



# **KNOX CITY COUNCIL**

## **AGENDA**

Ordinary Meeting of Council

To be held at the

Civic Centre

511 Burwood Highway

Wantirna South

On

Monday 27 November 2017



# **KNOX CITY COUNCIL**

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

**ON  
MONDAY 27 NOVEMBER 2017 AT 7.00 P.M.**

## **BUSINESS:**

**Page Nos.**

### **1. APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE**

### **2. DECLARATIONS OF CONFLICT OF INTEREST**

### **3. CONFIRMATION OF MINUTES**

3.1 *Confirmation of Minutes of Ordinary Meeting of Council held on Monday 23 October 2017*

3.2 *Confirmation of Minutes of Strategic Planning Committee Meeting held on Monday 13 November 2017*

### **4. PETITIONS AND MEMORIALS**

### **5. REPORTS BY COUNCILLORS**

5.1 *Committees & Delegates* **1.**

5.2 *Ward Issues* **1.**

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

	<b>All Wards</b>	
6.1	<i>Report of Planning Applications Decided Under Delegation (160/1/06)</i>	<b>2.</b>
	<b>Dobson Ward</b>	
6.2	<i>Application for the Construction of a Single Storey Dwelling at 36 Lording Street, Ferntree Gully (Application No. P/2017/6442)</i>	<b>9.</b>
	<b>Chandler Ward</b>	
6.3	<i>Amendment C161 – Proposed Rezoning of 1221 Mountain Hwy (The Basin Community House) and 1223 Mountain Hwy, The Basin</i>	<b>24.</b>
	<b>All Wards</b>	
6.4	<i>Accessible and Adaptable Housing for Older Australians</i>	<b>38.</b>
	<b>All Wards</b>	
6.5	<i>'Future Proofing Knox's Business Land' Project and Amendment C164 to The Knox Planning Scheme</i>	<b>54.</b>

**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). **69.**

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

	<b>All Wards</b>	
8.1	<i>Knox Environmental Weed Plan</i>	<b>70.</b>

**9. CONSIDERING AND ORDERING UPON OFFICERS' REPORTS WITHIN THE COMMUNITY SERVICES GROUP**

	<b>All Wards</b>	
9.1	<i>Knox Basketball Plan – Domestic Demand Analysis</i>	<b>76.</b>



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

	<b>All Wards</b>	
10.1	<i>Financial Performance Report For The Quarter Ended 30 September 2017</i>	<b>128.</b>
	<b>Dobson Ward</b>	
10.2	<i>Notice Of Intention To Lease – 72 Francis Crescent, Ferntree Gully (Illoura House)</i>	<b>150.</b>
	<b>All Wards</b>	
10.3	<i>Minor Grants Program Applications</i>	<b>170.</b>
	<b>Collier Ward</b>	
10.4	<i>Sale Of Council Property, 62 Brentwood Drive, Wantirna By Public Auction</i>	<b>177.</b>

**11. ITEMS FOR INFORMATION**

	<b>All Wards</b>	
11.1	<i>Works Report (As Of 3 November 2017)</i>	<b>178.</b>
	<b>All Wards</b>	
11.2	<i>Assemblies of Councillors</i>	<b>199.</b>

**12. MOTIONS FOR WHICH NOTICE HAS PREVIOUSLY BEEN GIVEN** **208.**

**13. SUPPLEMENTARY ITEMS** **208.**

**14. URGENT BUSINESS** **208.**

14.1	<i>Urgent Business</i>	<b>208.</b>
14.2	<i>Call Up Items</i>	<b>208.</b>

**15. QUESTIONS WITHOUT NOTICE** **208.**

TONY DOYLE  
CHIEF EXECUTIVE OFFICER



**5. REPORTS BY COUNCILLORS****5.1 Committees & Delegates****5.2 Ward Issues**

## ALL WARDS

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

**SUMMARY:** *Manager – City Planning & Building (Paul Dickie)*

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

**RECOMMENDATION**

**That the planning applications decided under delegation report (between 1 October to 31 October 2017) be noted.**

**REPORT**

Details of planning applications decided under delegation from 1 October to 31 October 2017 are attached. The applications are summarised as follows:

<b>Application Type</b>	<b>No</b>
Building & Works: Residential	8
Other	5
Units	30
Subdivision	18
Tree Removal/Pruning	16
Change of Use	2
Single Dwelling	1
Telecommunication Tower	1
Variation of Easement	1
Variation of Covenant	1
<b>TOTAL</b>	<b>83</b>

**Report Prepared By:** *Manager – City Planning & Building (Paul Dickie)*

**Report Authorised By:** *Director – City Development (Angelo Kourambas)*

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

1 – 31 October 2017

<b>Ward</b>	<b>No/Type</b>	<b>Address</b>	<b>Description</b>	<b>Decision</b>
Baird	2017/6370	33 James Road FERNTREE GULLY VIC 3156	Development of a double storey dwelling to the rear of the existing dwelling	6/10/2017 Notice of Decision
Baird	2017/6348	15 Woodvale Road BORONIA VIC 3155	The construction of four (4) double storey dwellings on the land	10/10/2017 Approved
Baird	2017/6059	22 Paton Crescent BORONIA VIC 3155	Two (2) double storey dwellings to the rear of the existing and removal of one tree (Eucalyptus nicholii)	13/10/2017 Notice of Decision
Baird	2017/6049	2A Meagher Road FERNTREE GULLY VIC 3156	The construction of a two storey dwelling to the side of the existing dwelling	5/10/2017 Approved
Baird	2017/6553	7 Zeising Court BORONIA VIC 3155	Three lot subdivision (Approved Unit Development)	12/10/2017 Approved
Baird	2017/6613	15 Wells Avenue BORONIA VIC 3155	Removal of a Eucalyptus botryoides	17/10/2017 Approved
Baird	2017/6171	1-2/192 Boronia Road BORONIA VIC 3155	Development of the land for six (6) three storey dwellings and alteration to a Road Zone Category 1	20/10/2017 Refused
Baird	2017/6258	27 Stradbroke Road BORONIA VIC 3155	The construction of three (3) dwellings and subdivision of land into three (3) lots	5/10/2017 Approved
Baird	2016/6741	247 Boronia Road BORONIA VIC 3155	Construction of 3 double storey dwellings on the land	20/10/2017 Notice of Decision
Baird	2017/6344	15 Valerie Street BORONIA VIC 3155	The construction of three (3) double storey dwellings	10/10/2017 Notice of Decision
Baird	2017/6319	27 Aubrey Grove BORONIA VIC 3155	Four lot subdivision (Approved Unit Development)	4/10/2017 Approved
Baird	2017/6168	2 Davey Street BORONIA VIC 3155	Development of the land for a double storey dwelling to the rear of the existing dwelling	23/10/2017 Approved
Baird	2017/6582	60 Rankin Road, Boronia	Section 23 Removal of Easement	31/10/2017 Approved
Chandler	2017/9145	58 Miller Road THE BASIN VIC 3154	Removal of one Ulmus glaba 'Lutescens' tree	4/10/2017 Approved

Ward	No/Type	Address	Description	Decision
Chandler	2017/9147	11 Vaughan Road FERNTREE GULLY VIC 3156	Removal of one Eucalyptus obliqua tree	10/10/2017 Approved
Chandler	2017/6551	3 Coppice Court BORONIA VIC 3155	Removal of two trees	4/10/2017 Refused
Chandler	2017/6570	992 Mountain Highway BORONIA VIC 3155	Removal of 4 native trees and the removal of 1 dead bifurcated trunk	5/10/2017 Approved
Chandler	2017/9157	2A Owen Street BORONIA VIC 3155	Remove one (1) Eucalyptus pseudoglobulus (Victorian Eurabbie)	16/10/2017 Approved
Chandler	2017/9155	2 Kalman Drive BORONIA VIC 3155	2 lot subdivision	18/10/2017 Approved
Chandler	2017/6025	16 Oak Avenue BORONIA VIC 3155	Development of the land for six (6) two storey dwellings	5/10/2017 Notice of Decision
Chandler	2017/6327	66 Boronia Road BORONIA VIC 3155	Development of land for six double storey dwellings and alteration (removal) to a Road Zone Category 1	06/10/2017
Chandler	2017/6615	1/47 Arcadia Avenue THE BASIN VIC 3154	Removal of one Eucalyptus obliqua and one Melaleuca stypelioides tree	20/10/2017 Approved
Chandler	2017/9158	6 Nyora Avenue BORONIA VIC 3155	Remove one dead Eucalyptus goniocalyx tree	18/10/2017 Approved
Chandler	2017/9167	151 Albert Avenue BORONIA VIC 3155	Removal of one (1) Lophostemon confertus	27/10/2017 Approved
Chandler	2016/6891	17 Oak Avenue BORONIA VIC 3155	Development of the land for seven (7) double storey dwellings and removal of vegetation	30/10/2017 Notice of Decision
Chandler	2017/6631	11 Winby Court THE BASIN VIC 3154	Removal of three (3) trees (Callistemon salignus, Banksia integrifolia, Grevillea robusta)	24/10/2017 Approved
Chandler	2017/6371	997 Mountain Highway BORONIA VIC 3155	Telecommunications tower and base station	16/10/2017 Approved
Chandler	2017/6633	79 Albert Avenue BORONIA VIC 3155	Remove three (3) Eucalyptus pseudoglobulus	20/10/2017 Approved
Collier	2016/6944	258 Wantirna Road WANTIRNA VIC 3152	Development of the land for six (6) dwellings (five (5) three storey and one (1) double storey) and alterations to access to a Road Zone Category 1	13/10/2017 Approved

Ward	No/Type	Address	Description	Decision
Dinsdale	2017/6337	411 Boronia Road BAYSWATER VIC 3153	Development of land for dwelling at the rear of existing and alteration of access to a road in a Category 1 Road Zone.	13/10/2017 Approved
Dinsdale	2017/6500	2/78 Parkhurst Drive KNOXFIELD VIC 3180	Change of Use (Licenced Motor Car Trader)	17/10/2017 Approved
Dinsdale	2017/9152	Knox Ozone (MASTER) 509 Burwood Highway WANTIRNA SOUTH VIC 3152	Buildings and works (caravan, deck and associated works)	20/10/2017 Approved
Dinsdale	2017/6549	2 Edward Street BAYSWATER VIC 3153	Three lot subdivision (Approved Unit Development)	5/10/2017 Approved
Dinsdale	2017/6547	1-3/11 & 12 The Haven BAYSWATER VIC 3153	Fourteen lot subdivision (Approved Unit Development)	10/10/2017 Approved
Dinsdale	2017/6147	42 Allanfield Crescent BORONIA VIC 3155	The construction of three (3) double storey dwellings	5/10/2017 Notice of Decision
Dinsdale	2017/6543	1-3/301 Boronia Road BORONIA VIC 3155	3 Lot Subdivision (Approved Unit Development)	10/10/2017 Approved
Dinsdale	2017/6538	40 Elizabeth Street BAYSWATER VIC 3153	Two (2) lot subdivision (Approved Unit Development)	6/10/2017 Approved
Dinsdale	2017/6293	6 Bona Vista Road BAYSWATER VIC 3153	Two (2) double storey dwellings	13/10/2017 Approved
Dinsdale	2017/9166	9 Margaret Avenue BAYSWATER VIC 3153	Two (2) lot subdivision	27/10/2017 Approved
Dinsdale	2017/6650	9 Margaret Avenue BAYSWATER VIC 3153	Two (2) Lot Subdivision	27/10/2017 Approved
Dinsdale	2017/9161	22 Arbroath Road WANTIRNA SOUTH VIC 3152	Two (2) lot subdivision	27/10/2017 Approved
Dinsdale	2017/6235	39 Allanfield Crescent BORONIA VIC 3155	Development of land for three (3) double storey dwellings	23/10/2017 Notice of Decision
Dobson	2017/6461	105 Grange Drive LYSTERFIELD VIC 3156	Buildings and Works - Construction of a pergola and shed	10/10/2017 Approved
Dobson	2017/6448	34 Margot Street FERNTREE GULLY VIC 3156	Buildings and works for a dwelling extension	5/10/2017 Approved
Dobson	2017/9153	6 Johns Street UPPER FERNTREE GULLY VIC 3156	Removal of one tree (Syzygium paniculatum)	13/10/2017 Approved
Dobson	2017/9148	14 Cornhill Street FERNTREE GULLY VIC 3156	Remove one Eucalyptus psuedo globulus tree	10/10/2017 Approved

Ward	No/Type	Address	Description	Decision
Dobson	2017/6372	2 Joan Avenue FERNTREE GULLY VIC 3156	Construction of a single storey dwelling, shed side fence and front fence	5/10/2017 Approved
Dobson	2017/6581	2 Rollings Road UPPER FERNTREE GULLY VIC 3156	Pruning of one Quercus palustris and pruning of one Eucalyptus saligna tree	5/10/2017 Approved
Dobson	2017/6464	23A Warrabel Road FERNTREE GULLY VIC 3156	Building and Works (Alteration and addition to dwelling) and vegetation removal	18/10/2017 Approved
Dobson	2016/6932	30 Rathgar Road LYSTERFIELD VIC 3156	The construction of two (2) double storey dwellings on the land and removal of registered restrictive covenant (U000391K)	16/10/2017 Approved
Dobson	2017/9160	29 Clematis Avenue FERNTREE GULLY VIC 3156	Garage	20/10/2017 Approved
Dobson	2017/6401	6 Amley Rise LYSTERFIELD VIC 3156	Variation to covenant V473857N and a two (2) lot subdivision	3/10/2017 Notice of Decision
Dobson	2017/9150	8 Pleasant Road FERNTREE GULLY VIC 3156	Retaining wall and moving stairs	18/10/2017 Approved
Dobson	2017/6468	14 Perceval Court LYSTERFIELD VIC 3156	Buildings and Works (Additions to dwelling)	19/10/2017 Approved
Friberg	2017/6261	16 Adele Avenue FERNTREE GULLY VIC 3156	The construction of four (4) double storey dwellings on the land	10/10/2017 Approved
Friberg	2017/6387	7/10 Henderson Road KNOXFIELD VIC 3180	Use of the land for a micro-distillery (industry) including ancillary sales and tastings	11/10/2017 Approved
Friberg	2017/6292	139 Anne Road KNOXFIELD VIC 3180	The construction of a double storey dwelling to the rear of the existing dwelling	11/10/2017 Approved
Friberg	2017/6596	40 Renwick Road FERNTREE GULLY VIC 3156	2 lot subdivision (Approved Unit Site)	12/10/2017
Friberg	2017/6213	1799 Ferntree Gully Road FERNTREE GULLY VIC 3156	The construction of four (4) double storey dwellings and alteration to a Road Zone (Category 1)	24/10/2017 Refused
Friberg	2017/6096	4 Silverton Drive FERNTREE GULLY VIC 3156	The construction of two (2) double storey dwellings and one (1) single storey dwelling on the land	5/10/2017 Notice of Decision
Friberg	2017/9151	25 Norma Crescent South KNOXFIELD VIC 3180	2 lot subdivision	18/10/2017 Approved



Ward	No/Type	Address	Description	Decision
Friberg	2017/6356	27 Gaydon Street FERNTREE GULLY VIC 3156	Development of a double storey dwelling to the rear of the existing dwelling and two lot subdivision	16/10/2017 Notice of Decision
Friberg	2017/6639	64 Dobson Street FERNTREE GULLY VIC 3156	Remove three (3) Eucalyptus cephalocarpa trees	27/10/2017 Approved
Friberg	2017/9162	70 Mountain Gate Drive FERNTREE GULLY VIC 3156	Two (2) Lot Subdivision	27/10/2017 Approved
Friberg	2017/6317	21 Conn Street FERNTREE GULLY VIC 3156	Construction of four (4) dwellings (three (3) double storey and one (1) single storey)	30/10/2017 Approved
Friberg	2017/9149	13/10 Henderson Road KNOXFIELD VIC 3180	Buildings and works and car parking reduction	10/10/2017 Approved
Friberg	2017/6614	12 Ross Street, Ferntree Gully	Two (2) lot subdivision (Approved Unit Site)	31/10/2017 Approved
Friberg	2017/6612	10 Loch Street, Ferntree Gully	Two (2) lot subdivision (Approved Unit Site)	31/10/2017 Approved
Scott	2017/6388	13 Hewson Court WANTIRNA SOUTH VIC 3152	Development of the land for two double storey dwellings	16/10/2017 Notice of Decision
Scott	2016/6843	16 The Ridge West KNOXFIELD VIC 3180	Development of land for two (2) double storey dwellings	5/10/2017 Notice of Decision
Taylor	2017/6315	24-26 Taylors Lane ROWVILLE VIC 3178	The construction of twenty two (22) double storey dwellings on the land	13/10/2017 Refused
Taylor	2017/6385	2 Tamboon Drive ROWVILLE VIC 3178	A two storey dwelling to the rear of the existing dwelling	16/10/2017 Notice of Decision
Taylor	2017/6565	1 Summit Road LYSTERFIELD VIC 3156	Removal of one Corymbia citridora and one Eucalyptus melliodora tree	4/10/2017 Approved
Taylor	2017/9156	1/81 Major Crescent LYSTERFIELD VIC 3156	Single dwelling addition	18/10/2017 Approved
Taylor	2017/6157	8 & 10 Sunshine Street ROWVILLE VIC 3178	The construction of three (3) double storey dwellings and two (2) single storey dwellings on the land	30/10/2017 Notice of Decision
Taylor	2017/6283	12 Cardinia Way ROWVILLE VIC 3178	Development of land for two (2) double storey dwellings	27/10/2017 Approved
Tirhatuan	2017/6259	14 Corporate Avenue Rowville & 1 Caribbean Drive, Scoresby	Works (earthworks cut and fill, temporary road) and removal of native vegetation	30/10/2017 Notice of Decision

<b>Ward</b>	<b>No/Type</b>	<b>Address</b>	<b>Description</b>	<b>Decision</b>
Tirhatuan	2017/6413	20 Arnold Drive SCORESBY VIC 3179	Three lot subdivision (approved unit site)	6/10/2017 Approved
Tirhatuan	2017/6521	1165 Stud Road ROWVILLE VIC 3178	Forty lot subdivision (Approved Development Site)	5/10/2017 Approved
Tirhatuan	2017/6583	3 Orson Street SCORESBY VIC 3179	Two lot subdivision (Approved Unit Site)	10/10/2017 Approved
Tirhatuan	2017/9132	8 Dalmore Drive SCORESBY VIC 3179	Internal mezzanine storage to existing warehouse	25/10/2017 Approved
Tirhatuan	2017/9146	Peppertree Hill 57/15 Fulham Road ROWVILLE VIC 3178	Verandah	10/10/2017 Approved
Tirhatuan	2017/	1464 Ferntree Gully Road, Knoxfield	Buildings and works for the construction of mezzanine floor	31/10/2017 Approved

**Total: 83**

**DOBSON WARD****6.2 APPLICATION FOR THE CONSTRUCTION OF A SINGLE STOREY DWELLING AT 36 LORDING STREET, FERNTREE GULLY (APPLICATION NO. P/2017/6442)****1. SUMMARY:**

<b>Land:</b>	36 Lording Street, Ferntree Gully
<b>Applicant:</b>	Jessica Bower
<b>Proposed Development:</b>	Construction of a single storey dwelling
<b>Existing Land Use:</b>	Single Dwelling
<b>Area:</b>	1994 m <sup>2</sup>
<b>Zoning:</b>	Neighbourhood Residential Zone - Schedule 1
<b>Overlays:</b>	Design and Development Overlay – Schedule 2 Significant Landscape Overlay – Schedule 3 Environmental Significance Overlay – Schedule 3
<b>Local Policy:</b>	Dandenong Foothills Policy
<b>Application Received:</b>	31 July 2017
<b>Number of Objections:</b>	Nil
<b>PCC Meeting:</b>	N/A

**Assessment:**

*The proposal is for the construction of a single storey dwelling within the Dandenong Foothills.*

*The design and location of the dwelling will result in the destruction of a Pin Oak, located within the front setback.*

*The Pin Oak is protected by the Significant Landscape Overlay – Schedule 3, and makes a significant contribution to the landscape character of the area.*

*On balance it is considered that the proposal is inconsistent with the Knox Planning Scheme, as the Pin Oak is not able to be retained through the proposed design of the dwelling. It is recommended that a Notice of Refusal to Grant a Planning Permit should issue.*

## **6.2 36 Lording Street, Ferntree Gully (cont'd)**

### **2. BACKGROUND**

#### **2.1 Call Up**

This application is being reported to Council as it has been called up by Cr Keogh.

#### **2.2 Subject Site and Surrounds**

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

- The subject site is located to the north-east side of Lording Street, Ferntree Gully. The site is rectangular in shape with an area of 1,994sqm. There are no restrictive covenants registered on the copy of title.
- The site currently contains a single storey weatherboard dwelling and associated outbuildings. A Planning Permit has been issued for a garage/workshop on the northern boundary.
- The site is moderately vegetated with a cluster of five (5) trees to the rear of the existing dwelling and one (1) tree within the front setback. The tree within the front setback is a Pin Oak.
- The site is located within an established residential area, with generous landscaped front setbacks and mixed built form consisting of single and double storey dwellings. The site is located opposite Glengollan Retirement Village and adjoins a small reserve to the rear.

#### **2.3 The Proposal**

(Refer to attached plans at Appendix B)

It is proposed to remove the existing dwelling (no permit required for removal) and construct a single storey dwelling on the land. More specifically:

- The proposed dwelling will be setback 9 metres from the street frontage, 1.2 metres from the western boundary and 4 metres from the eastern boundary. The maximum building height will be 7.3 metres. A driveway will run along the northern boundary, leading to an attached garage and a garage/workshop to the rear.

## 6.2 36 Lording Street, Ferntree Gully (cont'd)

- The proposed dwelling is to be constructed of limestone block walls and will have a Colorbond metal sheet roof in the shade of 'Pale Eucalypt'.
- The dwelling is proposed to be constructed approximately 3 metres from the Pin Oak that is located within the front setback. A Planning Permit is required to destroy, lop or remove the Pin Oak under the Significant Landscape Overlay – Schedule 3.

### **3. CONSULTATION**

#### **3.1 Advertising**

The application was not advertised.

#### **3.2 Referrals**

The application has been referred to Council's Arborist and Building Department for comment. The following is a summary of relevant advice:

##### Arborist

- *The proposed dwelling will be constructed within the Structural Root Zone (SRZ) and Tree Protection Zone (TPZ) radius of the Pin Oak. This is considered a major encroachment and a revised design for the proposed dwelling is recommended to limit the encroachment into the TPZ by not more than 10%. This would require a 7.2 metre setback to the Pin Oak. The proposal will not allow the successful retention of the Pin Oak and will result in its destruction.*
- *The removal of the Pin Oak is not supported as the tree is healthy and makes a significant contribution to the streetscape and landscape character of Lording Street.*

*Officer Response: To increase the setback to the Pin Oak to 7.2 metres, a re-design would be required. It is not possible to require an increased setback as a condition on any permit to issue, as this may impact on a tree on the adjoining property (Eucalyptus cornuta marked as T9). Council has informed the Applicant of concerns relating to the Pin Oak, however, the Applicant has indicated that they do not wish to alter the location and design of the proposed dwelling.*

##### Building

- *No objections.*

## 6.2 36 Lording Street, Ferntree Gully (cont'd)

### **4. DISCUSSION**

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

#### **4.1 Zoning and Overlays**

##### **4.1.1 Zone**

The site is located within the Neighbourhood Residential Zone, Schedule 1. A permit is not required to construct a dwelling on a lot greater than 300sqm.

##### **4.1.2 Overlays**

##### **Significant Landscape Overlay – Schedule 3 (SLO3)**

The site is located within the Significant Landscape Overlay – Schedule 3 (SLO3) relating to the Dandenong Foothills: Lower Slope and Valley Area. A permit is required to:

- Construct a building or construct or carry out works.
- Remove, destroy or lop a tree it has a height of 5 metres or more or a trunk girth greater than 0.5 metres when measured from a height of 0.5 metres above adjacent ground level.

The responsible authority must consider the following decision guidelines:

##### **Landscape Character**

- *The development of the land for a single storey dwelling is not expected to adversely affect the views or character of the Dandenong Foothills. However, the design of the dwelling is not considered sympathetic towards the vegetation of the site as it results in a major encroachment onto the SRZ and TPZ of the Pin Oak. The major encroachment will result in the destruction of the Pin Oak, which is contrary to the objectives of the Overlay, as tree significantly contributes to the landscape character of the area.*
- *The SLO3 seeks to maintain the visual dominance of vegetation and to ensure that all development is sensitive to the natural characteristics of the land, including any significant vegetation.*
- *The ultimate destruction of the Pin Oak does not achieve the desired outcomes sought by this Overlay as the Pin Oak significantly contributes to the landscape character and is considered a dominant feature of the street.*

## 6.2 36 Lording Street, Ferntree Gully (cont'd)

### Finishes

- *The proposed dwelling is to be constructed in limestone block, which is a natural building material with a sand tone. There is a small element of Alucabond in Classic Cream, and the roof is to be constructed in Colorbond 'Pale Eucalypt' with Classic Cream trim. The colour palate is considered to be consistent with the outcomes sought by the Overlay.*

### Height

- *The dwelling has a maximum overall height of 7.3 metres and will not have a detrimental impact on key elements of the landscape.*

### Site Coverage

- *There is provision for the planting of canopy trees and other vegetation to meet the landscape character objectives, notwithstanding the encroachment within the SRZ and TPZ of the Pin Oak.*

### Vegetation

- *The proposal is not consistent with the desired outcomes sought by this Overlay in regards to the protection of trees. As previously mentioned, the design of the dwelling results in a significant encroachment into the SRZ and TPZ of the Pin Oak. Further, the destruction of the Pin Oak tree is not warranted and its retention can easily be facilitated for through a revised design of the dwelling.*

### Building on Slopes

- *There is a slight uphill slope of the land from the frontage to the rear of the site. The proposed dwelling is sited towards the front of the site to minimise the need for earthworks and allow further opportunities for landscaping and planting.*

### Design and Development Overlay – Schedule 2 (DDO2)

The site is located within the Design and Development Overlay – Schedule 2 (DDO2), relating to the Dandenong Foothills: Lower Slope and Valley Area. A permit is required to construct or carry out buildings and works.

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

- *The proposal results in a site coverage by buildings of 32% and buildings and impervious surfaces of 55%.*

## 6.2 36 Lording Street, Ferntree Gully (cont'd)

Land in the Neighbourhood Residential Zone must not be subdivided into lots of less than 500 square metres.

- *The proposal does not seek to subdivide the land.*

### Environmental Significance Overlay - Schedule 3 (ESO3)

The Environmental Significance Overlay – Schedule 3 (ESO3) aims to identify areas where the development of land may be affected by environmental constraints and ensures that development is compatible with identified environmental values.

A permit is not required for buildings and works provided the location of the building and/or works is located at least ten metres from a watercourse, a water body and any indigenous vegetation that would require a permit for its removal, destruction or lopping. A permit is required to remove, destroy or lop indigenous vegetation.

- *A Planning Permit is not triggered under the ESO3.*

## 4.2 Policy Consideration

### 4.2.1 State Planning Policy Framework (SPPF)

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

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

- *The design of the dwelling respects the landscape character of the area and will make a positive contribution to the area. However, the siting of the dwelling has not had proper regard to the location of the Pin Oak, and will result in its destruction and loss of landscape character. A re-design would be required to ensure the dwelling can be sited to avoid the destruction of the Pin Oak.*



## 6.2 36 Lording Street, Ferntree Gully (cont'd)

### 4.2.2 Local Planning Policy Framework (LPPF)

#### Municipal Strategic Statement (MSS)

Clause 21.04 Urban Design – Ensure all development responds positively to the existing pattern of urban forms and character, the landscape qualities, historic and cultural elements and social dimensions and aspirations of the Knox Community.

- *The design of the dwelling respects the landscape qualities of the area and will make a positive contribution to the area. However, the siting of the dwelling has not had proper regard to the location of the Pin Oak, and will result in its destruction and loss of landscape character. A re-design would be required to ensure the dwelling can be sited to avoid the destruction of the Pin Oak.*

Clause 22.01 – Dandenong Foothills Policy – The objectives of this policy are to protect and enhance the metropolitan landscape significance of the Dandenong Foothills and maintain uninterrupted view lines. Buildings and works are to be sensitively designed and to be sited below the dominant tree canopy height and new development should retain existing canopy vegetation.

The subject site is located within the Dandenong Foothills: Lower Slope and Valley Area. It is policy that:

The design and siting of buildings, works and landscaping minimises the threat associated with bushfire.

- *The threat of bushfire will be assessed by the relevant Building Surveyor and the provisions of the Building Act 1993. The site is not located within the Bushfire Management Overlay.*

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.
- 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 siting of the proposed dwelling will not result in the retention of the Pin Oak. The Pin Oak is visually dominant in the landscape and contributes significantly to the landscape character of the area. By reviewing the siting of the dwelling on the land, it is possible to retain the Pin Oak, and ensure its long term viability within the landscape for future generations to appreciate.*

## 6.2 36 Lording Street, Ferntree Gully (cont'd)

Indigenous trees and understorey vegetation be retained and protected.

- *Indigenous vegetation will not be affected by the proposal.*

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

- *Replanting conditions can be included in any permit to issue for the planting of indigenous vegetation, including canopy trees.*

Building height does not exceed 7.5 metres (with the exception of land within The Basin Neighbourhood Activity Centre and Alchester Village Neighbourhood Activity Centre).

- *Complies. The height of the dwelling is less than 7.5 metres.*

## 4.3 General Decision Guidelines

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

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

## **5. CONCLUSION**

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

- *The design of the proposed dwelling is considered acceptable, however, the location of the dwelling will result in the destruction of the Pin Oak in the front setback. The destruction of the Pin Oak is not supported by the relevant Overlays and Local Policies.*
- *The construction of a dwelling on this site could be achieved if it was re-designed to protect the Pin Oak and vegetation on adjoining properties. There is sufficient room on the site to allow a redesigned dwelling and retain the Pin Oak.*

## **6. CONFIDENTIALITY**

There are no confidentiality issues associated with this report.

**6.2 36 Lording Street, Ferntree Gully (cont'd)****RECOMMENDATION**

That Council issue a Notice of Decision to Refuse to Grant a Permit for the construction of a single storey dwelling at 36 Lording Street, Ferntree Gully subject to the following grounds of refusal:

1. The proposal is not consistent with the objectives of Clause 42.03 (Significant Landscape Overlay – Schedule 3) of the Knox Planning Scheme, as the siting of the dwelling does not adequately protect the existing Pin Oak located within the front setback.
2. The proposal is not consistent with the policy objectives in Clause 22.01 (Dandenong Foothills) of the Knox Planning Scheme.
3. The construction of the proposed dwelling within the Tree Protection Zone (TPZ) and Structural Root Zone (SRZ) of the Pin Oak will result in its destruction, which is not consistent with the Knox Planning Scheme given the significance of the tree.

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

*Report Authorised By: Director – City Development  
(Angelo Kourambas)*















**Address** 36 Lording Street,  
FERNTREE GULLY

**Application Number** P/2017/6442

**Description** Construction of a  
single storey  
dwelling

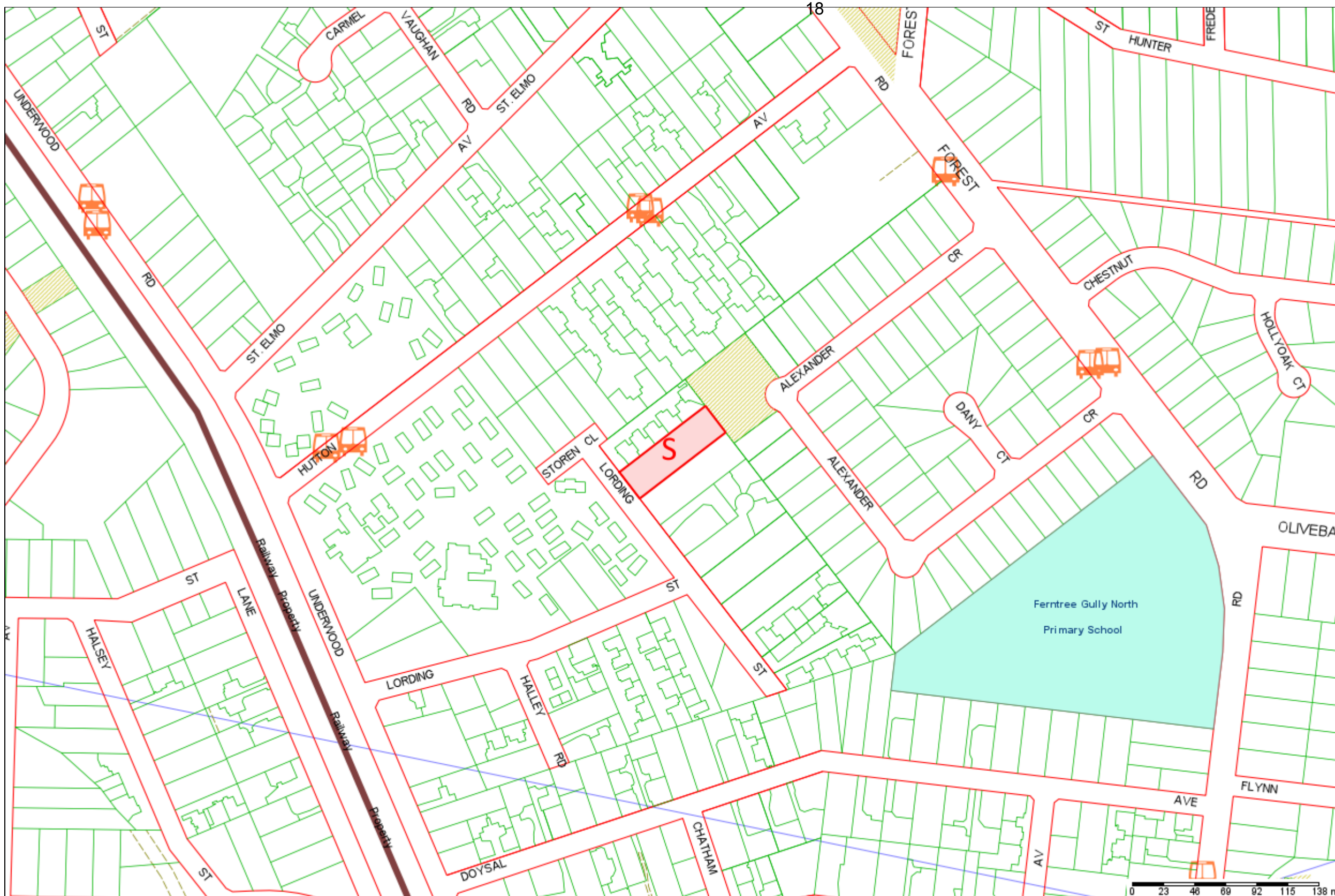
**Wardname** Dobson

**LEGEND:**

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



Scale: 1:3000



**DISCLAIMER:**

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

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















**Address** 36 Lording Street,  
FERNTREE GULLY

**Application Number** P/2017/6442

**Description** Construction of a  
single storey  
dwelling

**Wardname** Dobson

**LEGEND:**

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



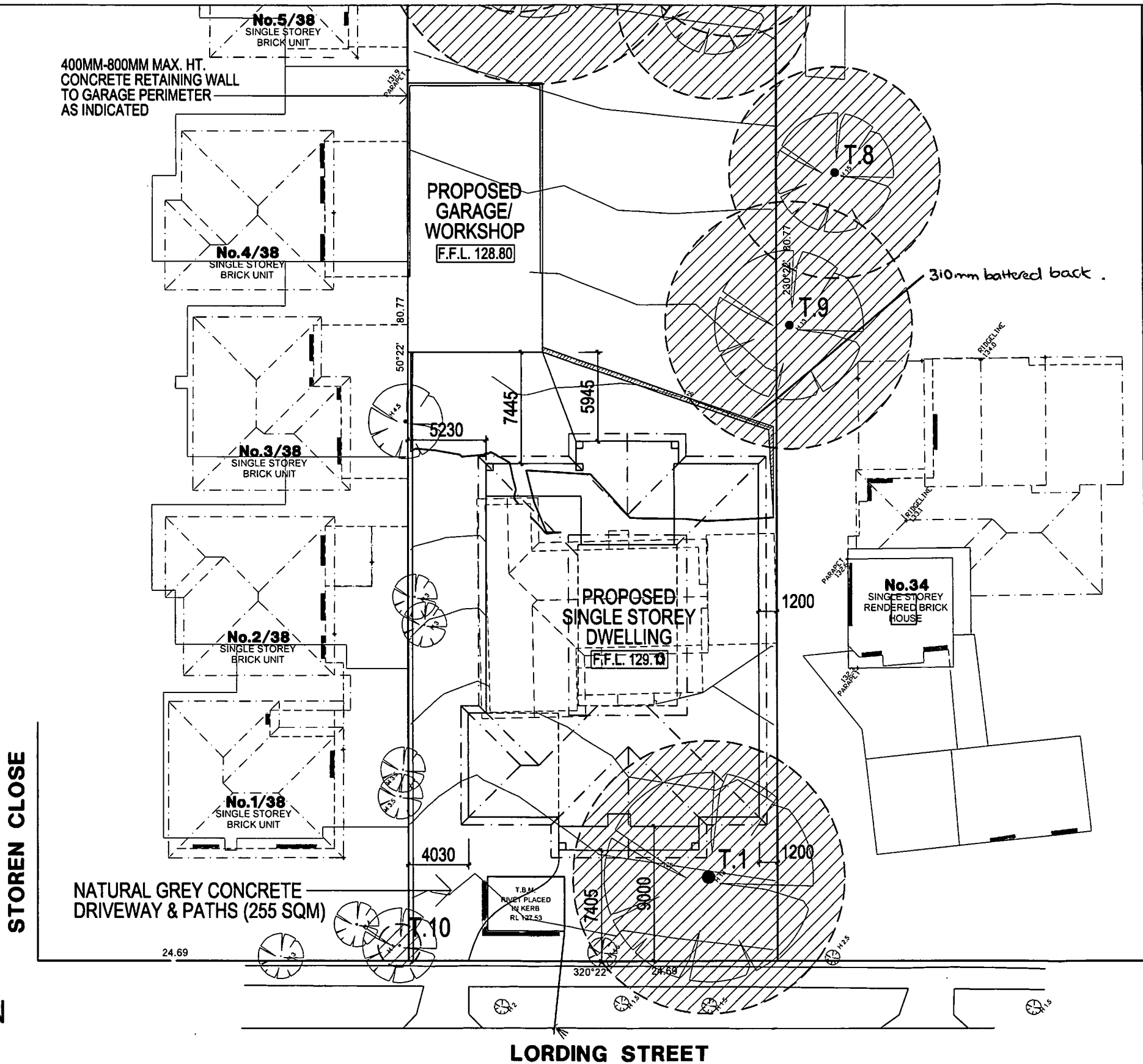
Scale: 1:3000

**DISCLAIMER:**

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

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





**PROPOSED SITE PLAN**

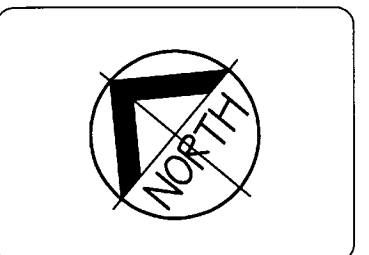
SCALE 1:300

OWNER: MR. & MRS. BOWER	
36 LORDING STREET	
FERNTREE GULLY	
JOB NO:	DATE: 11/05/17
F.C.DATE: XXXXXX	MST VER: XXXXXX
REGISTRATION: XXXXXXXX	
DRAWN: NAS	CHKD: xxx
5 OF 8	

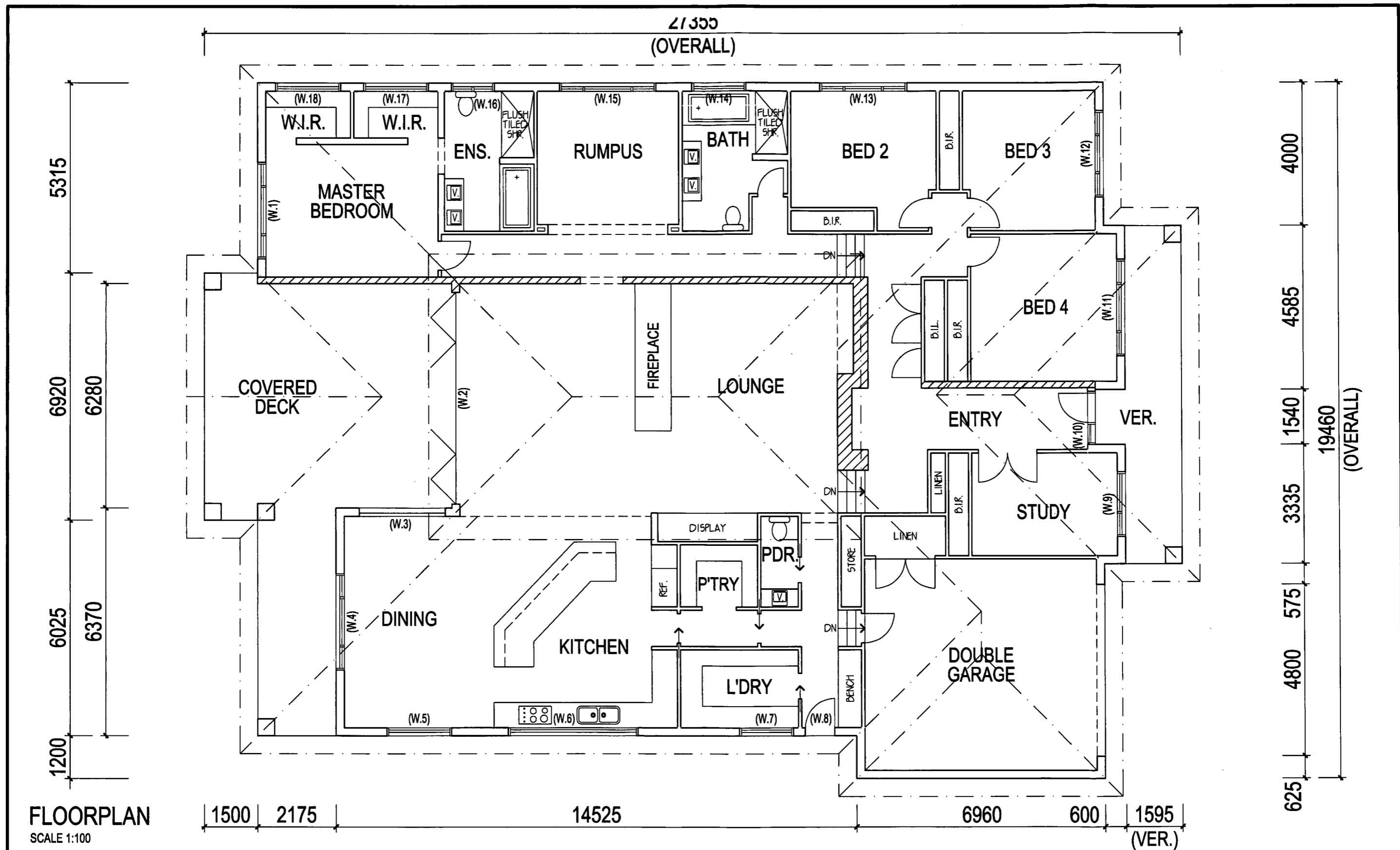
VARIATIONS, AMENDMENTS:							
No:	Date:	Drawn:	Chkd:	No:	Date:	Drawn:	Chkd:
REV 1	11/05/17	NAS	-				

AREAS:	
DWELLING: 354.2 sqm	GARAGE: 42.69 sqm
	VERANDAH: 16.38 sqm
	COVERED DECK: 58.24 sqm
SUBTOTAL: 354.2 sqm	SUBTOTAL: 117.31 sqm
	TOTAL: 471.51 sqm

PROPOSED SITE AREA ANALYSIS:	
SITE: 1994 sqm	SITE COVERAGE: 32%
PR. DWELLING: 471.51 sqm	PERMEABILITY: 55%
PR. SHED: 162 sqm	
CONC. DRIVEWAY: 255 sqm	



**Knox City Council**  
**RECEIVED**  
 21 SEP 2017  
**PLANNING DEPARTMENT**



OWNER: MR. & MRS. BOWER  
 36 LORDING STREET  
 FERNTREE GULLY

JOB NO: \_\_\_\_\_ DATE: 11/05/17  
 F.C. DATE: XXX/XXX/XXX MST VER: XXX/XXX/XXX  
 REGISTRATION: XXXXX/XXXX  
 DRAWN: NAS CHKD: xxx 6 OF 8

VARIATIONS, AMENDMENTS:					
No:	Date:	Drawn/Chkd:	No:	Date:	Drawn/Chkd:
REV 1	11/05/17	NAS	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-






AREAS:	
DWELLING: 354.2 sqm	GARAGE: 42.69 sqm
	VERANDA: 16.38 sqm
	COVERED DECK: 58.24 sqm
SUBTOTAL: 354.2 sqm	SUBTOTAL: 117.31 sqm
	TOTAL: 471.51 sqm

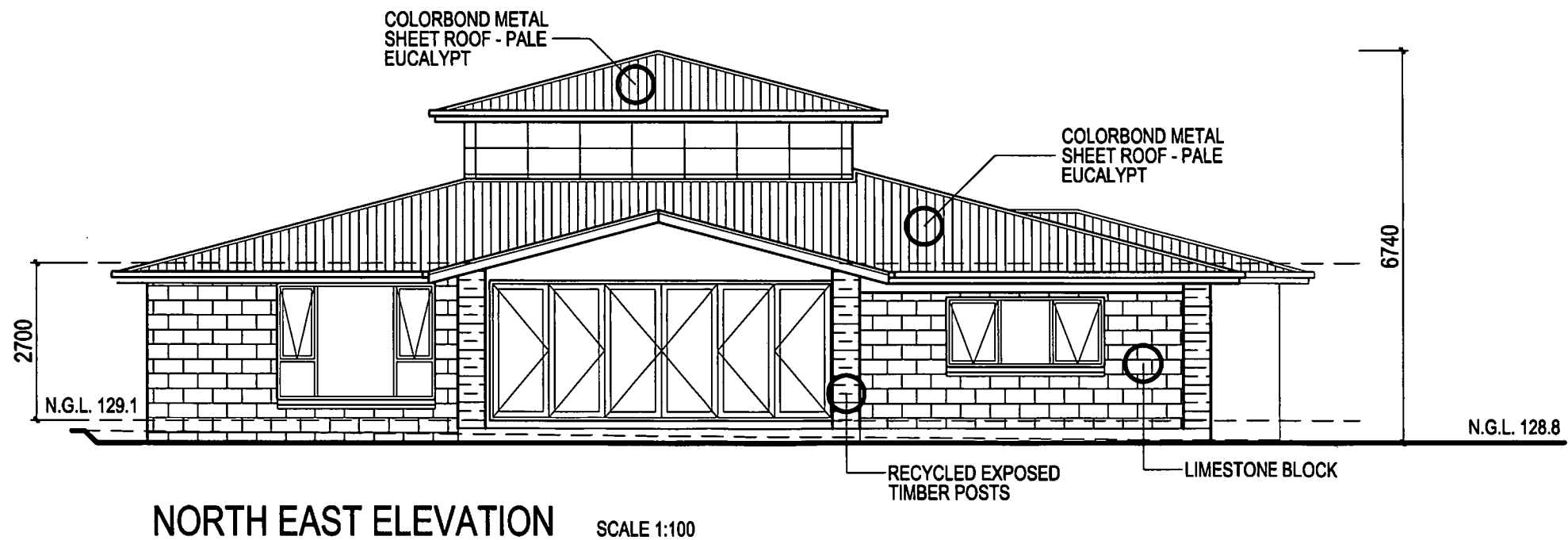
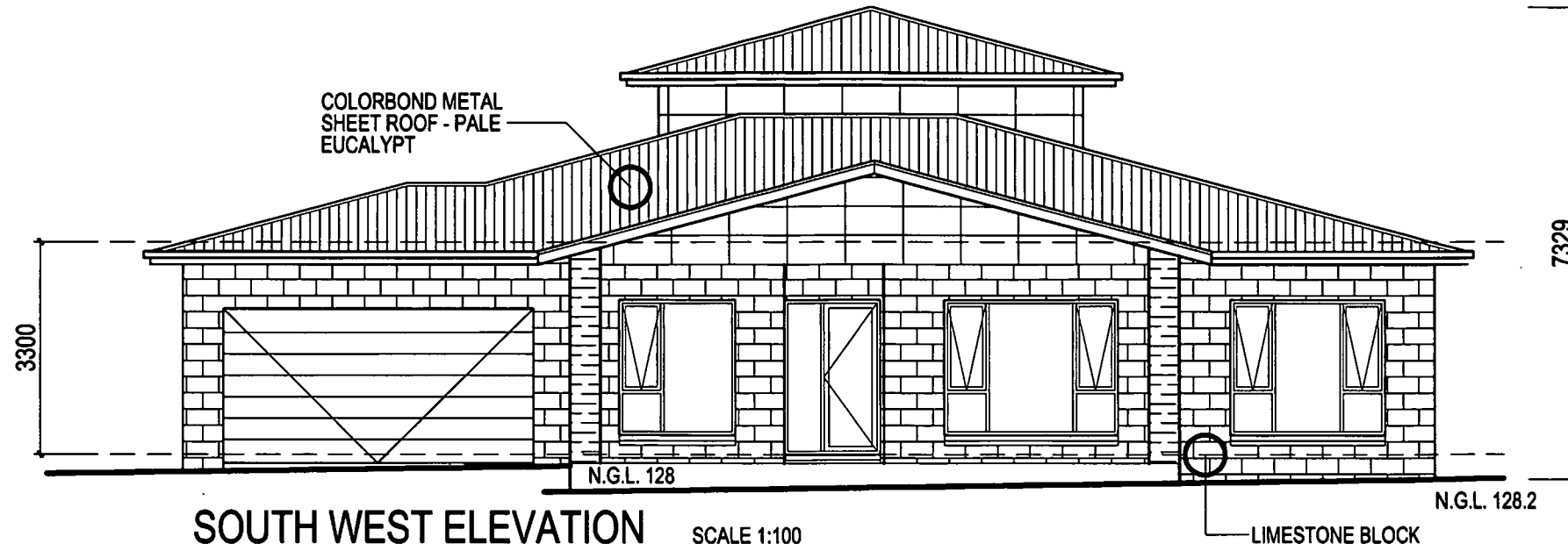
WINDOW SCHEDULE (H x W):	
W.1 - 2000 x 2700	W.7 - 1200 x 1500
W.2 - 2400 x 6000	W.8 - 2100 x 850
W.3 - 1200 x 2650	W.9 - 2100 x 1800
W.4 - 1200 x 2700	W.10 - 2400 x 1485
W.5 - 1200 x 1800	W.11 - 2100 x 2700
W.6 - 700 x 3000	W.12 - 2100 x 2400

WINDOW SCHEDULE (H x W):	
W.13 - 1200 x 2400	
W.14 - 1200 x 1500	
W.15 - 1200 x 2700	
W.16 - 1000 x 1200	
W.17 - 500 x 1800	
W.18 - 500 x 1800	

**Knox City Council**  
**RECEIVED**  
 21 SEP 2017  
 PLANNING DEPARTMENT

**MATERIAL FINISHES SCHEDULE**

1.		RECYCLED EXPOSED TIMBER POSTS
2.		LIMESTONE BLOCK
3.		COLORBOND ROOF - PALE EUCALYPT (COLORBOND CLASSIC CREAM TRIM)
4.		ALUCOBOND - CLASSIC CREAM
5.		WINDOW COLOUR - COLORBOND WOODLAND GREY



**ELEVATIONS** SCALE 1:100






OWNER: MR. & MRS. BOWER	
36 LORDING STREET	
FERNTREE GULLY	
JOB NO:	DATE: 11/05/17
F.C. DATE: XXXXXX	MST VER: XXXXXX
REGISTRATION: XXXXXXXX	
DRAWN: NAS	CHKED: xxx 7 OF 8

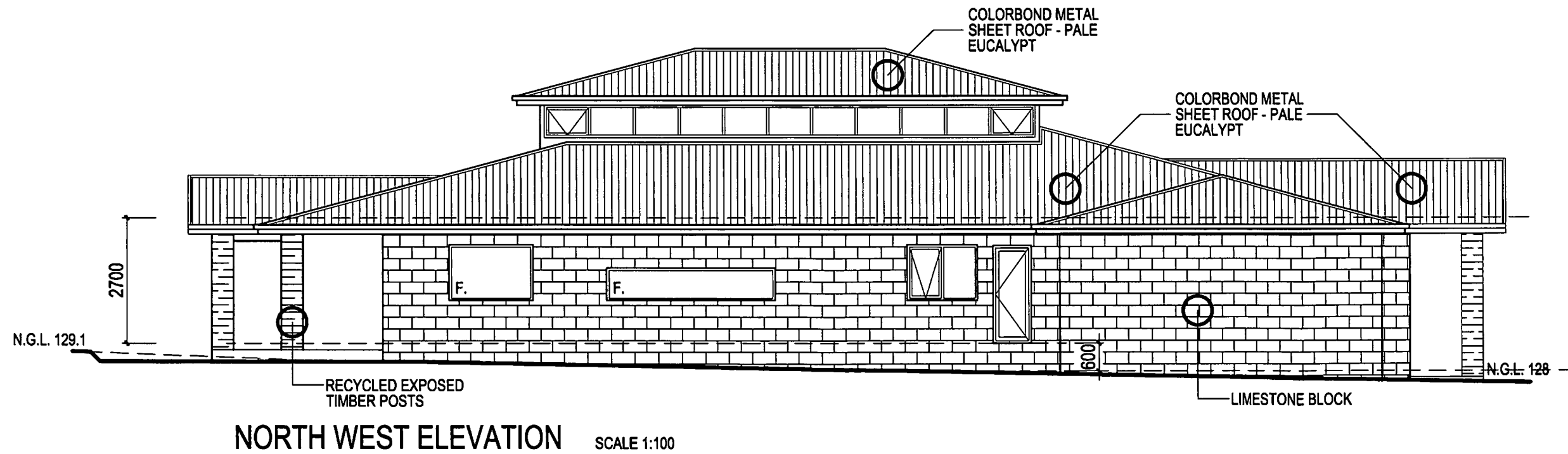
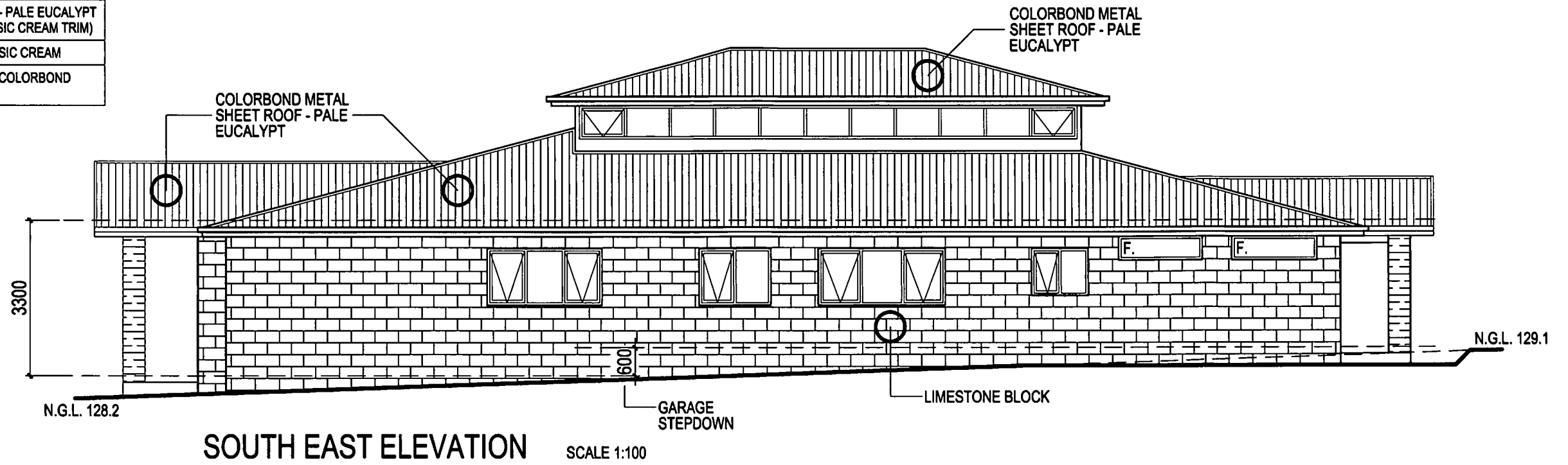
VARIATIONS, AMENDMENTS:							
No:	Date:	Drawn:	Chkcd:	No:	Date:	Drawn:	Chkcd:
REV 1	11/05/17	NAS	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-

**Knox City Council**  
**RECEIVED**  
 21 SEP 2017  
 PLANNING DEPARTMENT



**MATERIAL FINISHES SCHEDULE**

1.		RECYCLED EXPOSED TIMBER POSTS
2.		LIMESTONE BLOCK
3.		COLORBOND ROOF - PALE EUCALYPT (COLORBOND CLASSIC CREAM TRIM)
4.		ALUCOBOND - CLASSIC CREAM
5.		WINDOW COLOUR - COLORBOND WOODLAND GREY



**ELEVATIONS** SCALE 1:100

OWNER: MR. & MRS. BOWER  
36 LORDING STREET  
FERNTREE GULLY

JOB NO: \_\_\_\_\_ DATE: 11/05/17  
F.C. DATE: XXX/XXX/XXX MST VER: XXX/XXX/XXX  
REGISTRATION: XXXX/XXXX  
DRAWN: NAS CHKD: XXX 8 OF 8

VARIATIONS, AMENDMENTS:							
No:	Date:	Drawn:	Chkd:	No:	Date:	Drawn:	Chkd:
REV 1	11/05/17	NAS					

**Knox City Council**  
**RECEIVED**  
21 SEP 2017  
**PLANNING DEPARTMENT**

## CHANDLER WARD

**6.3 AMENDMENT C161 – PROPOSED REZONING OF 1221 MOUNTAIN HWY (THE BASIN COMMUNITY HOUSE) AND 1223 MOUNTAIN HWY, THE BASIN**

**SUMMARY:** *Strategic Planner – City Futures (David Cameron)*

*This report seeks Council approval to adopt Amendment C161 without changes, and submit it to the Minister for Planning for approval. It is also recommended that Council receive a further report regarding the proposed land sale process following approval of the amendment by the Minister.*

**RECOMMENDATION**

That Council:

1. adopt Amendment C161 to the Knox Planning Scheme, without changes, as shown in Appendix B;
2. submit the adopted Amendment C161 to the Minister for Planning for approval;
3. authorise the Director – City Development to make any minor changes required for approval of Amendment C161 by the Minister for Planning (provided these are consistent with the intent of the adopted Amendment); and
4. receive a further report outlining the process for the sale of 1221 Mountain Highway, The Basin, following approval of the amendment by the Minister of Planning.

