movendo 2015)
- APPENDIX H – Upper Ferntree Gully Heritage Assessment (Context 2015)
- APPENDIX I – Upper Gully Plan Engagement Report (Effective Conversations 2015)
- APPENDIX J – Draft Streetscape Design Project (Concept)
- APPENDIX K – Display Panels: Community Workshops Round 5

7. PUBLIC QUESTION TIME

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

Question Time commenced at 8.10 pm.

The following question was raised with Council:

Question 1	<p>Is Council aware that Chicken Hatching Programs occur in Council funded Kindergartens despite many alternatives being available.</p> <p>Can Council please review its support of Chicken Hatching Programs across Knox taking into account the licencing requirements, welfare issues with the alternatives widely available in 2015</p>
Answer	<p>The Director of Community Services, Ms Kerry Stubbings responded that chicken hatching programs are currently in operation in Council managed preschools as a catalyst to teach children respect for animals and promote understanding of the cycle of life. Ms Stubbings advised that the eggs are sought from licensed providers and that the program has clear procedures in place. Ms Stubbings indicated that she would be happy to speak with staff about Council's current practices to see if there are possible alternatives that could be implemented.</p>

Question Time Concluded at 8.15 pm.

COUNCILLOR MORTIMORE VACATED THE CHAMBER AT 8.16PM DURING DISCUSSION ON ITEM 8.1

COUNCILLOR LOCKWOOD VACATED THE CHAMBER AT 8.18PM DURING DISCUSSION ON ITEM 8.1

ALL WARDS

8.1 PROGRESS REPORT ON IMPLEMENTATION OF ASSET MANAGEMENT

SUMMARY: *Manager – Sustainable Infrastructure (Matt Hanrahan)*

Over a number of years, Council has made a significant investment in its asset management practices in the acknowledgement that well managed infrastructure underpins quality service provision. The purpose of this report is to provide Council with an update on how Council is progressing on its asset management journey.

RECOMMENDATION

That Council receives this report and notes the status of asset management implementation at Knox.

1. INTRODUCTION

As an organisation, Council has made significant steps in establishing an asset management framework, introducing proactive asset management practices and adopting a whole of organisation approach to asset planning and management. Much of this has come about from the recognition that improved asset management practices have multiple long term benefits for both the organisation and the community.

Council commenced its Asset Management journey in 1994/95 with the introduction of fundamental asset management practices within the organisation. In 2003, the original *Strategic Asset Management Plan* was developed. It was acknowledged at that time that Council needed to further invest in asset management and the Assets Department (now the Sustainable Infrastructure Department) was subsequently established. The drive behind the formation of this Department was the recognition that Local Government, as a steward of community assets, did not (at that time) have the tools required to manage assets effectively and sustainably. Council has progressed considerably since those early days and has undertaken a substantial body of work aimed at ensuring that Council assets support service delivery both now and into the future.

As a result, Asset Management has become a key component of Council's long term budget planning and overall corporate planning to the extent that Council is able to demonstrate improved financial sustainability and service delivery to the organisation and the community.

This report is presented in accordance with the reporting requirements of the *Asset Management Policy* (2013) and the *Strategic Asset Management Plan* (2014), and provides an update on the status of implementation of asset management at Knox.

8.1 Progress Report on Implementation of Asset Management (cont'd)

Recognising the broad nature of asset management activities and responsibilities, the focus of this report (as in previous years) is on the following key aspects of asset management implementation:

- A. Results of the National Asset and Financial Management Assessment Framework.
- B. Progress on key documentation forming part of Council's Asset Management Framework (*Asset Management Policy, Strategic Asset Management Plan, Asset Management Plans*).
- C. Implementation of Asset Management Improvement Actions.

Other aspects of asset management performance (including, but not limited to, maintenance performance, capital renewal targets and condition audit results) are reported through other forums.

2. DISCUSSION

2.1. MAV STEP Program & National Asset and Financial Management Assessment Framework

Council has been participating in the Municipal Association of Victoria's (MAV) STEP Program since 2002. The Program was designed to improve asset management capacity in Local Government and stemmed from a number of drivers (listed below) which highlighted that Local Government, as a custodian of a substantial asset portfolio, did not have good practices in place to effectively manage its community assets:

- The Department of Infrastructure's report *Facing the Renewal Challenge* (1998)
- The Victorian Auditor General's report *Management of Roads by Local Government* (2002)
- Abolition of the non-feasance rule by a High Court decision.

The STEP program is now incorporated within the National Asset and Financial Management Assessment Framework (Framework). The Framework was endorsed in 2007 by the Federal Government in order to develop a nationally consistent asset management framework to support improvement in Local Governments' asset management performance and sustainability. The MAV was engaged to administer and provide support for the Framework on behalf of the Federal Government in 2010.

Council has embraced the STEP audit and the NAMA Framework as its overarching assessment and improvement program, recognising that it provides a means of assessing its progress and status with respect to asset management. Furthermore, this program allows consistent and structured measurement over time, effective alignment with the status assessment principles of the *International Infrastructure Management Manual* and the ability to benchmark against similar councils.

8.1 Progress Report on Implementation of Asset Management (cont'd)

As part of this program, Council uses a process of self assessment and external audit to measure its progress towards core competency and to identify improvement actions to enhance asset management practices. Self assessment and accompanying audits are undertaken on an annual basis, with the results being reported internally, as well as being forwarded to the Federal Government via the MAV and the Australian Centre of Excellence for Local Government (ACELG).

The Framework comprises eleven elements, as follows:

1. Strategic Planning
2. Annual Budget
3. Annual Report
4. Asset Management Policy
5. Asset Management Strategy
6. Asset Management Plans
7. Governance & Management
8. Levels of Service
9. Data & Systems
10. Skills & Processes
11. Evaluation

All Local Governments within Australia are assessed against these elements.

The Framework is essentially divided into two competency ratings, *Core* and *Advanced*. The *Core* Maturity Rating requires a Council to respond to 76 questions and the advice from the MAV is that a score of 1000/1100 (91%) effectively constitutes the attainment of Core Maturity.

The *Advanced* Maturity Rating requires a Council to consider and complete a questionnaire of 143 questions. At this stage there is no Federal Government requirement to achieve *Advanced* status. In the updated *Strategic Asset Management Plan* adopted in 2014, Council committed to assessing against the *Advanced* status and achieving a target average score of 80% by 2019.

Figure 1 below presents the results from Council's most recent *Core* assessment (December 2014). Council continued to score strongly across all elements, except for Levels of Service. This lower result is primarily due to Council self assessing in a consistent manner and is influenced by the quantum of service plans completed to date and the level of community engagement undertaken to validate service standards against community expectations. While service planning continues to progress at Knox and Council considers wide engagement on service delivery with the community as part of the Council Plan engagement process, it is also the intention that upcoming reviews of Asset Management Plans will address community service levels to a standard that results in improvement in this *Core* assessment.

8.1 Progress Report on Implementation of Asset Management (cont'd)

Aside from levels of service, areas of improvement have also been identified in the development of the outstanding Asset Management Plans and enhancement of systems and processes to evaluate performance. As a result of progress made in the nine months since December 2014, minor improvement is expected at the next assessment (due December 2015).

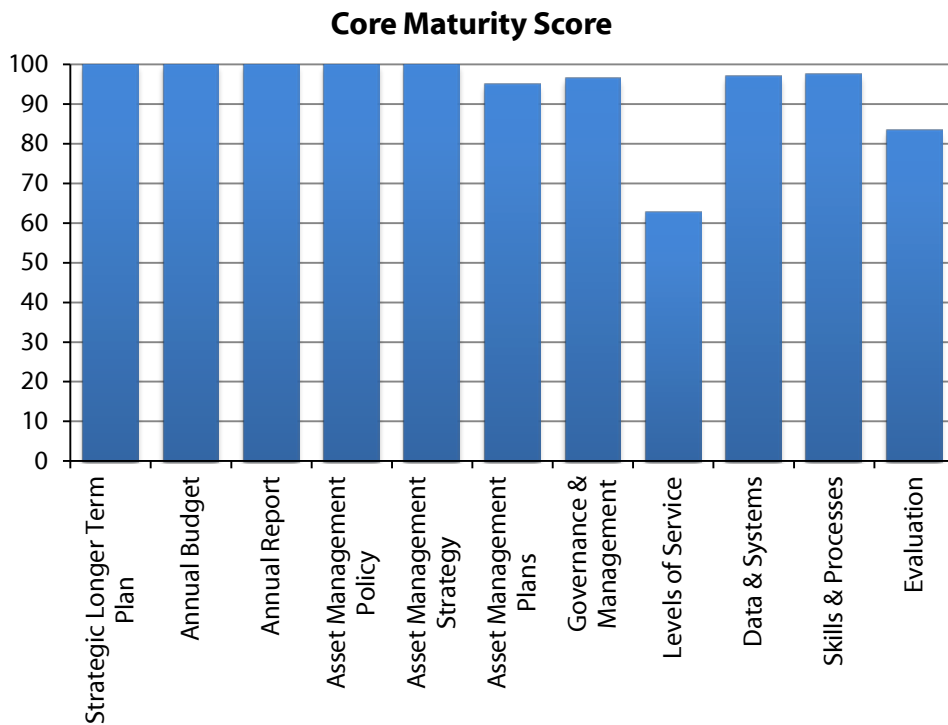


Figure 1 – Core Competency Scorecard (December 2014)

This is a relatively good result which, when translated across the eleven elements, represents an average score of **94%**. This is an increase from 88% in 2011, 90% in 2012, 91% in 2013 and 93% in 2014. The improvement program and report card are listed in Appendix A of this report. The improvement actions are already in progress.

2.2. Asset Management Policy

Council's *Asset Management Policy* was prepared in 2009, and was reviewed and updated in 2013. The policy:

articulates Council's commitment to asset management and establishes a framework to ensure asset management is undertaken in a structured, coordinated, cost effective and financially sustainable manner across the whole of the organisation.

Aside from forming a key component of the asset management framework at Knox, the *Asset Management Policy* outlines some key auditing and reporting requirements, which are covered in this report.

8.1 Progress Report on Implementation of Asset Management (cont'd)

2.3 Strategic Asset Management Plan

In 2003, Council's original *Strategic Asset Management Plan* was developed. This Plan provided a snapshot of performance of each asset class, an overall assessment of renewal backlog and some general guidelines regarding the implementation of asset management at Knox.

The review and update of the *Strategic Asset Management Plan* in 2014 has allowed Council to review its progress over the last ten years, refine its broad objectives and actions regarding asset management, set the direction for the next ten year period and ensure that Council continues to comply with the core requirements of the National Asset Management Assessment Framework.

As a result, the purpose of this current *Strategic Asset Management Plan* is:

1. To support the implementation of Council's Asset Management Policy, and guide continuous improvement in Council's asset management practices.
2. To support the integration of service planning principles with asset management.
3. To align with external guidelines, and expectations, regarding asset management frameworks and documentation.

2.4 Asset Management Plan Development

Individual Asset Management Plans have been developed for the majority of Council's infrastructure assets as an outcome of the *Strategic Asset Management Plan*. The structure and content of these Plans have evolved and matured as Council's Asset Management capabilities have improved. It has been the intent to ensure Asset Management Plans align with the principles of the *International Infrastructure Management Manual* (IIMM), and meet the requirements of the National Asset Management Assessment Framework. Council produced its first individual Asset Management Plan in 2005 for Footpaths and Shared Paths. The *Road Asset Management Plan* followed in 2007, followed by Buildings in 2009, Drainage in 2010, Open Space in 2011 and Bridges, Car Parks and Playgrounds in 2013. Presently, Council is developing the *Street Tree Asset Management Plan* and conducting a review of the *Footpath & Shared Path Asset Management Plan*. In general, the development of these plans has achieved:

- Improved asset information
- Improved asset data management practices
- More transparent financial reporting
- Prioritisation of capital works and links to long term financial planning
- Clearer definitions of responsibilities
- Discrete improvement projects aimed at improving asset management practices and understanding.

8.1 Progress Report on Implementation of Asset Management (cont'd)

Council’s Asset Management Plans have been categorised as either ‘Major’ or ‘Minor’ reflective of the value of the asset under consideration and/or the risk associated with the asset class. The staging of the development of the Asset Management Plans has been to address the Major asset classes as a priority. With the review of the *Footpath & Shared Path Asset Management Plan*, Council is beginning the process of updating the Asset Management Plans.

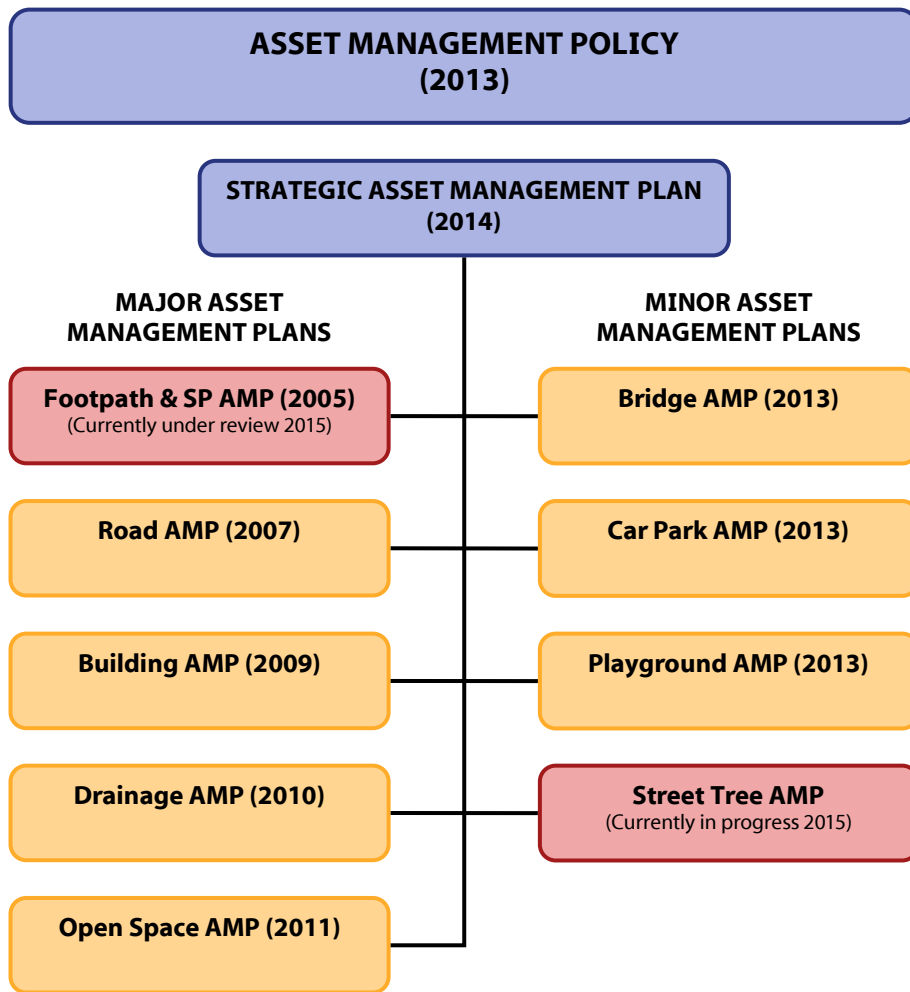


Figure 2 – Knox Asset Management Plan Classification within Asset Management Framework

Table 1 below documents the development of Asset Management Plans, as well as the program of asset condition audits. Regular condition audits are key inputs into Asset Management Plan development, and assist in ongoing data management, renewal forecasting and financial management of infrastructure assets. The distinction between major and minor Asset Management Plans considers a number of factors including the quantum of assets under management, legislative requirements for assets to be managed under the *Road Management Plan* and identified risk factors for Council in managing its asset base.

8.1 Progress Report on Implementation of Asset Management (cont'd)

Asset Class	Quantity	AM Plan	AM Plan Review	Condition Audit
Footpaths & Shared Paths (FSAMP)	Footpaths – 1,220 km	September 2005	2015/16	Last Audit: 2015 Next Audit: 2019
	Shared Paths – 89 km			Last Audit: 2014 Next Audit: 2017
Roads (including pavement, kerb & channel and wearing course) (RAMP)	Roads – 721 km Kerb & Channel – 1,346 km	March 2007 (Road Management Plan – February 2015)	2015/16	Last Audit: 2015 Next Audit: 2019
Buildings (BAMP)	237 (owned)	June 2009	2016/17	Last Audit: 2013 Next Audit: 2018
Drainage (DAMP)	Pits – 36,464 Pipes – 1,148 km	November 2010	2016/17	Last Audit: 2014 Next Audit: 2017
Open Space (including active and passive recreation) (OSAMP)	781 Ha 57 Sportsfields	December 2011	2017/18	Last Audit: 2011 Next Audit: 2016
Bridges & Culverts (BRAMP)	69	February 2013	2017/18	Last Audit: 2013 Next Audit: 2015
Car Parks (CAMP)	229	February 2013	2017/18	Last Audit: 2012 Next Audit: 2015
Playgrounds (PAMP)	208 (open space) 70 (Early Years centres)	December 2013	2017/18	Last Audit: 2013 Next Audit: 2017
Street Trees (STAMP)	68,702* (Within road reserves only)	2015/16	TBC	Last Audit: 2003 Next Audit: 2016

Table 1 – Status of Asset Management Plan Development and Condition Audits

Note

* This database has not been actively maintained but is being updated via an audit in 2015/16.

8.1 Progress Report on Implementation of Asset Management (cont'd)

2.5 Completion of Improvement Actions

As part of the development of each Asset Management Plan, an Improvement (Action) Plan was identified, typically using a twenty year implementation timeframe (for both capital and operational aspects). Due to the evolving format of Asset Management Plans, Improvement Plans weren't initially part of the *Footpath & Shared Path Asset Management Plan*, nor the *Road Asset Management Plan*. However, these were retrospectively created when asset management monitoring commenced in 2010. The Improvement Plans identify prioritised actions with responsibility for implementation distributed amongst various recommended project leaders across the organisation. Each year, an assessment is undertaken on the status of the improvement actions that were identified in both the *Strategic Asset Management Plan* and the various Asset Management Plans.

The implementation of the revised *Strategic Asset Management Plan* Improvement Plan currently sits at **15%** completion, since the Plan was endorsed in December 2014. All actions are currently in progress. In terms of the individual Asset Management Plans, there continues to be good progress every year in the implementation of Improvement Plans, with the completion status outlined in Figure 3 below.

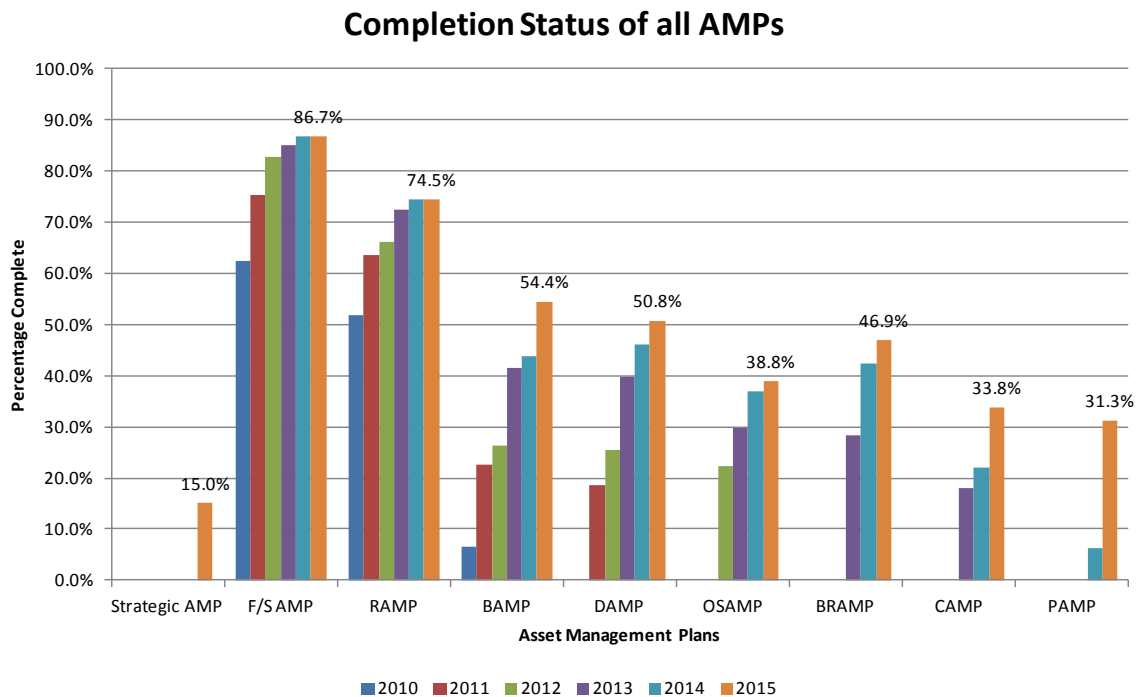


Figure 3 – Implementation Completion Status of Endorsed Asset Management Plans

8.1 Progress Report on Implementation of Asset Management (cont'd)

2.6. Monitoring and Review of Implementation

The responsibility of continually reviewing the progress of the implementation of the Asset Management Plans has been allocated to the Asset Management Steering Group (AMSG), with key support from the Sustainable Infrastructure department. This practice has now been embedded as an ongoing task to monitor Council's progress.

In accordance with the Asset Management Steering Group's Charter, there was considerable focus in 2013 to investigate ways to expedite the delivery of Improvement Actions that are derived from Council's adopted Asset Management Plans.

In May 2013, the AMSG reviewed all outstanding Improvement Actions and agreed on those of high priority. This review was undertaken from a risk perspective (focusing on key Council risk categories of Safety, Operational Performance and Regulatory) and an assessment of the criticality of actions in improving asset management performance.

As an outcome of this assessment (as at September 2015), there are only six (6) outstanding high priority actions. Five of these actions are already significantly progressed. Ongoing monitoring of asset management implementation is achieved by the inclusion of a standing agenda item for AMSG meetings.

2.7 Ongoing Review of Asset Management Plans

As Council completes its first generation suite of Asset Management Plans for infrastructure assets, there will be a move from 2015 onwards to maintenance and review of these documents, recognising that this is an evolving and dynamic task. As Council becomes more sophisticated in its management practices and its repository of performance data increases, continuous review and adjustments will ensure municipal assets will sustainably support the Knox community into the future.

A program of reviews has been incorporated within the *Strategic Asset Management Plan* and, as outlined in Section 2.4 above, has already begun with the review of the *Footpath & Shared Path Asset Management Plan*.

3. CONSULTATION

Internal consultation on the progress of asset management implementation has occurred throughout the year with the Asset Management Steering Group, key department managers and the Executive Management Team. The MAV STEP Program audit has enabled Council's performance to be discussed with these groups in the context of the wider local government sector.

The Audit Committee has also requested that an annual report be presented to track Council's progress – this requirement is also documented in Council's *Asset Management Policy*. As a result, a status report was presented to the Audit Committee on 15 October 2015 outlining Council's progress in the implementation of asset management.

8.1 Progress Report on Implementation of Asset Management (cont'd)

4. ENVIRONMENTAL/AMENITY ISSUES

Responsible and effective asset management aims to integrate with existing Council policies, strategies and plans aimed at protecting and reducing the impact Council has on the environment as an asset owner. This is largely addressed through individual Asset Management Plans.

5. FINANCIAL & ECONOMIC IMPLICATIONS

A key principle of asset management is to ensure Council makes informed decisions and acts in a financially responsible manner as a custodian of community assets. Sound asset management planning provides input into Council's Long Term Financial Forecast as well as providing guidance on how Council manages the provision of assets and services to the community, now and into the future.

6. SOCIAL IMPLICATIONS

Infrastructure assets support the many services provided to the community by Council. These assets are the foundation of community support, interaction, economic activity and have a direct impact on the quality of life experienced by residents. Ensuring assets and services are functional, and provided in a sustainable manner, will ensure the community continues to be a prosperous and thriving municipality.

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

The City Plan 2013-17 is a description of the strategic objectives and strategies for the City as a whole to support attainment of the City Vision. The implementation and delivery of the following theme and objective from the City Plan are supported by a sound asset management planning framework.

<i>Theme</i>	<i>City Plan Objective</i>	<i>City Plan Strategy</i>
<i>5. Democratic and Engaged Communities</i>	<i>5.3 Ensure Council is well governed and demonstrates effective leadership</i>	<i>5.3.1 Maintain accountable and transparent governance practices, and Council's sound stewardship of the community's finances and assets.</i>

8.1 Progress Report on Implementation of Asset Management (cont'd)

8. CONCLUSION

Council has made significant progress in asset management since 1994 and has been recognised within the local government sector as one of the leaders. This has been evidenced by Knox hosting a number of local and interstate councils seeking guidance as to how best implement aspects of asset management into their organisations.

