

DINSDALE WARD**8.2 THREE (3) OPTIONS FOR KNOX COMMUNITY GARDENS & VINEYARD, 254 SCORESBY ROAD, BORONIA**

SUMMARY: *Coordinator – Open Space & Landscape
(Andrea Szymanski)*

Council is in the process of developing a masterplan for Lewis Park, Wantirna South.

Given the Park's relationship and strategic value as a part of the Knox Central precinct, Council has included the Blind Creek Linear Park, the Knox Community Gardens and the former Vineyard site in the strategic masterplan for Lewis Park.

As part of the development, Council has invited community comment and preferences on three (3) potential long-term uses of the Community Gardens and former Vineyard site, as a part of its overall master planning process.

This report presents the outcomes of the recent consultation phase on the three (3) concept options and seeks Council endorsement for the purpose of incorporating the preferred option into the Lewis Park Master Plan.

RECOMMENDATION

That Council endorses Option 3 for inclusion as a part of the overall Lewis Park Masterplan, noting that this option includes expansion of the community gardens, provision of more passive open space, including a new play space and the consideration of a café at an appropriate location within the site.

1. INTRODUCTION

Council is in the process of developing a masterplan for Lewis Park, Wantirna South a masterplan for Lewis Park, Wantirna South.

Given its relationship and strategic value as a part of Knox Central, Council has included the Blind Creek Linear Park, the Knox Community Gardens and former Vineyard in the Lewis Park Master Plan.

At the 28 May 2018 Council Meeting, Councillors were presented with the two (2) options for the future of the site. It was agreed that Council develop a third option, to be included in the community consultation phase.

Council has since sought community input and preferences, based on three (3) options for the long-term use of the Community Gardens and former Vineyard site as a part of the master planning process.

2. DISCUSSION

2.1 The Site

The Knox Community Gardens and Vineyard site is a 7ha parcel of public open space (Crown Land) located at 254 Scoresby Road, Boronia.

The site is bounded by industrial land to the west; residential land to the north; Genesis Gym/EFL office to the east and nestles along a section of Blind Creek to the south.

The site is in close proximity (approx.700m) to the Knox Central Activity Centre, an area that will be subject to changing land uses and an increase in higher density development and consequently, higher population.

To the south of Blind Creek is the Department of Land Water and Planning (DELWP) land at 621 Burwood Highway, Wantirna. This site is also currently being fast tracked for development by Development Victoria.

In the Knox City Council Planning Scheme, the site is currently zoned as a Public Use Zone 7 – Other Public Use. The site currently contains a community garden, a non-operational vineyard, storage sheds, club facilities, toilet facilities and an area of significant vegetation close to Blind Creek.

The site is Crown Land with Council appointed as the Committee of Management (1981) and any changes to the use or development of the site requires the consent of the State Government via the Department of Environment, Land, Water and Planning. (DELWP).

It is understood that Council will seek to remain as Committee of Management in perpetuity and that this position will be reinforced through the new lease agreement. Council currently maintains the access roads, grassed areas and adjacent bushland.

2.2 The Knox Community Gardens

The Knox Community Gardens Society has been operating on the site since 1984.

There are currently 170 members and around 130 garden plots (on average, 3m x 10m in size). The garden plots are very popular with a waiting list to access a plot.

With the growth of high density development particularly in association within an activity centre such as Knox Central and a general reduction in traditional garden sizes, access to community gardens is anticipated to be highly sought after.

2.3 The Vineyard

The Vineyard was planted in 1981 as part of a community employment (CEP) scheme, sponsored by Council. The vineyard was managed by Council until the mid-1990s.

The Outer Eastern College of TAFE managed the facility from 1996, incorporating the vineyard in its viticulture program, until 2005.

Following the withdrawal of TAFE, Council ran an Expression of Interest process where a nine (9) year lease was granted for the management of a functional vineyard (WineSOFT).

As part of their tenure, WineSOFT also provided cellar-door sales and ran a café which attracted a regular customer base. The lease expired in 2015 and the vineyard is no longer maintained by Council or others for viticulture purposes.

An independent viticulture consultant's report (May 2016) found that historical yields had been extremely low; the vineyard is almost certainly economically unviable and could find no compelling reason to retain the vineyard.

The report notes that:

- The single most striking feature of the vineyard, which was still clear after the leaves had fallen, was the very weak vigour – ie. the shoot growth is very small indeed.
- It is probably the case that soil nutrition is depleted on the site; the single most important factor is almost certainly the lack of water supply to the vines.
- It is almost certain that the soil is deficient in nutrition.

The report suggested a minimum investment of approximately \$20,000 would be needed to restore the site (re-work vines, replace irrigation, repair trellis, etc.) with a further cost of between \$5,000 - \$12,000 to delineate the tenancies and reconfigure the site. Vineyard removal costs were estimated at \$6,000 (site clean-up only).

While the landscape amenity of a vineyard in Knox is unique, the current condition of the dehydrated and neglected vines is not so visually appealing.

Another consideration is that if the vineyard is to be properly maintained it would require regular spraying to control pest and diseases. Such sprays would not be compatible or appropriate in close proximity of community vegetable plots or in areas frequented by the community.

Council currently cuts the grass at this site fifteen (15) times per year. Were Council to retain the vineyard, the ongoing maintenance costs would be approximately \$12,000 per annum.

2.4 Concept Options

Three (3) concept options were prepared for the Knox Community Gardens and former Vineyard site. (Refer Appendix A):

- Option 1** Relocate community gardens, retain vineyard, new passive open space & a café with views to the Dandenongs;

- Option 2** Expand community gardens, remove vineyard, new passive open space, new playspace & a café with views to the Dandenongs; and
- Option 3** Expand community gardens, remove vineyard, new passive open space, new playspace & a café in alternative location within the site.

Consideration of options was cognitive of such factors within the site as:

- viability/sustainability of retaining/reactivating the vineyard;
- viability/sustainability of a café at the site;
- access to the site (vehicular and pedestrian);
- safety of those accessing and patronising the site;
- compatibility between proposed uses;
- the combination of accessible public open space and fenced off areas;
- immediate and ongoing costs;
- management of the site and facilities; and
- consideration of Council's role as a Committee of Management of Crown Land.

The options have been presented to best site the elements and consider the current constraints, eg. topography, vegetation, flooding, access, utilities and residential interface.

All options seek to encourage visitation to the site from the broader local community and from site stakeholder groups, maximising the opportunity for the community to connect to nature and the outdoors.

The options have also considered the potential increase in residential development and population – within the Knox Central Activity Centre, 621 Burwood Highway and other adjoining, potential, land developments.

Concept Options Summary:

<p>Option 1 – Relocate community gardens, retain vineyard, new passive open space & a café with views to the Dandenongs.</p> <ul style="list-style-type: none"> • Relocate and fence community garden plots (with no net loss of garden plot area). Retain on site as an activity. • Retain the vineyard. • Provide passive open space. • Include a café/meeting space. • Improve vehicle roadway and access. • Provide enhanced pedestrian connectivity. • Enhance the Blind Creek Corridor with wetlands and revegetation. 	
Con	Pro
<ul style="list-style-type: none"> • Relocation of existing community garden plots and associated disruption and cost. • Increased vehicle traffic on a gravel driveway. • Long, narrow, access road with poor passive surveillance. • Poor access from Scoresby Road (construction of a dedicated right turn lane may be needed). • Conflicts between organic, community gardening, maintenance requirements of a working viable vineyard. • Health and safety issues with vineyard chemical spraying and interaction with the general public. • User conflicts between the vineyard spraying and the adjacent organic farming principles and techniques of the garden plot community. • Unknown viability of a café. • Unknown viability of the vineyard. • Fencing of garden plot area – fencing a large portion of public open space for exclusive use of a single user group. • Use of public open space for a possible commercial enterprise (vineyard/café) • Initial vineyard restoration costs (\$20K) • Ongoing maintenance cost of the vineyard and associated infrastructure (irrigation, fencing, pest and disease control). 	<ul style="list-style-type: none"> • Retention of popular community garden plots (no net loss) as a part of overall site. • Retention of vineyard – a unique landscape/agriculture feature in Knox. • Café/multipurpose learning space. Potential for gardening education classes and tutorials, community meeting space, TAFE/school educational classroom, fresh food cooking demonstrations, organic café and produce, etc. • Existing pedestrian access and delivery service vehicle access from Kleinert Road. • Provision of green, open space for informal passive recreation opportunities. • Opportunities to revisit vineyard species to reduce maintenance issues and chemical use. • Existing public toilets on site. • Improved pedestrian connectivity. • Waterway, wetland and revegetation works to enhance the biodiversity and habitat corridor along Blind Creek.

<p>Option 2 Expand community gardens, new passive open space, new playspace & a café with views to the Dandenongs.</p> <ul style="list-style-type: none"> • Retain and expand the capacity for community garden plot space and fence. • Remove the vineyard. • Provide a large, passive open space area. • Include a café/meeting space at the top of the site with views to the Dandenongs. • Improve vehicle roadway and access. • Provide enhanced pedestrian connectivity. • Enhance the Blind Creek Corridor with wetland and revegetation 	
Con	Pro
<ul style="list-style-type: none"> • Increased vehicle traffic on a gravel driveway. • Long, narrow, access road with poor passive surveillance. • Poor access from Scoresby Road (construction of a dedicated right turn lane may be needed). • Potential user group conflicts between garden plots and general public use. • Unknown viability of a café. • Fencing of garden plot area – fencing a large portion of public open space for exclusive use of a single user group. 	<ul style="list-style-type: none"> • Retain and enhance community garden plots. • Recognises the current demand for community garden space. • Café/multipurpose learning space. Intended for gardening education classes and tutorials, community meeting space, TAFE/school educational classroom, fresh food cooking demonstrations, organic café and produce, etc. • Existing pedestrian access and delivery service vehicle access from Kleinert Road. • Provision of a large, green, open space for informal passive recreation opportunities. • Large open space to accommodate a range of future uses and events – art sculptures in the park, temporary big slide, kite flying festival, etc. • Picnic shelter and BBQ amenities for shared public and community garden use. • Provision of a playspace. • Existing public toilets on site. • Improved pedestrian connectivity. • Waterway, wetland and revegetation works to enhance the biodiversity and habitat corridor along Blind Creek.

Option 3 - Expand community gardens, new passive open space, new playspace & a café in alternative location within the site.

- **Retain and expand the capacity for community garden plot space and fence.**
- **Remove the vineyard.**
- **Provide a large, passive open space area.**
- **Include a café/meeting space in existing vineyard space.**
- **Improve vehicle roadway and access.**
- **Provide enhanced pedestrian connectivity.**
- **Enhance the Blind Creek Corridor with wetland and revegetation**

Con	Pro
<ul style="list-style-type: none"> • Increased vehicle traffic on a gravel driveway. • Long, narrow, access road with poor passive surveillance. • Poor access from Scoresby Road (construction of a dedicated right turn lane may be needed). • Potential user group conflicts between garden plots and general public use. • Unknown viability of a café. • Limited site lines from the café/meeting space. • Increased costs of café location on side of a hill regarding, site cut, fill, drainage, retaining walls, all ability access to facility, provision of services (water, power and additional sewer). • Café/meeting space is further away from existing on site services (sewer, water, power) • Fencing of garden plot area – fencing a large portion of public open space for exclusive use of a single user group. 	<ul style="list-style-type: none"> • Retain and enhance community garden plots. • Recognises the current demand for community garden space. • Café/multipurpose learning space. Intended for gardening education classes and tutorials, community meeting space, TAFE/school educational classroom, fresh food cooking demonstrations, organic café and produce, etc. • Existing pedestrian access and delivery service vehicle access from Kleinert Road. • Provision of a large, green, open space for informal passive recreation opportunities. • Large open space to accommodate a range of future uses and events – art sculptures in the park, temporary big slide, kite flying festival, etc. • Picnic shelter and BBQ amenities for shared public and community garden use. • Provision of a playspace. • Existing public toilets on site. • Improved pedestrian connectivity. • Waterway, wetland and revegetation works to enhance the biodiversity and habitat corridor along Blind Creek.

3. CONSULTATION

Councillors have been consulted through the development of the concept plan options.

At the 28 May Council Meeting two (2) concept option plans were presented and Council agreed to a third concept option to be developed as part of the consultation with the café/meeting space relocated.

The three (3) concept options were exhibited for public review and comment for a four (4) week period, from 13-June to 12 July 2018.

The consultation phase encompassed:

- All thee (3) concept options exhibited on Council's website.
- An online survey.
- Social media Facebook posts.
- Leaflets with tear away prepaid survey questions were posted to 3000 residents surrounding the Community Gardens study area.
- A meeting (walk around on site) with the President and phone calls with members of the Knox Community Gardens.
- Five (5) phone calls from local residents.
- On site project signs.
- A half-page advertisement in the local Leader Newspaper.

3.1 Survey Response Summary

A summary of the overall survey findings is provided in Appendix B. Key findings are as follows:

- A total of 466 surveys were completed (including online and hardcopy responses)
- The survey results indicated that the most preferred concept was; (in order from *most* to *least* preferred).
 - 43% preferred Option 3
 - 31.1% preferred Option 1, and
 - 26% preferred Option 2

WHAT WE HEARD

Knox Community Gardens - Community Consultation

577

SURVEY

We received 577 survey responses during the consultation phase

COMMENTS

We received **314 survey comments** regarding the three concept options



THE VOTE



We received 577 votes during the consultation phase. Option 3 received 43% followed by Option 3 (31%) and Option 2 (26%)

THEMES

Most supported proposed features were the Community garden plots, passive open space and picnic areas



HOT TOPIC

Most commented on feature was the vineyard



FACEBOOK

We reached 3834 people through our Facebook posts

REACTIONS

We had 47 Reactions, Comments & Shares



Q6 Which of the three concept options do you prefer?



Figure 1 – Q6 Which of the three concept options do you prefer?

- The survey results indicated that the *strongest* supported feature of all concept options was:
 - Community garden plots 85.3%
 - Passive Open Space 77.7%
 - A picnic shelter 74.2%.
- 43.3% of respondents expressed support for the vineyards, which represented the lowest level of support for all proposed elements. The *least* supported feature was the Vineyard 43.3%. Refer Figure 2 – Q7 How strongly do you support the following proposed features?

	SUPPORT	NEUTRAL	OPPOSE	TOTAL	WEIGHTED AVERAGE
Community garden plots	85.3% 481	12.6% 71	2.1% 12	564	2.83
Vineyard	43.3% 243	29.8% 167	26.9% 151	561	2.16
Playground	60.7% 342	28.8% 162	10.5% 59	563	2.50
Café and meeting area	68.1% 385	19.3% 109	12.6% 71	565	2.56
Picnic shelter	74.2% 418	20.2% 114	5.5% 31	563	2.69
Passive open space (e.g. for walking)	77.7% 438	19.0% 107	3.4% 19	564	2.74
New shared path	70.3% 393	24.5% 137	5.2% 29	559	2.65

Figure 2 – Q7 How strongly do you support the following proposed features?

There was one (1) open-ended question which allowed the respondents to share any other comments. A total of 314 respondents shared their comments.

The key themes in these comments were:

- Concerns about **ongoing development** and the intensity of development in of Knox.
- The importance of retaining and providing **open space** – especially as development continues within the municipality.
- Acknowledgment that the **Community Gardens** and **Vineyard** site is a unique open space within Knox. Comments related to **keeping the unique features** (garden plots and vineyard amenity) of the site.
- A number of comments which supported the provision of a **café/meeting** space and a **playground**. However, there was also strong sentiment not to commercialise the site and retain the community and social benefits of a meeting destination.
- Consideration of the retention of some **vineyard** elements as a historic reference to the previous use of the site.

3.2 Written Submissions

There was a total of seven (7) additional written submissions presented to Council for consideration during the consultation phase Refer Attachment C.

Author(s)	Response summary
Knox Community Gardens Society	Supported Option 3 - Expand community gardens, new passive open space, new playspace & a café in alternative location. A 45 page document was submitted regarding the Knox Community Gardens Society response with an alternative concept option and vision for the space. This document also contained three (3) letters of support for the Knox Community Gardens Society's alternative plan from Coonara Community House, 3000acres and a Lecturer in Sociology at Swinburne University.
Samantha Dunn MP State Member of Parliament for eastern Metropolitan Region	Supported Option 3 - Expand community gardens, new passive open space, new playspace & a café in alternative location.
Knox Ratepayers Association	Supported Option 3 - Expand community gardens, new passive open space, new playspace & a café in alternative location.
Knox Community Gardens member	Supported Option 3 - Expand community gardens, new passive open space, new playspace & a café in alternative location.

Business owner	<p>Supported Option 1 - Relocate community gardens, retain vineyard, new passive open space & a café with views to the Dandenongs.</p> <p>A nineteen page (19) page Visual Preliminary Proposal was submitted regarding the Rehabilitation and Expansion of the Urban Winery and Community Gardens.</p>
Resident 1	Objection to the location of the access road and carpark in all concept options. Supported the open green space.
Resident 2	Objection to the location of the access road and carpark in all concept options. Supported the open green space

Should Council's approve the recommended Option, it will be incorporated into the Lewis Park Master Plan.

Consultation on the Lewis Park Draft Master Plan is scheduled for September 2018.

4. ENVIRONMENTAL/AMENITY ISSUES

Both concept options include adjoining waterway and amenity enhancements to the Blind Creek corridor and will require liaison with Melbourne Water.