**1. INTRODUCTION**

The subject land of the amendment is described in Certificate of Title Volume 7733 Folio 098, part of Crown Allotment 72, Parish of Scoresby, County of Mornington (1221 Mountain Highway, The Basin), and Lot 1 on LP74305 (1223 Mountain Highway, The Basin).

The amendment area is located on the northeast side of Mountain Highway, The Basin and southeast of the Liverpool Road intersection. The site at 1223 Mountain Highway is a privately owned lot, with a residential dwelling. The site at 1221 Mountain Highway contains The Basin Community House, and is a Council owned site (refer Appendix A).

Council at its meeting on 26 June 2017 declared 1221 Mountain Highway as surplus to Council's requirements.

### **6.3 Amendment C161 – Proposed rezoning of 1221 Mountain Hwy (The Basin Community House) and 1223 Mountain Hwy, The Basin (cont'd)**

Council further resolved to seek authorisation from the Minister of Planning to prepare and exhibit Amendment C161 to the Knox Planning Scheme. The amendment rezones the land at 1221-1223 Mountain Highway, The Basin, from Public Use Zone – Schedule 6 (PUZ6), to Neighbourhood Residential Zone – Schedule 1 (NRZ1), consistent with the surrounding residential area.

The amendment also proposes to remove the existing Significant Landscape Overlay – Schedule 4 (SLO4), to be replaced with the Design and Development Overlay – Schedule 2 (DDO2), and the Significant Landscape Overlay – Schedule 3 (SLO3). The proposed overlays would match those already existing in the surrounding residential area, in order to provide consistent planning scheme controls. Were the existing SLO4 retained, it would sit as an anomaly with respect to the surrounding residentially zoned land.

Amendment C161 was exhibited from 31 August to 2 October 2017. No submissions were made regarding the amendment. One late submission was received from the Country Fire Authority (CFA) as a referral authority. They did not object or request a change to the amendment.

This report recommends that Council adopts Amendment C161, without changes, and submits it to the Minister of Planning for approval.

## **2. DISCUSSION**

### **2.1 Rezoning of Public Use Zone land**

Council's responsibilities include the management of its assets, to provide value to the broader community. However, additional responsibilities include the need for ongoing evaluation of any redundant assets to determine whether releasing funds devoted to such assets, would be better utilised in order to develop or improve other assets.

Council's *Sale of Land and Buildings Policy* states that prior to any sale of any property, an appropriate zone to the land is applied corresponding to the desired future use so that the highest possible sale price can be achieved.

The Basin Community House will be relocating to The Basin Primary School site, where a new facility will be constructed as part of a State Government project. As a result, the subject land has been deemed surplus to Council's requirements. The existing PUZ6 which applies to the land is therefore no longer relevant, following the cessation of its public use. It is therefore recommended the site be rezoned to NRZ1 to maintain consistency with the surrounding residential area.

It has been identified that 1223 Mountain Highway, The Basin, represents a zoning anomaly. The land has an existing residential use containing a single dwelling, but is located within a PUZ6. The site contains no public uses on behalf of Local Government. The PUZ6 is therefore considered to have been incorrectly applied and is suitable for rezoning to rectify this issue.

### 6.3 Amendment C161 – Proposed rezoning of 1221 Mountain Hwy (The Basin Community House) and 1223 Mountain Hwy, The Basin (cont'd)

The application of the NRZ1 applies to areas classified as *'Bush Suburban'* through the Knox Housing Strategy. Clause 22.07-3 (Bush Suburban) contains the following preferred future character objectives for the area:

- *Contribute to the protection and enhancement of Knox's distinctive environmental and biological values.*
- *Continue to be low-scale neighbourhoods where significant indigenous and native vegetation is retained and complemented.*
- *Ensure that built form is subservient to the area's landscape dominant character.*

Given the surrounding residential area is subject to the same planning control (NRZ1), it is recommended the zone be applied to the sites affected by the amendment to provide consistent planning controls.

#### 2.2 Application of overlays

To further maintain consistency with the surrounding residential area, both sites under the amendment are recommended to be subject to the application of the SLO3, along with the DDO2. The SLO4 would be removed from the amendment area as it is a designated overlay for *The Basin Rural Landscape*, which is not considered to accurately apply to the amendment sites, and does not reflect the planning controls already in existence in the surrounding residential area.

The SLO3 is consistent with the surrounding residential sites, and the area subject to the amendment closely resembles the surrounding residential subdivision pattern. The SLO3 covers the *Dandenong Foothills: Lower Slope and Valley Area*. This control is also more appropriate to the amendment area, as the SLO3 more closely represents the landscape typology of the area. Were the SLO4 kept in place, it would sit as a planning scheme anomaly in contrast to the surrounding residential area.

The SLO3 contains the following landscape character objectives:

- *To recognise the environmental and visual sensitivity of residential areas at the foothills of the Dandenong Ranges.*
- *To ensure that development is compatible with the scale and character of existing development.*
- *To ensure that development is sensitive to the natural characteristics of the land including slope, terrain and any remnant vegetation.*
- *To maintain vegetation as a key element of the foothills landscape.*

The DDO2 applies to the *Dandenong Foothills: Lower Slope and Valley Area*, and is an aligned control with the SLO3. Applying the control to the amendment sites would provide design objectives consistent with the surrounding residential area, along with restricting further subdivision (through a minimum 500sqm lot size). It is recommended this control be applied in tandem with the SLO3, to provide comparable planning controls with the surrounding area.

### **6.3 Amendment C161 – Proposed rezoning of 1221 Mountain Hwy (The Basin Community House) and 1223 Mountain Hwy, The Basin (cont'd)**

The DDO2 contains the following Design Objectives:

- *To ensure that residential development reflects the existing subdivision character of the area.*
  - *To ensure that lots are large enough to accommodate development, while retaining natural or established vegetation cover and providing substantial areas for planting and revegetation to occur.*
  - *To minimise site coverage and impervious surface cover to protect environmental values and minimise the visual dominance of development.*
- DD02 also includes a 500sqm minimum lot size requirement.*

### **2.3 State Planning Policy**

Regarding the State Planning Policy Framework (SPPF), the amendment is supported by the following policies:

- 11.02 Urban growth: The objective of this policy is to ensure a supply of land is available for residential, commercial, retail, industrial, recreational, institutional and other community uses.
- 11.05-2 Distinctive areas of state significance: This policy includes in its objective to protect and enhance the attributes of the Dandenong Ranges.
- 11.06-2 Housing choice: The objective of this clause to provide housing choice close to jobs and services.
- 11.06-5 Neighbourhoods: This policy supports to creation of inclusive, vibrant and healthy neighbourhoods to promote strong communities, healthy lifestyles, and good access to local jobs and services.
- 12.01-1 Protection of biodiversity: The objective of this clause is to assist the protection and conservation of Victoria's biodiversity, including important habitat, flora and fauna, and valuable biodiversity sites. This will be assisted through the amendment by the use of the SLO3 on both sites subject to the amendment.
- 12.04-2 Landscapes: This policy aims to protect landscapes and significant open spaces that contribute to character, identity and sustainable environments, applicable to the Dandenong Foothills.
- 16.01 Residential development: This policy includes direction for the appropriate location of residential development, and encourages housing diversity to meet community needs.
- 19.02-4 Distribution of social and cultural infrastructure: By relocating the existing Basin Community House to the Basin Primary School site, it will continue to provide fair distribution and access to social infrastructure.

The amendment is consistent with and supports the direction of Knox's Local Planning Policy Framework (LPPF), specifically:

### **6.3 Amendment C161 – Proposed rezoning of 1221 Mountain Hwy (The Basin Community House) and 1223 Mountain Hwy, The Basin (cont'd)**

- 21.05 Housing: by supporting a diversity of housing choice in appropriate locations. Placing the two sites within a 'Bush Suburban' area will ensure appropriate dwelling typologies be placed within the amendment area, while respecting the existing character of the area, including the Dandenong Foothills.
- 21.08 Infrastructure: by ensuring that social infrastructure is accessible and meets the existing and future needs of the community. Sale of surplus facilities supports the financial viability of Council to continue delivering valuable infrastructure.
- 22.01 Dandenong Foothills: This policy aims to protect the significance of the Dandenong Foothills, protecting view lines and vegetation, while promoting appropriate development. The application of the SLO3 and DDO2 will also be supported by this policy.

#### **2.4 Proposed Sale of Land**

A further report outlining the sale of land process consistent with the Sale of Land and Building Policy will be presented, following completion of the rezoning of 1221 Mountain Highway, and approval by the Minister of Planning.

### **3. CONSULTATION**

Amendment C161 was exhibited from 31 August to 2 October 2017. Exhibition included:

- Public notices in the Knox Leader on 29 August and Government Gazette on 31 August 2017.
- Letter to adjoining landowners and occupiers.
- Letter to referral authorities and local Members of Parliament.

No submissions were received in relation to the amendment during the exhibition period. One late submission was received from a referral authority (CFA). They did not object to the proposal or request a change to the amendment.

The sale of land process will also include a public consultation process.

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

The site at 1221 Mountain Highway contains limited vegetation. However, the proposed NRZ1 contains minimum garden area requirements should the site be redeveloped for residential purposes. The site at 1223 Mountain Highway contains greater vegetation, but is already developed as a residential dwelling. Any future redevelopment of this site would also have to comply with the minimum garden area requirements under the NRZ1, and the proposed vegetation controls (SLO3).

### **6.3 Amendment C161 – Proposed rezoning of 1221 Mountain Hwy (The Basin Community House) and 1223 Mountain Hwy, The Basin (cont'd)**

Amenity issues such as the impact on neighbouring properties and additional landscaping would be considered as part of a future planning permit process when land is proposed to be redeveloped.

In their submission, the CFA supported the amendment and concluded no increased bushfire risk to the properties.

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

The Planning Scheme Amendment process can continue to be managed within the existing City Futures operational budget. The lodgement of an application to the Minister for Planning for approval of an amendment requires an additional payment of \$462.20.

A future report will outline the financial considerations associated with the proposed sale of 1221 Mountain Highway, The Basin.

## **6. SOCIAL IMPLICATIONS**

The future sale of 1221 Mountain Highway, The Basin, will cease the operations of The Basin Community House at their current site. However, the community house will continue to operate from a new centre within The Basin Primary School grounds. There are not considered to be any social implications to the rezoning of the exiting residential dwelling (at 1223 Mountain Highway) into a residential zone, as this corrects a zoning anomaly.

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

The rezoning (and relocation) of The Basin Community House, is consistent with the following aspects of the Knox Community and Council Plan:

Goal 5 – We have a strong regional economy, local employment and learning opportunities.

- Strategy 5.4: Increase and strengthen local opportunities for lifelong learning, formal education pathways and skills development to improve economic capacity of the community.

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

- Strategy 7.3: Strengthen community connections.

### **6.3 Amendment C161 – Proposed rezoning of 1221 Mountain Hwy (The Basin Community House) and 1223 Mountain Hwy, The Basin (cont'd)**

The rezoning of the two sites at 1221 and 1223 Mountain Highway to the NRZ1, along with the application of the DDO2 and SLO3, is consistent with the following aspects of the Knox Community and Council Plan:

Goal 1 – We value our natural and built environment.

- Strategy 1.1: Protect and enhance our natural environment.
- Strategy 1.3: Ensure the Knox local character is protected and enhanced through the design and location of urban development and infrastructure.

Goal 2 – We have housing to meet our changing needs.

- Plan for a diversity of housing in appropriate locations.

## **8. CONCLUSION**

As noted in the report the property at 1221 Mountain Hwy, The Basin, has been declared as surplus to Council's requirements in accordance with Council's Sale of Land and Building Policy. Amendment C161 to the Knox Planning Scheme proposes to rezone this Council property from PUZ6 to NRZ1 to facilitate the future disposal of this land. The Basin Community House which currently occupies the site will be relocated to the grounds of The Basin Primary School site.

As the property at 1223 Mountain Hwy, the Basin, has been inaccurately zoned PUZ6. It is recommended that the zoning be changed to NRZ1. This will accurately reflect the existing residential use of the site, as no public use occurs on this land.

Subject to Amendment C161, both sites would apply the SLO3, and the DDO2, removing the existing SLO4. The replacement controls are considered to better reflect the locality of the subject sites within the Dandenong Foothills, and provide consistency with the planning controls of the surrounding residential area. The retention of the SLO4 is not considered suitable, as it does not accurately reflect the typology of the land.

The amendment was exhibited from 31 August to 2 October 2017, and no submissions were received. One late submission was received from the CFA as a referral authority. They did not object or request a change to the amendment.

In light of the information contained in this report it is recommended that Council adopt the amendment without changes and submit it to the Minister of Planning for approval. The report also recommends that Council receive a future report regarding the proposed land sale process for 1221 Mountain highway.





APPENDIX A – Sites affected by Amendment C161



## APPENDIX B – Amendment documentation for adoption

*Planning and Environment Act 1987*

**KNOX PLANNING SCHEME**  
**AMENDMENT C161**  
**EXPLANATORY REPORT**

**Who is the planning authority?**

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

The Amendment has been made at the request of Knox City Council

**Land affected by the Amendment**

The Amendment applies to land at:

- 1221 Mountain Highway, The Basin (Lot 1 TP127632); and
- 1223 Mountain Highway, The Basin (Lot 1 LP74305).

**What the amendment does**

The Amendment proposes to rezone two parcels of land - to facilitate the future sale of surplus public land, and to correct a historical zoning anomaly respectively.

Specifically, the amendment proposes to:

- Rezone the land at 1221 and 1223 Mountain Highway, The Basin from a Public Use Zone Schedule 6 (PUZ6) to a Neighbourhood Residential Zone - Schedule 2 (NRZ2).
- Replace Schedule 4 to the Significant Landscape Overlay (SLO4) with Schedule 3 to the Significant Landscape Overlay (SLO3) for the land at 1221 and 1223 Mountain Highway, The Basin.
- Apply Schedule 2 to Design and Development Overlay (DDO2) to the land at 1221 and 1223 Mountain Highway, The Basin.

**Strategic assessment of the Amendment**

**Why is the Amendment required?**

The land at 1221 Mountain Highway, The Basin, on which The Basin Community House is situated, has been declared surplus to Council's requirements. A new Community Hub will be provided elsewhere at the nearby The Basin Primary School.

Council's *Sale of Land and Buildings Policy* provides that, prior to the sale of any property it is to be appropriately zoned to achieve the ultimate use of the land, as determined by the purpose of that zone. Accordingly, in order to dispose of the land, the zoning must be changed from the PUZ6 as the public use zones can only be applied to public land.

The land at 1223 Mountain Highway, The Basin is in private ownership and used for residential purposes and zoned PUZ6, which is inconsistent with the zone's intent for Local Government Purposes.

It is therefore considered appropriate to rezone both parcels of land to be broadly consistent with the zoning of adjoining residential land being the Neighbourhood Residential Zone. In order to meet the building height requirements of the NRZ as amended by VC110 on 27 March 2017, a new Schedule 2 'Mountain Highway' to the NRZ is proposed to apply to both parcels of land.

It is proposed to retain the Environmental Significance Overlay Schedule 3 (ESO3) that currently applies to both sites.

The application of the DDO2 will ensure appropriate design outcomes consistent with the surrounding Dandenong Foothills landscape neighbourhood character.

The application of the SLO3 in place of the SLO4 will better reflect and support the environmental and landscape objectives for this significant area.

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

The amendment implements the objectives of planning in Victoria by ensuring that the Knox Planning Scheme is able to facilitate appropriate development and use in accordance with Section 4(1) of the Planning and Environment Act 1987.

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

The application of SLO Schedule 3 - Dandenong Foothills: Lower Slope and Valley Area will better reflect and support the environmental and landscape objectives for this significant area. The application of the SLO3 is a logical extension of the controls that apply to the adjoining established residential area.

The proposed rezoning of 1221 Mountain Highway, The Basin to a residential zone is appropriate as it reflects the surplus nature of this Council land and its likely future use for residential purposes.

A new Community Hub will be provided elsewhere in The Basin.

**Does the Amendment address relevant bushfire risk?**

The subject land is not located in within the Bushfire Management Overlay (BMO). The application of the Neighbourhood Residential Zone is appropriate given the surrounding residential densities and bushfire requirements.

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

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

The Amendment is consistent with Minister's Direction No.9 – Metropolitan Strategy (as amended 30 May 2014) pursuant to Section 12 of the Planning and Environment Act 1987 – that requires planning authorities to have regard to the Metropolitan Planning Strategy (Plan Melbourne: Metropolitan Planning Strategy).

It is considered that the amendment is consistent with and support policies 2.3.4, 5.3.1 and 5.3.3 by providing for the rezoning and sale of Council owned land to facilitate delivery of a new Community Hub at The Basin Primary School.

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

The State Planning Policy Framework (SPPF) seeks to ensure the objectives of planning in Victoria, as set out in the Planning and Environment Act 1987, are fostered through appropriate planning policies and practices that integrate relevant environmental, social and economic factors in the interest of net community benefit and sustainable development.

The amendment supports the following strategies by providing new residential zoned land and opportunities for existing new Community Hub in The Basin:

**11.02 Urban growth** by ensuring a supply of land is available for residential, commercial, retail, industrial, recreational, institutional and other community uses.

**11.05-2 Distinctive areas of state significance** by protecting and enhancing the valued attributes of the distinctive areas of the Yarra Valley and Dandenong Ranges.

**11.06-2 Housing choice** by providing housing choice close to jobs and services.

**11.06-5 Neighbourhoods** by assisting to create a city of inclusive, vibrant and healthy neighbourhoods that promote strong communities, healthy lifestyles and good access to local services and jobs.

**12.01-1 Protection of biodiversity** – the application of the SLO3 and retention of the current ESO will assist the protection and conservation of Victoria's biodiversity, including important habitat for Victoria's flora and fauna and other strategically valuable biodiversity sites.

**12.04-2 Landscapes** by protecting landscapes and significant open spaces that contribute to character, identity and sustainable environment of the Dandenong Foothills.

**16.01 Residential development** by promoting a housing market that meets community needs and locating new housing in or close to activity centres and in urban renewal precincts and sites that offer good access to jobs, services and transport.

**19.02-4 Distribution of social and cultural infrastructure** by provide fairer distribution of and access to of social and cultural infrastructure, in the form of a new The Basin Community Hub.

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

The amendment is consistent with and supports the direction of Knox's Local Planning Policy Framework, and specifically the following aspects of the Municipal Strategic Statement.

**21.05 Housing** by supporting a diversity of housing choice in appropriate locations.

The rezoning of the subject land to the neighbourhood residential zone will protect the environmental and biological qualities that make this bush suburban area distinct.

**21.08 Infrastructure** by ensuring that social infrastructure is accessible and meets the existing and future needs of the community.

The sale of the rezoned land will facilitate a new community facility in the form of The Basin Community Hub.

**22.01 Dandenong Foothills** the application of the SLO3 will ensure that the landscape characteristics of the Foothills will be protected.

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

The application of the NRZ2 is appropriate given that the land is or will be transferred into private ownership and likely used for residential purposes, and is consistent with the surrounding residential area, and as public use zones can only be applied to public land.

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

The views of the relevant agencies were formally sought as part of the exhibition of the amendment.

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

The relevant requirements of the Transport Integration Act 2010 were considered as part of the preparation of this amendment.

The amendment will not have a significant impact on the transport system.

**Resource and administrative costs**

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

The proposed rezoning of the land will not have significant impact on the resources and administration cost of Knox Council. The sale of the rezoned land will facilitate a new community facility in the form of The Basin Community Hub.

**Where you may inspect this Amendment**

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

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

The Amendment can also be inspected free of charge at the Department of Environment, Land, Water and Planning website at [www.delwp.vic.gov.au/public-inspection](http://www.delwp.vic.gov.au/public-inspection).

*Planning and Environment Act 1987*

**KNOX PLANNING SCHEME**

**AMENDMENT C161**

**INSTRUCTION SHEET**

The planning authority for this amendment is the Knox City Council

The Knox Planning Scheme is amended as follows:

**Planning Scheme Maps**

The Planning Scheme Maps are amended by a total of 4 attached maps

**Zoning Maps**

1. Amend Planning Scheme Map No 3 in the manner shown on the attached map marked "Knox Planning Scheme, Planning Scheme, Amendment C161".

**Overlay Maps**

2. Amend Planning Scheme Map No 3DDO in the manner shown on the attached map marked "Knox Planning Scheme, Planning Scheme, Amendment C161".
3. Amend Planning Scheme Map No 3SLO in the manner shown on the 2 attached maps marked "Knox Planning Scheme, Planning Scheme, Amendment C161".

End of document





## ALL WARDS

**6.4 ACCESSIBLE AND ADAPTABLE HOUSING FOR OLDER AUSTRALIANS**

**SUMMARY:** *Manager – City Futures (Tanya Clark)*

*This report has been prepared in response to a Call Up Item raised at Council's Meeting of 25 September 2017, requesting that a report be presented to Council with reference to accessible and adaptable housing for older Australians.*

**RECOMMENDATION**

**That Council note this report in regard to accessible and adaptable housing for older Australians.**

**1. INTRODUCTION**

At the Council meeting of 25 September 2017, Council passed a motion that Council receive a report at the 27 November 2017 Ordinary Meeting of Council outlining:

- 1. The current policy requirements relating to liveable, accessible and adaptable housing for older Australians.*
- 2. The process required to develop a new planning policy to influence the design of dwellings in Knox to ensure dwellings meet the changing needs of occupants across their lifetime, including people with a disability, ageing residents, people with temporary injuries, and families with young children.*
- 3. The changing demographic profile of Knox in particular the older demographic and the implications for dwelling design.*
- 4. An overview of the Liveable Housing Design Guidelines 2012 from Liveable Housing Australia and the Liveable and Adaptable House Guidelines in the Federal Government's Your Home website.*

This report responds to this item.

When investigating and preparing this report, officers have had regard to Council's Call Up Items at Council Meetings Policy, and in particular, Item 6.5 which states:

*"Where preparing a report responding to a Call Up Item which will require more than 3 person days or \$5,000 in costs, then the matter which is subject to the Call Up Item should be referred by Council to the next budget considerations with a supporting business case for consideration along with other competing priorities."*



## **6.4 Accessible and Adaptable Housing for older Australians (cont'd)**

### **2. DISCUSSION**

The World Health Organisation (WHO) states that local governments that plan and take action to accommodate the changing needs of older residents can ensure that their communities remain attractive places to live with features that not only benefit seniors but support the health, safety and participation of residents of all ages. There is a growing commitment from Federal, State and Local Governments and Community Service Organisations to proactively plan for and prioritise actions which will meet the needs of Australia's ageing population. Access to housing is a key attribute that affects almost every aspect of a person's life. Access to suitable accommodation not only offers shelter and security, it provides a stable foundation and space from which to build family life and a sense of belonging. It also acts as a springboard to developing other aspects of people's lives, including access to recreation, employment, retail, and entertainment.

The type of households that people live in, and changing preferences over time affect the way in which people view housing. As people grow from children to adults and into old age, they often change the type of households that they live in, and indeed the type of housing stock that is appropriate to their needs. Where housing is not adaptable and able to meet the changing needs of people as they age and where there is not housing stock within the community in which people live that suits their needs, then these people may be forced to live in areas which they do not choose. This often results in greater risk of disconnect from family networks, social isolation and negative health impacts. Unfortunately, current housing developments generally tend not to be conscious of the needs of people as they age and offer only short-term solutions which means that they cannot "age in place". Ageing in place is a term used to describe a person living in the residence of their choice, for as long as they are able, as they age. This includes being able to have any services (or other support) they might need over time as their needs change.

Policy within Australia has been slow to adapt to this issue, which is likely to become more evident as the community ages. Life expectancy in Australia, and indeed Knox is nearly double what it was a century ago and has resulted in a longevity revolution of sorts. There is an increasing need to provide accessible and adaptable housing to ensure residents are able to age in place and remain connected and contributing to their community.

### **2.1 Current policy relating to liveable, accessible and adaptable Housing in Australia**

#### **2.1.1 Knox Planning Scheme Policy/Requirements**

##### **State Planning Policy Framework**

The State Planning Policy Framework (SPPF) within the Knox Planning Scheme is relatively silent in terms of accessibility and adaptability. Aged Care in general is more readily mentioned. For instance, Clause 16.01-1 outlines the following strategy:

#### **6.4 Accessible and Adaptable Housing for older Australians (cont'd)**

*“Ensure that the planning system supports the appropriate quantity, quality and type of housing, including the provision of aged care facilities, supported accommodation for people with disability, rooming houses, student accommodation and social housing.”*

Further, Clause 16.01-4 has the following objective:

*“To provide for a range of housing types to meet increasingly diverse needs.”*

Clause 16.02-3 has the objective:

*“To facilitate the timely development of residential aged care facilities to meet existing and future needs.”*

These statements aim to achieve housing diversity in general and ensuring provision of aged care facilities, rather than achieving specific design outcomes on site. Without such guidance in terms of specific built outcomes, these statements do little to encourage designers, applicants and land owners to build accessible and adaptable housing.

#### Local Planning Policy Framework

The Local Planning Policy Framework (LPPF) within the Knox Planning Scheme provides more guidance in relation to these issues, especially since the approval of Amendment C131 (Knox Housing Strategy) on 17 March 2016.

Clause 21.05-1 – (Housing Overview) outlines that:

*“The Knox population is ageing, with one in four residents aged over 55 in 2011. The municipality has the opportunity to encourage ‘ageing in place’ through continued support of aged care facilities and social housing, and an increase in smaller dwellings.”*

Clause 22.07-7 – (Accessible Design) provides the clearest objective in terms of accessible design, within the Policy framework as follows:

*“To ensure that new development considers the needs of people with limited mobility in design.”*

Further Clause 22.07-7 provides the following design guidelines:

- *Provide a clear and accessible path from the street to the front door.*
- *Ensure that all dwellings with ground floor level entrances are visitable by people with limited mobility.*
- *Where possible, the entries of all dwellings should be visible from the street.*
- *Provide wide and sheltered step-free entries.*

## 6.4 Accessible and Adaptable Housing for older Australians (cont'd)

- *In developments of three or more dwellings provide at least one dwelling with a bedroom, kitchen, bath or shower, and a toilet and wash basin on the same level as the entrance to the dwelling.*

### Residential Zones

In addition to the SPPF and LPPF, Amendment C131 introduced further policy guidance in terms of accessibility for five or more dwellings, within the Residential Growth Zone Schedules 1-3 and the General Residential Zone Schedules 2-4. Within these zones, the following application requirements are provided.

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

To help designers/applicants with smaller developments, Council has produced a checklist which can be used by applicants to help with this process, and allow applicants to focus on areas that will make the most difference in terms of accessibility (wider doorways, clear wide paths with appropriate gradient to the front door of dwellings, minimum bathroom dimensions, step free entrances, etc).

This document has been produced in consultation with Council's Strategic Planning Department, Council's Building Department, and Council's Community Access and Equity Department. For larger developments, Council Officers request a report from an accessibility consultant. These changes go some way to providing housing which is more accessible but not necessarily adaptable.

### 2.1.2 Building Regulations

The current Building Regulations and Permit process does not deal with accessibility or adaptability issues at all for single and multi-dwelling developments.

The only buildings in which accessibility issues are covered under the Building Permit process are for apartment, commercial, industrial and institutional type buildings (as these are considered public buildings).

Therefore, for the vast majority of single and multi-dwelling developments that are constructed in Knox, accessibility requirements are not covered within the Building Permit process.

Housing adaptability is not specifically mentioned in either the Knox Planning Scheme, or the Building Regulations.

## **6.4 Accessible and Adaptable Housing for older Australians (cont'd)**

### **2.1.3 Knox Housing Strategy**

The Knox Housing Strategy (2015) sets out Council's plan for managing residential development to respond to the current and future needs of the Knox community. This document outlines the current housing situation in Knox, considers the factors that drive residential development; and sets out the Council's strategies to respond to the housing challenges and opportunities facing the Knox community.

With reference to accessible and adaptable housing for an ageing population, the strategy outlines that:

- *The 60+ age group is expected to be the fastest growing*
- *Over 55s' make up 25.3% of the Knox population, which represents an increase of 8% over ten years*
- *Some couple-only households may require larger homes, while others may prefer smaller ones. Given the expected increase in the 60+ age group, it is likely that many couple-only households will be older people wishing to downsize to a smaller house*
- *Knox residents acknowledge that housing diversity is needed in hubs/activity centres*

The strategy outlines that housing needs in Knox are diverse and changing and seeks to acknowledge these needs and to understand what is driving and influencing new and changing demands are for housing. It also sets in place appropriate strategies and directions to respond to these housing needs. It acknowledges the importance of catering for our ageing population, through the provision of more diverse housing and traditional aged care facilities.

### **2.1.4 Victorian Government**

In April 2016, the Municipal Association of Victoria (MAV) signed an Age-Friendly Declaration with the State Government to help address loneliness and social isolation experienced by Victorian seniors. The declaration provides a commitment to working together with the State on creating age-friendly communities, which includes a focus on housing. The declaration includes a Statement of Support and Partner Endorsement which reflects the joint commitment from the Victorian Government and the Municipal Association of Victoria for better state and local planning for the creation of age-friendly communities.

39 Local Governments including Knox City Council demonstrated their support for the Declaration, and their commitment to creating livable communities for older Victorians by signing the Statement of Support and Partner Endorsement. The Age Friendly Victoria Declaration is an extension of Knox City Council's planning commitment to respond to an ageing population, including housing, which already features in Council's key strategic planning documents.

## **6.4 Accessible and Adaptable Housing for older Australians (cont'd)**

Further research was undertaken for the purpose of this report with the aim of identifying Victorian Government policies relating to adaptable (also referred to as liveable) and accessible housing in Victoria. Victorian Government websites reference Liveable Housing Australia, and the Building Act and Building Regulations only.

### **2.1.5 Federal Government - The Liveable Housing Design Guidelines 2012 from Liveable Housing Australia and the Liveable and Adaptable House Guidelines in the Federal Government's Your Home website**

#### Liveable Housing Guidelines

The Liveable Housing Guidelines 2012 (LHG), produced by Liveable Housing Australia, provides information for consumers seeking to introduce liveable design features into new homes and can also be used within existing dwellings as dwellings are renovated (see Appendix E). The LHG outline 16 liveable design elements that provide guidance on silver, gold or platinum levels of accreditation. The key liveable design elements are the following:

- Dwelling access;
- Dwelling entrance;
- Car parking;
- Internal doors and corridors;
- Toilet;
- Shower;
- Reinforcement of bathroom or toilet walls;
- Internal stairways;
- Kitchen space;
- Laundry space;
- Ground (or entry level) bedroom space;
- Switches and power points;
- Door and tap hardware;
- Family/living room space;
- Windowsills; and
- Flooring.

In terms of the performance benchmarks, the LHG outline silver, gold or platinum levels, and provide guidance of how to achieve each level of performance.

#### 6.4 Accessible and Adaptable Housing for older Australians (cont'd)

For instance in the **silver** category, developments contain the following seven core design elements:

- A safe continuous and step free path of travel from the street entrance and/or parking area to a dwelling entrance that is level;
- At least one, level (step-free) entrance into the dwelling;
- Internal doors and corridors that facilitate comfortable and unimpeded movement between spaces;
- A toilet on the ground (or entry) level that provides easy access;
- A bathroom that contains a hobless (step-free) shower recess;
- Reinforced walls around the toilet, shower and bath to support the safe installation of grabrails at a later date; and
- A continuous handrail on one side of any stairway where there is a rise of more than one metre.

The **gold** level provides for more generous dimensions for most of the core liveable housing design elements and introduces additional elements in areas such as the kitchen and bedroom. For example, in terms of dwelling entries the silver level requires a step ramp at the entrance doorway of a dwelling to be 1000mm, where the gold level requires 1100mm.

The **platinum** level is the highest performance level that can be achieved. All 16 elements are featured in the platinum level. This level describes design elements that would better accommodate ageing in place and people with higher mobility needs. This level requires more generous dimensions for most of the core liveable design elements and introduces additional elements for features such as the living room and flooring.

[The liveable and adaptable house - Federal Government's Your Home website](#)

Similarly, to the LHG, the Liveable and Adaptable House (LAH) information sheet (see Appendix F), outline design initiatives that can be incorporated into building design to make dwellings more adaptable. The LAH outlines that there are several approaches to designing a home to meet changing needs, including:

- Liveable house – designed to meet the changing needs of most home occupants throughout their lifetime without the need for specialisation.
- Accessible house – designed to meet the needs of people requiring higher level access from the outset, and usually designed and built with a specific person's needs in mind. An accessible house meets Australian Standard AS 1428.1-2001, design for access and mobility, and is able to accommodate wheelchair users in all areas of the dwelling.

#### **6.4 Accessible and Adaptable Housing for older Australians (cont'd)**

- Adaptable house – adopts the idea of a liveable house but in addition is able to be easily adapted to become an accessible house if the need should arise.

The LHA information sheet then provides specific design solutions that can be incorporated into building design. It is also outlined that these can be used in the design of new dwellings, or also used for alterations and additions to dwellings. The information sheet focuses on these key design areas:

- Access and entry – This includes access from both the street and car parking spaces, avoiding the use of stairs and the use of ramps only where necessary with appropriate dimensions, use of non-slip materials, lighting of pathways, weather protection of entries, door locks and handles at appropriate heights, etc.
- Interior general – Allowing easy movement within the dwelling, widening internal doors and passageways, circulation spacing around doorways, height of electrical fitting such as power points, and low windowsill heights so they can be opened and closed easily.
- Living spaces – Liveable and accessible spaces to accommodate a range of activities, which can accommodate different furniture types and space for wheelchair circulation.
- Cooking spaces – Appropriately sized work spaces to the side of all appliances such as the cooktop, oven, microwave and refrigerator. Proximity of the cooktop to the sink to allow easy transfer of pots between the two for draining. Contrasting colours between bench tops and cupboard fronts to assist the visually impaired.
- Sleeping spaces – At least one bedroom in the house should be accessible to a person using a wheelchair and be sized to enable them to manoeuvre within the space.
- Wet areas – In the design of all wet areas such as toilets, bathrooms and laundry, ensure adequate sizing for access and circulation, locate storage for easy and safe use, and install non-slip surfaces to minimise accidents.
- Multi level housing – The ground floor of a multi-level house can be accessible to visitors with a disability or even accommodate an occupant with a temporary disability. In addition to access between living, kitchen and bathroom spaces, include an accessible bathroom and a space appropriate for use as a bedroom on the ground floor.
- Site – Activities such as mail collection, rubbish storage, car parking and enjoyment of outdoor spaces must also be considered in designing for full accessibility.

## 6.4 Accessible and Adaptable Housing for older Australians (cont'd)

- 2.2 The changing demographic profile of Knox in particular the older demographic and the implications for dwelling design to meet the changing needs of occupants across their lifetime, including people with a disability, ageing residents, people with temporary injuries, and families with young children.**

### Changing Demographic Profile of Knox

From 2011 to 2016, Knox's population increased by 4,822 people (3.2%). This represents an average annual population change of 0.64% per year over the period. However, it is interesting to note that the largest changes in age structure in this area between 2011 and 2016 were in the age groups:

- 65 to 69 (+1,939 persons)
- 70 to 74 (+1,094 persons)
- 30 to 34 (+966 persons)
- 15 to 19 (-963 persons)

To further analyse this data, if the data is broken up into age structure (life stages), the results are:

- Empty nesters and retirees (60 to 69) (+2,552 people)
- Seniors (70 to 84) (+2,389 people)
- Young workforce (25 to 34) (+1,567 people)
- Secondary schoolers (12 to 17) (-1,154 people)

In terms of households in Knox, the number of households increased by 1,608 between 2011 and 2016. The largest changes in the number of persons residing in a household in the City of Knox between 2011 and 2016 (see Appendix A) were:

- 1 person (+828 households)
- 2 persons (+402 households)
- 3 persons (+390 households)
- 5 persons (-281 households)

### City of Knox compared to Metropolitan Melbourne

Comparison of the 5 year age groups in the City of Knox with Metropolitan Melbourne shows that there was a lower proportion of people in the younger age groups (under 15) and a higher proportion of people in the older age groups (65+).



#### **6.4 Accessible and Adaptable Housing for older Australians (cont'd)**

Overall, 17.6% of the population was aged between 0 and 15, and 15.5% were aged 65 years and over, compared with 18.3% and 14.0% respectively for Metropolitan Melbourne.

The major differences between the age structure of the City of Knox and Metropolitan Melbourne were:

- A larger percentage of persons aged 60 to 64 (6.1% compared to 4.9%)
- A larger percentage of persons aged 55 to 59 (6.8% compared to 5.7%)
- A smaller percentage of persons aged 25 to 29 (6.4% compared to 8.1%)
- A smaller percentage of persons aged 30 to 34 (6.8% compared to 8.2%)

In terms of age structure, when the City of Knox is compared with Metropolitan Melbourne averages, the following key differences are noted:

- A larger percentage of 'Older workers and pre-retirees (50 to 59)' (14.0% compared to 11.9%)
- A larger percentage of 'Empty nesters and retirees (60 to 69)' (11.3% compared to 9.3%)
- A smaller percentage of 'Young workforce (25 to 34)' (13.2% compared to 16.3%)
- A smaller percentage of 'Tertiary education and independence (18 to 24)' (9.3% compared to 10.0%)

#### Future Demographic Trends in Knox

The largest increase between 2011 and 2026 with reference to household types is forecast to be in lone person households, which will increase by 4,656 households and will likely account for 23.5% of all households by 2026 (see Appendix B).

In terms for the five year age groups, the largest population changes from 2011 to 2026 is anticipated to be in the 65-69, 70-74, and 75-79 age groups (see Appendix C).

#### What does this data tell us?

As the data indicates, it is suggested that housing for an ageing population in Knox be a key focus area.

## **6.4 Accessible and Adaptable Housing for older Australians (cont'd)**

All levels of government, planners, architects, and developers should be guiding policy towards building adaptability, and designing homes that have the agility to suit the changing needs of occupants, as the population ages. With the number of people aged 65 and above expected to steadily increase in Knox in the next decades (the change is already occurring), homes being built now for a young family, may eventually need to accommodate empty-nester couples or single person households in the future (see Appendix D).

Building agility into a house design is not difficult. Dwellings that can be easily subdivided should be encouraged within planning frameworks along with designs that allow easy retrofitting with technology, devices or design strategies to support ageing in one place.

Agile housing designs would enable more efficient use of housing stock as children leave home and occupants find they have rooms to spare. Dwellings designed to be easily subdivided into two dwellings would benefit older people by providing an income stream or space for a carer. It should be noted that both the current Planning and Building legislation does not provide many options currently for such adaptability.

A significant majority of people in Knox live in detached suburban houses of three or more bedrooms. Housing choices as people age is complex.

Currently, only around 200,000 of the 3.3 million Australians aged 65 and above live in retirement villages, which have significant financial impact on older people and are not necessarily adaptable. Clearly, this is not the only option.

### What are the other options?

Well-located, well-designed apartments close to community facilities are another good option for Knox's ageing population. Apartment choices should ideally be available across suburbs to enable people to stay within the community they know if they chose. This concept is included in the Knox Housing Strategy.

Spaces should be accessible and adaptable. Housing requires changes as physical function declines with age.

However, accessible design is not necessarily just about wheelchair accessibility but also how the community and dwellings can work for the elderly, particularly in terms of mobility and safety. This needs some forethought when designing houses to ensure bathrooms, entries and kitchens are suitable for retrofitting.

As mobility reduces, proximity becomes more important. Services and civic infrastructure are becoming increasingly centralised. The corner shop, the local council infrastructure, and other services are being grouped into larger entities. Housing suitable for the aged should be focused near these centres (Knox Central, Bayswater, Boronia and Rowville Activity Centres for example), and mobility to and from them should be considered as this is important for those who can no longer drive.

## **6.4 Accessible and Adaptable Housing for older Australians (cont'd)**

Access to parks and recreation facilities within distances that the elderly can manage is also ideal – with seating and well-lit paths, which are safe from cars and safe for mobility scooters and walkers.

### **2.3 The process required to develop a new policy to influence the design of dwellings in Knox**

The process for development of a new policy to influence the design of dwellings in Knox would involve the following steps:

- Seeking feedback and ideas from the Life Stages Advisory Committees, Knox Active Ageing Advisory committee and Knox Seniors Bright Ideas Network. These ideas would be used to assist in developing a draft local policy, as well as brainstorming ideas of what the policy would or could achieve.
- Researching and benchmarking of other policies, from other organisations. Internal and external stakeholder consultation would also be required at this stage.
- All relevant information would be collated and a draft policy produced.
- Tertiary Institutions and Peak Bodies supporting seniors (i.e., Council on the Ageing, Seniors Rights) with relevant experience in the field could be used to means test or peer review the draft policy. This could also be undertaken by consultants, but with a fee attached.
- Presentation of research and ideas as a policy, to Council, for consideration.

## **3. CONSULTATION**

No consultation has been undertaken with the community in relation to this report. Officers have liaised with Council's City Planning Department, Council's Active Ageing & Disability Services Department, Council on the Ageing (COTA), the Municipal Association of Victoria (MAV) and State Government Age Friendly Victoria representatives in relation to this report.

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

There are no direct environmental/amenity issues that arise as a result of this report. However, amenity encompasses everything which makes the environment liveable, and providing accessible and adaptable housing for the community will have positive impacts on amenity.

## **6.4 Accessible and Adaptable Housing for older Australians (cont'd)**

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

There are no direct costs to Council as a result of this report. However, if a Council planning policy to encourage Accessible and Adaptable Housing in Knox was a resolution of Council, this could be achieved within existing resources during the 2018-2019 financial year.

It should be noted that the broader financial impacts of not providing adaptable and accessible dwellings within the City of Knox could be significant into the future. This is due to the following:

- 50-69 year olds hold more than 40% of the nation's wealth, with the average household net worth is in excess of \$1 million.
- 49-68 year olds have a discretionary spending power of \$218 billion in Australia.
- In 2011, Boomers had combined over \$1 trillion in disposable income.
- In 2011, the 55-75 age bracket held the greatest assets and had the greatest average net worth, ranging from \$743,000 - \$828,800.
- 14% of Australians intend to spend all of their superannuation on themselves.
- Older consumers shop more frequently, and as a social and leisure experience.
- 2/3 in the 70-80 group say they shop twice a week or more.
- Older consumers prefer to shop on weekdays, and earlier to avoid busy times.
- As people get older 68% prefer smaller shops and shops closer to home.
- Older consumers tend to be less price sensitive.

If residents were forced to move outside of Knox due to a lack of appropriate housing as they age, there may be a resulting net loss in residents with the spending power to support Knox's economy.

## **6.4 Accessible and Adaptable Housing for older Australians (cont'd)**

### **6. SOCIAL IMPLICATIONS**

There are no direct social implications as a result of this report. However, there are social implications to consider in terms of providing adaptable and accessible housing as the population ages. Preliminary conversations with older people in Knox during the 2016 and 2017 Seniors Festival and through the Knox Seniors Bright Ideas Network and Knox Active Ageing Advisory Committee have indicated that they wish to continue to reside in the Knox community, remaining as independent as possible and living within their own homes. Older people want to age healthily, continue to learn and remain connected to family and friends. They wish to be treated with respect and contribute to community life within Knox as they age.

Older people in Knox have already identified that they are seeking opportunities to remain physically active and socially connected, to have a choice of accessible housing, local services and businesses and to be able to access relevant and timely information. Decreased mobility and confidence as people age requires that consideration is given to the accessibility, safety and security of outdoor spaces and buildings.

Waiting lists for residents wishing to obtain community/social housing at ground level are high, largely due to the fact that they are accessible at that level.

Should accessible and adaptable housing initiatives be employed in building design, it is also important to ensure housing affordability. Housing affordability has major impacts in terms of older persons access to secure housing.

If older people are required to leave Knox as they cannot age in place, the social capacity by means of volunteerism in the community would significantly diminish. Australians over 65 years contribute over \$39 billion each year in unpaid caring and voluntary work. If ages 55-64 are included this increases to \$74.5 Billion per year (source: Human Rights Commission 2014). The social, and indeed economic implications of losing this volunteerism would have a major impact, more so into the future as the population ages.

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

This call up item is consistent with the following aspects of the Knox Community and Council Plan:

Goal 1 – We value our natural and built environment.

- Strategy 1.1: Protect and enhance our natural environment.
- Strategy 1.3: Ensure the Knox local character is protected and enhanced through the design and location of urban development and infrastructure.

Goal 2 – We have housing to meet our changing needs.

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

#### **6.4 Accessible and Adaptable Housing for older Australians (cont'd)**

Goal 6 – We are happy, healthy and well.

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

### **8. CONCLUSION**

As a result of the changing demographic profile of Knox, with the population set to age in increasing levels in the future, the provision of adaptable and accessible housing is critical if Knox is going to appropriately cater for the community in terms of housing choice.

There are many design changes that can be made to proposed dwellings, and in renovations to existing dwellings that can make dwellings more accessible and adaptable, and allow people to not just age in place, but to also live and participate in the community, if they chose, during all life stages.