This report acknowledges Council's achievements in embedding measures to ensure the long term sustainability of the municipality's infrastructure assets is preserved and the quality of service provision is maintained or (where possible) improved.

This annual report also ensures Council complies with the Federal Government's requirement to exercise a reporting mechanism so that elected officials are kept abreast of the municipality's progress towards attaining a desirable level of asset management maturity. This information also assists Councillors in making sound financial decisions when considering service provision for the community.

This report demonstrates how Council continues to develop and update its key asset management planning documents in accordance with the *Asset Management Policy* and *Strategic Asset Management Plan*. Council is now entering into a phase of review for many of the Plans. In terms of implementation, approximately half of the actions identified overall in the Asset Management Plans have been completed. Implementation progress continues to occur at a steady rate, overseen by the internal Asset Management Steering Group, and Council continues to achieve high scores when assessed against core asset management maturity.

9. CONFIDENTIALITY

There are no confidential issues associated with this report.

COUNCIL RESOLUTION

MOVED: CR. PEARCE
SECONDED: CR. SEYMOUR

That Council receives this report and notes the status of asset management implementation at Knox.

CARRIED

National Framework Core Competency Report Card

APPENDIX A

National Framework Core Competency Report Card

Based on 11 Key Framework Elements

Council:-

Knox City Council

Review

Date:

29/12/2014

Priority Council Actions:

(maximum of 5 key actions to be identified)

- Action 1: Complete AM Plans for all outstanding asset categories.
- Action 2: Define community levels of service as part of service planning and incorporate into AM Plans as they are developed or reviewed.
- Action 3: As AM Plans are developed, validate and update data contained within the AM system.

Performance Scorecard:

Core

1	Strategic Planning	100 Excellence
2	Annual Budget	100 Excellence
3	Annual Report	100 Excellence
4	Asset Management Policy	100 Excellence
5	Asset Management Strategy	100 Excellence
6	Asset Management Plans	95 Excellence
7	Governance & Management	96 Excellence
8	Levels of Service	63 Proficient
9	Data & Systems	97 Excellence
10	Skills & Processes	98 Excellence
11	Evaluation	83 Excellence

APPENDIX A

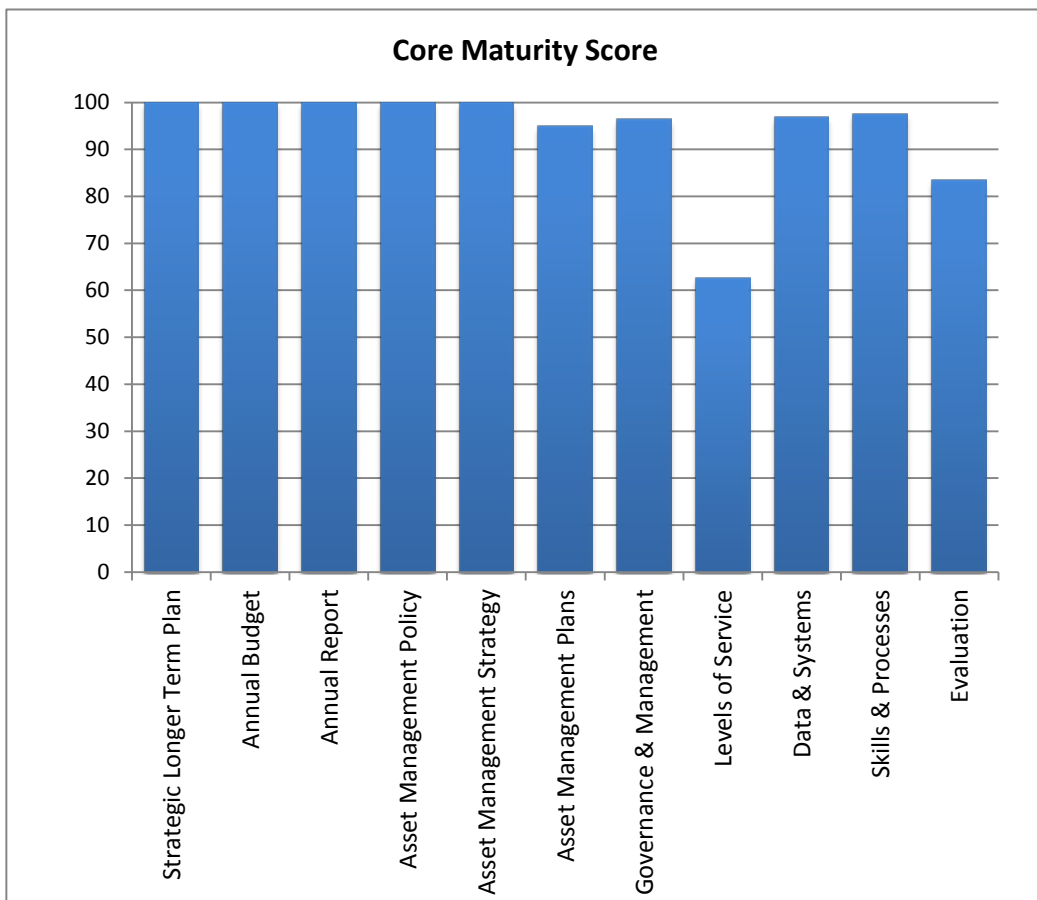
National Framework Core Competency Report Card

Based on 11 Key Framework Elements

Council:- Knox City Council

Review Date: 29/12/14

Council Performance - Core Competencies Gap Analysis (Basic Level)



COUNCILLOR MORTIMORE RETURNED TO THE CHAMBER AT 8.20PM DURING DISCUSSION ON ITEM 8.2**TIRHATUAN WARD****8.2 ROW RESERVE LANDSCAPE MASTERPLAN**

SUMMARY: *Landscape Architect – Open Space & Landscape Design (Sulochi Walisinghe)*

This report outlines the proposed Landscape Masterplan for Row Reserve, Rowville. The Plan developed in consultation with the local community, provides a direction for the upgrade of the reserve and is presented for Council's consideration and endorsement.

RECOMMENDATION

That Council

- 1. approves the Final Draft Landscape Masterplan for Row Reserve, Rowville, October 2015 (refer Appendix A); and**
- 2. refers funding requirements for the implementation of the Row Reserve Landscape Masterplan to future budget processes for consideration and ranking.**

1. INTRODUCTION

Consistent with Council's Open Space Plan 2012-2022, Knox Play Space Plan (2013-2023), Rowville Plan 2015 and City Plan 2013-2017, the preparation of a Landscape Masterplan for Row Reserve, Rowville was commissioned by Council in 2014/15.

The reserve received further funding, for the renewal of the playground, in the 2015/16 financial year.

This project forms part of a rolling program of design and works to develop open space within Knox.

This report outlines the current status and use of Row Reserve, the community consultation process and the features of the Draft Final Landscape Masterplan (October 2015).

2. DISCUSSION

As reflected in the Rowville Plan 2015, which sets out a vision and direction for the Rowville Activity Centre and surrounds, the Rowville community highly value their parks, recreational facilities and open space.

Local residents also enjoy access to parks and reserves such as Row Reserve which provides a variety of activities and grassy open space.

8.2 Row Reserve Landscape Masterplan (cont'd)

2.1 Location and context

Row Reserve is located in Rowville with Waradgery Drive to the South and the Drummond Crescent and Fifth Avenue intersection to the North, forming an open space link between local street networks. The reserve is also surrounded by residential properties and is in close proximity to Kingston Links Golf Course.

The irregularly shaped reserve is approximately 1 hectare in size and has a fall of approximately 4m from north-east to south-west.

Row Reserve is classified as local open space in the 'Knox Open Space Plan 2012 – 2022' as it serves the local neighbourhood.

The reserve is zoned "Public Park and Recreation" and is not subject to any current overlays.

Row Reserve comprises the following:

- **Playground**

A playground is located at the north side of the reserve, close to the Drummond Crescent and Fifth Avenue intersection.

The playground is located on high ground and is easily accessible from the existing path network. The play space caters for a diverse range of age groups but there is no provision for older children or teenagers.

The Knox Play Space Plan 2013 recommends to '*upgrade to neighbourhood park; improve landscape and amenity*'.

- **Existing Vegetation**

The reserve has a mixture of native, indigenous and exotic trees that provide amenity and environmental benefits. An arboricultural assessment report has been prepared by Council to identify and assess the trees within the reserve.

- **Access**

Access to the reserve is from Waradgery Drive from the south and Drummond Crescent and Fifth Avenue from the north. The reserve generally has good visual and physical connectivity, being open on two sides, giving views into the space. Serviced by a concrete circuit path, the reserve is accessible and well connected.

- **Passive Open Space**

The reserve has a centrally located open space surrounded by existing paths and vegetation.

During Winter the grass area is prone to water logging.

8.2 Row Reserve Landscape Masterplan (cont'd)

2.2 Consultation

During the Masterplan process, community consultation was undertaken by Council.

The intent of the community consultation process is to provide an open forum for community members to provide input into the design of their local reserve. Consultation with the local community consisted of meetings and surveys undertaken between May 2015 and October 2015.

The stakeholder groups consulted included:

- Local residents;
- The Tirhatuan Ward Councillor;
- Knox City Council staff with a planning, management and maintenance responsibility.

In May 2015, a bulletin (refer Appendix B) with an attached survey questionnaire was sent to approximately 1100 local households in the vicinity of the reserve. The bulletin included a site analysis plan and invited feedback from residents on their current use of the reserve and how it could be better used and developed to meet the community's needs. The bulletin and the survey were also available for the broader community online on Council's website.

The bulletin also included an invitation to a community consultation event in the reserve on Saturday 23 May 2015.

At the event, approximately twenty (20) local residents met with Council representatives to discuss issues and opportunities for the reserve. A preliminary plan showing the existing conditions and potential improvements was presented during the event.

Detailed responses were received from fifteen (15) people (refer to Appendix C for a summary of the survey responses).

8.2 Row Reserve Landscape Masterplan (cont'd)

2.3 Key issues identified by Reserve Users

- Residents visit Row Reserve to use the playground, to walk their dog, to exercise, to relax, to socialize, to experience nature, to use the open space to play ball games and to let their dogs run.
- The open grass area is highly appreciated and should be retained and enhanced.
- Parts of the reserve have poor drainage.
- Requests that part of the reserve be fenced to allow dogs to be off-leashed. Users would also like to see dog related facilities, including signage.
- A need for greater provision of amenities such as rubbish bins, park furniture, drinking fountain and shade.
- An interest in installing exercise equipment and other sporting facilities such as a basketball half court, football posts, soccer goals, cricket nets and a rebound wall.
- The existing circuit path is a highly utilised and valued facility and as such, the path network should be retained.
- The playground should be enhanced to provide facilities to diversify the play experience. Users have also requested the new playground to include natural elements, such as landscaping, stepping stones, dry creek bed etc.
- One of the most popular suggestions for the reserve was to provide a sheltered gathering place for the community to enjoy a picnic and provide resting places for dog owners and walkers.
- Issues resulting from anti-social behaviour are occurring in areas between gardens beds and fence lines and the resultant litter including broken bottles and drug paraphernalia.

Based on the community feedback, a Draft Masterplan was prepared for the community's consideration.

8.2 Row Reserve Landscape Masterplan (cont'd)

Features of the Masterplan include:

Playspace

- The existing play space is proposed to be renewed with play equipment that caters for a broader age range.
- The play space will be integrated with natural play and landscape elements including a sand pit, dry creek bed (swale), footbridge, gardens and mass planting of local vegetation.
- Additional tree planting within the playspace is proposed, to provide shade and opportunities for nature play.

This is consistent with the Knox Play Space Plan (2013).

Shelter and Social Space

- A new shelter, including picnic table will be installed near the proposed playground and will provide a social space for the local community. This space will provide weather protection and opportunities for community gatherings.
- The shelter is located adjacent to a new path between the play space and a basketball half court.

Basketball Half Court

- A new basketball half court to accommodate ball sports and skate-able elements. The proposed court is to be located adjacent to the playground and picnic shelter and at an intersection of the path network.

Outdoor Gym Equipment

- New outdoor gym equipment is proposed adjacent to existing path intersections.

Seating

- New seating will be provided throughout the reserve.

8.2 Row Reserve Landscape Masterplan (cont'd)

General Landscape Enhancement

- Consolidate and improve garden beds including removal of middle storey shrubs and low overhanging branches on existing trees to improve opportunities for passive surveillance throughout the reserve, enhancing the sense of public safety.
- Remove trees of poor condition.
- Plant new low level shrubs and groundcovers with predominantly indigenous and native plant species to enhance amenity and to provide habitat for local wildlife.
- Upgrade the entrances to the reserve. This involves removing the existing log fences and replacing with a mix of boulders and logs, strategically placed within garden beds, to deter vehicular access.
- Improve drainage with a mixture of below ground and above ground infrastructures such as dry creek bed (swale) and bog gardens.

The Draft Masterplan recognises that the site is a popular asset and accommodates a wide range of activities.

The Draft Masterplan was presented to the public in a second bulletin (Refer Attachment D) which was delivered to approximately 1100 properties in May 2015. The bulletin with the Draft Masterplan included the following three (3) questions for further feedback:

1. What do you like about the proposed design?
2. What would you do differently to the proposed design?
3. Is there anything we have not considered?

Council invited the community to a second community consultation event in the reserve on Saturday 25 July 2015.

Representatives from Council met with approximately thirty (30) local residents to discuss their thoughts on the Draft Masterplan.

Council received written feedback from seventeen (17) residents.

Residents generally support the proposed upgrade of the reserve and its facilities but feedback received during the event was divided, with a number of residents expressing concerns over the location of the proposed half basketball half court, exercise equipment and shelter.

The residents who live adjacent to the reserve believe the proposed basketball half court, and exercise equipment were too close to houses as there was potentially uncomfortable levels of noise generated.

8.2 Row Reserve Landscape Masterplan (cont'd)

Some residents also raised concerns about the proposed basketball half court encouraging young people to use the reserve. When all attendees were asked if they shared this concern, some residents indicated strong support for the basketball half court as they had teenage children who played basketball. They also indicated that they had attended to advocate for a full size basketball court.

It was suggested that the basketball half court, shelter, playspace and exercise equipment could be located further south in a more central location in the reserve. All attendees indicated their support for this.

A number of residents used the opportunity to raise their concerns over the occurrence of anti-social behaviour undertaken within the reserve and issues of personal safety.

As such Council indicated to the attendees that they would:

- request support from Victoria Police to undertake a Crime Prevention through Environment Design (CPTED) audit; and
- prepare a revised Draft Masterplan that includes reference to the findings of this audit and shows the play space, shelter, basketball half court and the exercise equipment relocated as discussed.

The attending residents indicated strong support for this course of action.

As such, Council requested that Victoria Police conduct a Crime Prevention through Environment Design (CPTED) audit and were also invited to attend the third consultation event on site to talk to the community about their concerns. Victoria Police were very accommodating in this respect.

A revised Draft Masterplan was prepared to address concerns raised and included the following changes:

Playspace

- The proposed play space is relocated to the southern portion of the reserve. It is proposed that the new playground will include a broad range of equipment, accommodating for all ages.

Shelter and social space

- The shelter is relocated adjacent to the existing circuit path providing passive surveillance.

Basketball Half Court

- The proposed basketball half court is located towards the centre of the reserve, with ample setbacks from neighbouring properties, to minimise amenity impacts.

8.2 Row Reserve Landscape Masterplan (cont'd)

Outdoor Gym Equipment

- The outdoor gym equipment is located adjacent to the proposed shelter and playground.

Public Lighting

- Public lighting infrastructure is proposed to be installed at strategic location(s) along the eastern path to improve perception of safety and to allow greater patronage in the evening (subject to further investigations).

General landscape enhancement

- The removal of mid storey plants was seen as an appropriate solution to reducing the areas where people cannot be easily seen.

The Revised Draft Masterplan was presented to the public in a third bulletin (Refer Attachment E) that was delivered to the same 1100 properties. The bulletin with the Revised Draft Masterplan (September) included the following three (3) questions for further feedback:

1. What do you like about the proposed design?
2. What would you do differently to the proposed design?
3. Is there anything we have not considered?

Council invited the community to a third community consultation event in the reserve, on Saturday, 10 October 2015.

Council officers, the Ward Councillor and an officer from Victoria Police met with approximately forty (40) local residents to discuss their thoughts on the Revised Draft Masterplan.

Council received written feedback from seventeen (17) residents.

8.2 Row Reserve Landscape Masterplan (cont'd)

Council received generally positive feedback about the Draft Masterplan, with the following issues identified for further consideration:

- Locate the proposed basketball half court and exercise equipment away from the playground so adults, teenagers and younger children can play in separate parts of the reserve.

Officer response

- The proposed integrated provision of park facilities including play space, basketball half court, shelter, exercise equipment will create a vibrant social space that caters for families, community groups and individuals. The social benefits would be difficult to achieve if the proposed facilities are segregated into different parts of the reserve.
- Remove the proposed basketball half court as it will attract anti-social behaviour and noise disturbance.

Officer response

- There is no evidence to suggest basketball court attracts anti-social behaviour. The basketball half court is located in the centre of the reserve, approximately 40 metres away from adjoining properties. The basketball half court has been located centrally in order to minimise impact upon nearby properties. The level of noise generated during basketball activities is considered acceptable in the context of a public reserve.
- Provide more seats

Officer response

- The proposal includes the provision of four (4) bench seats and a picnic table. This is believed to be sufficient to support a reserve of this scale.
- Provide shade cloth over playground

Officer response

- Numerous native trees have been proposed within the playground and near the basketball half court. These trees will provide shade protection over the playground and offer valuable habitats for local wildlife. Whilst shade cloth can provide weather protection, they are subject to vandalism and are known to be used in a manner that increases risk.

8.2 Row Reserve Landscape Masterplan (cont'd)

- Improve drainage

Officer response

- This has been accommodated in the Masterplan and will be considered in greater detail during the design development process.

- Provide barbeque facility, dog-off leash area, goal posts, rebound wall, tall climbing nets, fenced tennis courts

Officer response

- These large scale facilities are more suited to larger open spaces attracting greater patronage. Row Reserve is a local open space. Over-development and the over-provision of services is not recommended.

- Remove the proposed sand pit as it could be a health and safety hazard with dumping of syringes, dog droppings and broken glass.

Officer response

- Based on Council's experience in maintaining sand pits in other reserves, there is no evidence to support the claim that sand pit attracts dumping of syringes and other hazardous matters.

- Provide a water source such as a pond for birds and local wildlife.

Officer response

- The Masterplan includes the establishment of a frog bog garden to be planted with indigenous species. It will provide a healthy habitat for local wildlife including birds.

- Remove proposed trees near basketball half court and lawn area as balls and kites will get caught.

Officer response

- The proposed trees located to the north of the basketball half court will provide much needed shade over the hard court area. The ongoing benefit outweighs the potential nuisance of balls being caught in branches.

8.2 Row Reserve Landscape Masterplan (cont'd)

- Provide signage about swooping magpies

Officer response

- Council place warning signs in locations where birds are reported to be swooping. This occurs on an as needs basis annually during spring.

- Replace existing lawn with buffalo grass to reduce allergic reaction

Officer response

- While buffalo grass may have less pollen compared to other species of grass, it is not suitable for high traffic areas.

3. CONSULTATION

A comprehensive engagement process involving the Ward Councillor, Knox City Council staff, stakeholders and local residents has informed the design response and the content of the Final Draft Masterplan (Refer Appendix A).

Consultation will continue with the local community as part of the implementation of the Masterplan.

4. ENVIRONMENTAL/AMENITY ISSUES

The implementation of this project will have a long-term, positive effect on the local amenity and environment by improving Council's assets, providing better access and improving recreational opportunities for local residents and other users.

Additional planting will increase biodiversity, attract bird life and add to the green and leafy character of Knox.

5. FINANCIAL & ECONOMIC IMPLICATIONS

The renewal of the reserve may be staged and it is estimated that the Plan would be best implemented in three (3) stages.

Annual maintenance costs will increase, following any capital improvements.

The capital cost for the full implementation of the Masterplan is a total of approximately \$300,000.00 (excl. GST), including design and project management fees and a contingency allowance. The costing is consistent with projects of a similar nature.

Council has approved a capital works budget of \$100,000.00 in the 2015/16 financial year and these funds will be used to construct the Stage 1 works being the renewal of the play space and all associated works, should the draft Masterplan be endorsed.

The unfunded \$200,000.00 will be referred to the Capital Works forward program for Council consideration.

8.2 Row Reserve Landscape Masterplan (cont'd)

6. SOCIAL IMPLICATIONS

Row Reserve has a strong sense of ownership by the local community and provides a valuable opportunity for the community to interact and engage in passive and/or active recreation. The reserve also provides valuable links into neighbouring streets.

The engagement process undertaken by Council has provided several opportunities for interested community members to interact and participate in a process that has resulted in the Draft Masterplan.

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

This item has relevance to Council's City Plan 2013 – 2017 incorporating the Council Plan under the key objectives of Theme 1: Healthy, Connected Communities; Theme 3: Vibrant and Sustainable Built and Natural Environments and Theme 4: Culturally Rich and Active Communities.

This item supports the objectives of providing quality opportunities for leisure and recreation and providing high quality infrastructure for the benefit of the Knox community.

The following Council documents were used to inform the development of the Masterplan:

- Knox City Council 2008/2018 Sustainable Environment Strategy;
- Knox Open Space Plan 2012 - 2022;
- Knox Play Space Plan 2013;
- Knox Leisure Plan 2014 - 2019; and
- Water Sensitive Urban Design Policy.

8.2 Row Reserve Landscape Masterplan (cont'd)**8. CONCLUSION**

Row Reserve Draft Landscape Masterplan has been developed in consultation with the local community, who have shown their support for the proposal.

The Draft Masterplan is consistent with the Knox Open Space Plan 2012-2022, which was also adopted following wide community consultation.

Implementing the Draft Landscape Masterplan will cost approximately \$300,000.00 which may be staged over three (3) years. Delivery of the Masterplan will ensure that the local community has access to quality passive and active recreational opportunities and the green, leafy image of Knox is maintained and enhanced.

9. CONFIDENTIALITY

There is no confidentiality issues associated with this report.

COUNCIL RESOLUTION

MOVED: CR. SEYMOUR

SECONDED: CR. PEARCE

That Council

1. approves the Final Draft Landscape Masterplan for Row Reserve, Rowville, October 2015 (refer Appendix A); and
2. refers funding requirements for the implementation of the Row Reserve Landscape Masterplan to future budget processes for consideration and ranking.

CARRIED

Lawn area

- Investigate improving drainage and turf quality

Proposed dry creek

- Location for new dry creek bed
- Creek bed to collect and direct storm water away from the central lawn area
- Creek bed to be planted out with low plants below 300mm in height
- Creek bed to provide nature play elements

New Playground

- Refurbish playground area with new elements
- New playground unit
- Two new swings including a birds nest swing
- Sand pit
- New rocker
- Spinner
- Incorporate nature play elements such as logs and boulders

Proposed bridge

- New bridge over dry creek bed

Frog bog

- Dry Creek bed to direct surface storm water into frog bog areas
- Planting and hardscape features to assist in frog bog

Improved garden beds

- Existing garden beds to be improved with new native low level shrubs, ground covers and grasses
- Trees in poor condition to be replaced with new native tree plantings
- Low planting shrubs improve visibility through garden beds
- Clear trunk trees to provide visibility
- Remove existing shrubs
- Plant ground covers below 300mm

Improved reserve entrance

- Replace existing bollards with logs, boulders and garden beds.



APPENDIX A

Refurbish entrance

- Explore options for frontage to be improved with planting and natural elements such as boulders

Proposed basketball half court

- Investigate the possibility for area to be a multi-activity hardcourt area to accommodate ball sports and skateable elements

Path circuit

- Retain existing path network to keep a walking circuit around the park
- Damaged concrete to be repaired

New seating

- Improved seating around the park with additional seats.

Proposed outdoor gym

- Outdoor exercise equipment

Proposed shelter

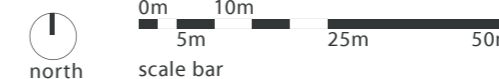
- New shelter and picnic table located close to the path.

Investigate lighting

- Investigate lighting in the reserve

LEGEND

- Existing tree (solid green circle)
- Tree to be removed (dashed green circle)
- New native tree (solid light green circle)
- New picnic table (brown rectangle)
- New seating (brown rectangle with lines)
- Logs (brown sticks)
- Garden bed (green irregular shape)
- Outdoor gym (orange rectangle with blue lines)
- Boulders (grey circles)
- Furniture to be removed (dashed rectangle)
- Path to be removed (dashed line)
- Paths (solid grey line)





Knox City Council

building a better row reserve

May 2015

Find out what's happening at Row Reserve, Rowville, and how you can be involved in planning for the future of this community space.



