



KNOX CITY COUNCIL

AGENDA

Ordinary Meeting of Council

To be held at the

Civic Centre

511 Burwood Highway

Wantirna South

On

Monday, 18 December 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, 18 DECEMBER 2017 AT 5.00 P.M.**

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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 November to 30 November 2017) be noted.

REPORT

Details of planning applications decided under delegation from 1 November to 30 November 2017 are attached. The applications are summarised as follows:

Application Type	No
Building & Works: Residential	15
Other	6
Units	25
Subdivision	14
Tree Removal/Pruning	7
Signage	3
Single Dwelling	3
Liquor Licence	2
Change of Use	1
Fence	1
TOTAL	77

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 – 30 November 2017

Ward	No/Type	Address	Description	Decision
Baird	2017/6624	Carpark 2 50 Dorset Square BORONIA VIC 3155	Display of advertising signage including the erection of a pylon	9/11/2017 Approved
Baird	2017/6598	5/260 Dorset Road BORONIA VIC 3155	Liquor licence (Restaurant and Cafe licence)	22/11/2017 Approved
Baird	2017/6353	21 Tulip Crescent BORONIA VIC 3155	Dual Occupancy - Two (2) single storey dwellings	17/11/2017 Approved
Baird	2017/6272	20 Springfield Road BORONIA VIC 3155	Development of land for four (4) dwellings (three (3) double storey and one (1) single storey dwellings)	20/11/2017 Refused
Baird	2017/6580	22 Browning Road BORONIA VIC 3155	Three lot subdivision (Approved Unit Site)	28/11/2017 Approved
Baird	2017/9176	1C Duncan Avenue BORONIA VIC 3155	Remove one Eucalyptus mannifera tree from block	23/11/2017 Refused
Baird	2016/6835	2 Unavale Crescent BORONIA VIC 3155	Development of the land for one (1) double storey dwelling to the rear of existing dwelling.	16/11/2017 Approved
Baird	2016/6775	34 Moira Avenue FERNTREE GULLY VIC 3156	The construction of a double storey dwelling to the rear of the existing dwelling	21/11/2017 Approved
Baird	2017/6496	39 Aubrey Grove BORONIA VIC 3155	8 Lot Subdivision (Approved Unit Site)	10/11/2017 Approved
Baird	2017/6441	34 Loretto Avenue FERNTREE GULLY VIC 3156	Development of a double storey dwelling to the side of the existing dwelling	17/11/2017 Approved
Baird	2017/6494	5 Lightwood Drive FERNTREE GULLY VIC 3156	Development of land for 3 double storey dwellings	29/11/2017 Refused
Baird	2017/9173	50 Rankin Road BORONIA VIC 3155	Two (2) lot subdivision	10/11/2017 Approved
Chandler	2017/9169	6 Democrat Drive THE BASIN VIC 3154	Shed	22/11/2017 Approved
Chandler	2017/9177	8 Verbena Avenue THE BASIN VIC 3154	Removal of one Banksia integrifolia tree	20/11/2017 Approved
Chandler	2017/6674	310 Dorset Road BORONIA VIC 3155	Remove one Acacia melanoxylon and one Eucalyptus obliqua	20/11/2017 Approved

Ward	No/Type	Address	Description	Decision
Chandler	2017/9181	10 Crest Court THE BASIN VIC 3154	Side Fence	29/11/2017 Approved
Chandler	2017/6527	74 Stewart Street BORONIA VIC 3155	The construction of a double storey dwelling to the rear of the existing dwelling and the removal of vegetation	27/11/2017 Notice of Decision
Chandler	2017/6642	13 Helene Court BORONIA VIC 3155	Buildings and works for the construction of a dwelling addition	20/11/2017 Approved
Chandler	2017/6505	14 Hilda Avenue BORONIA VIC 3155	Dwelling Additions and Vegetation Removal	23/11/2017 Approved
Chandler	2017/9179	6 Lucas Close BORONIA VIC 3155	Removal of existing deck and construction of new deck	23/11/2017 Approved
Chandler	2017/9164	2/8 Augusta Road THE BASIN VIC 3154	Proposed deck to an existing dwelling	10/11/2017 Approved
Chandler	2017/6577	23 Timewell Crescent BORONIA VIC 3155	Building and Works (Additions and extension to dwelling)	17/11/2017 Approved
Chandler	2017/9174	16 Goodwin Street THE BASIN VIC 3154	Verandah and decking	16/11/2017 Approved
Chandler	2017/9172	50 Mount View Road BORONIA VIC 3155	Garage	3/11/2017 Approved
Chandler	2017/6460	27 Claremont Avenue THE BASIN VIC 3154	Development of the land for a double storey dwelling	30/11/2017 Approved
Chandler	2017/6447	28A Kalman Drive BORONIA VIC 3155	Five lot subdivision (Approved Industrial Development)	30/11/2017 Approved
Chandler	2017/9159	1 Thelma Avenue BORONIA VIC 3155	Construction of deck and verandah to side and rear of the existing dwelling	30/11/2017 Approved
Chandler	2017/9188	18 Marie Street, BORONIA VIC 3155	Buildings and works for the construction of a shed	20/11/2017 Approved
Collier	2017/6058	541 Boronia Road WANTIRNA VIC 3152	Construction of a three (3) storey apartment building containing 22 dwellings	14/11/2017 Notice of Decision
Dinsdale	2017/9183	14 Norfolk Avenue WANTIRNA SOUTH VIC 3152	Two lot subdivision	22/11/2017 Approved
Dinsdale	2017/6463	7 Essex Court BAYSWATER VIC 3153	Development of the land for a double storey dwelling to the rear of the existing dwelling, alterations to the existing dwelling and a two (2) lot subdivision	23/11/2017 Approved
Dinsdale	2017/6162	28 John Street BAYSWATER VIC 3153	The construction of four (4) double storey dwellings on the land	14/11/2017 Refused

Ward	No/Type	Address	Description	Decision
Dinsdale	2017/6672	6/21 Stud Road BAYSWATER VIC 3153	Buildings and Works (Mezzanine level)	30/11/2017 Approved
Dinsdale	2017/9168	Knox Ozone (MASTER) 509 Burwood Highway WANTIRNA SOUTH VIC 3152	Buildings and works associated with the temporary Knox Library	6/11/2017 Approved
Dinsdale	2017/6625	Knox Ozone (MASTER) 509 Burwood Highway WANTIRNA SOUTH VIC 3152	Erection and display of three floodlit business identification and promotional advertising signs	6/11/2017 Approved
Dinsdale	2017/6179	28 Grandview Grove BAYSWATER VIC 3153	The construction of two (2) double storey dwellings and one (1) single storey dwelling on the land	1/11/2017 Notice of Decision
Dinsdale	2017/6588	12 Orchard Road BAYSWATER VIC 3153	Eleven lot subdivision (Approved Unit Site)	30/11/2017 Approved
Dinsdale	2017/9178	41 Matlock Road BORONIA VIC 3155	Two Lot Subdivision	20/11/2017 Approved
Dinsdale	2017/6559	25 Marlborough Road BAYSWATER VIC 3153	2 lot subdivision (Approved Unit Site)	20/11/2017 Approved
Dinsdale	2016/6662	20 Maple Street BAYSWATER VIC 3153	Development of the land for 5 double storey dwellings & 2 single storey dwellings (total 7 dwellings)	24/11/2017 Notice of Decision
Dinsdale	2017/6621	7 Weemala Court BAYSWATER VIC 3153	Two lot subdivision (Approved Unit Site)	3/11/2017 Approved
Dinsdale	2016/6888	Knox Ozone Shop 6045/509 Burwood Highway WANTIRNA SOUTH VIC 3152	Buildings and works (alterations to existing building) and signage	22/11/2017 Approved
Dinsdale	2017/6173	5 & 7 Lewis Road WANTIRNA SOUTH VIC 3152	Construction of four (4) double storey dwellings and one (1) single storey dwelling (total five (5) dwellings)	20/11/2017 Notice of Decision
Dobson	2017/6685	2 Gale Court LYSTERFIELD VIC 3156	Removal of one (1) Eucalyptus sp., one (1) Eucalyptus melliodora, the pruning of one Paulownia tomentosa and one Schinus molle	20/11/2017 Approved
Dobson	2017/9180	8 Matthews Court FERNTREE GULLY VIC 3156	Removal of one Eucalyptus mannifera at the back of the property.	20/11/2017 Approved

Ward	No/Type	Address	Description	Decision
Dobson	2017/6682	3 Selman Avenue FERNTREE GULLY VIC 3156	Remove one Liquidambar styraciflua and prune one X Cupressocyparis leylandii	20/11/2017 Approved
Dobson	2017/6691	25 Glenfern Road FERNTREE GULLY VIC 3156	Removal of one Betula pendula in the front setback and one Eucalyptus nicholii in the rear yard	22/11/2017 Approved
Dobson	2017/6587	15 Talaskia Road UPPER FERNTREE GULLY VIC 3156	Buildings and Works (Extension to existing dwelling, garage and verandah) and Vegetation Removal	24/11/2017 Approved
Dobson	2017/9171	25 Perra Street FERNTREE GULLY VIC 3156	Buildings and works to construct a carport	3/11/2017 Approved
Dobson	2017/6629	27 Winwood Drive FERNTREE GULLY VIC 3156	Buildings and works (addition to existing dwelling and construction of a deck)	3/11/2017 Approved
Dobson	2017/6477	22 George Street FERNTREE GULLY VIC 3156	Development of the land for a single dwelling and shed	14/11/2017 Approved
Dobson	2017/6703	7 Middleham Close LYSTERFIELD VIC 3156	Development of the land for a single dwelling	27/11/2017 Approved
Dobson	2017/9154	5 Frederick Street FERNTREE GULLY VIC 3156	Construction of shed	13/11/2017 Approved
Dobson	2017/6697	25 Mclver Street FERNTREE GULLY VIC 3156	Two lot subdivision (Approved Unit Site)	23/11/2017 Approved
Dobson	2017/9165	20 Frederick Street FERNTREE GULLY VIC 3156	Reinstatement of bungalow	1/11/2017 Refused
Friberg	2017/6383	1715 Ferntree Gully Road FERNTREE GULLY VIC 3156	The construction of a double storey dwelling to the rear of the existing dwelling and alteration of access to a road in a Road Zone Category 1	24/11/2017 Approved
Friberg	2017/6648	23 Elliot Street KNOXFIELD VIC 3180	Two lot subdivision (Approved Unit Site)	28/11/2017 Approved
Friberg	2017/6316	32 Adele Avenue FERNTREE GULLY VIC 3156	Construction of three (3) double storey dwellings and one (1) single storey dwelling (total four (4) dwellings)	24/11/2017
Friberg	2017/6693	1 & 2/52 Frudal Crescent KNOXFIELD VIC 3180	Two lot subdivision (Approved Unit Site)	24/11/2017 Approved

Ward	No/Type	Address	Description	Decision
Friberg	2017/6101	54 Lynn Drive FERNTREE GULLY VIC 3156	Construction of three (3) two storey dwellings	14/11/2017 Refused
Friberg	2017/6325	19 Janden Close KNOXFIELD VIC 3180	The construction of a double storey dwelling to the side of the existing dwelling	16/11/2017 Notice of Decision
Friberg	2017/6471	Shop 22/1880 Ferntree Gully Road FERNTREE GULLY VIC 3156	Land used to sell packaged liquor for consumption off the premises	21/11/2017 Approved
Friberg	2017/6483	22 David Street KNOXFIELD VIC 3180	Development of the land for three (3) double storey dwellings and one (1) single storey dwelling	17/11/2017 Notice of Decision
Friberg	2017/6341	27 Holme Road FERNTREE GULLY VIC 3156	Development of one (1) double storey dwelling to the rear of the existing	14/11/2017 Approved
Scott	2017/9182	1 Milbrey Close WANTIRNA SOUTH VIC 3152	Two lot subdivision	24/11/2017 Approved
Scott	2017/6070	73 David Street North KNOXFIELD VIC 3180	Develop the land for the construction of three (3) double storey dwellings and the removal of vegetation	6/11/2017 Notice of Decision
Scott	2017/6225	25 Cherrytree Rise KNOXFIELD VIC 3180	Construction of two (2) double storey dwellings and one (1) single storey dwelling (total three dwellings) on the land	16/11/2017 Notice of Decision
Scott	2017/6311	40 Bunnett Road KNOXFIELD VIC 3180	Development of land for a double storey dwelling to the rear of the existing dwelling	1/11/2017 Approved
Taylor	2017/6550	1273-1281 Wellington Road LYSTERFIELD VIC 3156	Buildings and works (replace existing dome)	14/11/2017 Approved
Taylor	2017/9185	Lot 1 Police Road ROWVILLE VIC 3178	Addition of a firewall	24/11/2017 Approved
Taylor	2017/6374	19 Tamboon Drive ROWVILLE VIC 3178	The construction of two (2) double storey dwellings on the land	30/11/2017 Notice of Decision
Tirhatuan	2017/6458	28 Sheppard Drive SCORESBY VIC 3179	Development of the land for two (2) double storey dwellings	22/11/2017 Notice of Decision
Tirhatuan	2015/6486	14 Corporate Avenue ROWVILLE VIC 3178	5 Lot Subdivision	24/11/2017 Approved

Ward	No/Type	Address	Description	Decision
Tirhatuan	2017/6593	Stud Park SC 1101 Stud Road ROWVILLE VIC 3178	Buildings and works (construction of awning and reconfiguration of a loading bay)	30/11/2017 Approved
Tirhatuan	2017/6470	1470 Ferntree Gully Road, KNOXFIELD VIC 3180	Business Identification Signage	23/11/2017 Approved
Tirhatuan	2017/6323	10/5 Kelletts Road ROWVILLE VIC 3178	Use of the land for an Indoor Recreation Facility (Martial Arts Centre)	2/11/2017 Refused
Tirhatuan	2017/6457	30 Arnold Drive SCORESBY VIC 3179	The construction of one (1) double storey dwelling to the rear of the existing dwelling	30/11/2017 Approved

Total: 77

ALL WARDS**6.2 RESPONSE TO CALL UP ITEM - SOLAR PANELS AND ELECTRICITY GENERATION**

SUMMARY: Senior Program Lead Sustainability (Sam Sampanthar)

This report is in response to a call up item to explore the feasibility of expanding the solar panels on the Civic Centre, Eastgate South and Eastgate North buildings. The assessment suggests that a large Solar Panel system is feasible on the Civic Centre precinct, with two options considered – one for the Civic Centre only and the other on all three buildings.

The feasibility of using Solar for Streetlights was also assessed. Due to the ownership arrangements of public lighting, where the poles and lights are owned by United Energy and Ausnet, solar for public lighting is not feasible for financial and technical reasons.

RECOMMENDATION

That Council:

- 1. note the report; and**
- 2. include the installation of Solar Panels on Council’s major buildings as part of implementing an Energy Performance Contract. The opportunity for Energy Performance Contracts will be reported separately to Council in early 2018.**

1. INTRODUCTION

This report responds to a Call Up item from the September 2017 Council meeting as follows:

“That a report be prepared for the December 2017 Ordinary Meeting of Council that investigates:

- 1. The feasibility of utilising as much roof area as possible at the Civic Centre Precinct (Civic Centre, Eastgate North and South buildings) to capture solar power for use by Knox City Council; and**
- 2. The feasibility of Council utilising solar power to assist in providing electricity for its street lights.”**

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

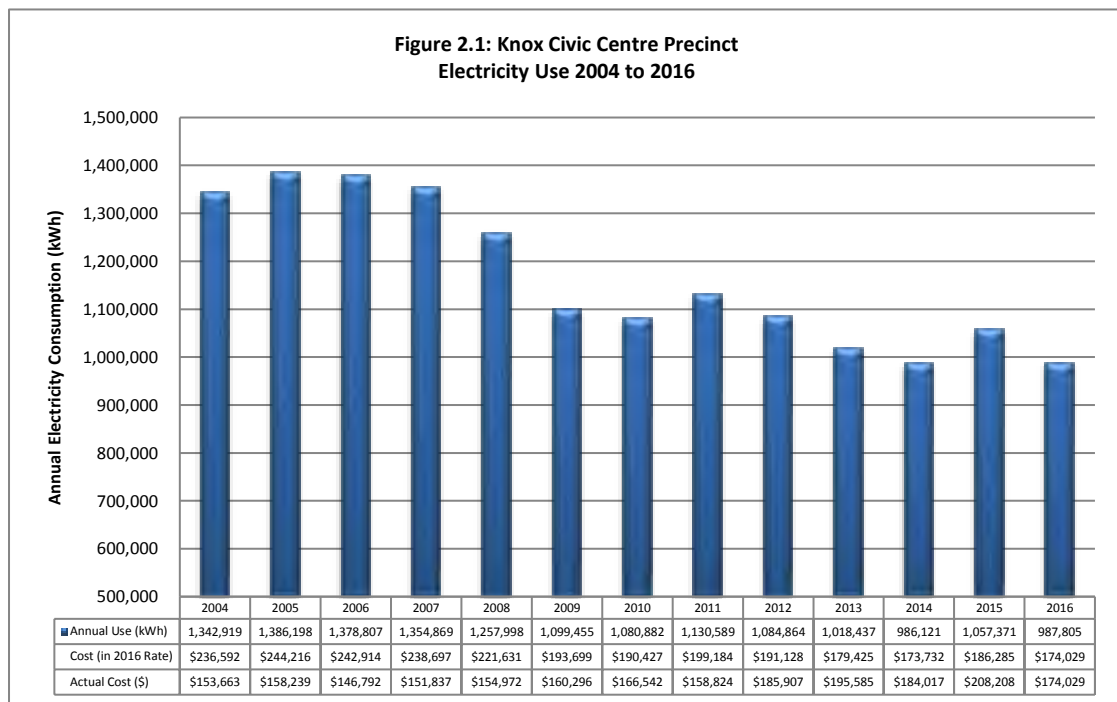
“Where preparing a report responding to a Call Up Item which will require more than three person days or \$5,000 in costs, then the matter which is subject to the Call Up Item should be referred by Council to the next budget considerations with a supporting business case for consideration along with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

6.2 Response to Call Up item - Solar panels and electricity generation (cont'd)

2. DISCUSSION

Energy efficiency has been the major focus for the Council in implementing the Sustainability Initiatives Capital Works Program for the past decade. The program has seen energy efficiency retrofits across the building portfolio including a major focus on the Civic Centre buildings. This has included replacement of efficient lighting, efficient air conditioning equipment, variable speed drives and improved lighting and ventilation controls.

Figure 2.1 outlines the electricity use trend at the Civic Centre between 2004 and 2016, with the Sustainability Initiatives Capital Works Program commencing in 2007/08. The initiatives implemented across the three buildings in the Civic Centre precinct has seen a reduction in energy use of nearly 400,000 kwh per annum. This is equivalent to the energy produced by a 285 kW solar PV system and an annual saving of \$70,000 annually based on 2016 electricity prices. The savings from these projects have been used to implement energy reduction projects in other buildings through the Revolving Energy Fund – the Fund currently has a balance of \$70,138.



Energy Performance Contract

To accelerate energy reduction projects, Council is currently in the process of considering the feasibility of an Energy Performance Contract. Consultants have been engaged to assess the energy reduction opportunities across our large to medium sites (including the Civic Centre precinct).

While Energy Performance Contracts (EPC) have been in operation in Australia for well over ten years, the last few years have seen an increased uptake in both the Victorian State Government departments and a number of Local Governments utilising this form of energy reduction initiative.

6.2 Response to Call Up item - Solar panels and electricity generation (cont'd)

An EPC allows the building owner to set minimum savings criteria (e.g. Payback period) for the energy reduction projects and enter into a contract with a specialist Energy Service Company (ESCO) to deliver these projects across a large number of buildings.

The key feature of an EPC is that the savings are guaranteed to the building owner, and the ESCO will usually design and implement the measures necessary to deliver the savings agreed to on the contract. The technical and financial risks from projects are also taken on by the ESCO rather than the Council.

Victorian Government's Greener Government Buildings Program, which undertook EPCs across a large cross section of state government buildings, saw an average energy saving of over 35%.

The EPC process gives Council an opportunity to test the potential scope of projects that could be carried out without incurring significant design and implementation costs.

An Energy Performance Contract for Knox, including the Civic Centre precinct, is due to be delivered for Council's consideration in February 2018. Should Council approve the EPC, then rooftop solar projects will be part of the solution for a number of buildings including the Civic Centre.

Rooftop Solar Panels

Officers conducted a desktop analysis of the potential to utilise solar energy across the Civic Centre precinct. Two options were considered – panels on the Civic Centre building only and across all three buildings. The costs and benefits of both options are summarised below.

	Civic Centre Only	All Three buildings (Civic Centre, Eastgate North & Eastgate South)
System Size	200 kWp	496 kWp
Installation Cost (estimated)	\$400,000	\$882,800
System Savings (Annual)	\$29,140	\$65,117
Payback (based on future energy prices)	8 to 13.7 years	6 to 13.5 years
% of Energy generated and used on-site	32%	49%
% of energy generated and exported to grid	11%	36%
Comments (Both options are subject to approval from Ausnet)		Additional costs allocated to installations at Eastgate North and Eastgate South buildings to connect back to main switchboard at Civic Centre. Also requires panel optimisers due to shading from trees on the Eastgate South building and removal of the aerial from the roof.

6.2 Response to Call Up item - Solar panels and electricity generation (cont'd)

The analysis found that Solar Panels can provide 30% to 50% of the Civic Centre precinct's daily energy needs through rooftop solar panels.

Installation of panels on Eastgate North and Eastgate South buildings will require additional costs to connect these systems to the main switchboard in the Civic Centre. Installation on Eastgate South will also require Power Optimisers on a number of panels that are subject to shading from nearby trees to maximise solar generation potential. The communication aerial may also need to be removed to minimise shading from Eastgate South and maximise the surface area of solar panels.

System design optimises solar output while considering roof access for maintenance purposes. The design is a desktop study only and is contingent on engineering analysis of roof structures as well as Ausnet grid connection approval. It is anticipated that Ausnet services could limit the amount of energy exported to the grid under conditions to be determined.

It is recommended that the rooftop solar panels on major buildings are implemented through an EPC – the cost of installation through an EPC may be lower due to volume pricing discounts as well as efficiencies gained through the procurement and design process.

Solar for Streetlights

Council has completed the replacement of over 10,500 streetlights with efficient LED versions, resulting in energy savings of over 80%. The streetlight assets are owned by distribution businesses such as United Energy and Ausnet and Council pays an annual charge per light for the Operation, Maintenance and Repair of these lights.

In order to provide solar powered streetlights, as a minimum, the following components are required:

- Solar Panel: To collect energy during the day
- Battery: To store this energy for use during the night

The costs to retrofit each streetlight with a panel and battery along with associated cabling and energy management system renders the costs of replacing public road lighting with solar unfeasible. Solar public lighting is currently not an option as neither United Energy or Ausnet service areas have approved their use in public roads.

Stand-alone solar lighting has been used in a number of Council car park projects including Liberty Reserve and Scoresby Village. Solar lighting is also feasible for pedestrian/shared path lighting when the cost to access to grid electricity is prohibitive or to minimise damage and disturbance from trenching.

6.2 Response to Call Up item - Solar panels and electricity generation (cont'd)

3. CONSULTATION

This report has been developed with input from the Eastern Alliance for Greenhouse Action Major Energy Projects Manager and the Knox facilities team.

4. ENVIRONMENTAL/AMENITY ISSUES

A solar power system would offset between 300 to 850 tonnes of Carbon dioxide (equivalent) per annum being saved. It would cover 30% to 50% of the daily energy needs of the Civic Centre precinct.

5. FINANCIAL & ECONOMIC IMPLICATIONS

The cost to supply and install a 200kW solar system is estimated to be nearly \$400,000. A larger system across all three buildings would cost around \$890,000. With the resulting energy savings and income from the Large-scale generation certificates (LGCs), the project is expected to have a payback of between 6 and 13.5 years.

6. SOCIAL IMPLICATIONS

Not applicable

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

Goal 1: We value our natural and built environment

Strategy 1.1: Protect and enhance our natural environment

Council Initiative 1.1.3: Continue to implement initiatives to achieve resource efficiency, reduction in water and energy use.

8. CONFLICT OF INTEREST

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

Officer Responsible – Tanya Clark (Manager – City Futures) - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Sam Sampanthar (Senior Program Lead – Sustainability) - In providing this advice as the Author, I have no disclosable interests in this report.

6.2 Response to Call Up item - Solar panels and electricity generation (cont'd)

9. CONCLUSION

This report is in response to a call up item to explore the feasibility of significantly expanding the solar panels on the Civic Centre, Eastgate South and Eastgate North buildings. The assessment made suggests that a 200 kW system can be installed on the roof of the Civic Centre building at an estimated cost of \$400,000. This will result in a simple payback of between 6.5 and 9.5 years.