The development of a policy with reference to accessible and adaptable housing in Knox, is the first step towards addressing the issue. A policy such as this could be used to lead change, both within the organisation, and externally. It could be used by Council and Council Officers to encourage developers, applicants and land owners to incorporate accessible and adaptable housing design initiatives in building design, for Knox's ageing population

In addition, it is suggested that advocating to the State and Federal Governments for legislative change to the relevant planning and building regulations will also raise awareness of the issue. Advocating to the Minister for Planning, and the Victorian Building Commission, to introduce planning and building controls that better cater for an ageing population, and allow for accessible and adaptable housing to be constructed in Knox would likely have far reaching positive outcomes for the future.

### **9. CONFIDENTIALITY**

There are no confidentiality issues associated with this report.

**Report Prepared By:**      **Manager – City Futures (Tanya Clark)**  
**Coordinator City Strategy and Planning – City Futures (Greg Kent)**

**Report Authorised By:**   **Director – City Development**  
**(Angelo Kourambas)**

**6.4 Accessible and Adaptable Housing for older Australians (cont'd)**

Appendices A, B, C, D, E and F are circulated under separate cover.

## ALL WARDS

**6.5 'FUTURE PROOFING KNOX'S BUSINESS LAND' PROJECT AND AMENDMENT C164 TO THE KNOX PLANNING SCHEME**

**SUMMARY:** *Senior Strategic Planners – City Futures  
(Monique Reinehr and Claire Anderson)*

*This report provides a summary of the “Future proofing Knox’s business land” project (the Project). This “once in 10 year” project gives Council evidence-based strategic direction for business land supply to meet expected demand in the City to 2036.*

**RECOMMENDATION**

That Council:

1. adopt the “Knox Land for Business Background Report, December 2016” (including September 2017 Update), “Knox Employment Forecasts to 2036 Technical Report A” and “Land for Business Assessment Areas – Employment Land and Activity Centres Technical Report B” as evidence, in accordance with Appendix A, G and H;
2. adopt the draft “Knox Land for Business Future Directions Plan, July 2017” (Appendix B) and draft “Future proofing Knox’s Land for Business Directions and Actions Summary, October 2017” (Appendix C) for the purpose of public exhibition;
3. endorse Appendix F – “Proposed Amendment C164 to the Knox Planning Scheme documentation” for the purpose of public exhibition;
4. seek authorisation from the Minister for Planning to prepare and exhibit Planning Scheme Amendment C164;
5. subject to receiving authorisation from the Minister for Planning, place Amendment C164 on public exhibition for a period of at least one month;
6. resolve that, pursuant to Section 19(1A) of the *Planning and Environment Act 1987*, notification of Amendment C164 will not include direct notification to all landowners and occupiers and occupiers within the municipality (pursuant to Section 19(1)(b)) on the basis that it is impractical to do so. Notification of the Amendment will occur in accordance with Section 19(1B) of the Act, and will be in the form as outlined in Section 3 of this report;



## **6.5 'Future Proofing Knox's Business Land' Project and Amendment C164 to the Knox Planning Scheme (cont'd)**

- 7. authorise the Director – City Development to make minor changes to Amendment C164, including changes to reflect the approval of any other Planning Scheme Amendments, where the changes do not affect the purpose or intent of the Amendment; and**
- 8. support a business case to be prepared to a strategic plan for the “Burwood Highway East Corridor” for the 2019/20 financial year.**

### **1. INTRODUCTION**

The *Future proofing Knox's business land project* (the Project) includes two main components:

1. Research and analysis, including: an audit of business land supply, assessment of expected future demand by businesses for land and floorspace to 2036 and an assessment of expected future business land shortfall (Appendix A – Knox Land for Business Background Report, December 2016 including September 2017 Update, Appendix G - Knox Employment Forecasts to 2036 Technical Report A, and Appendix H - Land for Business Assessment Areas – Employment Land and Activity Centres Technical Report B).
2. Strategic direction and implementation actions to 'future proof' the City's business land. These identify where and how existing, highly valuable business land can be protected and strengthened and where and how the land supply shortfall can be addressed (Appendix B – draft Knox Land for Business Future Directions Plan, July 2017 and Appendix C – draft Future proofing Knox's Land for Business Directions and Actions Summary, October 2017).

### **2. DISCUSSION**

#### **2.1 The Project gives Council critical evidence and strategic direction**

For the first time, this “once in 10 year” Project gives Council critical evidence-based strategic directions for business land supply to meet demand in the City to 2036. It supports local employment opportunities, provides greater certainty to businesses, and balances competing demands on land.

## 6.5 'Future Proofing Knox's Business Land' Project and Amendment C164 to the Knox Planning Scheme (cont'd)

The Project is a Council initiative in the *Knox Community and Council Plan 2017-2021*. It contributes substantially to Goal 5: "We have a strong regional economy, local employment and learning opportunities." A strong regional economy supports a strong Knox community by providing more opportunities to live and work locally. Strong local businesses provide Knox residents access to a variety of high quality, local goods and services and vibrant local environments. Local businesses and jobs also support positive health and wellbeing outcomes by reducing travel time and costs.

The Project was identified as a strategic gap in the 2015 *Knox Planning Scheme Review* given the previous lack of evidence and increased flexibility in permissible land uses in business-type zones introduced by State Government planning zone reforms in 2013. It aligns with other key Council economic initiatives such as the Bayswater Business Precinct project, Wantirna Health Precinct Investment Plan and Development Contributions Plans project.

### 2.2 The Project aligns with metropolitan planning objectives

At the metropolitan level, the City of Knox is a major contributor to the regional and broader Melbourne economies, with a Gross Regional Product (GRP) of over \$8 billion in 2015/16 and location of 55,800 jobs. Several major economic assets within the region provide a range of opportunities to Knox residents and businesses. These include: universities (Monash Clayton, Swinburne Wantirna South); hospitals (Knox Private, Wantirna Health, The Angliss); major shopping centres (Knox Central, Eastland Ringwood); nationally significant employment clusters (Monash, Dandenong South); and regionally significant employment clusters (Bayswater Business Precinct, Scoresby-Rowville-Knoxfield).

A strong regional economy aligns with the strategic direction of *Plan Melbourne*, the State Government's planning blueprint, which also supports living and working locally. *Plan Melbourne* seeks to create a city of 20-minute neighbourhoods, where more people have better access to existing services, jobs and public transport. The *Future proofing Knox's land for business* project effectively places Council "ahead of the game" by implementing several actions of *Plan Melbourne*. For example, by reviewing health and education precincts (Action 6), strengthening significant industrial precincts (Action 8), and planning for future employment growth (Action 12).

### 2.3 The "evidence": key findings of the research and analysis

In relation to jobs and the Knox workforce, the Project's research found:

- 77% of the 55,800 jobs in Knox are in five "Significant Business Locations": Scoresby-Rowville-Knoxfield (15,400 jobs), Bayswater Business Precinct/Bayswater Activity Centre (12,500), Knox Central (7,400), Burwood Highway East (5,300) and Wantirna Health Precinct (2,400). See Appendix D – Map of current jobs in Knox.

## **6.5 'Future Proofing Knox's Business Land' Project and Amendment C164 to the Knox Planning Scheme (cont'd)**

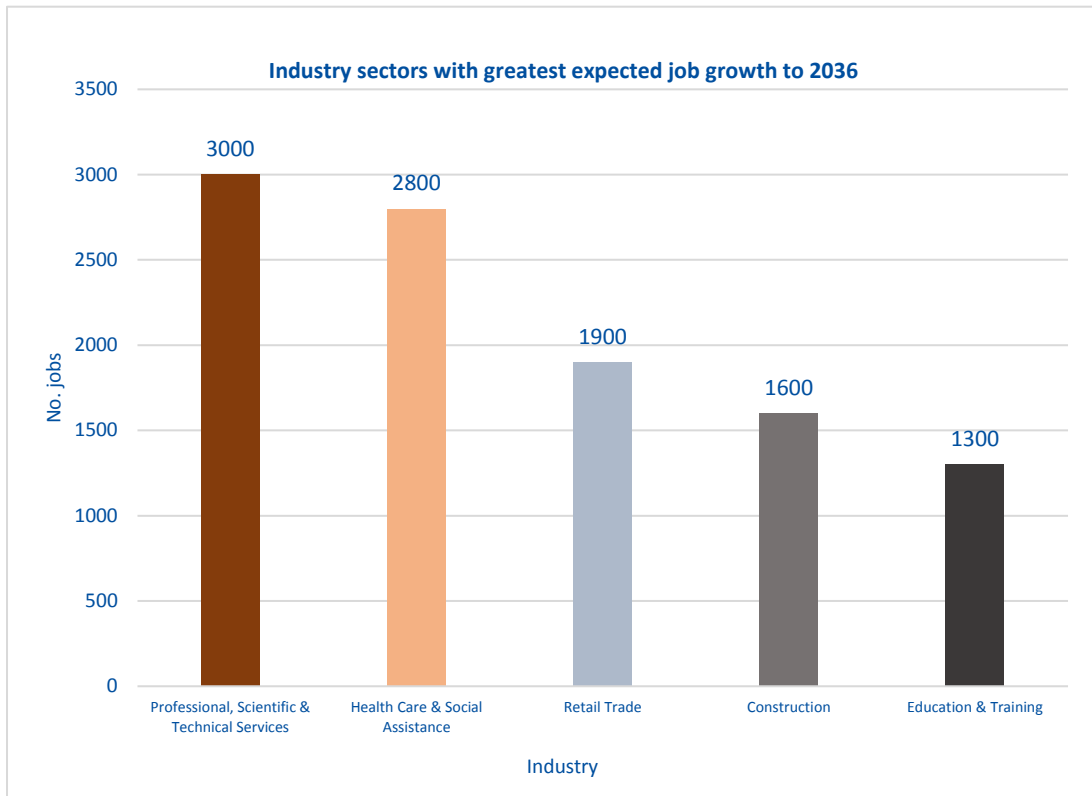
- 71% of jobs are in six industry sectors: Manufacturing, Retail Trade, Wholesale Trade, Health Care, Construction, and Education.
- While 55% of the Knox workforce is “highly skilled” (i.e. graduate/post-graduate qualifications, above average individual weekly income and high tertiary attainment rates), only 24% of these highly skilled residents work in Knox, and this has recently declined further indicating a mismatch between local jobs and the local workforce.
- Knox has an ageing workforce with 43% aged 45+.
- 37% of employees are Knox residents and a further 43% of local jobs are occupied by residents nearby.
- Knox residents principally work within Knox or a neighbouring municipality (62%).
- 97% of Knox businesses are small businesses.
- Manufacturing will remain the largest employer over the next 20 years. However much of this sector is transitioning towards more knowledge-intensive manufacturing and innovation. This type of manufacturing requires highly skilled employees to use technologies such as computer modelling and simulation, 3D printing, advanced robotics and sustainable processes/technologies.

By 2036, approximately 15,000 new jobs are expected to be created, reaching a total of 70,700 jobs. Drivers of job growth include:

- Population growth of approximately 25,000 additional residents, creating more demand for employment.
- Demographic change (more young families and older people), meaning greater demand for local goods and services such as education and health. Therefore more jobs in the industry sectors of Health Care and Social Services, Retail and Education & Training.
- “Propulsive industries” (those industries that provide the biggest economic “bang for buck”, i.e. the flow on benefits of regional exports, employment, value added, local spending on goods and services). For Knox these include: Construction, Wholesale Trade, Manufacturing (i.e. professional, scientific, computer and electronic equipment manufacturing; human pharmaceutical product manufacturing; and, specialised and other machinery and equipment manufacturing), Other Services; and Health Care and Social Services. It is propulsive industries that should provide Knox with the biggest support for a strong economy.

## 6.5 'Future Proofing Knox's Business Land' Project and Amendment C164 to the Knox Planning Scheme (cont'd)

- Industries sectors with the greatest expected job growth are:

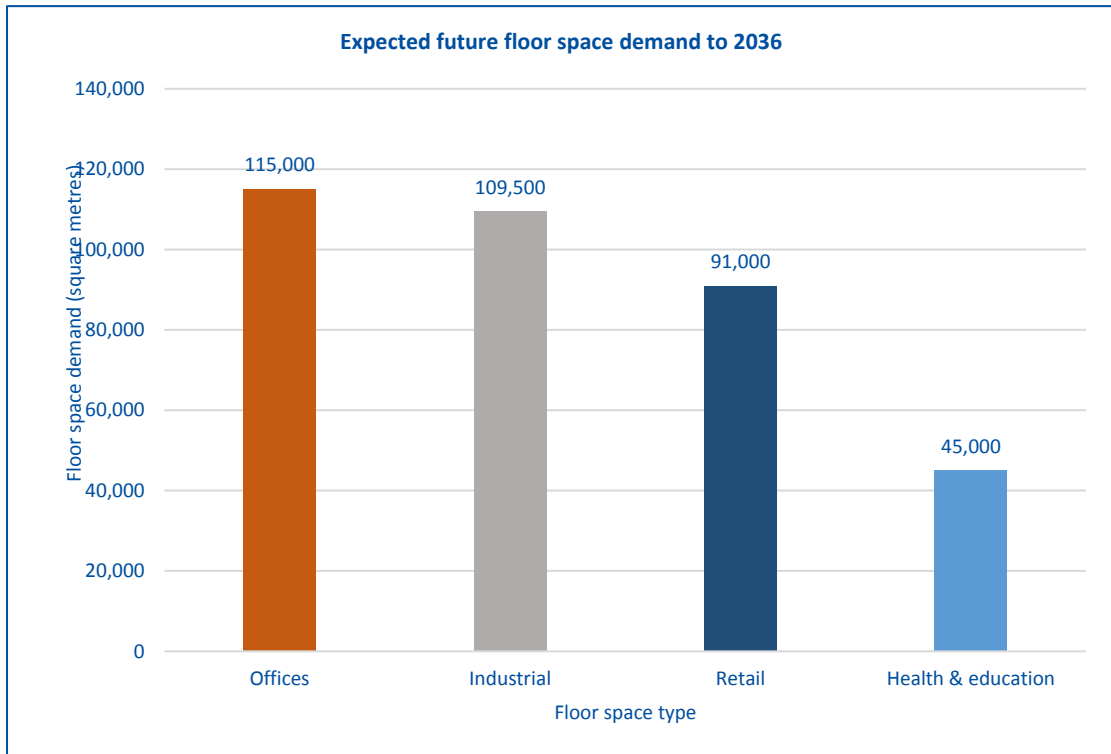


In relation to the land required to support business growth and establishment, and therefore local employment, key findings include:

- 1,030 hectares (ha) (or 9%) of land in Knox is currently zoned for business purposes – i.e. Industrial or Commercial.
- 70ha of this land (7%) is vacant; 40ha (4%) is 'underutilised' (e.g. a carpark).
- 46% of vacant land is in Caribbean Park under single ownership.
- Business and employment growth is expected to generate demand for an additional 108ha of business land to 2036. This is approximately 50% more than current vacant land supply of 70ha.
- There will be particularly high demand in areas where there are good services and infrastructure, particularly existing employment clusters (i.e. the five Significant Business Locations). High quality, attractive environments are important for both businesses and employees. These locations will continue to experience demand for different types and sizes of businesses (for example, both large headquarter offices in stand-alone buildings in locations such as Caribbean Park, and smaller offices in activity centres and the Wantima Health Precinct).
- Lack of public transport is a constraint to business growth and attraction.

## 6.5 'Future Proofing Knox's Business Land' Project and Amendment C164 to the Knox Planning Scheme (cont'd)

Future floorspace demand is shown in the graph below. Note that the demand for industrial floorspace usually translates to a much larger area of land than, for example, offices.



- While employment numbers are not expected to grow in the manufacturing sectors, other industrial sectors that also principally locate in Employment Land Areas are expected to experience job growth.

Threats to current land supply given future demand for land includes:

- Limited vacant business zoned land.
- Competition from other land uses with lower economic output and employment opportunities (e.g. non-industrial uses like gyms and churches in core employment land areas such as Bayswater; residential development in core retail areas when not part of a mixed use development).
- Pressure to rezone business land to residential.

In summary, the research found that existing business land in Knox is highly valuable. More detail is included in the "Knox Land for Business Background Report, December 2016 (including September 2017 Update)" (Appendix A). It is recommended that Council adopt this Report as an established evidence base. Ongoing monitoring and review will regularly update key research as required.

## **6.5 'Future Proofing Knox's Business Land' Project and Amendment C164 to the Knox Planning Scheme (cont'd)**

### **2.4 Proposed directions to future proof Knox's business land**

Given that business land in Knox is highly valuable, the Project identifies the need to protect existing business land, use it better, and to seek new opportunities.

Directions proposed to achieve this are:

#### Understanding and monitoring the Knox economy:

1. Establish and maintain an ongoing evidence base to support economic and strategic planning/decision making.
2. Prepare and maintain a "Knox Economy Futures Statement" and associated implementation plan.

Now that Council has a contemporary evidence base, it is critical that it is regularly reviewed and updated to ensure policy is responsive and effective (particularly important given the rapidly changing economy).

#### Protecting and strengthening the City's "land for business":

3. Identify, retain and strengthen existing "Significant Business Locations", including their core employment land areas.
4. Consolidate and diversify the role of existing activity and neighbourhood centres.
5. Accommodate projected employment and retail floor space growth in strategic locations.
6. Maintain an ongoing supply of "local" employment land.
7. Update the local content of the Knox Planning Scheme to reflect Project's findings, including the Directions and Actions.

Given the importance of the five Significant Business Locations, planning policy in the Knox Planning Scheme is recommended to be strengthened. Scoresby-Rowville is identified for expansion to include Knoxfield, while the Burwood Highway East Corridor is formally identified for the first time.

In core employment land areas, it is proposed that these be maintained for industry and employment generating uses, including the clustering of supply chains. New uses that require a planning permit that have a low economic and employment generation capacity or which would not primarily support the significant business location (i.e. gymnasium or place of worship) will be discouraged from establishing in these locations. These uses would be considered on their merits in other locations, such as local employment land areas.

## **6.5 'Future Proofing Knox's Business Land' Project and Amendment C164 to the Knox Planning Scheme (cont'd)**

Activity Centres are more important than ever; and should be consolidated and diversified consistent with their specific role/s (identified by recent or future local area planning such as Structure Plans).

See Appendix E – Map of proposed Directions which gives a spatial picture of the key land use and development directions and actions.

### Strategic investment and partnerships with key industries:

8. Encourage growth in propulsive industries and in industries which leverage local opportunities and advantages.

Given the role that propulsive industries are expected to play in driving the future Knox economy, Council can strengthen supportive planning policy, remove obstacles in the planning process, and/or target investment and partnerships. Council cannot intervene in the market via the planning system where a planning permit is not required.

### **2.5 Proposed actions**

Several actions are proposed to implement each Direction. The majority of the actions are already being implemented, or can be implemented, within existing resources. This can occur principally over the next four years (e.g. continuing existing work in Knox Central, Bayswater Business Precinct, Wantirna Health, business support programs, advocacy for public transport investment in bus services, Knox tram and Rowville train). Some actions are longer term (5-10 years).

Some actions require Council to “do things differently”, e.g. prioritise business support, investment and initiatives to Significant Business Locations.

New actions that can be implemented within existing resources include: a Planning Scheme Amendment (see Section 2.6 below), establishing and maintaining the “Land for Business Monitoring and Reporting Framework” (similar to the Housing Monitoring Program), establishing and maintaining the Knox Economy Futures Statement, and establishing investment/action plans for all Significant Business Locations.

More detail is included in the draft “Knox Land for Business Future Directions Plan, July 2017” (Appendix B) and draft “Future proofing Knox's Land for Business Directions and Actions Summary, October 2017” (Appendix C). It is recommended that Council adopt these documents for public consultation. Following feedback from the consultation period the two documents will be amalgamated. The name of the Plan will also be reviewed and simplified.

## **6.5 'Future Proofing Knox's Business Land' Project and Amendment C164 to the Knox Planning Scheme (cont'd)**

### **2.6 Proposed Planning Scheme Amendment C164**

To strengthen the research and proposed actions above, a Planning Scheme Amendment is required to land use planning policy in the Knox Planning Scheme. Amendment C164 will reflect the land use and development Directions and Actions and update the current economic statistics in the Planning Scheme. The proposed content of Amendment C164 is included at Appendix F. The base document used for this Amendment is Amendment C150 as adopted by Council in May 2017. The proposed changes are shown in track change for all clauses, except Clauses 21.02, 21.07 and 22.02 where the changes are extensive.

Key elements of proposed Amendment C164 are:

- Identification of the five Significant Business Locations and their role, function and strategic direction.
- Updated evidence, facts and figures.
- A new "Employment Land" local policy (replacing both the Scoresby-Rowville Employment Precinct and Industrial and Restricted Retail Sales Area Design local policies). The purpose of the policy is to support Knox's employment land. This policy applies to Industrial and Commercial 2 Zoned land. It addresses land use, subdivision, siting, landscaping, architectural quality and the future business neighbourhood activity centre in Caribbean Park. Current restrictions on development proposals, such as minimum lot sizes and dimensions, are proposed to be removed to enable greater flexibility in design. No height controls are proposed to support potential multi-storey development (although it is acknowledged that its feasibility in most locations is still some years away).
- Revised policy in Clause 21.07 Economic Development and 22.02 Employment Land to protect core employment land in Scoresby-Rowville-Knoxfield and Bayswater Business Precinct from low employment/low economic output uses. This seeks to discourage land uses establishing in these specific areas that will undermine economic and employment generating capacity of the site or which does not directly support its relevant Significant Business location. Uses likely to be discouraged include leisure and recreation (such as gyms) and place of assembly (including places of worship). These uses are supported elsewhere.
- Additional references to encouraging mixed uses and higher density of housing in activity centres generally above ground level.
- Additional references to improved public transport given its importance to jobs and business.
- Identification of further strategic work for the Burwood Highway East Corridor.



## **6.5 'Future Proofing Knox's Business Land' Project and Amendment C164 to the Knox Planning Scheme (cont'd)**

- Revised strategic framework maps in the Municipal Strategic Statement to reflect the Directions Plan land use and development components. New information contained in these maps include the five Significant Business Locations, core and local employment land locations, and business land opportunities within strategic investigation sites (specifically Boral Quarry and Waverley Golf – Stud Road frontage) not already covered, and sites for investigation for potential rezoning to support business.
- Zone change from General Residential Zone Schedule 2 (GRZ2) to Commercial 1 Zone (C1Z) of 1332 High Street Road, Wantirna South as the current zoning is inconsistent with development and use on the site.
- Updated references to the Community and Council Plan 2017-2021, including detailing the Knox vision, goals and strategies.

Council's endorsement of Amendment C164 is sought to request authorisation from the Minister for Planning to publicly exhibit the Amendment. If Council receives submissions as a result of the public exhibition process (and Council is unable to change the Amendment in the manner requested by the submitter), they will need to be considered by a Planning Panel appointed by the Minister for Planning.

There are currently several other Planning Scheme Amendments that affect the drafting on Amendment C164 awaiting the Minister for Planning's approval. These include Amendment C149 (Knox Central) and Amendment C150 (Knox Planning Scheme Re-write). It is therefore recommended that the Director – City Development be authorised to make changes to Amendment C164 if required, where the changes do not affect the purpose or intent.

### **2.7 Proposed business case for a Strategic Plan for the "Burwood Highway East Corridor" Significant Business Location**

A future business case is proposed to be prepared for the 2019/20 financial year for a strategic plan for the "Burwood Highway East Corridor" Significant Business Location. This area contains assets such as Mountain Gate, Burwood Highway frontage, potential Dorset Road extension and older building stock ripe for redevelopment.

Benefits of this work include: realising the area's full economic potential (more businesses, more jobs); capitalising on a high profile location (tourism gateway, Bush Boulevard); and strengthening a case for and/or capitalising on possible future transport links (e.g. Dorset Road extension).

There is a risk that ad hoc development and future lost opportunities will continue the longer this work is delayed.

The estimated cost of the plan is approximately \$250,000 over three years (excluding EFT requirements). Given current Council priorities such as the Boronia Renewal Project, it is recommended that a business case be put forward for the 2019/20 financial year.

## 6.5 'Future Proofing Knox's Business Land' Project and Amendment C164 to the Knox Planning Scheme (cont'd)

### **3. CONSULTATION**

Targeted consultation with a small number of Knox businesses, regional groups, real estate agents and others informed the research and analysis stage of the Project.

Implementation of several actions will continue existing relationships with Knox businesses, such as current business support programs. Other actions will involve directly approaching businesses and industry groups to form strategic partnerships.

An independent peer review of the draft content of Amendment C164 was completed in October 2017. Overall the review was positive and the majority of the recommended alterations have been incorporated into the amendment documentation at Appendix E. Drafting has also taken into account preliminary feedback from planners from the Department of Environment, Land, Water and Planning.

Section 19(1)(b) of the *Planning & Environment Act 1987* requires that the planning authority must give notice of an amendment to *"the owners and occupiers of land that it believes may be materially affected by the amendment"*.

Section 19(1A) of the Act further states that the planning authority is not required to give notice of an amendment under S.19(1)(b) *"if it considers the number of owners and occupiers affected makes it impractical to notify them all"*. Section 19(1B) requires that where this occurs, the planning authority *"must take reasonable steps to ensure that public notice of the proposed amendment is given in the area affected by the amendment"*.

It is considered impractical to undertake direct notification to all owners and occupiers in the City of Knox. In lieu of this, and as provided for in the Act, it is proposed that the following community consultation and notice of the Amendment will occur:

- Public notices in the Government Gazette and the Knox Leader newspaper.
- Notification of the Amendment on Council's website including Knoxbiz.com.au and use of social media (including Council's Facebook page).
- Hard copies of the amendment documentation and a fact sheet available at the Civic Centre and local libraries.
- Letters to statutory State Government Ministers and public authorities, local State and Federal MPs, and adjoining councils.

In addition, direct consultation will occur with targeted interest groups which may have a particular interest in all or part of the amendment, including:

- Direct notification to landowners and occupiers as follows: sites to be rezoned; land identified for investigation for potential rezoning; and, land specifically referred to in the Amendment or Project documents.

## **6.5 'Future Proofing Knox's Business Land' Project and Amendment C164 to the Knox Planning Scheme (cont'd)**

Subject to meeting the relevant deadlines (and dependent on receiving Ministerial authorisation in time), additional notification may also be able to be undertaken in Knox News, Knoxbiz e-newsletter and local community newspapers.

Subject to the timing of the Minister's authorisation, public exhibition will likely occur for a period of at least one month in February/March 2018. Submissions will be reported to Council in May 2018.

It has been raised already that the name of the Plan should be altered from Future Directions Plan to possibly Directions Plan. This will be done with any other changes identified through the exhibition period.

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

There are no direct environmental or amenity issues associated with the Project. However proposed Amendment C164 does include amenity considerations for new uses and developments.

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

Implementation of the Project will have significant economic benefits to the City. It will enable existing businesses to grow and new businesses to establish, creating more local jobs for Knox residents.

The Project is funded within existing budgets. The majority of the implementation actions are funded within existing budgets, including Amendment C164. The planning scheme amendment process is expected to be completed by early 2019.

A future business case is proposed to be prepared for the 2019/20 financial year for a strategic plan for the "Burwood Highway East Corridor" Significant Business Location at an estimated cost of \$250,000 over three years (excluding EFT requirements).

### **6. SOCIAL IMPLICATIONS**

Implementation of the Project will have significant social benefits to the City by creating more opportunities for Knox residents to live and work locally and provide a variety of high quality, local goods and services. This supports a strong Knox community. Given the regional nature of jobs, it also supports regional jobs and the regional economy.

Local jobs and businesses also supports health and wellbeing of the community by reducing time and cost associated with travel and enables more time for family and friends.

## **6.5 'Future Proofing Knox's Business Land' Project and Amendment C164 to the Knox Planning Scheme (cont'd)**

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

The Project is a Council initiative in the *Knox Community and Council Plan 2017-2021* that contributes substantially to Goal 5: "We have a strong regional economy, local employment and learning opportunities." It will likely contribute to the achievement of the following community targets:

- An increase in business growth (and expansion).
- An increase in gross regional product exports.
- An increase in local jobs.
- An improvement in work-life balance.

Implementation of the Project will also influence the development of future Community and Council Plans by providing contemporary research and analysis about the Knox economy to ensure Council's strategies and initiatives remain relevant.

### **8. CONCLUSION**

This report provides a summary of the "Future proofing Knox's business land" project. This "once in 10 year" Project gives Council evidence-based strategic directions for business land supply to meet expected demand in the City to 2036.

The Project found that existing business land in Knox is highly valuable. Population growth, demographic change, industry and employment shifts will drive demand for additional employment, local goods and services, and business growth and change. These factors will then drive demand for an additional 108 hectares of land, with critical floor space demand for offices, industrial, retail, health and education land and floor space. This means that Council could consider protecting existing business land, use business land more efficiently and explore new opportunities.

Several directions and actions are proposed to achieve this, including: strengthening policy and support for five "Significant Business Locations" and core employment land areas; maintaining a contemporary evidence base to support decision-making; and encouraging growth in industries that leverage local advantages.

This report recommends that Council adopt the evidence and the proposed strategic directions established by the Project and the proposed implementation actions as detailed in the draft "Future proofing Knox's Land for Business Directions and Actions Summary, October 2017" (Appendix C), the majority of which can be accommodated within existing resources.

## **6.5 'Future Proofing Knox's Business Land' Project and Amendment C164 to the Knox Planning Scheme (cont'd)**

A key implementation action is Amendment C164 to the Knox Planning Scheme (Appendix F). The Amendment proposes to clarify and strengthen land use and development planning policy to reflect the directions and actions, and update economic statistics currently in the Planning Scheme. Subject to Council's endorsement and the Minister for Planning's authorisation, it is proposed to publicly exhibit Amendment C164 in February/March 2018.

Finally, the report recommends that Council support a business case to be prepared for a strategic plan for the Burwood Highway East Corridor Significant Business Location for the 2019/20 financial year at an estimated cost of \$250,000 plus EFT.

## **9. CONFIDENTIALITY**

There are no confidentiality issues associated with this report.

***Report Prepared By: Senior Strategic Planners – City Futures  
(Monique Reinehr and Claire Anderson)***

***Report Authorised By: Director – City Development  
(Angelo Kourambas)***

**6.5 'Future Proofing Knox's Business Land' Project and Amendment C164 to the Knox Planning Scheme (cont'd)**

The following Appendices are circulated under separate cover:

APPENDIX A – Knox Land for Business Background Report, December 2016 (including September 2017 Update)

APPENDIX B – Draft Knox Land for Business Future Directions Plan, July 2017

APPENDIX C – Draft "Future proofing Knox's Land for Business Directions and Actions Summary, October 2017"

APPENDIX D – Map of current jobs in Knox

APPENDIX E - Map of Proposed Directions

APPENDIX F – Proposed Amendment C164 Clause and zone map changes

APPENDIX G – Knox Employment Forecasts to 2036

APPENDIX H – Land for Business Assessment Areas – Employment Land and Activity Centres

**7. PUBLIC QUESTION TIME**

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

## ALL WARDS

**8.1 KNOX ENVIRONMENTAL WEED PLAN**

**SUMMARY:** *Biodiversity Coordinator (Nadine Gaskell)*

*At the 24 March 2015 Ordinary Council meeting, as part of the Local Law Administrative Guidelines Review, a recommendation was made for the development of an Environmental Weed Strategy. A report was presented to Council at the 25 September 2017 Ordinary Council meeting to seek approval to exhibit the Draft Environmental Weed Plan on the Council website for a period of (3) three weeks. This report presents the final Draft Environmental Weed Plan (the Plan) for approval.*

**RECOMMENDATION**

That Council

1. approves the Draft Environmental Weed Plan (the Plan) shown as Appendix A to this report;
2. approves the incorporation of the Plan in the next scheduled Local Law review; and
3. consider any future financial implications during the annual budget cycle and the Long Term Financial Forecast.

**1. INTRODUCTION**

The Knox Site of Biological Significance Study 2010 identifies environmental weeds as one of the key threats to biodiversity in the municipality.

Council undertakes environmental weed management through programs, activities and enforcement, including environmental weed management in bushland reserves, assisting developers with weed removal as a part of permit applications and via Knox Local Laws.

The Plan recommends a more targeted approach to environmental weed management and enforcement across the Municipality than currently exists.

For example, Council's Local Law Administrative Guidelines currently requires the control of twenty-nine (29) listed environmental weeds on private land, across the municipality.

The Plan provides an approach where fifty-four percent (54%) of the municipality would focus upon enforcement for only one (1) environmental weed (Blackberry) with the remaining forty-six per cent (46%) of the municipality having targeted weed enforcement regime.

Following adoption of the Plan, the Local Law Administrative Guidelines will need to incorporate the less intensive administrative approach, which would form part of the next scheduled Local Law review (scheduled to commence in 2018/19).



### **8.1 Knox Environmental Weed Plan (cont'd)**

The Plan provides a strategic overview, which assists in prioritising resources in the management of high priority weeds in the most significant conservation zones and provide a greater degree of success with these weeds.

It is expected that the strategy will be a more effective use of existing resources.

## **2. DISCUSSION**

Environmental weeds are defined as plants that have a negative impact on natural and semi-natural habitats by displacing indigenous flora or fauna and presenting a major cause of biodiversity loss, nationally and locally.

While Knox City Council undertakes environmental weed control programs and activities, the main purpose of the Plan is to ensure that the control and management of environmental weeds is sustainable.

The Plan identifies efficiencies in the provision of a more targeted approach to environmental weed management and enforcement across the municipality.

To obtain maximum impact, the Plan also identifies synergies within Council as well as opportunities to work in partnership with neighbouring municipalities.

The Plan, (Appendix A) includes:

- a methodology for assessing weed species priorities;
  - environmental context;
  - capacity to spread;
  - level of harm done;
  - difficulty, effectiveness and safety control;
- priority ratings of weed species;
- top priority locations for weed management to provide guidance for Council and biodiversity Friends Groups to target the highest priority weeds in the most biologically significant areas, with the most effective methods to ensure the best possible outcomes;
- weed control principles;
- a review of current environmental weed programs and activities, synergies across the broader organisation and opportunities for improvement;
- recommendations to target regulation/enforcement, to ensure the best outcomes for local biodiversity. (Comprehensive maps have been created to provide clear guidance on which weeds to target and where the priority areas are); and

### **8.1 Knox Environmental Weed Plan (cont'd)**

- recommendations that, the General Provisions, Local Law, Administrative Guidelines are amended at the next scheduled review to target the protection of highly sensitive biodiversity in Knox.

Under the provisions of the Plan, the municipality will have two (2) administrative zones, see Map 2 Appendix A.

- Fifty-four percent (54%) of the municipality would focus upon enforcement for only one (1) environmental weed (Blackberry).
- The remaining forty-six per cent (46%) of the municipality would have a targeted weed enforcement regime in accordance with the Plan Summary - Map 2 (Appendix A).

A targeted approach that focuses on high priority environmental weeds on private land will ensure that the resources and efforts undertaken by Council are optimised.

Community programs such as the Gardens for Wildlife (G4W) Program will continue to encourage the removal of environmental weeds across the municipality and educate residents on their impact.

### **3. CONSULTATION**

The Plan was developed with input from internal stakeholders, key community members from friends groups, G4W and the Knox Environment Society. Specific activities included:

- an internal stakeholder workshop which included representatives from Community Laws, Open Space and Landscape Design, Passive Open Space, Active Open Space, Emergency Management, Strategic Planning and Statutory Planning to determine key issues; and
- individual interviews were conducted with key Council officers.

The former Environmental Advisory Committee members were also invited to provide initial feedback. Three (3) written submissions were received expressing their support for the Plan. There was a general view that the environmental weed species list for the local law administrative guidelines should not be reduced and that sufficient budget should be allocated to undertake all the recommendations for weed control in the Plan.

Internal stakeholders were also provided with the Plan for feedback. General overall support for the Plan was noted.

The Draft Plan was provided to Friends Group contacts, G4W volunteers and the Knox Environment Society for any additional feedback.

## **8.1 Knox Environmental Weed Plan (cont'd)**

In accordance with the resolution of Council, at the 25 September Ordinary Meeting of Council, the Draft Plan (Appendix A) was exhibited on the Council website for (4) four weeks. No additional feedback was received.

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

Council values local biodiversity and the Knox Sites of Biological Significance.

The desired outcome of the Plan is to protect and enhance flora and fauna for future generations.

By supporting the Plan, there is an opportunity to protect and enhance habitat containing rare and vulnerable flora and fauna species, as well as providing improved amenity for the community to experience.

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

Around \$80,000 is committed annually for environmental weed control. Approximately thirty percent (30%) of Bushland Management (labour) time is invested in environmental weed management.

The Plan strategically targets weeds on Council owned land, enabling more effective use of allocated resources and a better result at no extra cost.

While the Plan is not expected to increase the need for resources, there may need to be a redistribution of current resources based on priorities. Any future financial implications will be considered during the annual budget cycle and reflected in the Long Term Financial Forecast.

### **6. SOCIAL IMPLICATIONS**

Recent studies have established a direct link between the health of individuals and communities and their contact with nature.

The Knox community consistently expresses their appreciation of the 'green leafy image' of the municipality.

The protection and enhancement of local biodiversity within streetscapes, bushland reserves, parks and linear corridors provides an opportunity to connect to nature, locally.

Through education programs such as, Gardens for Wildlife, individuals can care for nature and make a positive contribution to the local biodiversity.

**8.1 Knox Environmental Weed Plan (cont'd)****7. RELEVANCE TO KNOX COMMUNITY AND COUNCIL PLAN 2017-2021**

The matters outlined in this report relate directly to the Sustainable Natural Environment objectives of the Council Plan and the following Strategies and Priority actions in particular:

Goal 1:

*We value our Natural and Built Environment*

Strategy 1.1:

*Protect and enhance our natural environment*

**8. CONCLUSION**

The Plan provides an overview of current programs and activities within Knox. It recommends a more targeted and simplified approach to environmental weed management and enforcement.

The final Plan is now presented for Council's approval.

**9. CONFIDENTIALITY**

There are no confidential issues associated with this report.

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

**Report Authorised By:** *Director – Engineering & Infrastructure  
(Ian Bell)*

**8.1 Knox Environmental Weed Plan (cont'd)**

Appendix A - Knox Environmental Weed Plan 2017 is circulated under separate cover.

**ALL WARDS****9.1 KNOX BASKETBALL PLAN – DOMESTIC DEMAND ANALYSIS**

**SUMMARY:** *Coordinator Leisure Services (Marco D’Amico)*

*This report provides Council with an update on the current position of basketball participation and related infrastructure in Knox following a basketball demand analysis.*

**RECOMMENDATION**

**That Council:**

- 1. Adopt the proposed Knox Basketball Plan 2017.**
- 2. Approve the inclusion of a total of 10 additional courts into the Knox Regional Sports Park Masterplan process.**

**1. INTRODUCTION**

Council has a crucial role to play in planning and providing for the current and future needs for community infrastructure which allows the community to participate in the broad range of activities that deliver health and wellbeing outcomes. Basketball is a key sport played in Knox and Council has long been the primary provider of competition basketball infrastructure through the Boronia Stadium and more recently, at the State Basketball Centre.

This report details the recent trends and challenges facing basketball in Knox and proposes a future infrastructure model to meet the current and future needs of the local basketball community.

**2. DISCUSSION****2.1 Background**

Council has previously received advice on basketball participation in 2008 to assist with considerations on future facility requirements to meet the needs and demands of basketball at that time.

In September 2016, Council adopted a report which noted the strong basketball participation trend being experienced by Knox Basketball Inc, the primary provider of club competition basketball in the municipality. The report provided Council with a desktop review of participation in Knox since the development of stage 1 of the State Basketball Centre and recommended Council undertake a review of the future basketball demand in Knox and develop a revised Basketball Plan with a focus on domestic use.

Since September, a review has been undertaken of future basketball demand and has made a recommendation on the court demand requirements to meet the current and future basketball participation needs.

## **9.1 Knox Basketball Plan – Domestic Demand Analysis (cont'd)**

The focus of the Plan has been current and projected domestic basketball. It did not focus on broader aspirations and plans associated with basketball more generally from a statewide or national perspective.

### **2.2 Basketball Participation**

#### **2.2.1 2008 Projected Participation (2006/07 to 2021/22)**

A 2008 basketball participation review reported a participation trend over the previous five years (2001 to 2006) of membership growing by approximately 1,224 people or 17.5%. In order to assist with determining the future facility requirements to meet the needs and demands of basketball, the report proposed a process to calculate potential court requirements. This process was based on a review of Knox Basketball Inc (KBI) participation growth over the previous 5 years, the predicted growth in the active age group (0 to 39 years) population in the Knox Local Government area over the next 15 years, State basketball participation data and a review of the existing standard of facilities used by KBI. In addition, Basketball Victoria advised at the time that based upon basketball registrations, between 2004 and 2007 there had been an annual growth of 4% in participation in the Knox/Kilsyth area.

In addition, the 2010 *Exercise, Recreation and Sport Survey* (ERASS) conducted by the Australian Sports Commission indicated a projected increase of Basketball in the Eastern Metropolitan region of Melbourne of 6% up to 2031. This projected growth is higher in comparison to the previous Basketball Victoria's projected growth of 4%.

Therefore, based upon the above and the development programs planned by KBI designed to increase retention rates, the report calculated that the growth in basketball participation would be approximately 720 people or 8.75% over the next 10 to 15 years.

#### **2.2.2 Current Knox Basketball Plan Demand Analysis (2017)**

The current Basketball Plan project involved an extensive review of the current court provision and future demand by:

- Analysing the current and proposed participation trends of basketball in Knox;
- Identifying the future basketball needs of the community;
- Assessing the capacity of the existing infrastructure in Knox, both Council and privately provided facilities, to meet identified needs; and
- Providing a recommendation to Council on future actions to meet any identified gaps in infrastructure and service levels for basketball in Knox.

The report is attached as Appendix A. Section 5 of the report provides a summary of the report's findings.

## **9.1 Knox Basketball Plan – Domestic Demand Analysis (cont'd)**

### **Basketball Venues**

Based on the discussions with the Knox Basketball Incorporated and Basketball Victoria, the following summarises the key issues identified:

- There are six main indoor stadiums providing 22 courts that are used primarily for competition and training;
- The basketball clubs that are affiliated with Knox Basketball Inc. are training at up to 21 different single court facilities;
- The two main multi-court competition venues, the State Basketball Centre and Boronia Basketball Stadium, are at capacity and cannot meet any additional demand; and
- Technical audits undertaken on the Boronia Basketball Stadium have identified a significant number of structural issues. Council resolved to exit the stadium and plan for the development of further stages at the Knox Regional Sports Park at its meeting of 23 October 2017.

### **Participation Trends and Future Demand**

A review of Knox Basketball Incorporated membership data over the past three years indicates that participation has increased during the winter season from 8,810 participants in 2014 to 10,444 in 2016, an increase of 1,634 participants (18.5%) over three seasons.

Benchmarking of neighbouring Basketball Associations and Councils (Including Maroondah, Yarra Ranges, Dandenong, Casey and Whitehorse) indicates there is significant demand for access to additional courts across metropolitan Melbourne. There are a number of courts that have either recently been built or are in the planning stages. Evidence suggests that this additional capacity will be taken up by local demand.

The key factors that impact on participation level are:

- An increasing population in the most active age group 5 to 49 years;
- Providing opportunities for those residents who do not participate in indoor sporting activities due to lack of available opportunities locally;
- Access to multiple, quality courts that are fit for purpose and compliant;
- Access to venues for training opportunities; and
- Access to quality indoor sporting programs that provide a development pathway from beginner development programs through to elite programs.



### 9.1 Knox Basketball Plan – Domestic Demand Analysis (cont'd)

There are four major considerations when attempting to estimate future demand for indoor sports courts. These are:

- Understanding current participation levels and unmet demand across the City;
- The impact of any trends in indoor sport participation;
- Identifying potential regional facility developments; and
- Projecting the impact of changing demographics on participation.

To determine the future requirements for an indoor stadium the above factors have all been taken into consideration. The following details the process for determining the future court requirement for Knox and the surrounding areas.

It is assumed that due to the young age profile of the Knox area (57.8%+), participation in indoor sporting activities will increase in line with the predicted population increases and demographic profile. Basketball has reported increases over the last three to five years, which are in line with the population increases during the same period.

Recent Strategic Plans developed by Netball Victoria and Basketball Victoria has identified that based on available useable court hours one sports court can accommodate between 300 to 500 people per week. This is based on an average use per person of 2.8 hours per week (training and competition).

Based on the predicted population growth (19.9% to 2036) the indoor sports participation for basketball alone could increase to between 11,000 to 12,500 people. This equates to an additional 1 court in 10 years and potentially 3 courts in 20 years for competition over the current supply.

The following table details the predicted participation increases over the next 20 years.

	2016 Current	Year 2026 10 Yrs.	2036 20 Yrs.
Population	154,619	174,008	184,821
Percentage of Population Change		2.2%	5.35%
Population Aged 5 – 49 years	95,395	100,651	106,637
Predicted Basketball Participation	10,444	11,000 – 11,500	11,500 – 12,500
Court Requirement	21	22 - 23	23-25
Current Supply	22	22	22
Additional Court Needs	-1	0-1	1-3

Furthermore, the report has identified other pressures that could generate extra demand for additional basketball courts including:

### **9.1 Knox Basketball Plan – Domestic Demand Analysis (cont'd)**

- Pressures on training facilities, particularly junior domestic training;
- An increasing demand from local Chinese communities in social basketball which may flow into the local competitions;
- A projected increase in 3on3 sanctioned basketball competitions; and
- A demand in basketball holiday camps and development programs.

Taking the proposed additional basketball pressures on court supply, officers recommend that Council plans for an additional 10 courts (16 Courts in total) at the State Basketball Centre to meet future demand and cover the loss of six courts at Boronia Basketball Stadium. These future court requirements are to be included into the current Knox Regional Sports Park Masterplan process that is due to go to Council for consideration in December 2017.

The Masterplan process will look at the broader aspirations of Basketball Victoria and Knox Basketball Inc in terms of participation or programs associated with elite basketball and the future investigation of a potential second NBL team in Melbourne. The notion of a centre of basketball excellence required by NBL teams is beyond the scope for this current project.

### **3. CONSULTATION**

The development of the Knox Basketball Plan included significant consultation and input from Knox Basketball Inc. as well as industry trend analysis from Basketball Victoria and Basketball Australia. Furthermore, all Knox based basketball clubs were surveyed to determine their court usage for an occupancy review for training purposes. The CEO of Knox Basketball Inc, Stephen Walter, was also a member of the project steering committee.

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

Suitable basketball infrastructure is essential to satisfy the long term needs of the local basketball community. The Knox Basketball Plan provides Council with a well informed long term plan to address the need for suitable basketball facilities for the community.

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

The estimated cost of delivering 10 additional basketball courts at the State Basketball Centre would be in the order of \$25 to \$30million to deliver on the Knox Basketball Plan's recommendation and the cessation of Boronia Basketball Stadium. However, a more accurate costing would be identified during the Knox Regional Sports Park Masterplan process.

## **9.1 Knox Basketball Plan – Domestic Demand Analysis (cont'd)**

### **6. SOCIAL IMPLICATIONS**

There is a significant community benefit in providing courts for over 10,000 participants who currently take part in Knox basketball competitions. This includes improvement to the health and wellbeing of our community and the provision of opportunity for social interaction and community development.

Participation in sports develops healthy living habits, and provides physical benefits such as developing coordination, physical fitness and strength.

### **7. RELEVANCE TO KNOX COMMUNITY AND COUNCIL PLAN**

**Goal 1:** We value our natural built environment

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

**Goal 5:** We have strong regional economy, local employment and learning opportunities.

Strategy 5.1 Attract new investment to Knox and support the development of existing local business, with a particular focus on the Advanced Manufacturing, Health, Ageing and Business Services sector:

**Goal 6:** We are healthy, happy and well

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

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

Strategy 7.3 Strengthen community connections:

### **8. CONCLUSION**

Currently there are approximately 10,444 players affiliated with KBI. This figure is anticipated to increase to over 12,500 in the next twenty years resulting in increasing demand for basketball competition infrastructure. In addition to this other additional pressures on basketball infrastructure including junior domestic training, increasing participation from local Chinese communities and a focus on 3on3 basketball is anticipated to place further demand for basketball courts.

Given these basketball trends, as well as the recent resolution from Council to commence the process to exit Boronia Basketball Stadium, officers recommend that Council plans for an additional 10 courts at the State Basketball Stadium to future proof Council's basketball infrastructure. These future court requirements should be included into the current Knox Regional Sports Park Masterplan process that is due to go to Council for consideration in December 2017.

**9.1 Knox Basketball Plan – Domestic Demand Analysis (cont'd)****9. CONFIDENTIALITY**

There are no confidential matters arising from this report.

***Report Prepared By: Coordinator –Leisure Services (Marco D’Amico)***

***Report Authorised By: Director – Community Services  
(Kerry Stubbings)***



# KNOX BASKETBALL FACILITIES PLAN DOMESTIC DEMAND ANALYSIS

**NOVEMBER 2017**

Prepared by  
Otium Planning Group Pty Ltd

## TABLE OF CONTENTS

1.	Introduction	1
2.	The Project Area	2
2.1	Resident Profile	2
3.	Facility Provision	4
3.1	Knox City Council Indoor Stadium Provision	4
3.2	Occupancy Review	4
3.2.1	Boronia Basketball Stadium	5
3.2.2	State Basketball Centre	5
3.2.3	Fairhills High School	6
3.2.4	Rowville Community Centre	6
3.2.5	St Josephs College	7
3.2.6	Rowville Eastern Campus	7
3.2.7	Hooptime	8
3.2.8	Summary of Current Knox Facilities Occupancy	8
	The occupancy review indicates:	9
3.3	Surrounding Municipalities Provision	9
3.3.1	Regional Court Facility Summary	11
4.	Indoor Sports Facilities Trends Review	12
4.1.1	Indoor Sporting Facility Trends	12
4.1.2	General Recreation and Sports Trends	12
4.2	Benchmarking	14
4.3	Knox Basketball Incorporated	21
4.3.1	Participation	21
4.3.2	Facility Issues	22
4.3.3	Future Growth Opportunities	22
4.4	Basketball Victoria	23
5.	Strategic Direction and Facility Demand	25
5.1	Summary of Current Indoor Sport Stadium Demands	25
5.1.1	Sporting Association/Clubs Needs	25
5.1.2	Participation	25
5.1.3	Estimating Future Indoor Court Facility Requirements	26
5.1.4	Predicted Participation and Court Requirements	26
5.2	Recommended Future Direction	26
6.	Warranties and Disclaimers	27

## DIRECTORY OF TABLES

Table 1	Knox City Council Indoor Sports Facilities Provision - Basketball Competition Facilities	4
Table 2	Knox City Council Indoor Sports Facilities Provision	8
Table 3	Knox Basketball Incorporated Participation - Teams	21
Table 4	Knox Basketball Incorporated Participation - Players	21
Table 5	Basketball Victoria Members Registered in City of Knox	24
Table 6	Knox Basketball Participation Levels Comparison Against State Participation	24

Table 7 Predicted Population and Court Requirement	26
Table 8 Population Age Profile of Knox City Council	28
Table 9 Knox City Council Resident Population Gender Comparison	29
Table 10 Most Common Countries of Birth	29
Table 11 Summary of Diversity	30
Table 12 Weekly Individual Gross Income Levels for the City of Knox Area	30
Table 13 Vehicle Ownership	31
Table 14 Projected Population Growth 2011 - 2036	31
Table 15 City of Knox Future Population Age Profile	32
Table 16 Knox City Council Indoor Sports Facility Provision - Training Only Facilities	40
Table 17 Regional Indoor Sports Facility Provision	41

## APPENDICES

Appendix 1 - Demographic Profile and Population Trends	28
Appendix 2 - Occupancy Tables	33
Appendix 3 - Training Facilities	40
Appendix 4 - Surrounding Council Facilities	41

## 1. Introduction

Council has a key role to play in understanding and planning for the current and future needs for community infrastructure which allows the community to participate in the broad range of activities that deliver health and wellbeing outcomes.

Currently Knox Council is the primary provider of basketball infrastructure for the Knox community through the State Basketball Centre (6 courts), Boronia Basketball Stadium (6 courts) and the Rowville Community Centre (2 multipurpose courts).