A Vegetation Protection Overlay –Schedule 1 (VPO 1) applies to remnant over-storey vegetation – five (5) meters high or more. In this case, it applies to a row of Pine trees to the south west of the site – along an existing maintenance vehicle access path.

An Environmental Significance Overlay – Schedule 2 (ESO 2) applies to Sites of Biological Significance. The majority of the Blind Creek corridor to the south of the site is identified as Site of Biological Significance – Site 33. All the native vegetation in this site belongs to Ecological Vegetation Classes that are regionally Endangered or Vulnerable. Blind Creek corridor provides for daily and season movements of birds and insects, which may also transport pollen and plant propagules.

All concepts options have taken into consideration CEPTED Principles (Crime Prevention Through Environmental Design), Universal Design Guidelines, accessibility requirements in accordance with Australian Standards AS1428, where possible.

While there is a cost associated with removal of the vines, it is understood that given the age of the vines, there may be some interest in an operational vineyard transplanting and making use of the vines when dormant.

5. FINANCIAL & ECONOMIC IMPLICATIONS

The final concept option will be costed as part of the Draft Lewis Park Master Plan.

An initial opinion of probable costs has been prepared for the option plans (excluding wetland and revegetation works to the Blind Creek Corridor). These costs are indicative costs only to provide an estimate for the future works as identified for Council's consideration.

Option 1 approx. \$2.2M

Option 2 approx. \$2.1M

Option 3 approx. \$2.5M

The main proportion of the costs would be incurred in the delivery of roadway works, providing new car parking areas, the shared path, and development of the café and provision of services.

There is no funding in the 2018/19 Capital Works Budget for Lewis Park implementation works.

It is proposed that, the remainder of the 2017/18 capital funding be used to carry out site eg. site feature and level survey, geotechnical investigations, further liaison with Melbourne Water, etc. to plan for and inform the proposed detailed design phase in 2019/20.

The current draft 5-year capital works program has identified \$100,000 for detailed design in the 2019/20 financial year. The current draft 5-year Capital Works Program identifies \$600,000 for delivery of priority works to commence in 2020/21 and \$500,000 in 2021/22.

Additional and subsequent funding will be required.

Construction, project management and consideration of the ongoing maintenance, operating and renewal costs will also be identified and refined in the development of the Lewis Park Master Plan.

6. SOCIAL IMPLICATIONS

Public open spaces are increasingly valued and necessary, particularly in consideration of future, higher-density development.

Survey results from the recent Knox Community and Council Plan 2017-2021 reaffirmed that the community continues to value their 'green and leafy' open space.

6.1 Community Gardens

Community Gardens offer a range of individual health and learning benefits as well as social and urban improvements benefits:

- Participants have access to fresh fruit and vegetables.
- Physical activity, promotes fitness and health.

- Learning to grow plants is mentally stimulating and adds to an individual's knowledge and expertise.
- Involves shared decision-making, problem solving and negotiation.
- Provide places where people come together with a common purpose and meet others.
- Build a sense of community and belonging; community workers already use the gardens for these purposes.
- Improve the urban environment by diversifying the use of open space and creating the opportunity for passive and active recreation.

With an increase in general public visitation to the site, the community garden plot spaces would require perimeter fencing and gates to reduce the potential of theft of produce. A lockable private shed for storage of equipment would generally also be required.

The existing site is well suited for the provision of community garden plots, in terms of; orientation and climate aspect, existing purpose built facilities, opportunities to expand and importantly a passionate, and committed membership base, which is expected to increase as households tend to loose precious, outdoor garden space.

6.2 Café/Meeting Space

The viability of a café/multipurpose learning space will need further consideration and investigation.

The small building may be used for gardening education classes and tutorials, community meeting space, TAFE/school educational classroom, fresh food cooking demonstrations and/or organic café produce, etc.

An appropriate service model would need to be considered to determine the viability and ongoing cost implications.

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

The provision of good public open space is an essential requirement of a healthy community and is reflected in the Knox Community and Council Plan 2017-2021 as:

Goal 1 – We value or natural and built environment.

Strategy 1.1 – Protect and enhance our natural environment.

Goal 4 – We are safe and secure.

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

Goal 6 – We are healthy, happy and well

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

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

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

9. CONCLUSION

Following community input into the three (3) options offered by Council, for the the Community Gardens and former Vineyard site, Option 3 is the most preferred option for inclusion in the Lewis Park Master Plan.

10. CONFIDENTIALITY

There are no confidentiality issues with this report.

***Report Prepared By: Coordinator – Open Space & Landscape Design
(Andrea Szymanski)***

***Report Authorised By: Acting Director – Engineering and
Infrastructure (Matthew Hanrahan)***

Vision

Knox Community Gardens is a much-loved public space for local residents and visitors to connect with nature, the outdoors and the community.

The site is currently home to the Knox Community Gardens and a separate previously leased vineyard.

Knox City Council has an opportunity to plan for the community's long-term use and enjoyment of the site.

Council has prepared three concept options for the community to review and provide their feedback.

As the site is located on Crown Land, any proposed development or change to its use would require the consent of the State Government through the Department of Environment, Land, Water and Planning.

A recommendation based on the responses will be presented to Council for inclusion as part of the broader Lewis Park Masterplan.

Timeline

✓ **June - July**
Community consultation

□ **July - August**
Consideration of all feedback

□ **August - September**
Findings presented to Council



Option 1

Relocate community gardens, retain vineyard, new passive open space and a cafe with views to the Dandenongs



Option 2

Expand community gardens, new passive open space, new playspace and a cafe with views to the Dandenongs



Option 3

Expand community gardens, new passive open space, new playspace and a cafe in alternative location



Have your say

on the future of Knox Community Gardens

To view the concept options and submit your feedback, visit us at knox.vic.gov.au/haveyoursay or call **03 9298 8000** and ask for the Open Spaces team.

All feedback received by Thursday 12 July will be reviewed and considered.

Q1 What is your gender?

Answered: 466 Skipped: 149

#	RESPONSES	DATE
1	Female Female	7/12/2018 9:17 PM
2	Male male	7/12/2018 5:57 PM
3	Male male	7/12/2018 4:58 PM
4	Male Male	7/12/2018 4:54 PM
5	Male M	7/12/2018 4:39 PM
6	Female Female	7/12/2018 3:42 PM
7	Female F	7/12/2018 3:37 PM
8	Female Female	7/12/2018 3:36 PM
9	Female female	7/12/2018 2:56 PM
10	Female Female	7/12/2018 1:51 PM
11	Female Female	7/12/2018 12:57 PM
12	Female female	7/12/2018 11:12 AM
13	Female female	7/12/2018 8:32 AM
14	Female Female	7/12/2018 7:54 AM
15	Male Male	7/12/2018 7:54 AM
16	Female female	7/12/2018 7:22 AM
17	Female female	7/12/2018 7:15 AM
18	Male Male	7/12/2018 4:35 AM
19	Male Male	7/11/2018 10:46 PM
20	Male Male	7/11/2018 9:58 PM
21	Female Female	7/11/2018 9:25 PM
22	Female Female	7/11/2018 7:36 PM
23	Female Female	7/11/2018 6:03 PM
24	Male Male	7/11/2018 4:34 PM
25	Female Female	7/11/2018 4:29 PM
26	Male MALE	7/11/2018 4:18 PM
27	Male Male	7/11/2018 4:12 PM
28	Male Male	7/11/2018 4:06 PM
29	Male MAle	7/11/2018 3:05 PM
30	Male male	7/11/2018 1:20 PM
31	Female Female	7/11/2018 1:08 PM
32	Male Male	7/11/2018 12:45 PM
33	Male Male	7/11/2018 12:23 PM
34	Female femal	7/11/2018 12:20 PM
35	Male Male	7/11/2018 12:11 PM
36	Male Male	7/11/2018 11:37 AM
37	Female Female	7/11/2018 11:35 AM
38	N/A none	7/11/2018 9:24 AM

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39	Female	Female	7/11/2018 8:19 AM
40	Female	f	7/11/2018 8:07 AM
41	Female	Female	7/10/2018 11:19 PM
42	Female	Female	7/10/2018 11:17 PM
43	Male	Male	7/10/2018 11:15 PM
44	Female	Female	7/10/2018 11:11 PM
45	Female	Female	7/10/2018 8:41 PM
46	Female	female	7/10/2018 8:11 PM
47	Male	Male	7/10/2018 6:44 PM
48	Female	female	7/10/2018 5:28 PM
49	Female	Female	7/10/2018 12:13 PM
50	Female	female	7/10/2018 11:09 AM
51	Female	F	7/10/2018 10:03 AM
52	Male	m	7/10/2018 9:48 AM
53	Female	Female	7/10/2018 9:32 AM
54	Male	M	7/10/2018 7:25 AM
55	Female	Female	7/10/2018 12:58 AM
56	Female	Female	7/9/2018 11:19 PM
57	Female	Female	7/9/2018 10:40 PM
58	Female	Female	7/9/2018 10:28 PM
59	Male	Male	7/9/2018 9:16 PM
60	Female	Female	7/9/2018 8:53 PM
61	Female	Female	7/9/2018 8:26 PM
62	Female	Female	7/9/2018 8:20 PM
63	Male	male	7/9/2018 8:11 PM
64	Female	Female	7/9/2018 7:54 PM
65	Female	Female	7/9/2018 7:48 PM
66	Female	Female	7/9/2018 6:58 PM
67	Female	Sex is female. Gender is a social construct and irrelevant.	7/9/2018 6:57 PM
68	Female	Female	7/9/2018 6:18 PM
69	Female	Female	7/9/2018 3:51 PM
70	Female	Female	7/9/2018 3:35 PM
71	Male	Male	7/9/2018 9:32 AM
72	Male	male	7/9/2018 7:38 AM
73	Male	Male	7/9/2018 7:21 AM
74	Female	Female	7/9/2018 7:15 AM
75	Female	f	7/9/2018 2:09 AM
76	Female	Female	7/8/2018 10:22 PM
77	Male	M	7/8/2018 1:23 PM
78	Female	female	7/8/2018 12:20 PM
79	Male	MAle	7/8/2018 11:56 AM
80	Male	Male	7/8/2018 11:29 AM
81	Male	Male	7/8/2018 11:08 AM
82	N/A	dd	7/8/2018 11:03 AM

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83	Male	male	7/8/2018 10:59 AM
84	Female	female	7/7/2018 5:27 PM
85	Male	Male	7/7/2018 5:20 PM
86	Female	Female	7/7/2018 5:03 PM
87	Male	Male	7/7/2018 4:58 PM
88	Male	Male	7/7/2018 11:48 AM
89	Female	Female	7/7/2018 6:46 AM
90	Female	Female	7/6/2018 6:44 PM
91	Male	Male	7/6/2018 3:52 PM
92	Female	Female	7/6/2018 12:53 PM
93	Female	Female	7/6/2018 12:29 PM
94	Male	male	7/6/2018 10:56 AM
95	Male	male	7/6/2018 9:15 AM
96	Female	female	7/6/2018 8:37 AM
97	Male	Male	7/5/2018 10:38 PM
98	Female	F	7/5/2018 8:32 PM
99	Male	Male	7/5/2018 8:02 PM
100	Male	Male	7/5/2018 3:36 PM
101	Male	Male	7/5/2018 3:35 PM
102	Female	Female	7/5/2018 3:34 PM
103	Male	Male	7/5/2018 1:58 PM
104	Male	Male	7/5/2018 1:57 PM
105	Female	Female	7/5/2018 12:49 PM
106	Male	Male	7/5/2018 12:23 PM
107	Female	Female	7/5/2018 12:19 PM
108	Female	Female	7/5/2018 12:09 PM
109	Female	Female	7/5/2018 10:30 AM
110	Female	Female	7/5/2018 10:21 AM
111	Female	Female	7/5/2018 9:38 AM
112	Female	F	7/5/2018 9:03 AM
113	Female	Female	7/5/2018 7:21 AM
114	Male	Male	7/5/2018 4:15 AM
115	Male	Male	7/5/2018 3:50 AM
116	Male	male	7/4/2018 1:57 PM
117	Female	female	7/4/2018 1:37 PM
118	Female	Female	7/3/2018 8:20 PM
119	Male	male	7/3/2018 2:43 PM
120	N/A	Knox community gardens society	7/3/2018 9:46 AM
121	Female	Female	7/3/2018 7:52 AM
122	Male	male	7/2/2018 9:47 PM
123	Female	Female	7/2/2018 6:56 PM
124	Male	Male	7/2/2018 6:54 PM
125	Male	Male	7/2/2018 6:42 PM
126	Male	Male	7/2/2018 2:27 PM

Knox Community Gardens - Concept Options - Community Consultation

127	Female Female	7/2/2018 2:05 PM
128	Male M	7/2/2018 11:10 AM
129	Male Male	7/2/2018 11:09 AM
130	Male male	7/2/2018 9:21 AM
131	Female Female	7/2/2018 7:02 AM
132	Female Female	7/1/2018 9:08 PM
133	Male Male	7/1/2018 9:03 PM
134	Female Female	7/1/2018 8:36 PM
135	Female Female	7/1/2018 8:23 PM
136	Male Male	7/1/2018 8:10 PM
137	Male Male	7/1/2018 6:44 PM
138	Female Female	7/1/2018 12:46 PM
139	Male Male	7/1/2018 10:44 AM
140	Female Female	7/1/2018 7:17 AM
141	Female female	7/1/2018 12:35 AM
142	Female female	6/30/2018 7:59 PM
143	Female female	6/30/2018 7:55 PM
144	Female female	6/30/2018 6:02 PM
145	Male Male	6/30/2018 3:30 PM
146	Male Male	6/30/2018 3:24 PM
147	Male Male	6/30/2018 3:24 PM
148	Male Male	6/30/2018 3:16 PM
149	Male Male	6/30/2018 2:20 PM
150	Female Female	6/30/2018 12:00 AM
151	Female female	6/29/2018 11:53 PM
152	Female Female	6/29/2018 8:26 PM
153	Female Female	6/29/2018 8:14 PM
154	Female My sex is female	6/29/2018 7:23 PM
155	Male Male	6/29/2018 5:21 PM
156	Female Female	6/29/2018 10:31 AM
157	Female Female	6/29/2018 12:26 AM
158	Female Female	6/28/2018 10:49 PM
159	Male Male	6/28/2018 9:26 PM
160	Female Female	6/28/2018 8:07 PM
161	Female Female	6/28/2018 4:50 PM
162	Male Male	6/28/2018 4:47 PM
163	Female Female	6/28/2018 4:00 PM
164	Female Female	6/28/2018 3:59 PM
165	Female Female	6/28/2018 3:43 PM
166	Female Female	6/28/2018 3:23 PM
167	Female Female	6/28/2018 3:16 PM
168	Female Female	6/28/2018 3:00 PM
169	Male Male	6/28/2018 11:37 AM
170	Female FEMALE	6/28/2018 8:02 AM

Knox Community Gardens - Concept Options - Community Consultation

171	Female Female	6/27/2018 8:29 PM
172	Male male	6/27/2018 8:01 PM
173	Female Female	6/27/2018 7:59 PM
174	Female Female	6/27/2018 7:33 PM
175	Male Male	6/27/2018 7:14 PM
176	Male male	6/27/2018 6:29 PM
177	Female Female	6/27/2018 5:25 PM
178	Male male	6/27/2018 3:30 PM
179	Female Female	6/27/2018 1:38 PM
180	Female Female	6/27/2018 1:21 PM
181	Male Male	6/27/2018 1:14 PM
182	Female Female	6/27/2018 1:04 PM
183	Male M	6/27/2018 12:10 PM
184	Female Female	6/27/2018 12:00 PM
185	Female Female	6/27/2018 11:57 AM
186	Female Female	6/27/2018 10:42 AM
187	Male male	6/27/2018 10:18 AM
188	Male Male	6/27/2018 10:16 AM
189	Male male	6/27/2018 10:16 AM
190	Female Female	6/27/2018 9:33 AM
191	Male Male	6/27/2018 8:45 AM
192	Female Female	6/27/2018 7:55 AM
193	Male Male	6/26/2018 10:44 PM
194	Female Female	6/26/2018 9:53 PM
195	Female Female	6/26/2018 8:41 PM
196	Male Male	6/26/2018 8:32 PM
197	Female Female	6/26/2018 8:28 PM
198	Female female	6/26/2018 8:08 PM
199	Male Male	6/26/2018 7:18 PM
200	Female Female	6/26/2018 5:03 PM
201	Female Female	6/26/2018 3:49 PM
202	Female Female	6/26/2018 3:26 PM
203	Male Male	6/26/2018 2:42 PM
204	Male Male	6/26/2018 1:21 PM
205	Female Female	6/26/2018 1:19 PM
206	Male Male	6/26/2018 12:35 PM
207	Female Female	6/26/2018 12:31 PM
208	Male Male	6/26/2018 11:26 AM
209	Female f	6/26/2018 9:32 AM
210	Male Male	6/26/2018 7:36 AM
211	Female Female	6/26/2018 4:01 AM
212	Female Female	6/25/2018 11:22 PM
213	Female Female	6/25/2018 11:12 PM
214	Female Female	6/25/2018 10:46 PM