A larger system on all three buildings is estimated to cost nearly \$890,000 with additional costs needed to provide a connection back to the main switchboard at the Civic Centre, as well as power optimisers on individual panels and removal of the communication aerial to minimise shading and maximise energy output. The larger system is estimated to produce just under 50% of the energy needs and export up to 35% to the grid.

With Council currently in the process of carrying out a Detailed Facility Study as part of an Energy Performance Contract, it is recommended that the installation of Solar Panels in major buildings be included as part of this project. It is anticipated that the Energy Performance Contract will be presented to Council for consideration in early 2018.

The report also explored the current status of solar panels for streetlights and the feasibility of using Solar for Streetlights. Due to the ownership arrangements of public lighting, where the poles and lights are owned by United Energy and Ausnet, solar for public lighting is not feasible for financial and technical reasons.

10. CONFIDENTIALITY

Not applicable

Report Prepared By: *Senior Program Lead - Sustainability
(Sam Sampanthar)*

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

ALL WARDS**6.3 ADVERTISING BOARDS ON COUNCIL OWNED LAND**

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

This report is in response to a call up item to explore advertising boards on Council owned land and outlines how the advertising industry may work in relation to advertising boards located in shopping strips within the City of Knox.

RECOMMENDATION

That Council note the report on Advertising Boards on Council owned land.

1. INTRODUCTION

This report responds to a Call Up item from the 24 July 2017 Council meeting requesting that Council:

- “1. Receive a report at the December 2017 Ordinary Meeting of Council outlining;
 - a. The benefits of installing advertising boards in Council owned spaces, particularly in local shopping precincts, similar to those in Monash Council, including the benefits in promoting;
 - i. Community and Council events; and
 - ii. Positive messaging that aligns with the Knox Community and Council Plan.
 - b. The option to utilise them as a revenue stream by leasing them for commercial advertising in between Council specific promotion, if appropriate and cost effective.
 - c. Options for the installation of advertising boards at all Council shopping precincts including costings.
2. Note that community members often rank road side banners and boards as the most effective way to communicate Council activities.
3. Prepare a business case, subject to the outcomes of the report presented to Council in December 2017, for referral to the next budget process for 2018-19.”

6.3 Advertising Boards on Council Owned Land (cont'd)

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

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

2. DISCUSSION

2.1 Industry context

Council officers contacted a leading media agency to gain insight into location based media infrastructure such as the signage boards in the City of Monash (refer Attachment A). Media agencies identify locations they believe will result in a positive financial return as a result of signage space rental from companies wishing to advertise products, services or events. The Media agency then approaches the landowner to seek the necessary permissions and permits to install the signage infrastructure. In return, as is the case with the City of Monash, the media agency allows the Council to utilise one side of the sign for promotion of events and/or advocacy programs. The Council is required to cover the cost of design and printing of their own advertising material. The Council does not receive any revenue from the media agency for the use of Council land as a place to install signage boards.

It is understood that the signage boards in the City of Monash have been installed as part of a broader package in a contract with a media agency. In this contract, the media agency provides and maintains bus shelters, street furniture, signage boards and a public toilet. The media agency sells advertising space on this infrastructure.

Sites selected for advertising signage boards are visually prominent, exhibiting either high pedestrian or vehicle traffic.

Advertisers approach media agencies to purchase space and time on signage boards in locations with the communities that they would like to target in their promotion.

Discussion with a media agency has revealed that ultimately it is the market that determines what is possible, in terms of signage location, advertising content and the revenue generated.

In relation to the potential of footpaths in Knox shopping strips as locations for advertising boards, the media agency suggested that advertisers would most likely not be interested due to the generally low value and low exposure within the Knox context. Signage in Knox shopping strips would also need to compete with high visual clutter created by cars parked adjacent to the shopping strip, local trader A frame signage, street furniture, street trees, etc.

6.3 Advertising Boards on Council Owned Land (cont'd)

Sites in Knox exhibiting high value and high exposure are already utilised by media agencies. This includes advertising in Adshel bus shelters along main roads and JCDecaux advertising on public phone booths.

Discussions with Council's Communications team suggest that the most effective way for Knox City Council to communicate with the community is through newspapers, social media and the Council website.

Part 2 of the call up item suggests that road side signage is the most effective way to reach the community. This may be the case for global brands such as Coke or KFC where the logo and brand are well known and constant reminders simply reinforce the brand and its ubiquity. Roadside signage may not be as effective for one off campaigns with imagery and messaging that require processing time of the viewer. It has been noted that the space allocated to Monash advertising is typically on the 'flip' side with the ideal side, the side facing oncoming traffic reserved for commercial advertising.

The suggestion from the media agency was for Council to test the viability of shopping strips as locations for advertising signage by putting the idea to the market and going out to tender. Council would need to provide certainty, be clear on how many signs, provide a prioritised list of specific sites and be able to provide planning permissions. The media agency suggested that if Council was interested in exploring the idea of advertising in public places, that Council seek advice from independent industry experts.

2.2 Planning context

The Council endorsed Knox Municipal Strategic Statement provides policy guidelines to guide advertising signage in 21.05-7 Advertising signs¹.

In particular:

- Apply Clause 22.01 (Advertising Signs local policy) to applications for the display of advertising signs to ensure advertising signs meet advertising needs of businesses on the land, without causing visual clutter or having detrimental streetscape or amenity impacts.

A planning permit and licence agreement would be required to install signage boards on Council land in shopping strips. Key considerations in the assessment of planning permits for signs would include:

- size and scale;
- impacts on amenity and contribution to visual clutter;
- impacts on pedestrian movement;
- impacts on sight lines; and
- the subject matter of the promotional material (via a license agreement).

¹ Council at its meeting on 22 May 2017, resolved to adopt Amendment C150 to the Knox Planning Scheme. The amendment has been lodged with the Minister for Planning for approval.

6.3 Advertising Boards on Council Owned Land (cont'd)

2.3 Options for installation and management of advertising signs.

Council could achieve advertising boards in shopping strips through two means, either privately owned and operated or Council owned and operated.

An advantage of privately owned signs is that the infrastructure would be maintained and managed by the owner. Council would need to purchase advertising space and time from the sign owner or as is the case in the City of Monash receive a percentage of the advertising space.

Council owned signage would require Council to maintain the signage and manage the advertising space. Council, through the Communications & Customer Service Department, has used this model to install footings for one large roadside banner at the Civic Centre and the four small roadside banners at Burwood Highway, Wantirna South, Stud Road, Wantirna, Wellington Road, Rowville, and Ferntree Gully Road, Scoresby.

Due to the time required to provide additional detail to Council on the costs of installing and maintaining signage boards in shopping strips throughout the municipality, a business case for further investigations would need to be prepared.

3. CONSULTATION

In order to gain knowledge and insight into advertising signage, Council officers have had discussions with:

- a leading media agency;
- City of Monash;
- Knox City Council Communications team;
- Knox City Council Planning Department;
- Knox City Council Governance team; and
- Knox City Council Community Safety and Development team.

4. ENVIRONMENTAL/AMENITY ISSUES

The Council endorsed Knox Municipal Strategic Statement, (clause 21.05-7 Advertising Signs) provides the policy framework, objectives and key issues in regards to environmental and amenity issues associated to signage.

A review of potential locations for signage boards in shopping strips has not been undertaken as it is beyond the scope of this report.

6.3 Advertising Boards on Council Owned Land (cont'd)

5. FINANCIAL & ECONOMIC IMPLICATIONS

Discussions with a media agency and the City of Monash suggest that the best way to understand the financial and economic implications, and impact of signage board advertising in Knox would be to seek advice from an independent industry expert and to test the market through an expression of interest process.

6. SOCIAL IMPLICATIONS

The subject matter of advertising material can have both positive and negative impacts on the viewer. Positive impacts may come about as a result of promotions about Council festivals and arts events. Conversely, community wellbeing awareness campaigns, of a complex nature, such as the White Ribbon Day, a campaign to prevent Violence against Women, may raise concerns within the community particularly for those who have been impacted. Any such social wellbeing campaigns need to be designed as part of a wider strategy.

Consideration should be given to whether or not Council officers are suitably qualified and/or have the resources to receive calls and assist with the enquiries triggered by such campaigns.

Evidence suggests that any such social campaigns need to be designed carefully using various methods and be supported by ready access to supportive information and formal service support. For those reasons it would be advisable to link in with broader social campaigns being supported by other levels of government or health promotion organisations such as VicHealth.

From a governance perspective, some of the higher revenue raising advertising subject matter such as alcohol and gambling for instance may conflict with Community and Council Plan messaging on health and wellbeing. Council's capacity to put guidelines and restrictions on what can and cannot be advertised would need to be investigated, but could be possible through the detail of a licence agreement with the media agency.

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

There is no specific objective or goal in the Community and Council Plan that relates to Council's potential role as a 'media agency'. Signage boards may assist in the promotion of community events, programs and services.

8. CONFLICT OF INTEREST

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

Officer Responsible – Tanya Clark (Manager City Futures) - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

6.3 Advertising Boards on Council Owned Land (cont'd)

Author – Justin Schreuder (Senior Program Manager) - In providing this advice as the Author, I have no disclosable interests in this report.

9. CONCLUSION

Based on the research undertaken, discussions with a media agency and engagement across the organisation it is suggested that advertising for Knox City Council events and other types of messaging would be more beneficial through other existing channels including newspapers, social media and website promotion.

If Council chooses to pursue this matter further, a business case would need to be prepared for consideration in 2019/2020. The scope of the business case would include:

- seeking advice from industry experts as to the appropriateness and value of advertising signage boards on Council owned land; and
- a review of potential sites for signage boards with associated installation and maintenance costings.

10. CONFIDENTIALITY

There are no issues of confidentiality associated with the content of this report.

Report Prepared By: Manager – City Futures (Tanya Clark)
*Senior Program Manager – City Futures
(Justin Schreuder)*

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

APPENDIX A – Advertising Boards on Council Owned Land (cont'd)



High value face - prominent to oncoming vehicle traffic
(Location – Stephenson's Road and Hamilton Place, Mount Waverley)



Low value face - vehicles travelling away from sign
(Location – Stephenson's Road and Hamilton Place, Mount Waverley)

CHANDLER WARD**6.4 SUBMISSION TO REZONING OF 40 MOUNT VIEW ROAD, BORONIA**

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

The State Government proposes to rezone the land at 40 Mount View Road, Boronia as the land has been determined surplus to the Victorian Government's current and future requirements. On behalf of the Department of Education and Training, the Department of Finance has requested that the planning provisions for the site be changed to reflect that it is no longer required for public use.

The Minister for Planning has referred the proposal to the independent Government Land Standing Advisory Committee for consideration and to provide recommendations on the suitability of the proposed planning scheme changes.

The proposed amendment is on public exhibition from 13 November 2017 until 5pm, 22 December 2017. Council has been invited to make a submission to the proposed amendment.

This report recommends that Council endorse a position for the 'Strategic Development Site' (40 Mount View Road, Boronia) as per Appendix A as Council's submission to the rezoning of this site, which will be delivered via the State Government Fast Track rezoning process.

RECOMMENDATION

That Council:

1. adopt the attached draft submission to the Department of Environment, Land, Water and Planning with regard to the proposed rezoning of the land at 40 Mount View Road, Boronia (former Boronia Heights College site) as per Appendix A; and
2. authorise the Director – City Development to lodge the submission and undertake further discussions and negotiations as necessary with the Fast Track Government Land Service to achieve an outcome consistent with the *Knox Housing Strategy 2015* and broader objectives of the Knox Planning Policy Framework.

1. INTRODUCTION

The land at 40 Mount View Road, Boronia has been determined surplus to the Victorian Government's current and future requirements. On behalf of the Department of Education and Training, the Department of Finance has requested that the planning provisions for the site be changed to reflect that it is no longer required for public use.

6.4 Submission to rezoning of 40 Mount View Road, Boronia (cont'd)

The site has an area of approximately 80,000 square metres, is irregular in shape, and has a broken frontage to Mount View Road. The site is currently vacant after the demolition of the school, contains an oval previously associated with the school, and is vegetated with large remnant trees in places. Some patches of vegetation are considered to be of biological significance.

The site has been nominated in the Government's Inclusionary Housing Pilot. The program seeks to deliver 100 new social housing homes across six surplus sites. It is yet to be determined how many dwellings will be delivered on each site.

The following has been proposed as part of the amendment:

- Rezone the land from the Public Use Zone – Schedule 2, to the Neighbourhood Residential Zone – Schedule 1.
- Retain the Environmental Significance Overlay – Schedule 2 on the land.
- Retain the Significant Landscape Overlay – Schedule 2 on the land.
- Remove the Design and Development Overlay – Schedule 1 from the land.
- Apply a new Development Plan Overlay to the land to guide the future development of the land. No development plan or layout is available at this stage. The Development Plan Overlay is written as a high level document and is not specific. It has requirements including:
 - a. Designation and protection of the sanctuary
 - b. A range of dwelling types to cater for a variety of housing needs
 - c. A street network that improves connectivity within the neighbourhood
 - d. Integration of significant vegetation with future development
 - e. The requirement for a traffic management and environmental management plan

The overlay references the retention of vegetation as the open space contribution for the site, but makes no reference to the existing oval.

2. DISCUSSION

Council's position on the Strategic Investigation Site is stated in the Knox Housing Strategy 2015:

This former school site is located amongst residential land in the Dandenong Foothills.

6.4 Submission to rezoning of 40 Mount View Road, Boronia (cont'd)

The site is considered to be appropriate for residential development that is consistent with surrounding low scale of development and consistent with what is allowable under the relevant Foothills planning controls. Areas of biological significance which must remain intact are affected by the Environmental Significance Overlay (ESO3). It is recommended that the existing school oval be retained for use as public open space and that integration with the surrounding area be achieved.

The officer's responses to the proposed planning changes are outlined below.

Proposed Zoning

The rezoning of the land to the Neighbourhood Residential Zone – Schedule 1 reflects the zoning of surrounding residential land and is considered to be the most appropriate residential zone for the site.

Overlay Changes

The retention of the Significant Landscape Overlay – Schedule 2 and the Environmental Significance Overlay – Schedule 2 will support Council's position on the site and should be supported. It also retains the discretionary height limit of 7.5 metres as specified in the Significant Landscape Overlay – Schedule 2.

The removal of the Design and Development Overlay – Schedule 1 (DDO1) from the site provides the ability to increase the density of development on the land above that of the surrounding area. The DDO1 currently prevents the subdivision of the land into lots less than 1,000 square metres. At this stage there is no development detail for the site and therefore it is unclear how much impact this change would have on the direction provided in the Knox Housing Strategy where it states:

The site is considered to be appropriate for residential development that is consistent with surrounding low scale of development and consistent with what is allowable under the relevant Foothills planning controls.

Therefore, it is recommended that Council not support the removal of the Design and Development – Schedule 1. A suggestion has been included in the draft submission recommending that if a higher density is adopted, that it be located towards the centre of the site, with development towards the boundaries better integrating with the surrounding foothills character.

The schedule to the Development Plan Overlay (DPO) would set the framework for future development on the site. The Development Plan Overlay is considered the best control to achieve this and the draft submission includes a number of suggestions that would provide stronger local context to the document and contribute to an outcome more favourable to Council.

6.4 Submission to rezoning of 40 Mount View Road, Boronia (cont'd)

These include the best way to identify and protect vegetation of biological significance, further traffic considerations, public open space, recognition of the ANZAC memorial, and how the development integrates its foothills setting.

A draft of an alternative DPO with suggested changes reflecting Council's position and local context is attached in Appendix B.

Inclusionary Housing Pilot

In accordance with its Housing Strategy and Affordable Housing Action Plan, Council is supportive of social housing provisions in new residential developments. While it is acknowledged that the site is not well located in regards to easily accessible public transport options (specifically the rail network), the need for social housing can be considered to outweigh this shortfall. Council policy seeks a minimum 5% contribution to social housing for large scale new residential developments, including strategic investigation sites, therefore it is recommended Council support social housing on the site as part of the Inclusionary Housing Pilot.

3. CONSULTATION

Public exhibition of the proposed amendment is currently underway and is undertaken by the Department of Environment, Land, Water, and Planning for a period of 6 weeks. The exhibition period runs from 13 November 2017 until 22 December 2017. The Department conducted a mail out to approximately 609 addresses and a public information session was held at the Knox Club on 4 December 2017. Council is invited to provide a submission to the amendment.

Referrals

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

Vegetation and Biodiversity

Council's Arborist and Biodiversity Officer inspected the site and have provided feedback on the most important vegetation on the site. The findings have been included in the submission in Appendix A. It is noted that there is remnant indigenous canopy vegetation located on the site, as well as vegetation with a high biological significance.

Traffic

Any future traffic assessment should take into consideration the capacity of the Mount View Road and Forest Road intersection.

There is no objection to additional access points although further consideration is required when more detail is available, including traffic anticipated, the possibility of one-way access, on street parking and sight distance investigation.

6.4 Submission to rezoning of 40 Mount View Road, Boronia (cont'd)

Strong pedestrian and bicycle links are supported through the site.

The indicative road cross-section (16m road reserve) does not fit within the road access openings at both Sapphire Ave and Emerald Ct. An alternative road cross-section would need to be designed at the access points onto Mount View Road.

Social housing

Council is supportive of social housing on the site. Although the site is not well located in terms of access to public transport and services, social housing should be provided on the site. Council policy seeks a minimum of 5% of new housing stock on the site be social housing. Given this site is part of the Inclusionary Housing Pilot this should be increased beyond the minimum requirement.

Open Space and/or Active Open Space

Council undertook a survey of local sporting clubs in 2016 that took into account projected growth rates and an assessment of existing facilities. The results concluded that Council will need an additional 20 ovals by 2021 to accommodate future participant demand primarily driven by an increase in female participation on top of existing growth.

The existing oval area can provide a community benefit to surrounding residential areas as well as the residents of the subject site. Open space in this location can assist with a shortfall of open space in the area bound by Albert Avenue and Forest Road, extending out to The Basin catchment to the northeast. While Batterham Reserve is located in close proximity to the north, it is used by a variety of clubs on weekends and after hours weekdays for training and is considered to be at capacity.

4. ENVIRONMENTAL/AMENITY ISSUES

The site contains remnant indigenous vegetation as well as vegetation with a high biological significance. Council's Arborist and Biodiversity Officer have inspected the site and noted the vegetation with the highest value. This information is included in Appendix A and forms part of Council's submission.

5. FINANCIAL & ECONOMIC IMPLICATIONS

There are no discernible costs other than Officer time in providing a submission.

6.4 Submission to rezoning of 40 Mount View Road, Boronia (cont'd)**6. SOCIAL IMPLICATIONS**

The site has been included in the State Government's Inclusionary Housing Pilot that seeks to provide 100 new social housing homes across six development sites across Victoria. No further details on the numbers of social housing homes to be provided on site are available. Council is supportive of social housing provisions on the site.

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

The outcome of any development at 40 Mount View Road, Boronia has the potential to impact a wide range of Strategies within the Knox Community and Council Plan 2017-2021, most relevantly:

- Strategy 1.3 Ensure the Knox local character is protected and enhanced through the design and location of urban development and infrastructure.
- Strategy 2.1 Plan for a diversity of housing in appropriate locations.
- Strategy 2.2 Encourage high quality sustainable design.
- Strategy 2.3 Support the delivery of a range of housing that addresses housing and living affordability needs.
- Strategy 3.2 Improve bike and footpath connectivity.
- Strategy 4.3 Maintain and manage the safety of the natural and built environment.

8. CONFLICT OF INTEREST

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

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

Author – Cliff Bostock, Major Development Planner and Tanya Clark, Manager City Futures - In providing this advice as the Author, I have no disclosable interests in this report.

6.4 Submission to rezoning of 40 Mount View Road, Boronia (cont'd)**9. CONCLUSION**

The report recommends that Council endorse a position for the 'Strategic Development Site' (40 Mount View Road, Boronia) as per Appendix A as Council's submission to the rezoning of this site which will be delivered via the State Government Fast Track rezoning process.

10. CONFIDENTIALITY

There are no issues of confidentiality associated with this report.

Report Prepared By: *Major Development Planner – City Futures
(Cliff Bostock)*

*Manager – City Futures
(Tanya Clark)*

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

6.4 Submission to rezoning of 40 Mount View Road, Boronia (cont'd)

The following appendices are circulated under separate cover:

APPENDIX A – Submission to State Government Fast Track Rezoning

APPENDIX B – Submission of suggested changes to schedule of the DPO

APPENDIX C – Government Land Standing Advisory Committee Information Pack

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 FOXES AND PEST ANIMALS IN KNOX**

SUMMARY: *Coordinator – Biodiversity (Nadine Gaskell)*

This report has been prepared in response to a Call Up Item, raised at the 23 October 2017 Council meeting, requesting that a report be presented to Council in regard to foxes and pest animals, the associated impacts and options for control.

RECOMMENDATION

That Council notes this report and considers a business case in regard to the control of foxes and other pest animals, as part of the 2018/19 budget process.

1. INTRODUCTION

At the 23 October 2017 Council Meeting, Council passed a Call Up motion to receive a briefing and a report that provides:

- the extent of foxes and pest animals in the environment;
- the impact of foxes and pest animals on biodiversity and the broader community;
- the sustainable and effective control approaches that may be considered by Council; and
- anticipated costs of identified control approaches.

A Confidential Issues Briefing was presented to Council 4 December 2017.

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, than 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.”

2. DISCUSSION

Pest Species are one of the key threats to biodiversity conservation, primarily through predation, damage to vegetation or habitat and competition.

In the context of this report, pest animals are defined as any species that threatens or has an impact on other species or assets, which includes:

- Fox predation which threatens more than 76 native vertebrate species (Department of the Environment 2008);

8.1 Foxes and Pest Animals in Knox (cont'd)

- Rabbit grazing, which impacts more than 300 threatened native species;
- Feral cats threatening local biodiversity, as they are effective predators of native fauna;
- Indian Mynas, which present as a dominant species in the urban environment and compete with native species for tree hollows required for nesting and roosting, and
- Deer which cause damage by grazing, eroding soil, spreading weeds and carrying potential disease.

The *Catchment and Land Protection (CALP) Act 1994* is the primary legislation in Victoria that focuses on the control of pest animals and noxious weeds. The primary objective of the *CALP Act 1994* is to protect the environment and community health from the effects of pest animals. Under this legislation, all landowners have a legal obligation to prevent the spread of and, as far as possible, eradicate established pest animals on their land.

Consequently, all landowners have a legal obligation for pest animal management. Council is a major landowner in Knox, together with Parks Victoria, VicRoads, VicTrack, Melbourne Water and a number of private property owners.

Currently, Council does not have a pest animal management program but undertakes selective fox and rabbit control.

Council also provides cat traps to the community, to manage nuisance cats and proposes to introduce the sale of Indian Myna traps in January 2018.

2.1 The extent of foxes and pest animals in Knox

Foxes

Research has found foxes to be widespread across Melbourne, with an average density up to 16 foxes per km². This reflects some of the highest global densities of urban foxes (Marks & Bloomfield 1999b). There is no current data for fox densities in Knox.

Foxes are an adaptive species and in the urban environment, food is abundant as they can feed on domestic pet food, scrap food from open rubbish bins, chickens, native fauna and fruit, including blackberries.

Anecdotally, the fox population in Knox is thriving, which had led to increased contact with foxes and community concern.

Rabbits

Again, anecdotally, there is a high population of rabbits in Knox, particularly along its waterways and open spaces areas.

Rabbits have a high reproductive rate, a high rate of dispersal and are capable of colonising a wide range of habitats (Williams et al. 1995).

8.1 Foxes and Pest Animals in Knox (cont'd)

Cats

Limited surveying by Melbourne Water has indicated high populations of feral cats in areas such as, wetlands and municipal landfill.

The management of cats in urbanised landscapes is problematic due to their status as both a pest and a domestic pet. Cats may be classed as domestic, stray or feral and may move between these categories across their lifetime (Moodie 1995), and thereby providing a constant source of feral cat supply and ongoing management challenges.

It is expected that Council will consider the introduction of a cat curfew as part of the 2017-2021 Domestic Animal Management Plan.

Indian Mynas

The Indian Myna was introduced to Australia from Asia in the 1860s, primarily to control insect pests in agriculture.

However, the species is now on the list of the world's 100 worst invaders and continues to expand its range across Australia.

Deer

Sambar and Fallow deer are widespread and common in parts of the Dandenong Ranges and they often venture into the foothills of the Knox municipality.

Deer populations have flourished due to natural population expansion and as a result of protection to support hunting.

2.2 The impact of foxes and pest animals on biodiversity and the broader community

Research indicates that pest animals have a detrimental impact on native fauna and biodiversity and are increasingly of community concern.