Council undertook a Basketball Infrastructure Review in 2008. The review identified the need for up to 16 additional indoor multi-use sports courts to meet the identified demand over a twenty year period. Stage one of the strategy was the development of the 6 courts including the show court and seating at the State Basketball Centre. The site chosen was of sufficient size to accommodate the future development of additional courts as part of later stages.

Since the delivery on the State Basketball Centre (Stage One) the local basketball association, Knox Basketball Inc. (KBI) has reported a higher than anticipated growth in basketball participation with a 25% growth in registered players recorded in the last five years. During the same period, four non-compliant school courts have been removed from competition use while private providers, such as the Rowville Secondary College, have developed new basketball infrastructure (4 courts), which all form part of the suite of basketball facilities available for the community to use.

With anticipated increase in basketball participation, further analysis has been undertaken to plan for the provision of basketball infrastructure in Knox. This analysis needed to consider the current condition and occupancy of basketball facilities within Knox to meet the future needs of the local community and to consider the role that Council can best play in this process to cater for the current and future needs of the local basketball community.

The Basketball Plan will include, but not be limited to:

- Analysing the current and proposed participation trends of basketball in Knox;
- Identifying the future basketball needs of the community;
- Assessing the capacity of the existing infrastructure in Knox, both Council and privately provided facilities, to meet identified needs;
- Provide a recommendation to Council on future actions to meet any identified gaps in infrastructure and service levels for basketball in Knox.

The primary aim of the project is to prepare a direction for the future provision of basketball infrastructure throughout the City of Knox that will enhance active participation in basketball which provides an overall community health and wellbeing benefit.

The Project Objectives are:

- Provide a detailed needs analysis for basketball infrastructure provision within Knox, including the identification of current and any future service gaps within the municipality's current provision;
- Provide a detailed assessment of the capacity of State Basketball Centre, Boronia Basketball Stadium and Rowville Community Centre and other current or planned facilities (local and regional) to meet identified needs (Including access and scheduling);
- Identify the level of investment required by council to maintain existing service levels and possible expanded facilities, services and programs to meet identified needs and service gaps; and
- Investigate alternate facility development options to meet future needs, if required, including retention and development of existing facilities



## 2. The Project Area

The Knox City Council is located to the south east of the Melbourne City Centre between 20 and 25 km from the Melbourne CBD. The municipality covers approximately 114km<sup>2</sup> and includes the suburbs of Bayswater, Boronia, Ferntree Gully, Knoxfield, Lysterfield, Rowville, Scoresby, The Basin, Upper Ferntree Gully, Wantirna, and Wantirna South.

The Knox City Council is primarily a residential area with some commercial, industrial and rural areas. Knox is bound by:

- City of Maroondah in the north
- Yarra Ranges Shire Council in the east
- City of Casey in the south
- Cities of Monash, Whitehorse and Greater Dandenong in the west

The figure below highlights the location of the Knox City Council in relation to the Greater Melbourne.



Figure 1 Knox City Council Location Map =Source: Profile.id

### 2.1 Resident Profile

The following section summarises the key population and demographic characteristics and trends likely to impact future participation in sport and recreation within the Knox area. The population and demographic profile is based wherever possible on the 2016 ABS Census data and has been sourced from .id, an online company that analyses ABS Census data.

The following provides a snapshot of the current demographic and population characteristics. A detailed demographic review is provided in **Appendix One**.

### Population

- The population of the Knox City Council area in 2011 was 154,122 which was an increase of 4,822 residents (3.2%) from 2011 (149,300 residents).
- Analysis of the persons five year age groups of the City of Knox in 2016 compared to Greater Melbourne shows that there was a lower proportion of persons in the younger age groups (under 15) and a higher proportion of persons in the older age groups (65+). Overall, 17.6% of the persons population was aged between 0 and 15, and 15.5% were aged 65 years and over, compared with 18.3% and 14.0% respectively for Greater Melbourne.
- There was a slightly higher percentage of females than males in 2011 with 51.1% of the population being female and 48.9% being male.

### Diversity

- Cultural diversity is lower in Knox than in the Greater Melbourne area. 30.1% of the Knox population was born overseas and 23.1% were born in non-English speaking countries, compared to 33.8% and 27.0% in Greater Melbourne.
- The most commonly spoken language at home in Knox other than English is Mandarin, spoken by 5.2% of the population, followed by Cantonese (3.1%), Sinhalese (1.3%), Italian (1.2%) and Greek (1.2%).

### Disadvantage and Social Capital

- Analysis of individual income levels in the City of Knox in 2016 compared to Greater Melbourne shows that there was a lower proportion of people earning a high income (those earning \$1,750 per week or more) and a higher proportion of low income people (those earning less than \$500 per week). Overall, 9.6% of the population earned a high income, and 38.5% earned a low income, compared with 11.9% and 37.8% respectively for Greater Melbourne.
- There is a relatively low level of disadvantage in the Knox area with the municipality ranking 12<sup>th</sup> of all LGA's in Victoria on the SEIFA Index of Relative Social Economic Disadvantage with a score of 1,049.3. The higher on the Index the lower the level of disadvantage.

### Housing and Transport

- 2.0% of households were social housing dwellings in 2016, which is lower than the Greater Melbourne average of 2.6%.
- 91.0% of households own one or more vehicles, which is higher than the Greater Melbourne population where 83.9% own one or more vehicles.

### Future Population Projections

- It is expected that the population within the Knox City Council region will increase by 19.9% from 154,122 in 2016 to 184,821 residents in 2036.
- The largest annual rate of change is predicted to occur between 2016 and 2021 before slowing down.

### 3. Facility Provision

#### 3.1 Knox City Council Indoor Stadium Provision

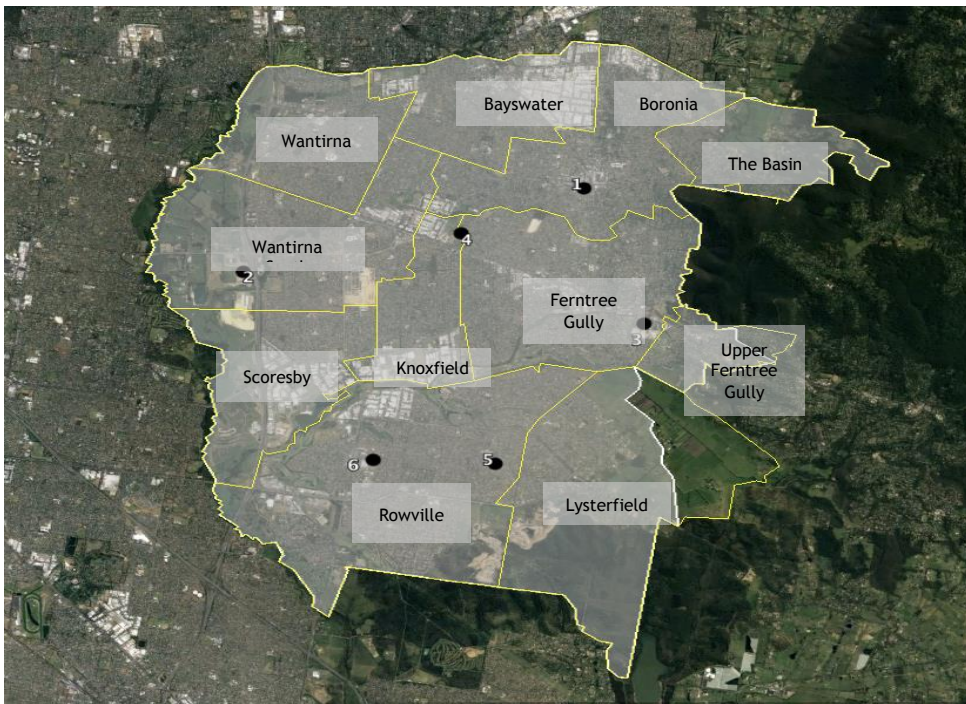
A review of indoor stadiums within the Knox City Council area indicates that there are a total of six indoor sports stadiums providing a total of twenty-two indoor sports courts. Of the six facilities, three are council facilities, two are part of an education institution and one is a private facility. There are also a large number of school-based (15) and private (6) facilities that are being used as training venues by the local clubs that are affiliated with Knox Basketball.

It is noted that, while the State Basketball Centre is considered a multipurpose facility, during the design phase of development the project control group determined that the Centre would be used for basketball training and competition while netball use would be for training purposes only.

The table and map below details the current Knox indoor sports facilities that are used for competition and training.

**Table 1 Knox City Council Indoor Sports Facilities Provision - Basketball Competition Facilities**

Facility	Number of Courts	Ownership	Map Ref
Boronia Basketball Stadium	6	Knox City Council	1
State Basketball Centre	6	Knox City Council	2
St Joseph's College	2	Independent	3
Fairhills High School	2	DET	4
Rowville Secondary College - East	4	DET	5
Rowville Community Centre	2	Knox City Council	6
<b>TOTAL</b>	<b>22</b>		



**Figure 2 Knox City**

**Council Current Indoor Sports Courts Facilities - Competition Facilities**

#### 3.2 Occupancy Review

A review of the occupancy of the key indoor sports stadiums used by the Knox Basketball Association and associated club's competition activities has been completed.

Industry accepted trends indicate that peak usage for indoor sports courts is typically between the hours of 4.00pm to 10.30pm Monday to Friday and 8.00am to 7.00pm on Saturdays and Sundays. These times will alter slightly if the facilities are based at a school. Occupancy tables are detailed in **Appendix 2**. The following provides a summary of the occupancy of these facilities.

### 3.2.1 Boronia Basketball Stadium

The following provides a summary of the current usage of the six courts at Boronia Basketball Stadium facility.

The stadium is currently available for use for 567 court hours per week based on the following times:

#### Weekdays (Monday to Friday)

- Off peak = 240 hours
- Peak = 195 hours

#### Weekends (Saturday and Sunday)

- Saturday = 66 hours
- Sunday = 66 hours

The stadium is occupied 360 hours per week (peak and off peak) which represents a current occupancy rate of 63.5% of the total 567 court hours available.

- Weekday peak usage accounts for 181.5 hours (93.1%) of total peak use hours. This is between the hours of 4.00pm to 10.30pm (195 Hours per week) Monday to Friday.
  - The courts are used 81.7% of hours generally allocated to junior competition and training (4.00pm to 6.00pm). There are a number of hours available on Friday nights when courts are normally used for Representative Basketball competition.
  - Of the hours generally allocated to senior competition and training, Boronia Basketball Stadium is used 98.1% of the time.
- Weekday off peak usage accounts for 55.5 hours (23.1%) of total off peak use hours. This is between the hours of 8.00am and 4.00pm (240 Hours per week) Monday to Friday.
- Weekend use accounts for 123 hours (93.2%) of total weekend use hours. This is between the hours of 8.00am to 7.00pm Saturday and 8.00am to 7.00pm Sunday (132 hours per weekend).
- There is substantial amount of available hours during the off peak times.

### 3.2.2 State Basketball Centre

The following provides a summary of the current usage of the six courts at State Basketball Centre facility.

The stadium is currently available for use for 567 court hours per week based on the following times:

#### Weekdays (Monday to Friday)

- Off peak = 240 hours
- Peak = 195 hours

#### Weekends (Saturday and Sunday)

- Saturday = 66 hours
- Sunday = 66 hours

The stadium is occupied 385 hours per week (peak and off peak) which represents a current occupancy rate of 67.9% of the total 567 court hours available.

- Weekday peak usage accounts for 180.5 hours (92.6%) of total peak use hours. This is between the hours of 4.00pm to 10.30pm (195 Hours per week) Monday to Friday.
  - Of the court hours usually allocated to junior training and competition, the courts are used 75.8% of the time (4.00pm to 6.00pm).
  - The courts are used 100.0% of the hours generally used for senior competition (6.00pm to 10.30pm).
- Weekday off peak usage accounts for 81.5 hours (34.0%) of total off peak use hours. This is between the hours of 8.00am and 4.00pm (240 Hours per week) Monday to Friday.
- Weekend use accounts for 123 hours (93.2%) of total weekend use hours. This is between the hours of 8.00am to 7.00pm Saturday and 8.00am to 7.00pm Sunday (132 hours per weekend).
- There is substantial amount of available hours during the off peak times.

### 3.2.3 Fairhills High School

The following provides a summary of the current usage of the two courts at Fairhills Secondary School facility.

The stadium is currently available for community use for 189 court hours per week based on the following times:

#### Weekdays (Monday to Friday)

- Off peak = 80 hours (school use only)
- Peak = 65 hours

#### Weekends (Saturday and Sunday)

- Saturday = 22 hours
- Sunday = 22 hours

The stadium is occupied 149 hours per week (peak and weekend use) which represents a current occupancy rate of 78.8% of the total 189 court hours available for use by the community.

- Weekday peak usage accounts for 43 hours (66.2%) of total peak use hours. This is between the hours of 4.00pm to 10.30pm (70 Hours per week) Monday to Friday.
  - Of the hours usually allocated to junior training and competition, 4.00pm to 6.00pm, the occupancy rate is 45.0%.
  - The Occupancy rate of times allocated to senior competitions and training is 75.6%.
- Weekday off peak usage accounts for 70 hours (87.5%) of total off peak use hours. This is between the hours of 8.00am and 4.00pm (80 Hours per week) Monday to Friday.
- Weekend use accounts for 36 hours (81.8%) of total weekend use hours. This is between the hours of 8.00am to 7.00pm Saturday and 8.00am to 7.00pm Sunday (44 hours per weekend).
- There is some availability on Sundays between 12.00pm and 4.00pm.

### 3.2.4 Rowville Community Centre

The following provides a summary of the current usage of the two courts at Rowville Community Centre facility.

The stadium is currently available for use for 189 court hours per week based on the following times:

#### Weekdays (Monday to Friday)

- Off peak = 80 hours
- Peak = 65 hours

### Weekends (Saturday and Sunday)

- Saturday = 22 hours
- Sunday = 22 hours

The stadium is occupied 107 hours per week (peak and off peak) which represents a current occupancy rate of 52.6% of the total 210 court hours available.

- Weekday peak usage accounts for 47 hours (72.3%) of total peak use hours. This is between the hours of 4.00pm to 10.30pm (65 hours per week) Monday to Friday.
  - Of the hours usually allocated to junior training and competition, 4.00pm to 6.00pm, the occupancy rate is 85.0%.
  - The Occupancy rate of times allocated to senior competitions and training is 66.7%.
- Weekday off peak usage accounts for 40 hours (50%) of total off peak use hours. This is between the hours of 8.00am and 4.00pm (80 Hours per week) Monday to Friday.
- Weekend use accounts for 20 hours (45.5%) of total weekend use hours. This is between the hours of 8.00am to 7.00pm Saturday and 8.00am to 7.00pm Sunday (44 hours per weekend).
- The majority of available hours are on Sunday between 8.00am and 4.30pm, Saturdays between 2.30pm and 7.00pm and some space on Friday nights.

### 3.2.5 St Joseph's College

The following provides a summary of the current usage of the two courts at St Joseph's College facility.

The stadium is currently available for community use for 189 court hours per week based on the following times:

#### Weekdays (Monday to Friday)

- Off peak = 80 hours
- Peak = 65 hours

#### Weekends (Saturday and Sunday)

- Saturday = 22 hours
- Sunday = 22 hours

The stadium is occupied 132 hours per week (peak and weekend) which represents a current occupancy rate of 69.8% of the total 189 court hours available to the community.

- Weekday peak usage accounts for 40 hours (61.5%) of total peak use hours. This is between the hours of 4.00pm to 10.30pm (65 Hours per week) Monday to Friday.
  - Of the hours usually allocated to junior training and competition, 4.00pm to 6.00pm, the occupancy rate is 60.0%.
  - The Occupancy rate of times allocated to senior competitions and training is 62.2%.
- Weekday off peak usage accounts for 70 hours (87.5%) of total off peak use hours. This is between the hours of 8.00am and 4.00pm (80 Hours per week) Monday to Friday.
- Weekend use accounts for 22 hours (50.0%) of total weekend use hours. This is between the hours of 8.00am to 7.00pm Saturday and 8.00am to 7.00pm Sunday (44 hours per weekend).
- The majority of available hours fall on Sunday and on Friday nights.

### 3.2.6 Rowville Eastern Campus

The following provides a summary of the current usage of the four courts at the Rowville Eastern Campus facility.



The stadium is currently available for community use for 378 court hours per week based on the following times:

#### Weekdays (Monday to Friday)

- Off peak = 160 hours
- Peak = 130 hours

#### Weekends (Saturday and Sunday)

- Saturday = 44 hours
- Sunday = 44 hours

The stadium is occupied 378 hours per week (peak and weekend) which represents a current occupancy rate of 100% of the total 378 court hours available to the community.

- Weekday peak usage accounts for 130 hours (100%) of total peak use hours. This is between the hours of 4.00pm to 10.30pm (130 hours per week) Monday to Friday.
  - Of the hours usually allocated to junior training and competition, 4.00pm to 6.00pm, the occupancy rate is 100%.
  - The Occupancy rate of times allocated to senior competitions and training is 100%.
- Weekday off peak usage accounts for 160 hours (100%) of total off peak use hours. This is between the hours of 8.00am and 4.00pm (160 Hours per week) Monday to Friday.
- Weekend use accounts for 88 hours (100%) of total weekend use hours. This is between the hours of 8.00am to 7.00pm Saturday and 8.00am to 7.00pm Sunday (88 hours per weekend).
- The majority of court hours are used by the school (83.5% of all available hours and of total hours used).

#### 3.2.7 Hooptime

Basketball Victoria runs a Hooptime competition, which is a location-based primary school's competition. Local schools within the region compete against each other with successful teams advancing to sub regional and state tournaments. These competitions are held during school hours and attract large number of participants and spectators. Discussions with Knox Basketball indicated that the State Basketball Centre is regularly used for these tournaments.

#### 3.2.8 Summary of Current Knox Facilities Occupancy

The table below details the current Knox indoor sports facility provision.

**Table 2 Knox City Council Indoor Sports Facilities Provision**

Facility	Occupancy (community use)	Weekday Peak	Weekday Off Peak	Weekends
Boronia Basketball Stadium	63.5%	93.1%	23.1%	93.2%
Knox Basketball Stadium (State Basketball Stadium)	67.9%	92.6%	34.0%	93.2%
Rowville Community Centre	52.6%	72.3%	50.0%	45.5%
Rowville Secondary College - East Campus	100.0%	100.0%	100.0%	100.0%
Fairhills High School	78.8%	66.2%	87.5%	81.8%
St Joseph's College	69.8%	61.5%	87.5%	50.0%

The occupancy review indicates:

- The two 6 court facilities are at capacity with the Boronia Basketball stadium at 93.1% capacity during peak week days times and 93.2% on weekends and the Knox Basketball Stadium (SBC) at 92.6% capacity during weekday peak times and 93.2% during weekends.
- There is some capacity at the Rowville Community Centre with some significant capacity during weekends.
- There is some capacity at both Fairhills High School and St Joseph's College both during weekday peak usage and weekends.
- There is no capacity at the Rowville East Campus with the majority of court time allocated to School use.

### 3.3 Surrounding Municipalities Provision

A review of indoor sports courts facility provision in the following neighbouring municipalities has been completed to identify key issues or facility developments that will impact on facilities in the Knox City Council area. The neighbouring municipalities include:

- City of Monash
- City of Whitehorse
- City of Maroondah
- Yarra Ranges Shire Council
- City of Casey
- City of Greater Dandenong

#### City of Monash

There are 20 indoor sporting facilities with the Monash City Council area providing access to 40 indoor sports courts. The majority of the courts are single courts located as part of a school facility. The following facilities include multiple courts:

- Waverley Basketball Centre            6 courts
- Monash University                    5 courts
- Oakleigh Recreation Centre        4 courts
- Waverley Netball Centre            4 courts
- Mazenod College                      3 courts
- Wellington Secondary College      2 courts
- Huntingtower School                 2 courts
- Caulfield Grammar                    2 courts

Council was successful in securing \$3M through the Better Stadiums Fund to assist with the redevelopment of the Oakleigh Recreation Centre to provide 5 fully compliant courts and a gymnastics facility for the Waverly Gymnastics Club. The development will only achieve a net increase of one court. Discussions with councils indicates that the capacity of the new court will be absorbed by the locally based associations such as Waverly Basketball and Waverly Netball.

#### City of Whitehorse

The City of Whitehorse contains 14 indoor sporting facilities that provide access to 28 indoor courts. Of these 14 facilities, 8 provided access to more than one court:

- Nunawading Basketball Centre      5 courts
- Sportlink                                4 courts



- Aqualink Box Hill 3 courts
- Box Hill High School 2 courts
- Deakin University 2 courts
- Forest Hill Secondary College 2 courts
- Slater Reserve 2 courts
- Mullauna Secondary College 2 courts

At this stage Council has no plans to develop additional indoor sports courts

### Maroondah City Council

Within the Maroondah City Council boundaries there are six indoor sporting facilities providing access to 11 courts. The Maroondah Indoor Sports Centre (The Rings) (4 courts), Aquahub (2 courts), and Yarra Valley Grammar (2 courts) are the only multi courts facilities in municipality.

Council have developed plans to extend The Rings by one to two courts however at this stage no funding is available.

### Yarra Ranges Shire Council

There are seven indoor sporting facilities within the Yarra Ranges Shire Council area including 23 indoor courts. All facilities in the municipality are multi court including the ECCA Centre (2 courts), Oxley College (5 courts), Lilydale Stadium (4 courts), Monbulk College Basketball Stadium (2 courts), Upwey Secondary College (2 courts), The Yarra Centre (2 courts), and the Kilsyth Sports Centre (6 courts).

At this stage Council has no plans to develop additional indoor sports courts

### City of Casey

There are currently 23 indoor sporting facilities within the City of Casey providing access to 37 sports courts. The majority of facilities are single court facilities. The following are the multi court facilities in the municipality:

- Hampton Park Sports Stadium 2 courts
- Casey Indoor Sports Centre 10 courts
- Endeavour Hills Leisure Centre 2 courts
- Casey Indoor Leisure Complex 5 courts
- Timbarra Community Stadium 3 courts
- Kambrya College 3 courts
- Narre Warren South P-12 College 2 courts
- Cranbourne Indoor Sports 2 courts

Council has recently opened the redeveloped Casey Indoor Sports Centre. The facility now provides 10 indoor sports court include a show court with retractable seating for 1500 spectators and a function room.

### City of Greater Dandenong

There are 13 indoor sports facilities within the Greater Dandenong area providing 40 indoor courts. Multi court facilities include:

- Dandenong Stadium 15 courts
- Springers Leisure Centre 5 courts
- Gloria Pyke Netball Complex 4 courts
- Springvale Indoor Sports 4 courts

- Keysborough College 2 courts
- Lyndale Secondary College 2 courts
- Dandenong High School 2 courts

At this stage Council has no plans to develop additional indoor sports courts.

### 3.3.1 Regional Court Facility Summary

The discussions with each of the neighbouring municipalities indicated that all of the existing facilities are either at capacity or nearing capacity with limited opportunities to cater for significant additional growth.

The map below shows the indoor sports facilities in relation to the Knox City Council and the primary competition facilities in the municipality.

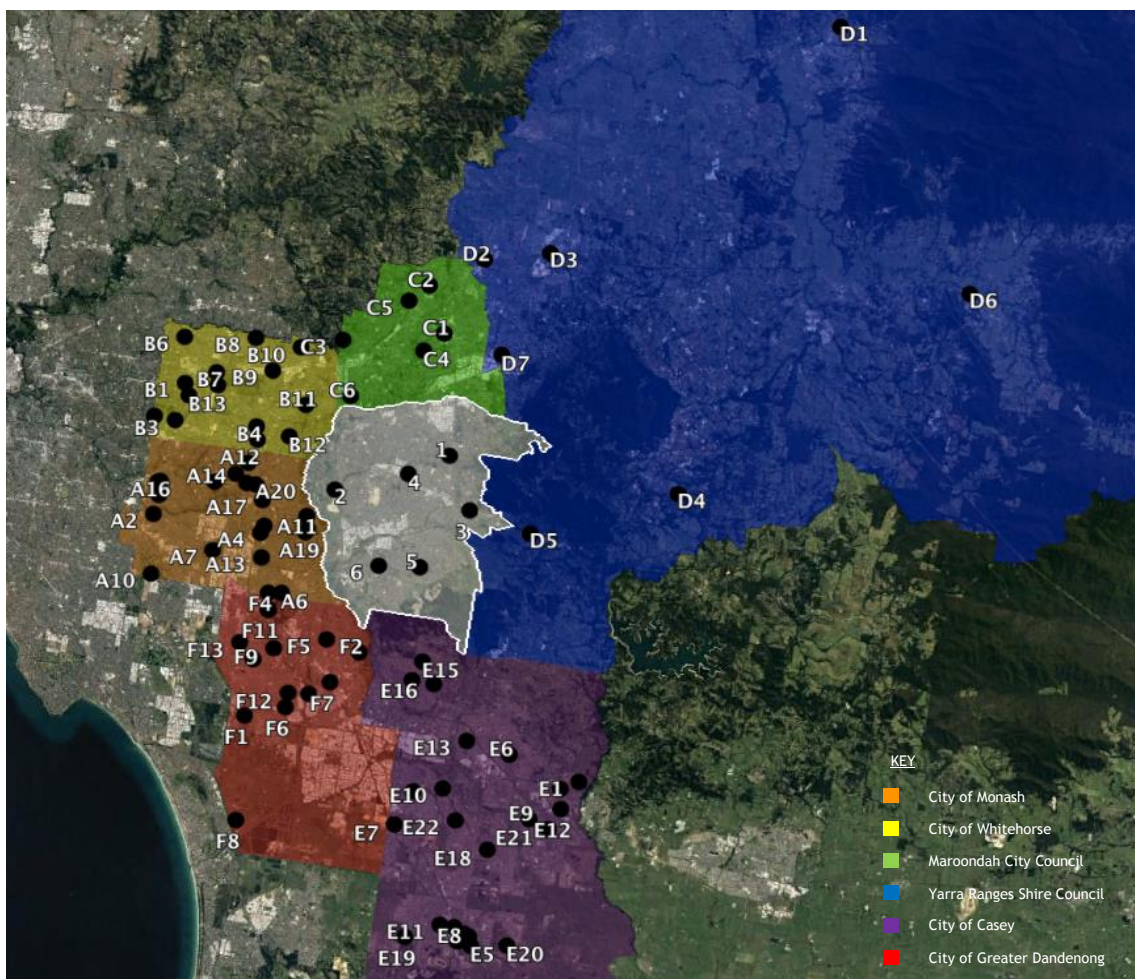


Figure 3 Surrounding Councils Current Indoor Sports Courts Facilities

## 4. Indoor Sports Facilities Trends Review

The following provides a review of the key sports facilities and participation trends that will impact on future provision of indoor courts in the sub regional area. Implications from these trends have been considered in completing the overall demand assessment and facility development requirements presented later in this report.

### 4.1.1 Indoor Sporting Facility Trends

#### Indoor Recreation Facility Management Trends

A number of common indoor facility management trends have been observed in recent times, including:

- A general shift (back) to in house Council management.
- Limited choice in professional non-government indoor facility management service providers.
- Incorporation of commercial facility components into the overall service mix, e.g. retail outlets, health services and café facilities.
- Establishment of community Boards of Management/Committees to oversee the operation of indoor facilities. Examples of this include Ocean Grove Sports Club and Queenscliff Community Sports Club.
- Pursuit of non-sporting uses for indoor facilities: e.g. events, displays, functions.

#### Financial Performance of Indoor Sports Facilities

The following relevant trends in the financial performance of indoor sporting facilities:

- Generally, stadiums with less than three to four courts have a lower income generating capacity and lower likelihood of being financially viable.
- Facilities that are designed and operated to be “multi-use” are generally operated at higher levels of usage capacity and financial performance than single sport/specialist facilities.
- Large regional facilities with four or more courts that are centrally located in large catchment areas, with a low level of external competition, in prominent positions have a greater chance of being financially viable.
- Larger centralised facilities are more efficient in terms of both competition coordination and financial sustainability.
- Successful indoor sporting associations i.e. Dandenong Basketball Association have access to a larger multi court facility (4 or more courts) for competition and a range of smaller facilities (i.e. schools) for training.

### 4.1.2 General Recreation and Sports Trends

The study’s key findings combined with the consultant team’s previous leisure research experience, current industry trends and latest research findings indicate the following trends may impact upon the Study area.

#### Factors Affecting Recreation Participation and Facility Provision

Current trends that affect the sport and recreation industry are being driven by several wider trends in Australian society being:

- A gradual ageing of the population as life expectancy increases, birth rates stay low and the baby boomers grow older. Therefore, an increase in masters/seniors programs is being experienced by a number of sports.
- Broad mix of different times when people participate in leisure, as demands on people’s time continues to increase and work practices change.
- Increased variety of leisure options means change in traditional participation. For example the three on three basketball competitions or the casual informal running groups.

- Constraints on Government spending together with a new degree of entrepreneurs in the Australian economy.

### Participation

There is a slow reduction in participation in competitive and traditional sports, with people becoming increasingly unwilling to commit themselves to play 'for a whole season' or available to play and train a number of days a week.

Basketball Australia have indicated that the 3 on 3 competition is likely to become popular in line with trends in the United States and Europe. The competition supports the more informal and less structured activity that is also trending across other sports.

Due to daily time constraints, people are cutting back their leisure and recreation activities and are more demanding about those that remain. To remain viable, the quality of facilities and services will have to continually improve.

There will be a greater demand in the future for indoor facilities (available all year/every day) and higher quality outdoor playing surfaces.

With increased age longevity and larger numbers of fit, healthy older people, the demand for exercise, and for conveniently located facilities, is expected to increase.

Because of their reliance on young players, many sports will grow more slowly than the adult population as a whole.

With new technologies and commercial interests investing in leisure, a wide range of activities, particularly those targeting teenagers, will continue to undergo cyclic popularity.

Sports clubs dependent on voluntary labour and support will be required to provide greater incentives and better management to attract volunteers. The cost to sports clubs of equipping, insuring and managing players and administering games is expected to continue to increase.

### Facility Trends

With ongoing Government economic constraints and limited capital and operational budgets, many new sports facilities may have to be joint venture arrangements between private and public sectors and sports clubs.

The reduction in commitment to curriculum based school sports in State Government Schools will have impacts on the local availability of school sports facilities while also discouraging public sector investment in new facilities at these sites.

Due to restricted rate and other revenue bases, local Councils may have to encourage greater private investment in leisure facilities and services. This may be achieved by a mix of rate concessions, payback loans, management rights in return for investment, provision of land and planning concessions.

Facility provision is changing from single-purpose to multi-purpose. However, there is also an emphasis on ensuring facilities are designed to meet the specific needs of the key user groups i.e. correct runoff and facility standards. A great deal of infrastructure expenditure is now being directed to the development of larger public and private complexes providing aquatic, health, fitness and indoor sports facilities because of the higher utilisation which can be achieved. There is less emphasis on the development of traditional single purpose outdoor sports facilities.

The planning process for new facilities has improved significantly with the conduct of effective feasibility studies being the norm. These studies have generally included management/marketing/financial plans with demand projections based on sophisticated survey data.

There has been considerable improvement in the management of leisure facilities, with increased expectations of managers to produce better financial outcomes and generate higher attendance. Public sector facility managers now need higher skill levels, face broader roles, need access to better training and professional networks and improved financial reporting systems.

As competition increases there will be an increased emphasis on programming and target marketing based on adopting consumer driven strategies and performance evaluation techniques. This indicates a greater resourcing of local area planning, knowing who are your customers and how to attract them.

## **4.2 Benchmarking**

Benchmarking of a range of indoor sporting facilities has been completed to understand the current environment in which Council are operating in relation to indoor stadium facilities the table on the following page details other metropolitan indoor sporting facilities. The bench marking is summarised under the following key headings.

- Facility name
- Number of courts
- Other facilities provided
- Court hire fees and charges
- Association license fee/arrangement
- Spectator/door fee
- Sheet fees
- Kiosk/merchandise arrangement
- Management arrangement
- Big V/SEABL arrangement
- Capital contribution
- Contribution to asset management
- Maintenance arrangements

Facility Name	No. of Crts	Other facilities	Court Hire Fees & Charges	Association License Fee/Arrangement	Spectator/Door Fee	Sheet fees			Kiosk/ Merchandise arrangements	Management Arrangement	Big V/SEABL	Capital Contribution	Contribution to Asset Manage.	Maint. Arrange.
						Junior	Senior	Rep						
Broadmeadows Basketball Stadium	4	<ul style="list-style-type: none"> <li>Show court seating: 800</li> <li>Kiosk</li> <li>Meeting room</li> </ul>	<p><b>On + Off Peak \$65 p/h</b></p> <p>Do not do Casual Shooting as over the road from Broadmeadows Leisure Centre, which caters to this market.</p>	<ul style="list-style-type: none"> <li>License Agreement between Cr and Basketball Association</li> <li>Fee based on valuation of site</li> <li>License fee discounted based on criteria identified within policy i.e. provides a service to the community</li> <li>New agreement being established will allow association to sublet facilities i.e. to schools based on agreed conditions.</li> <li>Current license fee \$40k to \$45 per annum.</li> <li>Association operate kiosk and retain revenue.</li> <li>Period of license 5yrs</li> <li>Association responsible for cleaning, minor maintenance and outgoing i.e. utilities</li> <li>Council responsible for capital works</li> </ul>	Domestic \$2.50 Rep. \$3	\$50	\$45	\$55	Operated by Basketball Association with all profits going to Basketball Association	Owned by Hume City Council, Managed by Broadmeadows Basketball Association under licence agreement	<ul style="list-style-type: none"> <li>Hume City Broncos:               <ul style="list-style-type: none"> <li>Big V State Championship Men</li> <li>Big V State Championship Women</li> <li>Big V Youth League 1 Men</li> <li>Big V Youth Championship Women</li> </ul> </li> <li>Players can come and train for free</li> </ul>	No	No	License agreement responsible for minor maintenance \$10k  Major maintenance \$10K plus Council
Boroondara Sports Complex	3 (1 additional court being constructed)	<ul style="list-style-type: none"> <li>Show court seating 500</li> <li>Kiosk</li> <li>Multi-purpose room</li> <li>Gym</li> <li>Outdoor 50m pool</li> </ul>	<p><b>Peak \$54.60 - \$65.85/hr</b> <b>Off peak \$41.60 - \$54.60/hr</b> (Depends on type of usage) <b>Casual \$7.00 p/p</b></p>	<ul style="list-style-type: none"> <li>Facility managed by the YMCA.</li> <li>License agreement between YMCA and the basketball association.</li> <li>Court hire rates range from \$41.60 through to \$65.85. Majority of hours hired out at \$50.50/hr</li> <li>Association pays an annual rental fee of approximately \$191,000.</li> <li>YMCA/Council responsible for all outgoings, maintenance, utilities, and cleaning.</li> <li>YMCA operates kiosk.</li> </ul>	Domestic \$0 Rep. \$3	\$50	\$70	\$55	Operated by YMCA	Management contracted to YMCA Council owned.	<ul style="list-style-type: none"> <li>Hawthorn Basketball Association               <ul style="list-style-type: none"> <li>Big V State Championship Men</li> <li>Big V Div 1 Women</li> <li>Big V Youth Championship Men</li> <li>Big V Youth Championship Women</li> </ul> </li> </ul>	\$400,00	\$0	\$0
Craigieburn Leisure Centre	5	<ul style="list-style-type: none"> <li>2 courts with show court seating: 300</li> <li>Separate kiosk to leisure centre</li> <li>Meeting room,</li> <li>Squash courts,</li> <li>Health Club,</li> <li>Pool</li> <li>Crêche</li> </ul>	<p><b>Peak \$65.40/hr</b> <b>Off Peak \$43.80/hr</b> <b>Junior \$32.70/hr</b> <b>Casual \$2.50 p/p</b></p>	<ul style="list-style-type: none"> <li>Association hire facility under Occasional Hire arrangement</li> <li>Fee approx. \$95K pa</li> <li>Council responsible for outgoings and asset management.</li> <li>One of the two kiosks are operated by netball and basketball that share revenue.</li> </ul>	Domestic \$0 Rep \$3	\$55	\$55	\$70	Kiosks: 1 Community run kiosk in stadium (Basketball and Netball receive profits) 1 Council run kiosk in Aquatic Area (servicing mainly the swimming pool area)	Hume City Council owned and managed  Pay court hire fee not under a licence due to multi-use	<ul style="list-style-type: none"> <li>Craigieburn Eagles:               <ul style="list-style-type: none"> <li>Big V Div 2 Men</li> <li>Big V Div 1 Women</li> <li>Big V Youth League 2 Men</li> <li>Big V Youth League 1 Women</li> </ul> </li> </ul>	No	No	Council responsible for all
Dandenong Basketball Stadium	15	<ul style="list-style-type: none"> <li>Show court seating: 2000</li> <li>Kiosk</li> <li>250 seat function space</li> <li>3 Beach Volleyball courts</li> </ul>	<p><b>Peak + Off peak</b></p> <ul style="list-style-type: none"> <li>Basketball \$39.00/hr</li> <li>Volleyball \$39.00/hr</li> <li>Beach Volleyball \$42.60/hr</li> <li>Basketball casual use - \$5.30 p/p</li> </ul>	<ul style="list-style-type: none"> <li>License agreement between Elite, umbrella management group and Council.</li> <li>License fee \$157K (2014/2015) per annum increasing by CPI.</li> <li>Term of license 5 yrs commenced May 2012.</li> <li>Elite sublet the facility to Dandenong Basketball and Volleyball.</li> <li>Management body responsible for all outgoings, maintenance, cleaning, and kiosk.</li> <li>Council responsible for capital works.</li> </ul>	\$2.70	\$41 (U10-20)	\$52	VC \$50 VJB \$21 L \$45 (U8-9))	Managed internally with all profits being split between the tenants	Council owned Managed by Elite Stadium and Events (sub group of Dandenong Basketball) under agreement with City of Greater Dandenong Council	<ul style="list-style-type: none"> <li>Dandenong Rangers:               <ul style="list-style-type: none"> <li>SEABL Men</li> <li>SEABL Women</li> <li>Big V Youth Championship Men</li> <li>Big V Youth Championship Women</li> </ul> </li> </ul>	NA	Yes	Elite Stadium and Events responsible for maintenance arrangements



Facility Name	No. of Crts	Other facilities	Court Hire Fees & Charges	Association License Fee/Arrangement	Spectator/Door Fee	Sheet fees			Kiosk/ Merchandise arrangements	Management. Arrangement	Big V/SEABL	Capital Contribution	Contribution to Asset Manage.	Maint. Arrange.
						Junior	Senior	Rep						
Darebin Community Sports Stadium	4	<ul style="list-style-type: none"> <li>Show court seating: 1500</li> <li>Mezzanine hall,</li> <li>Multipurpose room</li> <li>3 outdoor netball and 2 tennis courts</li> </ul>	Basketball/ Netball: <b>Peak</b> \$51/hr <b>Off peak</b> \$39.50/hr <b>Casual:</b> \$4.00 p/p	<ul style="list-style-type: none"> <li>Facility managed by the YMCA.</li> <li>Peak Contract Agreement negotiated annually between YMCA and the basketball associations.</li> <li>Peak Contract rate of \$44.50 by the agreed number of courts hours per year.</li> <li>Invoiced monthly for court usage. If usage changes fee can alter if prior notice given.</li> </ul>	<b>Domestic</b> Adult \$2.30 Child \$2.00 Family \$6.30	\$50	Men \$55	No	Run internally by the YMCA with all profits retained by the YMCA	Facility located on DEECD Land Joint Use Agreement Council responsible for management which is contracted to YMCA, Asset maintenance the responsibility of the YMCA	NA	No	No	NO
Diamond Creek - Community Bank Stadium	3	<ul style="list-style-type: none"> <li>Show court seating: 900</li> <li>Multi-purpose room</li> <li>Café</li> <li>Performing arts space</li> <li>Gymnastics space</li> </ul>	<b>Peak</b> \$50.60 p/h <b>Off Peak</b> \$38.50/hr <b>Casual</b> \$4.00 p/p	<ul style="list-style-type: none"> <li>The Shire of Nillumbik developed Indoor Pricing Policy 2011 as a result in inconsistent fees and charges being levied for the use of Councils indoor courts.</li> <li>The policy provided for a five year "phase in" period commencing in 2011/2012 and concluding 2015/2016.</li> <li>The policy provides for a peak and off-peak rate for each code of sport i.e. basketball/netball, badminton, volleyball and table tennis</li> <li>The annual license fee is calculated on the hours of use by the hourly rate.</li> <li>The proposed 2015/2106 fees are:  <i>Basketball/ Netball</i>            Peak \$45/hr            Off Peak \$33.75/hr  <i>Badminton</i>            Peak \$11.25/hr            Off Peak \$8.45/hr  <i>Volleyball</i>            Peak \$22.50/hr            Off Peak \$16.88hr  <i>Table Tennis</i>            Peak \$5.65hr            Off Peak \$4.20/hr  <li>Council is responsible for all outgoings, recurrent and capital maintenance.</li> </li></ul>	Sporting association set and charge sheet fee with all associations being different			Profits from Kiosk are split between Council and YMCA according to their contract	Owned by Nillumbik Shire Council, managed by YMCA	<ul style="list-style-type: none"> <li>Diamond Valley Eagles</li> <li>— Big V State Championship Men</li> <li>— Big V State Championship Women</li> <li>— Big V Youth Championship Men</li> <li>— Big V Youth Championship Women</li> </ul>	No	DET contributed land	No	No

Facility Name	No. of Crts	Other facilities	Court Hire Fees & Charges	Association License Fee/Arrangement	Spectator/Door Fee	Sheet fees			Kiosk/Merchandise arrangements	Management Arrangement	Big V/SEABL	Capital Contribution	Contribution to Asset Manage.	Maint. Arrange.
						Junior	Senior	Rep						
Diamond Valley Sports and Fitness Centre	5 + one ¾ sized court	<ul style="list-style-type: none"> <li>Show court seating: 250</li> <li>Squash x 3</li> <li>Multi-purpose rooms x 6</li> <li>Health club,</li> <li>Childcare</li> <li>Kiosk</li> </ul>	<b>Competition: Peak: \$50.60/hr</b> <b>Casual: \$3.70</b>	<b>As above</b>  Diamond Valley Basketball Association paid approx. \$323,000 in court hire in 15/16.  Office space is leased at facility for association at \$542/month (CPI or 3% rise each year)	Centre does not change door fee however Associations occasionally do.	\$50	\$65	\$60	Basketball Association stock merchandise at the stadium and all profits go back to them  Kiosk operated by external contractor.	Nillumbik Shire Council owned. Clublinks managed.  Council and Management group responsible for asset management.	<ul style="list-style-type: none"> <li>Diamond Valley Eagles:               <ul style="list-style-type: none"> <li>— Big V State Championship Men</li> <li>— Big V State Championship Women</li> <li>— Big V Youth Championship Men</li> <li>— Big V Youth Championship Women</li> </ul> </li> </ul> Players pay minimal registration fee which the players are encouraged to cover with sponsorship, then don't pay game fees or court hire	No	No	No
Frankston Basketball Stadium	6	<ul style="list-style-type: none"> <li>Show court seating: 700</li> <li>Kiosk (subleased)</li> <li>Meeting room</li> <li>Merchandise outlet</li> </ul>	<b>Peak and Off Peak \$38.50/hr</b> <b>Casual: \$4 p/p</b>	<ul style="list-style-type: none"> <li>Lease arrangement between Cr and the Basketball Association.</li> <li>21 yr. leases commenced in 2005.</li> <li>Currently \$22k pa increasing by CPI each year.</li> <li>Association responsible for outgoings and maintenance indoor. Council responsible for outdoor maintenance.</li> <li>Lease being reviewed as part of stadium expansion (2 additional courts) to commence in 2017/2018.</li> </ul>		\$38 - \$55 depending on age	\$55	\$50	Merchandise/Canteen operated by Frankston Basketball Association with takings retain by FBA. Kiosk	Owned by Frankston City Council, managed under lease by Frankston Basketball Association.  Basketball Association responsible for asset management/maintenance.	<ul style="list-style-type: none"> <li>Frankston Blues:               <ul style="list-style-type: none"> <li>— SEABL Men</li> <li>— SEABL Women</li> </ul> </li> </ul> \$  \$1M towards current extension of \$12M	Contributed some capital for initial development	No	Association. Responsible for all maintenance  Council does some (ad hoc) maintenance



Facility Name	No. of Crts	Other facilities	Court Hire Fees & Charges	Association License Fee/Arrangement	Spectator/Door Fee	Sheet fees			Kiosk/ Merchandise arrangements	Management. Arrangement	Big V/SEABL	Capital Contribution	Contribution to Asset Manage.	Maint. Arrange.
						Junior	Senior	Rep						
Kilsyth Sports Centre	6	<ul style="list-style-type: none"> <li>Show court seating: 1000</li> <li>Kiosk</li> <li>Meeting Room</li> <li>The Locker Room merchandise store</li> <li>8 outdoor netball courts</li> </ul>	<b>Peak + Off peak</b> <ul style="list-style-type: none"> <li>Show Court 1 \$50/hr</li> <li>Court 2 \$35/hr</li> <li>Court 3 &amp; 4 \$30</li> <li>Courts 5 &amp; 6 \$40</li> </ul> <b>Casual \$2.00 p/p</b> <ul style="list-style-type: none"> <li>Doesn't charge schools or charities</li> <li>Currently fully booked during peak times</li> </ul>	<ul style="list-style-type: none"> <li>Facility leased separately to basketball association and table tennis association.</li> <li>30 year lease due to expire 2022.</li> <li>Peppercorn rental of \$1 pa.</li> <li>Associations responsible for all recurrent maintenance for own areas and outings.</li> <li>All associations contribute to maintenance reserve fund that is used for common area maintenance. <ul style="list-style-type: none"> <li>- Basketball \$10K</li> <li>- Badminton \$10K</li> <li>- Council \$15k</li> </ul> </li> <li>Committee determines how funds are to be spent. Unused fund rolled over to next year.</li> <li>Council responsible for infrastructure maintenance.</li> <li>Association have contributed significant funding to recent court extensions i.e. \$1.5M to 2 court extension and \$900k to kiosk/foyer refurbishment.</li> <li>Eastern Sports Development (ESD) with separate board are the umbrella organisation responsible for overall management. General Manager of Kilsyth and Mountain District Basketball reports to the board. ESD own and operate Club Kilsyth and Club Ringwood (both with gaming machines). Profits help fund stadium developments and provide community grants.</li> </ul>	<b>Domestic \$2.50</b> <b>SEABL Games</b> <b>Adult \$8</b> <b>Child \$2</b> <b>Concession \$5</b> <b>Family \$18</b>	\$33.00 U12+	<b>Senior Dome</b> \$43	80 min game - \$65 <b>Senior Dome</b> 70 min game - \$65 <b>Championships</b> \$55 <b>Ladies</b> 60 min game - \$5	Managed and run by Kilsyth Basketball with profits going back into the running of the Centre	Kilsyth Basketball manages 2 facilities including Kilsyth Sports Centre.  The facility is located on council land however the Association provided capital funds towards the development of the facility.	<ul style="list-style-type: none"> <li>Swinburne Kilsyth Cobras: \$1M +</li> <li>SEABL Men</li> <li>SEABL Women</li> <li>Big V Youth Championship Men</li> <li>Big V Youth Championship Women</li> </ul>	Yes	Yes	Association responsible for maint Fund major maint.
The Rings (Previously called Maroondah Indoor Sports Centre)	4	<ul style="list-style-type: none"> <li>Show court seating: 265</li> <li>Crèche</li> <li>Kiosk,</li> <li>Function room</li> </ul>	<b>Off Peak \$34.90/hr</b> <b>Peak \$45.30/hr</b> <b>Casual \$4.00 p/p</b>	<ul style="list-style-type: none"> <li>Council own and operate the facility.</li> <li>Council operator collects score sheet fees and door entry from all games on behalf of the basketball association and then transfers the entire amount to the association at the end of each month.</li> <li>The basketball association are then charged \$43.47(GST Inc) per court per hour for their agreed hours of use.</li> <li>The association are also charged a monthly administration fee for Council time spent of administering the competition and banking revenue.</li> <li>If the association wants additional hours this is charged at normal rates unless it is a public holiday where additional charges are required.</li> <li>Council responsible for all outings and maintenance.</li> </ul>	<b>Domestic \$2.50</b> <b>\$3.00</b>	\$36	\$64	\$65 VC \$55 oth ers	Managed by the Council and takings go back to the Council	Managed by Maroondah City Council's Leisure Group.  Council responsible for asset management and maintenance.	<ul style="list-style-type: none"> <li>Ringwood Hawkes:</li> <li>Big V State Championship Men</li> <li>Big V State Championship Women</li> <li>Big V Youth Championship Men</li> <li>Big V Youth League Championship Women</li> <li>Players pay for court hire</li> </ul>	No	No	No

Facility Name	No. of Crts	Other facilities	Court Hire Fees & Charges	Association License Fee/Arrangement	Spectator/Door Fee	Sheet fees			Kiosk/ Merchandise arrangements	Management Arrangement	Big V/SEABL	Capital Contribution	Contribution to Asset Manage.	Maint. Arrange.
						Junior	Senior	Rep						
Keilor Indoor Stadium	3 3 new courts being constructed	<ul style="list-style-type: none"> <li>Show court seating: 900</li> <li>Kiosk</li> <li>Meeting room</li> </ul>	<b>Hire Rate:</b> \$34-\$38 <b>Casual</b> \$3.80 p/p	<ul style="list-style-type: none"> <li>Council currently redeveloping facility with 3-court extension.</li> <li>New license agreement recently negotiated between Cr and basketball association.</li> <li>Annual License Fee: \$330,910 inc GST (CPI will apply each year)</li> <li>License Term: 10 years</li> <li>This includes a \$20,000 fee for sole use and profit of canteen sales.</li> <li>Fee determined after benchmarking exercise that determined peak times would be \$34 per hour/per court and off peak at \$28. The flat fee only applies to KBA given their capital contribution towards the upgrade project. (2015)</li> <li>Council is responsible for all operating costs of the facility including cleaning, maintenance and utility bills as well as provide Council staff at the centre whom oversee the operation of the centre during business hours.</li> <li>Licensed areas include:                         <ul style="list-style-type: none"> <li>- 6 indoor courts</li> <li>- Office area</li> <li>- Canteen area</li> <li>- A crèche</li> <li>- Male and female amenities/change rooms</li> </ul> </li> </ul>	<b>Domestic</b> \$2.50 <b>Rep</b> \$3	\$50	\$75 (no door fee charged)	\$80	Canteen managed by Stadium Management Group	Council owned and managed	<ul style="list-style-type: none"> <li>Keilor Thunder Basketball:                             <ul style="list-style-type: none"> <li>— Big V Division 1 Men</li> <li>— Big V Division 1 Women</li> <li>— Big V Youth League Championships Men</li> <li>— Big V Youth League 2 Women</li> </ul> </li> </ul>	\$6.4m extension  \$1.2m Council guarantor for the loan  10 yr license agreement based on per crt per hr increased by published CPI	No	Council responsible for maintenance Second tenant netball coming
Nunawading Basketball Centre	5	<ul style="list-style-type: none"> <li>Show court seating: 650</li> <li>Kiosk</li> <li>2 x conference/function rooms</li> <li>Bar</li> <li>Commercial kitchen</li> </ul>	<b>Peak + Off peak</b> \$19 - \$29.70 (Community groups and charity at the lower end, Rep BB charged \$29.70) <b>Casual</b> \$3.00	<ul style="list-style-type: none"> <li>Lease Agreement between Cr and Basketball Association</li> <li>Lease is in over holding</li> <li>Current lease fee \$12,000 pa</li> <li>Association operate kiosk and retain revenue.</li> <li>Association responsible for cleaning, maintenance and outgoing i.e. utilities, insurances</li> <li>Council responsible for capital works</li> <li>Council is in the process of reviewing and updating its leases and licenses policy. The Lease for Nunawading stadium will be updated based on the outcomes of the review.</li> </ul>	<b>Domestic</b> \$2.50 <b>Rep</b> \$2.50	\$34	\$43	VC - \$59 Metro - \$52	Managed by the NABA with profits returned to the NABA	Council owned, managed under lease by the Nunawading Amateur Basketball Association on Council land	<ul style="list-style-type: none"> <li>Nunawading Spectres:                             <ul style="list-style-type: none"> <li>— SEABL Men</li> <li>— SEABL Women</li> <li>— Big V Youth Championship Men</li> <li>— Big V Youth Championship Women</li> </ul> </li> </ul>	No	No	No
State Basketball Centre	6	<ul style="list-style-type: none"> <li>Show court seating: 2900</li> <li>Admin offices</li> <li>Kiosk</li> <li>Meeting rooms</li> <li>Function room</li> <li>Admin base for Basketball Victoria</li> </ul>	<ul style="list-style-type: none"> <li><b>Rep teams</b> \$15/hr</li> <li><b>Club teams</b> \$25/hr</li> <li><b>Community</b> \$35 or \$40 (off peak/peak)</li> <li><b>Casual use</b> \$2.50</li> </ul>	<ul style="list-style-type: none"> <li>Courts are managed by the association by a Licence</li> <li>Offices managed by KBI and BV under lease (separate offices). Office Lease: \$22,000 ex GST</li> <li>Current licence fee \$ 279,052.89 ex GST</li> </ul>	<b>Domestic</b> \$2.50 <b>Rep</b> \$2.50	\$35 (plus door fee)	\$60 (no door fee)	\$50 (\$3.00 door fee)	Managed by Knox Basketball Inc	Owned by Knox City Council, managed by Knox Basketball Inc under a 10 year license agreement with option to extend	\$600,000	\$75K Yrs 1,2 & 3  \$100K Yr 4		

Facility Name	No. of Crts	Other facilities	Court Hire Fees & Charges	Association License Fee/Arrangement	Spectator/Door Fee	Sheet fees			Kiosk/ Merchandise arrangements	Management. Arrangement	Big V/SEABL	Capital Contribution	Contribution to Asset Manage.	Maint. Arrange.
						Junior	Senior	Rep						
Boronia Basketball Stadium	6	<ul style="list-style-type: none"> <li>Show court seating: 1200</li> <li>Kiosk</li> <li>Meeting Rooms</li> <li>Administration area</li> </ul>	<b>Peak and Off Peak \$38.50/hr</b> <b>Casual: \$2 p/p</b>	<ul style="list-style-type: none"> <li>Managed by the association under a lease</li> <li>Current fee \$86,703.12 ex GST (this includes a 5% fee reduction for the unusable space at the stadium)</li> </ul>	<b>Domestic \$2.50</b> <b>Rep \$2.50</b>	\$35	\$60 Monday-Thursday	\$50	Managed by Knox Basketball Inc	Owned by Knox City Council, managed by Knox Basketball Inc under lease agreement	•		\$24k Building Improvement Fund	
Wyndham Eagle Stadium	12	<ul style="list-style-type: none"> <li>Show court seating for 900</li> <li>Administration</li> <li>Café</li> <li>Meeting rooms</li> <li>Referee room</li> <li>Gym</li> <li>Group fitness rooms x 2</li> <li>Crèche</li> <li>Sports Association Offices</li> </ul>	<ul style="list-style-type: none"> <li>Rep teams \$15/hr</li> <li>Club teams \$25/hr</li> <li>Community \$35 or \$40 (off peak/peak)</li> <li>Casual use \$2.50</li> </ul>	<ul style="list-style-type: none"> <li>Facility managed by Western Leisure.</li> <li>Sporting Associations have a license with western Leisure based on \$45/hr</li> </ul>	<b>Domestic \$2.50</b> <b>Rep \$2.50</b>	\$35 (plus door fee)	\$60 (no door fee) Midweek or social comp \$50 (no door fee)	\$50 (\$3.00 door fee)	Managed Western Leisure	Managed b	<ul style="list-style-type: none"> <li>Werribee Devils Basketball               <ul style="list-style-type: none"> <li>– Big V Men</li> <li>– Big V Women Division 2</li> </ul> </li> </ul>	No	No	No

### 4.3 Knox Basketball Incorporated

A discussion was undertaken with Knox Basketball incorporated to gain an understanding of their current participation levels and key issues.