Knox Community Gardens - Concept Options - Community Consultation

215	Female	Female	6/25/2018 10:45 PM
216	Female	Female	6/25/2018 10:39 PM
217	Female	female	6/25/2018 10:26 PM
218	Female	Female	6/25/2018 10:16 PM
219	Female	female	6/25/2018 10:07 PM
220	Female	Famale	6/25/2018 10:07 PM
221	Male	male	6/25/2018 10:06 PM
222	Female	female	6/25/2018 10:05 PM
223	Female	female	6/25/2018 10:03 PM
224	Female	Female	6/25/2018 10:03 PM
225	Male	male	6/25/2018 10:01 PM
226	Male	male	6/25/2018 9:55 PM
227	Female	Female	6/25/2018 9:54 PM
228	Female	Female	6/25/2018 9:49 PM
229	Female	Female	6/25/2018 9:48 PM
230	Female	Female	6/25/2018 9:31 PM
231	Female	Female	6/25/2018 9:22 PM
232	Female	Female	6/25/2018 9:19 PM
233	Female	Female	6/25/2018 9:18 PM
234	Female	Female	6/25/2018 9:16 PM
235	Female	Female	6/25/2018 9:15 PM
236	Female	Female	6/25/2018 9:12 PM
237	Female	Female	6/25/2018 9:12 PM
238	Female	Female	6/25/2018 9:12 PM
239	Female	Female	6/25/2018 9:09 PM
240	Female	Female	6/25/2018 9:08 PM
241	Female	Female	6/25/2018 8:59 PM
242	Female	Female	6/25/2018 8:55 PM
243	Female	F	6/25/2018 8:54 PM
244	Female	Female	6/25/2018 8:49 PM
245	Female	Female	6/25/2018 8:35 PM
246	Female	Female	6/25/2018 8:33 PM
247	Female	F	6/25/2018 8:31 PM
248	Female	Female	6/25/2018 8:28 PM
249	Female	Female	6/25/2018 8:27 PM
250	Female	Female	6/25/2018 8:13 PM
251	Female	Female	6/25/2018 8:13 PM
252	Female	Female	6/25/2018 8:12 PM
253	Female	Female	6/25/2018 8:10 PM
254	Female	F	6/25/2018 8:10 PM
255	Female	Female	6/25/2018 8:06 PM
256	Female	Female	6/25/2018 8:04 PM
257	Female	Female	6/25/2018 8:03 PM
258	Female	Female	6/25/2018 8:01 PM

Knox Community Gardens - Concept Options - Community Consultation

259	Female	Female	6/25/2018 7:52 PM
260	Female	Female	6/25/2018 7:50 PM
261	Female	Female	6/25/2018 7:50 PM
262	Female	Female	6/25/2018 7:48 PM
263	Female	Fermale	6/25/2018 7:47 PM
264	Female	Female	6/25/2018 7:46 PM
265	Female	Female	6/25/2018 7:46 PM
266	Female	Female	6/25/2018 7:46 PM
267	Female	Female	6/25/2018 7:43 PM
268	Female	Female	6/25/2018 7:40 PM
269	Female	Female	6/25/2018 7:39 PM
270	Male	Male	6/25/2018 7:02 PM
271	Female	Female	6/25/2018 5:50 PM
272	Male	M	6/25/2018 4:29 PM
273	Female	Female	6/25/2018 3:42 PM
274	Female	Female	6/25/2018 2:11 PM
275	Female	Female	6/25/2018 12:05 PM
276	Male	Male	6/25/2018 11:16 AM
277	N/A	irrelevant to this survey	6/25/2018 9:14 AM
278	Female	F	6/25/2018 8:46 AM
279	Male	Male	6/25/2018 8:06 AM
280	Female	Female	6/24/2018 10:07 PM
281	Female	female	6/24/2018 9:34 PM
282	Female	Female	6/24/2018 6:10 PM
283	Female	female	6/24/2018 4:52 PM
284	Male	male	6/24/2018 1:38 PM
285	Male	Male	6/24/2018 12:15 AM
286	Female	F	6/23/2018 4:27 PM
287	Male	male	6/23/2018 12:17 PM
288	Male	Male	6/23/2018 11:56 AM
289	Female	Female	6/22/2018 10:46 PM
290	Female	Female	6/22/2018 9:55 PM
291	Male	Male	6/22/2018 9:26 PM
292	Male	male	6/22/2018 9:20 PM
293	Male	MALE	6/22/2018 8:15 PM
294	Male	male	6/22/2018 4:23 PM
295	Female	female	6/22/2018 3:23 PM
296	Female	Female	6/22/2018 2:53 PM
297	Male	Male	6/22/2018 2:49 PM
298	Female	female	6/22/2018 2:44 PM
299	Male	male	6/22/2018 10:45 AM
300	Male	Male	6/21/2018 11:23 PM
301	Male	Male	6/21/2018 11:21 PM
302	Male	Male	6/21/2018 9:45 PM

Knox Community Gardens - Concept Options - Community Consultation

303	Male	Male	6/21/2018 9:37 PM
304	Female	F	6/21/2018 8:00 PM
305	Male	Male	6/21/2018 5:04 PM
306	Male	Male	6/21/2018 1:47 PM
307	Male	Male	6/21/2018 1:20 PM
308	Female	F	6/21/2018 12:08 PM
309	Male	male	6/21/2018 10:23 AM
310	Female	Female	6/21/2018 10:11 AM
311	Female	F	6/21/2018 8:48 AM
312	Male	male	6/20/2018 9:42 PM
313	Male	male	6/20/2018 7:29 PM
314	Female	Female	6/20/2018 6:14 PM
315	Female	female	6/20/2018 5:56 PM
316	Female	Female	6/20/2018 5:19 PM
317	Female	female	6/20/2018 12:39 PM
318	Male	male	6/20/2018 10:56 AM
319	Female	Female	6/20/2018 9:39 AM
320	Male	Male	6/20/2018 9:38 AM
321	Female	Female	6/19/2018 9:15 PM
322	Male	Male	6/19/2018 9:05 PM
323	Male	Male	6/19/2018 8:36 PM
324	Female	Female	6/19/2018 8:10 PM
325	Female	Female	6/19/2018 7:45 PM
326	Female	Female	6/19/2018 7:38 PM
327	N/A	Non specific	6/19/2018 7:19 PM
328	Female	Female	6/19/2018 7:13 PM
329	Male	Male	6/19/2018 6:48 PM
330	Female	Femaile	6/19/2018 6:43 PM
331	Male	Male	6/19/2018 6:30 PM
332	Female	F	6/19/2018 4:25 PM
333	Female	F	6/19/2018 3:01 PM
334	Female	Female	6/19/2018 2:52 PM
335	Male	Male	6/19/2018 2:10 PM
336	Male	Male	6/19/2018 1:42 PM
337	Male	male	6/19/2018 1:20 PM
338	Male	Male	6/19/2018 12:48 PM
339	Female	Female	6/19/2018 12:44 PM
340	Female	Female	6/19/2018 11:39 AM
341	Female	Female	6/19/2018 10:59 AM
342	Female	F	6/19/2018 9:48 AM
343	Male	Male	6/18/2018 10:50 PM
344	Female	Female	6/18/2018 6:38 PM
345	Female	Female	6/18/2018 5:35 PM
346	Male	Male	6/18/2018 3:40 PM

Knox Community Gardens - Concept Options - Community Consultation

347	Female	female	6/18/2018 1:25 PM
348	Female	female	6/18/2018 10:22 AM
349	Male	male	6/18/2018 10:14 AM
350	Female	FEMALE	6/18/2018 8:30 AM
351	Male	male	6/17/2018 9:39 PM
352	Male	male	6/17/2018 2:35 PM
353	Female	Female	6/17/2018 10:56 AM
354	Female	Female	6/17/2018 10:20 AM
355	Female	Female	6/17/2018 8:26 AM
356	Male	Male	6/16/2018 5:11 PM
357	Male	Male	6/16/2018 3:13 PM
358	Male	Male	6/16/2018 2:28 PM
359	Female	female	6/16/2018 12:55 PM
360	Female	Female	6/16/2018 12:29 PM
361	Female	Female	6/16/2018 8:45 AM
362	Female	Female	6/15/2018 11:57 PM
363	Female	Female	6/15/2018 11:03 PM
364	Female	female	6/15/2018 10:36 PM
365	Female	Female	6/15/2018 8:42 PM
366	Female	Female	6/15/2018 8:39 PM
367	Female	Female	6/15/2018 7:47 PM
368	Female	Female	6/15/2018 7:22 PM
369	Male	Male	6/15/2018 7:13 PM
370	Female	Female	6/15/2018 7:05 PM
371	Female	Female	6/15/2018 7:04 PM
372	Female	Female	6/15/2018 6:39 PM
373	Male	Male	6/15/2018 6:35 PM
374	Male	Male	6/15/2018 6:34 PM
375	Male	male	6/15/2018 6:06 PM
376	Male	male	6/15/2018 5:51 PM
377	Female	Female	6/15/2018 5:18 PM
378	Female	Female	6/15/2018 5:05 PM
379	Male	Male	6/15/2018 4:47 PM
380	Female	Female	6/15/2018 4:29 PM
381	Male	male	6/15/2018 4:03 PM
382	Female	Female	6/15/2018 3:48 PM
383	Female	female	6/15/2018 3:33 PM
384	Male	Male	6/15/2018 3:33 PM
385	Female	female	6/15/2018 3:18 PM
386	Male	Male	6/15/2018 3:18 PM
387	Female	Female	6/15/2018 3:01 PM
388	Male	Male	6/15/2018 3:00 PM
389	Female	Female	6/15/2018 2:40 PM
390	Female	Female	6/15/2018 2:28 PM

Knox Community Gardens - Concept Options - Community Consultation

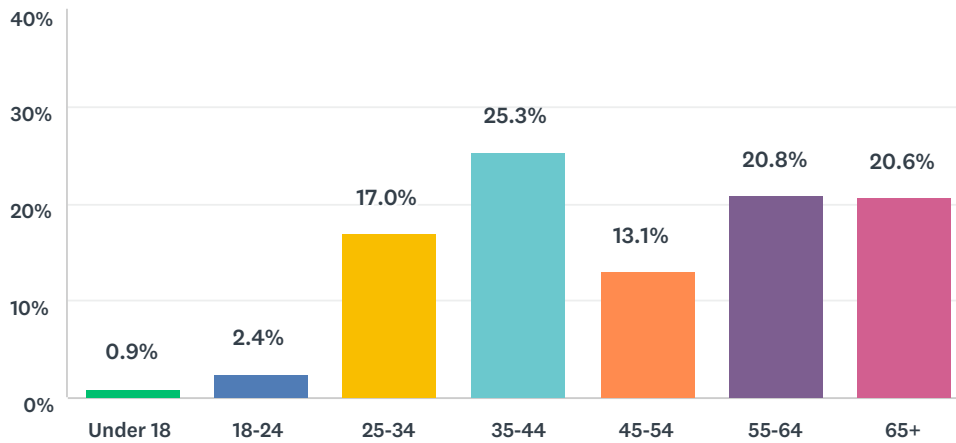
391	Male	Male	6/15/2018 2:25 PM
392	Female	Female	6/15/2018 2:15 PM
393	Female	female	6/15/2018 2:07 PM
394	Male	Male	6/15/2018 1:52 PM
395	Female	Female	6/15/2018 1:51 PM
396	Female	Female	6/15/2018 1:35 PM
397	Male	Male	6/15/2018 1:34 PM
398	Male	Male	6/15/2018 1:09 PM
399	Male	Male	6/15/2018 1:05 PM
400	Male	Male	6/15/2018 1:00 PM
401	Male	Male	6/15/2018 1:00 PM
402	Male	Male	6/15/2018 1:00 PM
403	Male	Male	6/15/2018 12:41 PM
404	Female	Female	6/15/2018 12:37 PM
405	Female	Female	6/15/2018 12:33 PM
406	Female	Female	6/15/2018 12:31 PM
407	Female	Female	6/15/2018 12:29 PM
408	Male	Male	6/15/2018 12:15 PM
409	Male	Male	6/15/2018 12:08 PM
410	Female	F	6/15/2018 11:58 AM
411	Male	male	6/15/2018 11:56 AM
412	Male	Male	6/15/2018 10:28 AM
413	Female	female	6/15/2018 9:27 AM
414	Female	Female	6/15/2018 6:46 AM
415	Female	Female	6/14/2018 10:53 PM
416	Female	Female	6/14/2018 9:15 PM
417	Male	male	6/14/2018 9:07 PM
418	Male	Malea	6/14/2018 8:04 PM
419	Female	Female	6/14/2018 7:38 PM
420	Female	Female	6/14/2018 6:12 PM
421	Female	Female	6/14/2018 3:37 PM
422	Female	Female	6/14/2018 3:28 PM
423	Female	Female	6/14/2018 1:44 PM
424	Male	Male	6/14/2018 1:41 PM
425	Female	female	6/14/2018 1:24 PM
426	Male	male	6/14/2018 1:01 PM
427	Female	female	6/14/2018 1:01 PM
428	Male	Male	6/14/2018 12:52 PM
429	Male	male	6/14/2018 12:50 PM
430	Male	m	6/14/2018 11:49 AM
431	Female	FEMALE	6/14/2018 11:27 AM
432	Female	Female	6/14/2018 11:15 AM
433	Female	Female	6/14/2018 11:12 AM
434	Female	female	6/14/2018 11:01 AM

Knox Community Gardens - Concept Options - Community Consultation

435	Female	Female	6/14/2018 10:33 AM
436	Female	Female	6/14/2018 10:11 AM
437	Female	Female	6/14/2018 10:09 AM
438	Female	female	6/14/2018 9:58 AM
439	Female	f	6/14/2018 9:55 AM
440	Female	Female	6/14/2018 9:30 AM
441	Male	Male	6/14/2018 9:11 AM
442	Female	female	6/14/2018 8:44 AM
443	Female	Female	6/14/2018 8:32 AM
444	Female	Female	6/14/2018 7:45 AM
445	Female	Female	6/14/2018 7:42 AM
446	Female	female	6/14/2018 7:39 AM
447	Female	Female	6/14/2018 7:07 AM
448	Male	male	6/14/2018 6:51 AM
449	Female	Female	6/14/2018 6:39 AM
450	Female	Female	6/14/2018 5:25 AM
451	Female	Female	6/14/2018 5:23 AM
452	Female	Female	6/13/2018 9:14 PM
453	Female	Female	6/13/2018 9:07 PM
454	Female	Female	6/13/2018 8:22 PM
455	Female	Female	6/13/2018 8:14 PM
456	Female	F	6/13/2018 7:33 PM
457	Female	Female	6/13/2018 7:33 PM
458	Female	F	6/13/2018 7:32 PM
459	Female	Female	6/13/2018 7:30 PM
460	Female	Female	6/13/2018 7:22 PM
461	Female	female	6/13/2018 7:20 PM
462	Female	Female	6/13/2018 6:19 PM
463	Female	Female	6/13/2018 6:13 PM
464	Female	F	6/13/2018 5:36 PM
465	Male	Male	6/13/2018 5:33 PM
466	Male	Male	6/13/2018 5:30 PM

Q2 What is your age?

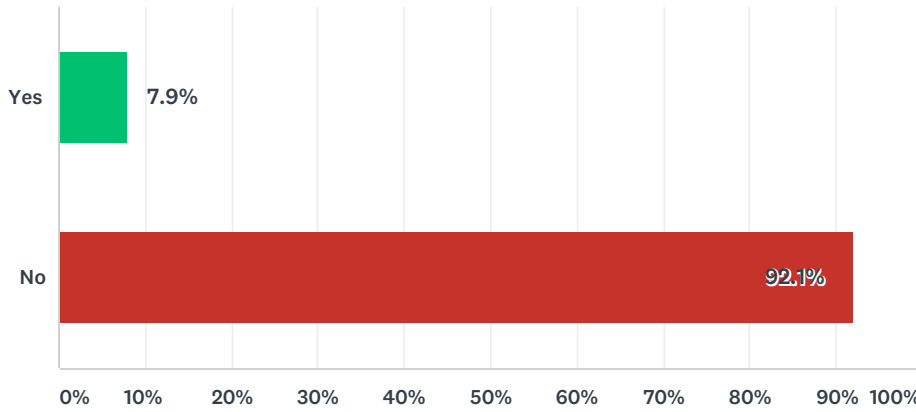
Answered: 466 Skipped: 149



ANSWER CHOICES	RESPONSES	
Under 18	0.9%	4
18-24	2.4%	11
25-34	17.0%	79
35-44	25.3%	118
45-54	13.1%	61
55-64	20.8%	97
65+	20.6%	96
TOTAL		466

Q3 Do you identify as living with a disability?