Foxes

Studies and reviews have clearly and repeatedly demonstrated a significant impact of fox predation on the conservation of small vertebrates (Saunders et al. 2010). Consequently, predation by foxes is listed as a key threatening process under the Federal *Environment Protection and Biodiversity Conservation (EPBC) Act 1999* and the Victorian *Flora & Fauna (FFG) Act 1988*.

Foxes are also susceptible to the same diseases as dogs, which are transmittable and includes mange, worms distemper etc.

8.1 Foxes and Pest Animals in Knox (cont'd)

In August 2017, a fox allegedly killed a dog in the suburb of Wantirna. Advice was sought from an expert specialising in fox control, who confirmed that an event, such as this, is rare but it is possible for small dogs to be attacked by female foxes (vixen) during their breeding season (June – August).

Foxes are also known to prey upon other domestic animals and pets including, poultry, guinea pigs, aviary birds and rabbits.

Rabbits and Hares

Rabbits and hares damage plants through grazing, with their preferred species of plant coming under greatest pressure. Rabbits also compete with native wildlife for food and shelter, as well as causing erosion and land instability.

Rabbits have presented a problem in Knox by overgrazing on tube stock at new revegetation sites, causing significant plant loss as well as threatening the integrity of dam walls due to burrow formation.

Cats

Feral cats are widespread and damaging invasive species globally, with most impacts associated with predation of small to medium sized vertebrates.

They are also known to be territorial and attack domestic cats in their area.

Indian Mynas

The primary impact of the common myna on native species is territorial exclusion and competition for nesting hollows, with recent evidence from a PhD in the ACT clearly demonstrating these impacts (Garrock et al. 2012; Garrock et al. 2014a).

There is community concern of the noise from roosting Indian Mynas in the evening as they roost in very large numbers.

Deer

Deer are increasingly being seen in the foothills of Knox and may present a risk to human safety from potential deer/vehicle collisions.

In addition, deer cause damage to vegetation through grazing and erosion, affecting water quality, bank stability on creek beds and trampling sensitive areas (e.g. wetlands).

2.3 The sustainable and effective control approaches that may be considered by Council

Selective pest animal control has been undertaken in Knox and Council is currently working with other major land holders such as, neighbouring Councils, Melbourne Water and Parks Victoria, with a view to establishing a regional management approach.

8.1 Foxes and Pest Animals in Knox (cont'd)

Effective management of pest animals in an urban environment is challenging due to the potential impact of controls on domestic animals and humans.

Also, pest animal controls are best delivered by a strategic, regional approach, as pest animals have no recognition of municipal boundaries.

Potential control methods include:

- **Baiting**

Baiting of foxes is prohibited in the urban environment due to the potential poisoning of domestic animals (off target poisoning).

Baiting of rabbits is possible in the urban environment; as the process is targeted to rabbits and the potential for off-target poisoning is minimal. Also, an antidote is widely available for domestic animals, if required.

- **Shooting**

Shooting of foxes requires the use of high calibre bullets, which presents significant risk in an urban environment.

Shooting of hares is possible in some situations as low velocity rounds can be used.

- **Trapping**

Trapping is the most common option for fox management, in the urban environment. Traps are required to be contained in a fenced environment to ensure domestic dogs do not access them.

Currently, pest animal control activities within Knox are limited to selected sites (outlined below) with a primary focus on foxes and rabbits.

Recent pest animal control activities undertaken in Knox includes:

Fox Control

- Lakewood Reserve, Knoxfield – trapping undertaken in November 2016 and 2017 in partnership with Melbourne Water, to protect nesting waterbirds and turtles.
- Old Joes Creek, Boronia – trapping undertaken in 2015 and continued in 2016 and 2017, in partnership with Melbourne Water, to protect native wildlife (primarily birds) as it is a significant local hotspot for birds, as identified in the Knox Sites of Biological Significance Study.
- Dandenong Valley Parklands – trapping. Parks Victoria undertakes fox control works within their parkland in collaboration with Council. Works include the nearby Knox Regional Sports Park to minimise predation on Powerful Owl chicks during their breeding period.

8.1 Foxes and Pest Animals in Knox (cont'd)

It is of note that, removing an alpha fox will disturb the population for a short period but for resources to be used most effectively, a strategic, targeted and sustained approach is necessary.

Rabbit and Hare Control

Rabbit and hare control programs are not currently undertaken by Council, on a regular basis. Control is usually conducted at specific sites where revegetation works are planned, in order to minimise over-grazing of tube stock. Control is also undertaken where burrowing from rabbits threatens the stability of dam walls, ie. Heany Park and Reservoir Crescent Reserves.

Feral Cat Control

There is anecdotal evidence that feral cats should be controlled in conjunction with fox management.

Areas where fox populations have been substantially reduced can act as sinks and draw in feral cats to take their place, due to reduced competition for food.

There is currently no feral cat control in Knox.

A Regional Approach to Pest Animal Management

A survey of 120 councils from around Australia undertaken by Parks and Leisure Australia in 2016, concluded that, pest animal management is one of the top three (34) challenges in biodiversity management.

One of the key issues is a lack of a regional approach and poor coordination by land managers when undertaking pest animal management.

Council has begun to address this key issue, as follows:

- October 2016 – Regional Pest Animal workshop (including neighbouring Councils and agencies) – consensus on the need for a regional approach/communication/alignment for Pest Animal Management.
- March 2017 – Follow up Regional Pest Animal workshop – commitment from regional group to develop the Eastern Pest Animal Network.
- July 2017 – Inaugural Eastern Pest Animal Network meeting.
- Planning and preparation for launch of Feral Scan – a web database where community can register pest animal sightings (foxes/feral cats).
- January 2018 – Knox Council launching sale of Indian Myna traps. Cardinia and Yarra Ranges already provide this service.

The regional pest animal workshop confirmed that, while pest management was being delivered by most land managers, the approach was uncoordinated, was limited and no formal evaluation was undertaken.

8.1 Foxes and Pest Animals in Knox (cont'd)

There was significant interest in the workshop to develop a regional management approach to pest animal control.

In December 2016, Ecology and Infrastructure (consultants) were contracted by Council to undertake a review of Knox Council Pest Animal Management practices. The review concluded that two (2) major findings:

- While systematic data on the distribution and abundance of most pest animal species appears to be lacking, there is sufficient anecdotal evidence to confirm that there are numerous pest animal species widely distributed in the eastern suburbs of Melbourne, including Knox, which are having significant impacts on the conservation of biodiversity and human amenity.
- Land managers, who have responsibility under various legislation to control pest animal species, are undertaking control at different spatial scales, using different methods and for different species.

Recommendations of the review were:

- Develop a Strategic Pest Animal Plan to guide future investment and action.
- Develop and deliver the Plan in collaboration with all relevant stakeholders within and around the municipality.
- Develop an understanding of pest animal populations within the area, including whether their populations are expanding or contracting and to quantify their impacts on specific assets, processes or people.
- Develop a coordinated and regional approach to pest animal control, including spatially explicit prioritisation (which species in which area), control methods and monitoring program.
- Engage the community to assist, by reporting sightings, to better understand the need for pest animal control.

While Knox should have its own Pest Animal Strategic Plan to determine priority assets to be protected, a regional approach for control should also be adopted to ensure an efficient and effective use of resources.

2.4 Anticipated costs of identified control approaches

Based on previous experience:

Trapping Programs

Approximate cost for two (2) weeks of fox control at a single site is \$5,000.

8.1 Foxes and Pest Animals in Knox (cont'd)

In addition, temporary fencing may be required to safeguard traps against domestic dogs. An example of this was at Lakewood Reserve, where the cost of fencing was \$2,000.

Shooting Programs

Shooting of foxes is problematic as a high calibre bullet is required and presents significant risk in an urban environment.

Shooting of hares is possible in certain situations as low velocity rounds are used. Based on previous experience, two (2) nights of shooting costs approximately \$3,000.

Baiting Programs

It is prohibited to bait foxes in the urban environment.

The approximate cost of 500 linear metres of rabbit control along a creek corridor is \$5,000.

3. CONSULTATION

Two (2) regional workshops (including neighbouring Councils and agencies) and a benchmarking exercise have been undertaken to identify the various pest animal issues and control programs undertaken by neighbouring councils and agencies in October 2016 and March 2017.

The workshops were represented by ten (10) councils including Melbourne Water, Parks Victoria, Western Biosphere and Cranbourne Botanic Gardens.

As an outcome of these workshops, the Eastern Pest Animal Network was formed and the inaugural meeting was held in July 2017.

4. ENVIRONMENTAL/AMENITY ISSUES

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

The desired outcome of pest animal management is to protect and enhance flora and fauna for future generations to enjoy.

There is an opportunity to protect vulnerable flora and fauna species, as well as possibly reducing risk to domestic dogs.

5. FINANCIAL & ECONOMIC IMPLICATIONS

Parks Victoria, Melbourne Water and neighbouring Councils all deliver individual pest animal management. A regional Pest animal management approach would align delivery across the regional, providing a strategic approach and producing more effective outcomes.

The Eastern Pest Animal Network is working towards the development of a regional strategic plan, which will require funding contributions from each

8.1 Foxes and Pest Animals in Knox (cont'd)

partnering agency. It is acknowledged that the effectiveness of any plan will be dependent on all key landholders contributing resources to the delivery of the plan.

It is estimated that a cost of up to \$50,000 will be required per annum, initially to develop and implement the Strategic Pest Animal Plan and monitor the effectiveness of the investment.

This would be apportioned as follows:

- Year 1: Development of Knox Strategic Pest Animal Plan, including research, surveying of pest animal populations to key areas of biological significance in Knox, identifying key assets to be protected (such as native animals and local threatened flora species) – estimated \$40,000.

Development of monitoring and evaluation program – to assess effectiveness and direct investment – estimated \$10,000.

- Year 2 and ongoing: up to \$60,000 annually for implementation within the key areas of the municipality.

Depending on the results of the initial phases, it is anticipated that \$100,000 per annum would be required to implement a municipal-wide program.

A detailed business case will be prepared for Council consideration as part of the 2018/19 budget process.

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.

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

Goal 1: *We value our Natural and Built Environment.*

Strategy 1.1: *Protect and enhance our natural environment.*

8.1 Foxes and Pest Animals in Knox (cont'd)**8. CONFLICT OF INTEREST**

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

Officer Responsible – (David Yeouart, Manager – Community Infrastructure) - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

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

9. CONCLUSION

The Biodiversity Service Plan 2017 outlines the preferred approach to Pest Animal Management in Knox.

In essence, regional and ongoing management is necessary to control pest animal numbers.

The methods and costs of implementing controls are varied and again, are best suited to regional cooperation, unless for a specific need, e.g. rabbit control on revegetation sites.

10. CONFIDENTIALITY

There are no confidential issues associated with this report.

**Report Prepared By: *Coordinator – Community Infrastructure
(Nadine Gaskell)***

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

ALL WARDS**8.2 CHARGE POINTS FOR ELECTRIC VEHICLES**

SUMMARY: *Manager – Community Infrastructure (David Yeouart)
Manager – Operations (John McCarthy)*

This report responds to a Call Up item resolved by Council at the 25 September 2017 Council meeting, regarding the feasibility of installing charging points for electric and hybrid vehicles at the Knox Civic Centre and in new community infrastructure where appropriate.

RECOMMENDATION

That Council

1. notes the information contained in this report in response to the Call Up item resolved at the 25 September 2017 Council Meeting;
2. as a part of its fleet management vehicle renewal program, support the introduction of three (3) Electric Vehicles to its general pool fleet at a time when a 300km or more range is achieved by a suitably priced fleet model vehicle;
3. in conjunction with recommendation 2, Council considers a Capital Works business case for the installation of a charging station at the Knox Civic Centre as a part of the 2018/19 budget process; and
4. notes that this supports the Knox Community and Council Plan 2017-2021 initiative 1.1.10 – *phase hybrid and electric vehicles into the Council fleet where appropriate and investigate the installation of charging points in new community infrastructure, where appropriate.*

1. INTRODUCTION

At the 25 September 2017 Council meeting, a Call Up motion was passed that Council receive a report outlining the feasibility of installing charging points for electric and hybrid vehicles at the Knox Civic Centre and in new community infrastructure where appropriate. Of note, this Call Up aligns with a Council Plan initiative in regard to hybrid and electric vehicles and the provision of charging points. 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, than 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.”

8.2 Charge Points for Electric Vehicles (cont'd)

2. DISCUSSION

In itself, the introduction of charging stations is reasonably straight forward, ie. capital cost of installation, a site for the installation, ongoing maintenance and expected cost of power, none of which require major capital outlay (with some exceptions).

However, charging stations are essential elements in the development and implementation of battery electric powered vehicles (BEVs) as a reliable and convenient network of recharge stations is needed to both top-up and recharge vehicles in their travels. Current makes and models include the Tesla Model S, the Nissan Leaf and the BMW i3.

The difference with hybrids is that they have both a conventional engine and an electric motor and could be considered as a half-way stage between diesel/petrol and electric driven vehicles. They are known as hybrid electric vehicles (HEV) and include the Toyota Prius.

The more advanced hybrids can recharge their batteries from an outlet, allowing them to drive extended distances on electricity before switching to petrol or diesel. Known as “plug in hybrids” (PHEV) these vehicles provide good environmental performance and increased fuel savings by substituting grid electricity for diesel/petrol. This includes the Mitsubishi Outlander PHEV.

Hybrids that cannot be recharged from a power outlet are generally not considered to be electric vehicles as they rely exclusively on petrol or diesel for their energy source.

There have been a number of feasibility studies undertaken by various levels of government concerning the feasibility of BEVs and their supportive infrastructure. With the continued investment and improvements in BEVs, there is little doubt they will be a significant form of sustainable transport in the coming years. It has been speculated that by 2040 electric and hybrid vehicles will form the majority of new vehicle sales in Australia.

When considering the introduction of BEVs and supporting infrastructure for Council, three (3) main considerations need to be made:

1. Capital and Running Costs
2. Infrastructure requirements
3. Environment

Capital Cost

While expected to reduce over time, the comparatively high cost of BEVs can be attributed to the cost of the battery pack, which currently accounts for approximately 30% of the total vehicle price. However, various trials undertaken by state and local government indicate, when the full operating/disposal costs of the vehicle are included, the operating cost benefit slightly outweighs the purchase price penalty.

8.2 Charge Points for Electric Vehicles (cont'd)

When BEVs are introduced to the Council fleet, it may be economical to keep these vehicles longer than currently practiced, as the cost of fuel is almost negligible when compared with diesel/petrol engines, longer-term maintenance cost may be less and resale values may differ. This would suggest a review of Council's current fleet practices, following the introduction of BEVs. This review would also consider the purpose of the vehicle, user needs and the functional requirements.

Operating issues for consideration include:

- the range of the vehicles and concerns with running out of charge;
- the limited choice of vehicles; and
- the length of charging times and lack of convenient recharging points.

As technology develops, these operation issues become less of a concern and five (5) new vehicle models are expected to be released over the coming year, at lower cost and with greater range. For example, the next generation of the Nissan Leaf will have a range of 300 to 550km depending upon the version, at an estimated purchase (retail) price of \$40,000.

Infrastructure

An BEV Charging Station is an electricity supply, in a purpose built housing with a connecting cable designed to fit the BEVs, in a similar manner to a petrol pump. However, recharging a BEV is different to refuelling a traditional car, in that, it takes significantly more time.

Although there are multiple combinations of chargers and vehicle synergies, they generally vary from trickle charging (overnight) to fast charging (20-30 minutes). In any case, recharging is not time efficient and consequently needs to be done:

- **at leisure**, where the vehicle owner can be engaged in another activity while recharging. This would suggest recharge stations at shopping centres, theatres, etc. and in Council's case, swimming pools (Leisureworks), sports facilities (basketball, football, tennis, bowling, etc.), libraries and other public spaces where people spend time. Alternatively, overnight, home charging is an option;
- **with regular top-up**, where vehicles are used as part of the day-to-day fleet operations and need to be recharged or topped up of charge during daily operations. This would suggest sites at Knox Civic Centre, Operations Centre or other Council infrastructure which has vehicles stationed on site; or
- **overnight**, where trickle charging can be used. Again, at Knox Civic Centre, Operations Centre, etc. where the vehicles can be left overnight or, in the case of commuting Council vehicles, in a home garage. (This will require changes to Council's vehicle policy).

8.2 Charge Points for Electric Vehicles (cont'd)

In 2012, Moreland City Council introduced charging stations together with the purchase of an electric vehicle for their Council fleet:

- Three (3) recharge stations were installed, one (1) of which, was a fast-charge station at the Council offices. The stations were made available for Council and the community, with Council subsidising the electricity cost; and
- Five (5) more recharge stations were later located across the municipality for general use, with one (1) private facility at the Council Depot.

The initial trial concluded that there were minor cost and major environmental benefits and subsequently, Council supported an increased number of electric fleet vehicles (5 more). The additional vehicles also needed the additional stations, in order not to under resource the infrastructure necessary to charge each vehicle. Moreland City now has eleven (11) recharge stations, with five (5) located at the Council offices. Charging stations are also available for public use.

CCTV cameras were also installed at the public access sites to monitor vandalism, abuse, etc. A representative from Moreland commented that there was initial vandalism and the occasional abuse of the facilities but these are currently minimal.

Maintenance costs for recharge points are estimated at approximately \$1500 per annum for standard charging stations and are outsourced. There is no charge for the electricity consumed by private users.

Service Providers

If Council was to introduce recharging stations it would need to consider:

- If they were to be made available for public use;
- If they were for Council fleet use only; and
- If Council would install infrastructure in private (staff) residences.

Domestic BEV recharging stations at private residences of employees with commuter use of operational vehicles would improve:

- Security;
- Reduce storage requirements of Council vehicles; and
- Ensure vehicles are charged for use each morning.

Again, this would require changes to Council's vehicle policy.

In most cases, with BEVs and associated infrastructure, the market is developing and a number of service providers are emerging. Traditionally, Australia is seen as a minor market when compared with America and Europe.

8.2 Charge Points for Electric Vehicles (cont'd)

It is envisaged that Council could supply sites for the installation of charging stations but would either enter into an agreement with this emerging industry or may purchase its own infrastructure if solely for Council use. These options would depend upon the intended extent of Council assisting in the development of the EV industry and the projected number of stations.

It is noted that some larger shopping centres are already introducing charge points for general community use. Council could work with Knox City to explore the introduction of charge points as a part of future expansion plans.

Environment

While the cost benefit of using BEVs, when compared directly in the way Council utilises its current fleet, is marginal there are significant environmental benefits associated with BEVs, notwithstanding the manner in which the electricity is generated.

BEVs emit no tailpipe emissions and if sourced by green power, have no greenhouse gas (GHG) emissions.

The question of environmental emissions relies on the shift from petrochemicals but consideration needs to be given as to how the electricity for recharging is generated. If Council was to use only renewable energy to recharge its vehicles, then there would be a much greater benefit when compared with fossil fuels.

Given the impact of increased future demand for electricity and continued provision as more BEVs are introduced, there may also be implications for the local energy distribution network infrastructure (each BEV increases energy demand by 2,000kWh, on average).

To complete the environment picture, if Council invested in the installation of solar Photo-Voltaic cells (PVs) to generate electricity, in combination with accredited green power, it would ensure that the recharging of BEVs generates no GHG emissions and provides future energy security.

8.2 Charge Points for Electric Vehicles (cont'd)



Figure 1 Recharge Station, Moreland City Council offices

3. CONSULTATION

Moreland City Council was contacted for the purpose of this report.

Community Access and Equity; City Futures and Health Compliance had input into this report.

4. ENVIRONMENTAL/AMENITY ISSUES

It is clear that there is a significant environmental benefit associated with electric vehicles which is outlined in the body of this report (ie. little or no GHG emissions).

The promotion of low impact transport modes is key in the reduction in GHG emissions from the road network, which directly contributes to improved air quality in the area and consequently, personal comfort and wellbeing.

5. FINANCIAL & ECONOMIC IMPLICATIONS

Given the additional cost of purchase for an BEV, set against the considerable fuel savings, it is anticipated that the overall cost of vehicle ownership is similar or slightly less.

If Council was to adjust its fleet policy and practices for BEVs, there are opportunities for greater financial savings.

8.2 Charge Points for Electric Vehicles (cont'd)

The indicative costs of setting up support infrastructure for BEVs includes:

- Domestic charging stations, which can be as low as \$300 using existing 10/15 amp power points or in the order of \$2,500 per dwelling for purpose built (Type 2) chargers.
- The installation of an electric vehicle recharging stations at approximately \$11,000 per station, although this would be less if installed in pairs. Costs would be generally less when installed with new community infrastructure.
- Fast-charge type stations at \$30,000- \$40,000 each.

Maintenance costs for recharge stations (including potential vandalism) are unknown, at this time. The ongoing running costs of the stations would, most likely, be outsourced and a suitable supplier/partner identified.

6. SOCIAL IMPLICATIONS

If BEVs and associated charging stations are utilised by Council alone, there are few social implications.

However, if the stations are used and/or extended for public use it will enable wider use of BEVs and support early engagers in the emerging technology.

In turn, an increased presence of BEVs in the community may deliver positive outcomes through reduced emissions and enhanced air quality, although the cost of BEVs may be prohibitive for many.

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

Goal 1. We value our natural and built environment.

Strategy 1.1 Protect and enhance our natural environment.

Initiative 1.1.10 - Phase hybrid and electric vehicles into the Council vehicle fleet where appropriate and investigate the installation of charging points in new community infrastructure where appropriate.

8. CONFLICT OF INTEREST

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

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

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

ALL WARDS**9.1 YOUTH ADVISORY COMMITTEE – MEMBERSHIP APPOINTMENTS 2018**

SUMMARY: *Team Leader Youth Participation and Counselling – Youth Services (Katie Scott)*

The Youth Advisory Committee (YAC) is an Advisory Committee to Council with the purpose of providing an opportunity for young people to have a voice and to assist Council with its community engagement processes. The establishment of the YAC supports Council's commitment to engage with its community on issues that affect the lives and wellbeing of its young people.

At the 25 September 2017 Ordinary Meeting of Council, the Youth Advisory Committee's Terms of Reference were endorsed.

This report presents recommendations for the appointment of 25 youth and community members to the Youth Advisory Committee 2018.

RECOMMENDATION

That Council appoint the new youth and community members to the Youth Advisory Committee (2018), as presented in Confidential Appendix A, in the following categories:

Young person 12 – 18 years	10 Members
Young person 18 – 25 years	10 Members
Community representative	5 Members

1. INTRODUCTION

This report presents the recommended nominees for the 25 vacant positions on the Youth Advisory Committee (YAC).

The aim of the Youth Advisory Committee is to:

- Provide the opportunity for young people to give their ideas and opinions relating to the development of Council's plans and policies;
- Engage in discussion regarding issues that affect young people. These issues will be determined by Council in cooperation with the committee;

9.1 Youth Advisory Committee – Membership Appointments 2018 (cont'd)

- Participate in the consideration of strategic Council documents, plans and activities;
- Provide input into Council's processes relating to young people where requested i.e. provide feedback regarding projects to be considered by Council that have an impact on young people; and
- Provide opportunities to develop leadership skills and experience in young people.

2. DISCUSSION

Knox Council's *Council Committees Policy* requires the approval from Council for the appointment of youth and community representatives through a registration of interest and selection process. The YAC is a new advisory committee, beginning its first annual term in 2018, for this reason there are 25 vacant positions in the following categories:

- Young people 12 – 18 years – 10 positions
- Young people 18 – 25 years – 10 positions
- Community representatives (any age) – 5 positions

2.1 Selection Process

In October 2017, an extensive advertising campaign was undertaken to call for applications for the YAC. Advertising was delivered predominantly through social media, including utilising the purchase of targeted Facebook advertising. Applications were also promoted through local secondary schools and alternative settings, as well as through the Youth Service Providers Network. Councillor Taylor presented at a school assembly at The Knox School promoting the opportunity to join the YAC. Applications were submitted online, making them easily accessible to young people.

Applications were received from 36 individuals. 4 applications were incomplete, leaving a total of 32 completed eligible applications. Applications were received in the following categories:

- Young people 12 – 18 years – 16 applications
- Young people 18 – 25 years – 11 applications
- Community representatives (any age) – 5 applications

9.1 Youth Advisory Committee – Membership Appointments 2018 (cont'd)

As set out in the committees Terms of Reference the applications for members to the YAC were assessed by a panel consisting of Councillor Jackson Taylor, Councillor Jake Keogh and one Council officer. Applications were assessed based upon the applicant's interest, knowledge and expertise relating to youth and community issues.

2.2 Recommendations

The panel was unanimous in its recommendations of the 25 youth and community representatives for appointment to the YAC for the 2018 calendar year (see Confidential Appendix A for panel recommendations and Confidential Appendix B for details of all applicants). The panel noted that all candidates were worthy of selection.