#### 4.3.1 Participation

The following tables provide a review of the membership of the Knox Basketball over the past 4 years 2012 - 2016

**Table 3 Knox Basketball Incorporated Participation - Teams**

Category	Years							
	2012/2013		2013/2014		2014/2015		2015/2016	
	Summer	Winter	Summer	Winter	Summer	Winter	Summer	Winter
<b>Domestic</b>								
All Abilities	NA	NA	NA	NA	NA	NA	NA	NA
Senior Men		189	241	229	247	253	246	264
Senior Women		75	74	61	63	60	58	56
Mixed Seniors		63	68	78	64	58	57	52
Junior Boys		400	430	411	442	411	445	420
Junior Girls		272	274	280	284	274	277	272
<b>Total Teams</b>		<b>999</b>	<b>1,087</b>	<b>1,059</b>	<b>1,100</b>	<b>1,056</b>	<b>1,083</b>	<b>1,064</b>
<b>Total Participants</b>		<b>7,562</b>	<b>8,810</b>	<b>8,319</b>	<b>9,396</b>	<b>9,108</b>	<b>10,444</b>	<b>10,163</b>
<b>Development Programs</b>								
<b>Total participants</b>		<b>1,086</b>	<b>1,127</b>		<b>1,152</b>		<b>1,373</b>	
<b>Representative Program</b>								
Junior Boys	191 (23 teams)		193 (19 teams)		211 (21 teams)		216 (21 teams)	
Junior Girls	232 (19 teams)		201 (20 teams)		214 (21 teams)		186 (18 teams)	
Senior Men	30		30		15		30	
Senior Women	30		30		15		30	
<b>Total Teams</b>	<b>46</b>		<b>43</b>		<b>44</b>		<b>43</b>	
<b>Sub Total Participants</b>	<b>483</b>		<b>454</b>		<b>469</b>		<b>462</b>	
<b>Officials</b>	<b>268</b>		<b>335</b>		<b>334</b>		<b>335</b>	
<b>Total Participants</b>	<b>751</b>		<b>789</b>		<b>803</b>		<b>797</b>	

**Table 4 Knox Basketball Incorporated Participation - Players**

Category	Years							
	2012/2013		2013/2014		2014/2015		2015/2016	
	Summer	Winter	Summer	Winter	Summer	Winter	Summer	Winter
Domestic competition	No data	7,562	8,810	8,319	9,396	9,108	10,444	10,163
Development Programs	No data	1,086	1,127		1,152		1,373	
Aussie Hoops								
Camps								
Representative competition	No data	483	454		469		462	
<b>Sub Total Participants</b>	-	9,131	10,391	9,900	11,017	11,729	12,279	11,998
<b>Officials</b>	268		335		334		335	
<b>TOTAL PARTICIPANTS</b>	-	9,399	10,726	10,235	11,351	11,063	12,614	12,333

A review of basketball participation over the past four years indicates:

- The membership of the Knox Basketball Association was approximately 12,614 in the summer season and 12,333 during the winter season in 2015/2016. Membership numbers grew in the preceding three years.
- Of the 2015/2016 summer membership (12,614) approximately 10,444 are part of the of the grass roots domestic competition (82.8%), 1,373 are part of development programs (10.9%) and 462 are part of the representative competition (3.7%). There were also 335 officials associated with the Association.

- Winter participation increased over the four years from approximately 9,131 participants in 2012/2013 to 11,998 participants in 2015/2016, an increase of approximately 2,867 (31.4%). It should be noted that these figures represent player participants only and do not include the large number of administrators, officials and volunteers that are part of the association.
- There were generally more male than female participants involved in basketball within Knox, with 82.5% of teams in the winter senior domestic completion male and just 17.5% female. There are a high percentage of females within the junior domestic competition with 39.3% of teams female and 60.7% male. There were also more junior boys teams in the representative program (216 teams versus 186 teams for females).
- There are significantly more junior teams participating in the Knox competition than senior teams. During the 2015/2016 summer season there were 722 junior teams compared to 361 senior teams.
- Knox Basketball Incorporated does not have a waiting list of teams wishing to play however there are a number of indicators for the lack of courts including:
  - Some clubs are capping numbers due to lack of locally based training venues
  - Some teams only have access to a training venue every second week
  - Some teams cannot train at all
  - Senior domestic competition cannot commence until 7pm due court availability.
  - There is no waiting list as all teams are accommodated
- There are up to three non-Knox based basketball clubs (Mountain Tigers, Belgrave South Red Devils and Ranges) that compete in the Knox Incorporated competition. It is not uncommon across metropolitan Melbourne for people to cross municipal boundaries to participate in their chosen sport or recreation activity. Industry trends indicate that people are prepared to travel to access high quality facilities and programs.

#### 4.3.2 Facility Issues

The three main facilities (12 courts) Knox believe should be used for basketball competition in the future include:

- Knox Basketball Centre (SBC) - 6 courts
- Fairhills High School - 2 courts
- Rowville East Campus - 4 courts

The courts they would prefer not to use due to the lack of court run off, the quality of the courts and the lack of multiple courts at one location include:

- St Josephs
- Rowville Community Centre
- Boronia Basketball Stadium

If these courts were to be deducted from the network of facilities there would be a loss of up to 7 courts.

#### 4.3.3 Future Growth Opportunities

There are a number of issues that will impact on the increasing participation that will have an impact on future court requirements these include:

##### Chinese Community

There is an increasing demand for indoor court space by the Chinese communities, for a range of activities including basketball. There are increasing numbers of residents from Chinese backgrounds using the current indoor stadiums for more informal “pick up” games of basketball. There may be the opportunity in the future to develop a more formalised competition structure to meet the needs of this market within the Knox community. To accommodate this additional courts may required.

### **3 on 3 Basketball Competitions**

Following the 2010 Youth Olympic Games, 2011 saw the first 3x3 U18 World Championships in Rimini, Italy and a year later, the first-ever FIBA 3x3 World Championship was held in Athens. In June this year the IOC approved the addition of a 3 on 3-basketball tournament as part of the 2020 summer Olympics in Tokyo.

The growth of 3x3 basketball globally now offers the opportunity for players to not only organise pick up games in the park, but to play in officially sanctioned 3x3 tournaments across the country. These games are played with 3 players on each team competing in a modified rules game of basketball on half of the normal basketball sized court

Given the increasing popularity of 3 on 3 it may be a contributing factor that to impact the future court requirements in Knox

### **Holiday Camps**

Holiday development camps are also becoming increasingly popular In line with the increasing basketball participation numbers particularly by juniors. During the school holidays many basketball associations and private individuals are offering programs that usually run over two or three days. The programs are based on skill development or improvement and learning the game.

### **Tournaments**

The State Basketball Centre has had the opportunity to host a range of tournaments and events over the past few 3/4 years i.e. the National Schools Championship. Many of the national and international tournaments look for venues that have the court numbers and capacity to hold all game at one venue. The expansion of the State Basketball Centre would provide the opportunity to bid for and host a number of major tournaments. These tournaments benefit the local association, the local economy through food and accommodation spending and help to “show case” the City of Knox.

### **Elite Basketball Programs**

The increasing demand for additional indoor sports courts for basketball identified within this report is based on both domestic competition for juniors and seniors and the representative basketball competitions coordinated by the Victorian Junior basketball League (VJBL).

The participation figures do not include participates or programs within the elite basketball programs such as Youth League, Big V or SEABL. Discussions with Knox Basketball also indicated an interest in the future of further investigating a second NBL team in Melbourne. This may include the provision of facilities that would support a “centre of basketball excellence” which would be required by NBL teams. It is anticipated that these competitions would generate significant economic benefit to the wider Knox area.

The ongoing development and opportunities for these programs and competitions should also be taken into consideration when determining the future indoor court requirements in Knox.

## **4.4 . Basketball Victoria**

There are currently 6,105 individual Knox residents registered with Basketball Victoria. Given the Knox Basketball Inc. participation is 10,444 it is assumed that approximately 4,339 (41.5%) of participants reside outside of the City of Knox. It is not uncommon for people to recreate or participate in their chosen sport in another municipality particularly if the quality of facilities and the programs being offered are of a high standard. This would be consistent for the Knox as Knox Basketball Inc. has a reputation for providing a quality program and the State Basketball Facility is of a high standard

The following is a breakdown of the members registered in the City of Knox suburbs.

**Table 5 Basketball Victoria Members Registered in City of Knox**

Postcodes/Suburbs	Number of Registered Members
3150	209
3152	1057
3153	615
3154	238
3155	910
3156	1673
3178	966
3179	204
3180	233
<b>TOTAL</b>	<b>6,105</b>

The table below compares the current Knox basketball participation rate to the State basketball participation rates.

**Table 6 Knox Basketball Participation Levels Comparison Against State Participation**

Category	Knox Participation Rate %	Victorian Participation Rate % 2016
Basketball	3.96%	3.5%

Source Basketball Victoria Registration Data Base 2016

A review of the results indicates a significantly higher participation rate of basketball in Knox when compared to State averages. Basketball participation in Knox is 0.46% higher than the state participation rate of 3.5%. Basketball Victoria believes the provision of quality facilities has a direct correlation to the participation levels in the sport.

## 5. Strategic Direction and Facility Demand

This section summarises the range of key market research findings that is expected to impact on the long-term indoor stadium and court requirements in Knox.

### 5.1 Summary of Current Indoor Sport Stadium Demands

The key informant interviews, current stadium occupancy reviews and State Sport Association and neighbouring Council discussions indicate a high demand for additional indoor courts across metropolitan Melbourne

#### 5.1.1 Sporting Association/Clubs Needs

Based on the discussions with the Knox Basketball Incorporated and basketball Victoria, the following summarises the key issues identified:

- There are six main indoor stadiums providing 22 courts that are used primarily for competition and training.
- The two main multi court competition venues - State Basketball Centre and Boronia Basketball Centre are at capacity and cannot meet any additional demand.
- Technical audits undertaken on the Boronia Basketball Stadium have identified a significant number of structural issues and concerns that will need to be rectified in the near future - none of the Boronia courts are compliant.

#### 5.1.2 Participation

A review of Knox Basketball Incorporated membership data over the past three years indicates that participation has increased during the winter season from 8,810 participants in 2014 to 10,444 in 2016 an increase of 1,634 participants (18.5%) over three seasons.

Benchmarking of neighbouring Basketball Associations and Councils indicates there is significant demand for access to additional courts across metropolitan Melbourne. There are a number of courts that have either recently been built or are in the planning stages. Evidence suggests that this additional capacity will be taken up by local demand.

Based on the predicted population growth (19.9% to 2036) the indoor sports participation for basketball alone could increase to between 11,00 to 12,000 people if residents had access to quality, compliant multiple indoor sports courts.

This participation level is based on:

- An increasing population in the most active age group 5 to 49 years
- Providing opportunities for those residents who do not participate in indoor sporting activities due to lack of available opportunities locally
- Access to multiple, quality courts that are fit for purpose and compliant
- Access to venues for training opportunities
- Access to quality indoor sporting programs that provide a development pathway from beginner development programs through to elite programs



### 5.1.3 Estimating Future Indoor Court Facility Requirements

There are four major considerations when attempting to estimate future demand for indoor sports courts. These are:

- Understanding current participation levels and unmet demand across the City.
- The impact of any trends in indoor sport participation.
- Identifying potential regional facility developments
- Projecting the impact of changing demographics on participation.

To determine the future requirements for an indoor stadium the above factors have all been taken into consideration. The following details the process for determining the future court requirement for Knox and the surrounding areas.

### 5.1.4 Predicted Participation and Court Requirements

It is assumed that due to the young age profile of the Knox area (57.8%+), participation in indoor sporting activities will increase in line with the predicted population increases and demographic profile. Basketball has reported increases over the last three to five years, which are in line with the population increases during the same period.

Recent Strategic Plans developed by Netball Victoria and Basketball Victoria has identified that based on available useable court hours one sports court can accommodate between 300 to 500 people per week. This is based on an average use per person of 2.8 hours per week (training and competition).

Based on the above population growth predictions the likely Knox participation in indoor sports could increase to between 11,500 - 12,500 over the next 20 years. This assumption is based on basketball and other potential indoor sports users i.e. netball having access to a multiple court venue in the local Knox area. Based on these assumptions it is predicted that between 1 - 3 courts will be required to service the demand for multi-use indoor sports over this period.

The following table details the predicted participation increases over the next 20 years.

**Table 7 Predicted Population and Court Requirement**

	Year		
	2016 Current	2026 10 Years	2036 20 Years
Population	154,619	174,008	184,821
Percentage of Population Change		2.2%	5.35%
Population Aged 5 - 49 years	95,395	100,651	106,637
Predicted Indoor Sport Participation	10,444	11,000 - 11,500	11,500 - 12,500
Court Requirement	21	22 - 23	23-25
Current Compliant Court Provision (2017)	22	22	22
Additional Court Needs	-1	0-1	1-3

## 5.2 Recommended Future Direction

The project findings clearly indicate the need in the medium and long term to develop additional indoor courts in the Knox area.

The current high occupancy level of the existing facilities, participation growth, predicted population growth rate coupled with the anticipated demand supports the future provision of additional indoor sports courts.

Stage two of the 2008 Basketball Infrastructure Review identified the need to develop up to 10 additional indoor sports courts as part of the State Basketball Centre. The consultant team recommend that Council further investigate the design and cost of providing additional courts at the State Basketball Centre in the medium term to address the current and future need.

---

## 6. Warranties and Disclaimers

The information contained in this report is provided in good faith. While Otium Planning Group has applied their own experience to the task, they have relied upon information supplied to them by other persons and organisations.

We have not conducted an audit of the information provided by others but have accepted it in good faith. Some of the information may have been provided 'commercial in confidence' and as such these venues or sources of information are not specifically identified. Readers should be aware that the preparation of this report may have necessitated projections of the future that are inherently uncertain and that our opinion is based on the underlying representations, assumptions and projections detailed in this report.

There will be differences between projected and actual results, because events and circumstances frequently do not occur as expected and those differences may be material. We do not express an opinion as to whether actual results will approximate projected results, nor can we confirm, underwrite or guarantee the achievability of the projections as it is not possible to substantiate assumptions which are based on future events.

Accordingly, neither Otium Planning Group, nor any member or employee of Otium Planning Group, undertakes responsibility arising in any way whatsoever to any persons other than client in respect of this report, for any errors or omissions herein, arising through negligence or otherwise however caused.

## Appendix 1 - Demographic Profile and Population Trends

The following section of the report reviews the demographic profile of the Knox City Council area based on information obtained from .id, an online based company that complete demographic analysis on ABS Census data.

The population trends indicate that between 2006 and 2011 the population of the Knox City Council area increased from 146,738 people to 149,300 people. This equates to an approximate growth of 1.7% of the population (2,562 residents).

### Age Group Population Profile

The age profile of residents in 2011 compared to the Greater Melbourne area and the 2006 Census data was estimated as follows.

**Table 8 Population Age Profile of Knox City Council**

	2011			2006			Change 2006 to 2011
	Number	%	Greater Melbourne %	Number	%	Greater Melbourne %	
0 to 4	8,928	6.0	6.5	8,992	6.1	6.3	-64
5 to 9	8,991	6.0	6.0	9,927	6.8	6.3	-936
10 to 14	9,731	6.5	5.9	10,978	7.5	6.4	-1,247
15 to 19	10,874	7.3	6.3	11,432	7.8	6.7	-558
20 to 24	10,278	6.9	7.5	10,080	6.9	7.4	+198
25 to 29	9,318	6.2	7.9	8,811	6.0	7.1	+507
30 to 34	9,447	6.3	7.5	9,772	6.7	7.7	-325
35 to 39	10,361	6.9	7.5	11,163	7.6	7.9	-802
40 to 44	11,136	7.5	7.5	11,390	7.8	7.5	-254
45 to 49	11,375	7.6	6.9	11,627	7.9	7.2	-252
50 to 54	11,148	7.5	6.4	10,740	7.3	6.4	+408
55 to 59	9,947	6.7	5.6	9,505	6.5	5.9	+442
60 to 64	8,789	5.9	5.1	6,764	4.6	4.5	+2,025
65 to 69	6,123	4.1	3.9	4,782	3.3	3.6	+1,341
70 to 74	4,513	3.0	3.0	3,465	2.4	3.0	+1,048
75 to 79	3,276	2.2	2.4	2,977	2.0	2.6	+299
80 to 84	2,537	1.7	2.0	2,282	1.6	2.0	+255
85 and over	2,528	1.7	1.8	2,051	1.4	1.6	+477
<b>Total population</b>	<b>149,300</b>	<b>100.0</b>	<b>100.0</b>	<b>146,738</b>	<b>100.0</b>	<b>100.0</b>	<b>+2,562</b>

Source: Australian Bureau of Statistics, Census of Population and Housing 2006 and 2011, .id consulting

Analysis of the five year age groups of the City of Knox in 2011 compared to Greater Melbourne shows that there was a similar proportion of people in the younger age groups (under 15 years) as well as a similar proportion of people in the older age groups (65+). Overall, 18.5% of the population was aged between 0 and 15, and 12.7% were aged 65 years and over, compared with 18.5% and 13.1% respectively for Greater Melbourne.

The major differences between the age structure of the City of Knox and Greater Melbourne were:

- A *larger* percentage of persons aged 55 to 59 (6.7% compared to 5.6%)
- A *larger* percentage of persons aged 50 to 54 (7.5% compared to 6.4%)
- A *smaller* percentage of persons aged 25 to 29 (6.2% compared to 7.9%)
- A *smaller* percentage of persons aged 30 to 34 (6.3% compared to 7.5%)

The largest changes in age structure in this area between 2006 and 2011 were in the age groups:

- 60 to 64 (+2,025 persons)
- 65 to 69 (+1,341 persons)
- 10 to 14 (-1,247 persons)
- 70 to 74 (+1,048 persons)

\*Note: These age cohorts are all outside the target age range for competitions basketball

### Gender Population Profile

The following table details the gender comparison of the Knox City Council residents in 2011 compared to 2006 and the Greater Melbourne area.

**Table 9 Knox City Council Resident Population Gender Comparison**

	2011			2006			Change 2006 to 2011
	Number	%	Greater Melbourne %	Number	%	Greater Melbourne %	
Population	149,300	100.0	100.0	146,738	100.0	100.0	+2,562
Males	73,404	49.2	49.2	71,840	49.0	49.0	+1,564
Females	75,896	50.8	50.8	74,898	51.0	51.0	+998

Source: Australian Bureau of Statistics, Census of Population and Housing 2006 and 2011, .id consulting

There are slightly more females than males in the Knox population (50.8% compared to 49.2%) which is the same as the Greater Melbourne population ratio. This represents a slight decrease in the percentage of the population that are females.

### Country of Birth

The percentage of the population born overseas and the diversity of their country of origin can give an indication of how diverse the population is within a community.

An analysis of the cultural diversity data for the Knox area shows that there is a slightly lower level of diversity compared to the Greater Melbourne area with 27.8% being born overseas and 19.7% being born in a non-English speaking country, compared to 31.4% and 24.2% in Greater Melbourne. People that speak a language other than English at home accounted for 21.1% of the Knox population, compared to 29.0% in Greater Melbourne.

The table below details the country of birth of residents in 2011 and 2006 as well as being compared against the population in Greater Melbourne.

**Table 10 Most Common Countries of Birth**

	2011			2006			Change 2006 to 2011
	Number	%	Greater Melbourne %	Number	%	Greater Melbourne %	
Australia	103,057	69.0	63.3	103,226	70.3	64.5	-169
United Kingdom	8,055	5.4	4.1	8,700	5.9	4.4	-645
India	3,033	2.0	2.7	2,003	1.4	1.4	+1,030
China	2,764	1.9	2.3	1,441	1.0	1.5	+1,323
Malaysia	2,710	1.8	1.0	1,984	1.4	0.8	+726
Sri Lanka	2,638	1.8	1.1	1,989	1.4	0.8	+649
New Zealand	1,865	1.2	1.7	1,814	1.2	1.5	+51
Germany	1,340	0.9	0.5	1,340	0.9	0.6	0
Italy	1,227	0.8	1.7	1,322	0.9	2.0	-95
South Africa	1,156	0.8	0.5	1,064	0.7	0.5	+92
Vietnam	1,125	0.8	1.7	1,061	0.7	1.6	+64

Source: Australian Bureau of Statistics, Census of Population and Housing 2006 and 2011, .id consulting

The table below summarises the diversity within the Knox population and identifies whether residents are from English or non-English speaking backgrounds.

**Table 11 Summary of Diversity**

	2011			2006			Change 2006 to 2011
	Number	%	Greater Melbourne %	Number	%	Greater Melbourne %	
Total overseas born	41,444	27.8	31.4	36,929	25.2	28.6	+4,515
Non-English speaking backgrounds	29,436	19.7	24.2	24,455	16.7	21.6	+4,981
Main English speaking countries	12,008	8.0	7.2	12,474	8.5	7.0	-466
Australia	103,057	69.0	63.3	103,226	70.3	64.5	-169
Not stated	4,798	3.2	5.3	6,585	4.5	6.9	-1,787
<b>Total Population</b>	<b>149,299</b>	<b>100.0</b>	<b>100.0</b>	<b>146,740</b>	<b>100.0</b>	<b>100.0</b>	<b>+2,559</b>

Source: Australian Bureau of Statistics, Census of Population and Housing 2006 and 2011, .id consulting

The percentage of the population born overseas is slightly lower than that in Greater Melbourne (27.8% compared to 31.4%). The percentage of the population that came from non-English speaking backgrounds is also slightly lower than in Greater Melbourne with 19.7% compared to 24.2%.

There has been a slight increase in the percentage of the population born overseas in the Knox area between 2006 and 2011 with an increase of 2.6%.

#### Languages Spoken at Home

The Knox area has a higher percentage of the population that speaks English only (76.4%) when compared to the Greater Melbourne population (66.4%).

The top five languages other than English spoken within the Knox area in 2011 were:

- Cantonese
- Mandarin
- Italian
- Greek
- Sinhalese

#### Residents Income Levels

The table below presents the personal weekly income levels of Knox residents.

**Table 12 Weekly Individual Gross Income Levels for the City of Knox Area**

	2011		
	Number	%	Greater Melbourne %
Negative Income/ Nil income	10,768	8.9	9.4
\$1-\$199	10,591	8.7	7.8
\$200-\$299	10,982	9.0	9.8
\$300-\$399	10,989	9.0	8.9
\$400-\$599	14,079	11.6	10.8
\$600-\$799	13,544	11.1	10.2
\$800-\$999	11,699	9.6	8.5
\$1000-\$1249	11,039	9.1	8.3
\$1250-\$1499	7,439	6.1	5.8
\$1500-\$1999	7,913	6.5	6.4
\$2000 or more	5,664	4.7	6.5
Not stated	6,948	5.7	7.7
<b>Total persons aged 15+</b>	<b>121,655</b>	<b>100.0</b>	<b>100.0</b>

Analysis of individual income levels in the City of Knox in 2011 compared to Greater Melbourne shows that there was a lower proportion of people earning a high income (those earning \$1,500 per week or more) and a similar proportion of low income people (those earning less than \$400 per week). Overall, 11.2% of the population earned a high income, and 35.6% earned a low income, compared with 12.9% and 35.8% respectively for Greater Melbourne.

The major differences between the City of Knox's individual incomes and Greater Melbourne's individual incomes were:

- A *larger* percentage of persons who earned \$800-\$999 (9.6% compared to 8.5%)
- A *larger* percentage of persons who earned \$1-\$199 (8.7% compared to 7.8%)
- A *larger* percentage of persons who earned \$600-\$799 (11.1% compared to 10.2%)
- A *smaller* percentage of persons who earned \$2000 or more (4.7% compared to 6.5%)

### Vehicle Ownership

The number of vehicles per household is detailed in the table below.

**Table 13 Vehicle Ownership**

	2011		
	Number	%	Greater Melbourne %
No motor vehicles	2,249	4.2	9.0
1 motor vehicle	14,959	28.2	33.9
2 motor vehicles	22,348	42.1	35.5
3 or more motor vehicles	11,569	21.8	15.4
Not stated	1,987	3.7	6.3
Total households	53,112	100.0	100.0

Source: Australian Bureau of Statistics, Census of Population and Housing 2006 and 2011, .id consulting

A households' ownership of vehicles can be used as an indicator of an individual's ability to independently access leisure facilities without the reliance on public transport or utilising other modes of transport.

A review of the vehicles ownership in the City of Knox indicates that more than nine out of every 10 households (92.1%) own one or more vehicles indicating a high ability to independently access leisure activities. This is higher than the Greater Melbourne with 84.8%. There is also a number of households (4.2%) that identified that they have access to no motor vehicles indicating that there may be a reliance on public transport and non-motorised forms of transport such as walking, bikes, or skateboards.

### Future Population Predictions

It is expected that the population within the Knox City Council area will increase 19.5% from 154,619 in 2011 to 184,821 in 2036. The largest annual average rate of change is predicted to occur between 2016 and 2021 before slowing down.

**Table 14 Projected Population Growth 2011 - 2036**

	Forecast year					
	2011	2016	2021	2026	2031	2036
Population	154,619	159,541	167,694	174,008	179,490	184,821
Change in population (5yrs)		4,922	8,153	6,314	5,482	5,331
Average annual change		0.63%	1.00%	0.74%	0.62%	0.59%

Source: Population and household forecasts, 2011 to 2036, prepared by .id, the population experts, May 2014.

The figures for the projected populations are slightly higher than the data collected during the census as it takes into account the population that may have been missed by the census and the population that were overseas at the time of the census.

The following table highlights the likely change in the population age profile between 2011 and 2036.

Table 15 City of Knox Future Population Age Profile

	2011		2016		2021		2026		2031		2036		Change b/w 2011 and 2036
	Number	%	Number	%	Number	%	Number	%	Number	%	Number	%	
0 to 4	9,109	5.9	9,435	5.9	9,914	5.9	10,169	5.8	10,346	5.8	10,607	5.7	+1,498
5 to 9	9,199	5.9	9,324	5.8	9,870	5.9	10,211	5.9	10,445	5.8	10,679	5.8	+1,479
10 to 14	9,845	6.4	9,526	6.0	9,948	5.9	10,338	5.9	10,622	5.9	10,887	5.9	+1,042
15 to 19	11,168	7.2	10,271	6.4	10,361	6.2	10,684	6.1	11,019	6.1	11,333	6.1	+165
20 to 24	11,304	7.3	11,062	6.9	10,830	6.5	10,923	6.3	11,231	6.3	11,602	6.3	+297
25 to 29	10,209	6.6	10,729	6.7	11,047	6.6	11,046	6.3	11,247	6.3	11,601	6.3	+1,392
30 to 34	9,946	6.4	10,516	6.6	11,199	6.7	11,479	6.6	11,631	6.5	11,924	6.5	+1,977
35 to 39	10,741	6.9	10,729	6.7	11,446	6.8	11,910	6.8	12,187	6.8	12,450	6.7	+1,709
40 to 44	11,411	7.4	11,295	7.1	11,670	7.0	12,155	7.0	12,527	7.0	12,860	7.0	+1,448
45 to 49	11,572	7.5	11,363	7.1	11,620	6.9	11,905	6.8	12,321	6.9	12,701	6.9	+1,129
50 to 54	11,482	7.4	11,204	7.0	11,200	6.7	11,447	6.6	11,714	6.5	12,117	6.6	+635
55 to 59	10,289	6.7	10,710	6.7	10,597	6.3	10,553	6.1	10,797	6.0	11,072	6.0	+782
60 to 64	8,865	5.7	9,443	5.9	9,885	5.9	9,781	5.6	9,772	5.4	10,024	5.4	+1,158
65 to 69	6,327	4.1	8,061	5.1	8,656	5.2	9,017	5.2	8,969	5.0	9,007	4.9	+2,680
70 to 74	4,633	3.0	5,779	3.6	7,341	4.4	7,879	4.5	8,216	4.6	8,233	4.5	+3,601
75 to 79	3,360	2.2	4,151	2.6	5,135	3.1	6,426	3.7	6,924	3.9	7,257	3.9	+3,896
80 to 84	2,602	1.7	2,850	1.8	3,449	2.1	4,173	2.4	5,100	2.8	5,531	3.0	+2,929
85 and over	2,555	1.7	3,091	1.9	3,524	2.1	3,911	2.2	4,424	2.5	4,938	2.7	+2,383
Total persons	154,619	100	159,541	100	167,694	100	174,008	100	179,490	100	184,821	100	+30,203

Source: Population and household forecasts, 2011 to 2036, prepared by [.id](#), the population experts, May 2014.

In 2011 the dominant age structure for residents in the City of Knox was ages 45 to 49 years, which accounted for 7.5% of the total population. This is predicted to change to 40 to 44 years (7.0%) by the year 2036 with the 45 to 49 years bracket falling to 6.9%.

The age group that is expected to experience the largest increase in number is 75 to 79 years which is predicted to grow by 3,896 residents.

In 2036, the most active age groups (5 49 years) is predicted to account for 57.5% of the total population.









State Basketball Centre











TIME SLOT	MONDAY						TUESDAY						WEDNESDAY						THURSDAY						FRIDAY						SATURDAY						SUNDAY											
	1	2	3	4	5	6	1	2	3	4	5	6	1	2	3	4	5	6	1	2	3	4	5	6	1	2	3	4	5	6	1	2	3	4	5	6	1	2	3	4	5	6						
<b>Off Peak Time</b>																																																
8.00am-8.30am																															Green						Cyan											
8.30am-9.00am																															Green						Cyan											
9.00am-9.30am	Magenta						Magenta																								Green						Cyan											
9.30am-10.00am	Magenta						Magenta																								Green						Cyan											
10.00am-10.30am	Magenta						Magenta																								Green						Cyan											
10.30am-11.00am	Magenta						Magenta																								Green						Cyan											
11.00am-11.30am	Magenta						Magenta																								Green						Cyan											
11.30am-12.00pm	Magenta						Magenta																								Green						Cyan											
12.00pm-12.30pm	Magenta						Magenta						Magenta																		Green						Cyan											
12.30pm-1.00pm	Magenta						Magenta						Magenta						Magenta						Green						Cyan																	
1.00pm-1.30pm	Magenta						Magenta						Magenta						Magenta						Green						Cyan																	
1.30pm-2.00pm	Magenta						Magenta						Magenta						Magenta						Green						Cyan																	
2.00pm-2.30pm	Magenta						Magenta						Magenta						Magenta						Green						Cyan																	
2.30pm-3.00pm	Magenta						Magenta						Magenta						Magenta						Green						Cyan																	
3.00pm-3.30pm																															Green						Cyan											
3.30pm-4.00pm																															Green						Cyan											
<b>Peak Time</b>																																																
4.00pm-4.30pm	Cyan		Orange				Cyan		Orange				Cyan		Orange				Cyan		Orange				Cyan		Orange						Green				Cyan											
4.30pm-5.00pm	Cyan		Orange				Cyan		Orange				Cyan		Orange				Cyan		Orange				Cyan		Orange						Green				Cyan											
5.00pm-5.30pm	Orange						Cyan		Orange				Cyan		Orange				Cyan		Orange				Cyan		Orange						Green				Cyan											
5.30pm-6.00pm	Orange						Cyan		Orange				Cyan		Orange				Cyan		Orange				Cyan		Orange						Green				Cyan											
6.00pm-6.30pm	Orange						Cyan		Orange				Cyan		Orange				Cyan		Orange				Cyan		Orange						Green				Cyan											
6.30pm-7.00pm	Orange						Cyan		Orange				Cyan		Orange				Cyan		Orange				Cyan		Orange						Green				Cyan											
7.00pm-7.30pm							Green																		Blue						Yellow																	
7.30pm-8.00pm							Green																		Blue						Yellow																	
8.00pm-8.30pm							Green																		Blue						Yellow																	
8.30pm-9.00pm							Green																		Blue						Yellow																	
9.00pm-9.30pm							Green																		Blue						Yellow																	
9.30pm-10.00pm																									Blue						Yellow																	
10.00pm-10.30pm																									Blue						Yellow																	
10.30pm-11.00pm																									Blue						Yellow																	

St Joseph's College

TIME SLOT	MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY		SATURDAY		SUNDAY	
	1	2	1	2	1	2	1	2	1	2	1	2	1	2
<b>Off Peak Time</b>														
8.00am-8.30am														
8.30am-9.00am														
9.00am-9.30am														
9.30am-10.00am														
10.00am-10.30am														
10.30am-11.00am														
11.00am-11.30am														
11.30am-12.00pm														
12.00pm-12.30pm														
12.30pm-1.00pm														
1.00pm-1.30pm														
1.30pm-2.00pm														
2.00pm-2.30pm														
2.30pm-3.00pm														
3.00pm-3.30pm														
3.30pm-4.00pm														
<b>Peak Time</b>														
4.00pm-4.30pm														
4.30pm-5.00pm	SEE	SEE	SEE	SEE	MT	MT	AS	AS						
5.00pm-5.30pm	SEE	SEE	SEE	SEE	MT	MT	AS	AS						
5.30pm-6.00pm	SEE	SEE	SEE	SEE	MT	MT	AS	AS						
6.00pm-6.30pm	SEE	SEE	SEE	SEE	MT	MT	AS	AS						
6.30pm-7.00pm	SEE	SEE	SEE	SEE	MT	MT	AS	AS						
7.00pm-7.30pm	SEE	SEE	SEE	SEE	MT	MT	AS	AS						
7.30pm-8.00pm	SEE	SEE	SEE	SEE	MT	MT	AS	AS						
8.00pm-8.30pm	SEE	SEE	SEE	SEE	MT	MT	AS	AS						
8.30pm-9.00pm	SEE	SEE	SEE	SEE	MT	MT	AS	AS						
9.00pm-9.30pm	SEE	SEE	SEE	SEE	MT	MT	AS	AS						
9.30pm-10.00pm														
10.00pm-10.30pm														
10.30pm-11.00pm														

Keys

AS	All Stars Basketball Club
BSRD	Belgrave South Red Devils Basketball Club
BB	Boronia Buffaloes Basketball Club
CPK	Chandler Park Jets Basketball Club
EL	Emerald Lakers Basketball Club
FTG	Ferntree Gully Falcons Basketball Club
KXC	Knox City Cougars Basketball Club Inc.
KSC	KSC Phoenix Basketball Club
MT	Mountain Tigers Basketball Club
RBC	Ranges Basketball Club
SBC	Saints Basketball Club Inc
SEE	South East Eagles Basketball Club
SB	Southern Bears Basketball Club
TB	The Basin Basketball Club
WJB	Wantirna Jetbacks Basketball Club
WW	Wasps Basketball Club

	KBI Jnr Domestic Competition		KBI Domestic Training
	KBI Programs		KBI Snr Domestic Competition
	Big V Competition		Big V Training
	School Bookings		Basketball Victoria Booking
	Representative Competition		Representative Training

Rowville Eastern Campus Court Occupancy

TIME SLOT	MONDAY				TUESDAY				WEDNESDAY				THURSDAY				FRIDAY				SATURDAY				SUNDAY			
	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
<b>Off Peak Time</b>																												
8.00am-8.30am																												
8.30am-9.00am																												
9.00am-9.30am																												
9.30am-10.00am																												
10.00am-10.30am																												
10.30am-11.00am																												
11.00am-11.30am																												
11.30am-12.00pm																												
12.00pm-12.30pm																												
12.30pm-1.00pm																												
1.00pm-1.30pm																												
1.30pm-2.00pm																												
2.00pm-2.30pm																												
2.30pm-3.00pm																												
3.00pm-3.30pm																												
3.30pm-4.00pm																												
<b>Peak Time</b>																												
4.00pm-4.30pm																												
4.30pm-5.00pm																												
5.00pm-5.30pm																												
5.30pm-6.00pm																												
6.00pm-6.30pm																												
6.30pm-7.00pm																												
7.00pm-7.30pm																												
7.30pm-8.00pm																												
8.00pm-8.30pm																												
8.30pm-9.00pm																												
9.00pm-9.30pm																												
9.30pm-10.00pm																												
10.00pm-10.30pm																												

KBI Domestic competition	
KBI Domestic training	
School Usage (no hire available)	

## Appendix 3 - Training Facilities

Table 16 Knox City Council Indoor Sports Facility Provision - Training Only Facilities

Facility	Number of Courts	Ownership	Map Ref
The Knox School	2	Independent	3
Bayswater Secondary College	1	DET	4
Boronia K-12 College	1	DET	5
Scoresby Secondary College	1	DET	7
Rowville Secondary College - West	1	DET	10
Bayswater Indoor Soccer Centre	2	Private	12
Emerald Primary School	1	DET	
Boronia College	1	DET	
Mater Christi	2	Catholic School	
Upwey Secondary College	1	DET	
St Andrews	3/4	DET	
Monbulk Secondary College	2	DET	
Kent Park Primary School	1	DET	
St Pauls Primary School	1	DET	
Knox Gardens Primary School	1	DET	
Waverly Christian College	1	Private	
Belgrave Heights Christian School	1	Private	
Carrington Park Leisure Centre	1	Council	

## Appendix 4 - Surrounding Council Facilities

Table 17 Regional Indoor Sports Facility Provision

Council Area	Facility	Number of Courts	Map Ref
City of Monash	Waverley Basketball Centre	6	A1
	Oakleigh Recreation Centre	4	A2
	Waverley Netball Centre	4 (8 outdoor)	A3
	Brandon Park Community Centre	1	A4
	Jordanville Community Centre	1	A5
	Southern Community Centre	1	A6
	Clayton Health and Fitness Centre - Monash University	5	A7
	Wellington Secondary College	2	A8
	Brentwood Secondary College	1	A9
	Oakleigh South Primary School	1	A10
	Jells Park Primary School	1	A11
	Glendal Primary School	1	A12
	Mazenod College	3	A13
	Huntingtower School	2	A14
	Wesley College - Glen Waverly	1	A15
	Salesian College - Bosco Campus	1	A16
	St Leonards Catholic Primary School	1	A17
	Syndal Baptist Church	1	A18
	Caulfield Grammar - Wheelers Hill Campus	2	A19
	Glen Waverley Community Sports Stadium (Glen Waverley Secondary College)	1	A20
City of Whitehorse	Aqualink Box Hill	3	B1
	Box Hill High School	2	B2
	Deakin University	2	B3
	Nunawading Basketball Centre	5	B4
	Forest Hill Secondary College	2	B5
	Koonung Secondary College	1	B6
	Laburnum Primary School	1	B7
	Slater Reserve	2	B8
	Nunawading Community Centre	1	B9
	Mullauna Secondary College	2	B10
	Vermont Primary School	1	B11
	Sportlink	4	B12
	Kingswood College	1	B13
	Wattle Park Primary School	1	B14
Maroondah City Council	Aquahub	2	C1
	Croydon Hills Primary School	1	C2
	Ringwood Heights Primary School	1	C3
	John Frost Stadium	1	C4
	Yarra Valley Grammar	2	C5
	Maroondah Indoor Sports Centre (The Rings)	4	C6
Yarra Ranges Shire Council	ECCA Centre (Healesville High School)	2	D1
	Oxley College - Lilydale	5	D2
	Lilydale Stadium	4	D3
	Monbulk College Basketball Stadium	2	D4
	Upwey Secondary College	2	D5
	The Yarra Centre	2	D6
	Kilsyth Sports Centre	6	D7
City of Casey	Berwick Leisure Centre	1	E1
	Hampton Park Sports Stadium	2	E2



Council Area	Facility	Number of Courts	Map Ref
	Casey Indoor Sports Centre	3	E3
	Endeavour Hills Leisure Centre	2	E4
	Casey Indoor Leisure Complex (Terry Vickerman Building)	5	E5
	Timbarra P-9 College - Berwick (Timbarra Community Stadium)	3	E6
	Lynbrook Primary School	1	E7
	Cranbourne Primary School	1	E8
	Berwick Fields Primary School	1	E9
	Kilberry Valley Primary School	1	E10
	Cranbourne Park Primary School	1	E11
	Berwick Primary School	1	E12
	Fountain Gate Primary School	1	E13
	Casey Grammar	1	E14
	Mossgiel Park Primary School	1	E15
	Thomas Mitchell Primary School	1	E16
	St Michael's Catholic Primary School	1	E17
	Hillsmeade Primary School	1	E18
	St Peters College - West Campus	1	E19
	St Peters College - East Campus	1	E20
	Kambrya College	3	E21
	Narre Warren South P-12 College	2	E22
Cranbourne Indoor Sports	2	E23	
City of Greater Dandenong	Springers Leisure Centre	5	F1
	Dandenong Stadium	15	F2
	Keysborough College - Banksia Campus	2	F3
	Sandown Indoor Sports Centre	1	F4
	Lyndale Secondary College	2	F5
	Chandler Park Primary School	1	F6
	Dandenong High School - Princes Highway Campus	2	F7
	Cornish College	1	F8
	Noble Park Community Centre	1	F9
	Gloria Pyke Netball Complex	4 (+12 outdoor)	F10
	Springvale Indoor Sports	4	F11
	Keysborough College - Acacia Campus	1	F12
	Killester College	1	F13

**ALL WARDS****10.1 FINANCIAL PERFORMANCE REPORT FOR THE QUARTER ENDED 30 SEPTEMBER 2017**

**SUMMARY:** *Coordinator Management Accounting  
(James Morris)*

*The Financial Performance Report for the quarter ended 30 September 2017 is presented for consideration.*

**RECOMMENDATION**

**That Council receive and note the Financial Performance Report for the quarter ended 30 September 2017.**

**1. INTRODUCTION**

The provision of the quarterly Financial Performance Report to Council ensures that associated processes are accountable, transparent and responsible resulting in sound financial management.

The attached Financial Performance Report (Appendix A) has been prepared in accordance with Australian Accounting Standards and contains the following financial statements:

- Comprehensive Income Statement;
- Balance Sheet;
- Cash Flow Statement; and
- Statement of Capital Works.

The Financial Performance Report is aimed and designed to identify major variations against Council's year to date financial performance (actual results) and the Adopted Budget. Council adopted its 2016-17 annual budget at its Ordinary Council Meeting held 26 June 2017.

The financial year-end position of Council is anticipated by way of forecasts. The full year Adopted Budget is compared against the full year projected position as reflected by the Forecast. The 2017-18 Forecast includes the following details:

- The 2017-18 Adopted Budget;
- Carry forward funding from 2016-17 into 2017-18 for both operational and capital works expenditure items. These funds are required for the successful completion and delivery of key outcomes and projects; and
- Adjustments as a result of officers periodically assessing Council's budgetary performance taking into account emerging events and matters.

## **10.1 Financial Performance Report for the Quarter Ended 30 September 2017 (cont'd)**

### **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 the quarterly Financial Performance Report is provided to Council's Audit Committee.

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

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

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

#### **5.1 Financial Performance for Quarter Ended 30 September 2017**

The overall financial position at 30 September 2017 is satisfactory and indicates that Council, after taking into consideration carry forward funding requirements from 2016-17 into 2017-18, is on track to complete the current financial year within the targets established in the 2017-18 Adopted Budget.

For the quarter ending 30 September 2017, Council has achieved an operating surplus of \$89.315 million. This is \$5.211 million favourable to the year to date (YTD) Adopted Budget. Council's forecast year end position is an operating surplus of \$3.063 million, which is \$0.890 million less than the Adopted Budget primarily due to carry forward expenditure from 2016-17 into 2017-18.

The total capital works expenditure for the quarter ended 30 September 2017 is \$7.209 million. This is \$2.196 million greater than the YTD Adopted Budget. The forecast capital works expenditure for the year is \$94.999 million and includes \$32.724 million in carry forward funding requirements from 2016-17 into 2017-18.

Further detail and discussion of the financial performance of Council for the quarter ended 30 September 2017 is provided in the attached Financial Performance Report (Appendix A).

### **6. SOCIAL IMPLICATIONS**

There are no direct social implications arising from this report.

**10.1 Financial Performance Report for the Quarter Ended 30 September 2017 (cont'd)****7. RELEVANCE TO KNOX COMMUNITY AND COUNCIL PLAN 2017-2021**

This report relates to the following goals and strategies within the Knox Community and Council Plan 2017-2021 as outlined below:

**Goal 8 We have confidence in decision making**

*Strategy 8.1* - Build, strengthen and promote good governance practices across government and community organisations.

**8. CONCLUSION**

Council has achieved an operating surplus of \$89.315 million for the quarter ended 30 September 2017. An operating surplus of \$3.063 million is forecast for 2017-18.

**9. CONFIDENTIALITY**

There are no components of this report which have been declared confidential in accordance with the Local Government Act 1989.

**Report Prepared By:** *Coordinator Management Accounting  
(James Morris)*

**Report Reviewed By:** *Manager Financial Services  
(Dale Monk)*

**Report Authorised By:** *Director – Corporate Development  
(Michael Fromberg)*

**KNOX**

your city



# Financial Performance Report

For year to date ended 30 September 2017

# Contents

Financial Performance Report for year to date ended 30 September 2017

---

<b>Title</b>	<b>Page</b>
Executive Summary	2
Comprehensive Income Statement	6
Summary of Net Income and Expenditure	7
Statement of Capital Works	10
Balance Sheet	12
Statement of Cash Flows	14
Financial Performance Indicators	16
Investment Analysis	18

## Introduction and Purpose

The Financial Performance Report for year to date ended 30 September 2017 has been prepared in accordance with Australian Accounting Standards and contains the following financial statements:

- Comprehensive Income Statement;
- Balance Sheet;
- Cash Flow Statement; and
- Statement of Capital Works.

This report is aimed and designed to identify major variations against Council's year to date financial performance (actual results) and the Adopted Budget and anticipate the financial position of Council as at financial year end by way of forecasts. Council adopted its 2017-18 Annual Budget at its Ordinary Council Meeting held 26 June 2017.

The full year Adopted Budget is compared against the full year projected position as reflected by the Forecast. The 2017-18 Forecast includes the following details:

- Carry forward funding from 2016-17 into 2017-18 for both operational and capital works expenditure items. These funds are required for the successful completion and delivery of key outcomes and projects; and
- Adjustments to the adopted budget as a result of officers periodically assessing Council's financial health and landscape as a result of emerging events and matters.

## Discussion of Financial Results

### Forecast

The 2017-18 Forecast includes the following adjustments:

#### *Income*

- \$0.204M net increase in the final 2017-18 financial assistance grant income allocation received from the Victoria Grants Commission (general purpose and local roads funding); and
- \$0.356M increase in capital grants and contributions carried forward from 2016-17 into 2017-18.

#### *Expenses (Operating and Capital Works)*

- \$15.344M in additional carry forward funding from 2016-17 into 2017-18 for both operational expenditure (\$2.335M) and capital works expenditure (\$13.009M). \$0.643M of this carry forward funding for capital works expenditure is operational in nature. These funds are required for the successful completion and delivery of key outcomes and projects;
- The above carry forward of capital works expenditure is in addition to the \$19.715M of carry forward capital works expenditure included in the Adopted Budget (making a total capital carry forward expenditure of \$32.724M);
- Forecast depreciation has been reduced by \$1.224M due to the lower than forecast capital expenditure in the 2016-17 financial year. The capital expenditure carried forward will not be depreciated for the full financial year; and
- \$0.164M decrease in loan interest payments as a result of the \$4.750M loan for the street light upgrade project not being required to be taken out in the 2016-17 financial year.



## Operating Results

Operating Results	Year to Date			Full Year		
	Adopted Budget	Actual	Variance	Adopted Budget	Forecast	Variance
	\$'000's	\$'000's	\$'000's	\$'000's	\$'000's	\$'000's
Income	122,373	125,005	2,631	159,566	160,126	560
Expense	38,269	35,690	2,579	155,614	157,063	(1,449)
<b>Surplus (Deficit)</b>	<b>84,104</b>	<b>89,315</b>	<b>5,211</b>	<b>3,953</b>	<b>3,063</b>	<b>(890)</b>

Full year Forecast for Operating Results includes \$2.335M in carry forward net expenditure from 2016-17 into 2017-18, together with \$0.643M in additional carry forward expenditure for capital works that is operational in nature.

Income has an overall favourable variance of \$2.631M compared to the year to date (YTD) Adopted Budget of \$122.373M. This is primarily due to a favourable variance in Monetary Contributions, coupled with higher than anticipated supplementary rates income and a favourable variance in the residential garbage charge which reflects the number of tenements across the municipality. The full year forecast total income is anticipated to be \$160.126M and is \$0.560M favourable to the Adopted Budget.