The Masterplanning Process...

Work has begun to prepare a Masterplan for Row Reserve in Rowville but we need your thoughts to help finalise the opportunities for the future design of this Park.

Row Reserve is located in Rowville, and is bordered by Waradgery Drive to the south and Fifth Avenue and Drummond Crescent to the north. The park is comprised of a large grassy area, a playground area and garden beds with well established trees.

This Community Bulletin is to let you know that council are looking at ways that we can improve the park and to invite you to share with Council your thoughts on the preliminary investigations and participate in the design for the Row Reserve Masterplan.

A **community consultation session** will be held on **Saturday 23 May** in Row Reserve, beside the playground. Please drop in and have a chat with us any time between **9am** and **10am**. We look forward to your involvement and interest.

When complete, Row Reserve will be a place that:

- Is a vibrant, active, and open public space which encourages community activity.
- Has better connections between the various areas within the park.
- Provides additional facilities for young people and family oriented activity.
- Is more attractive and more inclusive.

free morning coffee Community Information Session

Come along to the onsite community information session at Row Reserve

When?

Anytime between 9am - 10am on Saturday 23 May 2015

Where?

Beside the playground in Row Reserve

Why?

To talk to Council representatives about the project and share your thoughts.

your thoughts...

If you are unable to attend the community consultation session to provide your thoughts and feedback on the opportunities for Row Reserve Masterplan, please take a few minutes to provide some feedback and suggestions by answering the questions below:

1. I go to Row Reserve because?

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2. I enjoy Row Reserve because?

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3. Row Reserve could be improved by?

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4. What features would you like to see there?

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5. How would you and your family like to use Row Reserve?

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6. How do you see Row Reserve being used in the future?

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Getting your comments back to us:

If you would like to provide any comments on the proposed works, you can do so by visiting the Knox City Council website and following the links to our Parks and Reserves page, or alternatively:

Email
rowreserve@knox.vic.gov.au

Talk
Call us on 9298 8000 or visit us at
Knox City Council
511 Burwood Highway
Wantirna South 3152

Post it to us - no stamp required
Attention: Open Space & Landscape Design Team
Knox City Council
Reply Paid 70243
Wantirna South Vic 3152

Please leave your contact details if you would like to stay involved.

Name:

Address:

Email Address:

what's next?

We value your thoughts reaching us by close of business on **6 June 2015**.

Your feedback and ideas will inform the design of the Masterplan.

Following review of your feedback, a Masterplan will be developed to guide improvements to the park. We will seek your feedback on the Masterplan prior to it being given Council approval.

If you have any questions, please call us on 9298 8000 and ask for one of the landscape design team members.

Row Reserve Masterplan

Consultation Summary
October 2015

Introduction

A series of community consultation sessions were held between May and October 2015 with;

- the community local to Row Reserve;
- the Ward Councilor;
- Knox City Council staff with a planning, management and maintenance responsibility; and
- A representative from Victoria Police

Consultation was held across three (3) phases being;

- Issues and Opportunities – May 2015
- Draft Masterplan – July 2015;and
- Revised Draft Masterplan – October 2015.

48 surveys were completed by residents as part of the three community consultations sessions undertaken by Council. The following is a summary of survey outcomes.

Community Consultation 1 – Issues and Opportunities, May 2015

In response to the first survey fifteen (15) written responses were received. These are summarised below.

Q1. I go to Row Reserve Because;

Currently residents go to row reserve for;

- their children to play;
- dog walking;
- walking;
- exercising;
- for relaxation;
- for socializing;
- to get to know the community;
- to experience nature; and
- to use the open space to play ball.

This is also the only large open space in this area.

Q2. I enjoy Row Reserve Because;

Currently residents enjoy the reserve as it is;

- within walking distance to their homes;
- large enough to play ball; and

- to let kids and dogs play.

Q3. *Row reserve could be improved by;*

Residents would like to see;

- more infrastructure for dogs;
- more play equipment suitable for kids of different ages and a variety of play experiences for children;
- nature play;
- exercise equipment;
- picnic facilities including BBQ, and extra furniture;
- bins;
- a drinking fountain;
- better landscaping;
- existing drainage problems fixed up; and
- vehicle access to the reserve being stopped;

Q4. *What features would you like to see there?*

- Signage for dog users to remind them to take their waste home or dispose of properly;
- exercise stations;
- calm areas for adults;
- more play experiences for children;
- half basket ball court,;
- more vegetation;
- a dry river bed;
- more swings;
- toilet;
- lighting;
- shelter;
- shade trees;
- fenced dog area;
- skate elements;
- structure which provides a hit up wall;
- more seating;
- soccer playing area; and
- a variety of natural play experiences.

Q5. *How would you and your family like to use row Reserve?*

Many families would like to use the reserve;

- to exercise more;
- for kids to play ball games and play in playground;
- for walking their dogs;

- socializing;
- spending family time; and
- as a relaxing place to meet friends and family for recreational activities.

Q6. *How do you see Row Reserve being used in the future;*

- More use by families to increase, fun and useful place for adults and children;
- a family gathering spot;
- place for picnics festivals and concerts;
- different little areas to use the big space better for dogs as well;
- a play area for children and teenagers;
- a community garden space; and
- a versatile space encouraging community activity.

Community Consultation 2 – Draft Masterplan, July 2015

In response to the second survey seventeen (17) written responses were received. These are summarised below.

Q1. *What do you like about the Draft Masterplan?*

- Most respondents were excited and enthusiastic to see the draft landscape plan and are happy with the proposed plan.
- A number of respondents were happy to see a half basketball court, nature play elements, a playground upgrade, exercise equipment and were happy with the overall idea of the Draft MasterPlan.

Q2. *What would you do differently in the Draft Masterplan?*

- Most respondents were happy with the plan as it is and did not suggest any changes.
- A number of respondents were concerned about the location of the proposed basketball court, exercise equipment and playground;

Q3. *Is there anything Council has not considered in the Draft Masterplan?*

- A number of respondents would like to see a separate fenced area for Dogs;
- Rubbish bins;
- A drinking fountain;
- A BBQ;
- Ensure opportunities for anti-social or illegal activities are minimised.
- Some residents did not want the reserve to be used as a dog park and preferred it to be used for more nature play and other family activities.

Additional comments

Some respondents raised strong security concerns regarding the use of the reserve by teenagers with particular regard to the introduction of the half basketball court and exercise stations.

Improved lighting onsite, better visibility and improved on site drainage were also requested.

Community Consultation 3 – revised Draft Masterplan, October 2015

In response to the third survey seventeen (17) written responses were received. These are summarised below.

Q1. What do you like about the Revised Draft Masterplan?

Most residents were happy about the relocation of the playground and amenities

Q2. What would you do differently in the Revised Draft Masterplan?

- Include a fenced dog play area in the reserve;
- Separate the basketball court area to allow teenagers to have their own space;
- The plan looks congested compare to the previous plan; and
- Don't want to see sand play included in playspace.

Q3. Is there anything Council has not considered in the Draft Masterplan?

- Lighting locations;
- A large water body as part of the creek;
- Separating the junior and senior play;
- More seating;
- Concerns about attracting more unwanted behavior by putting a half basketball court and skate elements; and
- Would like to see the playground separated from gym equipment.

Additional comments

- Most respondents believe the relocation of the play, picnic, basketball and exercise equipment area is a good idea as there were residents who were not happy with previous proposed location;
- Some respondents were concerned for shade where the seats are and would like to see a BBQ;
- Some respondents were very concerned about the magpies swooping on site in spring and would like signage;
- Most residents are happy to see the proposed changes on site;

- There was a request for separate allocated spaces for teenagers; and
- Concern about the site conditions as it gets very wet.

survey

1. What do you like about the Draft Masterplan?

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2. What would you do differently in the Draft Masterplan?

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3. Is there anything Council has not considered in the Draft Masterplan?

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Additional Comments:

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where to from here?

Your comments will contribute to the development of the final design. When the masterplan is finalised, it will be presented to Council for consideration.

If you have any questions, please call 9298 8000 and ask for one of the Landscape team members or alternatively:

Email
rowreserve@knox.vic.gov.au

Talk
Call us on 9298 8000 or visit us at
Knox City Council
511 Burwood Highway
Wantirna South 3152

Post - no stamp required
Attention: Open Space & Landscape Design Team
Knox City Council
Reply Paid 70243
Wantirna South Vic 3152

stay in the loop

Please leave your contact details if you would like to stay in touch with us about this project:

Name

Address

Email

Privacy Statement

Council is committed to protecting your privacy. Any personal information you share will only be used by Council to process this form. We will not give this information to an other individual or organisation unless required by law. You may access this information by contacting council on 9298 8000.



building a better row reserve

July 2015



thank you for your input

A few months ago, Council asked the Local community what they would like to see at Row Reserve off Waradgery Drive in Rowville. Your feedback has helped Council prepare a draft Masterplan (see overleaf).

what you told Council

Row Reserve is a key open space for the local community. Some consistent points came through in the feedback:

- Upgrade the playspace with new play elements to offer a wider range of play opportunities;
- Provide a sheltered social area with seating and picnic tables for visitors;
- Improve surface drainage;
- Provide exercise facilities;
- Retain and improve the path network;
- Improve garden bed planting and
- Improve visibility through reserve.

help Council complete the plan

Do you have feedback or suggestions on the draft plan? If so, Council would welcome your ideas and opinions.

If you would like to be a part of this process, there are several ways to have your say.

free morning coffee Community Information Session

Come along to the onsite community information session at Row Reserve.

When?
Anytime between 11am -12 noon Saturday 25 July 2015

Where?
Beside the playground in **Row Reserve**, off Waradgery Drive in Rowville.

Why?
To talk to Council representatives about the project and share your thoughts.

If you are unable to attend the community consultation session and would like to provide your thoughts, you will find a short survey included at the back of this bulletin. Please fill in the survey and send your thoughts by close of business on **7 August 2015** or fill in the online survey available at www.knox.vic.gov.au/parks

New swing
• New birds nest swing

Proposed Playground
• Refurbish playground area with new elements
• Incorporate nature play elements

Proposed shelter
• New shelter and picnic table

Proposed sand pit
• New sand pit

Proposed bridge
• New bridge over dry creek bed

Frog bog
• Dry Creek bed to direct surface storm water into frog bog areas
• Planting and hardscape features to assist in frog bog

Proposed dry creek
• Proposed location for new dry creek bed
• Creek bed to collect and direct storm water away from the central lawn area
• Creek bed to be planted out with low plants 400mm in height

Lawn area
• Investigate improving drainage and turf quality

Improved garden beds
• Existing garden beds to be improved with new native low level shrubs, ground covers and grasses
• Trees in poor condition to be replaced with new native tree plantings
• Low planting shrubs improve visibility through garden beds

Proposed fitness area
• Outdoor exercise equipment



Refurbish entrance
• Explore options for frontage to be improved with planting and natural elements such as, large feature rocks

Proposed basketball half court
• Investigate the possibility for area to be a multi-activity hardcourt area to accommodate ball sports and skateable elements

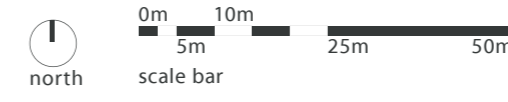
Path circuit
• Retain existing path network to keep a walking circuit around the park
• Damaged concrete to be repaired

New seating
• Improved seating around the park with additional seats.

Improved reserve entrance
• Replace existing bollards with logs, rocks and garden beds.

LEGEND

- Existing tree
- Tree to be removed
- New native tree
- New picnic table
- New seating
- Logs
- Garden bed
- New fitness elements
- Rocks
- Existing bollards
- Furniture to be removed



survey

1. What do you like about the Revised Draft Masterplan?

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2. What would you do differently in the Revised Draft Masterplan?

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3. Is there anything Council has not considered in the Revised Draft Masterplan?

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Additional Comments:

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where to from here?

Your comments will contribute to the final masterplan. The finalised masterplan, will be presented to Council for consideration.

If you have any questions, please call 9298 8000 and ask for one of the Landscape team members or alternatively:

Email
rowreserve@knox.vic.gov.au

Talk
Call us on 9298 8000 or visit us at Knox City Council
511 Burwood Highway
Wantirna South 3152

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stay in the loop

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Email

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building a better row reserve

September 2015



thank you for your input

In July this year a Draft Masterplan for Row Reserve was presented to the surrounding community via a letterbox drop and an information session. You gave Council great feedback on this Draft Masterplan and it was agreed that a revised Draft Masterplan would be prepared. Council has prepared that plan and it is presented overleaf for your comments.

In July you told Council;

That you were concerned about the location of the half court basketball area and the gym equipment;
That you would like a larger basket ball facility, and
You were concerned about issues of personal safety and anti-social behaviour.

help Council complete the plan

Council has revised the Draft Masterplan as follows:
• The playground, half court basketball area, outdoor gym equipment and the associated picnic facilities have been moved closer to Waradjury Drive.

Council will investigate improved lighting in the Reserve: and

A 'Crime prevention through Environmental Design' CPTED audit is planned by Victorian Police.

Council will also be undertaking a CPTED (Crime prevention through environmental design) audit of the site.

A Police officer will be present at our next consultation session to listen to your feedback and help finalise the Masterplan for Row Reserve.

If you have further feedback or suggestions on the revised draft plan Council would welcome your ideas and opinions.

If you would like to be a part of this process, there are several ways to have your say.

free morning coffee Community Information Session

Come along to the onsite community information session at Row Reserve.

When?
Anytime between 9 - 10am Saturday 10th October 2015

Where?
Beside the playground in Row Reserve, off Waradjury Drive in Rowville.

Why?
To talk to Council representatives about the project and share your thoughts.

If you are unable to attend the community consultation session and would like to provide your thoughts, you will find a short survey included at the back of this bulletin. Please fill in the survey and send your thoughts by close of business on **23th October 2015** or fill in the online survey available at www.knox.vic.gov.au/parks

Lawn area

- Investigate improving drainage and turf quality

Proposed dry creek

- Location for new dry creek bed
- Creek bed to collect and direct storm water away from the central lawn area
- Creek bed to be planted out with low plants below 300mm in height
- Creek bed to provide nature play elements

New Playground

- Refurbish playground area with new elements
- New playground unit
- Two new swings including a birds nest swing
- Sand pit
- New rocker
- Spinner
- Incorporate nature play elements such as logs and boulders

Proposed bridge

- New bridge over dry creek bed

Frog bog

- Dry Creek bed to direct surface storm water into frog bog areas
- Planting and hardscape features to assist in frog bog

Improved garden beds

- By clear trunking trees and removing large shrubs to increase sightlines
- Replacing trees in poor condition
- Planting new low level shrubs and ground covers to maintain sightlines

Improved reserve entrance

- Replace existing bollards with logs, boulders and garden beds.



Refurbish entrance

- Explore options for frontage to be improved with planting and natural elements such as boulders

Proposed basketball half court

- Investigate the possibility for area to be a multi-activity hardcourt area to accommodate ball sports and skateable elements

Path circuit

- Retain existing path network to keep a walking circuit around the park
- Damaged concrete to be repaired

New seating

- Improved seating around the park with additional seats.

Proposed outdoor gym

- Outdoor exercise equipment

Proposed shelter

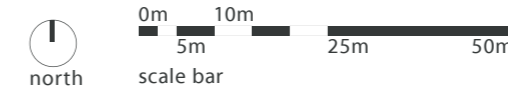
- New shelter and picnic table located close to the path.

Investigate lighting

- Investigate lighting in the reserve

LEGEND

	Existing tree		Tree to be removed
	New native tree		New picnic table
	New seating		Logs
	Garden bed		Outdoor gym
	Boulders		Furniture to be removed
	Path to be removed		Paths



COUNCILLOR LOCKWOOD RETURNED TO THE CHAMBER AT 8.22PM DURING DISCUSSION ON ITEM 9.1**ALL WARDS****9.1 2015-16 ANNUAL PLAN PROGRESS REPORT TO 30 SEPTEMBER 2015**

SUMMARY: *Business Improvement Officer - Corporate Planning and Performance (Mozma Tate)*

This report provides the first quarter progress on actions identified in the 2015-16 Annual Plan. The Annual Plan for 2015-16 was adopted by Council at the ordinary meeting of Council on 23 June 2015 and as part of the 2015-16 Annual Budget. The Annual Plan satisfies legislative requirements of the *Local Government Act 1989* by outlining the services provided by Council and the initiatives that Council will complete in 2015-16.

It should be noted that the Annual Plan does not provide for reporting on all Council activities but only those identified as initiatives and major initiatives in the planning and budget process for 2015-16.

RECOMMENDATION

That Council receive and note the 2015-16 Annual Plan progress report for the period 1 July to 30 September 2015.

1. INTRODUCTION

An Annual Plan was established for the 2015-16 financial year to assist in the achievement of the objectives of the Knox City Plan (incorporating the Council Plan) 2013-17, and ultimately, the Knox Vision. The 2015-16 Annual Plan progress report to 30 September 2015 (see Appendix A) reports on the initiatives and major initiatives that support those objectives.

2. DISCUSSION

Appendix A (attached) provides the Annual Plan progress report for the first quarter of 2015-16.

Of the 25 initiatives, all are progressing well with 15 at 25% or greater. One action has progressed to 100% complete.

9.1 2015-16 Annual Plan Progress Report To 30 September 2015 (cont'd)

The highlights for the first quarter include:

- *Facilitate and support volunteering in Council services and programs by preparing a policy for the management of volunteers, and a plan for training volunteers:* a draft policy has been prepared and circulated for feedback from department manager's participating in the volunteer policy and reference review group. Options for developing a training program for volunteers is being explored.
- *Attract and assist in new investment and assist existing businesses to grow through the Knox Investment Facilitation Service:* a number of new investment and existing businesses are being supported with investment facilitation. Current research and participation in the Regional Investment Attraction Strategy for Melbourne's east initiative through Melbourne East Regional Development Australia will assist in informing Council's strategic approach to attracting new investment into Knox.
- *Develop partnerships with community education providers to facilitate the delivery of digital navigation and literacy programs for the community in Knox libraries:* Eastern Regional Library Corporation has formed a partnership with the Basin Community House to deliver monthly taster digital training sessions at the Boronia library.
- *Begin preparations for the 2016 Council general elections:* the first stage of preparations for the 2016 Council elections has commenced, which initially involves assessing the upcoming review of the *Local Government Act 1989*, and implementing any changes required to the election process, which result from legislative change.

3. CONSULTATION

The 2015-16 Annual Plan actions are linked to, and support the delivery of, the Knox Vision and the Knox City Plan 2013-17. The community took part in developing the Knox Vision, which provided the context for the Knox City Plan 2013-17.

The Annual Plan 2015-16, including the initiatives, was approved as part of the Annual Budget after public consultation on 23 June 2015.

4. ENVIRONMENTAL/AMENITY ISSUES

Objectives for the environment are reflected in the Knox City Plan and relevant actions are reflected in the Annual Plan.

5. FINANCIAL & ECONOMIC IMPLICATIONS

The initiatives for 2015-16 were developed in conjunction with the 2015-16 Annual Budget and all actions are funded.

9.1 2015-16 Annual Plan Progress Report To 30 September 2015 (cont'd)**6. SOCIAL IMPLICATIONS**

Objectives for community health and wellbeing are reflected in the Knox City Plan and relevant actions are reflected in the Annual Plan.

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

This is a report on the first quarter of the Annual Plan progress report 2015-16, which supports the delivery of the Knox City Plan 2013-17.

8. CONCLUSION

The actions reported here are those identified in the adopted Annual Plan 2015-16 and are not representative of all services and works provided by Council.

9. CONFIDENTIALITY

There are no issues of confidentiality associated with this report.

COUNCIL RESOLUTION

MOVED: CR. MORTIMORE

SECONDED: CR. PEARCE

That Council receive and note the 2015-16 Annual Plan progress report for the period 1 July to 30 September 2015.

CARRIED



Knox City Council

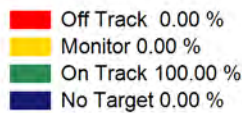
Annual Plan Report

September Quarter 2015



Healthy, Connected Communities

Action Status



Action Performance



Actions reported on	4
At least 90% of action target achieved	4
Between 70% and 90% of action target achieved	0
Less than 70% of action target achieved	0
Actions with no target set	0


Initiatives for 2015/16

Action Description	Start Date	End Date	Status	%
<input checked="" type="checkbox"/> Establish a Seniors Group Network to support the implementation of Council's Senior Citizens Support Service Plan.	01/07/2015	30/06/2016	In Progress	5%
Responsible Person	Tanya Clark-Manager Active Ageing and Disability Services		Department	Active Ageing and Disability Services
Progress Comments	The senior support officer position is currently being finalised for recruitment. Once this position has commenced, the officer will establish the Seniors Group Network in early 2016, which will support the implementation of Council's senior citizens support service plan.			
	<i>Last Updated : 14/10/2015</i>			

Action Description	Start Date	End Date	Status	%
<input checked="" type="checkbox"/> Undertake an analysis of Council's services to identify and pursue opportunities to increase awareness of mental health issues through relevant Council delivered programs.	01/07/2015	30/06/2016	In Progress	10%
Responsible Person	Kathy Parton-Manager Community Wellbeing		Department	Community Wellbeing
Progress Comments	A project plan has been developed to guide this action. A community services manager and coordinators workshop has been planned for 28 October 2015 to progress this action.			
	<i>Last Updated : 15/10/2015</i>			

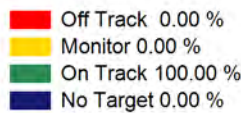
Action Description	Start Date	End Date	Status	%
<input checked="" type="checkbox"/> Following research and community engagement, implement strategies to increase healthy food choices in Knox sporting and community groups that operate in Council owned or managed facilities.	01/07/2015	30/06/2016	In Progress	25%
Responsible Person	Kathy Parton-Manager Community Wellbeing		Department	Community Wellbeing
Progress Comments	An interim report was submitted to EMT in August 2015. Further work is currently being undertaken to develop three case studies of three clubs to determine the actions to move into the next phase.			
	<i>Last Updated : 04/11/2015</i>			

Healthy, Connected Communities

Action Description	Start Date	End Date	Status	%
 Facilitate and support volunteering in Council services and programs by preparing a policy for the management of volunteers, and a plan for training volunteers.	01/07/2015	30/06/2016	In Progress	50%
Responsible Person	Kathy Parton-Manager Community Wellbeing		Department	Community Wellbeing
Progress Comments	A draft policy has been prepared and circulated for feedback from department manager's participating in the volunteer policy and reference review group. Options for developing a training program for volunteers is being explored.			
	<i>Last Updated : 04/11/2015</i>			

Prosperous, Advancing Economy

Action Status



Action Performance




Actions reported on	11
At least 90% of action target achieved	11
Between 70% and 90% of action target achieved	0
Less than 70% of action target achieved	0
Actions with no target set	0


Initiatives for 2015/16

Action Description	Start Date	End Date	Status	%
Attract and assist new investment and assist existing businesses to grow through the Knox Investment Facilitation Service.	01/07/2015	30/06/2016	In Progress	25%
Responsible Person	Kim Rawlings-Manager City Futures		Department	City Futures
Progress Comments	A number of new investment and existing businesses are being supported with investment facilitation. Current research and participation in the Regional Investment Attraction Strategy for Melbourne's East initiative through Melbourne East Regional Development Australia will assist in informing Council's strategic approach to attracting new investment into Knox. <i>Last Updated : 09/10/2015</i>			


Action Description	Start Date	End Date	Status	%
Continue delivery of the Business Visits and Engagement Program to improve Council's understanding of the business community and their needs in terms of skills, growth, labour force, technology and infrastructure requirements.	01/07/2015	30/06/2016	In Progress	25%
Responsible Person	Kim Rawlings-Manager City Futures		Department	City Futures
Progress Comments	Fourteen business visits and participation in 15 business engagement opportunities have occurred since 1 July 2015. Connecting directly with businesses provides an opportunity to promote Council's Business and Economic Development Service and to better understand the challenges and opportunities facing Knox businesses. <i>Last Updated : 15/10/2015</i>			

Prosperous, Advancing Economy

Action Description	Start Date	End Date	Status	%
 Continue to advance Council's place based planning to achieve business growth, attract investment and boost employment in key strategic precincts, specifically Bayswater-Boronia, Employment/Industrial Precinct and Scoresby Rowville Employment Precinct.	01/07/2015	30/06/2016	In Progress	25%
Responsible Person	Kim Rawlings-Manager City Futures		Department	City Futures
Progress Comments	<p>The Bayswater Industrial Precinct Review Project Working Group continues to make progress on three key tasks that will drive the project forward:</p> <ol style="list-style-type: none"> 1. engagement of the Precinct Coordinator is expected to occur early October 2015; 2. the Strategic Action Plan is in final stages of drafting; and 3. preparations for an engagement campaign to enthuse local businesses and stakeholders and have them actively participate in the project and its initiatives are steadily advancing. <p>There is no funding for Scoresby/Rowville Employment Precinct other than via the Investment Facilitation Service.</p> <p><i>Last Updated : 04/11/2015</i></p>			