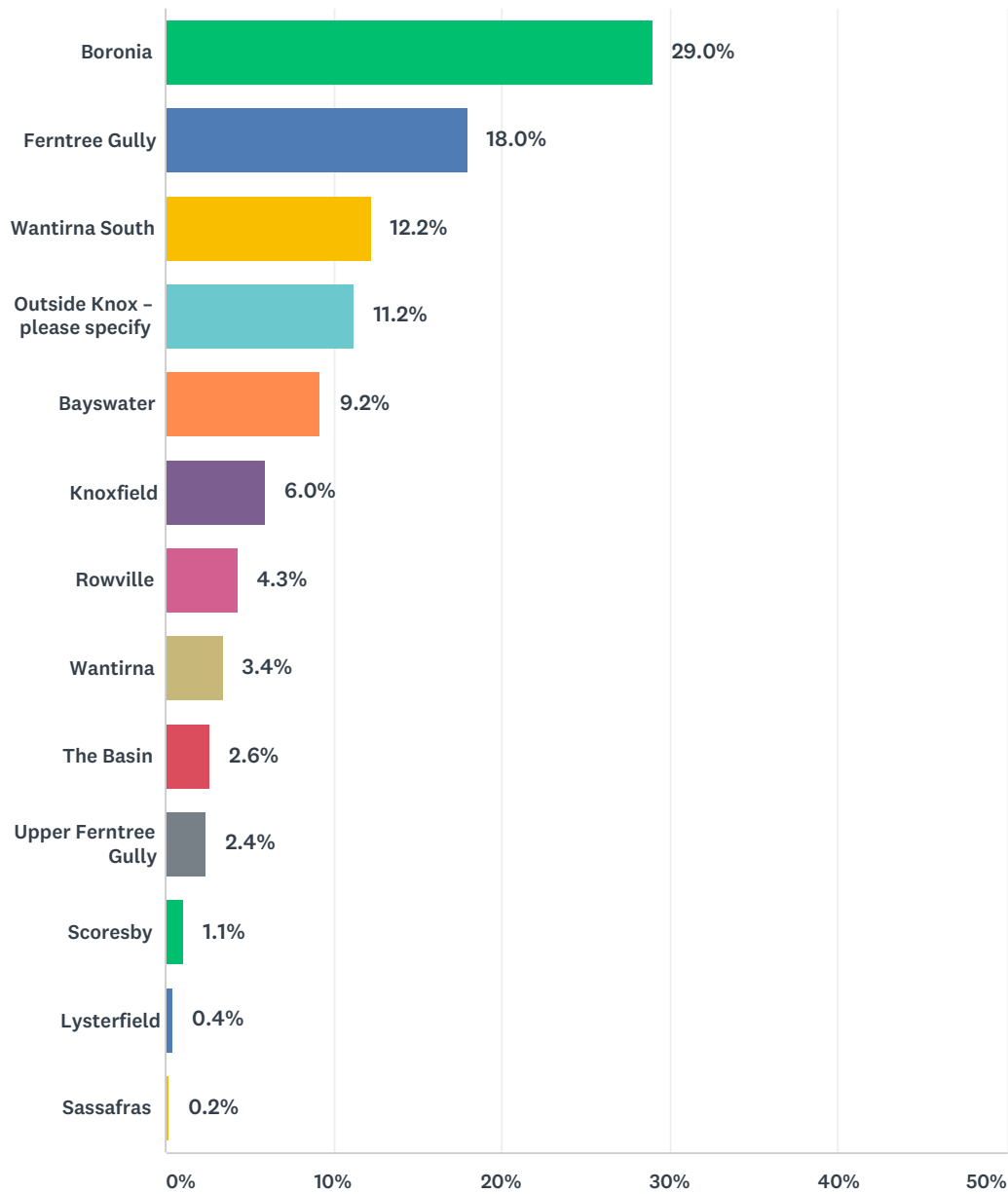
Answered: 466 Skipped: 149



ANSWER CHOICES	RESPONSES	
Yes	7.9%	37
No	92.1%	429
TOTAL		466

Q4 What suburb do you live in?

Answered: 466 Skipped: 149



ANSWER CHOICES	RESPONSES	
Boronia	29.0%	135
Ferntree Gully	18.0%	84
Wantirna South	12.2%	57
Outside Knox – please specify	11.2%	52
Bayswater	9.2%	43
Knoxfield	6.0%	28
Rowville	4.3%	20
Wantirna	3.4%	16
The Basin	2.6%	12

Knox Community Gardens - Concept Options - Community Consultation

Upper Ferntree Gully	2.4%	11
Scoresby	1.1%	5
Lysterfield	0.4%	2
Sassafras	0.2%	1
TOTAL		466

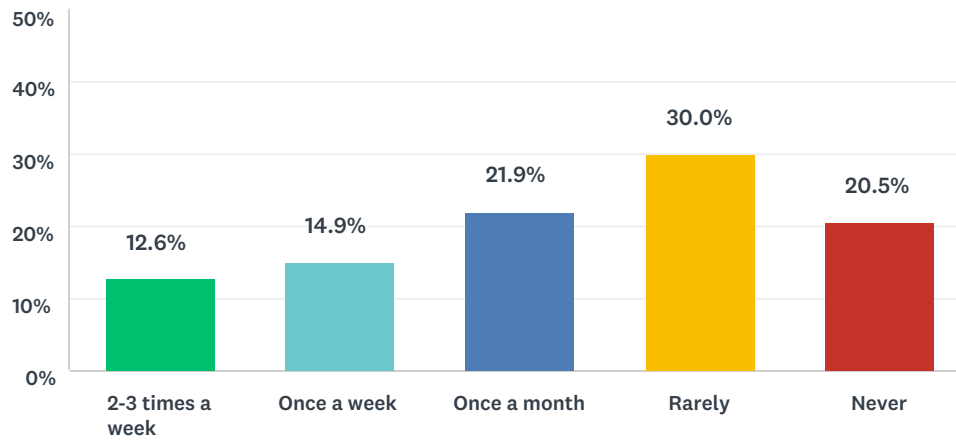
#	OUTSIDE KNOX – PLEASE SPECIFY	DATE
1	Seaford	7/12/2018 9:17 PM
2	Glen Waverly	7/12/2018 4:39 PM
3	Belgrave	7/12/2018 12:57 PM
4	Lilydale work in knox	7/12/2018 7:54 AM
5	Burwood	7/11/2018 10:46 PM
6	Ringwood	7/11/2018 12:23 PM
7	Burwood	7/11/2018 11:37 AM
8	Tecoma	7/11/2018 8:07 AM
9	Gembrook	7/10/2018 8:41 PM
10	Belgrave	7/10/2018 9:48 AM
11	Launching Place	7/9/2018 3:35 PM
12	Northcote - I am a Community garden group representative	7/5/2018 12:09 PM
13	Cheltenham	7/5/2018 4:15 AM
14	The Patch	7/2/2018 9:47 PM
15	Montrose	7/2/2018 6:42 PM
16	Mooroolbark	7/1/2018 8:23 PM
17	Mitcham	6/27/2018 8:45 AM
18	Croydon	6/25/2018 9:12 PM
19	Mooroolbark	6/25/2018 8:59 PM
20	Edithvale	6/25/2018 8:31 PM
21	Wheeler's Hill	6/25/2018 8:10 PM
22	Research	6/25/2018 7:52 PM
23	Narre warren	6/25/2018 7:43 PM
24	Ringwood	6/25/2018 5:50 PM
25	Casey	6/25/2018 9:14 AM
26	Ringwood	6/24/2018 10:07 PM
27	Darwin	6/23/2018 4:27 PM
28	shifted to hastings after 30 yrs. next to gardens.	6/22/2018 9:20 PM
29	Ringwood	6/20/2018 9:39 AM
30	Nowra	6/19/2018 9:15 PM
31	Seymour	6/19/2018 7:19 PM
32	Burwood East	6/19/2018 7:13 PM
33	Mentone	6/19/2018 4:25 PM
34	Own property in Boronia but live in Chirnside Park	6/19/2018 10:59 AM
35	Wheeler's Hill	6/18/2018 10:22 AM
36	Drouin	6/17/2018 10:56 AM

Knox Community Gardens - Concept Options - Community Consultation

37	Kinglake	6/16/2018 12:29 PM
38	Pascoe Vale South	6/15/2018 7:13 PM
39	Phillip Island	6/15/2018 5:05 PM
40	Berwick	6/15/2018 3:33 PM
41	Seymour	6/15/2018 2:07 PM
42	Surrey Hills	6/15/2018 1:52 PM
43	Beaconsfield	6/15/2018 1:09 PM
44	Yea	6/15/2018 1:05 PM
45	Glen Waverley	6/15/2018 1:00 PM
46	Maffra	6/15/2018 12:31 PM
47	croydon	6/15/2018 11:56 AM
48	Mooroolbark	6/15/2018 6:46 AM
49	Upwey	6/14/2018 10:53 PM
50	Cockatoo	6/14/2018 1:24 PM
51	Vermont	6/14/2018 7:45 AM
52	Keysborough	6/13/2018 7:32 PM

Q5 How often do you visit Knox Community Gardens?

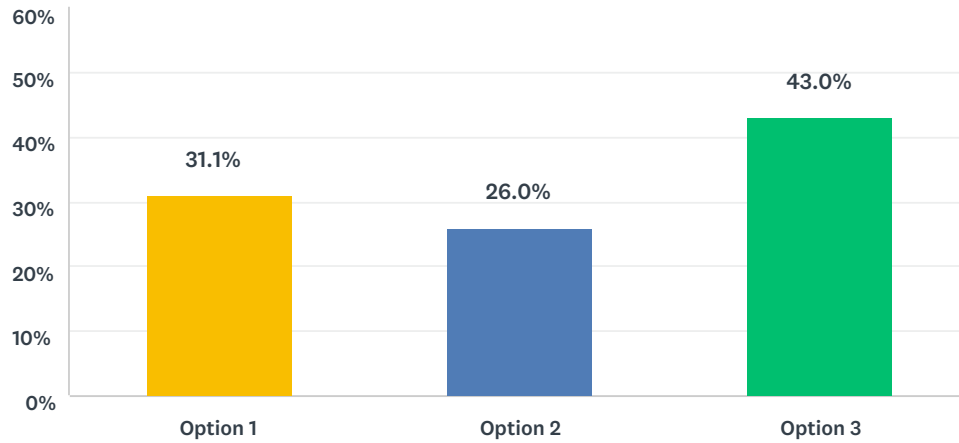
Answered: 570 Skipped: 45



ANSWER CHOICES	RESPONSES	
2-3 times a week	12.6%	72
Once a week	14.9%	85
Once a month	21.9%	125
Rarely	30.0%	171
Never	20.5%	117
TOTAL		570

Q6 Which of the three concept options do you prefer?

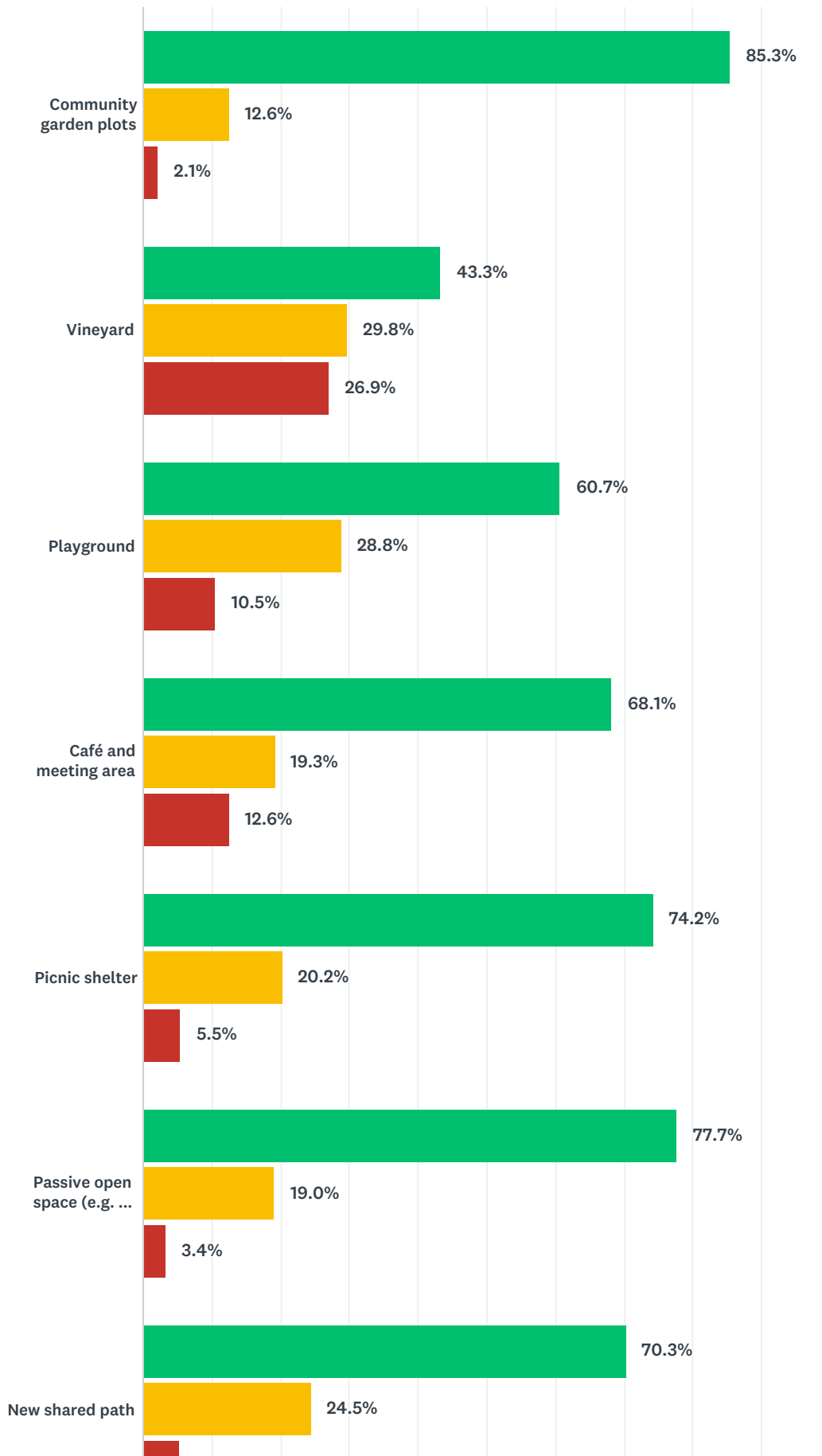
Answered: 570 Skipped: 45



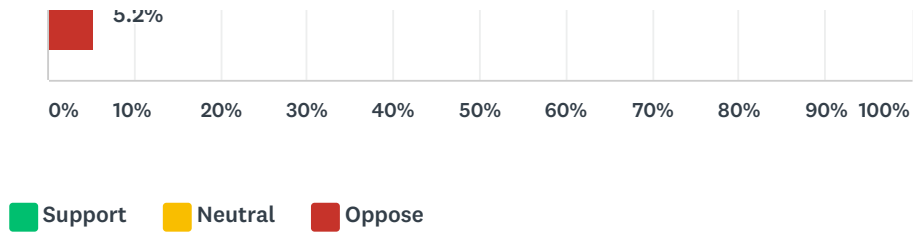
ANSWER CHOICES	RESPONSES	
Option 1	31.1%	177
Option 2	26.0%	148
Option 3	43.0%	245
TOTAL		570

Q7 How strongly do you support the following proposed features?