Expenditure has an overall favourable variance of \$2.579M compared to the YTD Adopted Budget of \$38.269M. The favourable variance in Materials and Services of \$2.130M and Employee Costs of \$1.240M are partially offset by the early payment of the second quarter contribution to Eastern Regional Libraries Corporation. The full year forecast expenditure is anticipated to be \$157.063M and is \$1.449M unfavourable to the Adopted Budget. This is primarily due to carry forward funding from 2016-17 into 2017-18 for operational expenditure and capital works that is operational in nature (i.e. expenses that do not meet the criteria for capitalisation).

The operating surplus for the period ended 30 September 2017 is \$89.315M which is \$5.211M favourable to the YTD Adopted Budget. The forecast surplus for the year is \$3.063M and is \$0.890M less than the Adopted Budget of \$3.953M.

## Capital Works Program

Capital Works Expenditure	Adopted			Adopted		
	Budget	Actual	Variance	Budget	Forecast	Variance
	\$'000's	\$'000's	\$'000's	\$'000's	\$'000's	\$'000's
Property	2,482	1,967	515	46,907	50,182	(3,275)
Plant and Equipment	831	706	125	10,435	12,045	(1,610)
Infrastructure	1,699	4,536	(2,837)	24,649	32,773	(8,124)
<b>Total Capital Works Expenditure</b>	<b>5,012</b>	<b>7,209</b>	<b>(2,196)</b>	<b>81,990</b>	<b>94,999</b>	<b>(13,009)</b>

Full year Forecast for Capital Works Expenditure includes \$32.724M in carry forward expenditure from 2016-17 into 2017-18, while no carry forward expenditure from 2017-18 into 2018-19 has been identified at this stage.

The performance of the Capital Works Program including details of variances is reported in the Statement of Capital Works.

For the quarter ended 30 September 2017 the Capital Works Program shows an expenditure of \$7.209M – this is \$2.196M greater than the expected YTD Adopted Budget position, \$1.163M of this variance is a result of utilisation of carry forward from 2016-17. After taking into consideration the capital works projects carried forward from 2016-17 into 2017-18, the forecast Capital Works Expenditure for the year is \$94.999M.



## Balance Sheet

Balance Sheet	Year to Date			Full Year		
	Adopted Budget \$'000's	Actual \$'000's	Variance \$'000's	Adopted Budget \$'000's	Forecast \$'000's	Variance \$'000's
Current Assets	142,224	161,964	19,739	52,486	55,175	2,689
Non-Current Assets	1,704,278	1,696,284	(7,994)	1,754,203	1,764,278	10,075
<b>Total Assets</b>	<b>1,846,502</b>	<b>1,858,248</b>	<b>11,746</b>	<b>1,806,689</b>	<b>1,819,453</b>	<b>12,764</b>
Current Liabilities	27,169	30,874	(3,706)	47,869	50,367	(2,498)
Non-Current Liabilities	11,407	5,803	5,604	30,483	24,366	6,117
<b>Total Liabilities</b>	<b>38,576</b>	<b>36,677</b>	<b>1,898</b>	<b>78,352</b>	<b>74,733</b>	<b>3,619</b>
<b>Net Assets</b>	<b>1,807,926</b>	<b>1,821,570</b>	<b>13,644</b>	<b>1,728,337</b>	<b>1,744,720</b>	<b>16,383</b>
Accumulated Surplus	704,817	710,814	5,996	635,708	651,062	15,354
Asset Revaluation Reserve	1,067,083	1,072,093	5,010	1,067,083	1,072,093	5,010
Other Reserves	36,026	38,663	2,637	25,546	21,564	(3,982)
<b>Total Equity</b>	<b>1,807,926</b>	<b>1,821,570</b>	<b>13,644</b>	<b>1,728,337</b>	<b>1,744,720</b>	<b>16,383</b>
<b>Working Capital Ratio</b>	<b>5.23</b>	<b>5.25</b>		<b>1.10</b>	<b>1.10</b>	

The Balance Sheet as at 30 September 2017 indicates a sustainable result. A comparison of total Current Assets of \$161.964M with total Current Liabilities of \$30.874M continues to depict a sustainable financial position (Working Capital Ratio of 5.25 to 1). Current Assets primarily comprises Cash and Cash Equivalents (\$22.903M), Other Financial Assets (\$31.600M) and Trade and Other Receivables (\$106.762M). Trade and Other Receivables includes \$104.431M of rates debtors (of which \$6.190M relates to arrears pre July 2017) and \$1.775M in other debtors. The working capital ratio of 5.25 compares favourably to the Adopted Budget working capital ratio of 5.23.

Trade and Other Receivables	Ageing				Total \$'000
	Current - 30 Days \$'000	31 Days - 60 Days \$'000	61 Days - 90 Days \$'000	More than 90 Days \$'000	
Rates Debtors	98,241	0	0	6,190	104,431
Special Rate Assessment	0	0	0	52	52
Parking and Animal Infringement Debtors	89	53	39	324	504
Other Debtors	1,470	79	83	142	1,775
<b>Total Trade and Other Receivables</b>	<b>99,800</b>	<b>132</b>	<b>122</b>	<b>6,708</b>	<b>106,762</b>

Rate debtors in arrears is \$6.190M. This amount has been outstanding from 2016-17 and prior.

The high rates debtors as at 30 September 2017 is due to the raising of 2017-18 rates and charges in July 2017. The percentage of rates collected to 30 September 2017 of 13.79% is slightly higher than the percentage collected for the same period last year of 13.42%. Rate amounts owing are a charge over the property and therefore Council has recourse to collect these debts. Penalty interest at 9.5% per annum also applies.

Trade and Other Payables are \$5.947M as at 30 September 2017, which is \$0.188 favourable to the Adopted Budget. This has decreased from \$10.020M as at 30 June 2017.

## Investment Analysis

Investment	Year to Date			Full Year		
	Adopted Budget \$'000's	Actual \$'000's	Variance \$'000's	Adopted Budget \$'000's	Forecast \$'000's	Variance \$'000's
Cash and Cash Equivalents	38,399	22,903	(15,496)	40,794	43,170	2,376
Other Financial Assets	0	31,600	31,600	0	0	0
<b>Total Funds Invested</b>	<b>38,399</b>	<b>54,503</b>	<b>16,104</b>	<b>40,794</b>	<b>43,170</b>	<b>2,376</b>
<b>Earnings on Investments</b>	<b>321</b>	<b>327</b>	<b>6</b>	<b>1,287</b>	<b>1,287</b>	<b>0</b>

There was \$54.503M invested with various financial institutions as at 30 September 2017 – this includes Cash and Cash Equivalents (\$22.903M) and Other Financial Assets (\$31.600M). These funds include monies from trust funds and deposits and specific purpose reserves.

The earnings on investments for the quarter ended 30 September 2017 was \$0.327M and is \$0.006M favourable to the YTD Adopted Budget as a result of current holdings of Cash and Cash Equivalents and Other Financial Assets.

# Comprehensive Income Statement

for year to date ended 30 September 2017

Description	Notes	Year-to-Date				Full Year		
		Adopted Budget	Actual	Variance		Adopted Budget	Forecast	Variance
		\$000'S	\$000'S	\$000'S	%	\$000'S	\$000'S	\$000'S
<b>Income</b>								
Rates and Charges		106,815	108,099	1,283	1.20%	107,272	107,272	0
Statutory Fees and Fines		712	706	(6)	(0.84%)	2,833	2,833	0
User Fees		7,200	7,122	(78)	(1.09%)	14,843	14,843	0
Grants - Operating		5,406	5,438	32	0.59%	20,351	20,554	203
Grants - Capital		405	280	(125)	(30.97%)	4,724	4,995	271
Contributions - Monetary	1	1,175	2,609	1,434	122.01%	4,932	5,018	86
Contributions - Non-Monetary		0	0	0	0.00%	2,000	2,000	0
Increment on investment in associates		0	0	0	0.00%	0	0	0
Other Income		659	751	92	14.00%	2,611	2,611	0
<b>Total Income</b>		<b>122,373</b>	<b>125,005</b>	<b>2,631</b>	<b>2.15%</b>	<b>159,566</b>	<b>160,126</b>	<b>560</b>
<b>Expenses</b>								
Employee Costs		17,885	16,646	1,240	6.93%	68,251	68,111	140
Materials and Services	2	13,180	11,050	2,130	16.16%	57,071	60,049	(2,978)
Depreciation and Amortisation		5,717	5,547	169	2.96%	22,867	21,643	1,224
Contributions and Donations	3	1,511	2,379	(868)	(57.48%)	5,399	5,399	0
Borrowing Costs		41	0	41	100.00%	164	0	164
Bad and Doubtful Debts		16	1	15	93.43%	64	64	0
Other Expenses		139	103	36	25.95%	558	558	0
Net (Gain) Loss on Disposal of Property, Infrastructure, Plant and Equipment		(220)	(37)	(183)	(83.26%)	1,239	1,239	0
<b>Total Expenses</b>		<b>38,269</b>	<b>35,690</b>	<b>2,579</b>	<b>6.74%</b>	<b>155,614</b>	<b>157,063</b>	<b>(1,449)</b>
<b>Surplus (Deficit)</b>		<b>84,104</b>	<b>89,315</b>	<b>5,211</b>	<b>6.20%</b>	<b>3,953</b>	<b>3,063</b>	<b>(890)</b>
<b>Total Comprehensive Income for the Year</b>		<b>84,104</b>	<b>89,315</b>	<b>5,211</b>	<b>6.20%</b>	<b>3,953</b>	<b>3,063</b>	<b>(890)</b>

Indicators of the variances between year to date (YTD) Adopted Budget and Actual results:

- ✓ 0% or greater.
- ! Less than 0% and greater than negative 10%.
- ✗ Negative 10% or less.

Notes have been provided for the following variances:

1. Favourable variances between year to date (YTD) Adopted Budget and Actual results are equal to or greater than positive \$500K and equal to or greater than positive 10%.
2. Unfavourable variances between year to date (YTD) Adopted Budget and Actual results are equal to or less than negative \$500K and equal to or less than negative 10%.

#### Notes:

1	Higher than expected income from Public Open Space Contributions (\$1,211K favourable); income of this nature is unpredictable and is directly contingent on Developer activities in the municipality.
2	Permanent favourable variance for Public Liability and Professional Indemnity Insurance (\$185K) and Industrial Special Risk Insurance (\$68K) with a tendering process leading to lower premiums. Favourable timing variance in Waste Management Contract cost (\$544K) mainly due to seasonal activities in waste collection services and savings in fuel; in Open Space Maintenance expenditures (\$259K) mainly due to weather condition affecting timing of activities and timing of external invoices for mowing contracts; in Workshop due to timing of external invoices for fuel, insurance and registration (\$171K); in Financial Services due to timing of the valuation services contract (\$77K), the debt recovery project (\$25K), fire services levy (\$36K); in Knox Central (\$91K) due to timing of program's activities; and in Traffic Management (\$72K) due to delay in receiving external invoice. Unfavourable timing variance in Tree Maintenance mainly due to more requests for reactive tree works and Elm leaf treatment brought forward (\$102K); and in Local Road Maintenance due to timing of fire hydrant maintenance invoice from last year (\$97K) which is partly offset by carry forward from 2016-17 (\$48K) and the repair of McMahan Road (\$45K) which is offset by carry forward from 2016-17 income (\$45K).
3	Unfavourable timing variance in Library Services – the second quarter contribution to Eastern Regional Libraries Corporation was budgeted for October 2017 but paid in September 2017 (unfavourable variance of \$1.001M).

The 2016-17 Forecast includes \$2.335M in carry forward expenditure from 2016-17 into 2017-18 required for the completion and delivery of key operational projects. Also included is \$0.643M in carry forward expenditure for capital works that is operational in nature.

# Summary of Net Income and Expenditure by Department

for year to date ended 30 September 2017



Net (Income) / Expenditure	Notes	Year-to-Date				Full Year			
		Adopted Budget	Actual	Variance		Adopted Budget	Forecast	Variance	
		\$000'S	\$000'S	\$000'S	%	\$000'S	\$000'S	\$000'S	
<b>Rates</b>									
Rates and Valuation		(96,559)	(97,405)	846	0.88%	✓	(96,705)	(96,705)	0
<b>Net (Income) / Expense - Rates</b>		<b>(96,559)</b>	<b>(97,405)</b>	<b>846</b>	<b>0.88%</b>		<b>(96,705)</b>	<b>(96,705)</b>	<b>0</b>
<b>CEO and Council</b>									
Chief Executive Officer		146	128	18	12.60%	✓	585	585	0
Councillors		179	150	29	16.46%	✓	702	702	0
People Performance	1	1,886	1,439	447	23.70%	✓	3,947	3,947	0
<b>Net (Income) / Expense - CEO and Council</b>		<b>2,212</b>	<b>1,717</b>	<b>495</b>	<b>22.38%</b>		<b>5,234</b>	<b>5,234</b>	<b>0</b>
<b>City Development</b>									
Directorate City Development		129	99	30	22.93%	✓	516	516	0
City Planning	2	(499)	(1,805)	1,306	261.63%	✓	(2,001)	(2,001)	0
City Safety and Health		523	548	(26)	(4.96%)	⚠	2,812	2,976	(164)
City Futures	3	864	714	150	17.34%	✓	3,768	4,630	(862)
<b>Net (Income) / Expense - City Development</b>		<b>1,016</b>	<b>(443)</b>	<b>1,459</b>	<b>143.61%</b>		<b>5,094</b>	<b>6,120</b>	<b>(1,026)</b>
<b>Knox Central</b>									
Knox Central	4	168	57	111	66.03%	✓	671	671	0
<b>Net (Income) / Expense - Knox Central</b>		<b>168</b>	<b>57</b>	<b>111</b>	<b>66.03%</b>		<b>671</b>	<b>671</b>	<b>0</b>
<b>Community Services</b>									
Directorate Community Services		148	96	52	34.86%	✓	597	597	0
Community Wellbeing	5	1,007	748	259	25.70%	✓	3,399	3,434	(35)
Family and Children's Services		1,312	1,234	78	5.96%	✓	4,324	4,409	(85)
Active Ageing and Disability Services	6	674	371	303	44.94%	✓	2,554	3,197	(644)
Youth, Leisure and Cultural Services	7	1,975	2,872	(897)	(45.42%)	✗	7,651	7,877	(226)
<b>Net (Income) / Expense - Community Services</b>		<b>5,116</b>	<b>5,321</b>	<b>(206)</b>	<b>(4.02%)</b>		<b>18,525</b>	<b>19,515</b>	<b>(990)</b>
<b>Corporate Development</b>									
Directorate Corporate Development		97	97	(0)	(0.04%)	⚠	387	492	(106)
Financial Services	8	227	(77)	304	133.88%	✓	(988)	(1,447)	459
Governance and Innovation	9	933	673	259	27.80%	✓	3,452	3,458	(6)
Information Management	10	2,216	2,088	128	5.79%	✓	6,388	6,197	191
Communications and Customer Service		912	815	97	10.60%	✓	3,650	3,730	(80)
<b>Net (Income) / Expense - Corporate Development</b>		<b>4,384</b>	<b>3,596</b>	<b>788</b>	<b>17.97%</b>		<b>12,889</b>	<b>12,430</b>	<b>459</b>
<b>Engineering and Infrastructure</b>									
Directorate Engineering and Infrastructure		167	260	(93)	(55.41%)	✗	670	670	0
Sustainable Infrastructure	11	(10,788)	(11,892)	1,104	10.23%	✓	2,749	2,835	(86)
Community Infrastructure	12	1,445	1,245	200	13.81%	✓	6,255	6,345	(91)
Operations	13	3,544	3,125	420	11.84%	✓	13,935	14,029	(94)
<b>Net (Income) / Expense - Engineering and Infrastructure</b>		<b>(5,632)</b>	<b>(7,262)</b>	<b>1,630</b>	<b>28.95%</b>		<b>23,608</b>	<b>23,879</b>	<b>(270)</b>

# Summary of Net Income and Expenditure by Department

for year to date ended 30 September 2017



Indicators of the variances between year to date (YTD) Adopted Budget and Actual results:

- ✔ 0% or greater.
- ⚠ Less than 0% and greater than negative 5%.
- ✘ Negative 5% or less.

Notes have been provided for these variances:

1. Favourable variances between year to date (YTD) Adopted Budget and Actual results are equal to or greater than positive \$100K and equal to or greater than positive 5%.
2. Unfavourable variances between year to date (YTD) Adopted Budget and Actual results are equal to or less than negative \$100K and equal to or less than negative 5%.

## Notes:

1	Permanent favourable variance for Insurance Proceed income due to claim on light poles (\$33K). Permanent favourable variance for Public Liability and Professional Indemnity Insurance (\$185K) and Industrial Special Risk Insurance (\$68K) with a tendering process leading to lower premiums. Favourable timing variance for People Performance employee costs and on-costs (\$70K) due to 2.3 EFT vacancies at present.
2	Higher than expected income from Public Open Space Contributions (\$1,211K favourable); income of this nature is unpredictable and is directly contingent on Developer activities in the municipality.
3	Permanent favourable variance in Employee costs (\$86K) across the department, mainly due to vacant roles in first quarter which have been filled. Favourable timing variance in Consultant Costs (\$47K) and Contract Costs (\$53K) due to rescheduling of activity of Development Contributions Plan, Packaged Liquor Planning Scheme Amendment, Strategic Investment and Asset Strategy (project currently being scoped), and Bayswater Back On Track (awaiting completion of streetscape improvement works).
4	Favourable timing variance for Contract Costs (\$91K) due to timing of program's activities.
5	Favourable variance in the Municipal Leadership Disability program (\$69K favourable) due to the delay in recruitment for the vacant positions (budgeted for 2.20 EFT positions). Favourable timing variance of \$25K for the contribution to the Alliance for Gambling Reform. Favourable permanent variance of \$15K in subscriptions due to the transfer of tasks to the City Futures team. Favourable timing variance of \$47K for the annual donation to the Country Fire Authority branches. Favourable variance of \$18K from the reimbursement of unspent Community Development Grants – these amounts reimbursed will be utilised in the grant process this year.
6	Favourable variance of \$164K in Active Living employee costs and on-costs due to staff movements and position vacancies, partially offset by lower than projected service delivery levels with income showing an unfavourable variance of \$51K in client fees and \$10K in grants revenue. Favourable timing variance of \$32K in Seniors Expo expenditure. Favourable variance of \$28K in Active Communities employee costs and on-costs due to position vacancies. Also a favourable variance of \$62K in Active Ageing and Disability Services Management employee costs and on-costs due to positions being vacant.
7	Unfavourable timing variance due to the early payment of the second quarter contribution to Eastern Regional Libraries Corporation. This payment of \$1.022M was budgeted for payment in October 2017 but was paid in September 2017. This was partially offset by the invoicing of the 2016/17 annual contribution to the State Basketball Centre Renewal Fund (\$101K).
8	Permanent favourable variance of \$140K with the WorkCover premium due to the 2016/17 rateable remuneration being lower than estimated, together with a reduction in the WorkCover rate. Favourable variance of \$41K in interest payments due to the \$4.750M loan for the street lighting upgrade project not being taken out in 2016/17. Favourable timing variances with the valuation services contract (\$77K favourable), the debt recovery project (\$25K favourable), fire services levy (\$36K favourable), and the external audit (\$17K favourable).
9	Favourable timing variance of \$169K with the CFBI contract, which is partially offset by an unfavourable timing variance of \$125K in the recognition of CFBI savings. Permanent variance from Fines (\$51K favourable) received from those who failed to vote, and Employee Costs (\$48K) due to a few vacancies currently being filled. Favourable timing variances due to timing of activities in elections contracts (\$31K), Incidental Community Grants Program funding (\$26K favourable), and internal audit program (\$19K).
10	Favourable variance in Employee Costs (\$212K) due to some vacancies in the department which is partially offset by unfavourable variance (\$118K) in Contracts Cost and Agency Cost. Also, there is an unfavourable timing variance in Software Maintenance/Licensing/Upgrade (\$128K) due to timing of spending.
11	Favourable variance for Residential Garbage Charge (\$491K) – income reflects the number of tenements across municipality; and timing variance in Waste Management Contract cost (\$536K favourable) mainly due to seasonal activities in waste collection services and savings in fuel.
12	Permanent favourable variance in Landscaping Employee Costs (\$32K) due to a vacancy that has been filled; and Footpath/Crossing Site Protection Fee (\$21K) in Project Delivery due to higher than anticipated development work. There is a favourable timing variance in Contract Cost (\$225K) which is partially offset by an unfavourable variance in Utilities Cost (\$145K) due to timing of activities in Building Maintenance Services.

# Summary of Net Income and Expenditure by Department

for year to date ended 30 September 2017



## Notes (continued):

- |    |   |
|----|---|
| 13 | <p>Favourable variance in Employee Costs of the department, mainly due to employees on long-term work cover and extended leave as well as some vacancies of roles. Favourable timing variance in Open Space Maintenance expenditures (\$318K) mainly due to weather conditions affecting timing of activities and timing of external invoices for mowing contracts; and in Workshop due to timing of external invoices for fuel, insurance and registration (\$171K).</p> <p>Unfavourable timing variance in Tree Maintenance mainly due to more requests for reactive tree works and Elm leaf treatment brought forward (\$102K); in Local Road Maintenance due to timing of fire hydrant maintenance invoice from last year (\$97K) which is partly offset by carry forward from 2016-17 (\$48K) and the repair of McMahon Road (\$45K) which is offset by carry forward from 2016-17 income (\$45K).</p> |
|----|---|

# Statement of Capital Works

for year to date ended 30 September 2017

Description	Notes	Year-to-Date				Full Year		
		Adopted Budget	Actual	Variance Fav/(Unfav)		Adopted Budget	Forecast	Variance Fav/(Unfav)
		\$000'S	\$000'S	\$000'S	%	\$000'S	\$000'S	\$000'S
<b>Expenditure - Capital Works Program</b>								
<b>Property</b>								
Land		0	54	(54)	(100.00%)	8,085	8,085	0
Buildings	1	2,482	1,913	569	22.94%	38,822	42,097	(3,275)
<b>Total Property</b>		<b>2,482</b>	<b>1,967</b>	<b>(515)</b>	<b>(20.77%)</b>	<b>46,907</b>	<b>50,182</b>	<b>(3,275)</b>
<b>Plant and Equipment</b>								
Artworks		40	3	37	92.00%	161	161	0
Plant, Machinery and Equipment		0	422	(422)	(100.00%)	2,254	2,985	(732)
Fixtures, Fittings and Furniture		0	10	(10)	(100.00%)	664	684	(20)
Computers and Telecommunications	2	791	271	520	65.71%	7,356	8,214	(858)
<b>Total Plant and Equipment</b>		<b>831</b>	<b>706</b>	<b>(125)</b>	<b>(15.04%)</b>	<b>10,435</b>	<b>12,045</b>	<b>(1,610)</b>
<b>Infrastructure</b>								
Roads (including Kerb and Channel)	3	631	1,773	(1,142)	(181.03%)	8,167	11,557	(3,390)
Drainage		340	838	(498)	(146.49%)	2,695	4,651	(1,956)
Bridges		3	137	(134)	(4,606.05%)	1,000	1,145	(145)
Footpaths and Cycleways		481	924	(443)	(91.99%)	3,673	3,848	(175)
Off Street Car Parks		7	12	(5)	(74.64%)	550	550	0
Recreation, Leisure, Parks and Playgrounds		221	343	(123)	(55.55%)	7,872	9,708	(1,836)
Other Infrastructure		16	508	(492)	(3,025.18%)	692	1,315	(623)
<b>Total Infrastructure</b>		<b>1,699</b>	<b>4,536</b>	<b>2,837</b>	<b>166.96%</b>	<b>24,649</b>	<b>32,773</b>	<b>(8,124)</b>
<b>Total Expenditure - Capital Works Program</b>		<b>5,012</b>	<b>7,209</b>	<b>(2,196)</b>	<b>(43.82%)</b>	<b>81,990</b>	<b>94,999</b>	<b>(13,009)</b>
<b>Represented by:</b>								
Extension / Expansion		190	50	140	73.59%	5,875	5,936	(61)
Legal Requirements		0	27	(27)	(100.00%)	0	0	0
New		1,876	1,371	505	26.92%	26,195	26,793	(597)
Renewal		1,927	4,874	(2,947)	(152.93%)	29,229	36,211	(6,982)
Upgrade		1,019	887	132	12.97%	20,691	26,060	(5,369)
<b>Total Expenditure - Capital Works Program</b>		<b>5,012</b>	<b>7,209</b>	<b>(2,196)</b>	<b>(43.82%)</b>	<b>81,990</b>	<b>94,999</b>	<b>(13,009)</b>
<b>Funding Source for Capital Works Program</b>								
<b>External Funding</b>								
Contributions - Monetary - Capital		0	103	103	100.00%	172	258	86
Grants - Capital		405	280	(125)	(30.97%)	4,724	4,995	271
User Fees - Capital		0	24	24	100.00%	0	0	0
Proceeds from Loan Borrowings		0	0	0	0.00%	19,950	19,950	0
Other Income - Capital		0	0	0	0.00%	0	0	0
<b>Total External Funding</b>		<b>405</b>	<b>407</b>	<b>2</b>	<b>0.45%</b>	<b>24,846</b>	<b>25,203</b>	<b>357</b>
<b>Internal Funding</b>								
Proceeds from Sale of Property, Infrastructure, Plant and Equipment		340	202	(138)	(40.63%)	1,361	1,361	0
Reserves		643	962	319	49.56%	14,683	19,977	5,295
Rate Funding	4	3,624	5,638	2,014	55.57%	41,101	48,459	7,358
<b>Total Internal Funding</b>		<b>4,607</b>	<b>6,802</b>	<b>2,194</b>	<b>47.63%</b>	<b>57,144</b>	<b>69,797</b>	<b>12,653</b>
<b>Total Funding Source for Capital Works Program</b>		<b>5,012</b>	<b>7,209</b>	<b>2,196</b>	<b>43.82%</b>	<b>81,990</b>	<b>94,999</b>	<b>13,009</b>
Carry forward expenditure from 2016-17							32,724	
Carry forward expenditure to 2018-19							-	
<b>Movement in carry forward expenditure</b>							<b>32,724</b>	



# Statement of Capital Works

for year to date ended 30 September 2017

Indicators of the variances between year to date (YTD) Adopted Budget and Actual results:

- ✔ 0% or greater.
- ⚠ Less than 0% and greater than negative 10%.
- ✘ Negative 10% or less.

Notes have been provided for the following variances:

1. Favourable variances between year to date (YTD) Adopted Budget and Actual results are equal to or greater than positive \$500K and equal to or greater than positive 10.00%.
2. Unfavourable variances between year to date (YTD) Adopted Budget and Actual results are equal to or less than negative \$500K and equal to or less than negative 10%.

## Notes:

1	Favourable variance of \$0.763M for Early Years Hubs - Wantirna South due to weather conditions which have impeded works to date.
2	Favourable variance of \$0.575M for website development - this work has yet to commence.
3	Unfavourable variance due to the majority of work carried out being on carry forward works, including road reconstructions for Macquarie Place, Boronia (\$0.244M), Winderemere Drive, Ferntree Gully (\$0.177M), and Sasses Avenue, Boronia (\$0.175M); and in Road Surface Renewal Program (\$0.480M) due to early completion of works achieved by utilising Regional Contract.
4	Council generates cash from its operating activities which is used as a funding source for the capital works program. It is forecast that \$48.459M will be generated from operations to fund the 2017-18 capital works program (inclusive of projects carried forward into 2017-18).

The 2017-18 Forecast includes \$32.724M in carry forward expenditure from 2016-17 into 2017-18 required for the successful completion and delivery of key capital works projects (including \$0.643M in carry forward expenditure for capital works that is operational in nature). At this stage no approved capital works projects for 2017-18 have been identified as required to be carried forward into 2018-19.



# Balance Sheet

as at 30 September 2017

Description	Notes	Year-to-Date				Full Year			
		Adopted Budget	Actual	Variance		Adopted Budget	Forecast	Variance	
		\$000'S	\$000'S	\$000'S	%	\$000'S	\$000'S	\$000'S	
<b>Current Assets</b>									
Cash and Cash Equivalents	1	38,399	22,903	(15,496)	(40.35%)	✗	40,794	43,170	2,376
Other Financial Assets	2	0	31,600	31,600	100.00%	✔	0	0	0
Trade and Other Receivables		102,294	106,762	4,467	4.37%	✔	10,161	10,692	531
Other Current Assets	3	1,527	380	(1,147)	(75.11%)	✗	1,527	1,308	(219)
Non-Current Assets classified as Held for Sale		0	314	314	100.00%	✔	0	0	0
Inventories		4	5	1	12.56%	✔	4	5	1
<b>Total Current Assets</b>		<b>142,224</b>	<b>161,964</b>	<b>19,739</b>	<b>13.88%</b>		<b>52,486</b>	<b>55,175</b>	<b>2,689</b>
<b>Non-Current Assets</b>									
Investment in Associates		3,741	3,981	240	6.41%	✔	3,741	3,981	240
Property, Infrastructure, Plant and Equipment		1,699,225	1,690,533	(8,692)	(0.51%)	⚠	1,749,150	1,758,439	9,289
Intangible Assets		1,312	1,770	458	34.93%	✔	1,312	1,858	546
<b>Total Non-Current Assets</b>		<b>1,704,278</b>	<b>1,696,284</b>	<b>(7,994)</b>	<b>(0.47%)</b>		<b>1,754,203</b>	<b>1,764,278</b>	<b>10,075</b>
<b>Total Assets</b>		<b>1,846,502</b>	<b>1,858,248</b>	<b>11,746</b>	<b>0.64%</b>		<b>1,806,689</b>	<b>1,819,453</b>	<b>12,764</b>
<b>Current Liabilities</b>									
Trade and Other Payables		6,135	5,947	188	3.07%	✔	25,906	24,550	1,356
Trust Funds and Deposits	4	2,802	8,261	(5,459)	(194.82%)	✗	2,802	7,232	(4,430)
Provisions - Employee Costs		16,708	15,511	1,196	7.16%	✔	17,155	16,016	1,139
Defined Benefits Superannuation		0	0	0	0.00%	✔	0	0	0
Provision - Landfill Rehabilitation		591	1,155	(564)	(95.38%)	✗	591	1,155	(564)
Interest-Bearing Loans and Borrowings		932	0	932	100.00%	✔	1,415	1,415	0
Other Provisions		0	0	0	0.00%	✔	0	0	0
<b>Total Current Liabilities</b>		<b>27,169</b>	<b>30,874</b>	<b>(3,706)</b>	<b>(13.64%)</b>		<b>47,869</b>	<b>50,367</b>	<b>(2,498)</b>
<b>Non-Current Liabilities</b>									
Provisions - Employee Costs		910	848	62	6.81%	✔	910	876	34
Interest-Bearing Loans and Borrowings	5	3,687	0	3,687	100.00%	✔	22,763	18,535	4,228
Provision - Landfill Rehabilitation	6	6,810	4,955	1,855	27.24%	✔	6,810	4,955	1,855
Defined Benefits Superannuation		0	0	0	0.00%	✔	0	0	0
Other Provisions		0	0	0	0.00%	✔	0	0	0
<b>Total Non-Current Liabilities</b>		<b>11,407</b>	<b>5,803</b>	<b>5,604</b>	<b>49.13%</b>		<b>30,483</b>	<b>24,366</b>	<b>6,117</b>
<b>Total Liabilities</b>		<b>38,576</b>	<b>36,677</b>	<b>1,898</b>	<b>4.92%</b>		<b>78,352</b>	<b>74,733</b>	<b>3,619</b>
<b>Net Assets</b>		<b>1,807,926</b>	<b>1,821,570</b>	<b>13,644</b>	<b>0.75%</b>		<b>1,728,337</b>	<b>1,744,720</b>	<b>16,383</b>
<b>Equity</b>									
Accumulated Surplus		704,817	710,814	5,996	0.85%	✔	635,708	651,062	15,354
Asset Revaluation Reserve		1,067,083	1,072,093	5,010	0.47%	✔	1,067,083	1,072,093	5,010
Other Reserves		36,026	38,663	2,637	7.32%	✔	25,546	21,564	(3,982)
<b>Total Equity</b>		<b>1,807,926</b>	<b>1,821,570</b>	<b>13,644</b>	<b>0.75%</b>		<b>1,728,337</b>	<b>1,744,720</b>	<b>16,383</b>

Indicators of the variances between year to date (YTD) Adopted Budget and Actual results:

- ✔ 0% or greater.
- ⚠ Less than 0% and greater than negative 10%.
- ✗ Negative 10% or less.

Notes have been provided for items with the following variances:

1. Favourable variances between year to date (YTD) Adopted Budget and Actual results are equal to or greater than positive \$1M and equal to or greater than positive 10%.
2. Unfavourable variances between year to date (YTD) Adopted Budget and Actual results are equal to or less than negative \$1M and equal to or less than negative 10%.

## Balance Sheet

as at 30 September 2017

### Notes:

1	The favourable variance of \$16.104M in the cash and cash equivalents balance (including other financial assets) is due to the actual balance as at 30 June 2017 being \$16.335M higher than the forecast figure used for the adopted budget.
2	Other financial assets are term deposits currently held with an original maturity date of more than 90 days.
3	Prepayments are taken up at financial year end.
4	Trust funds and deposits primarily reflects the cash holdings for refundable deposits. This includes \$3.774M collected for the fire services levy; this amount is payable to the State Revenue Office by the 28th October 2017.
5	Currently no interest-bearing loans and borrowings due to the strategic early extinguishment of Council's existing interest-bearing loans, together with the need to borrow being deferred due to the anticipated carry forward of a number of major projects.
6	An adjustment was made to the landfill provision on 30th June 2016, after the 2016-17 budget was adopted. To date there has been no further change to this provision balance in the 2016-17 financial year.

# Cash Flow Statement

for year to date ended 30 September 2017

Description	Notes	Year-to-Date				Full Year		
		Adopted Budget	Actual	Variance		Adopted Budget	Forecast	Variance
		\$000'S	\$000'S	\$000'S		\$000'S	\$000'S	\$000'S
<b>Cash Flows from Operating Activities</b>								
<b>Receipts</b>								
Rates and Charges	1	23,761	21,502	(2,259)	(9.51%)	107,138	107,138	0
Statutory Fees and Fines		712	706	(6)	(0.84%)	2,833	2,833	0
User Fees		2,549	2,914	365	14.32%	14,799	14,799	0
Grants - Operating		1,715	1,878	163	9.50%	20,345	20,548	203
Grants - Capital		(56)	(202)	(145)	(257.04%)	4,723	4,994	271
Contributions - Monetary	2	714	2,128	1,414	198.13%	4,931	5,017	86
Interest Received		321	327	6	1.96%	1,287	1,287	0
Other Receipts		338	424	86	25.41%	1,324	1,324	0
Net Movement in Trust Deposits	3	68	1,097	1,029	1,512.79%	68	68	0
Employee Costs		(17,772)	(16,618)	1,154	6.49%	(67,691)	(67,551)	140
Materials and Services		(17,704)	(16,924)	779	4.40%	(45,264)	(48,241)	(2,978)
Contributions and Donations	4	(2,559)	(3,193)	(635)	(24.80%)	(2,493)	(2,493)	0
Other Payments		(139)	(103)	36	25.95%	(558)	(558)	0
<b>Net Cash Provided by / (Used in) Operating Activities</b>		<b>(8,053)</b>	<b>(6,065)</b>	<b>1,987</b>	<b>24.68%</b>	<b>41,442</b>	<b>39,164</b>	<b>(2,278)</b>
<b>Cash Flows from Investing Activities</b>								
Payments for Property, Infrastructure, Plant and Equipment	5	(4,912)	(7,209)	(2,296)	(46.75%)	(72,468)	(84,835)	(12,366)
Proceeds from Sales of Property, Infrastructure, Plant and Equipment		340	248	(93)	(27.21%)	1,361	1,361	0
Payments for investments	6	0	(31,600)	(31,600)	(100.00%)	0	0	0
Proceeds from sale of investments	7	0	49,100	49,100	100.00%	0	49,100	49,100
<b>Net Cash Used in Investing Activities</b>		<b>(4,572)</b>	<b>10,539</b>	<b>15,111</b>	<b>330.51%</b>	<b>(71,107)</b>	<b>(34,374)</b>	<b>36,734</b>
<b>Cash Flows from Financing Activities</b>								
Proceeds of Borrowings		0	0	0	0.00%	19,950	19,950	0
Repayment of Borrowings		(130)	0	(130)	(100.00%)	(522)	0	522
Finance costs		(41)	0	(41)	(100.00%)	(164)	0	164
<b>Net Cash Provided by / (Used in) Financing Activities</b>		<b>(171)</b>	<b>0</b>	<b>(171)</b>	<b>(100.00%)</b>	<b>19,264</b>	<b>19,950</b>	<b>686</b>
<b>Net increase / (decrease) in Cash and Cash Equivalents</b>		<b>(12,796)</b>	<b>4,474</b>	<b>(17,270)</b>	<b>(134.96%)</b>	<b>(10,401)</b>	<b>24,741</b>	<b>35,142</b>
Cash and Cash Equivalents at the Beginning of the Financial Year		51,195	18,430	(32,765)	(64.00%)	51,195	18,430	(32,765)
<b>Cash at the End of the Year</b>		<b>38,399</b>	<b>22,903</b>	<b>(15,496)</b>	<b>(40.35%)</b>	<b>40,794</b>	<b>43,170</b>	<b>2,376</b>

Indicators of the variances between year to date (YTD) Adopted Budget and Actual results:

- ✓ 0% or greater.
- ! Less than 0% and greater than negative 10%.
- ✗ Negative 10% or less.

Notes have been provided for items with the following variances:

1. Favourable variances between year to date (YTD) Adopted Budget and Actual results are equal to or greater than positive \$500K and equal to or greater than positive 10%.
2. Unfavourable variances between year to date (YTD) Adopted Budget and Actual results are equal to or less than negative \$500K and equal to or less than negative 10%.

## Cash Flow Statement

for year to date ended 30 September 2017

<b>Notes:</b>	
1	13.79% of 2017/18 Rates and Other Charges have been collected to the end of September 2017.
2	Higher than expected income from Public Open Space Contributions (\$1.211M favourable); income of this nature is unpredictable and is directly contingent on Developer activities in the municipality.
3	Trust deposits includes \$3.774M collected for the fire services levy; this is payable to the State Revenue Office by the 28th October 2017.
4	Unfavourable timing variance in Library Services – the second quarter contribution to Eastern Regional Libraries Corporation was budgeted for October 2017 but paid in September 2017 (unfavourable variance of \$1.001M).
5	Unfavourable variance due to the majority of work carried out being on carry forward works, including road reconstructions for Macquarie Place, Boronia (\$0.244M), Winderemere Drive, Ferntree Gully (\$0.177M), and Sasses Avenue, Boronia (\$0.175M); and in Road Surface Renewal Program (\$0.480M) due to early completion of works achieved by utilising Regional Contract.
6	Payments for investments are term deposits with a maturity of greater than 90 days that have been invested during the 2017-18 financial year and have yet to mature.
7	Proceeds from the sale of investments are term deposits held at 30 June 2017 with a maturity of greater than 90 days that have matured during the 2017-18 financial year.

# Financial Performance Indicators






as at 30 September 2017

The following table highlights Council's current and forecasted performance across a range of key financial performance indicators. These indicators provide a useful analysis of Council's financial position and performance and should be interpreted in the context of the Council's objectives.

Indicator	Calculation of Measure	Full Year			Notes
		Expected Bands	Adopted Budget	Forecast	
<p><b>Operating Position - Measures whether a council is able to generate an adjusted underlying surplus.</b></p>					
<p><b>Adjusted Underlying Result</b></p>					
Indicator of the broad objective that an adjusted underlying surplus should be generated in the ordinary course of business. A surplus or increasing surplus suggests an improvement in the operating position. The adjusted underlying surplus and the adjusted underlying revenue exclude the following types of income: grants - capital (non-recurrent), contributions - monetary (capital) and contributions - non-monetary.	[Adjusted Underlying Surplus (Deficit) / Adjusted Underlying Revenue] x 100	(20%) to 20%	(0.90%)	(1.70%)	⚠️ 1
<p><b>Liquidity - Measures whether a council is able to generate sufficient cash to pay bills on time.</b></p>					
<p><b>Working Capital</b></p>					
Indicator of the broad objective that sufficient working capital is available to pay bills as and when they fall due. High or increasing level of working capital suggests an improvement in liquidity.	[Current Assets / Current Liabilities] x 100	100% - 400%	109.65%	109.55%	⚠️ 2
<p><b>Unrestricted Cash</b></p>					
Indicator of the broad objective that sufficient cash which is free of restrictions is available to pay bills as and when they fall due. High or increasing level of unrestricted cash suggests an improvement in liquidity.	[Unrestricted Cash / Current Liabilities] x 100	10% - 300%	61.72%	51.68%	❌ 3
<p><b>Obligations - Measures whether the level of debt and other long term obligations is appropriate to the size and nature of the Council's activities.</b></p>					
<p><b>Loans and Borrowings</b></p>					
Indicator of the broad objective that the level of interest bearing loans and borrowings should be appropriate to the size and nature of a council's activities. Low or decreasing level of loans and borrowings suggests an improvement in the capacity to meet long term obligations.	[Interest Bearing Loans and Borrowings / Rate Revenue] x 100	0% - 70%	22.54%	18.60%	✅ 4
<p><b>Debt Commitments</b></p>					
Defined as interest and principal repayments on interest bearing loans and borrowings as a percentage of rate revenue.	[Interest and Principal Repayments / Rate Revenue] x 100	0% - 20%	0.64%	0.00%	✅ 5
<p><b>Indebtedness</b></p>					
Indicator of the broad objective that the level of long term liabilities should be appropriate to the size and nature of a Council's activities. Low or decreasing level of long term liabilities suggests an improvement in the capacity to meet long term obligations	[Non Current Liabilities / Own Source Revenue] x 100	2% - 70%	23.90%	19.10%	✅ 6

# Financial Performance Indicators

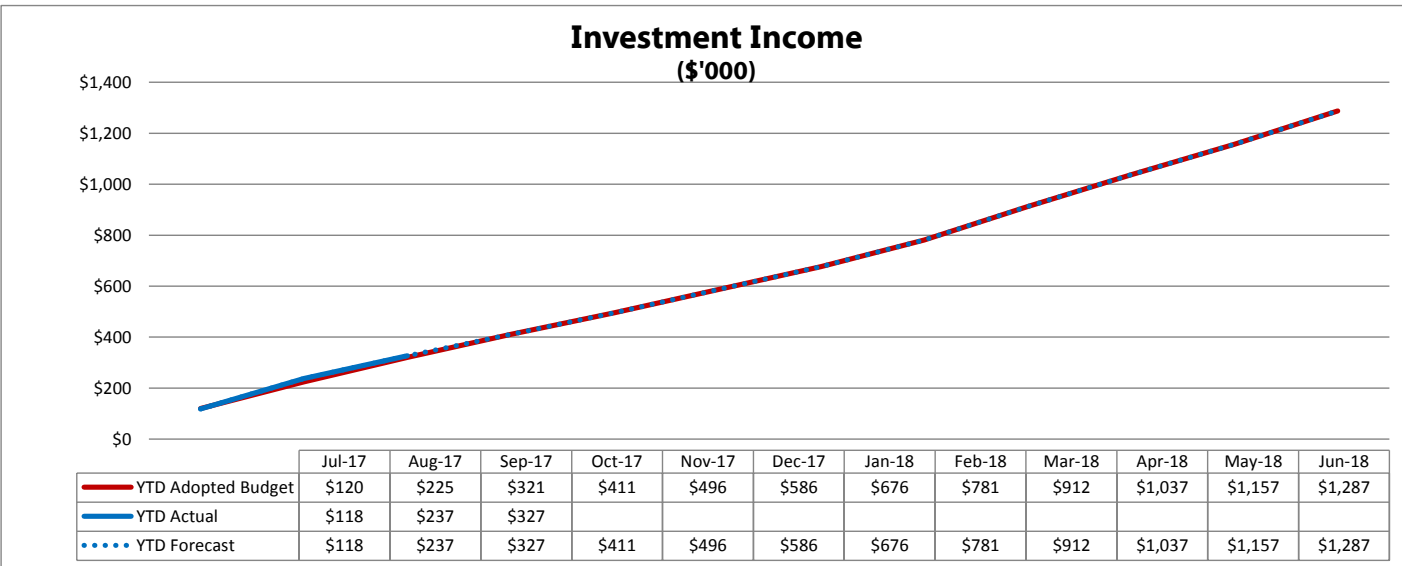
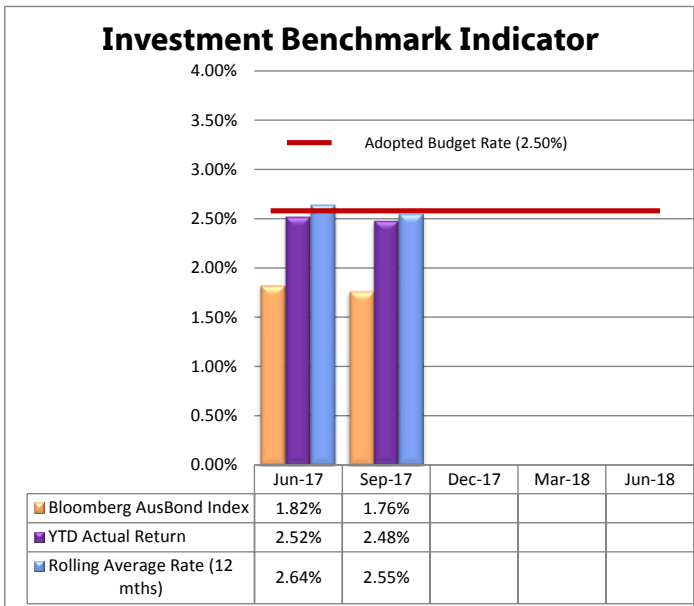
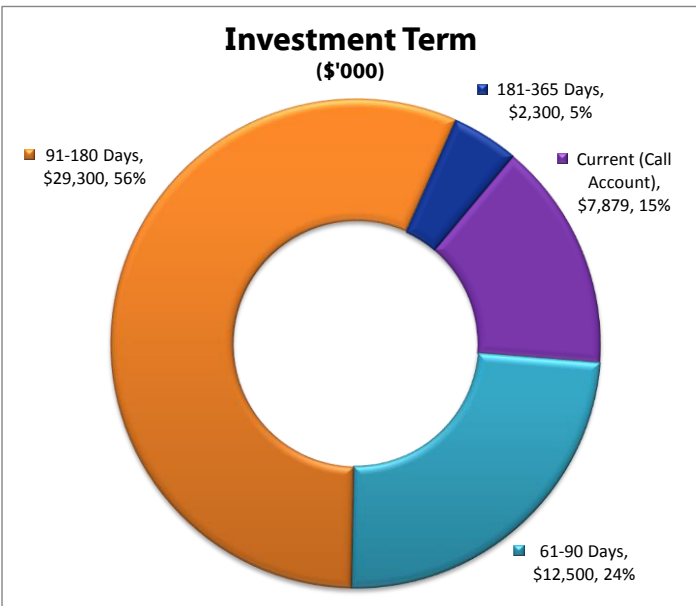
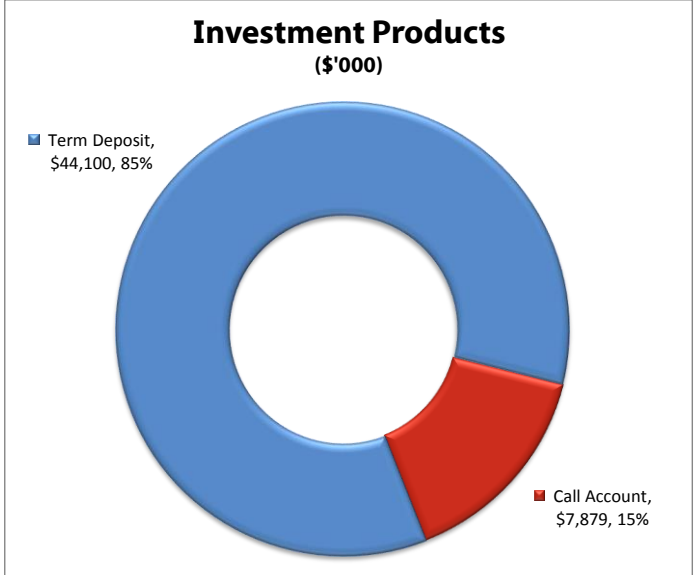
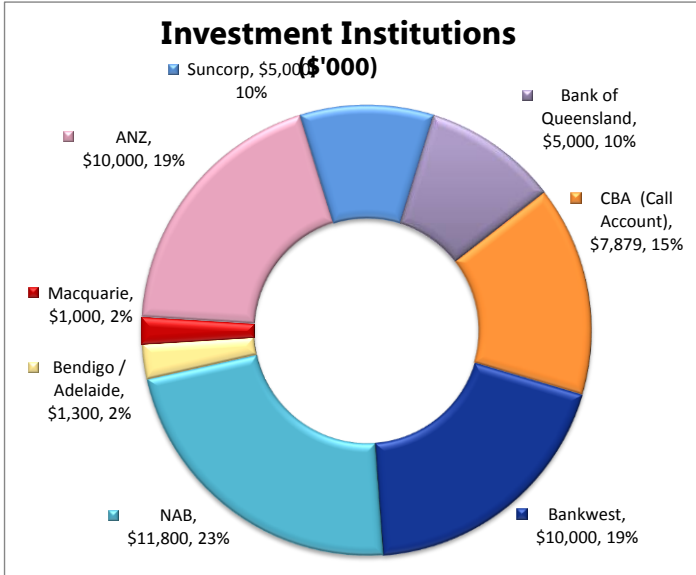
as at 30 September 2017

Indicator	Calculation of Measure	Full Year			Notes
		Expected Bands	Adopted Budget	Forecast	
<b>Asset Renewal</b> Indicator of the broad objective that assets should be renewed as planned. High or increasing level of planned asset renewal being met suggests an improvement in the capacity to meet long term obligations	[Asset Renewal Expenditure / Depreciation] x 100	40% - 130%	99.94%	137.63% 	7
<b>Stability - Measures whether a council is able to generate revenue from a range of sources.</b>					
<b>Rates Concentration</b> Indicator of the broad objective that revenue should be generated from a range of sources. High or increasing range of revenue sources suggests an improvement in stability.	[Rate Revenue / Adjusted Underlying Revenue] x 100	30.00% - 80.00%	69.55%	69.46% 	8
 Forecasts improvements in Council's financial performance / financial position indicator compared to the Adopted Budget position.  Forecasts that Council's financial performance / financial position indicator will be reasonably steady and is within Expected Bands.  Forecasts deterioration in Council's financial performance / financial position indicator compared to the Adopted Budget position.					
<b>Notes:</b>					
1	Forecast adjusted underlying result ratio is within expected bands. The anticipated decrease in the ratio is due to expenditure increasing from the inclusion of carry forward projects from 2016-17 into 2017-18.				
2	Forecast working capital ratio is within expected bands. The anticipated slight increase in the ratio is due to the actual cash position as at 30 June 2017 being higher than the adopted budget figure.				
3	Forecast unrestricted cash ratio is within expected bands. The anticipated decrease in the ratio is due to the forecast balance of restricted reserves being higher than the adopted budget balance.				
4	Forecast loans and borrowings ratio is within expected bands. The anticipated decrease in the ratio is due to the \$4.750M loan for the street light upgrade project not being taken out in the 2016/17 financial year.				
5	Forecast debt commitments ratio is within the expected bands. The anticipated decrease in the ratio is due to the \$4.750M loan for the street light upgrade project not being taken out in the 2016/17 financial year, while anticipated borrowings for the 2017/18 financial year are not scheduled for until June 2018.				
6	Forecast indebtedness ratio is within expected bands. The anticipated decrease in the ratio is due to the \$4.750M loan for the street light upgrade project not being taken out in the 2016/17 financial year, together with the reduction in the landfill rehabilitation provision as at 30 June 2017.				
7	Forecast asset renewal is greater than the expected band. The anticipated increase in the ratio is due to the carry forward of capital works from 2016/17 in to 2017/18. This carry forward of capital works has also led to a reduction to the forecast depreciation for property, infrastructure and plant and equipment.				
8	Forecast rates concentration is within the expected bands. The anticipated decrease in the ratio is due to the final allocation for the 2017/18 Victorian Grants Commission general purpose grant being \$0.203M higher than the adopted budget.				