3. CONSULTATION

The recruitment and promotion process was developed in consultation with young people and Councillors as part of the extensive consultation process undertaken to develop the new YAC and associated Terms of Reference. The Youth Advisory Committee Establishment Report was adopted at the 25 September 2017 Council meeting.

4. ENVIRONMENTAL/AMENITY ISSUES

There are no environmental/amenity issues directly associated with this report.

5. FINANCIAL & ECONOMIC IMPLICATIONS

The annual direct cost of the YAC is approximately \$3,500 per annum and 0.3 EFT (\$31,550) to support this advisory committee. Staffing costs are provided within Council's annual budget.

6. SOCIAL IMPLICATIONS

Council recognises the importance of effective engagement with young people and supporting young people's own leadership and skills development.

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

This report on the recommendations for the YAC youth and community representatives aligns with the following *Knox Community and Council Plan 2017-2021* goals and strategies.

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

Strategy 7.2 Celebrate our diverse community.

Strategy 7.3 Strengthen community connections.

Strategy 7.3.4 Promote and celebrate the contribution of our volunteers.

9.1 Youth Advisory Committee – Membership Appointments 2018 (cont'd)

Goal 8: We have confidence in decision making

Strategy 8.1 Build, strengthen and promote good governance practices across government and community organisations.

Strategy 8.2 Enable the community to participate in a wide range of engagement activities.

8. CONFLICT OF INTEREST

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

Officer Responsible – Peter Gore, Manager Youth Leisure Cultural Services - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Katie Scott, Team Leader Youth Participation and Counselling - In providing this advice as the Author, I have no disclosable interests in this report

9. CONCLUSION

Following a comprehensive recruitment process in October and November 2017, 25 applicants for positions on the YAC are recommended to Council. Approval by Council of the recommended youth and community representatives is now sought to ensure the YAC can begin its first term in 2018.

The unsuccessful applicants will be contacted and discussions held to determine if applicants are interested in other opportunities to contribute their skills and commitment to the Knox community. Council officers will assist by providing referrals and linkages to these opportunities.

10. CONFIDENTIALITY

In the interest of personal privacy, names and details of applicants in Appendix A and B are treated as confidential.

Report Prepared By: *Team Leader Youth Participation and Counselling – Youth Services (Katie Scott)*

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

9.1 Youth Advisory Committee – Membership Appointments 2018 (cont'd)

Confidential appendices A and B are circulated under separate cover.

ALL WARDS**9.2 RECREATION AND LEISURE LIAISON GROUP – ANNUAL REPORT**

SUMMARY: *Leisure Services Officer – Youth, Leisure and Cultural Services (Robert Morton)*

Council's Recreation and Leisure Liaison Group is an Advisory Committee that assists Council with its community engagement process, and provides valuable information and advice on sport and leisure issues to support the decision making of Council.

This annual report provides an update on the topics covered and activities undertaken by the Recreation and Leisure Liaison Group throughout the 2017 calendar year.

RECOMMENDATION

That Council note this annual report for 2017 on Council's Recreation and Leisure Liaison Group.

1. INTRODUCTION

The Recreation and Leisure Liaison Group (RLLG) provides feedback and recommendations to Council on a variety of sport and leisure issues within the City of Knox and wider eastern region.

The purpose of the RLLG is to assist Council with its community engagement process and to provide valuable information and advice to support Council's decision making process. The establishment of the RLLG supports Council's commitment to engage with its community and to acknowledge the critical role sport and leisure plays in the health and wellbeing of the community.

The RLLG acts in an advisory capacity only and does not represent Council nor does it have delegated authority to make decisions on behalf of Council.

2. DISCUSSION**2.1 Group Overview**

The purpose of the RLLG is to:

- Provide strategic advice and input relating to the development of Council's leisure plans and policies;
- Engage in discussion regarding 'special interest' sport and leisure topics as determined by Council;
- Participate in the ongoing consultation, review and implementation of sporting and recreational strategic documents; and

9.2 Recreation and Leisure Liaison Group – Annual Report (cont'd)

- Provide input into Council's processes relating to sport where requested (e.g. provide feedback regarding projects to be considered by Council for submission to Sport & Recreation Victoria grant programs).

Council at its Strategic Planning Committee Meeting on 13 December 2016 appointed the committee for the period between 1 February 2017 and 31 December 2018. The committee members are as follows:

- Bob McLachlan – Upper Ferntree Gully Junior Football Club;
- Daniel Lancefield – Football Federation Victoria;
- Daryl Barrett – Wantirna Tennis Club and Tennis Knox;
- Fiona Carroll – Wantirna South Cricket Club;
- Jason Stone – Wantirna South Junior Football Club and Templeton Cricket Club;
- John Kerley – General Community Representative;
- John Souness – Wantirna Squash;
- Liza Kell - SCOPE;
- Murray Newham – National Rugby League Victoria;
- Patrick Boyd – YMCA Knox Leisureworks;
- ** Peter Cossins – Victorian Association of Radio Model Soaring;
- Phillip Lovell – General Community Representative;
- Stephen Walter – Knox Basketball Incorporated;
- Sue Westaway - Gymnastics;
- Timothy de Graaf – Knox Churches Soccer Club; and
- Wayne Bennett – Mountain District Netball Association.

* Daniel Lancefield ceased employment at Football Federation Victoria (FFV) after the RLLG's first meeting. Kevin O'Byrne, Senior Projects Officer at FFV was subsequently appointed as an ongoing substitute for Daniel.

** Peter Cossins ceased his position on the RLLG after the RLLG's second meeting. Max Haysom, Vice President of the Victorian Association of Radio Model Soaring was subsequently appointed as an ongoing substitute for Peter.

Throughout 2017, the RLLG convened on four occasions being 1 March, 31 May, 30 August and 22 November.

9.2 Recreation and Leisure Liaison Group – Annual Report (cont'd)

2.2 Content

During 2017, the following topics were discussed:

2.2.1 Council Policies and Plans

- Knox Aquatic Plan;
- Knox Basketball Plan;
- Knox Community Plan;
- Sporting Club Financial Contributions Towards Reserve Developments Policy; and
- Sporting Reserve Facility Usage Policy.

2.2.2 Special Interest Sport and Leisure Topics

- Capital Works and Sport and Recreation Victoria Funding Applications;
- Club Development Program – Review of Program Delivery Methods and Topics;
- Council's Role in the Provision of Leisure Services;
- Facility Number Comparison to Other Local Government Authorities and Individual Sports Data;
- Knox Sport and Leisure Awards Criteria Review;
- Leisure Minor Capital Works Grant Scheme Policy and Application Process Review;
- Masterplan Developments – HV Jones Reserve and Knox Regional Netball Centre;
- Modular Building Constructions; and
- Our Codes Our Clubs – Gender Equality in Sport.

2.2.3 Other Discussion Topics

- Group Induction; and
- Youth Resilience Survey.

The RLLG also assists with the on-going development of a strong leisure network through building relationships between organisations and individuals.

Over the last few months Council has undertaken a review of Council's Advisory Committees. On 1 November 2017 Council approved the continuation of the Recreation & Leisure Liaison Group but approved that its name be changed to 'Recreation and Leisure Committee' and that it be linked with the following 'Inclusive, Active and Creative Communities Groups':

- Disability Committee;
- Multicultural Committee; and
- Arts and Culture Committee.

9.2 Recreation and Leisure Liaison Group – Annual Report (cont'd)

3. CONSULTATION

Given the structure of the meetings, all members of the RLLG were provided with the opportunity to discuss and provide feedback on the topics listed in section 2.2.1, 2.2.2 and 2.2.3 of this report. The feedback received from the RLLG on the aforementioned topics was invaluable and greatly contributed to the development of Council's Policies, Plans and Strategies as well as Council operational programs.

4. ENVIRONMENTAL/AMENITY ISSUES

The RLLG considers matters that may affect the health and wellbeing of the Knox community and assist in the progression of key environmental and amenity improvements facing Council (e.g. sustainability of sporting facilities.).

5. FINANCIAL & ECONOMIC IMPLICATIONS

The cost to Council to support the RLLG is approximately \$4,300 per annum and is funded within Council's annual budget. This sum is made up of costs for catering as well as Council officers' time to support the RLLG, with the total officer time equating to approximately 0.03 EFT. RLLG members contribute their time voluntarily.

6. SOCIAL IMPLICATIONS

The RLLG will continue to provide advice to Council concerning the social implications associated with the development of leisure, sport and recreational policies and strategic plans.

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

The Knox Community and Council Plan 2017-2021 identifies key directions and strategic objectives to achieve Council's purpose of enhancing the quality of life of the Knox Community. The goals and strategies that are particularly relevant to the RLLG include:

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.

9.2 Recreation and Leisure Liaison Group – Annual Report (cont'd)

Strategy 8.2 – Enable the community to participate in a wide range of engagement activities.

8. CONFLICT OF INTEREST

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

Officer Responsible – Peter Gore, Manager Youth Leisure Cultural Services - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Robert Morton, Leisure Services Officer - In providing this advice as the Author, I have no disclosable interests in this report

9. CONCLUSION

The RLLG is an effective mechanism for community consultation and enables Council to achieve a positive collaboration with the community. This collaboration assists with the development of strategic plans and policies which are particularly relevant to recreation and leisure programs and facilities in Knox.

The current Terms of Reference will sunset on 31 December 2018.

10. CONFIDENTIALITY

There are no confidentiality issues with this report.

Report Prepared By: *Leisure Services Officer – Youth, Leisure and Cultural Services (Robert Morton)*

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

SCOTT WARD

10.1 CORRECTION OF OWNERSHIP ON TITLE

SUMMARY: *Coordinator – Property Management (Angela Mitchell)*

This report seeks Council approval to transfer a Certificate of Title which incorrectly notes Knox City Council as the Registered Proprietor. The registered proprietor should be United Energy Distribution Pty Ltd.

RECOMMENDATION

That Council authorise the Chief Executive Officer to sign and seal documentation to effect the transfer of Reserve 1 and 2 on PS 148411S contained in Certificate of Title Volume 9624 Folio 449 to United Energy Distribution Pty Ltd. Reserve 1 is located in Argyle Way, Wantirna with Reserve 2 located in Fraser Crescent, Wantirna.

1. INTRODUCTION

It has been identified that Reserve 1 and 2 on PS 148411S were incorrectly transferred by the developer to Knox City Council. Both these reserves within the subdivision in Argyle Way and Fraser Crescent, Wantirna are electricity substations and are managed by United Energy (refer Appendix A).

2. DISCUSSION

The original developer of the subdivision in Argyle Way/Fraser Crescent went into liquidation. This resulted in reserves on title showing ownership in a deregistered company. The liquidator transferred the four reserves within the subdivision to Knox City Council. Of the four reserves, Reserve 1 and 2 are electricity substations and should have been transferred to United Energy Distribution Pty Ltd.

This report seeks to correct this by transferring Reserve 1 and 2 as identified on Appendix A to United Energy Distribution Pty Ltd.

3. CONSULTATION

There has been consultation with legal representatives for United Energy and internal stakeholders who have indicated no objection to this transfer.

4. ENVIRONMENTAL/AMENITY ISSUES

There are no environmental or amenity issues associated with this report.

5. FINANCIAL & ECONOMIC IMPLICATIONS

Any costs associated with the transfer will be met by United Energy Distribution Pty Ltd.

10.1 Correction of Ownership on Title (cont'd)**6. SOCIAL IMPLICATIONS**

There are no social implications associated with this report.

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

This report relates to the following goal and strategy 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. CONFLICT OF INTEREST

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

Dale Monk – Manager Financial Services - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Angela Mitchell, Coordinator Property Management - In providing this advice as the Author, I have no disclosable interests in this report.

9. CONCLUSION

It is recommended that Council transfer Reserve 1 and 2 on PS 148411S contained in Certificate of Title Volume 9624 Folio 449 to United Energy Distribution Pty Ltd. The two reserves both contain electricity substations.

10. CONFIDENTIALITY

There are no issues of confidentiality associated with this report.

Report Prepared By: *Coordinator – Property Management
(Angela Mitchell)*

*Manager – Financial Services
(Dale Monk)*

Report Authorised By: *Director – Corporate Development
(Michael Fromberg)*



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**REGISTER SEARCH STATEMENT (Title Search) Transfer of
Land Act 1958**

Page 1 of 1

VOLUME 09624 FOLIO 449

Security no : 124068636992B
Produced 17/10/2017 02:28 pm

LAND DESCRIPTION

Reserves 1 and 2 on Plan of Subdivision 148411S.
PARENT TITLES :
Volume 09475 Folio 747 to Volume 09475 Folio 748
Volume 09525 Folio 868 to Volume 09525 Folio 869
Volume 09525 Folio 873
Created by instrument LP148411S 02/08/1985

REGISTERED PROPRIETOR

Estate Fee Simple
Sole Proprietor
KNOX CITY COUNCIL of 511 BURWOOD HIGHWAY WANTIRNA SOUTH VIC 3152
AL831554C 21/04/2015

ENCUMBRANCES, CAVEATS AND NOTICES

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section 24 Subdivision Act 1988 and any other encumbrances shown or entered on the plan or imaged folio set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE LP148411S FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NIL

DOCUMENT END

**PLAN OF SUBDIVISION OF
PART OF CROWN ALLOTMENT 11B**

**PARISH OF SCORESBY
COUNTY OF MORNINGTON**

VOL.9475 FOL.747-748
VOL.9525 FOL.868-873

MEASUREMENTS ARE IN METRES

ENCUMBRANCES & OTHER NOTATIONS	APPROPRIATIONS
Parts of the land coloured blue & brown are further encumbered for drainage & sewerage vide P.S. 135789, 143509 & 143510. Brown Hatched & Blue Cross Hatched: Easement in favour of the Shire of Ferntree Gully vide C/E 1792004 (Pt.) Lots 1 to 198 (Both incl.) 408, 430 to 437 (Both incl.) 445 to 475 (Both incl.) 682 to 723 (Both incl.) & 759 to 909 (Both incl.) have been omitted from this plan. T.P.s are shown thus \perp . Reference marks placed at all Street intersections. Brown Hatched - carriageway drainage & sewerage & supply of electricity vide L.P. 143507 Green Hatched - Drainage & Sewerage vide L.P. 143507	to Brown Hatched Brown - Carriageway, drainage, sewerage & electricity supply Blue Marked & Blue Cross Hatched Blue & Blue Hatched - Drainage & sewerage Yellow & Blue Hatched - Easement for the use of the S.E.C. for powerline purposes pursuant to Section 103B of the S.E.C. Act 1958.

LP 148411S
EDITION 2
APPROVED 2/8/85

**4 SHEETS
SHEET 1**

COLOUR CODE

- E-1 = BLUE
- E-2 = BROWN
- E-3 = BLUE HATCHED
- E-4 = YELLOW
- E-5 = GREEN HATCHED
- E-6 = BROWN HATCHED
- E-7 = BLUE MARKED 'B'
- E-8 = BLUE CROSS HATCHED

ROAD

RESERVE No.4

Fenced

STUD

90.27

SEE SHEET 3

9B
1.635 ha

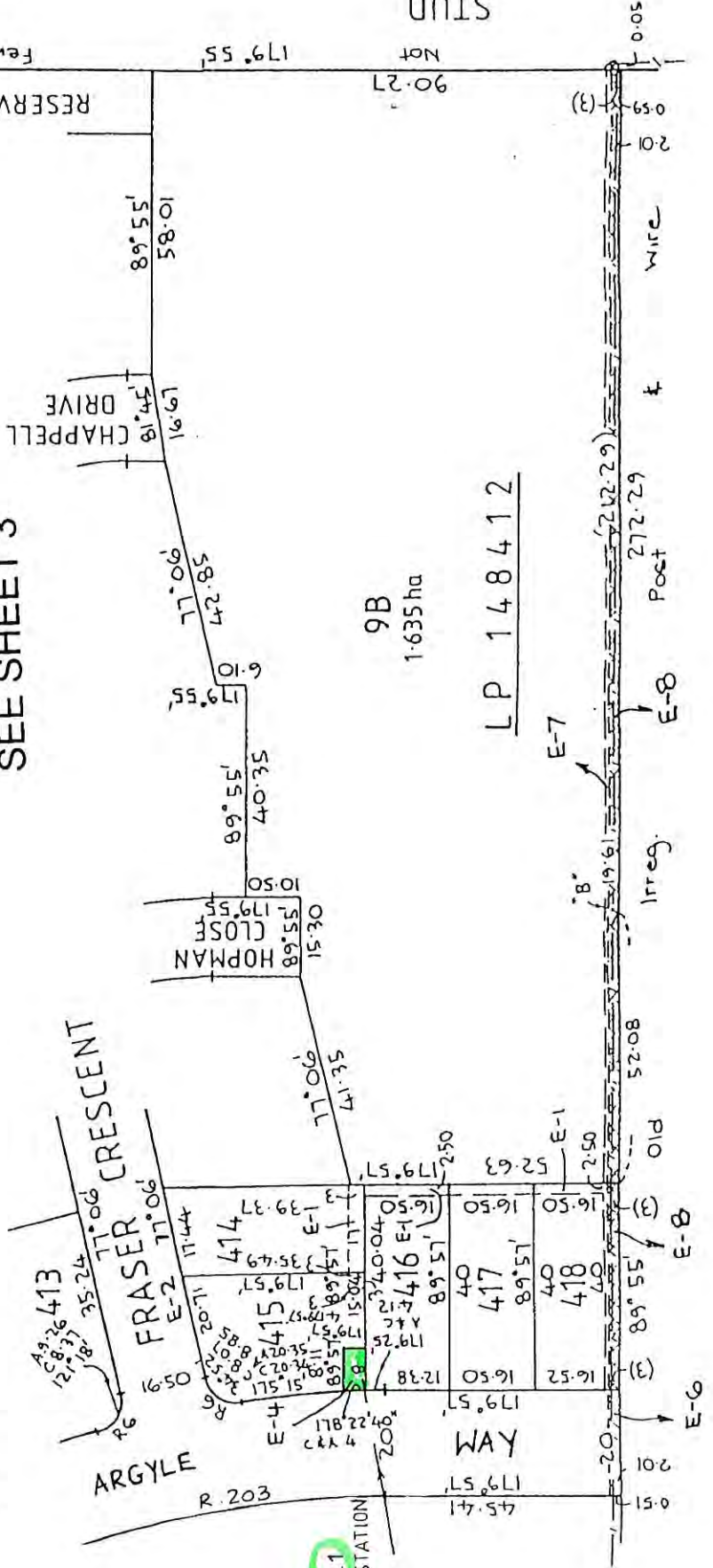
LP 148412

SEE SHEET 2

ARGYLE WAY
R. 203
FRASER CRESCENT
HOPMAN CLOSE
CHAPPELL DRIVE

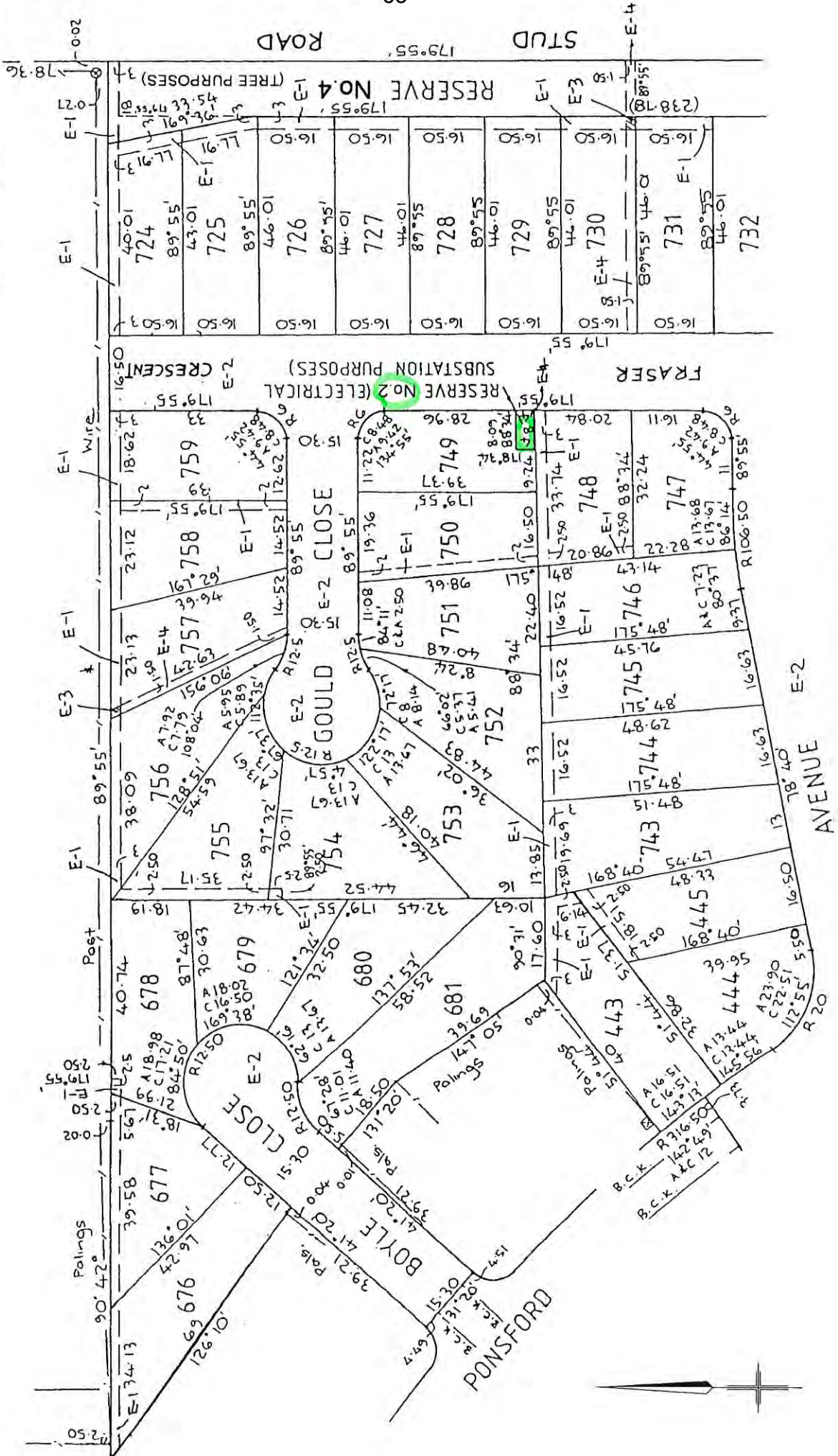
RESERVE No.1
(ELECTRICAL SUBSTATION
PURPOSES)

Irreg.
E-7
E-8
Post
Wire



LP 148411S

4 SHEETS
SHEET 4



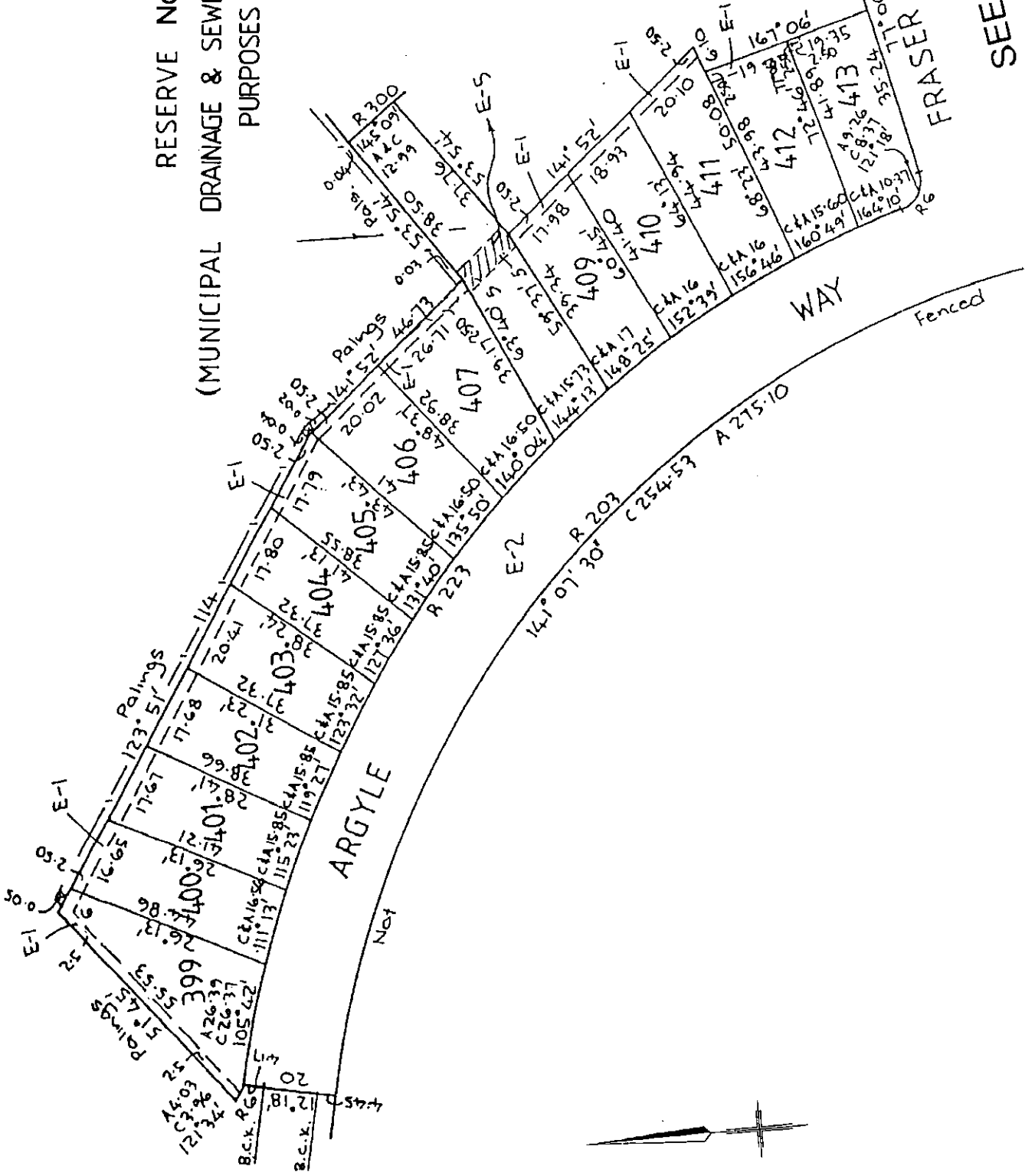
SEE SHEET 3

LP 148411S

4 SHEETS
SHEET 2

RESERVE No.3
(MUNICIPAL DRAINAGE & SEWERAGE
PURPOSES)