Answered: 570 Skipped: 45



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	SUPPORT	NEUTRAL	OPPOSE	TOTAL	WEIGHTED AVERAGE
Community garden plots	85.3% 481	12.6% 71	2.1% 12	564	2.83
Vineyard	43.3% 243	29.8% 167	26.9% 151	561	2.16
Playground	60.7% 342	28.8% 162	10.5% 59	563	2.50
Café and meeting area	68.1% 385	19.3% 109	12.6% 71	565	2.56
Picnic shelter	74.2% 418	20.2% 114	5.5% 31	563	2.69
Passive open space (e.g. for walking)	77.7% 438	19.0% 107	3.4% 19	564	2.74
New shared path	70.3% 393	24.5% 137	5.2% 29	559	2.65

Q8 Please share any other comments you have regarding the three concept options for Knox Community Gardens

Answered: 314 Skipped: 301

#	RESPONSES	DATE
1	No café option/shared bike path	7/20/2018 12:57 PM
2	No café or meeting rooms no cyclists	7/20/2018 12:56 PM
3	A well developed playground is essential to residents of Knox, to bring people together eg. Burden Park - Springvale / with BBQ family eg. Tim Neville - Aboretum - Ferntree gully	7/20/2018 12:55 PM
4	Great Idea, would encourage more use	7/20/2018 12:43 PM
5	I have rarely been there but the new activities I would mean that I would use more often	7/20/2018 12:42 PM
6	Keep as is but renew vineyard. Great tourist attraction potential. Playground and too many community activities will cause damage to plots by kids.	7/20/2018 12:40 PM
7	Lease vineyard to original leaseholder if he wants to built café let him. Access Rd from Scoresby Rd will need a surface upgrade - not cost effective. The council could maintain the vineyard. Too costly who would use café?	7/20/2018 12:37 PM
8	No commercial vines!!	7/19/2018 11:15 AM
9	No commercial vines	7/19/2018 11:15 AM
10	No vines!	7/19/2018 11:14 AM
11	Vines not attractive or beneficial	7/19/2018 11:13 AM
12	Option 2 gives top community uses for all to share	7/19/2018 11:12 AM
13	I thought this was Public Greening not Commercial	7/19/2018 11:10 AM
14	Open space for public use, replace vines.	7/19/2018 11:08 AM
15	I oppose the playground due to vandalism. A new location due to a lot of traffic on Scoresby Rd already.	7/19/2018 10:11 AM
16	I feel strongly that the natural environment should be protected. The bird life at the present. Eastern rosellas are often seen in the driveway area.	7/19/2018 10:09 AM
17	Gardens should be removed to open space with good local street access	7/19/2018 10:05 AM
18	Why can't it be left as it is?	7/19/2018 10:03 AM
19	Work around trees, stop cutting it down.	7/19/2018 10:02 AM
20	Option 2 - with vineyard would be great. How do I learn more about this vineyard.	7/19/2018 9:59 AM
21	Once a month farmers market	7/19/2018 9:58 AM
22	Connection to walking track! Blind Creek a little less vineyard - more plots and passive space. We have lots of playgrounds. Don't need more!	7/19/2018 9:57 AM
23	My reason for not visiting the gardens is there is nothing interesting to attend, but if you put in the suggested options mentioned then I would certainly go there. Also more picnic shelters needed or seats	7/13/2018 4:04 PM
24	If proposed changes go ahead the community gardens needs to be fenced off to prevent theft	7/13/2018 4:02 PM
25	We have more than enough parks in the area. Why not build a retirement village so they can live in safely as as most parks are.	7/13/2018 1:54 PM
26	Shade one of the playground please	7/13/2018 1:51 PM
27	Great having a cafe that is walking distance from home and another playspace for kids.	7/13/2018 1:49 PM
28	I feel if this is stuck in there it will become a dump and a place off road that teenagers will hang around and drink and general trouble.	7/13/2018 1:46 PM
29	Leave it alone it is special as it is.	7/13/2018 1:42 PM
30	this area should be developed for families to use and enjoy	7/13/2018 1:38 PM

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31	Nice fresh air, Home grown veggies, Good fellowship and community spirit.	7/13/2018 1:37 PM
32	option 1 that includes all possible facilities would make the space desirable for a greater cross section of the community	7/13/2018 1:36 PM
33	I have lived in the area for 28 years, didn't know there was a community garden, apart few the vineyard, apart from the vineyard	7/13/2018 1:35 PM
34	we would spend more time in community gardens with option 3. sorry to see the vineyard go but the café and playground walking makes more sense	7/13/2018 1:31 PM
35	A fenced off dog area	7/13/2018 1:30 PM
36	café in option 2 is close to carpark. removing vineyard enables more public access to passive open space. however need to plant indigenous plants in the planned open space.	7/13/2018 1:28 PM
37	Keep the lake !	7/13/2018 1:25 PM
38	community space is vital	7/13/2018 1:23 PM
39	rather have bigger garden plots area than vineyards. café more central to parking in 3rd option	7/13/2018 1:23 PM
40	Vineyard no benefit to community.	7/13/2018 1:22 PM
41	lets make use of this lovely area	7/13/2018 1:21 PM
42	I am an active 70 y.o lady. I regularly walk from Bronia to Knox city but never along existing shared path.I wouldn't feel safe. so ? to new path	7/13/2018 1:20 PM
43	please have a playground then we would visit	7/13/2018 1:20 PM
44	garden vineyard to support local business, café and picnic shelter are important	7/13/2018 1:19 PM
45	organic food with no food miles. in touch with seasonal produce and superior flavor from fresh produce	7/13/2018 1:17 PM
46	Vineyard are still alive? Do you have enough knowledge to interested people to carry this on to the future? This is the real issue .	7/13/2018 1:17 PM
47	knox needs all the open space / green areas that we can find in what is becoming a concrete jungle	7/13/2018 1:16 PM
48	around playground have some gym equipment which are fixed to ground. it will be a great place for parents while kids play in playground thanks	7/13/2018 1:15 PM
49	if the other lake goes we need community space and meeting places. *too much high rise development in knox	7/13/2018 1:14 PM
50	construction to begin on completion of compliance in full of lewis park 25 year masterplan construction	7/13/2018 1:13 PM
51	Could option 1 also have a playground? Do you have plans for the vineyard if you retain it?	7/13/2018 1:12 PM
52	thank you for giving people the opportunity to be involved in this decision	7/13/2018 1:11 PM
53	Support No.3 plan This is a better community option	7/13/2018 1:08 PM
54	Keep	7/13/2018 1:07 PM
55	Keep vineyard Add small playground to option 1	7/13/2018 1:06 PM
56	Plenty of benches around for people who can not walk far	7/13/2018 12:05 PM
57	Please retain the gardens as they area. The people who use them have put their hearts and souls into improving them.	7/13/2018 12:01 PM
58	I will support this garden if café ect. go ahead...more people...more safety.	7/13/2018 11:50 AM
59	You must retain gardens and vineyard	7/13/2018 11:48 AM
60	Plenty of areas for picnics. Vineyard should be kept and community gardens.	7/13/2018 11:45 AM
61	With the increasing high density living will need more community space for gardening	7/13/2018 11:44 AM
62	Would definitely use space for walking, gardening, café - great opportunity to give more outdoor living. Leave where it is - we have too much development and this present us with a healthier option.	7/13/2018 11:43 AM
63	Well all options seem ok to me. But no. 1 sounds ok.	7/13/2018 11:36 AM
64	Instead of a vineyard maybe a orchard	7/13/2018 11:25 AM
65	keep it open so as a parent I feel safe taking my kids there	7/13/2018 11:22 AM

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66	I live in Knox for over 20 years - never heard of this place. Maybe just more advertisement and it will become super popular.	7/13/2018 11:21 AM
67	As the community is growing so quickly I think the increased open space is the more important than the vineyard. I'm sure I will visit more often once built.	7/13/2018 11:19 AM
68	The third option would make people feel safer when walking along the pathway.	7/13/2018 11:08 AM
69	The vineyard has received numerous positive comments from international and other local visitors to my home in Queenstown NZ. I believe it is a great asset to know if promoted properly with tasting and sales could be a great opportunity for the area, especially with the café, playground and picnic area.	7/13/2018 11:07 AM
70	The gardens should stay as they are people like to grow their own veggies. Don't fix it if it's not broken.	7/13/2018 11:00 AM
71	A safe clean well maintained family friendly areas to consider please!	7/13/2018 10:58 AM
72	A café playground and few picnic tables would encourage families to visit the area.	7/13/2018 10:57 AM
73	No more cafes needed open space disappearing fast we need to keep as much as possible. It is a beautiful area, let's keep it that way.	7/13/2018 10:56 AM
74	Gardens should be left as are. No moving.	7/13/2018 10:54 AM
75	Vineyard and garden must remain. Greater access to public entry from bicycle path.	7/13/2018 10:52 AM
76	I didn't know there were community gardens in Knox	7/13/2018 10:50 AM
77	Access path to the new wetlands area as well. Also a fitness station area.	7/13/2018 10:48 AM
78	Oppose café because it will result in litter throughout the gardens.	7/13/2018 10:45 AM
79	It is good and natural, beautiful as it is. It does not need changing. No car park, No canteen, required. Please leave that bit of land as it is, beautiful and peaceful. It is not broken and let us not try to fix it !	7/12/2018 9:27 PM
80	The community gardens to remain where it is with increase in size for more community plots. Cafe to be a meeting place for local groups and social enterprise. Where profits go back into the community No commercial business /enterprise on site. Keep the land for public use.	7/12/2018 4:58 PM
81	We visit the community gardens with our son for some years now. There are few places like it in Melbourne. It is a great place to be together growing food and afterwards sitting in the club area for lunch or a BBQ. The vines are a waste of space. Get rid of the vines, they are of no value. The costs of any future changes should be kept down by using the existing road, the existing veggie plots and the existing buildings. A Café is not needed! Don't spoil the place by commercialising it! Keep this spot unique, not another café in a park!	7/12/2018 4:51 PM
82	I am strongly against Option 1 which would be extremely expensive for ratepayers, relocating long established plots just to install a café of dubious value. There are enough cafes in Knox and the main view would be of the developments on the Geneses site. I am strongly against option 2 as it relocates long established plots just to install a café of dubious value. There are enough cafes in Knox and the main view would be of the developments on the Geneses site. A permanent structure close to garden plots would spoil the peaceful ambience. A business run on the site , especially promoting and selling alcohol is not conducive to family values, as many children and school groups use this site. Knox Council should be expanding the number of plots by removing vines that are a relic and of no benefit to the local community. Save money and disruption and keep the existing road. Nearby Rosseyln Park is rarely used, this shows the local community don't need more parkland. Option 3 is the better choice of a bad selection of plans. The vines should be removed to better use the space for a range of community gardening and other activities, such as a Men's Shed, which could use existing buldings. As an example a community garden, (as opposed to individual plot holders), an Orchard Group, a Poultry Club, a Food Forest and a Men's Shed are all activities that would involve many local families without trying to a specific plot. NB there are already hundreds of fruit trees on this site which could be cared for and added to. A Wetland area at the lower land which is subject to flooding would be ideal for biodiversity and with observation decks would be very popular. There are better uses of the site to the local community than just looking at vines!	7/12/2018 4:36 PM
83	The love the plots. Please look after them.	7/12/2018 3:39 PM
84	I feel this is an important community space. So much potential with Option 3	7/12/2018 3:38 PM
85	I think it would be good to move it more centrally to Bayswater as it is a great concept	7/12/2018 2:57 PM
86	I believe a replanting of native vegetation project should be undertaken in the land freed up for passive open space. Knox Environment Society or similar should be involved. Otherwise, just lawns is not much better than the vineyard.	7/12/2018 11:14 AM

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87	The residents should be allowed to keep their plots. It brings retired & locals together to share their produce and also communicate with each other. There needs to be more green areas especially when the council are allowing more and more multi level developments to be built.	7/12/2018 8:36 AM
88	Not sure if café is needed. I do support local business but access and creation of a lot of traffic. Need to make sure enough parking and also rubbish issues . Not only the rubbish from customers but the large skip bins required.	7/12/2018 8:07 AM
89	The preservation & rehabilitation of the grape vines within the vineyard, offers an interesting and unique attraction for visitors to the site, as a working and functional cultural drawcard. The uniqueness of an Urban Winery would generate interest for consumers (of all levels of experience) of sampling locally produced fine wine and food, and understanding its production. The existing vines on the site, range to around forty years of age, hence arguably there is heritage value stemming from the plantation of the vineyard, that has a cultural worth, and has merit to revive and continue. This comes from a previous educational role the site played in the past, being true to its philosophy of sharing and expanding knowledge and nurturing practical experience. Comments regarding Concept One: The location of the cafe/restaurant/cellar door, could be located up to half way down (as seen on the map) of the proposed passive open space, to open it up to take full advantage of the vast views of the mountain range. This could be supported with large window expanse(s), and/or outdoor seating areas. Garden plots, or one two rows of vines, could act as a border and enclosure, especially to that of the southern and western boundaries of the proposed passive open space. In terms of the community gardens, I have observed that there is a potential to consolidate the foot print of the garden plots. For example, especially the garden plots located in the southern quarter of the site, individual plots could be moved and re-arranged to maximise the productive use of land by reducing space taken up by the walkways/paths in between garden rows. There is also a potential to implement rooftop gardens atop of newly constructed cafe/restaurant, winery and/or storage buildings, to possibly encourage efficient use of space, and serve as an example of the municipalities architectural ingenuity, and environmental and future town planning forethought. Without having calculated the proposed car parking areas, some of this could be pegged back, to reduce the impact on the existing boundary greenery and fruit trees. Retaining some of the brush cover would result in preserving existing neighbours privacy. Although, I do realise research into requirements regarding this amenity would need to be looked at especially in regards to sufficiently catering for a cafe/cellar door clientele.	7/11/2018 10:54 PM
90	Option 3 is the most suitable. I've seen the vineyards being neglected for the past four years. This is a waist of ratepayers money and yet the council keep raising rate as it's a bottomless pit. The Knox Community gardens is a place where, I an elder, can meet with others of many ages in a safe and clean environment. From season to season watch nature take blossom of fruit trees and veggies being grown. The gardens maintained the grounds with much care and responsibility at no cost to the council. The gardens are a meeting place for many different class, eg the Seed saving clubs, other Community gardens that visit, children from other schools grow their veggies there. The gardens also encourage families to use the facilities for Picnicks and teach the children how veggies are grown. The vineyards are not suitable in such a close area as pesticides are a danger to all including residential living. Let the Knox Community Garden have it. They do maintain it very well.	7/11/2018 5:02 PM
91	REASON FOR OPPOSING VINEYARD IS THE CHEMICAL OVER SPRAY THAT WOULD EFFECT THE ORGANIC PLOTS AND PEOPLE IN THE AREA I HAVE FIRST HAND KNOWLEDGE OF CANCERS TO THAT EFFECT IN THE YARRA VALLEY!	7/11/2018 4:22 PM
92	I really hope these proposals take shape. This is a hidden gem within our community and will prove very popular with the addition of a café. A better and quieter option than the hustle and bustle of Knox city SC. The vineyard and mountain view provide a slice of the country in suburbia.	7/11/2018 1:25 PM
93	There should have been a fourth concept option - leave it all as it is and continue leasing out the vineyard. The site as it stands is a slice of paradise in the midst of suburbia. It is much used and enjoyed by locals. I walk through parts of it most days and nearly always see others doing the same or making use of the passive space already present at the eastern end. It is only a small space, not something huge like Jells park or Ferntree Gully national park. Carving off a sizeable portion and converting it into a car park (which all three options do) would be sacrilege. Forget the cafe. Forget the carpark. Leave well enough alone. If it isn't broken, don't fix it. It is a gem as it is.	7/11/2018 12:51 PM
94	I'd love welcoming easy access at the end of our street (Rathmullen Road) I've got 2 young children who would enjoy a big fenced adventure playground, walking tracks and concrete paths for riding their bikes and grassy areas for running around and having picnics.	7/11/2018 11:37 AM
95	The vineyard can be an excellent teaching tool and a unique addition for people to enjoy. It would fit in nicely with the theme of community gardens and make for a quiet place to sit and enjoy the view of the Dandenongs which hopefully wont be obstructed in the near future with multi storey apartments.	7/11/2018 8:24 AM

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96	If the toilets are right down the back to the western boundary of the site, could they be relocated to nearer the new playground or vice-versa, as this will be easier for parents with children	7/10/2018 8:43 PM
97	The vineyard is unique and would draw people from out of the area as well to support the cafe. There are so many playgrounds, it is not necessary. The walk is a suitable alternative for those with young children.	7/10/2018 8:14 PM
98	As an ex member of the knox community gardens, I feel the plans are insensitive to those that spend a lot of time there. The cafe will be a bust, the location of the community gardens isn't somewhere people will think to go for a feed. There was enough issues with theft of items/plants from the community gardens without trying to get more non members through. With the push for sustainability, expanding the community gardens and building facilities around promoting gardening and self sustainability is probably more of benefit then another park (there is a big one around the corner) or putting in a cafe that isn't in an obvious place.	7/10/2018 6:48 PM
99	Given the horrific state of the current vineyard and the fact that they are apparently nonviable, I am horrified to think that they will be sold off so as to make money for the council. I hope that the community gardens can be expanded to allow for more community members to become involved in the gorgeous garden activity and experience the wonders of growing their own food. I hope that locating a cafe and playarea around the gardens does not lead to any thefts of peoples crops that they have worked so hard to grow.	7/10/2018 5:33 PM
100	Prefer option 2	7/10/2018 9:35 AM
101	Why have a cafe which likely makes bad coffee. Better to have a space reserved for food truck park, like "Welcome to Thornbury". Better variety of vendors and wider selection of food and drinks. This would also appeal to a younger group and raise awareness of the community space.	7/10/2018 7:30 AM
102	I would like to visit this place as I'm new to the area and love the idea of a community garden! I'm not so fond of vineyards as they can be put anywhere out in the country side.	7/9/2018 11:23 PM
103	The concept 1 which includes the three elements - community garden, vineyard and community space fits the most needs. The cafe, however, adds a degree of risk - commerciality and aporopriateness are questionable.	7/9/2018 10:32 PM
104	Having only recently moved to the area, I haven't visited the knox community garden often. I love the fact that there is a community accessible vineyard and while I'd love to see the vineyard retained and used for community education, I think this goal could be better achieved through expansion of the community vegetable garden areas. Teaching people how to grow vegetables is something they can do in their own yards, whereas it's unlikely people will have room to cultivate enough grapes for viticulture.	7/9/2018 8:19 PM
105	We always need gardens.	7/9/2018 6:22 PM
106	This is a unique community place, unlike other parks in the area. The quick escape from the modern built up environment should not be lost. There are plenty of other modern playgrounds all around. Rosslyn Park just around the corner is hardly used at all. The natural features of Blind Creek should be enhanced with a billabong and raised walk way for natural observation. A bike path along the creek, with seats and is OK. The Community Gardens and large established orchard should be expanded as they provide a range of outdoor social activities for all age groups. There should be more fruit trees planted, along the principles of a "Food Forest". This could be a demonstration site for the community. As well as example of rarer fruit trees, so young people can see where food comes from. A community garden area is a good idea. People work together, instead of on individual plots. This done at Chelsea and other community gardens. New raised veggie beds should be "Wicking Beds", These could be demonstration sites for community education. Regarding the vines, such a large piece of community land should definitely not be given over to benefit a single entity, such as a café or vineyard. The vineyard is relic of bye gone era. There are other more natural landscaping options, involving the creek water, that would beautify the area, retain its tranquillity and provide a buffer to the new developments being planned for the area.	7/9/2018 4:26 PM
107	Retaining the vineyard may enable some people to be able to learn the science behind wine making and growing the grapes	7/9/2018 3:37 PM
108	We do not agree with any of the above but had to tick one to complete survey. What is the estimated cost and how long will the change take. We visited the gardens before completing the survey. Access to the property will need major work especially the entrance from Scoresby Rd. We do not need another cafe in Knox or a lake as there is one on the other side of the bike. Just retain the land for Community Gardens and ask if anyone would like to reinvigorate the vineyard with a discounted lease. Knox Council needs to be careful in how it spends ratepayer money.	7/9/2018 9:47 AM