Action Description	Start Date	End Date	Status	%
 Progress preparation of a structure plan in collaboration with the Metropolitan Planning Authority to guide future investment and development for the Wantirna Health and Medical Precinct.	01/07/2015	30/06/2016	In Progress	25%
Responsible Person	Kim Rawlings-Manager City Futures		Department	City Futures
Progress Comments	<p>A Strategic Directions and Opportunities paper has been prepared to outline a process, by which, Council as the local planning authority can best maximise its influence and ensure its objectives for the site/area are realised. Discussions with key stakeholders and agents such as Metropolitan Planning Authority (MPA), Department of Economic Development, Jobs, Transport and Resources (DEDJTR), Eastern Health, Department of Health, VicRoads, and Knox Private Hospital have been conducted to scope the approach to the structure planning of the Wantirna Health Precinct.</p> <p>EMT has signed off on the project scope (which was prepared with the MPA). A 'Health Service Demand Analysis' (jointly funded by Council and MPA) is currently underway. Biruu Consulting have been commissioned. It is expected that a draft document will be available for discussion in November 2015.</p> <p><i>Last Updated : 04/11/2015</i></p>			

Prosperous, Advancing Economy

Action Description	Start Date	End Date	Status	%
 Proactively participate in regional forums and initiatives with South East Melbourne Innovation Precinct, the Melbourne East Regional Development Australia Group and the Regional Metropolitan Planning Group to achieve regional collaboration, build networks across Government and business and increase joint advocacy.	01/07/2015	30/06/2016	In Progress	25%
Responsible Person	Kim Rawlings-Manager City Futures		Department	City Futures
Progress Comments	<p>Active participation in regional forums and initiatives with South East Melbourne Innovation Precinct (SEMIP), Melbourne East Regional Development Australia (MERDA) and Regional Metropolitan Planning Group (RMPG) continues. Projects currently underway include the following:</p> <ul style="list-style-type: none"> • Regional Investment Attraction Strategy for Melbourne's East and accompanying marketing documents are currently being finalised; • Bayswater Industrial Precinct; and • draft report on the night time economy in Melbourne's East. 			
<i>Last Updated : 04/11/2015</i>				

Vibrant and Sustainable Built and Natural Environments

Action Status



- Off Track 16.67 %
- Monitor 33.33 %
- On Track 50.00 %
- No Target 0.00 %

Action Performance




Actions reported on	12
At least 90% of action target achieved	6
Between 70% and 90% of action target achieved	5
Less than 70% of action target achieved	1
Actions with no target set	0


Initiatives for 2015/16


Action Description	Start Date	End Date	Status	%
■ Progress preparation of a detailed structure plan to guide and support future development within the Knox Central Activity Centre.	01/07/2015	30/06/2016	In Progress	20%
Responsible Person	Kim Rawlings-Manager City Futures		Department	City Futures
Progress Comments	A land use, economic and property market analysis study has been completed. Heritage and transport consultants are close to being engaged. Initial internal consultation with Council departments has also occurred.			
	<i>Last Updated : 09/10/2015</i>			


Action Description	Start Date	End Date	Status	%
■ Identify and address missing links an key places for path connectivity through Council's capital works program.	01/07/2015	30/06/2016	In Progress	20%
Responsible Person	Matthew Hanrahan-Manager Sustainable Infrastructure		Department	Sustainable Infrastructure
Progress Comments	As at the end of September, Council has expended 25% of its renewal budget for the 2015/16 year for footpath renewal and 27% of its budget for shared path renewal. The new footpaths and shared paths program have not as yet commenced and will be delivered towards the last quarter of the financial year.			
	The programming of works for the 16/17 year is still in development and will be informed by the Mobility Implementation Plan, ranking criteria for the footpath and shared paths programs and the Pedestrian and Bicycle Plan.			
	<i>Last Updated : 04/11/2015</i>			

Vibrant and Sustainable Built and Natural Environments

Action Description	Start Date	End Date	Status	%
 Actively participate in an advocacy program for improved public transport through membership of the Eastern Transport Coalition.	01/07/2015	30/06/2016	In Progress	25%
Responsible Person	Matthew Hanrahan-Manager Sustainable Infrastructure		Department	Sustainable Infrastructure
Progress Comments	Council currently supports the chair role for the Eastern Transport Coalition and continues to actively participate programs and initiatives identified by the group. A key focus in the year to date is securing enhanced outcomes through the grade separation projects.			
	<i>Last Updated : 14/10/2015</i>			

Action Description	Start Date	End Date	Status	%
 Following on from the release of Stage 2 of the Rowville Rail Study, undertake advocacy to seek a commitment from the state government to improve existing bus services, to protect a land corridor for the future train line, and expedite delivery of the Rowville Rail.	01/07/2015	30/06/2016	Not Started	0%
Responsible Person	Matthew Hanrahan-Manager Sustainable Infrastructure		Department	Sustainable Infrastructure
Progress Comments	This project has not commenced as yet.			
	<i>Last Updated : 15/10/2015</i>			

Action Description	Start Date	End Date	Status	%
 Continue to participate in the development of the Bayswater Grade Separation Project to provide an integrated solution that satisfies both the state government's business case and Council's objectives, as outlined in the Bayswater Structure Plan.	01/07/2015	30/06/2016	In Progress	50%
Responsible Person	Matthew Hanrahan-Manager Sustainable Infrastructure		Department	Sustainable Infrastructure
Progress Comments	State Government has established the Level Crossing Removal Authority to oversee delivery of 50 grade separations within the first two terms of Government. Both Mountain Hwy and Scoresby Road removals have been included in this priority listing. While no funding announcement has been formally made to date, Council officers has been actively involved in a process to progress the design development of this projects. Throughout this process, Council has engaged on desirable outcomes from this project with the Minister for Public Transport, the Parliamentary Secretary for the Level Crossing Removal Authority and the Chief Executive of the Level Crossing Removal Authority.			
	<i>Last Updated : 15/10/2015</i>			

Action Description	Start Date	End Date	Status	%
 Continue to prioritise Council's Integrated Transport Plan to inform reviews of the Pedestrian Plan, the Bicycle Plan, Mobility Study Implementation Plan and Road Management Plan.	01/07/2015	30/06/2016	In Progress	15%
Responsible Person	Matthew Hanrahan-Manager Sustainable Infrastructure		Department	Sustainable Infrastructure
Progress Comments	Council formally adopted the 2014 Integrated Transport Plan at its Council meeting on 24 February 2015, following a period of community consultation and invitation for submissions. Aligned in structure to align with key strategies identified within the Transport Integration Act, 2010, the Plan incorporates a series of actions which are to be delivered on an ongoing basis across key themes. Officers are progressing the development of a Parking Policy for Knox, a key priority initiative from the Integrated Transport Plan.			
	<i>Last Updated : 14/10/2015</i>			

Culturally Rich and Active Communities

Action Status



■ Off Track 0.00 %
■ Monitor 33.33 %
■ On Track 66.67 %
■ No Target 0.00 %

Action Performance




Actions reported on	6
At least 90% of action target achieved	5
Between 70% and 90% of action target achieved	1
Less than 70% of action target achieved	0
Actions with no target set	0

Initiatives for 2015/16

Action Description	Start Date	End Date	Status	%
■ Investigate and implement opportunities to use new social media tools to promote arts and cultural opportunities across the community.	01/07/2015	30/06/2016	In Progress	20%
Responsible Person	Peter Gore-Manager Youth, Leisure and Cultural Services		Department	Youth, Leisure and Cultural Services
Progress Comments	Council has commenced development of a strategy to increase and better utilise social media tools to enable and improve social media marketing. Social media has become an important platform for engaging with customers. The project aims to improve engagement with existing and prospective customers. The Events and Festivals team has initially allocated a Facebook page for the Stringybark Festival in October 2015 as part of a trial to inform the strategy and analyse its efficacy. <i>Last Updated : 11/11/2015</i>			

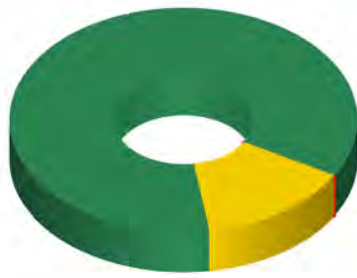
Action Description	Start Date	End Date	Status	%
■ Develop partnerships with community education providers to facilitate the delivery of digital navigation and literacy programs for the community in Knox libraries.	01/07/2015	30/06/2016	In Progress	20%
Responsible Person	Peter Gore-Manager Youth, Leisure and Cultural Services		Department	Youth, Leisure and Cultural Services
Progress Comments	Eastern Regional Library Corporation (ERLC) has formed a partnership with the Basin Community House to deliver monthly taster digital training sessions in Boronia Library. <i>Last Updated : 16/11/2015</i>			

Culturally Rich and Active Communities

Action Description	Start Date	End Date	Status	%	
 Work with Westfield to finalise arrangements for an interim, and permanent, Knox library in the Knox Central precinct.	01/07/2015	30/06/2016	In Progress	30%	
Responsible Person	Peter Gore-Manager Youth, Leisure and Cultural Services		Department	Youth, Leisure and Cultural Services	
Progress Comments	<p>Arrangements for an interim library are progressing well, with a schematic design and list of works having been developed. Negotiations are temporarily on hold whilst Westfield finalises the adjacent tenancy so that economies of scale can be achieved where possible. The “permanent” (20 year lease) site is also progressing, albeit at a pace dictated by Westfield’s plans for the broader centre. A per square metre price has been agreed, and an initial piece of design completed based on a high level needs analysis. Once Westfield responds with what can be achieved within budget, then more detailed designs will be developed and the progression of a formal lease proposal.</p>				
<i>Last Updated : 20/10/2015</i>					

Democratic and Engaged Communities

Action Status



■ Off Track 0.00 %
■ Monitor 14.29 %
■ On Track 85.71 %
■ No Target 0.00 %

Action Performance




Actions reported on	13
At least 90% of action target achieved	12
Between 70% and 90% of action target achieved	1
Less than 70% of action target achieved	0
Actions with no target set	0


Initiatives for 2015/16


Action Description	Start Date	End Date	Status	%
■ Develop and adopt a community infrastructure planning policy to build consideration of potential multiple community uses into new and upgrades for Council and community facilities.	01/07/2015	30/06/2016	In Progress	50%
Responsible Person	Kathy Parton-Manager Community Wellbeing		Department	Community Wellbeing
Progress Comments	A draft policy and guidelines was considered by EMT on 25 June 2015. Further work is underway to further progress the document prior to Council engagement. <i>Last Updated : 16/10/2015</i>			


Action Description	Start Date	End Date	Status	%
■ Actively participate in the Victorian Electoral Commission's Local Government Representation Review of the Knox municipality.	01/07/2015	30/06/2016	Completed	100%
Responsible Person	Fleur Cousins-Acting Manager Governance and Innovation		Department	Governance and Innovation
Progress Comments	The Electoral Representation Review for Knox is now complete. Council actively participated in the review process preparing two submissions which recommended retaining the existing electoral structure of nine single-member wards. Following consideration of all submissions, the Victorian Electoral Commission (VEC) recommended to the Minister for Local Government that Knox retain the current ward structure with minor modification's to boundaries to ensure they provide for equitable representation in accordance with the Local Government Act 1989. In the event the VEC's recommendation is endorsed by the Minister, changes to the electoral structure will apply at the 2016 general elections. <i>Last Updated : 15/10/2015</i>			

Democratic and Engaged Communities

Action Description	Start Date	End Date	Status	%
 Begin preparations for the 2016 Council general elections.	01/07/2015	30/06/2016	In Progress	15%
Responsible Person	Fleur Cousins-Acting Manager Governance and Innovation		Department	Governance and Innovation
Progress Comments	The first stage of preparation for the 2016 Council elections involves assessing the upcoming review of the Local Government Act 1989, and planning to implement any changes required to the election process resulting from any legislative change. This work is underway, and will be further progressed once the outcomes of the legislative review are known. Detailed preparation for the elections will commence in early 2016.			
	<i>Last Updated : 22/09/2015</i>			

Action Description	Start Date	End Date	Status	%
 Develop a comprehensive Advocacy Strategy to guide Council's advocacy efforts.	01/07/2015	30/06/2016	In Progress	20%
Responsible Person	Kath Oakley-Manager Communications and Customer Service		Department	Communications
Progress Comments	An internal advocacy advisory group has been formed to support the development of a draft strategic advocacy framework/approach that guides the organisation's advocacy direction and efforts. The cross-organisational group has met twice and will meet monthly for the coming 6 months to provide strategic input and advice into the development of this program prior to presentation Council.			
	<i>Last Updated : 04/11/2015</i>			

Action Description	Start Date	End Date	Status	%
 Develop a Council Communications Strategy.	01/07/2015	30/06/2016	In Progress	30%
Responsible Person	Kath Oakley-Manager Communications and Customer Service		Department	Communications
Progress Comments	A communications agency has been selected to assist the development of the Communications Strategy (Royce). <ul style="list-style-type: none"> - Finalisation of scope (complete) - Response and quotes received (complete) - Appoint and brief consultant (complete) - Consultant engaged (complete) - Consultant consultations - Manager, EMT and Councillors (underway) - Preliminary findings submission (on schedule) - Consultant feedback on key findings (on schedule) - Strategy development (on schedule) - Submission by consultant to Communications Strategy Project Team (as planned) - Submission to Manager Communications (as planned) - Delivery (as planned) - PIR (as planned) 			
	<i>Last Updated : 09/11/2015</i>			

Action Description	Start Date	End Date	Status	%
 Continue to allocate sufficient funding to ensure Council meets its asset renewal target in 2015-16.	01/07/2015	30/06/2016	In Progress	25%
Responsible Person	Matthew Hanrahan-Manager Sustainable Infrastructure		Department	Sustainable Infrastructure
Progress Comments	Council has supported the allocation of renewal funding to meet 100% of its annual renewal target. There exists some backlog of renewal works which has scheduled to be addressed over the coming five years.			
	<i>Last Updated : 14/10/2015</i>			

Democratic and Engaged Communities

Action Description	Start Date	End Date	Status	%	
<input type="checkbox"/> Complete a minimum of nine service reviews as part of the implementation of Year Three of Council's four-year rolling service review program.	01/07/2015	30/06/2016	In Progress	25%	
Responsible Person	Fleur Cousins-Acting Manager Governance and Innovation		Department	Governance and Innovation	
Progress Comments	<p>The service planning program of work scheduled for 2015/2016 is well underway. Council endorsed the scope of work to be completed at the SPC meeting of 11 August 2015, and teams are well progressed in addressing this work through the service analysis stage. A range of consultation and research is being conducted to support this program of work. Service analyses are due for completion in early 2016, and all eleven services are on track to meet this deadline.</p>				
<i>Last Updated : 22/09/2015</i>					

ALL WARDS**9.2 MANAGEMENT FINANCIAL REPORT FOR THE QUARTER ENDED 30 SEPTEMBER 2015**

SUMMARY: *Management Accounting Coordinator
(Karen Oh)*

The Management Financial Report for the quarter ended 30 September 2015 is presented for consideration.

The report also recommends the 2014-15 Operational and Capital Works Carry Forward expenditure items into 2015-16 (Attachment T and U) and adjustments required since the adoption of the 2015-16 Annual Budget (Attachment V). This report enables Council to assess its financial position and review the 2015-16 Annual Budget (Original Budget) that was adopted on 23 June 2015 to reflect variations that have occurred since that point.

RECOMMENDATION

That Council:

- 1. Receive and note the Management Financial Report for the quarter ended 30 September 2015;**
- 2. Approve the write-off of debts totalling \$2,962.34 which are considered no longer collectable as detailed in the confidential attachment to this report. (Attachment W);**
- 3. Endorse the 2014-15 Operational and Capital Works Carry Forward expenditure items into 2015-16 (Attachment T and U) and adjustments required since the adoption of the 2015-16 Annual Budget (Attachment V). These changes will be included in the 2015-16 Reviewed Budget;**
- 4. Note that the provision of funding (\$0.165 million) to develop a business case for Council to be an NDIS provider of disability services for the 0-65 age group has been included in Attachment V; and**
- 5. Refer stages 2, 3 and 4 of the Marie Wallace Reserve Masterplan for consideration as part of the development of the 2016-17 Annual Budget.**

9.2 Management Financial Report for the Quarter Ended 30 September 2015 (cont'd)

1. INTRODUCTION

The attached Financial Reports that are presented to Council include the following:

Conversion to Cash Result (*Attachment A*)

Income Statement (*Attachment B to E*)

Capital Works Analysis (*Attachment F and G*)

Balance Sheet (*Attachment H*)

Cash Flow Statement and Cash Assets Summary (*Attachment I to K*)

Monthly Summary Revenue and Expenditure Report (*Attachment L*)

Investment and Interest Income Analysis (*Attachment M and N*)

Rates and Sundry Debtors Summary (*Attachment O to R*)

Capital Works Program Detail (*Attachment S*)

2014-15 Carry Forwards into 2015-16 - Capital Works Program and Operational Projects (*Attachment T to U*)

Adjustments to the 2015-16 Original Budget (*Attachment V*)

Confidential Matters (*Attachment W*)

The Income Statement and the Balance Sheet have been prepared on an accrual basis and are the results for the quarter ended 30 September 2015.

The report has been prepared based on the 2015-16 Original Budget as adopted by Council on 23 June 2015.

2. DISCUSSION

General discussion in regards to this report is detailed under Section 5 'Financial & Economic Implications'.

3. CONSULTATION

This report does not necessitate community consultation. A copy of this report will be provided to Council's Audit Committee after it has been noted by Council.

4. ENVIRONMENTAL/AMENITY ISSUES

This report does not have any environmental or amenity issues for discussion.

9.2 Management Financial Report for the Quarter Ended 30 September 2015 (cont'd)

5. FINANCIAL & ECONOMIC IMPLICATIONS

The overall financial position at 30 September 2015 is satisfactory and indicates that Council is on track to complete the current financial year within the targets established in the 2015-16 Original Budget.

From a cash perspective, the results indicate a net cash surplus for the quarter ended 30 September 2015 of \$79.673 million which is a favourable variance of \$1.653 million in relation to the year to date 2015-16 Original Budget. The overall net cash surplus of \$79.673 million is the result of bringing to account the full amount of Council's annual rate income during July 2015.

The favourable variance is also attributable to a number of factors which are outlined in Attachment L (Monthly Summary Revenue and Expenditure Report).

5.1 Cash Conversion Result for quarter ended 30 September 2015

Description	2015-16	Year-to-Date September 2015			
	Full Year	Original Budget	Actual	Variance Fav/(Unfav)	
	Original Budget	Original Budget	Actual	\$000'S	%
	\$000'S	\$000'S	\$000'S	\$000'S	%
Comprehensive Income Statement					
Income	164,005	115,598	116,648	1,050	0.91%
Expenditure	(154,865)	(36,719)	(35,313)	1,406	3.83%
Total Comprehensive Income (Deficit) for the Year - Operating Result	9,139	78,880	81,335	2,456	3.11%
Conversion to Cash Reconciliation					
Add Non-Cash Items included in Operating Results and excluded from Surplus (Deficit):					
Depreciation and Amortisation	19,262	4,799	4,787	(11)	(0.23%)
Contributions - Non Monetary Assets	(2,000)	0	0	0	0.00%
Written Down Value of Fixed Assets Sold or Disposed	12,261	150	175	25	16.35%
Increment in Investments in Associate	0	0	0	0	0.00%
Subtotal	29,523	4,949	4,962	13	0.27%
Less Cash Items not included in the Operating Result:					
Capitalised Expenditure (excluding Capital Projects - Operational Expenses)	(35,524)	(4,267)	(4,227)	40	0.94%
Debt Redemption	(2,474)	(1,635)	(1,635)	0	0.00%
Transfers to Reserves	(14,912)	(703)	(1,282)	(579)	(82.40%)
Transfers from Reserves	8,588	797	519	(277)	(34.81%)
Subtotal	(39,038)	(5,808)	(6,624)	(816)	(14.1%)
Cash Surplus (Deficit) for the Year	(376)	78,020	79,673	1,653	2.12%
Accumulated Cash Surplus (Deficit) at 30 June 2015					
Carried Forward Projects (Net Expenditure) into 2015-16:					
- Capital ^(a)	(3,966)				
- Operating ^(b)	(1,976)				
Adjustments to the 2015-16 Original Budget (Net Income) ^(c)	(1,106)				
Cash Surplus (Deficit) for 2015-16	(376)				
Accumulated Cash Surplus (Deficit) at 30 September 2015	2,467				

9.2 Management Financial Report for the Quarter Ended 30 September 2015 (cont'd)

Notes:

- (a) \$3.966 million has been identified in Capital Works projects as being required for carried forward funding from 2014-15 into 2015-16 (Attachment T). These projects have funds committed and / or a contract in place at 30 June 2015.
- (b) \$1.976 million has been identified in Operational projects as being required for carried forward funding from 2014-15 into 2015-16 (Attachment U). These projects have funds committed and / or a contract in place at 30 June 2015.
- (c) A net unfavourable impact of \$1.106 million on the cash surplus position has been identified as adjustments required since the adoption of the 2015-16 Annual Budget (Attachment V).

5.2 Major Variance Analysis

5.2.1 Net Surplus / (Deficit) from Operations

Description	2015-16	Year-to-Date September 2015			
	Full Year	Original Budget	Actual	Variance Fav/(Unfav)	
	\$000'S	\$000'S	\$000'S	\$000'S	%
Income					
Rates and Charges (including Supplementary Rates)	101,442	101,222	101,724	501	0.50%
Garbage Charges	4,467	4,467	4,539	73	1.63%
User Charges, Fees and Fines	12,987	2,848	2,994	146	5.13%
Grants - Operating	23,399	5,202	5,183	(19)	(0.36%)
Contributions and Donations - Operating	3,246	893	1,444	552	61.78%
Interest	1,545	386	290	(96)	(24.92%)
Proceeds from Sale of Fixed Assets	10,840	0	0	0	100.00%
Other Income	388	97	29	(69)	(70.36%)
Contributions - Non Monetary Assets	2,000	0	0	0	0.00%
Capital Income	3,691	483	444	(39)	(8.00%)
Total Income	164,005	115,598	116,648	1,050	0.91%
Expenses from Operating Activities					
Employee Costs	65,453	17,049	17,083	(34)	(0.20%)
Contractors and Services	37,567	10,464	9,074	1,389	13.28%
Materials	4,062	1,033	941	92	8.90%
Utilities	3,117	806	890	(85)	(10.50%)
Contributions and Donations	5,154	2,215	2,211	4	0.18%
Finance Costs	987	227	227	0	0.00%
Bad and Doubtful Debts	(92)	(23)	(76)	53	231.48%
Depreciation and Amortisation	19,262	4,799	4,787	11	0.23%
Capital Projects - Operational Expenses	7,095	0	0	0	0.00%
Written Down Value of Fixed Assets Sold or Dispose	12,261	150	175	(25)	(16.35%)
Total Expenses	154,865	36,719	35,313	1,406	3.83%
Surplus (Deficit)	9,139	78,880	81,335	2,456	3.11%
Other Comprehensive Income					
Increment on Investment in Associates	0	0	0	0	0.00%
Net Surplus / (Deficit) from Operations	9,139	78,880	81,335	2,456	3.11%

There was a favourable variance in the surplus from Operations compared to the 2015-16 Original Budget for the quarter ended 30 September 2015 of \$2.456 million (Attachment D).

9.2 Management Financial Report for the Quarter Ended 30 September 2015 (cont'd)

The significant variances that contribute to this favourable variance are:

Income has an overall favourable variance of \$1.050 million. This comprises:

- A favourable variance of \$0.501 million in Rates and Charges due mostly to:
 - \$0.374 million related to the generation of Supplementary Rate income earlier than expected. This is also \$0.174 million higher than original budget.
 - \$0.100 million favourable due to the timing of Pensioner Rate Rebates. This will reduce over the year as applications are processed.
- A favourable variance in Contributions and Donations – Operating (\$0.552 million) mainly due to higher than expected Public Open Space Contributions.

Expenditure has an overall favourable variance of \$1.406 million. This comprises:

- A favourable variance of \$1.389 million in Contractors and Services – this is primarily related to timing of payments. Some of the key variances are:
 - \$0.217 million favourable in Waste Management due to less than anticipated take up of hard waste bookings.
 - \$0.213 million favourable in Open Space Maintenance due primarily to timing of receiving and paying supplier invoices for mowing contracts.
 - \$0.182 million favourable variance in Building Maintenance Services due to timing of maintenance activities across a number of Council's facilities.
 - \$0.102 million favourable due to timing of receipt and payment of works relating to drainage maintenance.
 - The remaining favourable variance is partially attributed to delays (across the organisation) in receiving invoices from suppliers for payment. This is further compounded by a number of minor favourable variances (across the organisation) relating to the timing of activities of various programs and project.