SEE SHEET 3



WAY

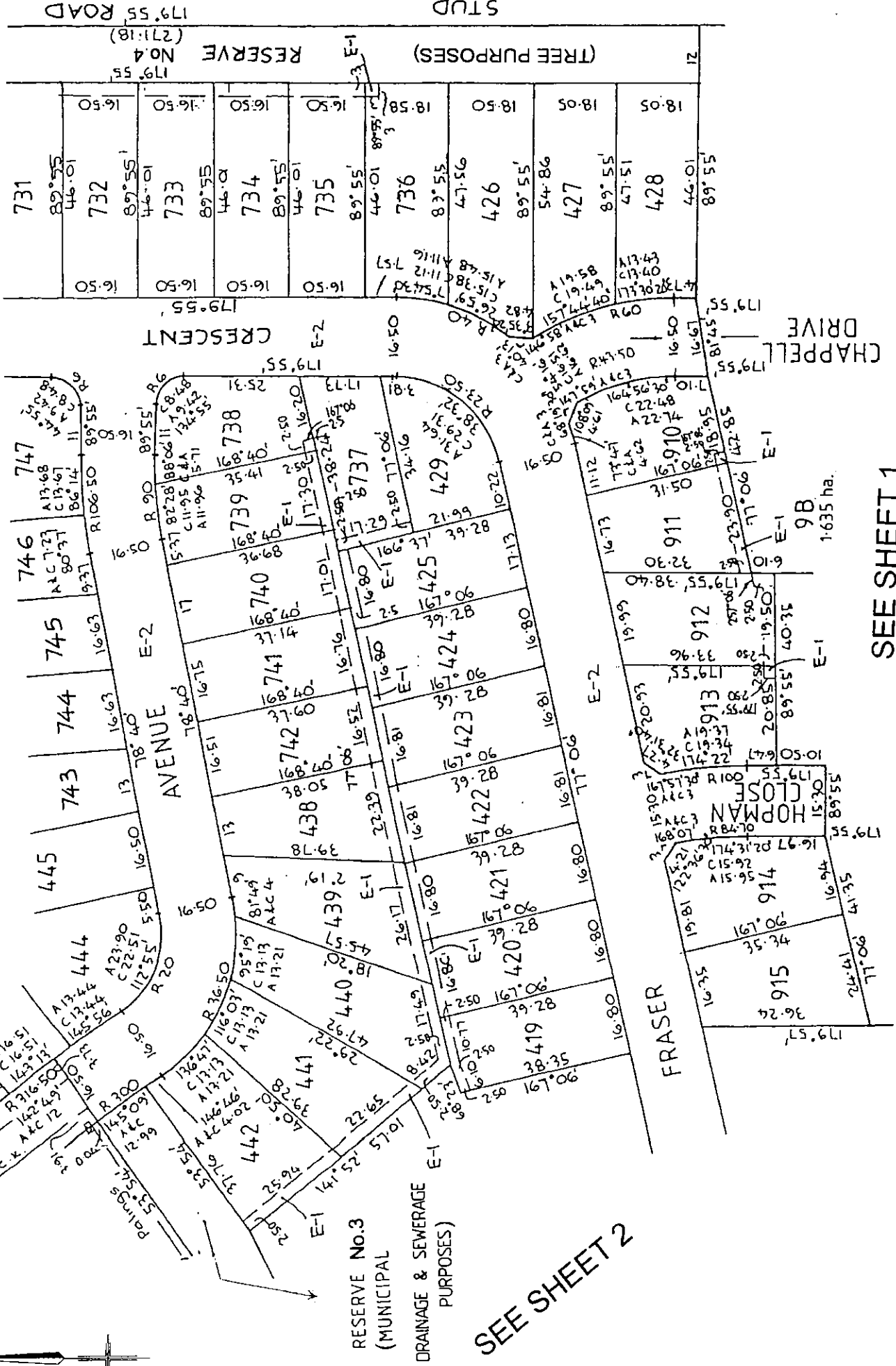
FRASER
CRESCENT

SEE SHEET 1

LP 148411S

4 SHEETS
SHEET 3

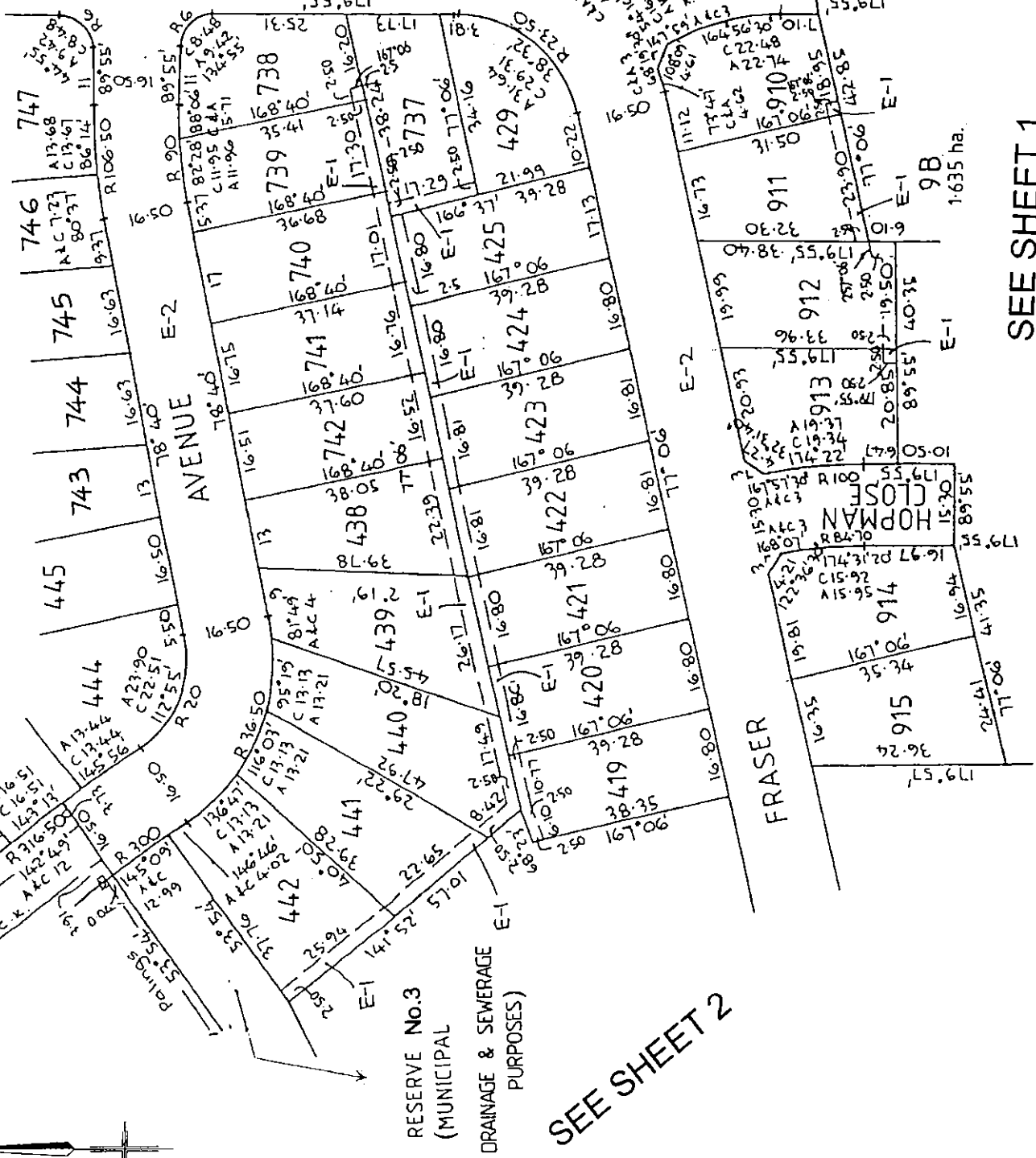
SEE SHEET 4



SEE SHEET 2

SEE SHEET 1

Lot No.	Area (sq m)	Bearing	Distance
731	89.55	44.01	16.50
732	89.55	44.01	16.50
733	89.55	44.01	16.50
734	89.55	44.01	16.50
735	89.55	44.01	16.50
736	89.55	44.01	16.50
426	47.56	89.55	18.50
427	54.86	89.55	18.05
428	47.51	89.55	18.05



Lot No.	Area (sq m)	Bearing	Distance
737	89.55	44.01	16.50
738	89.55	44.01	16.50
739	89.55	44.01	16.50
740	89.55	44.01	16.50
741	89.55	44.01	16.50
742	89.55	44.01	16.50
743	89.55	44.01	16.50
744	89.55	44.01	16.50
745	89.55	44.01	16.50
746	89.55	44.01	16.50
429	47.56	89.55	18.50
430	47.56	89.55	18.50
431	47.56	89.55	18.50
432	47.56	89.55	18.50
433	47.56	89.55	18.50
434	47.56	89.55	18.50
435	47.56	89.55	18.50
436	47.56	89.55	18.50
437	47.56	89.55	18.50
438	47.56	89.55	18.50
911	47.56	89.55	18.50
912	47.56	89.55	18.50
913	47.56	89.55	18.50
914	47.56	89.55	18.50
915	47.56	89.55	18.50
917	47.56	89.55	18.50
918	47.56	89.55	18.50

RESERVE No. 3 (MUNICIPAL DRAINAGE & SEWERAGE PURPOSES)

TAYLOR WARD

10.2 PROPOSED SALE OF AREA OF TREE RESERVE (149M²) AT REAR OF 76 MAJOR CRESCENT, LYSTERFIELD

SUMMARY: *Coordinator Property Management (Angela Mitchell)*

This report is presented following the closing of submissions for the sale of the area of tree reserve (149m²) at rear of 76 Major Crescent, Lysterfield to the abutting property owner.

RECOMMENDATION

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

1. Remove part (149m²) of the reservation on title pursuant to Section 24A of the Subdivision Act 1988 and that as a condition of this application not allow vehicle access from Wellington Road.
2. Authorise the sale of the area of reserve (149m²) (refer Appendix A) to the property owner at 76 Major Crescent, Lysterfield for \$38,000 (plus GST) plus Council's costs in relation to this sale and that funds from the sale of this land be allocated to the Revegetation Net Gain Reserve.
3. Authorise the Chief Executive Officer to sign and seal all necessary documentation associated with the sale of the area of the reserve (149m²) identified as being part of 1347 Wellington Road, Lysterfield currently identified as Reserve 1 on PS 133269 and contained within Certificate of Title Volume 9577 Folio 507.

1. INTRODUCTION

The area of land (149m²) being part of 1347R Wellington Road, Lysterfield is at the rear of 76 Major Crescent, Lysterfield.

The land forms part of Certificate of Title Volume 9577 Folio 507, which contains Reserve 1 on PS 133269. This land is included within Neighbourhood Residential Zone (NRZ1) and is affected by the following overlays:

- Design and Development Overlay (DDO3)
- Significant Landscape Overlay (SLO5)
- Vegetation Protection Overlay (VPO4)

One of Council's core responsibilities is to manage its assets in order to optimise their value to the community. Part of this responsibility involves evaluating any unused or redundant assets and releasing the funds tied up in these assets in order to acquire, develop or improve other assets. The subject land is an example of resources tied up in an asset considered to be surplus to Council's needs which Council can deploy in other areas of priority.

10.2 Proposed Sale of Area of Tree Reserve (149m²) at Rear of 76 Major Crescent, Lysterfield (cont'd)

2. DISCUSSION

Council at its meeting on 25 September 2017 resolved as follows:

“That Council, being of the opinion that the area of tree reserve (149m²), as shown in Appendix A, being part of 1347R Wellington Road, Lysterfield (Subject Land) and currently identified as Reserve 1 on PS 133269 contained within Certificate of Title Volume 9577 Folio 507, is surplus to Council’s requirements:

1. Proceed to remove part (149m²) of the reservation on title and subdivide the land pursuant to Section 24A of the Subdivision Act 1988 and that a condition of this application not allow vehicle access from Wellington Road.
2. Commence the statutory process, under Section 189 of the Local Government Act 1989, to sell the Subject Land to the owner of 76 Major Crescent, Lysterfield by private treaty for \$38,000 (plus GST), plus Council’s costs in relation to this sale.
3. Allocate the funds from the sale of the Subject Land to the Revegetation Net Gain Reserve.
4. Under Section 223 of the Local Government Act 1989, give public notice of the proposed sale of the Subject Land in the Knox Leader newspaper.
5. Hear submissions in accordance with Section 223(1)(b) of the Local Government Act 1989 and appoint the following Committee of Council comprising Cr Holland, Cr Seymour and Cr Keogh to consider submissions at 5.00pm on 20 November 2017.
6. That a further report be presented to Council following the conclusion of the statutory process.”

Following this resolution, Council officers commenced the administrative procedures associated with the proposed sale including publication of a public notice declaring Council’s intent to sell this area of tree reserve.

Following the closure of the submission period, no submissions were received and therefore there was no requirement for the Committee of Council to meet.

Council may now resolve to sell part of the tree reserve (149m²) identified as being part of 1347 Wellington Road, Lysterfield currently identified as Reserve 1 on PS 133269 and contained within Certificate of Title Volume 9577 Folio 507.

3. CONSULTATION

Public notice was given in the Knox Leader on 10 October 2017. At the conclusion of the 28 day submission period no submissions were received.

10.2 Proposed Sale of Area of Tree Reserve (149m²) at Rear of 76 Major Crescent, Lysterfield (cont'd)

4. ENVIRONMENTAL/AMENITY ISSUES

The area of land in question is within a Site of Biological Significance (Site 113). The area of land proposed to be sold does not contain significant vegetation, noting that the areas to the east which share a similar arrangement with the width of the tree reserve at the rear of their properties, do contain significant vegetation which is required to be protected into perpetuity.

5. FINANCIAL & ECONOMIC IMPLICATIONS

The sale would be subject to the purchaser meeting Council's costs (approximately \$5,000) in relation to the sale and the land be sold for \$38,000 plus GST.

6. SOCIAL IMPLICATIONS

These are addressed in the assessment criteria set out in Appendix B of this report.

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. CONFLICT OF INTEREST

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

Dale Monk – Manager Financial Services - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Angela Mitchell – Coordinator Property Management - In providing this advice as the Author, I have no disclosable interests in this report

9. CONCLUSION

Council, having completed the statutory process, resolves to sell part of the tree reserve (149m²) identified as being part of 1347 Wellington Road, Lysterfield, currently identified as Reserve 1 on PS 133269 and contained within Certificate of Title Volume 9577 Folio 507, to the owners of 76 Major Crescent, Lysterfield.

10.2 Proposed Sale of Area of Tree Reserve (149m²) at Rear of 76 Major Crescent, Lysterfield (cont'd)**10. CONFIDENTIALITY**

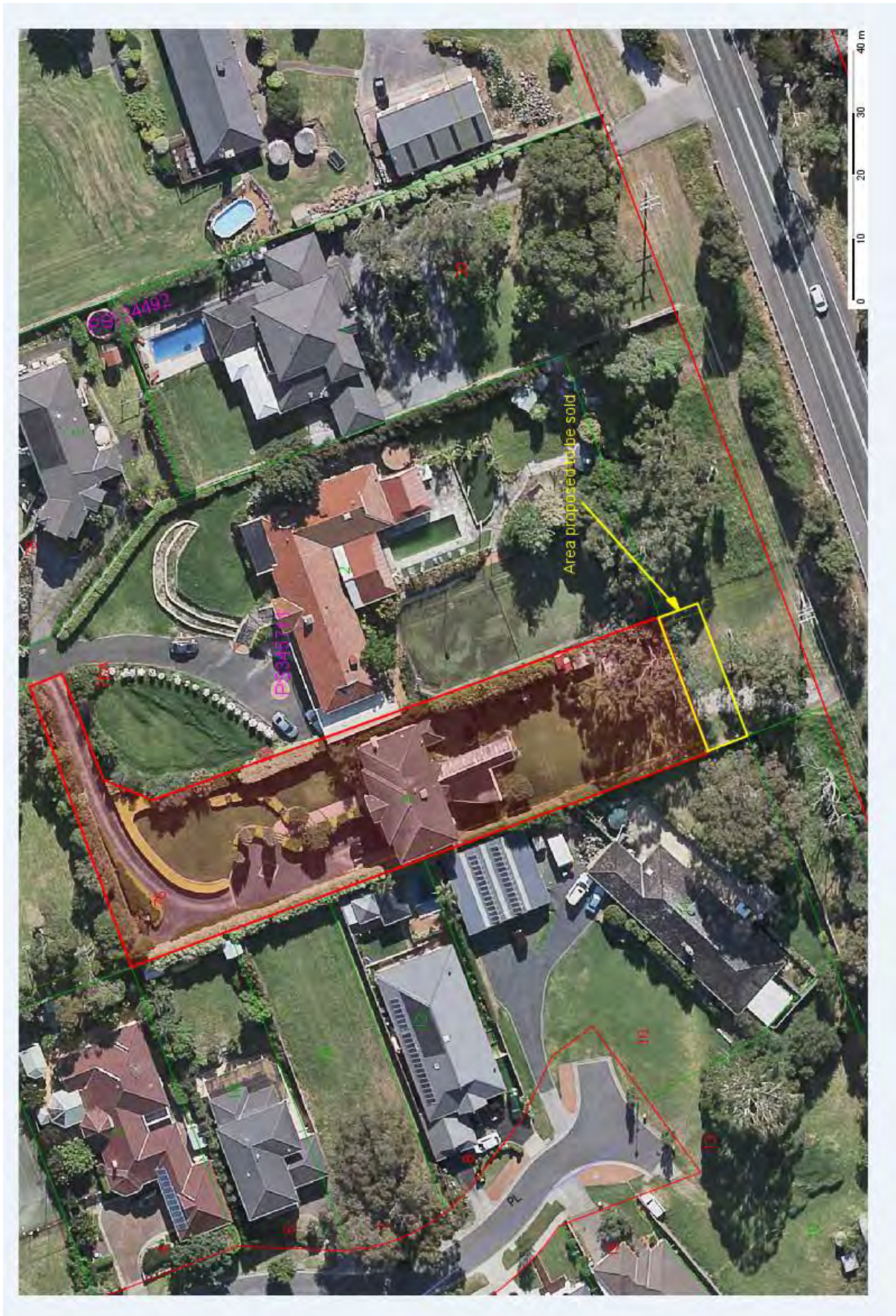
There are no confidential issues associated with this report.

Report Prepared By: *Coordinator Property Management
(Angela Mitchell)*

*Manager Financial Services
(Dale Monk)*

Report Authorised By: *Director – Corporate Development
(Michael Fromberg)*

APPENDIX A – Proposed Sale of Area of Tree Reserve (149m²) at Rear of 76 Major Crescent, Lysterfield



APPENDIX B – Proposed Sale of Area of Tree Reserve (149m²) at Rear of 76 Major Crescent, Lysterfield

ASSESSMENT CRITERIA

ENVIRONMENTAL

Principle:	Council will sell surplus land where retention will not enhance or protect its environmental value.
Assessment:	The site in question is a Site of Biological Significance (Site 113). This site, which includes the abutting residential properties, contains significant vegetation which is required to be protected into perpetuity. The broader tree reserve site contains both native over storey and understorey and contributes to the habitat corridor for fauna and plant propagule movement. Transferring the area of tree reserve to private ownership may remove any protection and enhancement of this corridor and the introduction of dogs or other domestic animals would threaten the opportunity for native fauna to thrive.

PHYSICAL WORKS

Principle:	Council will sell surplus land where it is not required in the foreseeable future for the development of new assets or the improvements of existing assets.
Assessment:	This area has not been identified for any development of new assets.

RECREATION

Principle:	Council will sell surplus land where it is not required in the foreseeable future for recreational purposes.
Assessment:	The area proposed to be sold is not considered for recreational purposes.

LAND USE PLANNING

Principle:	Council will sell surplus land where there are not compelling land use planning grounds for retention.
Assessment:	There are no compelling land use planning grounds for this area of land however it is proposed that as part of the subdivision process a condition be added not allowing vehicle access from Wellington Road.

SOCIAL

Principle:	Council will sell surplus land where alternative social uses have not been identified.
Assessment:	The site is not considered an appropriate location for alternative social issues.

ALL WARDS**10.3 2017-18 ANNUAL PLAN PROGRESS REPORT TO 30 SEPTEMBER 2017**

SUMMARY: *Business Intelligence Officer (Carrie Hudson)*

This report provides the first quarter progress on initiatives identified in the 2017-18 Annual Plan. The Annual Plan for 2017-18 was adopted by Council at the Ordinary Meeting of Council on 26 June 2017 as part of the 2017-18 Annual Budget. The Annual Plan satisfies the requirements of the Local Government Act 1989 by outlining the services provided by Council and the initiatives that Council will complete in the 2017-18 year.

The Annual Plan progress report only reports on those initiatives identified in the Annual Plan and Annual Budget process, it is not a comprehensive report on all of Council's activities.

RECOMMENDATION

That Council receive and note the 2017-18 Annual Plan progress report for the period 1 July to 30 September 2017.

1. INTRODUCTION

An Annual Plan was established for the 2017-18 financial year to assist in the achievement of the goals of the Community and Council Plan 2017-21. The 2017-18 Annual Plan progress report to 30 September 2017 (see Appendix A) reports on the initiatives that support those goals.

2. DISCUSSION

Appendix A (attached) provides the Annual Plan progress report for the first quarter of 2017-18.

Q1 2017-18 Results:

Of the 31 initiatives included in the 2017-18 Annual Plan:

- 21 initiatives are on schedule
- 7 initiatives have fallen behind schedule and require monitoring
 - 1 initiative is not proceeding due to unsuccessful funding application
- 3 initiatives are complete

10.3 2017-18 Annual Plan Progress Report to 30 September 2017 (cont'd)**The initiatives currently below target are:**

1. Explore a range of mechanisms to improve and encourage high quality and sustainable design in the built form.
2. Develop a streamlined approach and tools to support community members holding community events and festivals on Council land.
3. Implement staged delivery of the ICT Roadmap to support organisational efficiency and effectiveness and to increase capacity for customer self-service.
4. Finalise and implement Council's Communication Strategy.
5. Facilitate regular networking sessions with key agencies and stakeholders to identify partnership opportunities in order to achieve shared Community and Council Plan goals.
6. Develop an Aquatic Plan - Analysis commenced but delayed to accommodate completion of structural building assessment of the Leisureworks facility.

Progress comments on all initiatives can be found in Appendix A.

3. CONSULTATION

The 2017-18 Annual Plan actions are linked to, and support the delivery of, the Community and Council Plan 2017-21. Significant community engagement was incorporated into the development of the Community and Council Plan 2017-21.

The Annual Plan 2017-18, including the initiatives, was approved as part of the Annual Budget after public consultation on 26 June 2017.