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109	Vineyard and cafe are commercial enterprises not community assets and contrary to the zoning, the community gardens is run as a co operative and available to all ratepayers it should be supported	7/9/2018 7:44 AM
110	I want the vineyard to stay	7/9/2018 7:22 AM
111	Use the vineyard again. It has been there for around 30 years and should be utilised and not destroyed. Bring it back to how it used to be. It is something unique and special. Why not make the most of it?	7/9/2018 7:19 AM
112	1. You have clearly not considered motor vehicle access to the garden plots. Access from Kleinert St is logical. 2. I absolutely support the idea of community gardens since council clearly wants to maximise the number of rated properties per unit area and subsequently denying a growing number of keen gardeners. 3. Regarding the vineyard, I understand: (1) the vineyard is planted with SA origin vines (wrong soil type and environment) (2) the leaseholder has only displayed recent interest after a lengthy absence and (3) this was a "work for the dole" scheme that was clearly ill-advised. I conclude the vineyard is no longer required. 4. The proposed wetlands will plainly require considerable earthworks and, given that the current water level is very low, there will be a considerable height difference between the surrounding land and the "wetlands" - you need to provide MUCH more detail. 5. You expose your hypocrisy when the wetlands plan clearly calls for a number of trees to be cleared yet council baulks at residents removing clearly dangerous trees from properties.	7/8/2018 1:41 PM
113	As someone in a unit I need access to the community garden, the people create a community and the access to plants help me and teach children about growing food.	7/8/2018 12:23 PM
114	Council are lying filth. Cannot be relied on to keep their word. Must be corrupt	7/8/2018 11:32 AM
115	Love taking my grandchildren to the garden plots to show them how veggies are grown....a decent adventure ground for children would be wonderful....and a little cafe would be lovely	7/7/2018 5:10 PM
116	Completely support the gardeners and their allotments it is always a great pleasure to stop and chat to the often very enthusiastic gardeners and to share a cup of tea with a very community oriented and passionate group	7/7/2018 5:08 PM
117	I feel all options are great, but No.2 was tough decision , but works for most in my opinion.	7/7/2018 11:50 AM
118	Please consider a fenced leash area for dogs.	7/6/2018 3:53 PM
119	I think it would be fantastic if there was a fenced dog play area	7/6/2018 12:55 PM
120	A fenced off-leash area for dogs.	7/6/2018 12:30 PM
121	I understand the history of the vines but a commercial operation on public open space is not a good idea. Commercial spraying is always a worry. Use of open space needs to be encouraged	7/6/2018 11:02 AM
122	As a dog walker of the area I think the idea of opening this area up to share it with the wider community is a great idea and is well needed! It would be great to see the local schools engage in this area. Also focus on the potential of visiting workshop days at the site to learn about sustainability and the understanding of how and where our fruit and veg comes from. The installation of a cafe is unfortunately heading down a different path of what is really required at this site, I'm sure the idea of a cafe would appeal to some, but I hardly think this could be a viable business with or without the vines. We have enough commercial enterprises around us! lets keep this area free of that!	7/6/2018 9:52 AM
123	Went up and looked at the site on the weekend. The concept plans are misleading on the boundary of the old house block. There is sufficient parking space there for a small cafe and could leave open space to the east of that drive way down toward Scoresby road. Making better use of the Kleinert road entrance would only require minor works to the entrance and removal of a couple of fences to open up that area. A potentially better site for the cafe might be where the plot of cab franc sits at the top of the vineyard. This would give a better view of the vineyard and down over the site. Removal of those vines might lessen friction with the community gardeners by separating them from the vineyard area. This siting of the cafe has the added advantage of providing space for solar panels in the open and also water collection off the roof. The advertised problem that the vines are dehydrated is in one sense correct but the far greater problem they face is nutrient competition. All of the vine rows need to be cleared out of grass and blackberry and a suitable mulch and fertiliser applied. The vineyard is a unique feature of the site. I would doubt the viability of a cafe at any time but certainly without the added attraction of the vineyard and with the apparent antipathy from the community gardeners (Knox Leader 4/7/18) it would seem a doomed project from the start.	7/5/2018 3:47 PM
124	Having lived in Boronia for 70 years, I have seen many changes, some good, some not so good. I believe the vineyard should be retained as an integral part of the community gardens. I have always had a garden at home, we will be moving into a unit early next year and we will probably aim to get a small plot at the gardens, but if I have to wait so be it. I believe the cafe and vineyard will enhance the overall look of the gardens.	7/5/2018 2:03 PM

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125	Connection from shared path to open space is important. Option 1 means this connection is only through vineyard.	7/5/2018 2:00 PM
126	I moved from St Kilda East to Bayswater 2 years ago. Please learn from Port Philip council on the planning of gardens. Particularly, Alma Park in St Kilda East is lovely. Parks and gardens in Knox suburbs, on the other hand, are more like bush lands, no lovely flower beds and proper landscaping. Ugly!	7/5/2018 12:33 PM
127	We need more gardens and parks. Thank you.	7/5/2018 12:21 PM
128	I am a representative of a Community Garden not-for-profit which thinks the feelings of the Knox Community Garden group should be paramount in making this decision.	7/5/2018 12:10 PM
129	A playspace suitable for a range of ages including toddlers and preschoolers. Fenced or at least fenced on sides near danger such as carpark and open water. Enough shade for hot days. Public toilets similar to the multi use ones at Tim Neville. BBQ facilities and picnic tables A more accessible community garden. Possibly a kids club an/ or communal plots as well, not everyone can commit to a plot of there own but would like to get the family involved in growing food.	7/5/2018 10:32 AM
130	Why not put a playground in option 1	7/5/2018 9:42 AM
131	4th option, leave it alone! Hand over management of the vineyards to those people who used to manage it so they can regenerate the site.	7/5/2018 9:05 AM
132	Community gardens and open green spaces with mature trees are essential to community health. Current developments are denying this to residents too often. Remnant unique vegetation and ecologies need to be conserved.	7/5/2018 7:27 AM
133	With so many parkland areas available within Knox, I feel (as a non drinker) that we must retain such a 'unique area' as shown in Option 1. Please retain Option 1	7/5/2018 4:29 AM
134	As a non drinker, I feel quite strongly about retaining RD Egan Lee Reserve - Option 1, which is unique within the Metro area of Melbourne.	7/5/2018 4:12 AM
135	I do not see the point of having a café there are an abundance of café in the immediate area. parklands playground and community space would be the best option. Only local access via kleinert rd as I live in kleinert rd the street is getting busy as it is.	7/4/2018 2:01 PM
136	I see no sense in pulling out vines already there, particularly as there are people prepared to lease the vineyard. Let's keep the diversity and include the community gardens which will attract more people to this quiet and peaceful nook.	7/4/2018 1:40 PM
137	I would like to suggest the establishment of an arboretum in the passive space. Over the years The trees will grow, complementing the natural stands of vegetation and the backdrop of the Dandenongs. The space between the trees will provide space for passive recreation activities for families and individuals. A cafe will require close supervision and security, given the isolated position in both option 2 and 3. Would the location provide any 'passing trade' which most cafes rely on so much.	7/3/2018 8:25 PM
138	Knox Community Garden people have had stalls at the Knox Festival where they shared the produce that they have grown. The Vineyards sell for an enormous profit alcoholic wine. Alcohol, along with Tobacco, is one of the two legal substances of addiction, that cost more harm than all the illegal substances of addiction, in terms of health and money!!!!	7/3/2018 2:54 PM
139	Maybe given the opportunity as a greenfield site, it should be given a partial use option for other uses like recreational drone racing and the like.	7/2/2018 9:50 PM
140	Prevent commercial developments. Keep the spaces communal and social. Prevent health hazards from vineyard spraying. Provide additional, optimal space for more garden plots.	7/2/2018 7:00 PM
141	Prevent commercial developments. Prevention of health hazards to the community from vine spraying. Provide additional space for more garden plots.	7/2/2018 6:57 PM
142	Option 1 serves the interests of the majority of rate payers and not a noisy minority. Thank you Knox Council	7/2/2018 2:30 PM
143	Community gardens are a perfect outdoor school room involve schools and the children. Cheers Jeanette Lee. My mother also enjoys visiting the gardens at the age of 93 she enjoys a wheel around	7/2/2018 7:08 AM
144	Keep and extend the existing plots for the community to grow. I oppose the council's desire to turn a community space into a profit making venture.	7/1/2018 9:06 PM
145	I would love to see the vineyard maintained for produce or learning opportunities. It should also be promoted by council as a asset so people know it exists.	7/1/2018 8:38 PM

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146	The vineyards don't seem very viable and the high use of pesticides would be disastrous for a community garden. Also as people's block sizes keep reducing, having the space for an ever-growing, community garden space seems a more responsible use of the land.	7/1/2018 8:30 PM
147	I think it is important to facilitate the Knox gardens and community space as much as possible. Though playgrounds are nice, I think the need for them is less in this area as it is an opportunity for children to engage with the gardens and wildlife. Also any intention of more development is ridiculous and unnecessary. Carpark space should be kept to a minimum and perhaps a deal could be struck with the Genesis gym to borrow some of their parking as more often than not it is unused when the Garden runs its activities.	7/1/2018 6:48 PM
148	Stop chemical vine spraying. Provide additional space for more garden plots. New community kitchen. No commercial developments. Improve vehicle access & separate pedestrian path	7/1/2018 10:57 AM
149	Keep community space in community hands. A BBQ would be a great addition. Need access from the Blind Creek bike path.	7/1/2018 12:40 AM
150	no vineyards	6/30/2018 8:01 PM
151	Keep and maintain the vineyard It is one of the last assets KCC own and feel strongly that it can be kept. The community gardens should not have the ability to destroy the vineyard for 100% self gain. There are courses in horticulture at viticulture and should be opened to TAFE to manage and utilise as part of their education. Perhaps the community garden to be moved to Millers Homestead site instead of where it currently is and KCC could develop a CAFE, play space for kids and used as meeting spot for the community. Maybe council could also invest in a sensory garden at the vineyard where the community gardens are now. Basically I want the the vineyard kept and maintained with a cafe. Yarra Valley can do it, so can Knox.	6/30/2018 6:11 PM
152	I have never been here but that is because I did not know it existed. After looking at the 3 proposals I think proposal no. 3 is the best because it puts the cafe out in a more central location in regard to the open space. I am taking over as President of The Rotary Club of Fern Tree Gully on July 1 and I believe our members would like to be involved in some way if there is anything that we may be able to do to assist. My email address if you think we could be of help is raywhollis@hotmail.com. Regards Ray Hollis 0439 872 583	6/30/2018 3:31 PM
153	It has become very important for Knox to keep what open spaces are left in the city. With the development of so many large estates and high rise apartment blocks the city is changing character in an unpleasant manner. The vineyard, properly managed, could be a training ground for future gardeners interested in the vineyard and wine culture and the community gardens an area for multi-cultural meeting and sharing of differing gardening techniques and types of plants that could be grown and harvested. Wine from the vineyard could be sold through the proposed cafe and thus offset some cost factors.	6/30/2018 2:28 PM
154	Community Gardens are most important. As new housing developments have little to no yard space for a home garden, the community need a place where they can grow organic fruit and vegetables to reduce the growing toxic burden in our food supply.	6/29/2018 8:21 PM
155	Option 2 or 3 would be wonderful. The community garden is beautiful, one of the best in Victoria. It needs more space. I have been trying to get a plot since 2016. I'm about to move into a property with 3 small children and absolutely no backyard space. We need it now more than ever. We love gardening, but the expansion of backyard free townhouses and rising costs has left our family without the ability to rent or buy anywhere with a garden. It just isn't available anymore. An expansion of plots, cafe and a play ground would be incredible.	6/29/2018 7:30 PM
156	Proposed ideas sound great	6/29/2018 5:27 PM
157	Please do not, under any circumstances, take those wonderful plots away.	6/28/2018 10:54 PM
158	The Vineyard could be reduced, but replace with other community gardens or orchards. Open space and playgrounds are well supplied elsewhere. Shared path should not be moved if it adds significant incline/decline - current path is shaded and flat and very beautiful. Both paths would be ideal (best of both worlds).	6/28/2018 5:01 PM
159	Ensure easy walking/biking access to Garden, Open Space, Cafe etc to surrounding streets. Including Klienert, Queenstown, Rathmullen Rds. Wadhurst Drive and Bond Street. This is to encourage those living closest to bike or walk and gives access to Wadhurst industrial center for the cafe etc during break times. All houses within 400m should have this access where possible to encourage locals to not use car transport.	6/28/2018 4:54 PM
160	Really like the Knox Community Garden Society Vision. What a fitting name proposed for this site. Vines look like there dead. Allow crown land to remain in community hands. For future generations	6/28/2018 4:04 PM
161	This is community space and should not be taken over by a commercial enterprise.	6/28/2018 3:48 PM

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162	Keeping the Vines as in option 1 relies on them being maintained. If they are not as has been the case recently, it will cause problems. As no one has been able to successfully take up the lease over a long period of time, this is likely to cause problems in the future. Allowing for expansion of plots area would allow lots more community members to take part in a healthy activity. Some sort of fencing needs to be around the community gardens area to provide security for ploholders. They shouldn't work hard on their plots to have their produce open to being stolen or vandalised. If the general community is encouraged to use this area (and these views should be enjoyed by all) then the community gardens should be separated.	6/28/2018 3:16 PM
163	The Cafe would be more central to the open spaces and to the playground and the Picnic Shelter.	6/28/2018 11:41 AM
164	WE DONT NEED A VINEYARD IN FERTREE GULLY	6/28/2018 8:05 AM
165	The community gardens provide a unique space for any age community members to enjoy the benefits of fresh air, exercise and the opportunity to grow healthy produce. The gardens provide opportunities to engage with and fellow members and share knowledge and skills in a non threatening environment. Currently the vineyard is in dis repair and the previous management did not tend to the vines and let the area get run down. That space could be opened up to develop more garden plots as we are experiencing a huge influx of residents that currently have little space in the current high rise developments.	6/27/2018 8:07 PM
166	I've been a member of the KCG forge past 5 years. I have found a place where I can communicate with poeple with the same interests I enjoy. I'm able to share ideas, enjoy the odd working bee as well as grow my veggies and share with others. With the amount of dance living and confined space development happening in our suburbs the open space of the community gardens is deliteful and worth living for. We have the best community gardens in the eastern part of Melbourne, just ask Vasili's gardens. There are families with youn children that come to our gardens to look at what we grow. The Mums show them what veggies are and how they grown. Families have picnics at the plots, in the club areas. We have many other form of interests that other clubs use in our club rooms for their form of interests. So please reconsider retaining the Knox Community gardens for the interest to many poeple of all ages and interests no just for play ground which we have many of anyway.	6/27/2018 7:53 PM
167	If the general public have open access to the plots, we are going to see more theft and vandalism. If this occurs I will personally give serious consideration as to whether or not I remain a member of the Community gardens. We are seeing the public walking dogs, who do not pick up after them and others taking short cuts through the plots in their vehicles with little or no thought for us. We need to be allocated a fenced private area, as we see in other community gardens.	6/27/2018 6:40 PM
168	Open, usable spaces for the community are essential with the excessive residential development	6/27/2018 5:34 PM
169	I would like to see it remain more like it is but with café and kept a little tidyer	6/27/2018 3:32 PM
170	I hope that the community gardens would be funded by cafe profits as well as it is ultimately the community space first before cafes profit.	6/27/2018 1:40 PM
171	The third option locates the Cafe/public building to a position that will have less impact on the adjoining properties in Kleinert Road and gives a much more expanded view of the Dandenong ranges	6/27/2018 1:19 PM
172	The views to the Dandenongs would be a real attraction for the cafe and a good playspace for young children would be wonderful. There is a lot of under-utilised space at the moment. As people with young grand children who like us all live in the surrounding area we are always looking out for good and safe play areas for children and families. Whilst the vineyard has been a unique feature, we are concerned it would take a lot of money to restore it and it would be a niche market in an already competitive industry close to this area (Yarra Valley/Coldstream/Lilydale). The Community Garden is a great asset to Knox and will be even more so with the increased apartment developments proposed nearby.	6/27/2018 12:17 PM
173	I consider moving the plots onto steeper sloped ground is a significant OH&S risk (slips, trips and falls) for older residents and may result in significant local governments costs (paths, terracing, vehicle/maintenance access) and legal liability due to injury on site into the future. I also regard including a commercial for profit cafe and proposed associated carparking is inappropriate use of public space, especially as it is proposed that the current infrastructure supporting the community gardens (BBQ, shelter, community room storage sheds etc)will be displaced, and that private for profit interests will occupy the best view and most level area to the exclusion of sustainable food production and community health based activity.	6/27/2018 12:10 PM
174	I have concerns for people stealing things from the plots, especially the increase of unsupervised children harming the area which is why it's important the Cafe isn't too close. Children have alot of play areas in knox and adults don't so much. There needs to be a balance.	6/27/2018 10:51 AM