9.2 Management Financial Report for the Quarter Ended 30 September 2015 (cont'd)

A complete analysis of major variances against the year to date 2015-16 Original Budget that have impacted on performance for the quarter ended 30 September 2015 has been included in this report as Attachment L.

5.2.2 Capital Works Program (Overview)

The performance of the Capital Works Program including details of variances is included as Attachment F. The detailed Capital Project Status and Expenditure Report has been included as Attachment S. Performance of the Capital Works Program is also detailed in the Works Report adopted monthly by Council at its Ordinary Meeting.

For the quarter ended 30 September 2015, the Capital Works Program shows an overall deficit of \$3.783 million, which is almost identical to the \$3.784 million year to date 2015-16 Original Budget.

The Capital Works expenditure for the quarter ended 30 September 2015 is \$4.227 million which is predominantly in line with the year to date 2015-16 Original Budget.

5.3 Balance Sheet

The Balance Sheet as at 30 September 2015 indicates a continued satisfactory result. A comparison of total Current Assets of \$139.047 million with total Current Liabilities of \$29.538 million (Working Capital Ratio of 4.71 to 1) continues to depict a satisfactory financial position. This will decline over the year but is forecast to remain healthy.

Current Receivables reflect the raising of rate debtors in July 2015. The working capital ratio of 4.71 reflects the increase in current debtors resulting from the striking of the rates and this working capital ratio will diminish over the course of the year as Council funds its operating programs and capital works.

Payables have decreased by \$5.812 million from 30 June 2015 as year end creditors have been processed for payment in the current quarter.

The Balance Sheet as at 30 September 2015 has been attached to this report as Attachment H.

5.4 Investment Analysis

There was \$39.806 million invested with various financial institutions as at 30 September 2015. These funds include monies from trust funds and deposits and specific purpose reserves. This is a decrease from the funds held as at 30 June 2015 but is in line with budgeted operating and capital cash flows.

Attachment M and Attachment N display graphs showing investment performance for the quarter ended 30 September 2015.

9.2 Management Financial Report for the Quarter Ended 30 September 2015 (cont'd)

The earning on investments to 30 September 2015 is:

	YTD Actual	YTD Budget	Variance
Investment Earnings	<u>\$0.265M</u>	<u>\$0.273M</u>	<u>(\$0.008M)</u>

5.5 Debtors

Council's rate debtors comprise the largest component of Receivables owing to Council. The percentage of rates collected to 30 September 2015 of 15.00% is similar to the percentage collected for the same time last year of 14.45% – refer to Attachment O.

The total amount of outstanding rates debtors as at 30 September 2015 including associated interest, land fill levy, waste, legal and GST charges was \$109.185 million of which \$5.316 million relates to arrears pre July 2015. Arrears are consistent with previous years and a significant proportion of arrears are under formal payment arrangements. Also included in this amount is \$15.605 million of Fire Services Property Levy (FSPL).

The FSPL is a levy set by the State Government, collected by Council and remitted to the State Revenue Office (SRO) in order for the State Government to fund the State's fire services. Council is required to make four payments per financial year to the SRO of the FSPL monies collected; these payments are due 28 days after the due date of the quarterly rates instalments. This is in accordance with the Fire Services Property Levy Act 2012.

Rate amounts owing are a charge over the property and therefore Council has recourse to collect these debts. Penalty interest at 9.5% also applies.

The level of Sundry Debtors owing as at 30 September 2015 is \$0.578 million (refer to Attachment Q) with the majority of balances within 60 days.

The main item in the 90 days and over was \$0.038 million owing by Knox Basketball Incorporated (KBI) for the Knox Regional Sports Park State Basketball Centre. This amount is related to a repayment plan entered into with Council in late 2013. All monies owed by KBI that were the subject of the repayment plan have now been fully repaid with a final payment being made on 11 November 2015. A full analysis of the KBI debtor situation is provided in the confidential Attachment W.

While the level of debt fluctuates depending on the level of invoicing, the percentage of Debtors outstanding for 60-90 days and 90 days and over has been relatively consistent for Home Help, Family Day Care and Community Groups and Centres in recent periods.

Follow up processes have been undertaken with Sporting Clubs who do not have a repayment plan for amounts owing or who are not adhering to their repayment plan. These amounts predominantly relate to ground rentals (refer to Attachment Q and confidential Attachment W).

9.2 Management Financial Report for the Quarter Ended 30 September 2015 (cont'd)

5.5.1 Write-off of Unrecoverable Debt

A recommendation to write-off debts totalling \$2,962.34 has been included in the confidential attachment to this report and relates to Home Care payments. Care is no longer being provided to these clients and an extensive debt collection process on each of the debtors has been conducted. No further debt recovery action is recommended.

Accordingly, the relevant Manager and Director have recommended that these amounts should be written off.

5.6 Reviewed Budget (inclusive of 2014-15 Carry Forwards into 2015-16 and Adjustments)

Whilst Council adopts its annual Budget each year, the management of Council's financial position is not a static exercise as Council is an ongoing business. There are a number of factors that frequently contribute to variations occurring between the Original Budget and the forecast outcome for the end of the financial year in the following June. These include variations in government grant income and costs and revenues associated with unanticipated events.

The Reviewed Budget process is a key component in ensuring that Council manages its financial position in a dynamic manner and takes into account known variations thereby ensuring that bottom line outcomes established in the Original Budget remain intact.

The Reviewed Budget further brings to account the final surplus arising from 2014-15, following the conclusion of the financial year. Through the Reviewed Budget, Council is also able to cater for issues that have arisen subsequent to the adoption of the 2015-16 Budget. The Reviewed Budget will be used to report and compare year to date actual results commencing from the period ending 30 November 2015.

The Council Meeting of 23 June 2015 referred consideration of the provision of funding for the delivery of Stages 2, 3 and 4 of the Marie Wallace Reserve Masterplan (\$1.075 million) as part of the 2015-16 Reviewed Budget. Councillors at the Issues Briefing of 4 November 2015 recommended that this item be referred for consideration as part of the development of the 2016-17 Annual Budget.

The Strategic Planning Committee Meeting of 8 September 2015 referred consideration of the provision of funding to develop a business case to undertake a comprehensive analysis of Council's capacity and the associated implications to become a viable NDIS ECIS disability service provider as part of the 2015-16 Reviewed Budget. Councillors at the 4 November 2015 Issues Briefing recommended that funding be provided in 2015-16 to develop a business case for Council to be an NDIS provider of disability services for the 0-65 age group. The cost of developing a business case (\$0.165 million) has been included in Attachment V.

9.2 Management Financial Report for the Quarter Ended 30 September 2015 (cont'd)

The accumulated cash surplus position for the 2015-16 Reviewed Budget is projected to be \$2.465 million after taking into account the following:

- Proposed 2014-15 Carry forwards into 2015-16 for Capital Works of \$3.966 million (Attachment T);
- Proposed 2014-15 Carry forwards into 2015-16 for Operational Items of \$1.976 million (Attachment U); and
- Net adjustments to the Original Budget of \$1.106 million detailed at Attachment V.

Cash Conversion Result for the 2015-16 Reviewed Budget:

KNOX CITY COUNCIL	Actual	Original	Reviewed	Variance
CONVERSION TO CASH	2014-15	Budget	Budget	
FOR THE YEAR ENDED 30 JUNE	\$'000	2015-16	2015-16	2015-16
		\$'000	\$'000	\$'000
TOTAL COMPREHENSIVE INCOME (DEFICIT) FOR THE YEAR - OPERATING RESULT	16,990	9,139	3,257	(5,882)
LESS CASH COSTS NOT INCLUDED IN THE OPERATING RESULT				
Capitalised Expenditure (excluding Capital Projects - Operational Expenses)	27,394	35,525	42,070	6,545
Debt Redemption	2,040	2,475	2,475	0
Superannuation Call Payment	0	0	0	0
Transfer to Reserves	10,233	14,912	14,933	21
Transfer from Reserves	(4,529)	(8,588)	(14,492)	(5,904)
Proceeds from Borrowings	0	(5,285)	(5,285)	0
SUB TOTAL	35,138	39,039	39,701	662
PLUS NON CASH ITEMS INCLUDED IN THE OPERATING RESULT BUT NOT SURPLUS RESULT				
Depreciation and Amortisation	18,647	19,262	18,758	(504)
Written Down Value of Fixed Assets Sold or Disposed	2,323	12,261	12,261	0
Contributions - Non Monetary Assets	(5,499)	(2,000)	(2,000)	0
Increment in Investments in Associate	(266)	0	0	0
Increment in Provision for Landfill Sites	3,881	0	0	0
Superannuation Call Payment	0	0	0	0
SUB TOTAL	19,086	29,523	29,019	(504)
CASH SURPLUS (DEFICIT) FOR YEAR	938	(377)	(7,425)	(7,048)
ACCUMULATED CASH SURPLUS (DEFICIT) BROUGHT FORWARD	8,952	2,758	9,890	7,132
ACCUMULATED CASH SURPLUS (DEFICIT) CARRIED FORWARD	9,890	2,381	2,465	84

6. SOCIAL IMPLICATIONS

There are no direct social implications arising from this report.

9.2 Management Financial Report for the Quarter Ended 30 September 2015 (cont'd)**7. RELEVANCE TO 2013-17 CITY PLAN (INCORPORATING THE COUNCIL PLAN)**

Through the provision of quarterly financial reports, Council ensures that it is contributing towards meeting its objectives under Theme 5 of the 2013-17 City Plan: Democratic and Engaged Communities. Council manages assets and financial resources on behalf of the community in a responsible and sustainable manner.

8. CONCLUSION

In management accounting terms, the net result for the quarter ended 30 September 2015 was a surplus of \$79.673 million which compares favourably with the year to date 2014-15 Original Budget of \$78.020 million. This result comprises both the operating and capital works program but excludes the non-cash items (e.g. depreciation).

9. CONFIDENTIALITY

There is one component of this report (Attachment W) which has been declared confidential in accordance with the Local Government Act 1989 and distributed separately.

9.2 Management Financial Report for the Quarter Ended 30 September 2015 (cont'd)**COUNCIL RESOLUTION**

MOVED: CR. PEARCE

SECONDED: CR. COOPER

That Council:

1. Receive and note the Management Financial Report for the quarter ended 30 September 2015;
2. Approve the write-off of debts totalling \$2,962.34 which are considered no longer collectable as detailed in the confidential attachment to this report. (Attachment W);
3. Endorse the 2014-15 Operational and Capital Works Carry Forward expenditure items into 2015-16 (Attachment T and U) and adjustments required since the adoption of the 2015-16 Annual Budget (Attachment V). These changes will be included in the 2015-16 Reviewed Budget;
4. Note that the provision of funding (\$0.165 million) to develop a business case for Council to be an NDIS provider of disability services for the 0-65 age group has been included in Attachment V; and
5. Refer stages 2, 3 and 4 of the Marie Wallace Reserve Masterplan for consideration as part of the development of the 2016-17 Annual Budget.

CARRIED

9.2 Management Financial Report for the Quarter Ended 30 September 2015

Appendices A – V Distributed Separately

Confidential Appendix W Distributed Separately

DINSDALE WARD**9.3 PROPOSED SALE OF COUNCIL PROPERTY – 7 CHURCH STREET, BAYSWATER**

SUMMARY: *Property Management Coordinator (Angela Mitchell)*

This report is presented following the closing of public submissions for the proposed sale of 7 Church Street, Bayswater. No submissions were received by the closing date. All legislative provisions to enable the sale of 7 Church Street, Bayswater to proceed have been completed.

RECOMMENDATION

That Council, having completed the statutory process in accordance with the Local Government Act 1989:

1. Proceed with the sale of 7 Church Street, Bayswater identified as Lot 1 on TP 556492K and contained within Certificate of Title Volume 8803 Folio 425.
2. Commence the process to divest the property known as 7 Church Street, Bayswater by public auction.

1. INTRODUCTION

One of Council's core responsibilities is to manage its assets in order to optimise their value to the community. Part of this responsibility involves evaluating any unused or redundant assets and releasing the funds tied up in these assets in order to acquire, develop or improve other assets. The subject property is an excellent example of resources tied up in an asset which Council can deploy to deliver a community outcome in another area of priority.

2. DISCUSSION

Council at its meeting on 22 September 2015 resolved as follows:

"That Council

1. Being of the opinion that the property known as 7 Church Street, Bayswater and identified as Lot 1 on TP 556492K and contained within Certificate of Title Volume 8803 Folio 425 is surplus to Council's requirements:
 - a. Commence the statutory process, under Section 189 of the Local Government Act 1989, to sell the property known as 7 Church Street, Bayswater and identified as Lot 1 on TP 556492K and contained within Certificate of Title Volume 8803 Folio 425 and that under Section 223 of that Act, public notice of the proposed sale be given in the Knox Leader.

9.3 Proposed Sale of Council Property – 7 Church Street, Bayswater (cont'd)

- b. Hears submissions in accordance with Section 223(1)(b) of the Local Government Act 1989 and appoint the following Committee of Council comprising Cr Gill, Cr Cossari and Cr Lockwood to consider submissions on Tuesday 10 November 2015 at 5.00pm.
2. That a further report be presented to Council following the conclusion of the statutory process.”

Following this resolution, Council officers commenced the administrative procedures associated with the proposed sale including publication of a public notice declaring Council's intent to sell the property by public auction. The notice also outlined the process for members of the public to make a submission in relation to the proposed sale.

Following the closure of the submission period, no submissions were received and therefore there was no requirement for the Committee of Council to meet.

Council may now resolve to sell 7 Church Street, Bayswater by public auction as indicated in the statutory advertisement on 29 September 2015.

Council's Policy on the Sale of Land and Buildings provides that the sale of land will occur through a public process unless Council resolves that circumstances exist that justify an alternative method of sale.

Council's Policy on the Sale of Land and Buildings also provides that the public process selected from the options of public auction, public tender or registration of expressions of interest will be determined by the Chief Executive Officer on recommendation from the Director Corporate Development and be based on achieving the optimum economic return to Council.

It is recognised that a sale by public auction will allow a transparent and public process and may yield the best return in this instance.

3. CONSULTATION

Council has undertaken consultation through the Section 223 process which included the statutory advertisement. It should be noted that correspondence was forwarded to abutting property owners. Advice of this proposed sale was also forwarded to Housing Associations and support agencies who have expressed an interest in acquiring land within Knox.

4. ENVIRONMENTAL/AMENITY ISSUES

These are addressed in the Assessment Criteria set out in Appendix A of this report.

9.3 Proposed Sale of Council Property – 7 Church Street, Bayswater (cont'd)

5. FINANCIAL & ECONOMIC IMPLICATIONS

A current valuation is being obtained for this property. Once the valuation is obtained and the date of auction is established, a report will be presented to Council seeking a resolution to establish the reserve price. This process is consistent with Council's Policy and allows Council to determine the reserve price as close as possible to auction day.

6. SOCIAL IMPLICATIONS

These are addressed in the Assessment Criteria set out in Appendix A of this report.

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

This report relates to:

- Theme 2: Prosperous, Advancing Economy
 - 1.2 Improve local opportunities for people to live, work, learn and play in Knox.
 - 2.2.5 Support opportunities, partnerships and collaborative efforts towards increasing 'local living' in Knox.
- Theme 3: Vibrant and Sustainable Built and Natural Environments
 - 1.1 The changing needs of a diverse community are supported through planned growth and change in housing and infrastructure that respects both built form and natural systems, and resource availability.
 - 3.1.1 A diversity of housing choice is provided in appropriate locations.
- Theme 5: Democratic and Engaged Communities
 - 5.3 Ensure Council is well governed and demonstrates effective leadership.
 - 5.3.1 Maintain accountable and transparent governance practices, and Council's sound stewardship of the community's finances and assets.
 - 5.3.2 Promote innovation and the pursuit of excellence in Council's practices, projects and service delivery.
 - 5.3.3 Promote social, economic and environmental responsibility in Council's decision making.

9.3 Proposed Sale of Council Property – 7 Church Street, Bayswater (cont'd)

8. CONCLUSION

As this property has been assessed as surplus to Council's requirements and as Council has now complied with its public notice obligations under Section 189 and 223 of the Local Government Act, it is recommended that Council commence the process to sell the property known as 7 Church Street, Bayswater and identified as Lot 1 on TP 556492K and contained within Certificate of Title Volume 8803 Folio 425 by public auction.

9. CONFIDENTIALITY

There are no confidential issues associated with this report.

COUNCIL RESOLUTION

MOVED: CR. GILL
SECONDED: CR. COOPER

That Council, having completed the statutory process in accordance with the Local Government Act 1989:

1. Proceed with the sale of 7 Church Street, Bayswater identified as Lot 1 on TP 556492K and contained within Certificate of Title Volume 8803 Folio 425.
2. Commence the process to divest the property known as 7 Church Street, Bayswater by public auction.

CARRIED

9.3 Proposed Sale of Council Property – 7 Church Street, Bayswater

APPENDIX A

Environmental

Principle:	Council will sell surplus land where retention will not enhance or protect its environmental value.
Assessment:	7 Church Street has not been identified in any study as a Site of Biological Significance.

Physical Works

Principle:	Council will sell surplus land where it is not required in the foreseeable future for the development of new assets or the improvements of existing assets.
Assessment:	Council resolved at the 22 July 2014 meeting that all monies, minus costs, from any realisation of 7 Church Street will be directed to a reserve to fund the redevelopment of Blue Hills Preschool.

Recreation

Principle:	Council will sell surplus land where it is not required in the foreseeable future for recreational purposes.
Assessment:	7 Church Street has not been identified in the Knox Open Space Plan. The local area is served well by recreational facilities and services.

Land Use Planning

Principle:	Council will sell surplus land where there are not compelling land use planning grounds for retention.
Assessment:	There are no compelling land use planning grounds for the retention by Council of 7 Church Street.

Social

Principle:	Council will sell surplus land where alternative social uses have not been identified.
Assessment:	<p>The Knox Affordable Housing Action Plan 2015-2020 (KAHAP) outlines the roles of Council in increasing the supply of affordable and social housing in Knox as a planner, provider, partner and advocate.</p> <p>Council as a 'partner' seeks to develop constructive partnerships to increase the supply of affordable housing in Knox by collaborating with the community/registered housing sector or developers to encourage development opportunities that create affordable and social housing outcomes. Council's policies and processes support the development of affordable/social housing. Council's policy on the disposal of Council land enable consideration of affordable/social housing outcomes for sites suitable for residential development.</p>

ALL WARDS**9.4 REVIEW OF THE LOCAL GOVERNMENT ACT**

SUMMARY: *Director Corporate Development (Joanne Truman)*

The Minister for Local Government has initiated a review of the Local Government Act 1989. To support this review, the Minister has released a discussion paper which outlines a range of issues – overall structure, ambiguous and redundant provisions and gaps – in the current Local Government Act 1989 (the Act) that the government intends to address in a new Local Government Act for Victoria.

The stated intention of the Minister’s review of the Local Government Act 1989 is ‘...not to further renovate the existing Act but rather to create an entirely new legislative structure’.

The aim of the review is to produce contemporary legislation that modernises the relationship between the state and local government to better reflect essential roles and responsibilities and which provides clear guidance to those who work in the sector, and the community, about those roles and responsibilities.

Submissions on the discussion paper are due by 18 December 2015.

RECOMMENDATION

That Council endorse the submission to the Review of the Local Government Act 1989 Discussion Paper as shown at Appendix A to this report.

1. INTRODUCTION

The State Government is seeking the views of the sector and community on all aspects of the Act.

Sector feedback is sought on both the overall structure of the Act including the description of the role, powers and functions of councils, on how the current provisions work in practice, and what matters should be included in a new Act.

Each chapter of the discussion paper covers a distinct section of the current Act and asks a series of questions about the sorts of powers required by councils, and what rules and procedures should be prescribed in relation to those powers, if any.

9.4 Review of the Local Government Act (cont'd)

2. DISCUSSION

The attached submission (refer Appendix A) has been prepared for consideration and endorsement by Council.

The submission seeks to respond to the questions raised in the discussion paper from a Knox Council perspective at a high level.

Submissions to the discussion paper are due by 18 December 2015.

Following consideration of submissions and input from technical working groups, the Government has advised that it will release an options paper in 2016, with new legislation expected to be introduced to State Parliament in 2017.

3. CONSULTATION

The submission is presented for formal endorsement by Council.

Further opportunities for involvement in the review of the Act are expected through technical working groups, and further discussion papers and reports as the new Act takes shape.

4. ENVIRONMENTAL/AMENITY ISSUES

There are no direct environmental/amenity issues in regards to this report.

5. FINANCIAL & ECONOMIC IMPLICATIONS

There are no financial implications with the preparation of this report.

6. SOCIAL IMPLICATIONS

The Local Government Act is the key legislation authorising councils to act. It is important that the significant role of local government in the community is recognised and enabled by the legislation.

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

This review is in line with Theme 5 of the City Plan: Democratic & Engaged Communities.

8. CONCLUSION

Council's submission to the Government's Review of the Local Government Act 1989 Discussion Paper has been prepared after discussion with Councillors at an Issues Briefing meeting held on 5 November 2015, and is now presented to Council for formal endorsement prior to submission to the Government, which is due by 18 December 2015

9.4 Review of the Local Government Act (cont'd)**9. CONFIDENTIALITY**

There are no confidential issues associated with this report.

COUNCIL RESOLUTION

MOVED: CR. ORPEN

SECONDED: CR. SEYMOUR

That Council endorse the submission to the Review of the Local Government Act 1989 Discussion Paper as shown at Appendix A to this report.

CARRIED



Knox City Council

Knox City Council

Response to the Review of the Local Government Act 1989

November 2015

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Introduction

The State Government announced a review of the Local Government Act 1989 (the Act) as a major review of the entire Act. The Act has been extensively revised and altered over the last 25 years, mostly in response to specific issues with individual councils, rather than a whole policy based approach to developing and regulating a distinct and essential tier of government in Victoria. As a result, many areas of the Act are ambiguous, unclear and inconsistent. The Act ranges from initially having been designed as an enabling Act, to now also including highly prescriptive sections which make the Act difficult to use, and often unclear. Interestingly, the 1958 Local Government Act contained 934 sections and ran to 483 pages. Since 1989, the current Act has grown to 246 sections, a total of 296 pages plus schedules.

The government is proposing this review to create "...a comprehensive, contemporary and accessible Local Government Act." The review will also consider all other legislation for which the Minister for Local Government has administrative responsibility with a view to simplifying and integrating these Acts where possible. The review does not seek to consider legislation review for Acts which the Minister does not have responsibility for.

One of the key discussion points heading the review paper is considering the types, and the balance of types of provisions in the Act. These are;

'Normative – which describe the normal behaviour or ways of doing things that should be followed through broad principles

Enabling – which provide a general power to perform an act, such as giving councils powers to make local laws and levy rates

Prescriptive – which set out detailed requirements that must be followed and raise the further issue of how non-compliance with these provisions should be dealt with.'

The government is seeking views on the level of prescription required in the legislation, either in the Act itself, or in regulations.

The consultation paper released by the state government to support the review focuses on community feedback, and in particular seeking feedback about what people expect of their local councils and what they believe the appropriate role of councils is now and into the future. It also questions the level of consultation and engagement with communities by councils about key decisions, and complaint handling.

Chapter 1 – Reviewing the Local Government Act

This chapter discusses the context and objectives of the discussion paper. No commentary is required on this chapter.

Chapter 2 - The role of councils

As a key principle, the reviewed Act should establish a very clear vision, purpose and objectives for a contemporary system of local government that operates in a federation, and that strengthens the concept and benefits of subsidiarity.

In two stages, in 1988 and 2003, local government was recognised as a ‘distinct and essential’ tier of government in the Victorian Constitution. In addition, councils derive their powers and responsibilities from State legislation, primarily the Local Government Act and a wide range of others which impose duties, powers and responsibilities on local government.

The Victorian Constitution provides that local government must consist of democratically elected councils that are empowered to provide government to their municipal districts, and it imposes limits on ways the State can suspend or dismiss councils.

The Local Government Charter, introduced in 2003, provided significant clarification of the intent of the Local Government Act, and expressly states that councils can undertake any function relating to the peace, order and good government of the municipality – effectively giving councils broad powers to engage in activities that serve community needs.

The Charter and the Constitution provide a broad framework for the existence and empowerment of local government as a distinct and essential sphere of government in Victoria. Therefore, any review of the Act should, at a minimum, maintain and preferably strengthen this intent, providing broad enabling principles around the role of local government and supporting the concept of subsidiarity.