# Investment Analysis

as at 30 September 2017

A total amount of \$51.979 million in funds were invested with various financial institutions as at 30 September 2017.



**DOBSON WARD****10.2 NOTICE OF INTENTION TO LEASE – 72 FRANCIS CRESCENT, FERNTREE GULLY (ILLOURA HOUSE)**

**SUMMARY:** *Coordinator Property Management (Angela Mitchell)*

*This report seeks Council approval to commence the process to lease 72 Francis Crescent, Ferntree Gully (known as Illoura House) to Interchange Outer East Inc (IOE) to operate a disability focussed centre to support children, families, carers and people with disabilities in Knox. IOE was chosen to lease this facility following an Expression of Interest process and an evaluation undertaken by the evaluation panel.*

**RECOMMENDATION**

That Council

1. Following an Expression of Interest process, appoint Interchange Outer East Inc (IOE) as the preferred lessee of the premises at 72 Francis Crescent, Ferntree Gully known as Illoura House.
2. Initiate the processes specified under Section 190 of the Local Government Act 1989 to lease 72 Francis Crescent, Ferntree Gully to IOE and that public notice of the proposed lease be given in the Knox Leader. This proposed lease to include the following conditions:
  - a) The rental will be \$45,000 per annum.
  - b) The term of the lease will be a nine year term.
  - c) The service from this site will provide a disability focussed centre to support children, families, carers and people with disabilities in Knox.
3. Hear submissions in accordance with Section 223(1)(b) of the Local Government Act 1989 and appoint the following Committee of Council comprising Cr \_\_\_\_\_, Cr \_\_\_\_\_ and Cr \_\_\_\_\_ to consider submissions on Monday 22 January 2018 at 5.00pm in the Council offices, Knox Civic Centre, 511 Burwood Highway, Wantirna South.
4. Authorise the Chief Executive Officer to carry out the administrative procedures required by Section 223(3) of the Local Government Act 1989.
5. Receive a further report on the outcome and associated recommendations of Section 190 and 223 process.

**1. INTRODUCTION**

During August and September 2016, Council undertook a Registration of Interest (ROI) process to test the market for future use of Illoura House (72 Francis Crescent, Ferntree Gully) by Early Childhood Intervention Service (ECIS) and National Disability Insurance Scheme (NDIS) providers.



## **10.2 Notice of Intention to Lease – 72 Francis Crescent, Ferntree Gully (Illoura House) (cont'd)**

This process revealed considerable interest from disability service providers to utilise the facility, with nine submissions received from a range of disability service organisations.

At the Strategic Planning Committee meeting on 13 December 2016, Council resolved as follows:

“That Council

1. Note the recommendations of the evaluation panel in regards to the market testing to explore the opportunities for future use of the Illoura facility.
2. Conduct an open public Expression of Interest (EOI) process commencing in April 2017 for leasing the Illoura facility, subject to the subsequent completion of the processes required under the provisions of the Local Government Act 1989 for leasing Council properties.
3. Receive a further report prior to April 2017 detailing the EOI process to be undertaken.
4. Advise relevant Council staff, the Illoura ECIS Inc Committee and all bidders in the market testing process of Council’s decision.
5. Make public the resolution of this report on 21 December 2016.”

At the meeting on 10 April 2017, Council resolved as follows:

“That Council:

1. Conducts an open public Expression of Interest process as outlined in this report for leasing Illoura House, subject to the subsequent completion of the processes required under the provisions of the Local Government Act 1989 for leasing Council properties.
2. Notes that further report will be presented to Council after the completion of the processes required under the provisions of the Local Government Act 1989 for leasing Council properties.”

## **2. DISCUSSION**

This report is presented following the EOI process. The EOI document is attached as Appendix A.

An advertisement was placed in The Age on 29 April 2017 and the Knox Leader on 2 May 2017 seeking Expressions of Interest to lease 72 Francis Crescent, Ferntree Gully for the purpose of operating a disability focussed centre to support children, families, carers and people with disabilities in Knox.

## **10.2 Notice of Intention to Lease – 72 Francis Crescent, Ferntree Gully (Illoura House) (cont'd)**

At the closure of the process, four submissions were received.

An evaluation panel comprising the Coordinator Property Management (Panel Chair), Coordinator Strategy Planning and Evaluation, Coordinator Early Years Integrated Service, Metro Access Officer and Coordinator Social Policy and Planning evaluated the submission on a number of criteria including the following:

1. Services to be provided from the facility will meet demonstrated community needs.
2. The proposed use of the facility will provide broader economic and/or social outcomes.
3. The respondent organisation is financially sustainable.

A market rental and outgoings will be charged. This is consistent with the market context in which disability service providers will be operating under the NDIS.

To ensure the integrity of the EOI process, a procurement plan was prepared and probity advice was sought from Council's internal auditor, DFK Kidsons Pty Limited. A representative from this company attended all evaluation meetings.

A matrix evaluation process was undertaken with IOE scoring the highest at 84 from a possible 100.

The proposed provider, IOE, is a leading disability service provider in the outer east. They have identified that NDIS is a vital social reform and see this service as creating opportunities to expand its current suite of programs in response to demand, to be creative in its development of new services and to shift its business model and marketing capacity exponentially. Research and documentation has indicated that they are progressing to achieve this.

Illoura ECIS Inc is currently under a short-term license agreement for use of Illoura House following the conclusion of Council's early childhood intervention service at the end of February 2017.

Illoura ECIS Inc will continue under a licence agreement until the statutory leasing process is completed to ensure Illoura House continues to be used for community benefit during this period.

### **3. CONSULTATION**

Consultation regarding the EOI process and the short-term license agreement has been regularly undertaken with the President of Illoura ECIS Inc. Information and updates have also been provided at meetings of the Illoura ECIS Inc Committee.

Internal consultation has been undertaken with Property Management, Procurement, Facilities, Governance and Family & Children's Services.

## **10.2 Notice of Intention to Lease – 72 Francis Crescent, Ferntree Gully (Illoura House) (cont'd)**

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

Illoura House is one of 264 community facilities owned by Council on behalf of the Knox community. As described in the Community Facilities Planning Policy, it is important that these facilities be utilised and adapted to meet current and future community need.

The Registration of Interest (ROI) revealed considerable interest from disability service providers to occupy the facility. The EOI that followed the ROI to establish a lease for this purpose returned four high calibre submissions.

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

Council allocated funds in the 2016/17 financial year to transition out of ECIS and lease Illoura House at a commercial rate. The rental of this facility has been set at \$45,000 per annum for a nine year period. A proportion of the rental income will offset resourcing required for Council to manage the tenancy into the future.

### **6. SOCIAL IMPLICATIONS**

The NDIS is a new way of providing individualised support for eligible people with disabilities. It intends to provide an all of life approach for people with disabilities where they can make decisions on the support they need to enable them to participate in their community and achieve their goals. Extending the use of Illoura to NDIS provider/s demonstrates Council's continued support to people with disabilities and the broader Knox community.

The proposed provider meets Council's requirements as an ECIS/NDIS provider in a Council facility.

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

This report relates to the following goals and strategies within the Knox Community and Council Plan 2017-2021 as outlined below:

**Goal 7 We are inclusive, feel a sense of belonging and value our identity**  
*Strategy 7.3 - Strengthen community connections.*

**Goal 8 We have confidence in decision making**  
*Strategy 8.1 - Build, strengthen and promote good governance practices across government and community organisations.*

### **8. CONCLUSION**

Following a stringent evaluation process, it is recommended that Interchange Outer East Inc be the preferred provider to lease the Council property at 72 Francis Crescent, Ferntree Gully and that Council commence the statutory process to lease 72 Francis Crescent, Ferntree Gully to Interchange Outer East Inc.

**10.2 Notice of Intention to Lease – 72 Francis Crescent, Ferntree Gully (Illoura House) (cont'd)****9. CONFIDENTIALITY**

There are no confidentiality issues relating to this report.

***Report Prepared By: Coordinator Property Management  
(Angela Mitchell)***

***Report Authorised By: Manager – Financial Services  
(Dale Monk)***

***Report Authorised By: Director – Corporate Development  
(Michael Fromberg)***



## **Expression of Interest**

### **Lease of Facility**

**Illoura House  
72 Francis Crescent, Ferntree Gully**

**Closing Date: 26 May 2017**

## 1. Introduction

This document provides information about Illoura House, and invites Expressions of Interest (EOI) from eligible service providers to lease the facility.

Council's Illoura Early Childhood Intervention Service (ECIS) closed on 24 February 2017, due to changes in the service system associated with the implementation of the National Disability Insurance Scheme (NDIS).

In the light of this closure, Council resolved in June 2016 to explore opportunities for the future use of Illoura House as a disability focused centre supporting children, families, carers, and people with disabilities in Knox.

Prior to its closure, a community-based organisation, Illoura ECIS Inc. supported the Council service. Their work included holding fundraising events, playgroups, social events, and parent support activities.

Illoura ECIS Inc. owns substantial furniture, equipment, educational resources and materials that are currently stored at Illoura House. Further information regarding this is provided in Appendix Two.

Having reviewed this document, should you require further information please contact:

Mark Patterson, Senior Project Officer ECIS Transition  
Knox City Council  
(03) 9298 8033 or 0438 513 539  
Email: [mark.patterson@knox.vic.gov.au](mailto:mark.patterson@knox.vic.gov.au)

## 2. Summary

Building:	Illoura House
Location:	72 Francis Crescent Ferntree Gully Forms part of existing title for Tim Neville Arboretum
Facility details:	Building comprising 16 separate rooms, 2 out buildings and separate toilet, wash and laundry facilities Approximately 320 Square metres floor area Approximately 110 Square meters veranda
Car parking:	10 parking spaces are available at the facility. Additional parking is also available in close proximity at Francis Crescent adjacent to Tim Neville Arboretum
Services:	Utility services connected to the property include Power, Water (separate meter to be installed), Sewerage, Gas and Telecoms
Lease Term:	Negotiable within a total nine-year term. Options could include: <ul style="list-style-type: none"> <li>• 3 + 3 + 3 years</li> <li>• 6 + 3 years</li> <li>• 5 + 2 + 2 years</li> </ul>
Rental	\$45,000 per annum (exclusive of GST).
Expressions of interest open:	9:00am Monday 24 April 2017
Expressions of interest close:	4:00pm Friday 26 May 2017

### 3. Eligibility

Expressions of interest are invited from current or intending NDIS providers supporting children, families, carers and people with disabilities.

Services to be provided could include individual funded packages, local area coordination, and / or early childhood early intervention.

### 4. Transfer of Business

All parties participating in this EOI process are advised to make their own enquiries, seek their own legal advice and form their own view as to whether the transfer of business provisions of the Commonwealth Fair Work Act 2009 will apply to their lease of Illoura House and / or their provision of services from Illoura House, and what, if any, industrial or legal obligations may result in the event these provisions do apply. Council gives no warranties as to whether these provisions will apply and / or the effects of such application.

All parties participating in this EOI process should be aware that, in accordance with clause 54 of the Knox City Council Enterprise Agreement No.9 2015, where a transfer of business occurs, Council is obliged to endeavour to ensure that the terms and conditions of employment paid by the new employer are no less favourable to any transferring Council employees, including recognition of continuity of service for all purposes.

### 5. Evaluation Criteria

Proposals will be assessed according to the extent to which:

Criterion	Weighting
<p>Services to be provided from the facility will meet demonstrated community needs.</p> <ul style="list-style-type: none"> <li>• Evidence provided of previous successful service provision and community engagement;</li> <li>• Services to be provided respond to demonstrated community needs, evidence of which is provided;</li> <li>• Number of individual service types that will be provided;</li> <li>• Number of clients / places anticipated for each service type.</li> </ul>	60%
<p>The respondent organisation is financially sustainable.</p> <ul style="list-style-type: none"> <li>• Most recent two annual reports including financial statements provided;</li> <li>• Evidence of any quality assurance and / or governance frameworks currently in place is provided;</li> <li>• Where a desire to undertake renovations / capital upgrades is indicated, evidence is provided of capacity to fund these.</li> </ul>	20%
<p>The proposed use of the facility will provide broader economic and / or social outcomes.</p> <ul style="list-style-type: none"> <li>• Number of staff EFT anticipated to be employed;</li> <li>• Estimated dollar value of services and / or supplies to be purchased within the City of Knox;</li> <li>• Other indirect benefits of services provided.</li> </ul>	20%

## 6. Submission Process

Completed Registrations of Interest are to be submitted via email:

[kccstrategicprocurement@knox.vic.gov.au](mailto:kccstrategicprocurement@knox.vic.gov.au)

**On or before: 4:00pm 26 May 2017**

Late submissions will not be considered. All costs incurred by a respondent to the invitation to express interest in the property will be born entirely by the respondent.

EOI's are to include:

- Completed Expression of Interest form (download separately as a Word document);
- Statement addressing the evaluation criteria outlined in Section (5) of this document;
- Most recent two annual reports including financial statements.

## 7. Evaluation Process

An evaluation panel will evaluate each proposal in accordance with the evaluation criteria. Respondents should ensure that sufficient information is included in its Proposal to facilitate a detailed evaluation.

Respondents must not approach, or request any other person to approach, any member of the Council staff; or a Councillor of the Council, to solicit support for its Proposal or otherwise seek to influence the outcome of the Expression of interest process.

Following evaluation of proposals, Council will advertise its intent to lease to a preferred service provider in line with the requirements of the Local Government Act (1989). This process having been completed, Council will make a final decision.

Council reserves the right to request further information at any stage of the evaluation process.

## 8. Timeframe

The expression of interest process is currently planned to proceed as outlined below. Council reserves the right to amend these timeframes if necessary.

24 April 2017	Expressions of Interest period opens
26 May 2017	Expressions of Interest period closes
June 2017	Evaluation of Proposals
July 2017	Advertising intent to lease to a preferred service provider
August 2017	Council decision to lease to preferred provider



## 9. Property Description

### General

Illoura House was purchased by Council in 1988. The building supported the delivery of early childhood intervention services between that time and prior to the closure of the service on 24 February as a result of the implementation of the NDIS.

The building is constructed on the existing title of the Tim Neville Arboretum which is owned by Council. It consists of 16 separate rooms, 2 out buildings and separate toilet, wash and laundry facilities.

This Expression of Interest is for the entire facility. Council is not considering multiple occupants at this time. A floor plan of the facility is provided in Section (8) below.

There are two out-buildings that form part of the facility. This includes a shed and multi-purpose room situated on the north eastern corner of the building.

Utility services connected to Illoura House include the following:

- Gas
- Water (Currently does not have its own meter, this will be installed as part of any occupancy agreement)
- Electricity supply and switchboard
- Sewerage and trade waste
- Fire protection
- Communications connection.

### Car parking & access:

Ten on site car parking spaces are available at the facility. Additional parking is also available in close proximity at Francis Crescent adjacent to Tim Neville Arboretum.

### Gardens & Play Area:

The facility has an open front garden and a secured garden and play area at the rear of the property. Council will continue to maintain the front garden and car park area. The rear area can be subject to negotiation if the premises were to be made available to a single tenant. Alternatively, this area could continue to be maintained by Council.

### Inspection of Facility:

Inspection of the facility can be arranged by contacting Mark Patterson, Senior Project Officer ECIS Transition, on 9298 8033 or email: [mark.patterson@knox.vic.gov.au](mailto:mark.patterson@knox.vic.gov.au).

### Zoning

The facility is located within the Public Park and Recreation Zone (shown as PPRZ on planning scheme maps).

## Overlays

The following overlays apply to the property:

- > Significant Landscape Overlay (SLO#) which triggers permits for the removal of larger trees.
- > Design development overlay (DDO2) which primarily relates to residential development and includes a minimum of 500m<sup>2</sup> subdivision control within a residential zone.
- > Special Building Overlay (SBO) applies to a small portion of the site along the western boundary. This control relates to areas subject to flooding from overland flow paths.
- > The lease/licence of these premises by Council for the purposes specified is a permitted use of the site under the Knox Planning Scheme.

More information in regards to the Knox Planning Scheme is available upon request or can be accessed from Councils web page [www.knox.vic.gov.au/planning](http://www.knox.vic.gov.au/planning)



**Appendix Two – Equipment, Resources owned by Illoura ECIS Inc.**

Currently furniture, equipment, educational resources and materials owned by Illoura ECIS Inc. are stored at Illoura House. These items were used to support the provision of Council's Illoura Early Childhood Intervention Service, which has now closed.

Illoura ECIS Inc. has indicated a willingness to be approached regarding the purchase of these items. Further information including a detailed inventory will be provided to the preferred service provider once the evaluation process is complete.

This advice is provided for information only. Whether or not an arrangement is made to purchase some or all of the furniture, equipment, educational resources and materials currently stored at Illoura House has no bearing on, or connection with, this Expression of Interest process.

Any such purchase will be considered a private arrangement between the purchasing organisation and Illoura ECIS Inc.

If an arrangement is not entered into, the furniture, equipment, educational resources and materials will be removed prior to the commencement of any future tenancy.

### Appendix Three – Maintenance Schedule

ITEM	COUNCIL RESPONSIBILITY	LICENSEE RESPONSIBILITY
<b>Building Structure</b>	<ul style="list-style-type: none"> <li>• Replacement and repair of load bearing structural members.</li> <li>• Replacement of internal/ external lining and cladding.</li> </ul>	<ul style="list-style-type: none"> <li>• Repairs to linings (internal/ external) damaged by Licensee</li> </ul> <p>Investigate and service all maintenance items every six (6) months, repair all items as required.</p>
<b>Car Parks</b>	<ul style="list-style-type: none"> <li>• Maintenance of adjacent car parks.</li> </ul>	<ul style="list-style-type: none"> <li>• None.</li> </ul>
<b>Ceiling fans</b>	<ul style="list-style-type: none"> <li>• Replacement and maintenance</li> </ul>	<ul style="list-style-type: none"> <li>• Regular cleaning</li> </ul>
<b>Ceiling Finishes</b>	<ul style="list-style-type: none"> <li>• Major repair and/or replacement due to structural faults, age, etc.</li> </ul>	<ul style="list-style-type: none"> <li>• Minor repairs to suspended ceiling tiles, diffusers.</li> </ul> <p>Investigate every three (3) months and repair as required.</p>
<b>Ceilings</b>	<ul style="list-style-type: none"> <li>• Major repair and/or replacement due to structural faults, age, etc</li> </ul>	<ul style="list-style-type: none"> <li>• Repairs due to misuse.</li> </ul>
<b>Clocks</b>	<ul style="list-style-type: none"> <li>• None</li> </ul>	<ul style="list-style-type: none"> <li>• Maintenance and replacement.</li> </ul>
<b>Electrical and Mechanical Services including light fittings</b>	<ul style="list-style-type: none"> <li>• Replacement when required of hot water/gas service.</li> <li>• Gas supply, meters and distribution systems.</li> <li>• Emergency lighting systems and signs.</li> <li>• Electrical distribution systems including cable, switches, fuses, isolators, contactors and sockets.</li> </ul>	<ul style="list-style-type: none"> <li>• Electrical appliances ie fridge/ stove and light fittings/switches. Hot and cold water storage, circulation and distribution system, heat emitters and valves – check appliances yearly, repair as required. Service appliances as per manufacturer’s recommendations. Where appropriate provide service report with Annual Report.</li> <li>• Light fittings (globe/lamp replacement) – check every week, replace/repair globes as required.</li> <li>• ‘Test and Tag’ all electrical equipment.</li> </ul>
<b>Exit signs</b>	<ul style="list-style-type: none"> <li>• Replacement and maintenance</li> </ul>	<ul style="list-style-type: none"> <li>• Reporting of faults to Council</li> </ul>

ITEM	COUNCIL RESPONSIBILITY	LICENSEE RESPONSIBILITY
<b>External Doors &amp; Frames</b>	<ul style="list-style-type: none"> <li>• Replacement due to age or structural fault.</li> <li>• Repair of all external doors due to vandalism.</li> <li>• Maintenance and replacement of all locks.</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure all emergency exit doors are clear of obstructions.</li> <li>• Minor repairs including:               <ul style="list-style-type: none"> <li>- Ease and adjust doors.</li> <li>- Frames/sills.</li> <li>- Reglaze.</li> <li>- Putties/beads/clips.</li> <li>- Door furniture, draught stripping.</li> <li>- Reform mastic seal to walls.</li> <li>- Door stops/closers.</li> <li>- Hinges.</li> </ul> </li> </ul> <p>Investigate and service all maintenance items every six (6) months, repair all items as required.</p>
<b>External Fences</b>	<ul style="list-style-type: none"> <li>• Replacement of title boundary fencing.</li> </ul>	<ul style="list-style-type: none"> <li>• None.</li> </ul>
<b>Fire services and alarms</b>	<ul style="list-style-type: none"> <li>• None</li> </ul>	<ul style="list-style-type: none"> <li>• Maintenance and replacement in accordance with relevant Australian standards. Inspection reports to be included with Annual Report.</li> <li>• Ensure clear access to extinguishers and hose.</li> </ul>
<b>Floor Finishes</b>	<ul style="list-style-type: none"> <li>• Replacement and maintenance of floor covering.</li> </ul>	<ul style="list-style-type: none"> <li>• All floor finishes, tiles, pvc tiles/sheets, carpets/carpet tiles/parquetry, that were initially installed by Licensee - repair as required.</li> </ul>
<b>Floors</b>	<ul style="list-style-type: none"> <li>• Replacement and repairs to sub floor structures.</li> </ul>	<ul style="list-style-type: none"> <li>• None</li> </ul>
<b>Fridge</b>	<ul style="list-style-type: none"> <li>• None</li> </ul>	<ul style="list-style-type: none"> <li>• Cleaning, maintenance, repair and replacement.</li> </ul>

ITEM	COUNCIL RESPONSIBILITY	LICENSEE RESPONSIBILITY
<b>Furniture Fixtures &amp; Fittings</b>	<ul style="list-style-type: none"> <li>• Repair and replacement of any furniture, fixtures and fittings supplied and installed by the Licensor such as but not limited to the following:               <ul style="list-style-type: none"> <li>- cupboards, shelves, counters</li> <li>- flywire screens, fixed seating and benches</li> <li>- cubicles, clothes hooks and rails</li> <li>- mirrors</li> <li>- hand dryers</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Regular cleaning and repair due to misuse of lockers, chairs, tables and other equipment.</li> <li>• First aid and safety equipment – as per Council’s procedures (OH&amp;S 027).</li> <li>• Curtains, blinds, and tracks, signs, notices and noticeboards (portable and fixed) - investigate and service all maintenance items every six (6) months, repairs all items as requested.</li> <li>• All other internal furniture, fixtures and fittings - investigate and service all maintenance items every six (6) months, repairs all items as requested.</li> </ul>
<b>Grounds and Surrounds Within Licensed Area</b>	<ul style="list-style-type: none"> <li>• None.</li> </ul>	<ul style="list-style-type: none"> <li>• Removal of litter.</li> <li>• All maintenance and repair.</li> </ul>
<b>Heating and cooling systems (plant and fixtures)</b>	<ul style="list-style-type: none"> <li>• Replacement (where applicable)</li> </ul>	<ul style="list-style-type: none"> <li>• Air conditioning cooling systems and controls – where applicable, check and service unit/control every six (6) months as per the manufacturer’s recommendations. Repair as required. Provide service report with Annual Report.</li> <li>• Servicing and maintenance. Replacement due to misuse.</li> </ul>
<b>Internal Doors and Linings</b>	<ul style="list-style-type: none"> <li>• Replacement due to age or structural fault.</li> <li>• Maintenance and replacement of all locks.</li> </ul>	<ul style="list-style-type: none"> <li>• Minor Repairs including:               <ul style="list-style-type: none"> <li>- Ease and adjust doors and linings.</li> <li>- Hardware/locks.</li> <li>- Glazing/putties/beads/c lips.</li> <li>- Door furniture, draught stripping.</li> <li>- Reform mastic seal to walls.</li> <li>- Door stops/closers.</li> <li>- Hinges.</li> </ul> </li> </ul> <p>Investigate and service all maintenance items every six (6) months, repair all items as required.</p>

ITEM	COUNCIL RESPONSIBILITY	LICENSEE RESPONSIBILITY
<b>Keys</b>	<ul style="list-style-type: none"> <li>• Purchase and maintenance of all locks.</li> </ul>	<ul style="list-style-type: none"> <li>• Establishing and maintaining a key register to be updated annually. Details to be included in Annual Report.</li> <li>• Responsibility for payment of all keys issued by Council.</li> <li>• No locks to be fitted or additional keys cut without Licensor's approval.</li> </ul>
<b>Kitchen and kitchen equipment, including (but not limited to) stoves, ovens, cook tops, boiling water units and range hoods</b>	<ul style="list-style-type: none"> <li>• Replacement of non commercial equipment (exceeds width of 600mm).</li> </ul>	<ul style="list-style-type: none"> <li>• Cleaning and maintenance. Replacement of commercial equipment (exceeds width of 600mm).</li> <li>• Compliance with the relevant Health Acts and maintenance as required under the Health Act.</li> </ul>
<b>Maintenance of Facilities that have been added at Licensee's Sole Expense</b>	<ul style="list-style-type: none"> <li>• None.</li> </ul>	<ul style="list-style-type: none"> <li>• All maintenance, repair, replacement costs – as required.</li> </ul>
<b>Materials Containing Asbestos</b>	<ul style="list-style-type: none"> <li>• Maintain an accurate Asbestos Register for the building.</li> <li>• Removal of asbestos material as per Council's Asbestos Management Strategy.</li> </ul>	<ul style="list-style-type: none"> <li>• If it is intended to carry out any maintenance or alterations work and if there is any doubt or concern about possible asbestos content in any material, the Licensee must contact the Licensor for investigation and further advice before any works commence.</li> <li>• Materials containing asbestos must not be used in any repair or maintenance work without prior written approval of the Licensor.</li> </ul>



ITEM	COUNCIL RESPONSIBILITY	LICENSEE RESPONSIBILITY
<b>Minor Building Works/Improvements</b>	<ul style="list-style-type: none"> <li>Any future statutory / by law requirements or changes that impact upon the Purpose of Use as stated with Item 9 will be the responsibility of the Licensor.</li> </ul>	<ul style="list-style-type: none"> <li>Prior to any minor building works commencing, the Licensor must be notified in writing and official approval given. Statutory requirements regarding OH&amp;S, Fire Regulations and Building Standards must be adhered to.</li> <li>The Licensee is to contact Council's Facilities Department for any further details regarding the above maintenance responsibilities.</li> </ul>
<b>Non permanent fixtures, including (but not limited to) tables and chairs, crockery, cutlery, drink fridge, dishwashers, toilet roll holders, mirrors, office equipment</b>	<ul style="list-style-type: none"> <li>None</li> </ul>	<ul style="list-style-type: none"> <li>Maintenance and replacement</li> </ul>
<b>Painting of Ceilings, Walls and Other Surfaces</b>	<ul style="list-style-type: none"> <li>Internal/external painting of the previously painted surfaces in accordance with Council's Facility Maintenance Strategy.</li> </ul>	<ul style="list-style-type: none"> <li>Regular cleaning and repair due to Licensee misuse in accordance with the following: <ul style="list-style-type: none"> <li>- all preparation, painting and maintenance of previously painted surfaces in accordance with Australian Standards 2311</li> <li>- painted surfaces require maintenance when displaying any cracking, flaking, peeling, blistering surfaces powdering, faded colour and/or uneven lustre</li> </ul> </li> </ul>
<b>Pest Control</b>	<ul style="list-style-type: none"> <li>Eradication of white ant and termites.</li> </ul>	<ul style="list-style-type: none"> <li>Keep all areas of the facility free of rodents and pests in accordance with Council's Health Department guidelines – inspect yearly and eradicate if required.</li> </ul>

ITEM	COUNCIL RESPONSIBILITY	LICENSEE RESPONSIBILITY
<b>Plumbing and Fixtures</b>	<ul style="list-style-type: none"> <li>• Replacement and repair to water supply.</li> <li>• Replacement and repair to storm water drains and underground sewer lines.</li> <li>• Replacement if due to fair wear &amp; tear:               <ul style="list-style-type: none"> <li>➢ WC pans and cisterns, wash basins and brackets, sinks and sink tops, urinal bowls and cisterns, WC seats/chains, cistern syphons, mechanisms, fittings (soap/towel/paper dispenser/holders, personal hygiene units, shower curtains/rails etc) overflow pipes and fittings, drinking fountains.</li> <li>- Shower heads/flexible hoses/sanitary fittings</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Re-washer/reseal/renew taps.</li> <li>• Re-washer/renew ball vales.</li> <li>• Mastic seal to fittings/wall.</li> <li>• Costs associated with additional fixtures not standard within facility.</li> <li>• Replacement if due to negligence or vandalism:               <ul style="list-style-type: none"> <li>➢ WC pans and cisterns, wash basins and brackets, sinks and sink tops, urinal bowls and cisterns, WC seats/chains, cistern syphons, mechanisms, fittings (soap/towel/paper dispenser/holders, personal hygiene units, shower curtains/rails etc) overflow pipes and fittings, drinking fountains.</li> <li>- Shower heads/flexible hoses/sanitary fittings</li> </ul> </li> </ul> <p>Investigate and service all maintenance items every six (6) months, repair all items as required.</p>
<b>Roof and Associated Fittings</b>	<ul style="list-style-type: none"> <li>• Clear blockages.</li> <li>• Clean out gutters/pipes/gullies.</li> <li>• Replacement and repair of roofing, spouting and downpipes.</li> </ul>	<ul style="list-style-type: none"> <li>• None.</li> </ul>
<b>Roof, including skylights and guttering</b>	<ul style="list-style-type: none"> <li>• Maintenance and repairs</li> </ul>	<ul style="list-style-type: none"> <li>• None</li> </ul>
<b>Rubbish Collection</b>	<ul style="list-style-type: none"> <li>• Weekly emptying of external rubbish receptacles.</li> </ul>	<ul style="list-style-type: none"> <li>• Empty bins inside facility – weekly.</li> <li>• Keep facility and surrounds litter free – weekly.</li> <li>• All costs associated with additional bins.</li> </ul>
<b>Security Lighting</b>	<ul style="list-style-type: none"> <li>• Installation, maintenance and replacement.</li> </ul>	<ul style="list-style-type: none"> <li>• None</li> </ul>
<b>Security System</b>	<ul style="list-style-type: none"> <li>• None</li> </ul>	<ul style="list-style-type: none"> <li>• Full responsibility, including purchase, installation, service, maintenance and replacement.</li> <li>• Key or PIN number must be supplied to Council.</li> </ul>

ITEM	COUNCIL RESPONSIBILITY	LICENSEE RESPONSIBILITY
<b>Signage</b>	<ul style="list-style-type: none"> <li>• Repair and maintenance of standard Council reserve/ facility signage.</li> </ul>	<ul style="list-style-type: none"> <li>• Repair and maintenance of all internal and exterior signs. Note: signs to be installed in accordance with Council's Sponsorship and Promotional Signs on Council Land Policy.</li> <li>• Inspect yearly.</li> </ul>
<b>Telephones</b>	<ul style="list-style-type: none"> <li>• None</li> </ul>	<ul style="list-style-type: none"> <li>• Internal and external (exchange line) telephone system - check appliances yearly, repair as required. Service appliances as per manufacturer's recommendations.</li> </ul>
<b>Toilets</b>	<ul style="list-style-type: none"> <li>• Maintenance and repairs</li> </ul>	<ul style="list-style-type: none"> <li>• Cleaning and consumable costs</li> </ul>
<b>Vandalism (external)</b>	<ul style="list-style-type: none"> <li>• Repair as determined in agreement with Licensee.</li> </ul>	<ul style="list-style-type: none"> <li>• Report to Council and Police.</li> </ul>
<b>Vandalism (internal)</b>	<ul style="list-style-type: none"> <li>• None</li> </ul>	<ul style="list-style-type: none"> <li>• Report to Council and police.</li> <li>• Repair and replacement where necessary.</li> </ul>
<b>Wall hangings</b>	<ul style="list-style-type: none"> <li>• None</li> </ul>	<ul style="list-style-type: none"> <li>• Installation, cleaning, maintenance and replacement.</li> </ul>
<b>Walls (Internal)</b>	<ul style="list-style-type: none"> <li>• Structural maintenance.</li> </ul>	<ul style="list-style-type: none"> <li>• Regular cleaning and repair if damaged through misuse.</li> </ul>
<b>Waste and Soil Pipes</b>	<ul style="list-style-type: none"> <li>• Repair and renewal due to age or structural fault.</li> </ul>	<ul style="list-style-type: none"> <li>• Clear blockages.</li> <li>• Clean out silt/grease traps.</li> <li>• All traps/waste/vents/pipes and fittings.</li> </ul> <p>Repair as required.</p>
<b>Windows including plate glass</b>	<ul style="list-style-type: none"> <li>• Replacement when due or as a result of external vandalism.</li> </ul>	<ul style="list-style-type: none"> <li>• Ease and adjust sashes/ easements.</li> <li>• Glazing/putties/beads/clips.</li> <li>• Fasteners, stays/window guards (including internal guards).</li> </ul> <p>Investigate and service all maintenance items every six (6) months, repair all items as required.</p>

## ALL WARDS

**10.3 MINOR GRANTS PROGRAM APPLICATIONS**

**SUMMARY:** *Governance Officer - (Kirstin Ritchie)*

*This report summarises the recommended grants from the Minor Grants Program.*

*All applications have been assessed against the criteria as set out in the Minor Grants Program Policy.*

**RECOMMENDATION**

That Council:

1. Approve the fourteen (14) recommended Minor Grants Program applications for a total of \$25,629.00 as detailed below:

Applicant Name	Project Title	Amount Requested	Amount Recommended
Scoresby Wantirna South Tennis Club	Installation of windbreakers and sight screens on fences to improve playing conditions/	\$3,000.00	\$3,000.00
Waterford Park Retirement Village Men's Shed	Purchase of a Router Table Unit for the Men's Hobby Shed.	\$1,200.00	\$1,200.00
Ferntree Gully North Primary School Parents Association	Provide a breakfast club for all grade 5-6 students, and open to other grades as recommended by the classroom teacher, to participate in a weekly nutritional breakfast.	\$1,000.00	\$1,000.00
Volunteer for Knox/Knox Learning Alliance	Purchase promotional and marketing material in the form of a wallpaper skin to raise the profile of the organisation.	\$2,035.00	\$2,035.00

**10.3 Minor Grants Program Applications (cont'd)**

<b>Applicant Name</b>	<b>Project Title</b>	<b>Amount Requested</b>	<b>Amount Recommended</b>
<b>Latvian Friendly Society (Retirement Village)</b>	<b>Purchase a television for community hall to upgrade the old one.</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>
<b>Knoxfield Cricket and Sporting Club</b>	<b>Installation of a split system heating and cooling system.</b>	<b>\$3,000.00</b>	<b>\$3,000.00</b>
<b>Rowville Baptist Care Inc</b>	<b>Financial support towards the Community Christmas Lunch to be held on Christmas Day.</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>
<b>Wantirna South Cricket Club</b>	<b>Replacement of synthetic wicket at Walker Reserve.</b>	<b>\$3,000.00</b>	<b>\$2,000.00</b>
<b>Fernleigh Calisthenics Club</b>	<b>Purchase a laptop and printer for the club for the President to manage paperwork for the club.</b>	<b>\$1,534.00</b>	<b>\$1,534.00</b>
<b>The Basin Playgroup</b>	<b>Purchase and installation of a nest swing at the playgroup.</b>	<b>\$2,000.00</b>	<b>\$2,000.00</b>
<b>Park Ridge Playgroup</b>	<b>Purchase toys, equipment and materials that allow the children to be playing in a space that is naturally inclusive.</b>	<b>\$1,900.00</b>	<b>\$1,900.00</b>
<b>Boronia Football Club</b>	<b>Purchase the TDS community club solutions program which will lead to a well administered club, maximise its potential and make the club more sustainable.</b>	<b>\$1,980.00</b>	<b>\$1,980.00</b>

**10.3 Minor Grants Program Applications (cont'd)**

<b>Applicant Name</b>	<b>Project Title</b>	<b>Amount Requested</b>	<b>Amount Recommended</b>
<b>The Basin Music Festival Association</b>	<b>Audio hire and operation for the Summer Concert Series event incorporating The Basin Fire Brigade 90th anniversary commemoration and The Basin 150th Anniversary celebration.</b>	<b>\$2,000.00</b>	<b>\$2,000.00</b>
<b>All Stars Basketball Club</b>	<b>Purchase the TDS community club solutions program which will lead to a well administered club, maximise its potential and make the club more sustainable.</b>	<b>\$1,980.00</b>	<b>\$1,980.00</b>
	<b>TOTAL</b>	<b>\$26,629.00</b>	<b>\$25,629.00</b>

2. Note the four applications approved under delegated authority for a total of \$1,523.13 as detailed below:

<b>Applicant Name</b>	<b>Project Title</b>	<b>Amount Requested</b>	<b>Amount Approved by Delegate</b>
<b>The Basin Primary School Country Fair Committee</b>	<b>Purchase of four bins and large bin liners to enable the collection of recyclable materials at the school's Country Fair</b>	<b>\$304.28</b>	<b>\$304.28</b>
<b>Alice Johnson Playgroup</b>	<b>Purchase of equipment required to support the Active Families Playgroup.</b>	<b>\$274.93</b>	<b>\$274.93</b>
<b>Knox Multiple Births Association</b>	<b>Purchase of promotional materials for the organisation intended to increase the membership of the organisation.</b>	<b>\$443.92</b>	<b>\$443.92</b>

**10.3 Minor Grants Program Applications (cont'd)**

<b>Applicant Name</b>	<b>Project Title</b>	<b>Amount Requested</b>	<b>Amount Approved by Delegate</b>
<b>Upper Ferntree Gully Primary School Council</b>	<b>Cover the cost of a petting zoo as an additional activity for attendees at the Spring Fete.</b>	<b>\$500.00</b>	<b>\$500.00</b>
	<b>TOTAL</b>	<b>\$1,523.13</b>	<b>\$1,523.13</b>

**1. INTRODUCTION**

At the Strategic Planning Committee meeting held on 10 July 2017 the Committee endorsed the Minor Grants Program Policy, effective from 25 July 2017.

Minor Grant applications must be for the purposes of meeting requests for small, incidental funding requests from eligible organisations within Knox and not exceed \$3,000.00.

Under the Minor Grants Program Policy an eligible organisation must:

- provide services, projects and programs that directly benefit residents of the City of Knox;
- be a not for profit legal entity that provides services, support or activities to the Knox community. This expressly excludes educational institutions and State and Federal government departments and agencies; but does not exclude related not for profit organisations, including school councils/auxiliaries/parent groups who otherwise qualify under the Policy;
- be incorporated or be auspiced by an incorporated body (for grants over \$500 only);
- have an Australian Business Number or complete a Statement by Supplier form;
- have a Committee of Management or similar governing body that accepts responsibility for the administration of the Grant (for grants over \$500 only);
- hold adequate public liability insurance appropriate to the activity outlined in the application;
- be able to supply permits and plans appropriate to the funded activity where requested by Council;

### **10.3 Minor Grants Program Applications (cont'd)**

- have provided evidence to Council's satisfaction of the expenditure of any previous grant provided by Council.

This report presents to Council recommended grant applications accordance with the Minor Grants Program Policy.

## **2. DISCUSSION**

Council established the Minor Grants Program to ensure that funding may be provided to community groups who request ad hoc, incidental, community based, one-off grants.

The Minor Grants Program Policy (the Policy) sets out an open and transparent grant program that meets the principles of good governance and is compliant with the requirements of the Local Government Act 1989.

In accordance with the Policy, applications for funding up to \$500 are assessed and determined under delegation. Applications for funding between \$501 and \$3,000 have been assessed by the Chief Executive Officer, or delegate, for Council's approval.

All recipients of Minor Grants must provide proof of expenditure or purchase. In addition, Minor Grants over \$1,000.00 must meet all funding agreement requirements.

This report outlines the grant applications received since the 23 October 2017 Ordinary Council meeting. The report recommends fourteen grants for Council's approval and informs Council of the four applications approved under delegation.

It is important to note that eight of the recommended applications received this month have been referred from the Community Development Fund Evaluation Panel.

Further, section 6.22 of the Policy states that an application may not be supported if a grant would increase the total funding provided from the Minor Grants Program to the organisation to more than \$3,000.00 in the current financial year. This month, the Wantirna South Cricket Club submitted their second application for the financial year. Consequently, it is recommended that an amount of \$2,000.00 be approved; bringing their total to \$3,000.00 for the 2017-18 financial year.

## **3. CONSULTATION**

No consultation has been undertaken in relation to the grant applications detailed in this report as the policy specifies assessment can occur by the CEO, or delegate, and make recommendation for Council's determination.



### **10.3 Minor Grants Program Applications (cont'd)**

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

There are no environmental or amenity issues associated with this report.

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

The approval of minor grants is managed within Council's adopted budget.

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

The Minor Grants program allows Council the flexibility to respond to requests from community groups within Knox at a municipal level. These grants provide applicants the opportunity to participate and support a variety of community based programs.

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

Provision of the Incidental Community Grants program assists Council in meeting the following objectives under the Knox Community and Council Plan.

Goal 6. We are healthy, happy and well

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

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

- Strategy 7.3 - Strengthen community connections.

Goal 8. We have confidence in decision making

- Strategy 8.1 – Build, strengthen and promote good governance practices across government and community organisations.

#### **8. CONCLUSION**

This report contains the recommendation for funding through the Minor Grants program.

#### **9. CONFIDENTIALITY**

Confidential Appendix A contains each of the individual grant applications for Council's consideration.

**Report Prepared By:** Governance Officer (Kirstin Ritchie)

**Report Authorised By:** Director – Corporate Development  
(Michael Fromberg)

**10.3 Minor Grants Program Applications (cont'd)**

Confidential Appendix A is circulated under separate cover.

**COLLIER WARD****10.4 SALE OF COUNCIL PROPERTY, 62 BRENTWOOD DRIVE, WANTIRNA  
BY PUBLIC AUCTION**

A confidential report is circulated under separate cover.

**ALL WARDS****11.1 WORKS REPORT AS AT 3 NOVEMBER 2017**

**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 3 November 2017.*

**RECOMMENDATION**

That the works report, as at 3 November 2017, be received and noted.

**1. INTRODUCTION**

This report summarises Council's Capital Works Program for the 2017/2018 financial year. The aim of this report is to provide a regular and succinct status summary of each project over the last month. The Capital Works Report, as of 3 November 2017, is attached as Appendix A.

**Report Prepared By:** *Coordinator – Capital Works (Gene Chiron)*

**Report Authorised By:** *Director – Engineering & Infrastructure  
(Ian Bell)*

		<b>APPENDIX A</b>
<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>1</b>	<b>Bridges Renewal Program</b>	<b>\$599,093</b>
All Wards	Handrail installation works have commenced on Forest Road Bridge.	
<b>4</b>	<b>High Risk Road Failures</b>	<b>\$500,000</b>
All Wards	McMahons Road patching works completed. Some funding provided from land owner who undertook earthworks in Norvel Road quarry. Pavement failure in Queenstown Road identified and works being undertaken to reinstate road.	
<b>7</b>	<b>Road Surface Renewal Program</b>	<b>\$4,000,000</b>
All Wards	Approximately 25 streets have been resurfaced. Works are ahead of schedule.	
<b>8</b>	<b>Drainage Pit and Pipe Renewal Program</b>	<b>\$2,000,000</b>
All Wards	Works have commenced at Arthur Street, Herbert Street, Cardiff Avenue and Allanfield Crescent. Works are nearing completion at Waranga Road and Bunnett Road.	
<b>9</b>	<b>Footpath Renewal Program</b>	<b>\$1,900,000</b>
All Wards	Program progressing on schedule. Works are being programmed alongside the road resurfacing concrete works.	
<b>10</b>	<b>Bicycle / Shared Path Renewal Program</b>	<b>\$500,000</b>
All Wards	Some shared path works are occurring, although priority for the contractors is preparing for the asphalt program. Once this concrete work has been done, priority will be given to other concrete works.	
<b>16</b>	<b>Building Renewal Program</b>	<b>\$6,094,500</b>
All Wards	Program is 30% committed/expended. Works nearing completion/commencing over November include Knox LeisureWorks - stage 2 male/female change rooms, Boronia Library - air conditioning replacement works, Eildon Park Tennis Pavilion - internal/external painting, Guy Turner Tennis Pavilion - internal painting, Knox Park Athletics Pavilion - internal/external painting, HV Jones Meeting Hall - external painting, HV Jones Cricket/Soccer Pavilion - external painting, Bayswater Seniors Citizens - aircon and blinds replacement, Eastgate South - part roof replacement.	
<b>17</b>	<b>Playground Renewal Program</b>	<b>\$1,434,367</b>
All Wards	2016/17 Playground Renewals: Birchfield (Harrow) - completed; Eildon - currently under construction; Windermere - currently under construction; Park Ridge - currently under construction; Balmoral - construction planned to commence in coming months; Raphael - construction planned to commence in coming months; Pickett - to be constructed in early 2018. 2017/18 Playground Renewals: public consultation/comments closed end of October. Reviewing feedback and will integrate feedback into Draft Detailed Design/Documentation.	
<b>22</b>	<b>Fire Hydrant Replacement Program</b>	<b>\$250,000</b>
All Wards	Payment to South East Water due in December.	
<b>24</b>	<b>Carpark Renewal</b>	<b>\$550,000</b>
All Wards	Pickett Reserve design drawings received for costing. Works also to occur at Tim Neville Arboretum (beside Frances Cr).	

		<b>APPENDIX A</b>
<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>25</b>	<b>Plant &amp; Machinery Replacement Program</b>	<b>\$2,985,330</b>
All Wards	Fleet Renewal Program 25% of funding committed.	
<b>26</b>	<b>Street Tree Replacement Program</b>	<b>\$755,000</b>
All Wards	In planning stage for street tree replacement program.	
<b>31</b>	<b>Stamford Park Redevelopment</b>	<b>\$9,256,618</b>
Tirhatuan	Homestead - verandah works completed, design for internal works completed, design for external works in progress, sewer works in progress. Works in accordance with heritage conservation report. Homestead Gardens - progressing with design works. Parklands - progressing with design works and have commenced planning process.	
<b>43</b>	<b>Shade Sails &amp; Play Structure Maintenance</b>	<b>\$3,193</b>
All Wards	Works completed in the September school holidays.	
<b>104</b>	<b>Roadside Furniture Renewal Program</b>	<b>\$100,000</b>
All Wards	Bollards provided at various locations with budget 20% expended.	
<b>147</b>	<b>Energy &amp; Greenhouse Program for Council Facilities</b>	<b>\$70,000</b>
All Wards	Scoping currently underway. This project is related to Project 871 (Energy Performance Contract) and will be implemented between January and June 2018.	
<b>229</b>	<b>Building Code Australia Compliance</b>	<b>\$100,000</b>
All Wards	Program of works currently being finalised with Knox Park Grandstand stairwell replacement nearing completion.	
<b>345</b>	<b>Asbestos Removal</b>	<b>\$100,000</b>
All Wards	Program of works currently being finalized with asbestos removal projects at Alice Johnson Preschool completed and Bena Angliss Preschool expected to be undertaken December/January.	
<b>347</b>	<b>Miscellaneous Industrial Roads - Pavement Rehabilitation</b>	<b>\$250,000</b>
All Wards	Works at Rocco Drive, Scoresby and Corporate Avenue, Rowville to be undertaken around January as less traffic in industrial areas during this period.	
<b>409</b>	<b>Parks Furniture Renewal</b>	<b>\$50,000</b>
All Wards	Continuing installation	
<b>410</b>	<b>Parks Signage Renewal</b>	<b>\$20,000</b>
All Wards	Have begun replacing old with new signs. Following this we will continue to upgrade old signage as per future audits.	
<b>412</b>	<b>Water Sensitive Urban Design Renewal</b>	<b>\$326,061</b>
All Wards	Waterford Valley Golf Course works underway. Surveying 95% complete.	

		<b>APPENDIX A</b>
<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>441</b>	<b>Tim Neville Arboretum Renewal</b>	<b>\$280,000</b>
Dobson	Updated design of gazebo. Still with Landscape team.	
<b>443</b>	<b>Reserves Paths Renewal</b>	<b>\$60,000</b>
All Wards	Works programed to begin in December.	
<b>459</b>	<b>Dobson Street Reserve Retarding Basin</b>	<b>\$738,692</b>
Friberg	Contract works are well underway with works 40% complete and expected to be completed by early December.	
<b>492</b>	<b>Food Act Compliance - Kitchen Retrofitting</b>	<b>\$50,000</b>
All Wards	Projects currently being finalised with works expected to occur over January - April.	
<b>494</b>	<b>Cathies Lane - Landfill Rehabilitation Works</b>	<b>\$175,000</b>
Scott	Reinstatement of inadequate capping around gas wells exposed in cells 1 and 2 and also topsoiling of exposed areas of capping and depressions currently being completed. Recommendation from consultant's investigations is that there is no current requirement to lower leachate at the site. Investigations underway on stability of embankment near leachate pond. Installed drains at top and toe of embankment and undertaking periodic surveys to ascertain if the embankment is moving. Investigation underway to determine if high carbon dioxide levels in landfill gas monitoring bores are from the landfill or other sources. EPA have issued a draft Post Closure Pollution Abatement Notice which will govern the management of the site.	
<b>516</b>	<b>Rumann and Benedikt Reserves - Open Space Upgrade</b>	<b>\$176,094</b>
Tirhatuan	Received plans from consultant. Landscape team to work with Project Delivery to improve consultant design plans ready for tender.	
<b>536</b>	<b>Parkland Asset Renewal</b>	<b>\$64,000</b>
All Wards	Knox Dog Park and Millers Reserve renewal works ongoing.	
<b>537</b>	<b>Bush Boulevard Renewal</b>	<b>\$30,000</b>
All Wards	Planting 2017 completed. Looking into engaging contractor for planting March 2018.	
<b>543</b>	<b>Llewellyn Park - Landfill Rehabilitation Works</b>	<b>\$175,000</b>
Scott	Drainage improvements on the site commenced in February, to be completed in December 2017. Investigation is being undertaken to determine if a landfill gas extraction system is required. Requires replacement monitoring bores be installed further away from the landfill, which were installed in November 2016 and are now being monitored. Now investigating whether the carbon dioxide is coming from the landfill or other sources. Work to remove exposed waste in the south west and north west areas of the site is proposed to commence November 2017.	
<b>566</b>	<b>Artwork Renewal</b>	<b>\$30,463</b>
All Wards	Work on restoration of the Placemaker Legacy has begun. Purchase orders have been created for the light boxes, the billboard and additional materials and fees for the restoration and replacement of the art in public spaces collection. It is anticipated the full budget for artwork renewal will be spent this financial year.	