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175	I strongly support option three which is a win win situation for all parties. Some historic vines are preserved, the gardens get a much needed expansion, and the community gain an improved open space area. The Council will no longer be financially burdened by having to maintain the vineyard freeing up funds to maintain and improve the area and would also gain the support of many in the community who support such a common sense improvement.	6/27/2018 10:31 AM
176	To have a mature vineyard in suburban location is a unique and highly marketable asset for the Knox City area. I strongly believe that this asset should be leveraged as much as possible to promote the area and increase community engagement and visitors to the area for the benefit of local businesses. I have travelled extensively and I believe this space, along with the vineyard, is an asset that should be preserved the benefit of the community and visitors alike.	6/27/2018 8:52 AM
177	How about an area for meetings or education/learning experiences by experts in horticulture, viticulture, beekeeping, good environmental practices. Workshops	6/27/2018 8:01 AM
178	I am concerned about the possibility of vandalism to the garden plots and the bee hives if the buffer of the vines is removed and the area open to 24 hour use. Is there a way to protect the delicate plants from errant balls and deliberate damage? If the shared path is to connect to the existing shared path on the other side of the creek then the probability of vandalism becomes almost certain if there is no fence to protect the garden plots, the hives and the equipment sheds.	6/26/2018 11:02 PM
179	The vineyard is not viable any longer. A cafe onsite is less important than a place for education, shared purpose eg cooking, meetings etc.	6/26/2018 8:46 PM
180	Leave area as it is.	6/26/2018 8:29 PM
181	retain the community gardens current footprint and area for expansion as highlighted in option 3. I support a cafe/multipurpose public space, that would have a commercial kitchen and a provide a space for social enterprise . NO COMMERCIAL businesses to be on this site Rename to Dinsdale Reserve. retain some vines for historical reason. Incorporate them into a design. playground for all ages, toddlers to adolescence. Half Basketball court	6/26/2018 8:13 PM
182	Option 3 seem to have the least impact on the Gardens. I seriously doubt a 'cafe' is viable, also why should a sole commercial business benefit using Crown Land. Don't agree with that. Why not put a Cafe in the industry site on a property that is alone the fence line. Would be very simple to provide walk thru access to the site. Also means that traffic and parking is not a pain for the local residents and gardener's. I would consult with the community gardens society has they probably know how to best see this land used. They could also lock the gates for free, I assume they do that already.	6/26/2018 7:22 PM
183	I believe that the involvement of commercial interests (vineyard and café) needs to be avoided. This is a public asset. My husband and I are on the waiting list for a plot(s) and would definitely like to see this aspect of the gardens maintained in it's current position (Option 3) and further developed. Moving the plots south onto sloping land with less sun, as suggested in Option 1, is not a great option in terms of growing plants. Neither is the significant chemical spraying required to maintain a vineyard. I love the idea of a community kitchen/gathering space, that could be utilised by various groups, for various purposes. A Café/Vineyard has a narrow focus; there is so much more to the site and to the groups who meet there. So much more potential to connect with the land in a very real way, for residents health and wellbeing, not simply a tourist or commercial destination. I would like to see the involvement of local indigenous groups in the development and use of this site. A community kitchen and gathering space would also be able to be utilised for events and learning around reconciliation, both with the land and indigenous knowledge holders.	6/26/2018 5:20 PM
184	I would prefer to see the vineyard kept	6/26/2018 2:42 PM
185	Exercise equipment for adults to use while kids play.	6/26/2018 1:23 PM
186	Please be aware of the impact on residents of Kleinert road and the increased amount of traffic along that road, especially as there are lots of families with young children	6/26/2018 1:20 PM
187	I love walking through the vegie beds. Grape vines are very run down. Would be better as park land	6/26/2018 12:38 PM
188	This is a fantastic Idea, It seems the Vineyard is not being used, it would be a nice idea to keep a row or 2 of the vines just for historic purposes.	6/26/2018 11:31 AM
189	I really want this space to stay as a community area and not be sold off to property developers	6/26/2018 7:37 AM
190	Please don't remove the 37 year old vineyard! This is a great asset to our community if managed properly. Need a second/third opinion re viability of the vines. I DO NOT fully agree with the three concept options put forth at this time!.	6/26/2018 4:32 AM
191	Sounds fabulous as an accessible, educational, healthy, Family friendly space. Great for the area	6/25/2018 11:25 PM

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192	A cafe next to a park is perfect for families	6/25/2018 11:14 PM
193	It would be great to retain the vineyards as part of the history of the area but having playgrounds are important to respond to the demographic of the community	6/25/2018 10:19 PM
194	I quite like the idea of the picnic shelter but hopefully it won't be public BBQs there.	6/25/2018 9:21 PM
195	Please consider also putting in a fenced off Dog Park for dogs. With this project you have the opportunity to give the city of Knox a second Dog Park. One Dog Park for the whole suburb of Knox is just not enough. A dog park in Boronia would give so many more people the chance to get out and socialise with their dogs in a safe space.	6/25/2018 9:14 PM
196	I think having a beautiful community garden space is missing from areas in Knox , a playground and cafe would be fantastic in this space also and make the park more accessible to all age families	6/25/2018 8:12 PM
197	I have been a member of the community gardens for nearly 30 years. Over that time, I have seen the vineyards slowly fall into disrepair and would now seem to be beyond salvage. I think the space could be much better used as a reserve with lots of trees, open space, paths and other facilities that the public could use. Option 3 is the best option. What a great area it would be, with new wetlands, a new shared path, playground, café and BBQ shelter. I love being a member of the KCGS and Option 3 allows the general public to love this whole area as well. My plot is right next to some of the vines so I have had to put up with vine spraying, often without notice. I look forward to not having to put up with that! KCGS is a great organisation and Option 3 allows more people to join and enjoy the local facilities.	6/25/2018 7:57 PM
198	Knox needs better playgrounds and play spaces for children. Please refer to new space created at Ringwood lake for kids play.	6/25/2018 7:50 PM
199	I don't like the position of the car park as it is along the residential fence line and would be intrusive . Also the value of their property will decrease . The fruit trees would be removed and this is a shame, the gardeners would have to walk further with their tool . A better spot would be along the existing factory boundaries	6/25/2018 5:55 PM
200	We are supportive of the land remaining in public ownership and the community garden remaining in its present location. We are also excited about the development of a new high-quality park and / or the retention of the vines. We have some concern about the large area of public carpark proposed at the north eastern corner of the site and its impact on the bushy and agricultural visas available from Rathmullen Road. We ask that this carpark be designed to achieve a rural and agricultural aesthetic (ie. A gravel or compacted granitic sand surface, timber sleeper wheel stops, low informal landscaping, dry creek bed or similar rain gardens, small-to-medium-sized native canopy trees, and chunky timber bollards. We are concerned that a cafe and other visitor carparking might spill into Kleinert Road, Queenstown Road, Gertonia Avenue and Rathmullen Road. These streets have limited capacity to cater for additional onroad carparking, and any overflow parking at the southern (very steep) end of Rathmullen Road, the intersection of Rathmullen Road and Gertonia Avenue, and around the 90 degree bend in Gertonia Avenue will have a disastrous effect on driver and pedestrian safety. We respectfully ask that Council consider resident-only parking restrictions in these locations, 'no parking' in locations where kerbside parking (resident or other) compromises traffic view lines, and traffic calming devices to slow the daytime 'rat run' traffic and discourage the late-night hooning. We are concerned that the southern end of Rathmullen Road will be opened to through-traffic in a future stage of this project and respectfully request (i) Council's assurance that this will not occur, and (ii) that the proposed carpark and existing east-west access road be designed in a way that will effectively rule it out as a future option. There is currently a weedy and treed embankment and cyclone mesh fence separating the end of Rathmullen Road from the existing east-west access road. As part of the delivery of this project, we would like to see this area tidied-up and a new safe, attractive and legible pedestrian connection provided to the new open space facilities. Please also note that this is a popular walking and cycling route for highschool students and that path safety improvements will serve them also. We understand that the commercial feasibility of the proposed café will need to be carefully investigated and ask that this consider opportunities for (i) utilising community garden produce, (ii) reusing organic waste onsite for food production, and (iii) providing opportunities within the new park for edible garden education and hands-on community involvement.	6/25/2018 5:14 PM
201	Shame to get rid of the old vines especially when someone is able to get it going again. Why was the leasing stopped anyway and the asset allowed to deteriorate with no effective plan already in place? Three years later is not very efficient planning. I remember at the time the lease was ended I thought what waste of an existing facility.	6/25/2018 4:54 PM
202	Concerned about the extra traffic it woud bring to Kleinert Road by having a fair bit of cark parking near the Kleinert Rd entrance.	6/25/2018 2:26 PM

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203	I have been a supporter of the vineyard ever since its inception and extremely disappointed that Council has been procrastinating for approximately (3) years. Just get on with it and make a decision. The vineyard has deteriorated so much that it would cost quite a lot of money to fix it up.	6/25/2018 11:19 AM
204	The community garden is in this position for a reason; you'll ruin this amazing community program by moving it, so please retain it. I also don't see why it was necessary to collect the personal information collected at the start of this survey; location should have been the only part that was relevant. It feels quite invasive to be asked you gender and disability status on a survey about a community garden.	6/25/2018 9:18 AM
205	The parking access to the plots isn't suitable for the gardeners and the proposed car park location is right next to people's houses, that would be really intrusive. It would also mean established fruit trees that produce organic fruit and olives will have to be removed. I just hope this proposed plan will enhance the space, not detract from it.	6/25/2018 9:04 AM
206	The addition of a cafe / business into this area would ruin this community space and frankly is not required to attract visitors if the rejuvenation is carried out in a pleasing manner.	6/25/2018 8:25 AM
207	I live in ferntree gully near the quarry. we have had trouble at the quarry since inception. What will Knox Council do to secure the area that gets open. Also recently took my kids to skate park at Lewis Park saw a massive illegal dump. What will Knox Council do to prevent the dumping if land opens up for a more active area	6/24/2018 9:39 PM
208	I strongly oppose the current car park location as it is right next to residential homes. Privacy and noise levels need to be considered, it will potentially decrease the value of the properties and reduce the incentive to subdivide the blocks. This is contrary to the proposal for passive servalance for the sight. A car park will also mean an entire row of fruit trees will be removed, these trees are harvested by the local community and are a good source of food for wild life, by supplying food for the animals, it reduced the amount of vegetable garden food being spoilt. The car park is not a convenient location for the community garden members either as the majority are elderly with mobility restrictions. Gardening tools need to be moved from cars to the plots.	6/24/2018 6:41 PM
209	There are already too many playgrounds in Knox and most of them are suited for people to loiter around and make me feel unsafe.... What activities does Knox have to promote for people in the upper age bracket range- the gardens should be expanded for more older people, families who could use the gardens to supplement their food budgets, disabled people who are looking to get out in the fresh air and be part of the community, schools to promote healthy eating-aboriginal groups can suggest indigenous plants instead of grape vines that are not viable, elderly homes could promote the benefits of gardening to people with dementia-which they do in Europe NOT ANOTHER PLAYGROUND we do not need another café- a community house is more appropriate so that people can gather for wellness---many councils are looking to expand community gardens for the community-how about Knox looking to the future of promoting a community instead of a café.. perhaps the community house could be run by a youth group learning how to be in the hospitality sector.... the vineyards a small portion could be saved for the historical aspect but really at the moment there are more wild blackberry bushes up there than grape vineyards....most of the plants are not viable and never will be as they are from South Australia...it was never viable and I highly doubt it can be brought back to life with out a huge expense.. Melbourne University did a study to say that with the shrinking farm lands community gardens will need to be expanded to help the communities retain the possibility of their growing their own food...would it not be better for the council to look down the track and see that actually an expansion of the site to promote more food is better than another café and playground...the playground in fairpark cost how much?????isn't that enough???what do the older generation of Knox get or what is the council planning for the older generation interesting to note-who is paying for this and how much is this going to cost leave the gardens alone and expand for more gardeners not another playground or sport ground or café...please	6/24/2018 5:08 PM
210	Why a cafe? I thought that this crown land was declared by the Governor in the early eighties, as for community recreational use. Do not see how cafe/restaurant, or any "for profit" activity fits in. Lets leave our open areas as open areas.	6/24/2018 1:50 PM

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211	<p>My wife and I had a plot at the Community Gardens for some years. It provided us with exercise, peace, produce, casual social interaction with other 'plotters' and a pleasant view of the Dandenongs. David & Pat Smith managed the vineyard well, produced some award winning wines and catered for social gatherings, including wine tasting and dinners. We really don't believe that any of the 3 options provided are suitable for the area. If you make a public space available, there will be rampant destruction of plots/vegetable gardens and theft of produce, damage to vines and probable vandalism of existing buildings and equipment. We experienced some vandalism and theft, when we were plotting - we can imagine how much worse this will be, once the general public is lured into this area. At present, the small toilet block (for plotters & their families) is suitable for the amount of people who currently use it but it certainly won't be suitable for crowds of people - there won't be enough tank water, for a start. The idea of digging up the old vines, a productive vineyard, to make an unproductive public space with a steep slope, unsuitable for ball games of any sort, is simply illogical. To uproot vegetable plots of existing plotters, who have invested time, money & effort in preparing their garden beds, nurturing the soil and growing their vegetables, would be large-scale vandalism, sanctioned, it appears, by the Knox Council. Providing a public space (including café) at the end of Kleinert Road, where the land is flatter, will not only anger the existing plotters but also anger the residents of Kleinert Road, including ourselves, due to the increased traffic. Basically, 'if it ain't broke, don't fix it!' - and save a large amount of public money (for transformation and maintenance), in the process.</p>	6/23/2018 12:45 PM
212	<p>We have been on the waiting list for a plot at the Community Gardens for a LONG TIME! The gardens definitely need to be expanded.</p>	6/22/2018 9:57 PM
213	<p>We MUST retain the vineyard, it is a rare tourist attraction in the suburbs. We are trying to promote tourism in Victoria (in our own backyard) let us not destroy what we have. I answered that I rarely visit the location, and this is NOW the case, but my friends and I used to visit frequently when the vineyard was operating. There are already many "passive" open spaces in Knox so it does not need to be big. Build a playground, have it near the Cafe, and include a picnic shelter then you can cater for families, WITH a vineyard the best of all worlds AND make sure you let people KNOW it exists.</p>	6/22/2018 9:43 PM
214	<p>I think the vineyard should be operating again. I participated when it did and we had a great neighbourhood interaction as we all helped with the vines. all of this enjoyment was ruined by certain members of the community gardens. the council did nothing. I have since moved out of Knox and miss the community enjoyment we had with DAVID and</p>	6/22/2018 9:29 PM
215	<p>We used to visit the regular before 2015 the vines where improving after years of neglect .We took part in many pruning days and picking days every year you could see it improving .You could see the a opening for a attraction not only for locals but also for tourist its great having these walking /riding tracks it makes it more interesting if you have a attraction to keep bringing you back. Yes I am sure the neighbours will complain about the extra traffic but its no worse than all the duel triple and quad redevelopment going on in that area anyway.</p>	6/22/2018 8:42 PM
216	<p>café - suggest tea rooms style as in Jells Park, Ferntree Gully national park etc. wetlands - connection or extension to the reservoir that has been called Knox Lake keeping as much of the water storage as possible to be a local water resource in future drought situations vegetation - as much original native vegetation retained or reintroduced in a bushland style to encourage native wildlife conservation</p>	6/22/2018 4:38 PM
217	<p>Option 3, but don't want a large highrise commercially run café plonked in the middle of, and taking up space from the gardeners and blocking the magnificent view for everyone, just a reasonably sized tea room type of thing, at the far side of the Community Gardens where the meeting room, washing up area and seating are now. A covered meeting room ok, a small play area only, plenty of room for expansion of community gardens as many people are interested in joining it, as long waiting list exists. So many units and flats with no gardens going up in Knox people need to be able to have a green relaxing space where they can relax, grow their own food, and mix up with others with the same thinking and needs. Concerned about the parking aspect too as we live in Kleinert Road and don't want an increase in traffic in our street, and cars parking up and down our street blocking our driveways and hordes of noisy people walking up and down all day, as many people here have young children who may be outside playing, and we won't feel safe anymore with cars speeding up and down.</p>	6/22/2018 4:11 PM
218	<p>keep winery</p>	6/22/2018 2:46 PM