Of some significance is a trend for state governments to increasingly regard local government as a service delivery arm of the state – this can lead to significant cost shifting and compromise the ability of local governments, through consultation and engagement with their communities, to determine what functions and activities local government should provide or perform in serving the needs of a particular community.

Further, the increasing administratively onerous (and often of little real value) and rigid reporting measures imposed on local government can skew the ability of local governments to effectively respond to the distinct and unique needs of their communities. Overly prescriptive legislation imposed on local government also serves to respond to the ‘lowest common denominator’ effect – addressing issues within those few councils which require additional governance support and guidance. This serves to place often unnecessary and sometimes onerous burdens on the vast majority of viable, responsible and effective councils, thereby absorbing finite resources, energy and focus away from other more productive activity. The concept of enabling legislation rather than prescriptive legislation is supported.

Council respects that the State Government, being responsible for State legislation, should maintain the capacity to determine those areas where local governments should not act and this should be clearly articulated in the reviewed Act to avoid ambiguity or confusion.

While normative provisions will have their place in future legislation, any prescriptive provisions should be used only where necessary (e.g. electoral provisions). The paper suggests that there are issues with compliance with some of the prescriptive provisions of the current Act. It suggests some mechanisms may be required to penalise or punish councils in the event they fail to comply with prescriptive provisions. In reality, the experience of local government is that the vast majority of councils make every effort to comply with the Act, and significant breaches have been few. There is also a risk that a community could be penalised due to an inadvertent breach of a prescriptive provision by a Council. The Minister should retain powers to decisively act in rare and extreme circumstances where there is a significant and repeated failure either in a council's governance or administration, or both, through the use of administrators and suspension provisions.

Councils are not simply service delivery arms of government – they are a distinct and essential tier of government, and this principle must be paramount in any review of the Act. There needs to be a balance between the autonomy of councils and the powers of the State to intervene in the affairs of Councils in exceptional circumstances. Councils are ultimately responsible, through the ballot box, to their communities for good governance and government at the local level. The Paper states the view that communities have an expectation that the State has an oversight role over councils.

While the State is responsible for administering the legislation which establishes an effective and efficient system of local government in Victoria, councils are also responsible directly to their communities.

The same accountability principles should apply to administrative decisions, with Councils having their own internal review processes rather than being subjected to further external interventions (e.g. appeal to VCAT in administrative decisions) inevitably adding to the cost and complexity of administering local authorities.

As a principle, the Act should provide a broad enabling framework, which enables and empowers high performing councils to get on with their business without overly onerous and prescriptive requirements, while retaining capacity for the Minister to intervene decisively, where necessary, at an individual or council level in circumstances where repeated governance or performance failures persist.

Knox City Council Submission to the Local Government Act 1989 Review Discussion Paper

Chapter 3 - How councils are elected

The paper canvasses a range of issues, including the option to fix councillor numbers based on the number of voters in a municipality. This seems impractical, given the broad differences in voter numbers, particularly between regional and metropolitan local governments. Perhaps a more appropriate option would be to enable each Council to determine the number of Councillors within a defined range with the minimum number of, say, 5 councillors. It seems practical to ensure councils have an odd number of councillors to reduce the need for a casting vote situation.

Knox council is comprised of single member wards, which is well accepted within the municipality. Council supports the use of single-member wards, as is used in both State and Federal lower houses, as an appropriate way to have consistency across different levels of government and to eliminate the complexity and confusion created by having different models and options across different municipalities. This will also make the process of electoral representation reviews far simpler.

Council is supportive of retaining preferential voting for single member wards, as this is consistent with voting methodology in state and federal legislatures with single-member electorates

Current voter franchise is complex and not well understood or utilised. It is discussed extensively in the paper, noting that voter entitlements for local government elections are broader and more complex than for state and federal elections. Council is of the view that voter franchise should be simplified, and therefore should be the same as for State and Federal electoral rolls, both in terms of entitlement to vote, and for compulsory voting.

The paper also considers how information on candidates can be more effectively provided to voters. Council is supportive of any measures that enable voters to have good information about candidates at election and make an informed decision about the candidate of their choice. The use of technology to inform voters about candidates should be encouraged (in subordinate legislation), and should have consistent application across councils to reduce voter confusion.

The paper also contemplates making voting compulsory for over 70s, and ensuring that all council elections are conducted by post. Council supports attendance voting as it is consistent with voting at State and Federal elections. It also provides an opportunity for community building and is valued by the Knox community. Council is also concerned that the contraction of postal services will have a negative impact on postal voting. The review of the Act should also contemplate the opportunity for electronic voting.

The provisions for compulsory voting for over 70s should also be consistent with the provisions for State and Federal elections.

The government has signalled its intention to make the VEC the sole election services provider. Council has no objection to this proposal.

Non-voting enforcement – Council believes that if the VEC is made the sole election service provider, it should also be responsible for voting enforcement.

Chapter 4 – How councils operate

Very recent reforms to the Act have further clarified the role of the Mayor and CEO. Of note, Victoria is the only state in Australia where only the councillors elect the Mayor (except Melbourne and Greater Geelong). The discussion paper discusses councillor allowances and expenses, noting that they are recognition of the voluntary, part time roles in the community. There is a lack of clarity about those expenses which should be met from the allowance and those which should be reimbursed. Guidelines and policy arrangements seem to sufficiently respond to this matter.

The Act needs to achieve clarity on the different roles and responsibilities of the State, the council, the Mayor, councillors and the CEO to avoid unnecessary uncertainty, confusion and tension, and to optimise the efficient and effective functioning of councils.

It is important to ensure that in recognition of the increasing complexity of matters in which local government is required to become involved, that the Act allows for governance and operational structures that facilitate local government to operate more effectively in complex environments where agility and responsiveness are required.

The paper discusses employment arrangements with senior officers, including requirements for advertising roles in a particular way, which are now outdated and often expensive and less effective than other digital advertising options. The new Act should be less prescriptive in these matters and better reflect contemporary recruitment practice.

The paper discusses governance matters including special committees, council proceedings and assemblies of councillors. It contemplates sanctions for councils that do not comply with the requirements. Again, this does not seem to be a wide-spread issue, however if significant and ongoing failures of good governance in council proceedings occur, they could best be resolved through external support and guidance, rather than 'sanctions'.

The discussion paper also raises the possibility of allowing councillors to attend meetings 'electronically' – this capacity may be acceptable for rural municipalities where large distances may need to be travelled by councillors to attend meetings, however in metropolitan areas it is important for community members and councillors to attend Council meetings in-person (as is required in state and federal parliaments).

As a principle, councils should be responsible for determining how they will meet, provided certain public accountability and transparency guidelines are met.

Consultation and engagement – local government is representative government – councillors are elected to represent, and make decisions on behalf of their community (like state and federal governments). The Act imposes a number of specific circumstances where a specific type of consultation (s223) is required. The provisions in the new Act relating to consultation should be normative, rather than prescriptive – community consultation and participatory democracy should be a principle which guides and underpins significant council decisions, rather than being a mandated type of consultation which is often of limited value. Including prescriptions such as advertising in a local paper is not always the most effective way to consult and engage. Most councils now have a strong digital and social media presence and effective partnerships with their communities, and these avenues, through more normative and guiding principles, are proving more effective for engaging communities than overly prescriptive ones.

Complaint handling – councils should have appropriate mechanisms in place for complaints handling, and any provisions in the new Act should be normative rather than prescriptive. Significant work recently undertaken by the Ombudsman resulted in a good practice guide for use by councils. These should not take the place of administrative appeals (e.g. VCAT) for prescribed matters (e.g. planning applications).

Local laws – the current legislative provisions for Local Laws work reasonably well, however the production of ‘model local laws’ which a council may choose to endorse may be helpful in creating administrative efficiencies and consistency across councils. Penalty units in local laws (and the Act) should be indexed to keep pace with State penalty units – otherwise they become ineffective over time as a deterrent to ensure compliance with important provisions.

Indemnities and insurance cover – a normative approach would be more appropriate than a prescriptive approach to insurance coverage to allow arrangements to suit local needs.

Chapter 5 – planning and reporting

The current council planning and reporting requirements are incredibly detailed, and often onerous. Councils generally prepare 4-year plans to align with electoral cycles, and this seems an appropriate term for these strategic plans. Operational plans and budgets are prepared annually, again appropriate and a common practice in all levels of government.

Councils also have longer term plans in place. The reality of long-term planning is that the plans should be very accurate over the shorter term, and less precise, allowing for changing circumstances and priorities, over the longer term. Contemporary practice suggests that all councils should have a 10-year strategic resource plan. Plans for terms longer than 10-years (other than aspirational /visionary city plans) appear to have little value.

Knox City Council Submission to the Local Government Act 1989 Review Discussion Paper

Communities currently have extensive opportunities to be involved through the development of the Council Plan, and annual engagement on budgets and other council priorities. Given that local government operates as a representative democracy, like state and federal governments, Councils are elected to make decisions for the municipality. Councils should have regard to the relative priorities of their communities, so some normative rather than prescriptive consultation principles should apply. A highly prescriptive approach to mandatory consultation runs the risk of councils conducting consultation for the sake of compliance, rather than enacting contemporary, situation-relevant means of genuinely engaging the community in ways which best suit the community.

The paper discusses reporting, benchmarking and accountability – given that each municipality is different, provides different services, to different standards depending on the particular needs and relative priorities expressed by their communities, any new legislation should avoid establishing an environment that sponsors comparison or ‘league’ tables in reporting on performance. To do so without accurate contextual commentary, can seriously mis-represent the actual value of services provided to community by respective Councils.

This section of the paper contemplates sanctions for non compliance with planning and reporting requirements. Earlier comments from chapter 2 about sanctions apply equally here – councils are accountable through the ballot box to their communities. Sanctions for poor governance performance through training/support mechanisms should apply, with the last resort option being Ministerial intervention.

Chapter 6 – Council rates and charges

The paper acknowledges that rates and charges are councils’ largest source of revenue, and are likely to remain so. In fact, with reducing federal and state grant contributions, rates are likely to form an increasing proportion of council revenue, particularly in municipalities which are well developed and with few options for developer contributions or other key revenue sources such as parking revenue. The paper discusses taxation principles and highlights the most effective systems of taxation are simple and efficient to administer. Taxes in all government jurisdictions are primarily a means of redistributing wealth to ensure public value is provided in those areas where the market fails to do so. That is, taxation revenue is applied to pay for a wide variety of government services and activities, with often little capacity or opportunity to consider user pays principles or capacity to pay. It is acknowledged that the notion of higher valued properties generally reflecting a higher capacity of the landowner to pay (economic circumstances) is not always sound, particularly with ageing populations where the taxpayer may be asset rich but cash/income poor. However, without a comprehensive overhaul of the total taxation system in Australia, rates based on property value appear to remain a reasonable method to levy taxation to meet local government expenditures, as it is a taxation system that generally achieves the objectives of simplicity and efficiency in collection. As part of this review and broader taxation reviews being undertaken in Australia, the government should consider legislative provisions that allow for other substantive income streams being available to local government (e.g. a share of GST revenue), which could supplement property based council rating systems.

The use of special rates schemes has declined significantly, due to schemes not being able to proceed without majority affected ratepayer support. If these provisions were modified and simplified, this form of rating could be valuable in apportioning costs of works that directly benefit a small number of properties to those benefitting property owners.

The addition to the Act of provisions to allow the use of specific charges, such as infrastructure levies, would be useful to more appropriately apportion the direct cost of providing services which have a broader community benefit in a more transparent way. The ability for Councils to set differential rates should be freed up to enable councils to distribute the tax burden more effectively by having regard to the unique property and land use characteristics of the municipality.

As a broad principle, transparency is important in setting rates and charges. The ability for ratepayers to challenge rates and charges, however, should be limited to matters of process rather than.

Chapter 7 – service delivery and financial decision making

As a principle, councils should have the right to set their own budget and to set their own expenditure priorities, provided they can demonstrate transparency and prudent financial management in doing so.

The paper discusses the difficulties in data that enables actual comparisons of the cost and quality of services compared to similar groups of councils. As previously outlined, each council provides a different suite of services to (often) different standards depending on the needs and priorities of their communities. Comparing is therefore challenging. The best value principles outlined in the current Act do have merit in clarifying the need for councils to be mindful of best value outcomes, as normative provisions.

One major concern in the current legislation is the arbitrary financial threshold requirement for public tendering. The rigid and arbitrary nature of the threshold can add both unnecessary cost and time pressures for councils and at times works against the objective for councils to be efficient in procurement practices. The suggestion to tie the threshold to a percentage of councils' rate revenue is welcomed. Further, where a council determines that it may be necessary to enter into a contract without having gone through a tender process, the suggested option to allow council to follow a transparent process that records the basis for the decision (rather than requiring Ministerial approval) seems sensible.

As a principle, the current collaborative arrangements provisions in the Act that allow for councils to share services (e.g. libraries) can be complex. The current provisions would benefit from simplification in the new Act to encourage shared services and collaboration across municipal jurisdictions and other sectors, and to encourage innovation and entrepreneurialism in local government.

Chapter 8 – Councillor conduct, offences and enforcement

Recent amendments introduced to Parliament cover off on many of these issues. In reality, only a relatively small number of councillor conduct issues arise as a proportion of total councillor numbers, and these can be mostly dealt with under the current and proposed code of conduct and councillor conduct provisions. Existing criminal or serious misconduct provisions appear adequate to deal with serious issues.

As principles;

1. Conduct standards (for public officials) should be clearly stated
2. Conduct matters should be attempted to be resolved at the local level first
3. Conduct breaches should be dealt with efficiently, decisively and expeditiously
4. The legislation should make provision to deal with individual councillors as well as Councils as a whole.

Chapter 9 – Ministerial Powers

There is a key principle at play in this discussion. Local government in Victoria is constitutionally recognised as a distinct and essential tier of government. Further, councils are democratically elected, and are accountable to the voters to comply with relevant legislation and act in the best interests of their community.

The system of local government in Victoria is established and administered by state legislation, and therefore the Minister has an important responsibility to oversight the Act and its workings. Considerable existing public sector accountability frameworks (e.g. VAGO, Ombudsman, etc) exist to monitor the performance of local government. The Minister's powers to appoint boards of inquiry, local government panels, commissioners or administrators should only be used in exceptional circumstances. Streamlining these provisions should also be considered in any new legislation.

The Minister's power to make subordinate legislation should be retained, and should enable more prescriptive matters to be contained in regulations, rather than the Act

The Minister should not have the power to intervene in the employment of CEOs as this is an employment relationship between the council and the officer involved.

Suspension or dismissal of either a councillor or a council should only be exercised by the Minister in extreme circumstances.

Chapter 10 – Harmonisation of the Local Government Act

Harmonisation of legislation, where possible, is desirable – especially where the State knows that Acts create confusion or inconsistency. As a principle, powers or responsibilities of councils should only appear in legislation once to avoid potential confusion.

Conclusion

The new Local Government Act should enable the 'next generation' of local government in Victoria. This 'new' local government (like other levels of government) needs to be well positioned to respond to the growing complexity and rate of change experienced in communities. The 'new' Local Government Act should avoid prescription where possible – where prescription is required, it would at best contained in Regulations and sector guidelines.

The new Act should enable local government to flexibly respond to the needs of its community. Local government is unique amongst other levels of government and public/community service providers in its capacity to plan and advocate for places – it has the capacity to be a community leader and to strategically leverage the efforts and resources of other levels of government, NFPs and government agencies to solve complex and intransigent (wicked) community issues in a rapidly changing environment. Any new Act should enable local government to optimise its effectiveness in this environment.

The role of local government in the future should be as a community leader, provider, planner and advocate, responding flexibly to the community to foster, nurture and build community well being in partnership with its community.

COUNCILLOR ORPEN VACATED THE CHAMBER AT 8.36PM DURING DISCUSSION ON ITEM 9.5

COUNCILLOR ORPEN RETURNED TO THE CHAMBER AT 8.39PM DURING DISCUSSION ON ITEM 9.5

ALL WARDS

9.5 INCIDENTAL COMMUNITY GRANTS PROGRAM

SUMMARY: *Acting Manager – Governance & Innovation
(Fleur Cousins)*

This report seeks approval to establish a new grants program being the Council Incidental Community Grants Program and its Policy, to provide for ad hoc, incidental, community based, one-off grants. The Local Government Amendment (Improved Governance) Act 2015 foreshadows that the Ward Contingency Fund would no longer comply with the Local Government Act 1989, through the introduction of a new section 195A Prohibition of Councillor Discretionary funds. Therefore it is recommended Council rescind the Ward Contingency Funds Policy No. 2004/07.

RECOMMENDATION

That Council

- 1. rescind the Ward Contingency Funds Policy, No. 2004/07, effective 30 November 2015.**
- 2. approves the establishment of Council's Incidental Community Grants Program, effective 1 December 2015;**
- 3. approves the Incidental Community Grants Program Policy (Appendix A), effective 1 December 2015; and**
- 4. authorises the Chief Executive Officer to approve grant applications that fall outside the Incidental Community Grants Policy, to a maximum value of \$3,000, which would previously have been approved under the Ward Contingency Fund Policy, for the period 1 December 2015 to 30 June 2016.**

9.5 Incidental Community Grants Program (cont'd)

1. INTRODUCTION

The Victorian State Government recently introduced into parliament the Local Government Amendment (Improved Governance) Bill 2015 and this Bill received Royal Assent on 27 October 2015. This legislation will introduce a new section 195A in the Local Government Act 1989 (the Act) which reads;

“195A Prohibition of Councillor Discretionary funds

A Council must not adopt or implement a policy under which a Councillor is allocated a fixed or other amount of funds for the purpose of enabling the Councillor to nominate –

(a) a particular person, body or organisation to whom the funds are to be paid; or

(b) a particular fund in respect of which the funds are to be applied.”

Once the above provision is proclaimed and comes into effect, Council's current Ward Contingency Fund Policy will be prohibited under the Act. On this basis, this report recommends Council rescind the Ward Contingency Fund Policy, No. 2004/07 and cease the Ward Contingency Fund program.

To ensure that Council can continue to provide funding to individuals and community based groups requesting ad hoc, incidental, community based, one-off grants, it is proposed that a new grant program call the Incidental Community Grants program be established.

2. DISCUSSION

2.1 Current Ward Contingency Fund

In October 2013, the Local Government Investigations and Compliance Inspectorate published a report following a review of Councillor Discretionary Funds. The review identified the following characteristics of an accountable discretionary fund program:

- Strong auditable processes are in place which are open, transparent and publicly available
- Applications are received in writing and include some type of justification for the requested amount, such as a quote
- The relevant Council policy clearly articulates the eligibility criteria and how eligibility will be assessed
- The process for assessment of applications is transparent and information regarding recipients is made publicly available
- Grant recipients should be required to submit an acquittal to ensure the grant is used for the purpose Council has allocated the funds

9.5 Incidental Community Grants Program (cont'd)

- The decision maker (whether it be an authorised officer of the Council or the Council itself) should declare any conflict of interest in accordance with the provisions of the Act.

The approval of the Local Government Amendment (Improved Governance) Bill 2015 will introduce a new section 195A Prohibition of Councillor Discretionary funds into the Act and in turn render Council's current Ward Contingency Fund Policy no longer compliant with the Act. Therefore, it is recommended that Council cease using the Ward Contingency Fund program and rescind the Ward Contingency Funding Policy.

2.2 Establishment of new Incidental Community Grants Program

It is proposed to create a new Incidental Community Grants program that enables Council to provide a response to requests from individuals and/or community groups for ad hoc, incidental, once off grants, where these requests do not meet the criteria for other grant programs currently delivered by Council including the Community Development Fund, Community Operational Grants, Sporting Grants for Individuals and Knox Arts and Cultural Grants.

The proposed Incidental Community Grants Program Policy (the proposed Policy), refer Appendix A, outlines the criteria for the Incidental Community Grants program as follows:

- Applications must be in writing and on the relevant funding application form; and
- Applications must be from individuals who reside in Knox or community groups that provide services to the Knox community; and
- Applications for funding must provide a demonstrated benefit to the Knox Community and be in keeping with the objectives and directions of the City Plan; and
- Applications for funding financial donations and general fundraising activities will not be supported through the Incidental Community Grants program; and
- The maximum grant amount is \$1,000.

The proposed Policy outlines two approval pathways, dependent upon the value of the funding request.

Applications for funding up to \$500 will be assessed and determined under delegation by the Chief Executive Officer, or delegate, and will be reported to Council for information on a monthly basis.

Applications for funding between \$501 and \$1,000 will be assessed by the Chief Executive Officer, or delegate, and reported to Council at the monthly Ordinary Meeting of Council for Council's determination.

9.5 Incidental Community Grants Program (cont'd)

The proposed Policy sets out an open and transparent grants program and meets the principles of good governance, through the receipt of applications in writing, assessment and determination of grant applications being reported to the public via the Ordinary Meeting of Council and provides for Council to determine the allocation of funding requests, where the request is between \$501 and \$1,000.

2.3 Transition Arrangements

In recognition of the proposed new Incidental Community Grants program creating new eligibility criteria, compared to the current Ward Contingency Fund, a transition period for the remainder of this current financial year is proposed to be put in place.

This report seeks to authorise the Chief Executive Officer to approve grant applications that fall outside the Incidental Community Grants Program Policy, to a maximum value of \$3,000, which would have been eligible under the Ward Contingency Fund Policy during the transition period from 1 December 2015 to 30 June 2016.

A further review of the proposed Incidental Community Grants program would be conducted in a broader review of all Council grant funded programs to ensure that there is no duplication between the various community grants programs and all Council grant funding programs provided clear and transparent criteria that meet the diverse requests and needs for funding within the Knox municipality.

3. CONSULTATION

Within Council, consultation has occurred with the Director Corporate Development, Manager Community Wellbeing and Acting Coordinator Community Strengthening about the management of a grant program of this type and its natural fit with the community grants programs.

Externally, a number of Councils have been contacted who have similar types of grants programs to ascertain the processes in place to assess applications and the method used to determine funding approval. The most common decision making methods utilised are officer under delegation or report to Council.

Councillors were provided an opportunity to provide input to the key elements of the proposed Incidental Community Grants program at the Confidential Issues Briefing meeting held 4 November 2015.

4. ENVIRONMENTAL/AMENITY ISSUES

There are no environmental or amenity issues associated with this report.

9.5 Incidental Community Grants Program (cont'd)

5. FINANCIAL & ECONOMIC IMPLICATIONS

In 2015/16 Council allocated \$144,900 for the purpose of managing the Ward Contingency Fund in its current form. To date a total of \$44,450 has been allocated through approved requests for funding.

In recognition that some requests for funds through the proposed new Incidental Community Grants program may not meet the eligibility criteria, it is proposed to allocate \$15,000 for the remainder of the 2015-16 financial year to be potentially allocated by the Chief Executive Officer towards those applications that do not meet the new criteria, but would have under the Ward Contingency Fund.

It is proposed that the new Incidental Community Grants program will respond to ad hoc, incidental, one-off community based funds requests and would be funded in 2015-16 utilising the balance of \$85,450 from the Ward Contingency Fund, which will be divided equally across the remaining 7 months of the financial year.

6. SOCIAL IMPLICATIONS

The current Ward Contingency Fund program allows Council the flexibility to respond to requests from individuals and/or community groups within Knox on a ward basis. The proposed Incidental Community Grants program continues to allow Council the flexibility to respond to requests from individuals and/or community groups within Knox at a municipal level. These grants provide applicants the opportunity to participate and support a variety of community based programs.

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

Establishment of the proposed Incidental Community Grants program that responds to requests from individuals and/or community groups for ad hoc, incidental and one-off grants, assists Council in meeting its general objectives under the City Plan and Council Plan. The cessation of the Ward Contingency Fund and rescinding of the Ward Contingency Fund Policy demonstrates a proactive response to the impending proclamation of section 195A Prohibition of Councillor Discretionary funds within the Local Government Act.

8. CONCLUSION

The approval of the Local Government Amendment (Improved Governance) Bill 2015 necessitates a change of Council's current Ward Contingency Fund practices. In order for Council to continue to respond to requests for funding from individuals and/or community groups on an ad hoc, incidental and once off nature, it is proposed to establish a new Incidental Community Grants program. This report seeks Council's approval to establish an Incidental Community Grants program and approve the Incidental Community Grants Program Policy attached as Appendix A.

9.5 Incidental Community Grants Program (cont'd)**9. CONFIDENTIALITY**

There are no issues of confidentiality associated with this report.