4. ENVIRONMENTAL/AMENITY ISSUES

There are no direct environmental/amenity issues arising from this report. A number of initiatives within the 2017-18 Annual Plan seek to have a positive impact on environmental issues within the Knox municipality.

5. FINANCIAL & ECONOMIC IMPLICATIONS

There are no direct financial and economic implications arising from this report. Changes in specific projects are reported through Capital Works and Budget processes.

10.3 2017-18 Annual Plan Progress Report to 30 September 2017 (cont'd)**6. SOCIAL IMPLICATIONS**

There are no direct social implications arising from this report. A number of initiatives within the 2017-18 Annual Plan seek to have a positive social impact within the Knox municipality.

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

The Annual Plan aligns to **Goal 8: We have confidence in our decision making**, of the Community and Council Plan 2017-21. Monitoring performance against the plan allows us to have confidence in our decision making.

8. CONFLICT OF INTEREST

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

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

Author – (Carrie Hudson, Business Intelligence Officer) - In providing this advice as the Author, I have no disclosable interests in this report

9. CONCLUSION

There has been good progress made on the majority of Annual Plan initiatives in quarter one 2017-18, with 24 of the 31 initiatives on or ahead of schedule.

10. CONFIDENTIALITY

There are no issues of confidentiality associated with this report.

Report Prepared by: *Business Intelligence Officer
(Carrie Hudson)*

Report Authorised by: *Director - Corporate Development
(Michael Fromberg)*

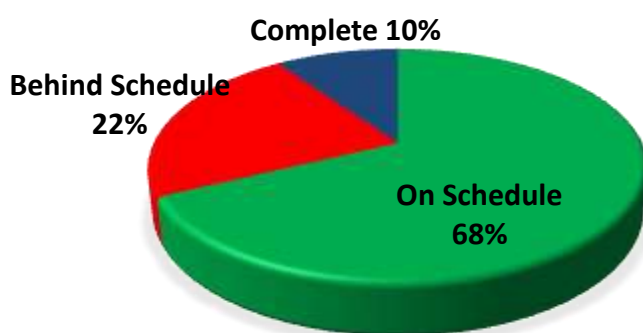
Annual Plan Progress Report

Q1 2017-18

1 July to 30 September 2017



2017-18 Annual Plan Progress Report - Quarter One (July to September 2017)



Goal	On Schedule	Behind Schedule	Complete
1. We value our natural and built environment	4	0	-
2. We have housing to meet our changing needs	2	1	-
3. We can move around easily	3	-	-
4. We are safe and secure	2	1 (not moving forward)	1
5. We have a strong regional economy, local employment and learning opportunities	2	-	-
6. We are healthy, happy and well	2	1	-
7. We are inclusive, feel a sense of belonging and value identity	6	1	-
8. We have confidence in decision making	-	3	2
Total	21	7	3

The overall progress completion percentage of each initiative is calculated by the combined progress of the associated milestones.

Goal 1: We value our natural and built environment

Initiative Description		Department	Q1 Target	Progress
Identify and commence implementation of strategic and appropriate locations for dog parks in Knox.		Community Infrastructure	0%	25%
Progress Comment:				
A consultant has been appointed to undertake the Knox Strategic Dog Plan and Policy Investigation. Work on Stage One is expected to begin in quarter two.				
Initiative Milestones	Description	Start date	End date	Progress
	Appointment of consultant.	01-07-2017	15-10-2017	100%
	Undertake initial research including a review of relevant strategies and policies and undertake initial consultation.	16-10-2017	15-11-2017	Not started
	Preparation of draft key principles and criteria to guide the design and siting process. Undertake initial site identification, assessment and evaluation.	15-12-2017	15-02-2018	Not Started
	Preparation of a draft Plan including estimates of cost (establishment and operation/maintenance). Consultation sought on the draft and preparation of the final Plan.	16-02-2018	15-04-2018	Not Started
YTD Actual		YTD Budget	Initiative Budget	
\$ -		\$10,000	\$30,000	

Initiative Description		Department	Q1 Target	Progress
Increase the provision of public place recycling bins across the municipality.		Sustainable Infrastructure	0%	Not Started
Progress Comment:				
Work on this initiative is scheduled to begin in quarter two.				
Initiative Milestones	Description	Start date	End date	Progress
	Consultation with Council departments involved in reserve, shopping centre and streetscape upgrade works and maintenance (as applicable) – to identify appropriate locations for new recycling bins.	01-10-2017	30-12-2017	Not started
	Supply and install new bins at priority locations as identified by internal stakeholders and waste collection contractors. Refer balance of new bins to the 2018-19 operating budget.	01-12-2017	30-12-2017	Not started
YTD Actual		YTD Budget	Initiative Budget	
			No additional budget, sits within current operating budget.	

Initiative Description		Department	Q1 Target	Progress
Undertake a strategic review of the Boronia Structure Plan including a detailed assessment of strategic sites (i.e. Boronia Park).		City Futures	20%	37%
Progress Comment:				
Council adopted the project plan and scope on 11 September 2017. A preliminary Key Directions report is being prepared based on data collected to date. Community engagement will commence on 28 October 2017.				
Initiative Milestones	Description	Start date	End date	Progress
	Scope development and approval by Council.	01-07-2017	11-09-2017	100%
	Key Directions Report development and Council approval.	01-08-2017	30-03-2018	15%
	Draft Boronia Strategic Community Plan prepared.	01-03-2018	30-06-2018	Not started
YTD Actual		YTD Budget	Initiative Budget	
\$10,152.44		\$ -	\$390,000	

Initiative Description		Department	Q1 Target	Progress
Finalise and implement a public arts plan for Knox.		Youth, Leisure and Cultural Services	30%	59%
Progress Comment:				
The Public Arts Plan will be presented to Council at its Ordinary meeting on 23 October 2017. Works identified in the implementation plan will then be undertaken in accordance with resource provision.				
Initiative Milestones	Description	Start date	End date	% Complete
	Finalise report and present to Council.	01-07-2017	18-09-2017	100%
	Report adopted by Council.	18-09-2017	23-10-2017	80%
	Implement the Action Plan.	01-12-2017	30-06-2018	Not started
YTD Actual		YTD Budget	Initiative Budget	
Derived from various programs.				

Goal 2: We have housing to meet our changing needs

Initiative Description		Department	Q1 Target	Progress
Continue to support the development of Stamford Park residential estate.		City Futures	0%	10%
Progress Comment:				
The filling of the site is nearing completion. The Development Plan for the site has been approved. Until the site is filled, and the site levels surveyed, no formal action with regard to the planning scheme amendment can be taken. Discussions have progressed with Stockland in relation to a way forward, and the amendment process that will best fit the outcome. Progress continues with the cross Council Intergenerational parklands project with the engagement of Swinburne University to partner on active ageing elements.				
Initiative Milestones	Description	Start date	End date	Progress
	Planning Scheme Amendment to remove LSIO from Stamford.	01-10-2017	30-06-2018	10%
YTD Actual	YTD Budget	Initiative Budget		
\$18,503	\$48,832	\$148,185		

Initiative Description		Department	Q1 Target	Progress
Explore a range of mechanisms to improve and encourage high quality and sustainable design in the built form.		City Futures	15%	12%
Progress Comment:				
Urban Design specialists advice is continued to be used on a range of significant applications. Recommendations are incorporated in planning decisions. Project scoping and a business case has commenced for the delivery of an Urban Design Forum and Workshop series.				
Initiative Milestones	Description	Start date	End date	Progress
	Continued use of consultancy Urban Design Advice for relevant planning applications.	01-07-2017	30-06-2018	15%
	Delivery of Urban Design Forum and Workshop series (as per 24/7/2017 Council Report).	01-11-2017	30-06-2018	10%
YTD Actual	YTD Budget	Initiative Budget		
\$ 1,324.15	\$12,000	\$50,000		

Initiative Description		Department	Q1 Target	Progress
Implement the Affordable Housing Action Plan including advocacy for an increase for the supply of social and affordable housing at key strategic sites and across the municipality.		Community Wellbeing	25%	41%
Progress Comment:				
The Affordable Housing Action plan has been incorporated into Council's Community Investment Plan. Negotiations for Kingston Links are complete and Council has approved the development on site. The 2016 Housing Monitoring Annual Report was presented at the Strategic Planning Committee meeting held on August 14.				
Initiative Milestones	Description	Start date	End date	Progress
	Negotiate with developers for a 5% voluntary social housing component for Kingston.	01-07-2017	30-09-2017	100%
	Advocate for 'inclusionary zoning' to increase the supply of social housing in Knox.	01-07-2017	30-06-2018	25%
	Prepare the 2017 annual Housing Monitoring Report.	01-07-2017	30-06-2018	Not Started
YTD Actual		YTD Budget	Initiative Budget	
No additional budget, sits within current operating budget.				

Goal 3: We can move around easily

Initiative Description		Department	Q1 Target	Progress
Undertake a strategic review of Council's parking compliance services to review current parking compliance issues within the municipality, and provide strategies and recommendations to address them.		City, Safety and Health	0%	16%
Progress Comment:				
The Project Plan and EOI documentation are currently being completed.				
Initiative Milestones	Description	Start date	End date	Progress
	Project scope finalised.	01-07-2017	31-12-2017	50%
	Appoint a consultant and prepare strategy.	01-01-2018	28-02-2018	Not started
	Prepare draft report and present to Council.	01-07-2017	30-06-2018	Not started
YTD Actual		YTD Budget	Initiative Budget	
\$ -		\$ -	\$60,000	

Initiative Description		Department	Q1 Target	Progress
Investigate community transport services and availability in Knox to determine requirement for funding advocacy to increase community transport options delivered by community agencies.		Active Ageing and Disability Services	0%	3%
Progress Comment:				
Initial discussions on the draft plan for this initiative have begun. Project scoping is expected to begin in quarter two.				
Initiative Milestones	Description	Start date	End date	Progress
	Identify the current availability of community transport/not for profit/volunteer services in the Knox region and identify gaps/opportunities.	01-11-2017	28-02-2018	3%
	Investigate existing collaborative opportunities to work with local agencies to support changing transport needs of older residents and prepare a report with recommendations for future action and advocacy.	01-11-2017	30-06-2018	3%
YTD Actual		YTD Budget	Initiative Budget	
No additional budget, sits within current operating budget.				


Initiative Description		Department	Q1 Target	Progress
Advocate to State and Federal Governments for improved sustainable transport infrastructure and services.		Sustainable Infrastructure	0%	Not started
Progress Comment:				
Work on this initiative is scheduled to begin in quarter two.				
Initiative Milestones	Description	Start date	End date	Progress
	Identification, justification and prioritisation of each of Council's transport priorities.	01-12-2017	28-02-2018	Not started
	Support the development of messaging for purposes of advocacy.	01-01-2018	31-03-2018	Not started
	Support the delivery of Council's sustainable transport advocacy messages – through Council and the Eastern Transport Coalition (ETC).	01-04-2018	30-06-2018	Not started
	Advocate key transport priorities to relevant Ministers and local MPs and candidates in the lead up to the 2018 State election through Council and the Eastern Transport Coalition (ETC).	01-04-2018	30-06-2018	Not started
YTD Actual	YTD Budget		Initiative Budget	
No additional budget, sits within current operating budget.				

Goal 4: We are safe and secure

Initiative Description		Department	Q1 Target	Progress
Develop and participate in a Council and community program for the 16 days of Activism against gender violence.		Community Wellbeing	50%	83%
Progress Comment:				
The scope for the program has been completed. Work is underway on the promotional and communication material with the official launch of the program set to begin on 25 November.				
Initiative Milestones	Description	Start date	End date	Progress
	Scope Development.	01-07-2017	01-10-2017	100%
	Communication of promotional material.	01-11-2017	30-12-2017	75%
	Implementation of the program.	23-11-2017	30-12-2017	75%
YTD Actual		YTD Budget	Initiative Budget	
No additional budget, sits within current operating budget.				

Initiative Description		Department	Q1 Target	Progress
Implement the Business Champions of Change Project on family violence prevention with three businesses across Outer East. (subject to grant funding)		Community Wellbeing		
Progress Comment:				
Grant funding for the delivery of this initiative was not successful. The initiative will not proceed on this basis.				

Initiative Description		Department	Q1 Target	Progress
Continue to implement the Victorian Child Safe Standards		Corporate Development	25%	25%
Progress Comment:				
A draft Implementation and Communication Plan has been developed. Council's Child Safe Steering Committee has reviewed the draft and identified and established the organisational priorities for implementation.				
Initiative Milestones	Description	Start date	End date	Progress
	Finalise an EMT approved Child Safe Standards Implementation Plan.	01-07-2017	31-12-2017	50%
	Establish and implement an internal Communication Plan, information and support for the process.	01-07-2017	30-06-2018	50%
YTD Actual		YTD Budget	Initiative Budget	
No additional budget, sits within current operating budget.				

Initiative Description		Department	Q1 Target	Progress
Implement a Graffiti reporting system (mobile app) in partnership with other Metropolitan Councils.		Community Wellbeing	75%	 Complete
Progress Comment:				
<p>The vandaltrack app has been commissioned and uploaded to Council and Police systems. Police are currently utilising the information as a tool to track graffiti offenders and locations.</p> <p>The app was launched via social media and through local newspapers. The uptake and use by the community will be monitored over the next six months and further social marketing will be rolled out during this time.</p>				
Initiative Milestones	Description	Start date	End date	Progress
	Implementation of the mobile app.	01-07-2017	30-06-2018	100%
	Launch of the Graffiti reporting system mobile app.	01-10-2017	30-10-2017	100%
YTD Actual		YTD Budget	Initiative Budget	
\$2,000		\$2,000	\$ 2,000	

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

Initiative Description		Department	Q1 Target	Progress
Develop and regularly update a Knox Investment Plan to support Council's advocacy program and activities.		Communications & Customer Service	50%	80%
Progress Comment:				
Version one of The Knox Investment Plan document is now complete. The plan will be reviewed in February 2018 and again in June 2018.				
Initiative Milestones	Description	Start date	End date	Progress
	Develop version one of the Knox Investment Plan.	01-7-2017	30-10-2017	100%
	First review of the Knox Investment Plan.	01-02-2018	28-02-2018	Not started
	Second review of the Knox Investment Plan.	01-06-2018	30-06-2018	Not started
YTD Actual		YTD Budget	Initiative Budget	
No additional budget, sits within current operating budget.				

Initiative Description		Department	Q1 Target	Progress
Advance the planning for the Wantirna Health Precinct in partnership with the Metropolitan Planning Authority and Department of Economic Development, Jobs, Transport and Resources.		City Futures	0%	10%
Progress Comment:				
Scoping for this project is currently being undertaken. A review of internal resourcing has been done following challenges with the Victorian Planning Authority (VPA) with regard to leading and resourcing of the structure plan/precinct investment plan process.				
Initiative Milestones	Description	Start date	End date	Progress
	Scope the development of a Structure Plan for Wantirna Health Structure Plan.	01-10-2017	30-12-2017	15%
	Conduct a stakeholder forum to determine urban form development agenda and progress the preparation of an Urban Form Concept Plan for the precinct.	01-12-2017	30-06-2018	5%
YTD Actual		YTD Budget	Initiative Budget	
\$ -		\$23,332	\$60,000	

Goal 6: We are healthy, happy and well

Initiative Description		Department	Q1 Target	Progress
Deliver health promotion and harm minimisation programs, including: <ul style="list-style-type: none"> • Education /capacity building programs with sporting clubs focused on cultural change; and • Advocacy to improve planning policy responses and regulatory framework that manage the density of alcohol outlets within places or locations. 		Community Wellbeing	25%	30%
Progress Comment:				
<p>Advocacy on health promotion and harm minimisation programs have been built into the Knox Community Investment Plan. Council continues to advocate to the state government for legislative change on health issues relevant to Knox. A report on a strategy to address packaged alcohol outlets and link to harmful alcohol use is being prepared on this issue for consideration by Council in December 2017.</p> <p>It is expected that the Sports Club development program will commence in November with the appointment of a preferred contactor and project officer.</p>				
Initiative Milestones	Description	Start date	End date	Progress
	Delivery of the Sports Club Culture Development Program.	01-07-2017	30-06-2018	10%
	Development of an Advocacy campaign on health promotion issues.	01-07-2017	30-06-2018	50%
YTD Actual		YTD Budget	Initiative Budget	
\$10,924,583		\$18,969,218	\$107,265,177	

Initiative Description		Department	Q1 Target	Progress
Develop an Aquatic Plan.		Youth, Leisure and Cultural Services		Commenced but full completion delayed until late 2018.
Progress Comment:				
<p>The Aquatic Plan analysis has commenced but is now on hold to allow the completion of a structural building assessment for the Leisureworks facility. This approach was discussed and endorsed by the Executive Management Team (EMT). The outcome of the structural assessment is seen as critical in order to explore future aquatic facility options. It is likely that this project will be recommenced in mid-2018. Approval of this timeframe adjustment has been supported by the contributing funding body, State Recreation Victoria (SRV).</p>				

Initiative Description		Department	Q1 Target	Progress
Progress Council's public Expression of Interest process seeking applications from NDIS/ECIS service providers to lease the Illoura House facility for use as a disability focused centre supporting children, families, carers and people with disabilities in Knox.		Financial Services	50%	50%
Progress Comment:				
The EOI process is complete with a proposed provider being presented to Council in November. The statutory process to lease the facility is set to commence upon resolution of Council.				
Initiative Milestones	Description	Start date	End date	Progress
	Complete EOI Process.	01-07-2017	30-09-2017	100%
	Report to Council.	01-10-2017	30-11-2017	Not started
YTD Actual		YTD Budget	Initiative Budget	
No additional budget, sits within current operating budget.				

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

Initiative Description		Department	Q1 Target	Progress
Further develop partnerships with community houses for extended programming related to digital literacy.		Community Wellbeing	25%	30%
Progress Comment:				
Initial scoping meetings were held in quarter one with the basic scope to be prepared by end of November. Regular meetings with community houses have been taking place and a cluster meeting including libraries and internal Council staff will be held on November 28. Ongoing partnership development has occurred through the Operational Funding and Learning Local Alliance. This will be progressed further following the cluster meeting in November.				
Initiative Milestones	Description	Start date	End date	Progress
	Consult with community houses.	01-09-2017	31-12-2017	30%
	Develop project scope, including mapping and partnership opportunities.	01-12-2017	31-01-2018	30%
	Support partnerships and project development.	01-02-2018	30-06-2018	30%
YTD Actual		YTD Budget	Initiative Budget	
No additional budget, sits within current operating budget.				

Initiative Description		Department	Q1 Target	Progress
Support the development of the new The Basin Community House on The Basin Primary School site.		Community Wellbeing	25%	60%
Progress Comment:				
This project is led by the State Department of Education and Training (DET). The tender assessment is in progress; Council is awaiting information on the preferred tenderer. Once the tender has been allocated construction of the site will begin. The planning scheme amendment process (C161) to rezone the current community house site is progressing.				
Initiative Milestones	Description	Start date	End date	Progress
	Tender assessment and allocation	01-07-2017	15-11-2017	95%
	Submit the Planning Amendment	01-07-2017	31-01-2017	85%
	Construction of the building	16-11-2017	30-06-2018	Not Started
YTD Actual		YTD Budget	Initiative Budget	
No additional budget, sits within current operating budget. Capital contribution from Council will relate to furniture and fittings.				

Initiative Description		Department	Q1 Target	Progress
Finalise the review of Council's Community Operational Funding Program.		Community Wellbeing	25%	49%
Progress Comment:				
The report was presented to the Executive Management Team (EMT) and recommendations will be included in a report to Issues Briefing in December. The review and recommendations report will be presented to Council in January 2018.				
Initiative Milestones	Description	Start date	End date	Progress
	Report presented to EMT.	01-10-2017	30-10-2017	100%
	Report presented to Council.	01-11-2017	30-01-2018	50%
	Implementation of identified changes.	01-03-2018	30-06-2018	Not Started
YTD Actual		YTD Budget	Initiative Budget	
No additional budget, sits within current operating budget.				


Initiative Description		Department	Q1 Target	Progress
Develop a streamlined approach and tools to support community members holding community events and festivals on Council land.		Youth, Leisure and Cultural Services	25%	10%
Progress Comment:				
Process mapping work has been undertaken as a Customer Focused Business Improvement project. Tools and information packages are yet to be developed pending analysis and consideration of resources needed to implement a coordinated, cross functional system.				
Initiative Milestones	Description	Start date	End date	Progress
	Undertake process mapping of the current Council system for community run events on Council land.	01-07-2017	31-01-2017	20%
	Develop Events guide.	01-01-2018	30-06-2018	Not Started
YTD Actual		YTD Budget	Initiative Budget	
No additional budget, sits within current operating budget.				

Initiative Description		Department	Q1 Target	Progress
Relocate the Knox City Library service and Youth Information Centre within Knox Westfield.		Youth, Leisure and Cultural Services	30%	36%
Progress Comment:				
Detailed design has been completed and construction works are being costed. Lessor/lessee negotiations are expected to be completed by 31 December 2017 with a projected relocation date in early May 2018.				
Initiative Milestones	Description	Start date	End date	Progress
	Complete detailed design.	01-07-2017	30-09-2017	100%
	Construction/Fit out.	01-10-2017	28-02-2018	10%
	Occupy building.	01-03-2018	30-06-2018	Not started
YTD Actual		YTD Budget	Initiative Budget	
\$ -		\$ -	\$664,000	


Initiative Description		Department	Target	Progress
Continue to support the attraction, placement and recognition of volunteers through the Volunteer Resource Centre for community groups in Knox.		Community Wellbeing	25%	50%
Progress Comment:				
Regular meetings with Volunteer for Knox are being held. Acquittal reports have been completed and funding agreements signed.				
Initiative Milestones	Description	Start date	End date	Progress
	Monitor the service agreement.	01-07-2017	30-06-2018	50%
YTD Actual		YTD Budget	Initiative Budget	
No additional budget, sits within current operating budget.				

Initiative Description		Department	Q1 Target	Progress
Embed a strengthened approach to the management and recognition of volunteers within the organisation.		People Performance	0%	Not Started
Progress Comment:				
Work on this initiative is pending direction on employment status of the position of Volunteer Support Advisor. Recruitment is expected to commence in the second quarter.				
Initiative Milestones	Description	Start date	End date	Progress
	Recruitment and induction of a Volunteer Support Advisor.	01-10-2017	30-12-2017	Not started
	Establish an internal Volunteer Coordinators network.	01-01-2018	31-03-2018	Not started
	Review current volunteer management practices and processes across Council and prepare a report that identifies strengths, opportunities to improve and a prioritised forward action plan.	01-01-2018	30-06-2018	Not started
YTD Actual		YTD Budget	Initiative Budget	
\$ -		\$17,624	\$52,880	

Goal 8: We have confidence in decision making

Initiative Description	Department	Q1 Target	Progress
Review Council's advisory committees to enable community participation, advice and action.	Governance and Innovation	100%	 Complete
Progress Comment:			
A review of Council's Advisory Committees was completed with a Discussion Paper prepared and presented to Councillors at an Issues Briefing meeting held on 14 August 2017. The item was further discussed at an Issues Briefing meeting held on 4 September and 2 October 2017. The Discussion Paper incorporated three models for consideration along with the identification of a number of committees recommended to be retained due to the statutory nature or being a time limited project nature of the committee. Council continues to consider its preferred option and structure of advisory committees.			

Initiative Description	Department	Q1 Target	Progress	
Implement staged delivery of the ICT Roadmap to support organisational efficiency and effectiveness and to increase capacity for customer self-service.	Information Management	25%	17%	
Progress Comment:				
The Digital/ICT Strategy and Roadmap has been presented to Council with the agreement to form a Governance Committee, develop three initiatives to business case stage and further assess the overall program benefits.				
Initiative Milestones	Description	Start date	End date	Progress
	Establish Digital/ICT Governance Committee.	01-09-2017	28-02-2018	25%
	Develop Business Cases for approved projects.	01-10-2017	31-04-2018	10%
YTD Actual		YTD Budget	Initiative Budget	
\$21,250		\$30,000	\$220,500	

Initiative Description	Department	Q1 Target	Progress	
Strengthen and centralise the coordination, collection and provision of research and data to support future planning by Council.	City Futures	25%	 Complete	
Progress Comment:				
A research and mapping function has been established within the City Futures Department. An annual program of work is under development and key stakeholder partnership building has commenced across the organisation.				
Initiative Milestones	Description	Start date	End date	Progress
	Establishment of Research & Mapping function within City Futures Department.	01-07-2017	30-09-2017	100%
YTD Actual		YTD Budget	Initiative Budget	
\$14,925		\$9,950	\$15,150	

Initiative Description		Department	Q1 Target	Progress
Finalise and implement Council's Communication Strategy.		Communications and Customer Service	25%	20%
Progress Comment:				
The scope for the Communication Strategy is being developed and is expected to be completed in quarter two. The report is expected to be presented to EMT early in 2018.				
Initiative Milestones	Description	Start date	End date	Progress
	Continue strategy development.	01-07-2017	31-12-2017	40%
	Present report to Executive management and Council for endorsement.	01-01-2018	30-06-2018	Not Started
YTD Actual		YTD Budget	Initiative Budget	
No additional budget, sits within current operating budget.				