		<b>APPENDIX A</b>
<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>576</b>	<b>Early Years Facility Emergency Warning System</b>	<b>\$50,000</b>
All Wards	Projects currently being scoped and quoted for: Haering Road Preschool, Boronia, The Basin Playgroup and Rowville Preschool. Implementation expected over January and April holidays.	
<b>587</b>	<b>Upper Ferntree Gully Neighbourhood Activity Centre - Design</b>	<b>\$472,867</b>
Dobson	Project on hold at Council request.	
<b>589</b>	<b>KEYS - Application Review and Solution Remediation</b>	<b>\$70,000</b>
All Wards	Scheduled to commence in Jan. \$3,000 spend is a carry over of a 2016/17 invoice.	
<b>593</b>	<b>Marie Wallace Reserve - Masterplan Implementation</b>	<b>\$416,876</b>
Dinsdale	(1) Access road carpark - contract works for access road widening and reinstatement of pavement completed. Contribution received from VicRoads. (2) Pedestrian Bridge - survey completed with scope of works to be confirmed and detailed design to commence.	
<b>607</b>	<b>Ashton Road, FTG - Reconstruction</b>	<b>\$350,000</b>
Friberg	Stage 2 of works being packaged with second stage of Kingston Street. Design review to be carried out and documentation package prepared for November/December tender.	
<b>608</b>	<b>Kingston Street, FTG - Reconstruction</b>	<b>\$265,000</b>
Friberg	Stage 2 of works being packaged with second stage of Ashton Road. Design review to be carried out and documentation package prepared for November/December tender.	
<b>630</b>	<b>Early Years Hubs - Bayswater</b>	<b>\$5,925,571</b>
Dinsdale	Final review of tender documents underway. Tender to be advertised on 4 November, with tender submissions closing on 5 December.	
<b>649</b>	<b>Scoresby (Exner) Reserve - Masterplan Implementation</b>	<b>\$430,000</b>
Tirhatuan	Geotech report and survey for new carpark completed and design underway.	
<b>660</b>	<b>Mountain Highway (No. 598), Bayswater Drainage - Design</b>	<b>\$15,015</b>
Dinsdale	Consultants making final edits. Council awaiting final functional design.	
<b>664</b>	<b>Stormwater Harvesting Program Development</b>	<b>\$92,961</b>
All Wards	Sustainable irrigation analysis of sports fields commenced.	
<b>667</b>	<b>Dobson Creek Catchment - Streetscape Water Sensitive Urban Design</b>	<b>\$186,587</b>
Chandler	Stage 2 of water sensitive urban design works have commenced.	
<b>668</b>	<b>Knox Active Aging Management System (KAAMS)</b>	<b>\$36,266</b>
All Wards	Project completed - Department of Human Services Minimum Data Set (MDS) delivered, Commonwealth Home Support Program (CHSP) delivered, Client Account Balance Integration delivered, Mobile Smartphone Fleet rollout delivered.	



		<b>APPENDIX A</b>
<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>675</b>	<b>Public Art Project</b>	<b>\$160,858</b>
All Wards	The Public Art Plan and Revised Public Art Policy are due to Issues Briefing on 18/9/17. \$10,000 will be expended from this budget for the 'Untitled House' Project, a large scale temporary public art work in Knox and the feature art project for Immerse.	
<b>689</b>	<b>Lewis Park, Wantirna South Oval 1 Renewal</b>	<b>\$700,000</b>
Dinsdale	Project progressing very well. Cut to fill work complete. Drainage line has been installed and irrigation work is well underway.	
<b>708</b>	<b>Cricket run ups and goal squares</b>	<b>\$44,000</b>
All Wards	Picketts Reserve and Batterham Reserve are completed.	
<b>710</b>	<b>Colchester Reserve Rugby Pitches</b>	<b>\$17,160</b>
Chandler	Project complete.	
<b>716</b>	<b>Early Years Hubs - Wantirna South</b>	<b>\$13,511,821</b>
Scott	Despite prolonged inclement weather conditions, project is on schedule. Basement foundations are 90% complete, with basement walls and stairwells constructed. Basement drainage and columns for suspended slab nearing completion. It is expected the suspended slab works will commence early November.	
<b>717</b>	<b>Knox Central Package</b>	<b>\$8,085,000</b>
Dinsdale	Negotiations to acquire parcels for future road corridor and delivery of Knox Central Masterplan continue, with conclusion expected in this financial year. The Operations Centre land has settled with residual funding to remain allocated to the project should additional land be required	
<b>718</b>	<b>Bulk Replacement of Street Lights with LED</b>	<b>\$500,000</b>
All Wards	Project has been completed.	
<b>721</b>	<b>Eildon Park Reserve (Pavilion upgrade), Rowville</b>	<b>\$97,600</b>
Taylor	Project completed.	
<b>724</b>	<b>Knox (Interim) Library</b>	<b>\$674,215</b>
Dinsdale	Detailed design completed. Awaiting confirmed start date from Westfields.	
<b>725</b>	<b>Placemakers Site - Design</b>	<b>\$222,263</b>
Dobson	Agreed option concept plan is currently being briefed to Architects to proceed to detailed design.	
<b>727</b>	<b>Knox Community Arts Centre - Outdoor Furniture</b>	<b>\$9,517</b>
Dinsdale	Project completed.	
<b>733</b>	<b>Preschool Office/Storage - Minor Works</b>	<b>\$50,000</b>
All Wards	Program has been finalised with works currently being quoted. Contractor(s) expected to be appointed by end of November.	
<b>735</b>	<b>Family &amp; Children Services Buildings Door Jamb Protectors</b>	<b>\$25,000</b>
All Wards	Final list of buildings finalised with plan for implementation over January holidays.	

		<b>APPENDIX A</b>
<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>737</b>	<b>Meals on Wheels site reconfiguration - Stage 2</b>	<b>\$50,000</b>
Dinsdale	Meals on wheels will be relocated - possibly to the Bayswater Community Hub. State Government looking at options for developing or giving land to Council to develop. Plan to be developed over the next 6 months.	
<b>746</b>	<b>Revegetation Plan</b>	<b>\$100,000</b>
All Wards	Spraying and mulching of revegetation sites to commence December through to January.	
<b>747</b>	<b>Chandler Park, Boronia - Masterplan Implementation</b>	<b>\$57,128</b>
Chandler	Works have been completed.	
<b>751</b>	<b>Tim Neville Arboretum - Lake Structure Upgrade</b>	<b>\$141,750</b>
Dobson	Currently seeking quotes for Design and Construction of the proposed Lake Shelter.	
<b>752</b>	<b>Mountain Gate Shopping Centre Reserve - Design</b>	<b>\$154,425</b>
Friberg	Community consultation of the Draft Concept Plan has been completed. Review of the comments is currently underway.	
<b>755</b>	<b>Talaskia Reserve, Upper Ferntree Gully</b>	<b>\$300,000</b>
Dobson	Consultants held up waiting on engineering feedback to structural details. Tender documents expected at Council in early November.	
<b>757</b>	<b>Carrington Park, Knoxfield - Masterplan</b>	<b>\$88,644</b>
Friberg	Seats to be installed by Parks in early November.	
<b>761</b>	<b>Dandenong Creek Gateways - Strategic Road Corridors Revegetation</b>	<b>\$95,795</b>
All Wards	Pre planting and weed eradication works being scheduled with Biodiversity.	
<b>769</b>	<b>Mint Street Wetland System - Stage 2a</b>	<b>\$364,038</b>
Collier	Contract works well underway with expected completion around mid-November. Overall works are around 65% complete.	
<b>771</b>	<b>Colchester Road, Boronia – Wetland and Raingarden</b>	<b>\$40,000</b>
Chandler	Project completed.	
<b>773</b>	<b>Suffern Avenue (Waldheim Street) Wetland</b>	<b>\$368,345</b>
Dinsdale	Contractor appointed with delayed start to construction due to need to seek Cultural Heritage Management Plan (CHMP) approval. CHMP approval now received and Possession of Site imminent for mid-November start.	
<b>785</b>	<b>Printer Upgrade</b>	<b>\$43,000</b>
All Wards	Project completed	
<b>786</b>	<b>Microsoft Office 365</b>	<b>\$200,000</b>
All Wards	Progressing well with the rollout of O365. Rollout occurring dept by dept, HR being latest team to be updated. Project currently being resourced internally hence low expenditure to date.	

		<b>APPENDIX A</b>
<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>787</b>	<b>Website Redevelopment</b>	<b>\$436,000</b>
All Wards	Business case to be progressed.	
<b>788</b>	<b>Network Drive Migration</b>	<b>\$225,000</b>
All Wards	Current budget being used to address remaining KX technical issues.	
<b>789</b>	<b>Facilities Booking Review/Upgrade</b>	<b>\$71,300</b>
All Wards	Project on hold until updated software release available from Priava.	
<b>791</b>	<b>Computer Lease</b>	<b>\$120,000</b>
All Wards	Leased software and hardware expenses are incurred throughout the current year.	
<b>792</b>	<b>PC/Device Lease</b>	<b>\$280,000</b>
All Wards	Leased Software and Hardware expenses are incurred throughout the year.	
<b>793</b>	<b>Non Leased Software and Hardware</b>	<b>\$120,000</b>
All Wards	Leased software and hardware expenses are incurred throughout the current year.	
<b>794</b>	<b>Switch Replacement Program (Leased)</b>	<b>\$250,000</b>
All Wards	Leased software and hardware expenses are incurred throughout the current year.	
<b>796</b>	<b>Park Crescent, Boronia - Reconstruction</b>	<b>\$383,040</b>
Baird	Project packaged with Erica Avenue and Woodvale Road. Contract works within Park Crescent completed with practical completion inspection imminent.	
<b>798</b>	<b>Woodvale Road, Boronia - Reconstruction</b>	<b>\$114,240</b>
Baird	Project packaged with Erica Avenue and Park Crescent. Contract works in Woodvale Road completed with practical completion inspection imminent.	
<b>799</b>	<b>Windermere Drive, Ferntree Gully - Reconstruction</b>	<b>\$305,446</b>
Friberg	Project packaged with Smithfield Square project as one tender. Contract works in Windermere Drive well underway and around 60% completed with kerb and channel works completed with asphalt works imminent.	
<b>800</b>	<b>Smithfield Square, Wantirna - Reconstruction</b>	<b>\$281,205</b>
Collier	Project packaged with Windermere Drive project as one tender. Construction completed on Smithfield Square with Practical Completion inspection planned once Windermere Drive is completed.	
<b>801</b>	<b>Sasses Avenue, Bayswater - Reconstruction</b>	<b>\$344,202</b>
Dinsdale	Contract works essentially completed with linemarking to follow once asphalt has cured. Practical Completion inspection imminent.	

		<b>APPENDIX A</b>
<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>802</b>	<b>Erica Avenue, Boronia - Reconstruction</b>	<b>\$70,725</b>
Baird	Project packaged with Park Crescent and Woodvale Road. Contract works within Erica Avenue essentially completed with final linemarking to be applied mid-November once asphalt has cured. Asphalt works successfully undertaken over 5 nights from 8 October. Practical Completion inspection to follow.	
<b>803</b>	<b>Macquarie Place, Boronia - Reconstruction</b>	<b>\$270,289</b>
Chandler	Contract works completed and negotiations underway on finalizing final claim. Practical Completion inspection imminent.	
<b>804</b>	<b>Dorset Road (169), Boronia - Flood Mitigation</b>	<b>\$97,000</b>
Baird	Project completed.	
<b>806</b>	<b>Cash Fues Place Wetland System - Design</b>	<b>\$60,765</b>
Collier	The State Government required a Cultural Heritage Management Plan to be undertaken due to the proximity of the project to the creek. This has been completed. Council is awaiting approval to proceed with the works. Works are scheduled to commence in January.	
<b>809</b>	<b>Bayswater Activity Centre Streetscape Improvements</b>	<b>\$1,620,411</b>
Dinsdale	Majority of footpath pavement has been completed. Glass screens will be installed late November. Street trees will be planted in mid November. Conduits for power line undergrounding have been installed. Removal of the overhead wires and associated poles will commence after Christmas holidays.	
<b>812</b>	<b>Asset Management System</b>	<b>\$20,000</b>
All Wards	Project planned to commence in January.	
<b>813</b>	<b>Information architecture design and planning</b>	<b>\$130,000</b>
All Wards	Staff data model primary works completed. Documentation underway. Active Directory and Chris21 bulk update complete. Organisational levels and work locations have been completed.	
<b>814</b>	<b>Standard Operating Environment Upgrade</b>	<b>\$130,336</b>
All Wards	New devices being rolled out with the new Standard Operating System environment.	
<b>815</b>	<b>Pathway Smartclient implementation</b>	<b>\$90,000</b>
All Wards	Customer service training completed for front counter and call centre staff. Local Laws staff training completed for key users and operational staff.	
<b>816</b>	<b>ePathway Payment enhancements/extension</b>	<b>\$80,000</b>
All Wards	Website updates underway with Communications & Marketing. Complimentary work being undertaken in BPoint to configure new payment gateway.	
<b>817</b>	<b>WAN Network Enhancements</b>	<b>\$50,000</b>
All Wards	Project has been completed.	

		<b>APPENDIX A</b>
<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>818</b>	<b>DRP Update and full test</b>	<b>\$141,360</b>
All Wards	Council Disaster Recovery resources have been relocated to NextDC (Port Melbourne). Testing of the back/recovery process and resources has been moved to 20 January.	
<b>819</b>	<b>IT Security Audit (policies &amp; procedures)</b>	<b>\$50,000</b>
All Wards	Penetration testing on track to commence in January.	
<b>820</b>	<b>Mobile phone refresh (iPhone)</b>	<b>\$20,000</b>
All Wards	Replacement program in progress.	
<b>821</b>	<b>Storage</b>	<b>\$60,000</b>
All Wards	Project remains on track. No expenditure on storage equipment at this point.	
<b>822</b>	<b>Security, Email Filtering and Firewall</b>	<b>\$57,581</b>
All Wards	Scheduled to commence in April 2018	
<b>823</b>	<b>DC1 - Server Room AC &amp; UPS</b>	<b>\$100,000</b>
All Wards	On track to install new UPS and AC as planned by end of December.	
<b>825</b>	<b>Microsoft Licensing (True Up)</b>	<b>\$150,000</b>
All Wards	Scheduled to commence in April 2018	
<b>826</b>	<b>Microsoft SQL Licence</b>	<b>\$220,000</b>
All Wards	Expensed throughout the year as required.	
<b>829</b>	<b>Knox Community Art Centre, Bayswater</b>	<b>\$10,000</b>
Dinsdale	Project completed.	
<b>830</b>	<b>Park Ridge Reserve, Rowville - Oval Renewal</b>	<b>\$56,500</b>
Taylor	Maintenance program has restarted. Grass growing actively. Weeds are being addressed.	
<b>831</b>	<b>Templeton Reserve, Wantirna - Oval Renewal</b>	<b>\$38,000</b>
Collier	Maintenance program has restarted. Grass growing actively. Weeds are being addressed.	
<b>832</b>	<b>Knox Gardens Reserve, Wantirna South - Oval 2 Renewal</b>	<b>\$14,788</b>
Scott	Grass is growing actively and weeds are being addressed. Bare areas have been re-turfed.	
<b>833</b>	<b>Knox Gardens Reserve, Wantirna South - Tennis Court Renewal</b>	<b>\$294,000</b>
Scott	Discussed scope of works with Leisure and club. Sports surface specialist consultant to investigate and design treatment required with preferred design nearing completion.	
<b>834</b>	<b>Oversowing of Sports Fields</b>	<b>\$30,000</b>
All Wards	Templeton Reserve will also be on this year's program. This makes it 6 grounds to oversow in 2018.	

		<b>APPENDIX A</b>
<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>837</b>	<b>Westfield Library - Design</b>	<b>\$200,000</b>
Dinsdale	Still awaiting outcomes of discussions with Westfield.	
<b>838</b>	<b>Bayswater Community Hub - Scoping</b>	<b>\$120,000</b>
Dinsdale	Council officers are continuing to engage with the LXRA on land related matters. Project inception likely to occur early 2018 and project stages have been amended accordingly.	
<b>839</b>	<b>Preschool Bathroom Upgrades - Bena Angliss Preschool</b>	<b>\$222,000</b>
All Wards	Tenders have been assessed and it is expected that the contractor will be appointed by early November.	
<b>842</b>	<b>Knox Athletics Track, Hammer Throw Cage Upgrade</b>	<b>\$56,549</b>
Friberg	Feedback from the Athletics Club and Leisure have confirmed positive outcome of discussions with BMX Club concerning relocation of playground to allow for IAAF standard design. Detailed design finalised and quote from specialist cage supplier clarified. Insufficient funding for preferred design - Club have offered additional funding and have asked Council to fund remainder. Awaiting direction regarding additional funding.	
<b>844</b>	<b>Score Boards - Design and Installation</b>	<b>\$390,000</b>
All Wards	Project submissions have been received and project list currently being finalised.	
<b>845</b>	<b>Carrington Park Leisure Centre - Basketball Rings</b>	<b>\$35,000</b>
Friberg	All works are completed.	
<b>846</b>	<b>Knox Gardens Reserve - Lower Oval Shelters</b>	<b>\$39,015</b>
Scott	Project nearing completion. Completion expected early November.	
<b>847</b>	<b>Boronia Basketball Stadium - Safety Padding</b>	<b>\$36,000</b>
Baird	Project completed.	
<b>849</b>	<b>Repurposing Scoping of Facilities from Hub Projects.</b>	<b>\$93,550</b>
All Wards	Scoping the future use of nominated early years facilities, will go to Council for further advice late 2017, early 2018.	
<b>851</b>	<b>Senior Citizens Centres - Facilities Development Plan</b>	<b>\$60,000</b>
All Wards	Project commenced and first steering committee meeting was held on 9 October.	
<b>853</b>	<b>Aimee Seebeck Hall, Amenities Design</b>	<b>\$20,000</b>
Taylor	Agreed concept design/brief has been sent to architect for fee proposals to proceed to detailed design.	
<b>854</b>	<b>Knox Community Gardens/Vineyard Pergola Upgrade</b>	<b>\$10,000</b>
Dinsdale	Knox Community Gardens Group informed Council officers that the upgrade to the pergola is no longer required.	

		<b>APPENDIX A</b>
<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>860</b>	<b>Bergins Road, Rowville - Footpath 3</b>	<b>\$125,000</b>
Taylor	Path has been constructed.	
<b>862</b>	<b>Burwood Highway, Wantirna - Shared Path 2</b>	<b>\$137,900</b>
Collier	Path currently being designed and extent of required works being scoped.	
<b>866</b>	<b>Ferntree Gully Village Square - Masterplan Implementation</b>	<b>\$183,585</b>
Dobson	Design subject to future development plans at the site, following Council purchase of adjoining land.	
<b>867</b>	<b>Knox Regional Netball Centre, Ferntree Gully - Masterplan</b>	<b>\$131,872</b>
Dobson	Draft Feasibility Study supplied by consultants. Open Space to attend EMT meeting in early November to discuss outcomes and seek direction in regards to next steps in the development of the masterplan.	
<b>868</b>	<b>H V Jones, Ferntree Gully Masterplan Implementation</b>	<b>\$143,000</b>
Friberg	Draft masterplan has been supplied by consultants for internal comments by Council officers.	
<b>869</b>	<b>Gilbert Park, Knoxfield - Masterplan Review</b>	<b>\$177,000</b>
Friberg	Revised draft masterplan is currently out for public comment.	
<b>871</b>	<b>Energy Performance Audit for Community Buildings</b>	<b>\$418,636</b>
All Wards	The draft Detailed Facility Study and Energy Performance Contract is due in November, which will outline the energy saving opportunities that have emerged from the detailed facility audits.	
<b>874</b>	<b>Fulham Road, Rowville Reconstruction</b>	<b>\$125,000</b>
Tirhatuan	Design nearing completion and design review imminent. Consultation with Stud Park Centre management and Retirement Village being planned for early November. Construction planned from April to enable use of overlapping funds so as to complete total necessary works as one continuous contract package.	
<b>875</b>	<b>Parkhurst Drive, Knoxfield Reconstruction</b>	<b>\$120,000</b>
Dinsdale	Detailed design nearing completion with design review to follow. Project to be packaged with Eastgate Court as one tender. Construction planned for April to enable use of overlapping funds so as to complete total necessary works for Stage 1 contract package.	
<b>876</b>	<b>Eastgate Court, Wantirna South Reconstruction</b>	<b>\$295,000</b>
Dinsdale	Detailed design completed and project to be packaged with Parkhurst Drive - Stage 1 as one tender. Construction programmed for April.	
<b>877</b>	<b>Rosehill Street, Scoresby Reconstruction</b>	<b>\$530,000</b>
Tirhatuan	Tenders for contract have closed and evaluation completed - recommendation for contract appointment has been approved. Contract appointment being formalised. Works Program to be established after appointment with possibility of February construction start.	

		<b>APPENDIX A</b>
<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>878</b>	<b>Alma Avenue, Ferntree Gully Reconstruction</b>	<b>\$330,000</b>
Dobson	Contract packaged with Winwood Drive and Helene Court projects. Tender closed in September and tender evaluation completed with tender recommendation presented to October Council meeting with recommendation approved. Contract appointment being formalised.	
<b>879</b>	<b>Winwood Drive, Ferntree Gully Reconstruction</b>	<b>\$398,000</b>
Dobson	Contract packaged with Alma Avenue and Helene Court projects. Tender closed in September and tender recommendation presented to October Council meeting with recommendation approved. Contract appointment being formalised.	
<b>880</b>	<b>Helene Court, Boronia Reconstruction</b>	<b>\$337,000</b>
Chandler	Contract packaged with Winwood Drive and Alma Avenue projects. Tender closed in September and tender recommendation presented to October Council meeting. Tender recommendation approved and contract appointment being formalised.	
<b>884</b>	<b>Glenfern Road Ferntree Gully - Footpath</b>	<b>\$36,961</b>
Dobson	Works have been completed.	
<b>886</b>	<b>Schultz Reserve - Internal Pavilion Upgrades (Female Friendly)</b>	<b>\$100,000</b>
Collier	Architect has been engaged to proceed to detailed design with expected completion in mid-November.	
<b>888</b>	<b>Batterham Reserve Floodlighting Upgrade</b>	<b>\$200,000</b>
Chandler	Project will be tendered early November.	
<b>889</b>	<b>Wally Tew Reserve Floodlighting Upgrade</b>	<b>\$200,000</b>
Dobson	Tender closed. Evaluation process underway, with contract expected to be awarded mid-November.	
<b>891</b>	<b>Henderson Road Bridge - Preconstruction</b>	<b>\$545,900</b>
Friberg	The design of the bridge is currently out for tender with submissions closing on 14 November.	
<b>907</b>	<b>JW Manson Reserve WSUD - Construction</b>	<b>\$240,793</b>
Collier	Awaiting VicRoads' response in relation to the financial implications of land encroachment.	
<b>923</b>	<b>679 Boronia Road - Service Road, Wantirna - Reconstruction</b>	<b>\$10,000</b>
Collier	Survey is planned for November now that VicRoads have completed adjacent Mountain Highway Left Turn lane road works. Concept plan to include assessment of median strip and service road narrowing to check if footpath can be re-aligned onto road reserve land.	
<b>924</b>	<b>Cherrington Square, Wantirna - Design</b>	<b>\$15,000</b>
Collier	Survey planned for late in the calendar year.	
<b>925</b>	<b>1101 Burwood Hwy, Ferntree Gully - Design</b>	<b>\$5,000</b>
Dobson	Survey completed and design has commenced.	



		<b>APPENDIX A</b>
<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>926</b>	<b>Windermere Drive, Nos., Ferntree Gully - Design</b>	<b>\$25,000</b>
Friberg	Geotech investigation has commenced. Survey is completed and design is underway.	
<b>927</b>	<b>Selman Avenue, Ferntree Gully - Design</b>	<b>\$30,000</b>
Dobson	Geotech investigation has commenced. Survey is completed and design is underway.	
<b>928</b>	<b>Barmah Drive, Wantirna - Design</b>	<b>\$5,000</b>
Collier	Geotech investigation has commenced. Survey is completed and design is underway.	
<b>929</b>	<b>Albert Avenue, Boronia - Design</b>	<b>\$55,000</b>
Chandler	Survey well underway.	
<b>930</b>	<b>Forest Road, Ferntree Gully - Design</b>	<b>\$40,000</b>
Dobson	Survey underway.	
<b>931</b>	<b>Underwood Road, Ferntree Gully - Design</b>	<b>\$30,000</b>
Dobson	Survey underway.	
<b>932</b>	<b>Burwood Highway - service road, Ferntree Gully - Design (1)</b>	<b>\$10,000</b>
Dobson	Plan to survey site in early 2018.	
<b>933</b>	<b>Burwood Highway - service road, Ferntree Gully - Design (2)</b>	<b>\$5,000</b>
Dobson	Plan to survey site in early 2018.	
<b>934</b>	<b>Sheraton Cres, Ferntree Gully - Design</b>	<b>\$20,000</b>
Friberg	Plan to survey site in early 2018.	
<b>935</b>	<b>Scoresby (Exner) Reserve - Tennis Court Renewals</b>	<b>\$250,000</b>
Tirhatuan	Initial design completed with Leisure having consulted with club and Councillor. Feedback has been provided and finalizing detailed design documentation before a final review and consultation with Club. Plan to advertise works in November.	
<b>936</b>	<b>Carrington Park Reserve - Tennis Court Renewals</b>	<b>\$155,000</b>
Friberg	Survey expected to occur in November.	
<b>937</b>	<b>Kings Park Baseball Diamond - Safety Fencing</b>	<b>\$60,000</b>
Dobson	Batting cage design has been altered, work will commence in December.	
<b>938</b>	<b>Kings Park Reserve - Drainage Renewal Works Oval #1</b>	<b>\$150,000</b>
Dobson	Contractor has been appointed and works are expected to commence in early December.	
<b>939</b>	<b>Millers Reserve - Oval Renewal - Design</b>	<b>\$15,000</b>
Chandler	Geotech report has been received. Heavy clay profile determined.	

		<b>APPENDIX A</b>
<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>940</b>	<b>Wally Tew Reserve - Cricket net renewals - Design</b>	<b>\$10,000</b>
Dobson	Survey expected to be carried out in November.	
<b>941</b>	<b>Knox Regional Netball Centre - Court Renewals</b>	<b>\$20,000</b>
Dobson	Extensive internal consultation undertaken. Geotech report received and sports surface consultant is investigating pavement design treatment required, with preferred design nearing completion.	
<b>942</b>	<b>Tree Management</b>	<b>\$100,000</b>
All Wards	Works to be carried out when required via approved work orders.	
<b>943</b>	<b>Early Years Security Keypads</b>	<b>\$30,000</b>
All Wards	Projects currently being scoped and quoted. Implementation expected during the April 2018 school holidays.	
<b>944</b>	<b>Knox Central (Operations Centre Relocation)</b>	<b>\$500,000</b>
Dinsdale	Tender for design development and detailed design has closed - currently under evaluation. Remediation and assessment contract (relating to contaminated soil at current Centre) has been awarded and preliminary works have commenced.	
<b>945</b>	<b>ICT - Website Redevelopment (Part of Project 787)</b>	<b>\$424,500</b>
All Wards	Funding has been released to progress business case.	
<b>946</b>	<b>Boronia Precinct Planning</b>	<b>\$390,000</b>
Baird	In Stage 1 - Background and Research. A draft report for Community Service Provision Audit and a draft report for the Land Use and Planning Background have been completed.	
<b>947</b>	<b>Knox Skate &amp; BMX Park - New Youth Pavilion</b>	<b>\$75,000</b>
Friberg	Project currently being scoped.	
<b>948</b>	<b>Alternative Buildings Program (Pavilions)</b>	<b>\$550,000</b>
All Wards	Projects at Batterham Reserve and Knox Gardens have detailed design documentation finalised and are currently proceeding to a tender process.	
<b>949</b>	<b>The Basin Neighbourhood House Redevelopment at The Basin Primary School</b>	<b>\$2,500,000</b>
Chandler	Commenced establishing an agreed list of fitout, furniture and equipment to be provided as part of the construction of the New Basin Community House for proposed implementation in October 2018.	
<b>950</b>	<b>Family &amp; Childrens Services Buildings &amp; Facilities</b>	<b>\$270,000</b>
All Wards	Tenders for ongoing program have been assessed and contractor has been appointed.	
<b>951</b>	<b>Community Toilet Replacement Program</b>	<b>\$220,000</b>
All Wards	Rowville Community Centre (Stud Park) Public Toilet concept design completed and detailed design documentation currently being prepared with completion expected by mid-November.	

		<b>APPENDIX A</b>
<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>952</b>	<b>HV Jones Reserve Floodlighting Upgrade</b>	<b>\$250,000</b>
Friberg	Currently finalising application for power upgrade to the site. Aiming to issue floodlighting works for tender in November.	
<b>953</b>	<b>Schultz Reserve - New Floodlighting</b>	<b>\$150,000</b>
Collier	Request for quotations has commenced with quotes expected by end of November.	
<b>954</b>	<b>Knox BMX Track - New Storage &amp; Start Gate Structure</b>	<b>\$200,000</b>
Friberg	Architectural documentation has been received. Awaiting detailed engineering design to proceed to request for quotations in December.	
<b>955</b>	<b>Gilbert Park Skate Park Lighting</b>	<b>\$25,000</b>
Friberg	Project completed.	
<b>956</b>	<b>Knox Athletics Track - Discus Cage Upgrade</b>	<b>\$75,000</b>
Friberg	Survey planned for November.	
<b>957</b>	<b>Kings Park - New Floodlighting (Oval 2) - Design</b>	<b>\$2,000</b>
Dobson	Design completed.	
<b>958</b>	<b>Liberty Avenue Reserve - New Floodlighting - Design</b>	<b>\$2,000</b>
Taylor	Design Completed.	
<b>959</b>	<b>Rowville Community Centre - Lighting Upgrade</b>	<b>\$50,000</b>
Taylor	Project currently being quoted with contractor to be appointed in late November.	
<b>960</b>	<b>Knox Regional Netball Centre Improvements to Outdoor Amenities</b>	<b>\$150,000</b>
Dobson	Quotes have been provided with view to appoint contractor by mid-November for January installation.	
<b>961</b>	<b>Knox Regional Netball Centre Floodlight Outdoor Courts 5 to 8</b>	<b>\$200,000</b>
Dobson	Scope of works currently being finalised with view to request for quotations at end of November.	
<b>962</b>	<b>Knox Regional Sports Park Signage</b>	<b>\$130,000</b>
Scott	Design documentation being finalised with view to proceed to tender/quotation in December/January.	
<b>963</b>	<b>F&amp;CS - Site Master Plans - Stages 1 &amp; 2</b>	<b>\$50,000</b>
All Wards	List of sites has been prepared to be sent to Surveyors for feature site plans.	
<b>964</b>	<b>Relocate Preschool Bag Lockers</b>	<b>\$32,000</b>
All Wards	Awaiting outcome of grant submissions to the Department. Will commence over December/January holidays.	

		<b>APPENDIX A</b>
<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>965</b>	<b>Billoo Park Preschool - Toilet and Storage Upgrade Design</b>	<b>\$10,000</b>
Collier	Scope being finalised with concept plan delivery to commence in December.	
<b>966</b>	<b>Alexander Magit Preschool - Verandah Replacement Design</b>	<b>\$10,000</b>
Friberg	Briefs to be sent to architects for concept plan delivery to commence in December.	
<b>967</b>	<b>Goodwin Estate Preschool - Verandah Replacement Design</b>	<b>\$10,000</b>
Chandler	Briefs being prepared to send to architects for concept plan delivery in December.	
<b>968</b>	<b>Flamingo Preschool - Verandah Replacement Design</b>	<b>\$10,000</b>
Collier	Concept plan underway.	
<b>969</b>	<b>Orana Neighbourhood House Commercial Kitchen Upgrade</b>	<b>\$5,000</b>
Dinsdale	Project has proceeded to design phase. Design completion expected by end of February 2018.	
<b>970</b>	<b>Bayswater Scout Hall at Marie Wallace</b>	<b>\$150,000</b>
Dinsdale	Awaiting scoping/funding information.	
<b>971</b>	<b>Mountain Highway, The Basin Footpath (Basin Primary School)</b>	<b>\$10,000</b>
Chandler	Project currently being designed for early 2018 construction.	
<b>972</b>	<b>Mountain Highway, The Basin Footpath (Dorrigo Drive)</b>	<b>\$40,000</b>
Chandler	Project currently being designed for early 2018 construction.	
<b>973</b>	<b>Mountain Highway, The Basin Footpath (Wicks Road and Basin Shops)</b>	<b>\$340,000</b>
Chandler	Projected tendered with the view to enable an appointment prior to Christmas with works expected to commence early in the New Year.	
<b>974</b>	<b>Bergins Road right turn lane</b>	<b>\$150,000</b>
Taylor	Design finalised. Quotations from selected contractors to be sought with appointment expected prior to Christmas and works anticipated to be underway by early February.	
<b>975</b>	<b>AV Equipment Enhancements</b>	<b>\$150,000</b>
All Wards	Last upgrades to Meeting Rooms 1 & 2 planned to be completed in Dec 2017.	
<b>976</b>	<b>HR System Enhancements</b>	<b>\$67,400</b>
All Wards	Scheduled to commence in January 2018	
<b>977</b>	<b>Pathway Online Applications / Permits / Registrations</b>	<b>\$127,000</b>
All Wards	Building Applications (exc int permits) successfully deployed and volumes constituting 25% overall being lodged online. Pet registrations are now available online.	
<b>978</b>	<b>Microsoft Exchange Upgrade</b>	<b>\$50,000</b>
All Wards	Scheduled to commence in Apr 2018.	

		<b>APPENDIX A</b>
<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>979</b>	<b>GIS Phase 3</b>	<b>\$200,000</b>
All Wards	Awaiting IT prioritization and scheduling.	
<b>982</b>	<b>Anne Road, Knoxfield LATM</b>	<b>\$10,000</b>
Friberg	Concept design programmed to commence during November to December.	
<b>983</b>	<b>Stewart Street LATM</b>	<b>\$90,000</b>
Chandler	Funding is being sought from VicRoads, under its Safe Travel in Local Streets program, to increase the scope of works to incorporate devices in Olive Grove and Elsie Street.	
<b>984</b>	<b>Napoleon Road, Lysterfield Shared Path</b>	<b>\$200,000</b>
Taylor	Detailed survey and design is to be prepared to present to VicRoads for approval.	
<b>985</b>	<b>Napoleon Road, Lysterfield, Shared Path 4 - Design</b>	<b>\$10,000</b>
Taylor	Project scope confirmed on site. Design to commence early in New Year.	
<b>986</b>	<b>Boronia Road Activity Centre Bike Parking</b>	<b>\$1,500</b>
Baird	Consultation with adjacent businesses will commence in mid November	
<b>987</b>	<b>Wayfinding Signage for Cyclists</b>	<b>\$5,000</b>
All Wards	Scoping of locations to be commenced in November.	
<b>988</b>	<b>Marie Wallace Bicycle Repair Station</b>	<b>\$3,000</b>
Dinsdale	Bike repair station has been installed	
<b>989</b>	<b>George Street, Scoresby Bicycle Improvements</b>	<b>\$139,000</b>
Scott	Contractor has been engaged to undertake the design works.	
<b>990</b>	<b>Tyner Rd, Wantirna South New School Crossing</b>	<b>\$28,000</b>
Scott	Project complete.	
<b>991</b>	<b>Wellington Road, Rowville Footpath Connection</b>	<b>\$40,000</b>
Tirhatuan	Project currently being scoped.	
<b>992</b>	<b>Karoo Rd, Rowville Footpath Connection</b>	<b>\$25,000</b>
Friberg	Project currently being scoped.	
<b>993</b>	<b>Ferntree Gully Road, Scoresby Footpath Connection</b>	<b>\$10,000</b>
Tirhatuan	Design planned for March 2018.	
<b>994</b>	<b>Picketts Reserve, Ferntree Gully Masterplan Implementation</b>	<b>\$100,000</b>
Baird	Design complete and about to seek a quote from Knox Construction.	

		<b>APPENDIX A</b>
<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>995</b>	<b>Peregrine Reserve, Rowville - Masterplan</b>	<b>\$45,000</b>
Taylor	Consultation scheduled for early November.	
<b>996</b>	<b>Arcadia Reserve, Rowville - Masterplan</b>	<b>\$100,000</b>
Tirhatuan	Preparation of draft documentation drawings for Stage 2 works has commenced.	
<b>997</b>	<b>Llewellyn Reserve, Wantirna South - Masterplan</b>	<b>\$100,000</b>
Scott	Awaiting results of testing currently being carried out by Waste Team.	
<b>998</b>	<b>Templeton Reserve, Wantirna - Masterplan</b>	<b>\$170,000</b>
Collier	Tender for contract advertised with tenders closing on 24 October. Project accelerated to achieve early November start and mid-February completion, weather permitting.	
<b>999</b>	<b>Lewis Park, Wantirna South - Masterplan</b>	<b>\$200,000</b>
Dinsdale	Tender submissions closed end of October. Tender submissions are currently being reviewed and will be assessed by panel of officers in early November.	
<b>1000</b>	<b>Stud Park Reserve, Rowville - Masterplan</b>	<b>\$40,000</b>
Tirhatuan	Detailed design and documentation scheduled to commence in November.	
<b>1001</b>	<b>Scoresby Village Reserve</b>	<b>\$20,000</b>
Tirhatuan	Detailed design and documentation scheduled to commence in November.	
<b>1002</b>	<b>RD Egan Lee Reserve, Knoxfield</b>	<b>\$45,000</b>
Scott	Project has been awarded and initial site meeting and briefing taken place. Background information has been collated and sent to consultant.	
<b>1003</b>	<b>Wantirna Reserve - Masterplan</b>	<b>\$50,000</b>
Collier	Phase 1: Background investigation and site analysis, by external consultants has commenced.	
<b>1004</b>	<b>Knox Park, Knoxfield - Relocation of Playground</b>	<b>\$20,000</b>
Friberg	Works are complete. Playground has been relocated to confirmed location. Existing playground site has been transformed into additional gravel carpark area.	
<b>1005</b>	<b>Neighbourhood Green Streets</b>	<b>\$50,000</b>
All Wards	Open Space to prepare sketch plans for planting.	
<b>1006</b>	<b>Bush Boulevards</b>	<b>\$50,000</b>
All Wards	Initial meeting with Biodiversity team completed. Open Space to prepare sketch plans for planting including rocks, logs to restrict parking where required.	
<b>1007</b>	<b>Upper Blind Creek (Catchment 910) Scale Feasibility</b>	<b>\$50,000</b>
Dobson	Project initiation meeting was held in October. Works have now commenced.	

<b>Project Number</b>	<b>Project Name</b>	<b>APPENDIX A Total Approved</b>
<b>1008</b>	<b>Mont Albert to Forest Road - Drainage improvements</b>	<b>\$20,000</b>
Dobson	Investigation currently underway.	
<b>1009</b>	<b>Talking Tanks Initiative - Flood Protection</b>	<b>\$30,000</b>
All Wards	Analysis and proof of concept is underway. Results are expected to be received early November.	
<b>1010</b>	<b>Dam Condition Audit &amp; Concept Design Solutions</b>	<b>\$50,000</b>
All Wards	An internal review found that the additional retarding basins within the municipality do not meet the ANCOLD definition of a large dam and thus no dam condition audits are required at these sites.	
<b>1011</b>	<b>The Basin Triangle Public Toilet - Installation of Change Table</b>	<b>\$3,500</b>
Dobson	Quotes currently being sought. Expected completion late November.	
<b>1013</b>	<b>Marie Wallace Bayswater Solar Panel Installation</b>	<b>\$40,910</b>
Dinsdale	All works completed.	
<b>1014</b>	<b>Batterham Reserve Solar Panel Installation</b>	<b>\$12,513</b>
Chandler	All works completed.	
<b>1015</b>	<b>Tormore Reserve Solar Panel Installation</b>	<b>\$40,910</b>
Baird	Installation to occur in early 2018.	
<b>1016</b>	<b>Kings Park Solar Panel Installation</b>	<b>\$9,091</b>
Dobson	Installation to occur after club has built verandah. This will be in early 2018.	
<b>1025</b>	<b>ICT - Pathway Smartclient implementation (Part of Project 815)</b>	<b>\$100,000</b>
All Wards	Smart client has been implemented to majority of departments. Project is still progressing.	
<b>1026</b>	<b>ICT - DRP Update and full test (Part of Project 818)</b>	<b>\$140,000</b>
All Wards	DR test now scheduled for January – infrastructure has been built.	
<b>1027</b>	<b>ICT - Info-Council (Phase 2 - delegations/authorisations)</b>	<b>\$80,000</b>
All Wards	Funding released to progress initiative.	
<b>1029</b>	<b>ICT - iChris - Chris21 upgrade (Part of Project 976)</b>	<b>\$50,000</b>
All Wards	Project to commence in March.	
<b>1032</b>	<b>ICT - CRM Citizen Portal for Web</b>	<b>\$65,000</b>
All Wards	Funding has been released to progress business case.	

		<b>APPENDIX A</b>
<b>Project Number</b>	<b>Project Name</b>	<b>Total Approved</b>
<b>1035</b>	<b>ICT - Payment Gateway</b>	<b>\$150,000</b>
All Wards	Process mapping and analysis is underway. Funding released for business case.	
<b>1036</b>	<b>ICT - Finance System</b>	<b>\$300,000</b>
All Wards	Awaiting ICT/Digital Strategy funding approval.	
<b>1037</b>	<b>ICT - Key Project Initiation Documentation</b>	<b>\$145,500</b>
All Wards	Awaiting ICT/Digital Strategy funding approval.	
<b>1038</b>	<b>ICT - Business Strategy and Benefits Identification</b>	<b>\$75,000</b>
All Wards	Benefits report has been completed and currently in review.	
<b>1040</b>	<b>Dandenong Creek Amenity Improvements</b>	<b>\$70,800</b>
All Wards	Site maps for quoting purposes are currently being prepared. Funding from Melbourne Water.	
<b>1041</b>	<b>11 Nathan Street, Ferntree Gully - Flood Mitigation</b>	<b>\$97,000</b>
Dobson	Proposed works currently being designed.	
<b>1045</b>	<b>Egan Lee Reserve - Internal Pavilion Upgrades (Female Friendly)</b>	<b>\$3,000</b>
Scott	Concept design has been commissioned with completion expected by December.	
<b>1046</b>	<b>Scoresby Recreation Reserve - Pavilion Lift Installation</b>	<b>\$70,000</b>
Tirhatuan	The design is complete and the contractor has been appointed. We are waiting to hear back from our Leisure team to confirm the start date, following liaison with all the user groups.	
<b>1047</b>	<b>Colchester Reserve Safety Fencing</b>	<b>\$5,800</b>
Chandler	All works completed.	
<b>1052</b>	<b>Coonara House Solar Panels</b>	<b>\$13,636</b>
Dobson	Works currently being scheduled with contractor.	
<b>1053</b>	<b>Eildon Park - New Shade Structure</b>	<b>\$25,000</b>
	Club to seek design and quotations for work.	
<b>1054</b>	<b>Knox Regional Sports Park - Masterplan</b>	<b>\$150,000</b>
Scott	Architect appointed and work commenced on masterplan for site.	
	<b>Total:</b>	<b>\$94,811,976</b>



**ALL WARDS****11.2 ASSEMBLIES OF COUNCILLORS**

**SUMMARY:** *Governance Advisor (Rodney McKail)*

*This report provides details of Assembly of Councillors established under section 80A of the Local Government Act as required under section 80A(2) of the Act.*

**RECOMMENDATION**

That Council

1. Note the written record of Assemblies of Councillors as attached to this report.
2. Incorporate the records of the Assemblies into the minutes of the meeting.

**1. INTRODUCTION**

Under section 80A(2) of the Local Government Act, the Chief Executive Officer must present a written record of an Assembly of Councillors to an ordinary meeting of Council as soon as practicable after an Assembly occurs. This written record is required to be incorporated into the minutes of the meeting.

Details of Assemblies of Councillors that have occurred between Monday 9 October 2017 and Sunday 5 November 2017 are attached to this report.

**Report Prepared By:** *Governance Advisor  
(Rodney McKail)*

**Report Authorised By:** *Director – Corporate Development  
(Michael Fromberg)*

# RECORD OF ASSEMBLY OF COUNCILLORS



(Section 80A Local Government Act)

<b>Date of Assembly:</b> 9/10/2017	
<b>Name of Committee or Group (if applicable):</b>	
Confidential Issues Briefing	
<b>Time Meeting Commenced:</b> 7:18pm	
<b>Councillors in Attendance:</b>	
Cr Darren Pearce, Mayor	Cr Lisa Cooper (until 7:55pm)
Cr John Mortimore, Deputy Mayor	Cr Jake Keogh (8:30pm)
Cr Peter Lockwood	Cr Nicole Seymour
Cr Tony Holland (until 8:55pm)	
<b>Council Staff in Attendance:</b>	
Tony Doyle	Joy Temple
Michael Fromberg	Jude Whelan (Item 1)
Angelo Kourambas	Donna Hillier (Item 1)
Kerry Stubbings	Nicole Columbine (Item 2)
David Yeouart	Marco D'Amico (Item 2)
Rodney McKail	Winchelle Chuson (Item 3)
	Paul Dickie (Item 4)
<b>Matters Considered:</b>	
1. Knox News and Your Knox (Ward News) Evaluation	
2. Knox Basketball Infrastructure	
3. Eastern Transport Coalition's Commuters Count Advocacy Campaign	
4. Sex Work Industry in Knox	
5. Future Call Up Items	

<b>Conflict of Interest Disclosures: Yes</b>		
<b>Councillor's Name</b>	<b>Type of Interest</b>	<b>Councillor Left Assembly While Matter Being Considered</b>
Cr John Mortimore	Conflicting Duty	Yes

# RECORD OF ASSEMBLY OF COUNCILLORS



(Section 80A Local Government Act)

<b>Date of Assembly:</b> 12/10/2017	
<b>Name of Committee or Group (if applicable):</b> Knox Disability Advisory Committee	
<b>Time Meeting Commenced:</b> 6:30pm	
<b>Councillors in Attendance:</b>	
Cr Jake Keogh	
<b>Council Staff in Attendance:</b>	
Felicity Smith	
Amanda Wiggs	
Peter Johnston	
Michelle Penney	
Winchelle Chuson	
<b>Matters Considered:</b>	
1. Transport, Seating, Bus Shelter and Footpaths in Knox	
2. NDIS	
3. Changing Places Update	
4. Update on the Approved Community Access and Equity Implementation Plan	

<b>Conflict of Interest Disclosures: Nil</b>		
<b>Councillor's Name</b>	<b>Type of Interest</b>	<b>Councillor Left Assembly While Matter Being Considered</b>

# RECORD OF ASSEMBLY OF COUNCILLORS



(Section 80A Local Government Act)

<b>Date of Assembly:</b> 16/10/2017	
<b>Name of Committee or Group (if applicable):</b>	
Confidential Issues Briefing	
<b>Time Meeting Commenced:</b> 6:30pm	
<b>Councillors in Attendance:</b>	
Cr Darren Pearce, Mayor	Cr Jackson Taylor
Cr John Mortimore, Deputy Mayor	Cr Jake Keogh (until 7:20pm)
Cr Peter Lockwood (until 6:50pm)	Cr Nicole Seymour
Cr Tony Holland (until 6:51pm)	
<b>Council Staff in Attendance:</b>	
Tony Doyle	Rodney McKail
Ian Bell	Joy Temple
Michael Fromberg	John Griffiths
Angelo Kourambas	
Kerry Stubbings	
<b>Matters Considered:</b>	
1. Eastern Regional Group of Councils Governance and Draft Strategic Plan 2018-2020	
2. Year Four Service Planning Service Plans	
3. Future Call Up Items	

<b>Conflict of Interest Disclosures: Nil</b>		
<b>Councillor's Name</b>	<b>Type of Interest</b>	<b>Councillor Left Assembly While Matter Being Considered</b>

# RECORD OF ASSEMBLY OF COUNCILLORS



(Section 80A Local Government Act)

<b>Date of Assembly:</b> 17/10/2017	
<b>Name of Committee or Group (if applicable):</b>	
Knox Community Health & Wellbeing Advisory Committee and Community Safety Advisory Committee	
Combined Meeting	
<b>Time Meeting Commenced:</b> 9:30am	
<b>Councillors in Attendance:</b>	
Cr John Mortimore	
Cr Jackson Taylor	
<b>Council Staff in Attendance:</b>	
Kathy Parton	Rosie Tuck
Sam Salamone	Joy Temple
Darlene Swan	
Lisette Pine	
Tony Justice	
<b>Matters Considered:</b>	
1. Update on Council's Review of Advisory Committee	
2. Suicide and Suicide Prevention	
3. Building Resilience and Supporting Young People	
4. Outer Eastern Metropolitan Region Suicide Response Protocol	
5. Discussion regarding Suicide Prevention and Opportunities for Partnerships	
6. Organisational Updates	

<b>Conflict of Interest Disclosures: Nil</b>		
<b>Councillor's Name</b>	<b>Type of Interest</b>	<b>Councillor Left Assembly While Matter Being Considered</b>

# RECORD OF ASSEMBLY OF COUNCILLORS



(Section 80A Local Government Act)

<b>Date of Assembly:</b> 19/10/2017	
<b>Name of Committee or Group (if applicable):</b> Knox Community Safety Advisory Committee	
<b>Time Meeting Commenced:</b> 9:30am	
<b>Councillors in Attendance:</b>	
Cr John Mortimore	
Cr Jackson Taylor	
<b>Council Staff in Attendance:</b>	
Sam Spooner	
Lisette Pine	
Tony Justice	
<b>Matters Considered:</b>	
1. Social Issues - Community Messaging	
2. Community Safety Issues - Graffiti, Youth Suicide	

<b>Conflict of Interest Disclosures: Nil</b>		
<b>Councillor's Name</b>	<b>Type of Interest</b>	<b>Councillor Left Assembly While Matter Being Considered</b>

# RECORD OF ASSEMBLY OF COUNCILLORS



(Section 80A Local Government Act)

<b>Date of Assembly:</b> 24/10/2017	
<b>Name of Committee or Group (if applicable):</b> Knox Multicultural Advisory Committee	
<b>Time Meeting Commenced:</b> 6:30pm	
<b>Councillors in Attendance:</b>	
Cr Peter Lockwood	
Cr Jake Keogh	
<b>Council Staff in Attendance:</b>	
Joan Pepi	
Tracy Vervoort	
<b>Matters Considered:</b>	
1. Business Arising out of Previous Minutes	
2. The Project – Cultural Diversity (Knox Youth Action Group)	
3. A Matter of Trust	
4. Council Advisory Committee Review	
5. Reports from Knox Multicultural Advisory Committee Members	
6. Knox City Council Multicultural Strategic Plan 2012-2017	

<b>Conflict of Interest Disclosures: Nil</b>		
<b>Councillor's Name</b>	<b>Type of Interest</b>	<b>Councillor Left Assembly While Matter Being Considered</b>

# RECORD OF ASSEMBLY OF COUNCILLORS



(Section 80A Local Government Act)

<b>Date of Assembly:</b> 26/10/2017	
<b>Name of Committee or Group (if applicable):</b>	
Early Years Advisory Committee	
<b>Time Meeting Commenced:</b> 6:30pm	
<b>Councillors in Attendance:</b>	
Cr Nicole Seymour	
<b>Council Staff in Attendance:</b>	
Janine Brown	
Wendy Roberts	
Robyn Renkema	
Rosie Tuck	
Beck Wright	
<b>Matters Considered:</b>	
1. Access & Equity Plan Update	
2. Family Violence Project – Knox City Council	
3. Ending Family Violence, Victoria's Plan for Change (DET)	

<b>Conflict of Interest Disclosures: Nil</b>		
<b>Councillor's Name</b>	<b>Type of Interest</b>	<b>Councillor Left Assembly While Matter Being Considered</b>



# RECORD OF ASSEMBLY OF COUNCILLORS



(Section 80A Local Government Act)

<b>Date of Assembly:</b> 2/11/2017	
<b>Name of Committee or Group (if applicable):</b> Knox Regional Sports Park Advisory Committee	
<b>Time Meeting Commenced:</b> 6:30pm	
<b>Councillors in Attendance:</b>	
Cr Adam Gill	
Cr Lisa Cooper	
Cr Nicole Seymour	
<b>Council Staff in Attendance:</b>	
Peter Gore	
Marco D'Amico	
<b>Matters Considered:</b>	
1. Review of Council Advisory Committees	
2. Knox Regional Sports Park Masterplan	
3. Events Calendar	
4. Other Business	

<b>Conflict of Interest Disclosures: Nil</b>		
<b>Councillor's Name</b>	<b>Type of Interest</b>	<b>Councillor Left Assembly While Matter Being Considered</b>

**12. MOTIONS FOR WHICH NOTICE HAS PREVIOUSLY BEEN GIVEN****13. SUPPLEMENTARY ITEMS****14. URGENT BUSINESS****14.1 URGENT BUSINESS****14.2 CALL UP ITEMS****15. QUESTIONS WITHOUT NOTICE**