COUNCIL RESOLUTION

MOVED: CR. LOCKWOOD
SECONDED: CR. MORTIMORE

That Council

1. rescind the Ward Contingency Funds Policy, No. 2004/07, effective 30 November 2015.
2. approves the establishment of Council's Incidental Community Grants Program, effective 1 December 2015;
3. approves the Incidental Community Grants Program Policy (Appendix A), effective 1 December 2015 with the following amendment: amends Item 6.4 of the Incidental Community Grants Program Policy (Appendix A) to read: "Applications for funding cannot be made retrospectively and must be received before the event or activity to which the funding relates is undertaken"; and
4. authorises the Chief Executive Officer to approve individual grant applications that fall outside the Incidental Community Grants Policy, to a maximum value of \$3,000, which would previously have been approved under the Ward Contingency Fund Policy, for the period 1 December 2015 to 30 June 2016.

CARRIED

APPENDIX A – Incidental Community Grants program

KNOX POLICY



INCIDENTAL COMMUNITY GRANTS PROGRAM

Policy Number:	2015/01	Directorate:	Corporate Development
Approval by:	Council	Responsible Officer:	Manager Governance
Approval Date:	24 November 2015	Version Number:	1
Review Date:	1 July 2016		

1. PURPOSE

The purpose of this Policy is to guide the operation of the Incidental Community Grants Program.

2. CONTEXT

This Policy is to be read in conjunction with the following policies and guidelines:

- Sporting Grants for Individuals Policy
- Knox Arts and Cultural Grants Policy
- Community Operational Funding Grants Policy
- Community Development Fund Guidelines

3. SCOPE

This Policy applies to all allocations from the Incidental Community Grants Program.

4. REFERENCES

4.1 Council Plan

- Effective Governance
- Partnering and Engaging

4.2 Relevant Legislation

- Local Government Act 1989 – Conflict and Interest Provisions

4.3 Charter of Human Rights

- This Policy has been assessed against and complies with the Charter of Human Rights.

4.4 Related Council Policies

- Sporting Grants for Individuals Policy
- Knox Arts and Cultural Grants Policy
- Election Period Policy
- Councillor Code of Conduct
- Community Development Fund Grant Program

4.5 Related Council Procedures

- Nil

5. DEFINITIONS

In this Policy:

Community Group(s)	Means a legal entity that provides services, support or activities to the Knox community. This expressly excludes entities whose profits are distributed to owners or investors, educational institutions and State and Federal government departments and agencies; but does not exclude 'not for profit' organisations, including school councils/auxiliaries who otherwise qualify under this Policy.
Council	Means Knox City Council, whether constituted before or after the commencement of this Policy.
Incidental Funding	Means funding for projects or initiatives that are relatively minor in nature up to a maximum value of \$1000.
Individual(s)	Means a resident(s) of the Knox Municipality.
Not for Profit	Means a group or organisation that is not operating for the profit or gain of its individual members; and any profit made goes back into the operation of the organisation to carry out its purpose. <ul style="list-style-type: none"> • If not a legal entity in their own right, have a committee of management or similar that can accept responsibility for the project and relevant funds. • Have an Australian Business Number or be prepared to fill out a 'Statement by Supplier' declaration form from the Australian Taxation Office.

6. COUNCIL POLICY

- 6.1 A budget allocation will be made in each financial year to respond to incidental funding requests within the municipality. This allocation will be known as the Incidental Community Grants Program.
- 6.2 Allocations from the Incidental Community Grants Program shall be for the purposes of meeting:
- 6.2.1 Requests for incidental funding from individuals and/or community groups within Knox (excluding applications by individuals for Sporting Grants and Arts and Cultural Grants); and

- 6.2.2 Requests for incidental funding which are not eligible for funding under the Community Development Fund, Community Operational Funding Grants Policy or other Council program(s) or funding arrangement(s).
- 6.2.3 Incidental Community Grants must not supplement, subsidise or replace existing Council Budget allocations, nor be used to supplement ongoing operational funding.
- 6.3 The following criteria shall be used in determining any application for the Incidental Community Grants Program under this Policy:
 - 6.3.1 All requests for funding must be in writing and on the relevant funding application form; and
 - 6.3.2 Applications must be from individuals who reside in Knox or community groups that provide services to the Knox community; and
 - 6.3.3 All applications for funding must provide a demonstrated benefit to the Knox community and be in keeping with the objectives and directions of the City Plan.; and
 - 6.3.4 Applications for financial donations and general fundraising activities will not be supported through the Incidental Community Grants Program; and
 - 6.3.5 The maximum grant limit is \$1,000.
- 6.4 Applications for funding cannot be made retrospectively and must be received before the event or activity to which the funding relates is undertaken.
- 6.5 Applications for funding up to \$500 will be assessed and determined under delegation by the Chief Executive Officer (or delegate) and will be reported to Council for information on a monthly basis.
- 6.6 Applications for funding between \$501 and \$1,000 will be assessed by the Chief Executive Officer (or delegate) and reported to Council at the monthly Ordinary Meeting of Council for Council's determination.
- 6.7 For all successful applications, applicants must provide a statement to Council that the funds have been spent in accordance with their funding application and provide financial evidence of expenditure.
- 6.8 The annual funds allocated for the Incidental Community Grants Program will be equally distributed across the 12 months of the financial year. Unallocated funds in any month will be carried forward to the following month to be available for allocation.
- 6.9 On an annual basis, any unallocated funds from the Incidental Community Grants Program will be carried forward and allocated to Council's Community Development Fund in the following financial year.
- 6.10 As part of the monthly report to Council an outline of expenditure will be provided for the period related to this Policy.

ALL WARDS**10.1 WORKS REPORT AS AT 10 NOVEMBER 2015**

SUMMARY: *Coordinator – Capital Works (Gene Chiron)*

The Works Report shows projects on Council's Capital Works Program and indicates the status of each project as at 10 November 2015.

RECOMMENDATION

That the works report, as at 10 November 2015, be received and noted.

1. INTRODUCTION

This report summarises Council's Capital Works Program for the 2015/2016 financial year. The aim of this report is to provide a regular and succinct status summary of each project over the last month. The Capital Works Report, as of 10 November 2015, is attached as Appendix A.

COUNCIL RESOLUTION

MOVED: CR. PEARCE
SECONDED: CR. COOPER

That the works report, as at 10 November 2015, be received and noted.

CARRIED

Project Number	Project Name	Total Approved
1	Bridges Renewal Program Currently finalising quotes for works on bridges prioritised from latest condition audits.	\$280,000
4	High Risk Road Failures Major patching works are programmed in Glenfern Road during November/December.	\$250,000
7	Road Surface Renewal Program 22 streets have now been completed and concrete preparation works are in progress for the remainder of the program.	\$3,859,000
8	Drainage Pit and Pipe Renewal Program 2015/16 Program is progressing without issue with recent works currently underway in Margaret Avenue, Frudal Crescent and Piperita Road.	\$2,781,000
9	Footpath Renewal Program Program is progressing on schedule.	\$1,875,000
10	Bicycle / Shared Path Renewal Program 2015/16 Program has commenced with works recently completed in Knox Gardens and Segarta Reserve. Works are currently in progress along the Belgrave Railway Line shared path.	\$475,000
11	Information System Plan Implementation Carry forward funds fully expended for this program.	\$120,000
16	Building Renewal Program Program is approximately 12% committed/expended at the end of October. Works scheduled to commence or nearing completion in November include Gilbert Park Pavilion - internal painting, Walker Reserve Pavilion - internal painting, Scoresby West Preschool - internal/external painting, Operations Amenities Block - female/toilet shower, Knox Gardens Community Hall - kitchen refits, Lewis Park Pavilion- shower refit.	\$2,711,200
17	Playground Renewal Program Benedikt Reserve Playground being priced in November for construction start in December/January. Arcadia Reserve Playground to be priced in December for January/February Construction start. Row Reserve Playground to be priced in December/January should Council adopt the masterplan in November. Ronald, Icarus, Streeton, Pine Hill, Kings Park and Ashbrook Reserves playground designs are being prepared for community consultation in December.	\$1,023,409
22	Fire Hydrant Replacement Program First payment made in September.	\$119,000
24	Carpark Renewal 2015/16 Program will now concentrate on major renewal works in Scoresby Village and Mountain Gate Shopping Centre. These works will be scheduled early in 2016. Minor renewal works will continue to be undertaken in various locations.	\$542,000
25	Plant & Machinery Replacement Program Renewal Program underway, 32% of funds committed and 18% of funds expended.	\$2,548,273

Project Number	Project Name	Total Approved
26	Street Tree Replacement Program The notification letters regarding the Corymbia Maculata (spotted gum) program are in the process of being sent out to affected residents.	\$620,000
31	Stamford Park Redevelopment The Tender process for the sale of lot 2 (residential estate) is continuing. Permit stage documentation for the Homestead underpinning works has been finalised.	\$818,415
43	Shade Sails for Family and Children's Services Facilities The shade sail/playground equipment budget is tracking on schedule.	\$30,000
104	Roadside Furniture Renewal Program Minor works progressing on schedule.	\$100,000
147	Energy & Greenhouse Program for Council Facilities Final quotes for replacing lights on the 50m Pool area are due end of October. Project is scheduled for completion in December 2015.	\$28,000
229	Building Code Australia Compliance Program approximately 20% committed/expended.	\$100,000
248	Boronia Park Landscaping Implementation Stage 3 Projects underway as follows: (1) Library & Basketball Plaza - Detailed design is on hold pending resolution of Library concept design. (2) Installation of gross pollutant trap (GPT) in Maryville Way now completed.	\$759,803
289	CSR Quarry Reserve - Implementation Stage 4 Detailed design nearing completion following Masterplan amendments being approved by Council. Looking to package sealing of Quarry Road as part of this contract. Anticipate going out to tender prior to end of year with tender report likely to go to February Council meeting. Construction likely to start around late March 2016.	\$824,767
345	Asbestos Removal Program is approximately 55% committed/expended. Program of works will be continued over January holidays.	\$100,000
347	Miscellaneous Industrial Roads - Pavement Rehabilitation Major patching works are programmed in Rushdale Street and Jaydee Court over November/December.	\$500,000
353	Avalon/Stamford/Stud Road Intersection Modification Project completed.	\$90,000
369	Carrington Park Reserve - Master Plan Detailed design for structural rectification works are to commence mid November.	\$35,889
409	Parks Furniture Renewal	\$40,000

Project Number	Project Name	Total Approved
	Furniture has been recieved. All furniture has been allocated and installations will occur between December 2015 and March 2016.	
410	Parks Signage Renewal	\$30,000
	Liasing with Bushland to renew signage in Reserves. Waiting for the design to be confirmed.	
412	Water Sensitive Urban Design Renewal	\$186,618
	Project packaged with project 441 - Tim Neville Arboretum Masterplan Implementation and 751 - Tim Neville Arboretum lake structure upgrade. Tender re-advertised with tender report submitted to October Council meeting and recommendation for contract appointment approved. Anticipate construction commencement around mid November with likely completion date around April/May.	
441	Tim Neville Arboretum Masterplan Implementation	\$463,934
	Project packaged with project 412 -WSUD renewal and 751 - Tim Neville Arboretum lake structure upgrade. Tender re-advertised with tender report submitted to October Council meeting and recommendation for contract appointment approved. Anticipate construction commencement around mid November with likely completion date around April/May.	
443	Reserves Paths Renewal	\$50,000
	Works have commenced.	
455	Parks Crescent, Cypress Avenue, Boronia - Drainage Upgrade	\$180,763
	Quotation process for proof of concept, detailed design (including costing) complete - contractor selected and appointed.	
459	Ferntree Gully Road (No. 1825) - Drainage Upgrade	\$449,445
	Certification of the structural components is underway. Detail of the final design and detailed cost estimated is expected to be received by the end of November	
490	DDA Footpath Modifications	\$100,000
	Minor projects are being completed in conjunction with Footpath Renewal Program.	
492	Compliance to Food Act - Various Buildings	\$25,000
	Quotes currently being sought for Tormore Reserve pavilion kitchen refit which will consititute a majority of budget works.	
494	Cathies Lane - Landfill Rehabilitation Works	\$0
	Tonkin & Taylor undertaking landfill gas monitoring. Landfill Rehabilitation Plan, Aftercare Management Plan and Hydrogeological Assessment submitted to EPA on 1 October to address PAN requirements. Environmental Audit report submitted 30 October.	
495	Fencing Replacement in Early Years Facilities - Scope and Implementation	\$24,000
	Project is approximately 55% committed/expended. Remainder of works expected to be completed over January holidays.	
497	Coonara Stone Cottage - Structural Failure Rectification	\$0
	Tender to be advertised 7 November.	

Project Number	Project Name	Total Approved
516	Rumann and Benedikt Reserves - Open Space Upgrade Contract works completed.	\$174,451
520	Mountain Gate Major Activity Centre - Streetscape Works Contract works nearing completion with eastern and western sections of paving works completed. Landscaping essentially completed on eastern end with western end underway. Concrete works on Town Square area completed and playground works underway. Works on schedule.	\$921,989
525	Cardiff / Herbert Streets - Drainage Design Receipt of Survey work is delayed and is expected to be received toward the end of November, 2015. Quotations for the hydraulic analysis of the catchment have been received and a suitable consultant will be appointed towards the end of November 2015.	\$50,000
529	Dobson Park - Stormwater Harvesting Preliminary Detailed Design delivered by contractor. Site visits to finalise design and commence constructions currently underway.	\$751,367
532	Sheffield and Basin Olinda Roads, The Basin - Water Sensitive Urban Design Works currently underway.	\$112,180
536	Parkland Asset Renewal Scoping for further works underway.	\$70,000
537	Bush Boulevard Scoping of Kellets Road in progress. Works will go out for quotation in January 2016.	\$41,000
543	Llewellyn Park - Landfill Rehabilitation Works Tonkin & Taylor undertaking landfill gas monitoring. Completed landfill cap assessment for Landfill Rehabilitation Plan. Landfill Rehabilitation Plan, Aftercare Management Plan and Hydrogeological Assessment completed and submitted to EPA on 31 August 2015 to meet PAN requirements. Annual environment audit due to be submitted to EPA by 30 November	\$0
550	Golden Grove, The Basin - Rehabilitation Project completed with turning bays, reinstatement of reinforced concrete pavement and planting now complete. Community planting day held by Biodiversity on 10 October.	\$169,343
566	Artwork Renewal Nearly half the budget for artwork renewal has been spent. A major renewal of ceramic totems will take place early 2016 and will expend much of the remaining budget.	\$20,000
572	Tennis Plan Implementation Program Quotations received for minor works on various public courts.	\$22,000
576	Early Years Facility Emergency Warning System Installation for Early Years Emergency Warning System for Billoo MCHC is complete. Works are programmed for December/January holidays - Billoo Preschool, Birchfield CCC to complete the program.	\$50,000

Project Number	Project Name	Total Approved
584	Tormore Reserve - Masterplan Development Stage one works (southern path network and carpark modifications) complete.	\$127,843
585	Llewellyn Reserve - Masterplan Development Path Connection to Coppelia Street being undertaken early November. Remainder of works being undertaken following landfill cap rectification works.	\$151,172
587	Upper Ferntree Gully Neighbourhood Activity Centre - Design Project progression is subject to Council endorsement. Program dates adjusted accordingly.	\$103,153
589	Knox Early Years (KEYs) Online Project scope has been revised for Stage 2 and endorsed by Community Services. Pre School Webportal went live start of May. Finance integration with preschool application is scheduled for release in December. The MAV Maternal Child Health component training occurred in October with go live on 9 November.	\$96,373
593	Marie Wallace Park - Masterplan Development Stage One detail design works progressing for tender at end of November.	\$489,881
602	Park Ridge Reserve Floodlighting Upgrade Final commissioning and aiming are now completed.	\$19,000
605	Illawarra Avenue, Rowville Tender evaluation completed and contract appointment authorised. Anticipate November commencement.	\$280,000
606	Station Street, FTG Detailed design completed and contract being advertised with tenders closing 17 November. Expect to appoint contractor prior to Christmas for post New Year commencement. Negotiations have occurred with owner of 51 Station Street to remove vehicle crossing to car yard on Station Street - verbal feedback received with no issues to report.	\$240,000
607	Ashton Road FTG Design underway & 40% complete - intend to package construction contract with Kingston Street.	\$460,000
608	Kingston Street FTG Design well underway - intend to package construction contract with Ashton Road, FTG.	\$400,000
609	Mountain Gate Drive, FTG Survey complete and detailed design has commenced. Likely to defer commencement of construction to later in the financial year to enable over-lapping funds to be used to match likely cost of scope of works required.	\$550,000
610	Elm Street, Bayswater Detailed design completed. Intend to package construction contract with Maple Street and Orange Grove. Expect tender to be advertised from 31 October 2015 with tenders closing on 24 November.	\$390,000

Project Number	Project Name	Total Approved
611	Orange Grove, Bayswater Detailed design 90% complete for whole stage and expect project to be tendered mid-November. Intend to package construction contract for Stage 1 with Elm Street and Maple Street.	\$405,000
612	Maple Street, Bayswater Detailed design completed and expect project to be tendered early November. Intend to package construction contract with Elm Street and Orange Grove - Stage 1.	\$270,000
613	HV Jones Reserve Oval - Renewal Now that warmer weather has arrived with more suitable conditions for grass establishment, grass surfacing work has re-commenced. Area has been sprayed and fertilizer applied and re-sprigging of outer areas is to take place. Regular monitoring of site is to occur.	\$150,695
617	The Basin Preschool Toilets and Storage Upgrade Project budget variation approved and works will be carried out during the Christmas holiday period.	\$40,000
618	Child Care Centres Removal of Rubber Rock Working are scheduled to start early Dec and will finish early Jan 2016.	\$60,000
619	Scoresby Road/Blind Creek underpass - Widen shared path at western approach Provisional approval provided to Knox Construction by Melbourne Water. Construction to follow shortly.	\$30,000
620	High Street Road/Blind Creek shared path underpass - Install Lighting Works are approx 15% complete with quotations currently being sought for revised design. Expected construction in December/January	\$48,485
622	Walker Reserve (Multi-purpose facility) Wantirna South Design for cricket nets completed, quotes received and contractor appointed. Leisure resolving funding query with federal government and expect resolution by mid-November. Once resolved works will proceed immediately.	\$248,181
624	Lakesfield Reserve Floodlight Upgrade Tender closed on the 30 October, with works expected to commence early December.	\$258,490
627	Ferntree Gully Library Scope and Concept Final concept plans and project report being prepared.	\$39,090
628	Boronia Library - Scope and Concept Draft concept plans completed and being reviewed internally.	\$104,720
629	Preschool Major Office Upgrades - Detailed Designs Funds from 723 transferred to complete works	\$26,000
630	Early Years Hubs - Bayswater Scoping Analysis due for completion end of November 2015.	\$518,288

Project Number	Project Name	Total Approved
647	Stud Park Reserve, Rowville - Masterplan Draft Masterplan being completed for presentation to stakeholders and community prior to presentation to Council for consideration.	\$131,745
649	Scoresby (Exner) Reserve - Masterplan Final consultation on Reserve and Village Masterplans to occur with community on 21 November prior to presentation to Council for consideration.	\$131,965
655	Entry Signage - Scope and Concept Signage installed. Project Complete	\$17,000
656	Margot Street (29), FTG - Drainage Upgrade Preliminary site visits underway before works commence.	\$47,737
657	Salmon Road, Boronia - Drainage Upgrade Project complete.	\$88,200
659	Waldheim Road (26), Bayswater - Drainage Upgrade Flood Mitigation works completed. Water quality (WSUD) design solutions now form part of Project #773. Progress subject to Melbourne Water partnering under the "Enhancing Our Dandenong Creek" initiative.	\$111,780
660	Mountain Highway (No. 598), Bayswater - Drainage Upgrade Flood investigation and mitigation options analysis progressing. The final submission to be provided in November.	\$20,118
661	Boronia Road (223), Boronia - Drainage Upgrade Detail Design underway. Underground services proofing has been done.	\$258,628
663	Fairpark Reserve Toilet - Installation Works commenced, with site establishment and excavation of footings completed. Underground plumbing works commenced.	\$190,000
664	Storm Water Harvesting - Concept Designs Sportsturf consultant report expected December.	\$98,961
665	Templeton Reserve - Storm Water Harvesting Design Works scheduled for Templeton Reserve are on hold, pending the outcome of the Storm Water Harvesting / Sporting Surfaces review.	\$50,000
667	Inverness Avenue - Water Sensitive Urban Design System Surveyor appointed. Survey works to be completed by 4 Dec 2015.	\$220,000
668	Knox Active Aging Management System (KAAMS) Contract due to be signed in November. On schedule for July 2016 go live.	\$360,987
675	Public Art Project	\$79,658

Project Number	Project Name	Total Approved
	Public Art Working Group had initial meeting. Schedule for delivering the strategy has been agreed and a public consultation process is underway.	
676	Lakesfield Reserve Oval Renewal Turfing of oval is anticipated to occur mid-November.	\$233,745
677	Liberty Reserve Oval Renewal Sprigging of oval has occurred and watering of ovals is underway which will see progressive establishment of grass coverage.	\$0
678	Scoresby West Shopping Village - Public Lighting Consultation proceeding. Program of works co-ordinated with carpark works scheduled for early 2016.	\$150,000
679	Eildon Park Tennis Court Upgrade Specification from club received, quotes sought and a contractor appointed with the club consulted on the appointment. Works on site to commence in early December for January completion.	\$64,000
687	Lewis / Tilba Road Drainage Works Remaining 15% of works scheduled for December.	\$80,000
689	Lewis Park Oval 1 Renewal Design to commence later this financial year. Construction planned to be deferred to 2017/18 due to the issue of having too many other ovals off-line. User Group consulted.	\$400,000
690	Rehabilitation of sporting reserves warm season grass conversion Ground works have commenced at Marie Wallace reserve. The contractor has run a top-maker over the surface and the first power harrowing is complete. Irrigation works will commence on 11/11/15.	\$100,000
691	Designs for oval renovations Contractor has supplied plans for Knox Gardens No.2.	\$20,000
692	Boronia Road footpath Project has been delayed due to contractor availability and is now scheduled for early November.	\$50,000
693	Albert Street footpath Project has been forwarded to Knox Construction Group for delivery in February.	\$65,000
694	Mountain Highway footpath Weather has delayed the start of this project. Works have now been scheduled for November.	\$60,000
695	Montana Avenue footpath Project has been cancelled due to resident objections. Funds to be used on another project identified by Traffic & Transport.	\$45,000
696	Murray & Raymond Reserve footpath Project has been forwarded to Knox Construction Group for delivery in December.	\$27,000

Project Number	Project Name	Total Approved
697	Bergins Road - footpath 2 Weather has delayed the start of this project. Works have now been scheduled for November.	\$16,500
698	Taylor's Lane footpath Project has been forwarded to Knox Construction Group for delivery in December.	\$52,500
699	Miller Road/Dorrigo Drive Traffic Treatment Project has been forwarded to Knox Construction Group for delivery in January.	\$6,000
700	Anthony Drive Traffic Treatment Programmed to commence consultation in November.	\$10,000
701	Ferny Creek Trail shared path Project has been forwarded to Knox Construction Group for delivery in November.	\$33,000
702	Stud Road footpath connection Due to contractor availability this project will be delivered November / December.	\$15,000
703	Francis Crescent footpath connection Project has been forwarded to Knox Construction Group for delivery in March.	\$25,000
704	Mountain Highway footpath connection 4 Project has been forwarded to Knox Construction Group for delivery in December.	\$80,000
705	Wellington Road footpath connection Project has been forwarded to Knox Construction Group for delivery in November.	\$20,000
706	Cathies Lane footpath connection Programmed to commence November.	\$20,000
707	Renewal of sports reserve assets / tennis courts / netball Quotes for upgrades are being obtained. Works should commence in the next month.	\$160,000
708	Renovation of cricket run ups and goal squares Batterham reserve identified for goal square repairs. Works will take place in late December to minimise disruption to cricket club.	\$33,000
709	Cricket Practice wicket renewals Works at Kings Park nearing completion. The synthetic surface to be laid in the next week. Project is 80% complete.	\$90,000
710	Colchester Reserve Geotechnical report is complete along with survey of site. This report highlights a satisfactory existing soil profile and does not suggest any major concerns. Design of oval for twin rugby pitches is well underway with detailed design 50% complete.	\$610,000