Initiative Description		Department	Q1 Target	Progress
Facilitate regular networking sessions with key agencies and stakeholders to identify partnership opportunities in order to achieve shared Community and Council Plan goals.		City Futures	10%	5%
Progress Comment:				
Planning has commenced for the delivery of a key agency and stakeholder networking session. Sessions are anticipated to occur in early 2018.				
Initiative Milestones	Description	Start date	End date	Progress
	Scope development of regular Networking Session approach.	01-07-2017	30-12-2017	10%
	Develop and commence delivery of a program for key agency & stakeholder networking.	01-01-2018	30-06-2018	Not started
YTD Actual		YTD Budget	Initiative Budget	
No additional budget, sits within current operating budget.				

ALL WARDS

10.4 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 six (6) recommended Minor Grants Program applications for a total of \$11,519.30 as detailed below:

Applicant Name	Project Title	Amount Requested	Amount Recommended
Ferntree Gully Cricket Club	Purchase and installation of a commercial dishwasher to their social facilities at Wally Tew Reserve.	\$2,500.00	\$2,500.00
St John the Baptist Anglican Church	Funding to enable the establishment of a community garden on unused space in the church grounds.	\$3,000.00	\$3,000.00
The Basin Cricket Club	Purchase of new uniforms for four new teams.	\$2,461.80	\$2,461.80
Fairhills High School Parents & Community Association	Payment of Council function room rental to host Annual Academic Awards night.	\$732.00	\$732.00
Hindi Niketan Inc.	Funding for catering & public liability insurance for an event at Scoresby Primary School celebrating Australia Day and Indian Republic Day	\$1,967.50	\$1,967.50
Kinderlea 3 Year Old Preschool	Purchase of a computer to assist with teacher planning	\$858.00	\$858.00
	TOTAL	\$11,519.30	\$11,519.30

10.4 Minor Grants Program Applications (cont'd)

2. Note that the grant to Hindi Niketan Inc. is conditional upon Hindi Niketan Inc. providing proof of purchase of public liability insurance and authorise the amount of the grant to be a reduced if the final cost of insurance is less than quoted in Hindi Niketan Inc.'s application.
3. Refuse one (1) Minor Grants Program application for a total of \$440.00 as detailed below:

Applicant Name	Project Title	Amount Requested	Amount to be Refused
Rowville Lysterfield Community News	Funds to cover the production costs of the paper which exceeds the revenue raised from adverting.	\$440.00	\$440.00
	TOTAL	\$440.00	\$440.00

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;

10.4 Minor Grants Program Applications (cont'd)

- 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;
- 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 27 November 2017 Ordinary Council meeting and recommends six grants for Council's approval.

One grant application is recommended for refusal as it fails to comply with clause 6.23 of the Policy. This clause states that applications for funding that would normally be part of the organisations reasonable operating budget may not be supported. Council officers are currently working with the organisation to assist them with future Minor Grant Program applications.

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.

10.4 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. CONFLICT OF INTEREST

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

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

Author – Kirstin Ritchie, Governance Officer - In providing this advice as the Author, I have no disclosable interests in this report

8. CONCLUSION

This report contains the recommendation for funding though the Minor Grants program.

10.4 Minor Grants Program Applications (cont'd)**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)***

10.4 Minor Grants Program Applications (cont'd)

Confidential Appendix A is circulated under separate cover.

ALL WARDS**11.1 WORKS REPORT AS AT 29 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 29 November 2017.

RECOMMENDATION

That the works report, as at 29 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 29 November 2017, is attached as Appendix A.

Report Prepared By: *Coordinator – Capital Works (Gene Chiron)*

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

Project Number	Project Name	Total Approved Budget
APPENDIX A		
1	Bridges Renewal Program	\$599,093
All Wards	Hand railing has been completed at Forest Road Bridge.	
4	High Risk Road Failures	\$500,000
All Wards	Reactive works will complete this program.	
7	Road Surface Renewal Program	\$4,000,000
All Wards	Approximately 30 streets have been resurfaced.	
8	Drainage Pit and Pipe Renewal Program	\$2,000,000
All Wards	Works have been completed at Arthur Street. Works continuing at Allanfield Crescent, Herbert Street, Lydford Road and Cardiff Avenue.	
9	Footpath Renewal Program	\$1,900,000
All Wards	Program progressing on schedule. Works are being programmed alongside kerb and channel with road resurfacing works.	
10	Bicycle / Shared Path Renewal Program	\$500,000
All Wards	Some minor works continuing on shared paths, although concrete priorities still on kerb works for road resurfacing.	
16	Building Renewal Program	\$6,094,500
All Wards	Program is 33% committed/expended. Works nearing completion/commencing over December include Knox LeisureWorks stage 2 - male/female change rooms, Rowville Community Centre - flooring replacement and associated works, internal painting to Neighbourhood House, Knox Community Arts Centre - external painting, Carrington Park Leisure Centre - external wall cladding at rear of squash courts, Park Crescent Child Care - vinyl flooring, external painting works, Talaskia Child Care Centre - vinyl flooring, external painting works, Flamingo Preschool - external painting, Knoxfield Preschool - external painting, Eildon Parade Preschool - external painting, Rowville Preschool - DDA access ramp.	
17	Playground Renewal Program	\$1,434,367
All Wards	2016/17 Playground Renewals (carried forward): Birchfield (Harrow) - completed; Windermere and Park Ridge - about to open; Eildon and Raphael - currently under construction; Balmoral and Picketts - construction planned to commence in coming months. 2017/18 Playground Renewals: public consultation/comments closed end of October. Reviewing feedback and will integrate feedback into Draft Detailed Design / Documentation. Construction to commence in December.	
22	Fire Hydrant Replacement Program	\$250,000
All Wards	Payment to South East Water due in December.	

Project Number	Project Name	Total Approved Budget
24	Car Park Renewal	\$550,000
All Wards	Scoresby Road shopping centre carpark renewal works currently being undertaken.	
25	Plant & Machinery Replacement Program	\$2,985,330
All Wards	Fleet Renewal Program 40% of funding committed.	
26	Street Tree Replacement Program	\$755,000
All Wards	Finalising street tree replacement program.	
31	Stamford Park Redevelopment	\$9,256,618
Tirhatuan	Homestead - verandah works completed, internal works in progress, design for external works in progress, sewer works in progress. Works in accordance with heritage conservation report. Homestead Gardens - well progressed with design works. Parklands - progressing with design works and have commenced planning process.	
43	Shade Sails & Play Structure Maintenance	\$3,193
All Wards	Project completed.	
104	Roadside Furniture Renewal Program	\$100,000
All Wards	Budget 20% expended. Road Furniture Program focusing on reactive based work referrals. Funding will be expended throughout the year as required.	
147	Energy & Greenhouse Program for Council Facilities	\$70,000
All Wards	Scoping currently underway. This project is related to Project 871 (Energy Performance Contract) and will be implemented between January and June 2018.	
229	Building Code Australia Compliance	\$100,000
All Wards	Program of works finalised with Knox Park Grandstand stairwell replacement nearing completion and remaining projects to be rolled out between January and April 2018.	
345	Asbestos Removal	\$100,000
All Wards	Program of works currently being finalised with asbestos removal projects at Alice Johnson Preschool completed and Bena Angliss Preschool expected to be undertaken December/January and remaining projects to be rolled out between February and April 2018.	
347	Miscellaneous Industrial Roads - Pavement Rehabilitation	\$250,000
All Wards	Works expected to commence in January 2018.	
409	Parks Furniture Renewal	\$50,000
All Wards	Program funding 50% expended and works progressing well.	

Project Number	Project Name	Total Approved Budget
410	Parks Signage Renewal	\$20,000
All Wards	Program funding 25% expended and works progressing well.	
412	Water Sensitive Urban Design Renewal	\$326,061
All Wards	Waterford Valley Golf Course works underway. Surveying 95% complete. Awaiting permission to access site to finalise survey.	
441	Tim Neville Arboretum Renewal	\$280,000
Dobson	Currently seeking quotes for design and construction of gazebo shelter.	
443	Reserves Paths Renewal	\$60,000
All Wards	On track to begin works in December.	
459	Dobson Street Reserve Retarding Basin	\$738,692
Friberg	Contract nearing completion with works expected to be completed by early December 2017.	
492	Food Act Compliance - Kitchen Retrofitting	\$50,000
All Wards	Projects currently being finalized with works expected to occur over January - April 2018.	
494	Cathies Lane - Landfill Rehabilitation Works	\$175,000
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.	
516	Rumann and Benedikt Reserves - Open Space Upgrade	\$176,094
Tirhatuan	Design plans received from consultant requiring amendment internally with review to follow. Propose to advertise tender in New Year.	
536	Parkland Asset Renewal	\$64,000
All Wards	Program funding 60% expended and works progressing well.	
537	Bush Boulevard Renewal	\$30,000
All Wards	Contractor for planting works has been engaged.	

Project Number	Project Name	Total Approved Budget
543	Llewellyn Park - Landfill Rehabilitation Works	\$175,000
Scott	Drainage improvements on the site commenced in February, to be completed in December. 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. Work to remove exposed waste in the south west and north west areas of the site is proposed to commence November.	
566	Artwork Renewal	\$30,463
All Wards	Work on restoration of the Placemaker Legacy continues with items removed and currently being restored. The repair and replacement of light boxes, the billboard and additional materials and fees are currently being undertaken. It is anticipated the full budget for artwork renewal will be spent this financial year.	
576	Early Years Facility Emergency Warning System	\$50,000
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.	
587	Upper Ferntree Gully Neighbourhood Activity Centre - Design	\$472,867
Dobson	Project on hold at Council request.	
589	KEYS - Application Review and Solution Remediation	\$70,000
All Wards	Scheduled to commence in January.	
593	Marie Wallace Reserve - Masterplan Implementation	\$416,876
Dinsdale	(1) Access road carpark - works completed. (2) Pedestrian Bridge - survey completed with scope of works to be confirmed with on-site meeting to be arranged. Works to include renewal of existing shared use pedestrian bridge as well as design of new bridge between ovals. Design & construct documentation to be prepared late in New Year.	
607	Ashton Road, FTG - Reconstruction	\$350,000
Friberg	Stage 2 of works being packaged with Stage 2 of Kingston Road. Design review completed and documentation package being prepared for January tender and closing early February.	
608	Kingston Street, FTG - Reconstruction	\$265,000
Friberg	Stage 2 of works being packaged with Stage 2 of Ashton Road. Design review completed and documentation package being prepared for January tender and closing early February.	
630	Early Years Hubs - Bayswater	\$5,925,571
Dinsdale	Tender for construction due to close on December 5.	
649	Scoresby (Exner) Reserve - Masterplan Implementation	\$430,000
Tirhatuan	Design nearing completion with review to follow. Project programmed for tender in New Year.	

Project Number	Project Name	Total Approved Budget
660	Mountain Highway (No. 598), Bayswater Drainage - Design	\$15,015
Dinsdale	Consultant has received a final design from the underground tank supplier and will submit the final functional design and cost estimate by the end of November.	
664	Stormwater Harvesting Program Development	\$92,961
All Wards	Currently developing project scope to undertake rectification works.	
667	Dobson Creek Catchment - Streetscape Water Sensitive Urban Design	\$186,587
Chandler	Stage 2 of water sensitive urban design works underway.	
668	Knox Active Aging Management System (KAAMS)	\$36,266
All Wards	Project completed.	
675	Public Art Project	\$160,858
All Wards	Public Artwork has been developed through the Immerse exhibition program (permanent murals) and a number of projects planned to expend budget by end of financial year.	
689	Lewis Park, Wantirna South Oval 1 Renewal	\$700,000
Dinsdale	Irrigation and earthwork progressing well. Soil importing is 50% complete.	
708	Cricket run ups and goal squares	\$44,000
All Wards	Works identified for Fairpark Reserve and HV Jones.	
710	Colchester Reserve Rugby Pitches	\$17,160
Chandler	Works completed and practical completion achieved. Reinstatement of asphalt shared path expected to be completed by mid-December 2017.	
716	Early Years Hubs - Wantirna South	\$13,511,821
Scott	Pouring of concrete slabs expected to commence in late November, delayed one week due to heavy rainfalls.	
717	Knox Central Package	\$8,085,000
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 transaction has settled with residual funding to remain allocated to the project should additional land be required.	
718	Bulk Replacement of Street Lights with LED	\$500,000
All Wards	Project completed.	
721	Eildon Park Reserve (Pavilion upgrade), Rowville	\$97,600
Taylor	Project completed.	

Project Number	Project Name	Total Approved Budget
724	Knox (Interim) Library	\$674,215
Dinsdale	Detailed design completed. Awaiting confirmed start date from Westfield.	
725	Placemakers Site - Design	\$222,263
Dobson	Agreed option concept plan is currently at detailed design phase. Detailed design documentation expected by early December.	
727	Knox Community Arts Centre - Outdoor Furniture	\$9,517
Dinsdale	Project equipment purchased and installed at KCAC.	
733	Preschool Office/Storage - Minor Works	\$50,000
All Wards	Program has been finalised with works currently being quoted. Contractor(s) to be appointed.	
735	Family & Children Services Buildings Door Jamb Protectors	\$25,000
All Wards	Final list of buildings completed with plan for implementation over January holidays.	
737	Meals on Wheels site reconfiguration - Stage 2	\$50,000
Dinsdale	Meals on wheels will be relocated. Plan to be developed over the next 6 months.	
746	Revegetation Plan	\$100,000
All Wards	Spraying and mulching of revegetation sites to commence December through to January.	
747	Chandler Park, Boronia - Masterplan Implementation	\$57,128
Chandler	Project completed.	
751	Tim Neville Arboretum - Lake Structure Upgrade	\$141,750
Dobson	Currently seeking quotes for design and construction of the proposed lake shelter.	
752	Mountain Gate Shopping Centre Reserve - Design	\$154,425
Friberg	Community feedback reviewed and conflicts with initial community consultation. Change to the design underway to reflect community comments.	
755	Talaskia Reserve, Upper Ferntree Gully	\$300,000
Dobson	Consultants completed tender construction package in mid-November. Procurement plan has been signed off. Council to carry out public tender.	
757	Carrington Park, Knoxfield - Masterplan	\$88,644
Friberg	Seats to be installed by Parks in late November.	

Project Number	Project Name	Total Approved Budget
761	Dandenong Creek Gateways - Strategic Road Corridors Revegetation	\$95,795
All Wards	Open Space team to prepare draft sketch plan for planting works.	
769	Mint Street Wetland System - Stage 2a	\$364,038
Collier	Works essentially complete with practical completion inspection proposed for early December 2017.	
771	Colchester Road, Boronia – Wetland and Raingarden	\$40,000
Chandler	Project completed.	
773	Suffern Avenue (Waldheim Street) Wetland	\$368,345
Dinsdale	Construction works commenced early November 2017 and anticipated to be completed by early February 2018.	
785	Printer Upgrade	\$43,000
All Wards	Project completed	
786	Microsoft Office 365	\$200,000
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.	
787	Website Redevelopment	\$436,000
All Wards	Business case to be progressed.	
788	Network Drive Migration	\$225,000
All Wards	Project completed.	
789	Facilities Booking Review/Upgrade	\$71,300
All Wards	Project on hold until updated software release available from Priava.	
791	Computer Lease	\$120,000
All Wards	Leased software and hardware expenses are incurred throughout the year.	
792	PC/Device Rollout Lease	\$280,000
All Wards	Leased software and hardware expenses are incurred throughout the year.	
793	Non Leased Software and Hardware	\$120,000
All Wards	Leased software and hardware expenses are incurred throughout the year.	

Project Number	Project Name	Total Approved Budget
794	Switch Replacement Program (Leased)	\$250,000
All Wards	Leased software and hardware expenses are incurred throughout the year.	
796	Park Crescent, Boronia - Reconstruction	\$383,040
Baird	Project packaged with Erica Avenue and Woodvale Road. Contract works within Park Crescent completed and practical completion inspection arranged.	
798	Woodvale Road, Boronia - Reconstruction	\$114,240
Baird	Project packaged with Erica Avenue and Park Crescent. Contract works within Woodvale Road completed with practical completion inspection arranged.	
799	Windermere Drive, Ferntree Gully - Reconstruction	\$305,446
Friberg	Project packaged with Smithfield Square project as one tender. Contract works in Windermere Drive completed with practical completion inspection imminent.	
800	Smithfield Square, Wantirna - Reconstruction	\$281,205
Collier	Project packaged with Windermere Drive project as one tender. Construction completed on Smithfield Square with practical completion inspection imminent.	
801	Sasses Avenue, Bayswater - Reconstruction	\$344,202
Dinsdale	Contract works completed and practical completion inspection arranged.	
802	Erica Avenue, Boronia - Reconstruction	\$70,725
Baird	Project packaged with Park Crescent and Woodvale Road. Contract works within Erica Avenue completed and practical completion inspection arranged. Final line-marking to be applied end November.	
803	Macquarie Place, Boronia - Reconstruction	\$270,289
Chandler	Contract works completed and meeting arranged to clarify and finalise variation claim. Practical completion inspection imminent.	
804	Dorset Road (169), Boronia - Flood Mitigation	\$97,000
Baird	Project completed.	
806	Cash Fues Place Wetland System - Design	\$60,765
Collier	Contractor to be appointed by end of November. Works scheduled to commence in January to enable access on site.	
809	Bayswater Activity Centre Streetscape Improvements	\$1,620,411
Dinsdale	Majority of footpath pavement has been completed. Glass screens are currently being installed. Street trees have been planted. Conduits for power line undergrounding have been installed. Removal of the overhead wires and associated poles will commence after Christmas holidays.	

Project Number	Project Name	Total Approved Budget
812	Asset Management System	\$20,000
All Wards	Project planned to commence in January.	
813	Information architecture design and planning	\$130,000
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.	
814	Standard Operating Environment Upgrade	\$130,336
All Wards	New devices being rolled out with the new Standard Operating System environment.	
815	Pathway Smartclient implementation	\$90,000
All Wards	Training continuing as required. Final rollout plan being arranged with assistance and availability from vendor.	
816	ePathway Payment enhancements/extension	\$80,000
All Wards	Website styling updates completed to new corporate guidelines. Additional payment options for applications underway with updated invoicing details. BPoint project actions in line with ePathway updates.	
817	WAN Network Enhancements	\$50,000
All Wards	Project completed.	
818	DRP Update and full test	\$141,360
All Wards	Council Disaster Recovery resources have been relocated to NextDC (Port Melbourne). Testing of the backup/recovery process and resources has been moved to 20 January.	
819	IT Security Audit (policies & procedures)	\$50,000
All Wards	Penetration testing on track to commence in January.	
820	Mobile phone refresh (iPhone)	\$20,000
All Wards	Replacement program in progress.	
821	Storage	\$60,000
All Wards	Project remains on track.	
822	Security, Email Filtering and Firewall	\$57,581
All Wards	Scheduled to commence in April.	
823	DC1 - Server Room AC & UPS	\$100,000
All Wards	On track to install new UPS and AC as planned by end of December.	

Project Number	Project Name	Total Approved Budget
825	Microsoft Licensing (True Up)	\$150,000
All Wards	Scheduled to commence in April.	
826	Microsoft SQL Licence	\$220,000
All Wards	Expensed throughout the year as required.	
827	Intranet Update	\$200,000
All Wards	Project to be undertaken in 2018/19.	
829	Knox Community Art Centre, Bayswater	\$10,000
Dinsdale	Project completed.	
830	Park Ridge Reserve, Rowville - Oval Renewal	\$56,500
Taylor	Maintenance program ongoing. Oval progressing well.	
831	Templeton Reserve, Wantirna - Oval Renewal	\$38,000
Collier	Mowing has restarted, fertilizer being applied. Ground progressing slowly.	
832	Knox Gardens Reserve, Wantirna South - Oval 2 Renewal	\$14,788
Scott	Oval is nearing complete establishment.	
833	Knox Gardens Reserve, Wantirna South - Tennis Court Renewal	\$294,000
Scott	Discussed scope of works with Leisure and club. Sports surface specialist consultant investigating design treatment required with preferred design nearing completion.	
834	Oversowing of Sports Fields	\$30,000
All Wards	Grounds have been chosen and seed variety will be set in the next month.	
837	Westfield Library - Design	\$200,000
Dinsdale	Still awaiting outcomes of discussions with Westfield.	
838	Bayswater Community Hub - Scoping	\$120,000
Dinsdale	Council officers are continuing to engage with VicRoads on land related matters.	
839	Preschool Bathroom Upgrades - Bena Angliss Preschool	\$222,000
All Wards	Contractor has been appointed with construction on site to commence in December.	

Project Number	Project Name	Total Approved Budget
842	Knox Athletics - Hammer Throw Cage Upgrade	\$56,549
Friberg	Detailed design finalised. Club have offered additional funding and have asked Council to fund remainder for preferred design. Additional funding approved. To be packaged with discus cage once design completed.	
844	Score Boards - Design and Installation	\$390,000
All Wards	Project list has been finalised and approved. Approved projects have been commenced.	
845	Carrington Park Leisure Centre - Basketball Rings	\$35,000
Friberg	Project completed.	
846	Knox Gardens Reserve - Lower Oval Shelters	\$39,015
Scott	Construction is complete.	
847	Boronia Basketball Stadium - Safety Padding	\$36,000
Baird	Project completed.	
849	Repurposing Scoping of Facilities from Hub Projects.	\$93,550
All Wards	Scoping the future use of nominated early years facilities, will go to Council for further advice late 2017, early 2018.	
851	Senior Citizens Centres - Facilities Development Plan	\$60,000
All Wards	The second steering group committee meeting was held and four concept drawing options were presented to the group for discussion and evaluation.	
853	Aimee Seebeck Hall, Amenities Design	\$20,000
Taylor	Agreed concept design/brief has been sent to architect for fee proposals to proceed to detailed design. Detailed design expected to be complete by mid-February.	
854	Knox Community Gardens/Vineyard Pergola Upgrade	\$10,000
Dinsdale	Knox Community Gardens Group informed Council officers that the upgrade to the pergola is no longer required.	
860	Bergins Road, Rowville - Footpath 3	\$125,000
Taylor	Path has been constructed.	
862	Burwood Highway, Wantirna - Shared Path 2	\$137,900
Collier	Design is currently being finalised	

Project Number	Project Name	Total Approved Budget
866	Ferntree Gully Village Square - Masterplan Implementation	\$183,585
Dobson	Design subject to future development plans at the site, following Council purchase of adjoining land.	
867	Knox Regional Netball Centre, Ferntree Gully - Masterplan	\$131,872
Dobson	Open Space and Leisure to meet to discuss further edits to Feasibility Study prior to presenting to EMT.	
868	H V Jones, Ferntree Gully Masterplan Implementation	\$143,000
Friberg	Comments from internal officers supplied to Consultants for edit and update as required	
869	Gilbert Park, Knoxfield - Masterplan Review	\$177,000
Friberg	Following consultation phase, draft Masterplan is being updated with minor edits as required. Officers will seek to consult with the club on the proposed edits.	
871	Energy Performance Audit for Community Buildings	\$418,636
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.	
874	Fulham Road, Rowville Reconstruction	\$125,000
Tirhatuan	Design nearing completion and design review imminent. Consultation with Stud Park Centre Management and retirement village has occurred. Construction planned from mid-April, subject to feedback from main stakeholders, to enable use of overlapping funds to complete total necessary works as one continuous contract package.	
875	Parkhurst Drive, Knoxfield Reconstruction	\$120,000
Dinsdale	Detailed design nearing completion with design review to follow. It is proposed to defer the funding for this project to next financial year and package with the remaining two (2) stages as one tender. Construction planned for March 2019 to enable use of overlapping funds so as to complete total necessary works as one contract.	
876	Eastgate Court, Wantirna South Reconstruction	\$295,000
Dinsdale	Detailed design completed and project to be tendered early in the New Year. Construction programmed for March.	
877	Rosehill Street, Scoresby Reconstruction	\$530,000
Tirhatuan	Contractor has been appointed and possession of site to be provided on approval of contract documentation. Anticipate commencement of construction works early in new year.	
878	Alma Avenue, Ferntree Gully Reconstruction	\$330,000
Dobson	Contract packaged with Winwood Drive and Helene Court projects. Contractor has been appointed with pre-construction documentation approved. Possession of site to be approved. Contract works to commence in Helene Court first with Alma Avenue to commence early in new year.	