Project Number	Project Name	Total Approved
711	Irrigation enhancements at sporting reserves Works at Batterham reserve are nearing completion. Trenches will be monitored for level drops. Control board to be finalised.	\$100,000
712	Tennis Court Renewals Boronia Tennis Club (Rita Mathews) - Stage 1 upgrade site survey and design completed and awaiting advice on funding.	\$230,000
713	Renewal of sports facility lighting Program is approximately 25% committed/expended. The first project on the program, Eildon Park Tennis Pavilion, will be undertaken over November.	\$50,000
714	Family and Children Services Softfall Program Program of works has been established. Works have been undertaken at UFTG Preschool and rest of the program will be ordered as quotations are presented for construction over December/January and March/April holidays.	\$30,000
716	Early Years Hubs - Wantirna South Scoping Analysis is progressing. A number of options for the site are being investigated.	\$500,000
717	Knox Central Land Acquisition Prospective sites being investigated.	\$3,600,000
718	Bulk Replacement of Street Lights with LED Lighting design currently underway to get a better understanding of current lighting levels across the city. This process will inform the tender for the lighting installation contract.	\$4,750,000
720	Exner Reserve Floodlight Upgrade Report/design has been commissioned and delivery expected by November. Quotes will then be sought with a view to commence construction late November/early December.	\$80,000
721	Eildon Park Reserve (Pavillion upgrade), Rowville - Design Design progressing as scheduled.	\$50,000
722	Knox Skate & BMX Park Storage/Shade Structure Quotes being received for project to be awarded early November with a view to commence construction mid/late November.	\$42,873
723	Knoxfield Tennis Club Consultation has occurred through the Leisure Services with Tennis Victoria, the Local Ward Councillor and the club. It is proposed that the project is scoped in more detail during 2015/16, before being reconsidered for delivery in a future budget.	\$34,000
724	Knox Library - Design Awaiting outcome of lease negotiations.	\$80,000
725	Placemakers Site - Design	\$15,000

Project Number	Project Name	Total Approved
	The fire at Placemakers in October, whilst destroying the onsite office, has not changed the brief given to the architect. It has however opened up the possibility of delivering a more flexible multipurpose design and a better use of the site. Architects revisited the site in mid October with a first draft of idea being presented mid November.	
726	Ambleside Resource Centre Project - Design Stakeholder consultation and scoping development commenced.	\$20,000
727	Knox Community Arts Centre -Design Confirmation of project scope being undertaken in November.	\$12,000
728	Knox Regional Netball Centre Awaiting quotes for outdoor fernery and additional storage space, with construction expected over December/January	\$50,000
729	Knox Leisureworks UV for Leisure Pool Quotes currently being sourced with works to be scheduled in consultation with YMCA as managers of operations. It is expected works will be undertaken in the New Year.	\$48,000
730	Scoresby West Pre School Works commenced in October.	\$130,000
732	Outdoor Blinds for Child Care Centres Program of works has been established and will be undertaken over upcoming December/January holiday period.	\$36,000
733	Preschool Office/Storage - Minor Works Project scope being finalised with a view to undertake works in December/January and March/April holidays.	\$30,000
734	Riddell Road Children and Family Centre Budget has been transferred to 629	\$15,000
735	Family & Children Services Buildings Door Jamb Protectors Costings/quotations have been provided - awaiting final scope with a view to undertake project in December/January and March/April holiday periods.	\$25,000
736	Flamingo Preschool upgrades (3 year old) Work will be complete by late Dec 2016	\$80,000
737	Meals on Wheels site reconfiguration - Stage 1 Quotations being sought with a view to undertake works over December/January holiday period.	\$20,000
738	The Basin Progress Hall - Stage 4 of 4 Tender closed late October.	\$254,000
739	Bergins Road - footpath 3 - Design Design programmed for May completion.	\$6,250

Project Number	Project Name	Total Approved
740	Mountain Hwy footpath 2 feasibility study Brief has been prepared and sent to a number of consultants. Quotations are due mid November.	\$15,000
741	Cathies Lane, Wantirna South - Footpath Design Project completed.	\$3,500
742	Myrtle Street Footpath Project completed.	\$30,000
743	Quarry Road, Upper Ferntree Gully Detailed design nearing completion. Intend to package road works with CSR Quarry contract. Will require to submit tree removal permit due to impact of design on vegetation. Works anticipated to commence late in financial year. Project to be supported by Roads to Recovery funding.	\$150,000
744	Ferntree Gully Road shared path 1, Knoxfield - Design Yet to commence. Commencement likely by end of November.	\$3,000
745	Old Orchard Drive Solar Light Installation Quotes to be obtained in November.	\$10,000
746	Revegetation Plan Design completed, initial plant order made.	\$100,000
747	Chandler Park, Boronia - Masterplan Implementation Detail Design for multi purpose activity area and play space progressing.	\$100,000
749	Fairpark Reserve, FTG - Masterplan Implementation Detail Design works for stage one being prepared.	\$100,000
750	Basin Triangle Reserve, The Basin - Masterplan Implementation Design scheduled to commence in January.	\$100,000
751	Tim Neville Arbortum - Lake Structure Upgrade Project packaged with 412 - WSUD renewal and 441 - Tim Neville Arboretum Masterplan Implementation. Tender re-advertised with tender report submitted to October Council meeting and recommendation for contract appointment approved. Anticipate construction commencement around mid-November with likely completion date around April/May 2016.	\$200,000
752	Mountain Gate Shopping Centre Reserve - Design Project to commence in December.	\$20,000
753	Picketts Reserve, Ferntree Gully - Design Project to commence in January.	\$30,000

Project Number	Project Name	Total Approved
754	Templeton Reserve, Wantirna - Design Project to commence in January.	\$40,000
755	Talaskia Reserve, Upper Ferntree Gully - Design Project to commence in January.	\$30,000
756	Heany Park, Rowville Detail design near complete for boardwalk and birdhide on lake. Expect to tender in December.	\$160,000
757	Carrington Park, Knoxfield - Masterplan Paths works are being planned for construction in the eastern section of the site in the 2nd quarter of 2016.	\$150,000
758	Jenola Parade Project to commence in November.	\$50,000
759	Alchester Village - Masterplan Implementation Detail design commencing for toilet, lighting and landscape works in November for pricing for construction from February to June.	\$100,000
760	Alchester Village Park Masterplan Detail design commencing for toilet, lighting and landscape works in November for pricing for construction from February to June.	\$60,000
761	Dandenong Creek Gateways - Revegetation of Strategic Road Corridors - Concept Design Project to commence in December.	\$50,000
762	Dobsons-Clyde Street Flood Retarding System - Design Surveying for the site is now expected to be commenced by Project Delivery at the end of November 2015. Hydraulic analysis for the catchment has commenced.	\$50,000
763	Boronia Road Overland Flowpath - Design Funding transferred to project no. 455 (Parks Crescent, Cypress Avenue, Boronia - Drainage Upgrade) - all updates are to be reflected/recorded within project no. 455.	\$30,000
764	Knox Leisureworks Flood Retarding System - Design The surveying for the site is to be received late November 2015. Hydraulic analysis for the site is to be carried out by consultants due to commence late November 2015.	\$25,000
765	Alchester Village Shopping Centre - new toilet block Detailed design to commence first week November, after confirmation of location of new toilet.	\$180,000
766	Bayswater Park - replace toilet block Detailed design to commence first week November, as new location has been confirmed.	\$180,000
767	Studfield Shopping Centre Toilets Demolition of existing toilets deferred until structural steel for new toilet is fabricated - first week of November.	\$190,000

Project Number	Project Name	Total Approved
768	Wantirna Mall Toilets Detailed design confirmed for completion mid November.	\$190,000
769	Mint Street, Wantirna – Dandenong Creek wetland Design Surveying managed through Council. Quote went out beginning of November. Surveyor appointed. Survey works completed.	\$17,000
770	Olivebank Road, FTG- Water Sensitive Urban Design (WSUD) - Design Surveying managed through Council. Quote went out beginning of November. Surveyor appointed. Survey works completed.	\$17,000
771	Colchester Road, Boronia – mini wetland Design Scope of works have changed slightly based on detailed investigation. Slight scope changes currently under internal consultation.	\$17,000
772	Old Belgrave Road Raingarden - Design Scope of works slightly changed due to preliminary investigations. Slight scope changes to be finalised by end of November.	\$15,000
773	Waldheim Street wetland and swale system Melbourne Water through its "Enhancing Our Dandenong Creek" Project is looking at this site to potentially provide a detailed design. Awaiting confirmation by Melbourne Water by end of November to proceed.	\$10,000
774	Manson Reserve - Stormwater Treatment Melbourne Water through its "Enhancing Our Dandenong Creek" Project is looking at this site to potentially provide a detailed design. Awaiting confirmation by Melbourne Water by end of November to proceed.	\$50,000
775	Alchester Village Lighting Project Consultation process underway.	\$100,000
784	Glenfern Road footpath - Design Survey scheduled for April 2016.	\$20,000
785	Printer Upgrade Project to commence in December.	\$40,000
786	Micro Soft Office Upgrade Project to commence in March.	\$100,000
787	Website Development Project to commence in December.	\$50,000
788	Electronic Record System Upgrade (Project Phoenix) Project Management Plan currently being documented.	\$750,000

Project Number	Project Name	Total Approved
789	Facilities Booking Review/Upgrade Project scheduled to commence in December.	\$86,000
791	Server Infrastructure Ongoing quarterly lease payment.	\$170,000
792	PC Rollout Project in the planning stages, with the project due to commence in December.	\$225,000
793	Non Leased Software and Hardware Project to commence in December.	\$120,000
794	Switch Replacement Program (Leased) Ongoing quarterly lease payment.	\$28,000
796	Park Crescent, Boronia Survey scheduled for November.	\$20,000
797	McMahons Road, Ferntree Gully Survey scheduled for November.	\$30,000
798	Woodvale Road, Boronia Survey scheduled for November.	\$20,000
799	Windermere Drive, Ferntree Gully Survey scheduled for December.	\$35,000
800	Smithfield Square, Wantirna Survey scheduled to commence in December.	\$20,000
801	Sasses Avenue, Bayswater Survey scheduled for December.	\$20,000
802	Erica Avenue, Boronia Anticipate commencing survey in November.	\$30,000
803	Macquarie Place, Boronia Survey & design due to commence in early 2016.	\$25,000
Total:		\$48,951,364

ALL WARDS**10.2 ASSEMBLIES OF COUNCILLORS**

SUMMARY: *Acting Manager – Governance and Innovation
(Fleur Cousins)*

This report provides details of Assembly of Councillors established under section 80A of the Local Government Act as required under section 80A(2) of the Act.

RECOMMENDATION

That Council

1. Note the written record of Assemblies of Councillors as attached to this report.
2. Incorporate the records of the Assemblies into the minutes of the meeting.

1. INTRODUCTION

Under section 80A(2) of the Local Government Act, the Chief Executive Officer must present a written record of an Assembly of Councillors to an ordinary meeting of Council as soon as practicable after an Assembly occurs. This written record is required to be incorporated into the minutes of the meeting.

Details of Assemblies of Councillors that have occurred between Monday 12 October 2015 and Sunday 8 November 2015 are attached to this report. Also attached to this report are two forms dated 25 June 2015 and 13 August 2015.

COUNCIL RESOLUTION

MOVED: CR. PEARCE

SECONDED: CR. COOPER

That Council

1. Note the written record of Assemblies of Councillors as attached to this report.
2. Incorporate the records of the Assemblies into the minutes of the meeting.

CARRIED



RECORD OF ASSEMBLY OF COUNCILLORS Knox City Council

(Section 80A Local Government Act)

Date of Assembly: 25/6/2015	
Name of Committee or Group (if applicable): Knox Community Arts & Culture Advisory Committee	
Time Meeting Commenced: 6:30pm	
Councillors in Attendance:	
Cr Peter Lockwood, Mayor	
Cr Joe Cossari	
Cr Karin Orpen	
Council Staff in Attendance:	
Sara Austin	
Jo Herbig	
Jeremy Angerson	
Richard Mitchell	
Nicole Columbine	
Matters Considered:	
1. Overview of the Arts & Cultural Plan 2012-22	
2. Overview of Cultural Services – Presentations by Community Arts Officer, Festival & Events Officer and KACA/FTGCAC Coordinator	
3. Feedback from Committee	
4. Presentation – 1812 Theatre	
5. Presentation – Knox Photographic Society	

Conflict of Interest Disclosures: Nil		
Councillor's Name	Type of Interest	Councillor Left Assembly While Matter Being Considered



RECORD OF ASSEMBLY OF COUNCILLORS Knox City Council

(Section 80A Local Government Act)

Date of Assembly: 13/8/2015	
Name of Committee or Group (if applicable): Knox Community Arts & Culture Advisory Committee	
Time Meeting Commenced: 6:30pm	
Councillors in Attendance:	
Cr Peter Lockwood, Mayor	
Cr Joe Cossari	
Council Staff in Attendance:	
Sara Austin	
Jo Herbig	
Jeremy Angerson	
Richard Mitchell	
Peter Gore	
Matters Considered:	
1. Stringybark Festival 2015 Update	
2. Immerse Update	
3. Program Priorities for Knox Art Centres	
4. Update on Knox City Council Social Media Review	
5. Presentation – Knox Photographic Society	
6. Arts in Knox 2020 – What does the Committee want to see in five years time	
7. Presentation (Theresa Tan)	

Conflict of Interest Disclosures: Nil		
Councillor's Name	Type of Interest	Councillor Left Assembly While Matter Being Considered



RECORD OF ASSEMBLY OF COUNCILLORS Knox City Council

(Section 80A Local Government Act)

Date of Assembly: 13/10/2015	
Name of Committee or Group (if applicable):	
Special Issues Briefing	
Time Meeting Commenced: 9:47pm	
Councillors in Attendance:	
Cr Peter Lockwood, Mayor	Cr Tony Holland
Cr John Mortimore	Cr Lisa Cooper
Cr Joe Cossari	Cr Darren Pearce
Cr Karin Orpen	Cr Nicole Seymour
Council Staff in Attendance:	
Graeme Emonson	
Ian Bell	
Angelo Kourambas	
Kerry Stubbings	
Joanne Truman	
Carrie Bruce	
Matters Considered:	
Access and Inclusion Plan for People with Disabilities 2016	

Conflict of Interest Disclosures: Nil		
Councillor's Name	Type of Interest	Councillor Left Assembly While Matter Being Considered



RECORD OF ASSEMBLY OF COUNCILLORS Knox City Council

(Section 80A Local Government Act)

Date of Assembly: 14/10/2015	
Name of Committee or Group (if applicable): Environment Advisory Committee	
Time Meeting Commenced: 6:30pm	
Councillors in Attendance:	
Cr John Mortimore	
Council Staff in Attendance:	
Trish Winterling	
Ian Bell	
Sam Sampanthar	
Kathy Hynes	
Matters Considered:	
1. Street Tree Asset Management Plan	
2. Bulk Removal of Street Trees	
3. Stringybark Festival 2015	
4. Updates from Regional Committee Meetings	
5. Stamford Park Greenstar Communities	

Conflict of Interest Disclosures: Nil		
Councillor's Name	Type of Interest	Councillor Left Assembly While Matter Being Considered



RECORD OF ASSEMBLY OF COUNCILLORS Knox City Council

(Section 80A Local Government Act)

Date of Assembly: 15/10/2015	
Name of Committee or Group (if applicable):	
Early Years Advisory Committee	
Time Meeting Commenced: 6:30pm	
Councillors in Attendance:	
Cr Nicole Seymour	
Council Staff in Attendance:	
Janine Brown	
Dianne Wilson	
Pooja Menzis	
Matters Considered:	
Exploring issues of diversity and inclusion for vulnerable children & families in our community.	

Conflict of Interest Disclosures: Nil		
Councillor's Name	Type of Interest	Councillor Left Assembly While Matter Being Considered



RECORD OF ASSEMBLY OF COUNCILLORS Knox City Council

(Section 80A Local Government Act)

Date of Assembly: 19/10/2015	
Name of Committee or Group (if applicable):	
Knox Central Advisory Committee	
Time Meeting Commenced: 6:00pm	
Councillors in Attendance:	
Cr Peter Lockwood, Mayor	
Cr Joe Cossari	
Cr Tony Holland	
Cr Darren Pearce	
Council Staff in Attendance:	
Graeme Emonson	
Jason Matthews	
Samantha Mazer	
Sarah Lane	
Matters Considered:	
1. Review and Report on Project Deliverables	
2. DEPI Site Update	
3. Knox Central Structure Plan	
4. Dates for Knox Central Advisory Committee Meetings in 2016	

Conflict of Interest Disclosures: Nil		
Councillor's Name	Type of Interest	Councillor Left Assembly While Matter Being Considered



RECORD OF ASSEMBLY OF COUNCILLORS Knox City Council

(Section 80A Local Government Act)

Date of Assembly: 21/10/2015	
Name of Committee or Group (if applicable): Knox Arts & Culture Advisory Committee	
Time Meeting Commenced: 6:30pm	
Councillors in Attendance:	
Cr Joe Cossari	
Cr Karin Orpen	
Council Staff in Attendance:	
Sara Austin	
Jo Herbig	
Jeremy Angerson	
Richard Mitchell	
Kate Dunlop	
Matters Considered:	
1. Stringybark Festival 2015 Debrief	
2. Immerse Update	
3. Program Priorities for Knox Art Centres	
4. Arts in Knox 2020 – What does the Committee want to see in five years time	
5. Presentation (Joe Grimes)	
6. Presentation (Andrea Coburn)	

Conflict of Interest Disclosures: Nil		
Councillor's Name	Type of Interest	Councillor Left Assembly While Matter Being Considered



RECORD OF ASSEMBLY OF COUNCILLORS Knox City Council

(Section 80A Local Government Act)

Date of Assembly: 21/10/2015	
Name of Committee or Group (if applicable): Transport & Mobility Advisory Committee	
Time Meeting Commenced: 6:30pm	
Councillors in Attendance:	
Cr John Mortimore	
Council Staff in Attendance:	
Melissa Sparrow	
Ron Crawford	
Martin Moloney	
Matters Considered:	
1. Business Arising from Previous Meeting: - Update on bus stop tactile - Women's road ride - Signage linking fitness equipment - Footpath issues around Kubix development	
2. Shared Path, The Basin	
3. Bike Parking at The Basin	
4. Public Transport Operator Updates: - Bus - Rail	
5. Multi Purpose Taxi Program Review	
6. Other Business	

Conflict of Interest Disclosures: Nil		
Councillor's Name	Type of Interest	Councillor Left Assembly While Matter Being Considered



RECORD OF ASSEMBLY OF COUNCILLORS Knox City Council

(Section 80A Local Government Act)

Date of Assembly: 22/10/2015	
Name of Committee or Group (if applicable):	
Housing Advisory Committee	
Time Meeting Commenced: 6:05pm	
Councillors in Attendance:	
Cr Tony Holland	
Council Staff in Attendance:	
Angelo Kourambas	
Sarah Lane	
Sharon Barker	
Matters Considered:	
1. Update on Committee's Terms of Reference	
2. Update on Approval of Amendment C131	
3. Strategic Investigation Sites	
4. State Government Consultation	
5. Eastern Regional Affordable Housing Alliance	

Conflict of Interest Disclosures: Nil		
Councillor's Name	Type of Interest	Councillor Left Assembly While Matter Being Considered



RECORD OF ASSEMBLY OF COUNCILLORS Knox City Council

(Section 80A Local Government Act)

Date of Assembly: 26/10/2015	
Name of Committee or Group (if applicable): Economic Development Committee	
Time Meeting Commenced: 6:13pm	
Councillors in Attendance:	
Cr Peter Lockwood, Mayor	
Cr Joe Cossari	
Cr Darren Pearce	
Council Staff in Attendance:	
Angelo Kourambas	
Kim Rawlings	
Kate Harris	
Helen Ruddell	
Matters Considered:	
1. Update on Business and Economic Development Service	
2. Update on Place Program	
3. Committee Feedback – Future Meeting Venue and Timing	
4. Update of Development Facilitation and Investment Attraction across the City	
5. Service Planning Progress Update	
6. Briefing on Land for Business Project	

Conflict of Interest Disclosures: Nil		
Councillor's Name	Type of Interest	Councillor Left Assembly While Matter Being Considered



RECORD OF ASSEMBLY OF COUNCILLORS Knox City Council

(Section 80A Local Government Act)

Date of Assembly: 4/11/2015	
Name of Committee or Group (if applicable):	
Issues Briefing	
Time Meeting Commenced: 6:30pm	
Councillors in Attendance:	
Cr Peter Lockwood, Mayor	Cr Darren Pearce
Cr John Mortimore	Cr Nicole Seymour
Cr Joe Cossari	
Cr Tony Holland	
Council Staff in Attendance:	
Graeme Emonson	Peter Gore (Item 1)
Ian Bell	Jo Herbig (Item 1)
Angelo Kourambas	Tanya Clark (Item 2)
Kerry Stubbings	Jon Gorst (Item 3)
Joanne Truman	Carrie Bruce (Items 4 and 5)
Fleur Cousins	
Matters Considered:	
1. Immerse Arts Event Briefing for Councillors	
2. Victorian HACC Transition Update	
3. Management Financial Report for the Quarter September 2015	
4. Review of the Local Government Act	
5. Ad Hoc Funding Discussion	
6. Forward Report Schedule	
7. Future Call Up Items	

Conflict of Interest Disclosures: Nil		
Councillor's Name	Type of Interest	Councillor Left Assembly While Matter Being Considered

11. MOTIONS FOR WHICH NOTICE HAS PREVIOUSLY BEEN GIVEN**11.1 NOTICE OF MOTION No. 33****Urgent Business – Federal Government Funding of Public Transport Infrastructure (27 October 2015)****Notice of Rescission**

I hereby give notice that it is my intention to move at the Ordinary Meeting of Council on 24 November 2015 that the following motion adopted at the Ordinary Meeting of Council on 27 October 2015 under Item 13.1.2 – Federal Government Funding of Public Transport Infrastructure as follows:

MOVED: CR. LOCKWOOD

SECONDED: CR. PEARCE

“That Council erect signage in up to 4 strategic locations across the municipality on Council owned / controlled land to advocate for Federal Government funding of major public transport infrastructure projects including the extension of heavy rail in Rowville, and the No. 75 tram service to Knox Central”

be rescinded.

PROCEDURAL MOTION

MOVED: CR. ORPEN

SECONDED: CR. SEYMOUR

That Councillor Gill be permitted an extension of time to speak under Clause 47 of the Meeting Procedure and Use of Common Seal Local Law 2008

THE PROCEDURAL MOTION WAS CARRIED

THE MOTION WAS LOST

NOTICE OF MOTION No. 34**Federal Government Funding of Public Transport Infrastructure**

I hereby give notice that it is my intention to move at the Ordinary Meeting of Council on 24 November 2015 the following motion:

MOVED: CR. LOCKWOOD
SECONDED: CR. SEYMOUR

1. That Council note:

- 1.1 that the Rowville Rail Feasibility Study states that:
 - a) A rail line to Rowville is technically feasible;
 - b) That there are prerequisite projects, namely the Melbourne Metro Project and the Dandenong Rail Corridor upgrade; and
- 1.2 that the Minister for Public Transport also verified that the Metro Project and the Dandenong Rail Corridor upgrade are both prerequisites for Rowville Rail; and
- 1.3 The Rowville Rail and Knox Tram projects can be built concurrently with the Metro Project and Dandenong Rail Corridor upgrade; and
- 1.4 That Rowville Rail is included in the Public Transport Victoria network development plan; and
- 1.5 That Federal funding for urban public transport is urgently needed in Victoria

2. That:

- 2.1 Council seek to work with the state government in obtaining federal funding for urban public transport; and
- 2.2 Council note that advocacy, through the Eastern Transport Coalition, has centred on preserving the rail alignment for the future; and
- 2.3 Funding for an advocacy plan for transport projects in Knox be referred to the 2016-17 budget process for consideration.

CARRIED

12. SUPPLEMENTARY ITEMS

Nil.

13. URGENT BUSINESS**13.1 URGENT BUSINESS**

Nil.

13.2 CALL UP ITEMS**13.2.1 BAYSWATER GRADE SEPARATION PROJECT**

MOVED: CR. LOCKWOOD

SECONDED: CR. GILL

With the recent announcement of the Bayswater Grade Separation Project by the State Government, that a report be prepared for the December 2015 Ordinary Meeting of Council providing an update in regard to:

1. The proposed design plans and extent of works in place for the Bayswater Grade Separation Project;
2. The implications of the project on Council's aspirations for Bayswater – as articulated in the Bayswater Activity Centre Structure Plan – Bayswater 2020 and Bayswater Triangle Masterplan;
3. The plans that the Level Crossing Removal Authority have in place to mitigate the impact of the project on the viability and activities of affected community groups including any relocation requirements – and how Council can support these plans;
4. The plans that the Level Crossing Removal Authority have in place to mitigate the impact of the construction phase of the project on the viability of affected businesses – and how Council can support these plans; and
5. How Council can work with stakeholders including local members of parliament to gain their support for the project to completely remove the level crossings and to assist with the above plans and objectives.

CARRIED

14. QUESTIONS WITHOUT NOTICE

Nil.

MEETING CLOSED AT 9.21 PM

Minutes of Meeting confirmed at the
Ordinary Meeting of Council
held on
Tuesday, 15 December 2015

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Chairperson