Project Number	Project Name	Total Approved Budget
879	Winwood Drive, Ferntree Gully Reconstruction	\$398,000
Dobson	Contract packaged with Alma Avenue and Helene Court projects. Contractor has been appointed with pre-construction documentation approved. Possession of site approved. Contract works to commence in Helene Court first with Winwood Drive to commence early in new year.	
880	Helene Court, Boronia Reconstruction	\$337,000
Chandler	Contract packaged with Winwood Drive and Alma Avenue projects. Contractor has been appointed with pre-construction documentation approved. Possession of site approved. Contract works to commence in Helene Court first.	
884	Glenfern Road Ferntree Gully - Footpath	\$36,961
Dobson	Project completed.	
886	Schultz Reserve - Internal Pavilion Upgrades (Female Friendly)	\$100,000
Collier	Detailed design is complete. Project is proceeding to tender early December.	
888	Batterham Reserve Floodlighting Upgrade	\$200,000
Chandler	Project is currently at Request for Quote stage. Contractor is expected to be appointed by the end of December, pending satisfactory quotes.	
889	Wally Tew Reserve Floodlighting Upgrade	\$200,000
Dobson	Tender has closed. The evaluation process is to follow, with the contract expected to be awarded by end of November.	
891	Henderson Road Bridge - Preconstruction	\$545,900
Friberg	The Cultural Heritage Management Plan has been completed. Design tender submissions are currently being evaluated with the contract likely to be awarded prior to Christmas. Consultation taking place with surrounding residential properties on traffic management options.	
907	JW Manson Reserve WSUD - Construction	\$240,793
Collier	VicRoads have informed Council officers that the financial implications of encroaching on their land is high. Council is currently in conversation with Melbourne Water to work together to resolve the financial implication with VicRoads.	
923	679 Boronia Road - Service Road, Wantirna - Reconstruction	\$10,000
Collier	Survey is planned for December 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.	
924	Cherrington Square, Wantirna - Design	\$15,000
Collier	Survey planned for early in the new year.	

Project Number	Project Name	Total Approved Budget
925	1101 Burwood Hwy, Ferntree Gully - Design	\$5,000
Dobson	Survey completed and design well underway.	
926	Windermere Drive, Ferntree Gully - Design	\$25,000
Friberg	Geotech investigation has commenced. Survey is completed and design underway.	
927	Selman Avenue, Ferntree Gully - Design	\$30,000
Dobson	Geotech investigation and survey completed and design nearing completion with design review to follow.	
928	Barmah Drive, Wantirna - Design	\$5,000
Collier	Geotech investigation has commenced. Survey is completed and design is underway.	
929	Albert Avenue, Boronia - Design	\$55,000
Chandler	Survey expected to be completed by late December.	
930	Forest Road, Ferntree Gully - Design	\$40,000
Dobson	Survey expected to be completed by late December.	
931	Underwood Road, Ferntree Gully - Design	\$30,000
Dobson	Survey completed and design well underway.	
932	Burwood Highway - service road, Ferntree Gully - Design (1)	\$10,000
Dobson	Geotech work completed - plan to survey site early in new year.	
933	Burwood Highway - service road, Ferntree Gully - Design (2)	\$5,000
Dobson	Geotech work completed - plan to survey site early in new year.	
934	Sheraton Cres, Ferntree Gully - Design	\$20,000
Friberg	Geotech work completed – plan to survey site early in new year.	
935	Scoresby (Exner) Reserve - Tennis Court Renewals	\$250,000
Tirhatuan	Detailed design completed - club and Councillor consulted. Contract advertised with tenders closing on 12 December.	
936	Carrington Park Reserve - Tennis Court Renewals	\$155,000
Friberg	Survey expected to occur in December.	

Project Number	Project Name	Total Approved Budget
937	Kings Park Baseball Diamond - Safety Fencing	\$60,000
Dobson	Work on batting cages has started early and is nearly complete.	
938	Kings Park Reserve - Drainage Renewal Works Oval #1	\$150,000
Dobson	Work to commence on December 4.	
939	Millers Reserve - Oval Renewal - Design	\$15,000
Chandler	Soil physical tests have been collected. Heavy clay profile confirmed. Scope of works to commence.	
940	Wally Tew Reserve - Cricket net renewals - Design	\$10,000
Dobson	Survey expected to be carried out in 2018.	
941	Knox Regional Netball Centre - Court Renewals	\$20,000
Dobson	Extensive internal consultation undertaken. Geotech report received and sports surface consultant is investigating pavement design treatment required, with preferred design nearing completion.	
942	Tree Management	\$100,000
All Wards	Works to be carried out as required.	
943	Early Years Security Keypads	\$30,000
All Wards	Projects currently being scoped and quoted. Implementation expected during the April 2018 school holidays.	
944	Knox Central (Operations Centre Relocation)	\$500,000
Dinsdale	Tender for design development and detailed design is under evaluation. Remediation and assessment contract (relating to contaminated soil at current Centre) has been awarded and preliminary works have commenced. Currently procuring an independent auditor.	
945	ICT - Website Redevelopment (Part of Project 787)	\$424,500
All Wards	Awaiting ICT/Digital Strategy funding approval.	
946	Boronia Precinct Planning	\$390,000
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.	

Project Number	Project Name	Total Approved Budget
947	Knox Skate & BMX Park - New Youth Pavilion	\$75,000
Friberg	Concept design and cost plan will be prepared for 2018/19 SRV application. Project scheduled to commence in April.	
948	Alternative Buildings Program (Pavilions)	\$550,000
All Wards	Batterham and Knox Gardens have proceeded to tender with submissions to be provided by mid-December.	
949	The Basin Neighbourhood House Redevelopment at The Basin Primary School	\$2,500,000
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.	
950	Family & Childrens Services Buildings & Facilities	\$270,000
All Wards	Tenders for Alice Johnson Preschool bathroom upgrade have been assessed and contractor has been appointed with construction to commence mid-late December.	
951	Community Toilet Replacement Program	\$220,000
All Wards	Rowville Community Centre (Stud Park) Public Toilet concept design completed and detailed design documentation currently being prepared with completion expected by end of December. It is anticipated that Rowville will proceed to public tender mid-January.	
952	HV Jones Reserve Floodlighting Upgrade	\$250,000
Friberg	Aiming to issue floodlighting installation works for tender early December. Separately finalising application for additional power supply to the reserve and associated cabling/panel upgrades.	
953	Schultz Reserve - New Floodlighting	\$150,000
Collier	Request for quotations has commenced with quotes expected by early December.	
954	Knox BMX Track - New Storage & Start Gate Structure	\$200,000
Friberg	Architectural documentation has been received. Awaiting detailed engineering design to proceed to request for quotations in December.	
955	Gilbert Park Skate Park Lighting	\$25,000
Friberg	Project completed.	
956	Knox Athletics Track - Discus Cage Upgrade	\$75,000
Friberg	Survey programmed for early in new year. Intend packaging this project with the Knox Athletics hammer-throw cage project after Easter.	
957	Kings Park - New Floodlighting (Oval 2) - Design	\$2,000
Dobson	Design completed.	

Project Number	Project Name	Total Approved Budget
958	Liberty Avenue Reserve - New Floodlighting - Design	\$2,000
Taylor	Design completed.	
959	Rowville Community Centre - Lighting Upgrade	\$50,000
Taylor	Project currently being quoted with contractor to be appointed early December.	
960	Knox Regional Netball Centre Improvements to Outdoor Amenities	\$150,000
Dobson	Quotes have been provided with view to appoint contractor by December for February installation.	
961	Knox Regional Netball Centre Floodlight Outdoor Courts 5 to 8	\$200,000
Dobson	Scope of works currently being finalised with view to request for quotations mid-January.	
962	Knox Regional Sports Park Signage	\$130,000
Scott	Documentation being finalised with view to proceed to design/construct tender/quotation in mid-December/early January.	
963	F&CS - Site Master Plans - Stages 1 & 2	\$50,000
All Wards	List of sites has been prepared to be sent to Surveyors for feature site plans.	
964	Relocate Preschool Bag Lockers	\$32,000
All Wards	Awaiting outcome of grant submissions to the Department. Will commence over December/January holidays.	
965	Billoo Park Preschool - Toilet and Storage Upgrade Design	\$10,000
Collier	Scope being finalised to send to Architects for fee proposal for concept design. Expected to commence in January.	
966	Alexander Magit Preschool - Verandah Replacement Design	\$10,000
Friberg	Briefs to be sent to architects for concept design to commence in January.	
967	Goodwin Estate Preschool - Verandah Replacement Design	\$10,000
Chandler	Briefs being prepared to send to architects for concept plan delivery in January.	
968	Flamingo Preschool - Verandah Replacement Design	\$10,000
Collier	Concept plan to commence early 2018.	
969	Orana Neighbourhood House Kitchen Upgrade	\$5,000
Dinsdale	Project has proceeded to design phase. Design completion expected by end of February 2018.	

Project Number	Project Name	Total Approved Budget
970	Bayswater Scout Hall at Marie Wallace	\$150,000
Dinsdale	Awaiting scoping/funding information.	
971	Mountain Highway, The Basin Footpath (Basin Primary School)	\$10,000
Chandler	Project currently being scoped.	
972	Mountain Highway, The Basin Footpath (Dorrigo Drive)	\$40,000
Chandler	Project currently being designed.	
973	Mountain Highway, The Basin Footpath (Wicks Road and Basin Shops)	\$340,000
Chandler	Tenders for contract works have closed and evaluation underway to enable appointment prior to end of year.	
974	Bergins Road right turn lane	\$150,000
Taylor	Quotations from selected contractors were received and appointment made. Works anticipated to be underway by early February and be completed by mid-April 2018.	
975	AV Equipment Enhancements	\$150,000
All Wards	Last upgrades to Meeting Rooms 1 & 2 planned to be completed in December.	
976	HR System Enhancements	\$67,400
All Wards	Scheduled to commence in January 2018.	
977	Pathway Online Applications / Permits / Registrations	\$127,000
All Wards	Building applications (exc int permits) successfully deployed and volumes constituting 25% overall being lodged online. Pet registrations are now available online.	
978	Microsoft Exchange Upgrade	\$50,000
All Wards	Scheduled to commence in April 2018.	
979	GIS Phase 3	\$200,000
All Wards	Awaiting IT prioritization and scheduling.	
981	Applications Support - Mobile Computing & Information Integrity (EFT)	\$90,000
All Wards	Project to be undertaken in 2018/19.	
982	Anne Road, Knoxfield LATM	\$10,000
Friberg	Scope of works being reviewed.	

Project Number	Project Name	Total Approved Budget
983	Stewart Street LATM	\$90,000
Chandler	Funding approved from VicRoads as part of Safe Travel in Local Streets Program to increase the scope of works to include devices in Olive Grove and Elsie Street. Consultation with residents has commenced (from 14 November to 8 December).	
984	Napoleon Road, Lysterfield Shared Path	\$200,000
Taylor	Detailed survey and design is to be prepared to present to VicRoads for approval.	
985	Napoleon Road, Lysterfield, Shared Path 4 - Design	\$10,000
Taylor	Project scope confirmed. Survey and design to commence early in New Year.	
986	Boronia Road Activity Centre Bike Parking	\$1,500
Baird	Consultation with adjacent businesses has commenced.	
987	Wayfinding Signage for Cyclists	\$5,000
All Wards	Plans to be developed in December.	
988	Marie Wallace Bicycle Repair Station	\$3,000
Dinsdale	Project completed.	
989	George Street, Scoresby Bicycle Improvements	\$139,000
Scott	Detailed design currently being developed.	
990	Tyner Rd, Wantirna South New School Crossing	\$28,000
Scott	Project completed.	
991	Wellington Road, Rowville Footpath Connection	\$40,000
Tirhatuan	Project currently being scoped.	
992	Karoo Rd, Rowville Footpath Connection	\$25,000
Friberg	Project currently being scoped.	
993	Ferntree Gully Road, Scoresby Footpath Connection	\$10,000
Tirhatuan	Survey programmed for mid-December 2017.	
994	Picketts Reserve, Ferntree Gully Masterplan Implementation	\$100,000
Baird	Quotation provided and works authorisation approved. Works to be programmed.	

Project Number	Project Name	Total Approved Budget
995	Peregrine Reserve, Rowville - Masterplan	\$45,000
Taylor	Meeting with Council staff working group to discuss and confirm draft concept plan and discuss planning for community consultation phase.	
996	Arcadia Reserve, Rowville - Masterplan	\$100,000
Tirhatuan	Preparation of draft documentation drawings for Stage 2 works has commenced.	
997	Llewellyn Reserve, Wantirna South - Masterplan	\$100,000
Scott	Proposed revegetation works discussed on site with Open Space, Biodiversity and Waste Team.	
998	Templeton Reserve, Wantirna - Masterplan	\$170,000
Collier	Contractor appointed and works commenced 27 November 2017. Scheduled for mid-February 2018 completion.	
999	Lewis Park, Wantirna South - Masterplan	\$200,000
Dinsdale	Successful consultant was awarded the contract in November.	
1000	Stud Park Reserve, Rowville - Masterplan	\$40,000
Tirhatuan	Scoping of detailed design has commenced.	
1001	Scoresby Village Reserve - Masterplan	\$20,000
Tirhatuan	Design stage scheduled to commence in early 2018.	
1002	RD Egan Lee Reserve, Knoxfield	\$45,000
Scott	Consultants are preparing the Site Analysis, Issues & Opportunities Plan(s) prior to consultation with relevant council staff.	
1003	Wantirna Reserve - Masterplan	\$50,000
Collier	First external stakeholders meeting held. Environmental report is being finalised.	
1004	Knox Park, Knoxfield - Relocation of Playground	\$20,000
Friberg	Project completed.	
1005	Neighbourhood Green Streets	\$50,000
All Wards	Open Space to prepare sketch plans for planting.	
1006	Bush Boulevards	\$50,000
All Wards	Open Space to prepare sketch plans for planting including rocks, logs to restrict parking where required.	

Project Number	Project Name	Total Approved Budget
1007	Upper Blind Creek (Catchment 910) Scale Feasibility	\$50,000
Dobson	Catchment analysis completed. Investigation and site visits ongoing to assess feasibility.	
1008	Mont Albert to Forest Road - Drainage improvements	\$20,000
Dobson	Site visit completed. Stormwater management model commenced. Initial model to be undertaken by consultant and expected to be completed by the end of December. This will demonstrate if the proposed projects are feasible. If so, consultation with relevant stakeholders will commence in February.	
1009	Talking Tanks Initiative - Flood Protection	\$30,000
All Wards	Another set of models is being run to test the feasibility of other options.	
1010	Dam Condition Audit & Concept Design Solutions	\$50,000
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.	
1011	The Basin Triangle Public Toilet - Installation of Change Table	\$3,500
Dobson	Installation expected by mid-December.	
1013	Marie Wallace Bayswater Solar Panel Installation	\$40,910
Dinsdale	Project completed.	
1014	Batterham Reserve Solar Panel Installation	\$9,091
Chandler	Project completed.	
1015	Tormore Reserve Solar Panel Installation	\$40,910
Baird	Installation to occur in early 2018.	
1016	Kings Park Solar Panel Installation	\$9,091
Dobson	Installation to occur after club has built verandah. This will be in early 2018.	
1024	ICT - Information architecture design and planning (Part of Project 813)	\$150,000
All Wards	Project to be undertaken in 2018/19.	
1025	ICT - Pathway Smartclient implementation (Part of Project 815)	\$100,000
All Wards	Smartclient has been implemented to majority of departments. Project is still progressing.	

Project Number	Project Name	Total Approved Budget
1026	ICT - DRP Update and full test (Part of Project 818)	\$140,000
All Wards	DR test now scheduled for January. Infrastructure has been built.	
1027	ICT - Info-Council (Phase 2 - delegations/authorisations)	\$80,000
All Wards	Funding released to progress initiative.	
1028	ICT - Microsoft Sharepoint Upgrade (Part of Project 827)	\$415,000
All Wards	Project to be undertaken in 2018/19.	
1029	ICT - iChris - Chris21 upgrade (Part of Project 976)	\$50,000
All Wards	Project to commence in March 2018.	
1030	ICT - Microsoft Exchange Upgrade (Part of Project 978)	\$100,000
All Wards	Project to be undertaken in 2018/19.	
1031	ICT - Data Integration - Spatial	\$70,000
All Wards	Project to be undertaken in 2018/19.	
1032	ICT - CRM Citizen Portal for Web	\$65,000
All Wards	Funding has been released to progress business case.	
1033	ICT - CMS Integration and Portal	\$160,000
All Wards	Project to be undertaken in 2018/19.	
1034	ICT - CRM Pilot, Enterprise Solution	\$1,100,000
All Wards	Awaiting ICT/Digital Strategy funding approval.	
1035	ICT - Payment Gateway	\$150,000
All Wards	Awaiting ICT/Digital Strategy funding approval.	
1036	ICT - Finance System	\$300,000
All Wards	Process mapping and analysis is underway. Funding released for business case.	
1037	ICT - Key Project Initiation Documentation	\$145,500
All Wards	Awaiting ICT/Digital Strategy funding approval.	

Project Number	Project Name	Total Approved Budget
1038	ICT - Business Strategy and Benefits Identification	\$75,000
All Wards	Benefits report has been completed and currently in review.	
1039	ICT - IT Network Security Evaluation and Upgrade	\$554,000
All Wards	Project to be undertaken in 2018/19.	
1040	Dandenong Creek Amenity Improvements	\$70,000
All Wards	Site maps for quoting purposes are currently being prepared. Works to be implemented following Melbourne Water daylighting of Dandenong Creek	
1041	11 Nathan Street, Ferntree Gully - Flood Mitigation	\$97,000
Dobson	Feature survey and underground services depthing works completed. Concept design completed. Contractor to complete concept design proofing using TUFLOW model and submit report by early December.	
1045	Egan Lee Reserve - Internal Pavilion Upgrades (Female Friendly)	\$3,000
Scott	Concept design complete.	
1046	Scoresby Recreation Reserve - Pavilion Lift Installation	\$70,000
Tirhatuan	Confirmed installation start date 15 January, 2018.	
1047	Colchester Reserve Safety Fencing	\$5,800
Chandler	Project completed.	
1052	Coonara House Solar Panels	\$13,636
Dobson	Works completed.	
1053	Eildon Park - New Shade Structure	\$25,000
	Construction currently awaiting Building Permit approval process to commence.	
1054	Knox Regional Sports Park - Masterplan	\$150,000
Scott	Consultation undertaken with sporting stakeholders to assist in informing plan. Masterplan due by early December.	
Total:		\$95,664,700

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 6 November 2017 and Sunday 3 December 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)

Date of Assembly: 9/11/2017	
Name of Committee or Group (if applicable):	
Issues Briefing	
Time Meeting Commenced: 6:38pm	
Councillors in Attendance:	
Cr John Mortimore, Mayor	Cr Lisa Cooper
Cr Jake Keogh, Deputy Mayor (until 8:17pm)	Cr Darren Pearce
Cr Peter Lockwood	Cr Nicole Seymour
Cr Tony Holland	Cr Jackson Taylor
Council Staff in Attendance:	
	Tanya Clark (Items 1, 2 & 3)
Michael Fromberg	Jude Whelan (Item 1)
Angelo Kourambas	Kathy Parton (Item 2)
Kerry Stubbings	Janine Brown (Items 2 & 4)
David Yeouart	Sharon Barker (Item 2)
Andrew Dowling	Judy Chalkley (Item 3)
	Angela Morcos (Item 4)
	Gillian Shelley (Item 4)
	Angela Mitchell (Item 5)
	Dale Monk (Items 5 & 6)
Matters Considered:	
1. Advertising Boards on Council Owned Spaces	
2. Key Life Stages Implementation Plan 2017-2021	
3. HACC Program for Younger People/NDIS Transition Update	
4. Early Years Management Resource Plan	
5. Proposed Land Sale – Strategic Site	
6. Financial Performance Report for the Quarter Ended 30 September 2017	
7. Forward Report Schedule	
8. Future Call Up Items	

Conflict of Interest Disclosures: Yes		
Councillor's Name	Type of Interest	Councillor Left Assembly While Matter Being Considered
Cr Darren Pearce	Close Association	Yes

RECORD OF ASSEMBLY OF COUNCILLORS



(Section 80A Local Government Act)

Date of Assembly: 13/11/2017	
Name of Committee or Group (if applicable):	
Special Issues Briefing	
Time Meeting Commenced: 7:25pm	
Councillors in Attendance:	
Cr John Mortimore, Mayor	Cr Lisa Cooper
Cr Peter Lockwood	Cr Darren Pearce
Cr Adam Gill (until 8:23pm)	Cr Nicole Seymour
Cr Tony Holland	Cr Jackson Taylor
Council Staff in Attendance:	
Ian Bell	Monica Micheli (Item 1)
Michael Fromberg	Tanya Clark (Item 2)
Angelo Kourambas	Lisette Pine (Item 2)
Kerry Stubbings	Greg Kent (Item 2)
Andrew Dowling	Susan Thompson (Item 2)
Matters Considered:	
1. Henderson Road Bridge – Preliminary Investigation	
2. Packaged Liquor Outlets – GC Amendment to the Knox Planning Scheme	

Conflict of Interest Disclosures: Nil		
Councillor's Name	Type of Interest	Councillor Left Assembly While Matter Being Considered

RECORD OF ASSEMBLY OF COUNCILLORS



(Section 80A Local Government Act)

Date of Assembly: 20/11/2017	
Name of Committee or Group (if applicable):	
Special Issues Briefing	
Time Meeting Commenced: 6:30pm	
Councillors in Attendance:	
Cr John Mortimore, Mayor	Cr Lisa Cooper
Cr Peter Lockwood	Cr Darren Pearce
Cr Adam Gill (arrived 7:01pm)	Cr Nicole Seymour (arrived 7:02pm)
Cr Tony Holland (until 6:40pm)	Cr Jackson Taylor
Council Staff in Attendance:	
Tony Doyle	Dale Monk
Michael Fromberg	Matthew Hanrahan
Angelo Kourambas	Andrew Dowling
Kerry Stubbings	Joy Temple
David Yeouart	
Matters Considered:	
1. Long Term Financial Forecast	
2. Proposed Business Cases	
3. 2018-19 Proposed Annual Plan Initiatives	
4. Capital Works	
5. Key Dates for 2018-2019 Business & Resource Planning	

Conflict of Interest Disclosures: Nil		
Councillor's Name	Type of Interest	Councillor Left Assembly While Matter Being Considered

RECORD OF ASSEMBLY OF COUNCILLORS



(Section 80A Local Government Act)

Date of Assembly: 22/11/2017	
Name of Committee or Group (if applicable):	
Recreation and Leisure Liaison Group	
Time Meeting Commenced: 6:30pm	
Councillors in Attendance:	
Cr Tony Holland	
Cr Jackson Taylor	
Council Staff in Attendance:	
Robert Morton	
Marco D'Amico	
Daniel Clark	
Peter Gore	
Emma Hayton	
Matters Considered:	
1. Leisure Minor Capital Works Grant Scheme Application Process	
2. Impact of Female Participation in Sport Presentation	
3. Knox Sport and Leisure Awards Criteria	
4. Capital Works Projects	
5. Review of Council Committee Structure	
6. Measuring of Sports Field Boundaries	

Conflict of Interest Disclosures: Nil		
Councillor's Name	Type of Interest	Councillor Left Assembly While Matter Being Considered

RECORD OF ASSEMBLY OF COUNCILLORS



(Section 80A Local Government Act)

Date of Assembly: 30/11/2017	
Name of Committee or Group (if applicable):	
Early Years Advisory Committee	
Time Meeting Commenced: 6:30pm	
Councillors in Attendance:	
Cr Adam Gill	
Cr Lisa Cooper	
Council Staff in Attendance:	
Kerry Stubbings	
Janine Brown	
Wendy Roberts	
Robyn Renkema	
Beck Wright	
Matters Considered:	
1. Key Life Stages Plan	
2. Research Results 'State of Learning in Australia 2017' and 'The First 1000 Days'	
3. Summary of Topics and Key Themes from 2017	
4. Topics and Key Themes for 2018	
5. Proposed Early Years Advisory Committee Meeting Dates 2018	

Conflict of Interest Disclosures: Nil		
Councillor's Name	Type of Interest	Councillor Left Assembly While Matter Being Considered

12. MOTIONS FOR WHICH NOTICE HAS PREVIOUSLY BEEN GIVEN**13. SUPPLEMENTARY ITEMS**

13.1 C142 KINGSTON LINKS REZONING – CONSIDERATION OF SUBMISSIONS

13.2 KNOX REGIONAL SPORTS PARK MASTERPLAN

14. URGENT BUSINESS

14.1 URGENT BUSINESS

14.2 CALL UP ITEMS

15. QUESTIONS WITHOUT NOTICE