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219	I have live in Knox close to the Community Gardens for 40 years and have been a regular visitor to the site. It has been a great place to walk the dog and look at the season vegetables that are grown in the garden. The vine, whilst at times can be visually appealing (although not for a very long time) serve no practical purpose and it would be far more beneficial being turned over to public open space. I see local residents walking through and enjoying the community gardens very regularly but never see anyone walking through the vines. That area is effectively lock away from community use. Keeping a small number of vines for visual and historic reasons may be of some value. There has been some comment in the local media recently regard suggesting private use of the vineyards. This would be completely opposed to it's requirement to be used for community benefit. I would absolutely not want it turned over to a commercial enterprise for private profit.	6/22/2018 11:12 AM
220	Option 3 is, I believe, the better option. The garden plots should be retained on the more fertile flatter land. The public open space should be developed on the slopping less fertile land. Where the current vineyard is located. I don't think we need another Cafe or playground. A picnic shelter and public toilets would be beneficial. A new public path access and connection would definitely be a very much needed improvement.	6/21/2018 11:31 PM
221	As a resident of 47 Kleinert Road, Boronia, I would be concerned for the increase in traffic to the street however support the notion that the site does need redevelopment. Having the cafe set further back in the design will decrease the noise to surrounding residential streets (Kleinert / Queenstown) and speed humps in the roads to the site carpark will keep traffic speeds low. Redesign and aesthetically pleasing designs to the entry with a carpark in Scorsby and Kleinert roads would be nice also as currently Kleinert Road has ugly cyclone fencing and lattice up on the entry. Open / close time will also prevent loitering at night or attracting inappropriate visitors (youths/drugs/alcohol) Thanks - Brendan 0422699831	6/21/2018 9:55 PM
222	Having more space for community gardens is an excellent idea. It will give more people an option to have their own patch. Great to have a cafe too!	6/21/2018 8:06 PM
223	The current vineyard has been incredibly well maintained and managed by the current people. The wine is fantastic and has a great sense of community with dinners and catch ups. I propose keeping the vineyard but updating the surrounds with a playground and cafe (stocked with the local wine) to appeal to younger people especially with children, but maintain the current vineyard. It's win-win. More people to the area. Updated surrounds without losing the spirit and management of the current old orchard vineyard. If it was sold to developers it would be abhorrent.	6/21/2018 5:10 PM
224	The garden plots are best left where they are, as far as possible, as that is where the best fertile soils are and the ground is the flattest. Open space is best located where the vineyards are as the soil is the poorest and the ground is generally slopping and uneven.	6/21/2018 1:57 PM
225	Relocate Orana community house there	6/21/2018 1:22 PM
226	Definitely retain the vineyard. The place has been iconic for many years and we used to visit there regularly. Fantastic owners/lease holders and they deserve to have it back! It's a nice untouched and quiet area which should not really be ruined by progress. Not should it be swallowed/sold up by townhouses and apartments which shockingly is around this lovely area due to greed!	6/21/2018 12:13 PM
227	community gardens are good but access can be very difficult due to current plot holders not giving them up. How can more residents use this land??	6/21/2018 10:25 AM
228	I think both the vineyard and community gardens should stay at the same location.	6/21/2018 10:15 AM
229	I used to visit the vineyard and winery all the time and buy their wine, but since they left I haven't been back. I would definitely visit more often if there was a café that my dogs and I could visit. I also love the vines but who's going to maintain them and for what purpose? If you got another winery to lease the vines, I'm all for keeping them! Thank you. Leanne Simpson	6/20/2018 6:18 PM
230	I frequented the vineyards occasionally and loved to see the community gardens and chat with people.	6/20/2018 5:59 PM
231	I was not just a visitor to the vineyard when it was operating, but the community spirit and involvement in being able to be a part of the maintaining, clipping, and producing of wine, was amazing. They also held lunches, picnics and evening dinners which were also great in connecting like-minded people and having lots of fun in doing so. Whilst attending these events there was very little activity at the community gardens, the plots seem to be for specific people and isolating. I would really like to see the vineyards (which has been a long part of Knox history) remain as a wonderful unique experience.	6/20/2018 5:26 PM
232	Vineyard should stay. Would be such a waste to remove	6/20/2018 12:43 PM

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233	Please don't destroy the unique grape vines. What an opportunity for Knox to keep a wonderful space with excellent wine growing grapes with such an unusual history. So much could be done with the space for all people living in the area to use and enjoy.	6/20/2018 9:45 AM
234	Please keep the vineyard	6/19/2018 9:12 PM
235	The community Gardens are an asset to the City of Knox. It should be maintained and people encouraged to visit. At the moment there is no reason to visit unless you have a community garden plot.	6/19/2018 9:08 PM
236	The three concept plans have major problems. They almost completely ignore water movement through the site and elevation changes. The vineyard represents what is probably the one unique feature of the site and should be retained. Similar cafes have been tried at Lysterfield lake and the 10000 steps and have proven uneconomic. To make this site workable it needs separate profit centres in the vineyard, the gardens and the cafe. There are several other points I would like to make.	6/19/2018 8:43 PM
237	I use to visit the vineyard when Pat and David ran it. I was a fantastic spot, not many people knew it was there. A hidden paradise in suburbia. I would hate to see the vines destroyed.	6/19/2018 8:13 PM
238	The vineyard is a part of the areas history and should be retained. Shared spaces are dangerous for pedestrians ad shouldn't be encouraged. There are enough playgrounds for children. A private enterprise shouldn't benefit from public land.	6/19/2018 7:16 PM
239	I am concerned about any increased traffic flow on the access roads.	6/19/2018 6:51 PM
240	I very much want the gardens to stay where they are. There is enough high rise development which looks ugly already. We need this open space.	6/19/2018 6:47 PM
241	I have loved all the functions I have been to put on by the winery. I have also enjoyed working in the garden area. To turn it into a proper working winery to teach kids would be good for the future. To have a nice Cafe there with the right people working it would be great, (not square pegs in round holes) it's could be come a good complex for the more senior part of the community to socialise on a few different levels. A play ground could be well incorporated for all generations to use on weekends. I personally prefer the first option. I would love to volunteer if a Cafe is included I have time, experience, and Great people skills having run tea rooms before. Christie Bell-Windred 0403951273	6/19/2018 3:06 PM
242	Want to see the vineyard brought back to production again, have attended working bee's & entertaining functions	6/19/2018 3:06 PM
243	Knox area needs more large native canopy trees for bird nesting and food sources.	6/19/2018 2:12 PM
244	We have spent many a day at the vinyard when it was operating, as a volunteer worker and social visitor. We miss it.	6/19/2018 1:47 PM
245	Having a local winery and café gives the locals enjoyment throughout the day but as I recall David and Patt also ran evening meals and tastings which I believe was making the most out of the space provided. I was definitely visiting the area much more frequently when there was the vineyard there.	6/19/2018 12:56 PM
246	Used to go to the winery regularly, but haven't visited since it closed...very sad! Was popular and a great place to go	6/19/2018 12:46 PM
247	I love the space, the community gardens and the vineyard. It's so nice to have this space so close by. I was sorry that the winery moved out to Yea and would love to see it back but the vines should denenifely stay they are a part of the local history. With home developments squeezing block sizes people should have access to plots to grow things and share the experience with others. We have playgrounds and cafes in the area so these are not necessarily my choice to include. A picnic area to enjoy would be nice as it's very scenic.	6/19/2018 11:05 AM
248	I don't support any of these options. There should be an option 4: Leave it as is and re-lease the vineyard to people who are willing and able to put the work in to make it great again. Council has been dreadfully negligent in letting the vineyard get to the state it is currently in.	6/19/2018 9:50 AM
249	The concept of community gardens and vineyard are a great way to strength and build a community group. Further shared open spaces whilst important are not required in this area (as there are already a number of parklands and paths nearby) but in areas where population density is increasing and there is limited/no open space.	6/18/2018 10:54 PM
250	Would love to see the Vineyard back again. With some new areas included it will make a great leisure space	6/18/2018 3:42 PM
251	I oppose the idea of a café in the area.	6/18/2018 1:27 PM
252	I love the idea of a vineyard with history being retained in a suburban area. It gives meaning to a suburb and city.	6/18/2018 10:24 AM

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253	The vineyard is an iconic part of the gardens and ought to be retained at all costs. Great wine has been produced there in the past and I would enjoy it being re-established. Having a cafe and open space, viewing the Dandenongs would make it a great local attraction and my family and I would certainly support it. A playground for children would also be a big bonus to the area.	6/18/2018 10:19 AM
254	The current Knox Community Gardens feel threatened by the lack of consultation regarding their own space. The Council should respect these people and listen to them as a priority as they have looked after and cared for this space for a number of years!!! We all know the Council just wants to turn it into a money making venture with their desire for a cafe and use by the public. The area you are keen to push the new gardens is on the edge of an area that has significant remnant vegetation and we at the Knox Environment Society are concerned about the future of this zone. We also have concerns about how the new public access path will affect this area. Thanks so much for the consultation about the environmental impacts of your new plan. We were unaware that this area was up for review!!!! Maybe you should take more time to access the groups that take care of our public open space and actively look to consult with them rather than just putting up stuff on websites and assuming your job is done.	6/17/2018 9:49 PM
255	Keeping the vineyard provides learning opportunities and brings the community together to enjoy a shared resource. Further garden plots would be held individually and not for the benefit of all.	6/17/2018 10:22 AM
256	I support option 1and i would like to see the wine shop reopen, it was good for us to meet friends on the weekends and discuss the garden while tasting the different wines.	6/16/2018 5:15 PM
257	I was a regular visitor to the vineyard and community garden, taking grandchildren and visitors to the area. Since the vineyard has been removed I feel the community has lost a very special place and I no longer visit the spot. I would love to see it re established.	6/16/2018 12:58 PM
258	Better access is needed It should be kept for the community not developed for residential housing EVER!!	6/16/2018 8:48 AM
259	Please bring back the winery.	6/15/2018 11:06 PM
260	Keep community garden and enlarge space keep vineyard dont need cafe	6/15/2018 8:44 PM
261	Old Orchard Winery was such a little gem in Knox. Would be such a shame to lose the vineyard. Very unique for the area.	6/15/2018 7:48 PM
262	I really enjoyed the old orchard vineyard it was such a unique place and created an ambiance in such a lovely setting in Knox.	6/15/2018 7:25 PM
263	I have never visited or used the community gardens but I was a keen supporter of the Old Orchard Winery while it was based at the Council vineyard. I helped with various tasks in the winery. I and my husband also attended a number of social events at the winery. I was very disappointed when the Council refused to renew the lease. We have purchased at least 10 dozen bottles of wine while it was based at the Council vineyard. I don't believe a cafe is a viable proposition as it would not attract sufficient customers due to the obscure location.	6/15/2018 7:14 PM
264	Please do not ruin this beautiful part of Boronia	6/15/2018 7:06 PM
265	I have never visited or used the community gardens but I was a keen supporter of the Old Orchard Winery while it was based at the Council vineyard. I helped with various tasks including pruning the vines and bottling wine. I and my wife also attended a number of social events at the winery. I have purchased at least 10 dozen bottles of wine while it was based at the Council vineyard and was very disappointed when the Council refused to renew the lease.	6/15/2018 6:42 PM
266	Bring back the vineyard	6/15/2018 6:40 PM
267	We totally want the winery to return,this is a unique place to have in such a special part of Knox.Many a good time was had when it existed with such a brilliant outlook to the Dandenongs,this belongs to the rate payers and others to enjoy.	6/15/2018 5:54 PM
268	Please keep the vineyard in the plans. We used to live in Knox and we spent many enjoyable hours working in the vineyard and enjoying the concept of such a beautiful environment on suburbia!	6/15/2018 5:08 PM
269	The first option allows for the best solution. A boutique winery, and cafe, will draw people to the place, as well community gardens provide some with a hobby.	6/15/2018 4:52 PM
270	Any new space where families can have a picnic or let the children run around is a brilliant idea; just look at how successful Jells Park is, the cafe is always busy and the children have a safe space to play and run around.	6/15/2018 4:31 PM
271	good variety local wines. close to residential area. pleasant contribution to wine production possible great tasting and meal facility provided	6/15/2018 4:09 PM

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272	<p>1. The vines and the winery are a unique feature of Knox and we should celebrate these. It provides a richer complex unique character to Knox and I also understand from a tour and dinner I had at the winery some years ago that the vines were given to Knox by a sister city relationship from S.A. and those particular vines now suffer disease there whereas in our vineyard they are healthy so they are a unique asset. 2. The previous lease holders made a real go of managing the winery and elevating it from disrepair to a real going concern and would have delighted in a renewal of the lease. Again I say what other urban city has a successful winery in its midst. 3. The community garden plots also should be retained and even enlarged as with all the multiple development leading to reduction of space for veggie gardens in back yards that is occurring in Knox and the acknowledged benefits to physical and mental health and wellbeing of gardening we should be promoting this. 4. With the Institute of Horticultural Development up for housing development and Genesis likewise, it seems to me that the removal of the vineyard is a grab for some area for nominal open space and maximum housing development footprint and that is rubbish for Knox. We are losing the attractive character and complexity that made Knox a worthwhile attractive area for a diverse population. It seems that all Knox cares about is unending development that offers unit living and sporting grounds for relief. 5. The area in question has unique assets; community garden plots and a winery. These should not be given over to another cafe (as if Knox doesn't have enough of those) and to more passive open space.</p>	6/15/2018 3:44 PM
273	Need to retain all greenery for oxygen clean air and to cleanse the environment	6/15/2018 3:34 PM
274	The vineyard and winery is a significant resource that can bring the community together.	6/15/2018 3:20 PM
275	When the vineyard was operating I frequented there more often Would like to see it revitalised	6/15/2018 3:02 PM
276	I enjoy drinking wine made from this winery . It can be purchased in Yea winery.	6/15/2018 2:09 PM
277	I believe that it should be returned to previous operators David Smith and wife. It is a disgrace that Knox Council has taken so long to instigate action to ensure this area is placed in the hands of responsible and caring people. As a previous resident of Knox I feel the general community feeling is one that the Council is looking to again make a dollar out of this community property.	6/15/2018 1:55 PM
278	6/15/2018 1:52 PM
279	When this area was a working vineyard and community gardens area, it provided a unique area within the city of knox. If we remove the vineyard and make it open space and play area, what do you thing will happen to the community gardens. One word: vandalism. So the community gardens holders will demand security to protect their area. An additional cost for the City of Knox. Security for the community gardens holders could be paid for by the rent from the vineyard lease. Not very many people know of this area. If it is made open space will people flock to it. I doubt it, and meanwhile Knox is missing out on the rent from a viable commercial operation.	6/15/2018 1:44 PM
280	Why remove the vineyard?	6/15/2018 1:12 PM
281	I believe that a cafe overlooking a vineyard with view to the Dandenongs would be a unique and desirable place to visit and spend time at, and being a resident that lives within walking distance I would regularly visit this area if option 1 was given the green light, as I visited the winery when it was running as it was a great place to catch up with friends and sit by a nice warm fire and enjoy sampling some local wines. I miss having the winery here and having it back with a cafe would be amazing and in my opinion a great tourist attraction that the locals would also enjoy and benefit from.	6/15/2018 1:11 PM
282	Option 1 provides a strong balance of space usage and retains the Vineyard which should have a commercial lease/operation to generate revenue whilst more actively promoting community involvement in running the vineyard (eg, vine trimming, weeding, grape picking etc).	6/15/2018 1:06 PM
283	I would prefer the current situation be continued, ie lease vineyard to previous lessees, and continue with community gardens. There are plenty of other parks and cafes. It is rare to have a vineyard in suburbia and would be a travesty to destroy it.	6/15/2018 1:04 PM
284	The Winery is a unique facility within the City of Knox. I think Knox would be better served if the profile of the winery was lifted with some advertising and we celebrated its existence, rather than what has happened over the past 5 years ie, leaving it idle and heading for disrepair. The vines are approaching 40 years old and as such are mature enough to produce good wine bearing grapes. It would be a terrible shame if they were to be removed now. I understand the previous tenant would have liked to renew his lease, and I don't know why that didn't happen, but, seeing the concept plans presented I can't help but be suspicious that the non-renewing of a lease for the vineyard was nothing more than a ploy to let it slide into a state of disrepair so as to make it easy to remove it altogether. Yes, I strongly support the retaining of the vineyard. Please note I have no affiliation with the winery, other than a consumer of its produce.	6/15/2018 12:57 PM

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285	I would very much like to see an option that retains all current vineyard but have only been able to vote for a choice that retains a portion. Being an active participant in the vineyard during David and Pat's tenure I'm sure they have the necessary human resources to return it to a productive and useful asset to the community.	6/15/2018 12:19 PM
286	There is no option to keep the Knox Community Gardens as is, which is my preference. Why do you need more cafes when you have Knox City close by?	6/14/2018 8:48 PM
287	I have not visited the area much since the last vineyard lease expired but look forward to the possibility of returning regularly to help get it up and running once again. Where possible the vineyard and community gardens should stay in same location to avoid extra costs and any park, playground or cafe sited to complement them. The cafe position at top overlooking the property with the vines and community gardens in the foreground with the mountains behind would be perfect.	6/14/2018 8:32 PM
288	Needs to have good access for people with disabilities. Also, adequate car parking needs to be available for all users.	6/14/2018 6:14 PM
289	With higher density taking place in Knox it is good to expand the community gardens and make it a place for families/visitors to enjoy and socialize.	6/14/2018 3:38 PM
290	The vineyard is good use of steeply sloping land, so I think it should stay. If properly managed it could make money from sale of wine. Community gardens are important for the use of people who do not have the space for gardens where they live. I have lived in the area a long time and only recently learned that people are allowed to walk in the community gardens. I though only people with plots there could go there, so what ever you do, make sure you advertise the area for public use. I think that a picnic area and play area are a good idea to increase the variety of people that can enjoy the area, and a cafe could be a source of income.	6/14/2018 3:33 PM
291	I think the concept designs are great. A cafe is a great inclusion for the area as well as playground and tables for people to interact. A dedicated pathway through the gardens is definitely needed as there is no linkage to any existing walking tracks and therefore a lot of people don't interact with the space as much as they should. Removing the barbwire fencing on Blind Creek Trail and linking the two areas would definitely allow more people to see and use this picturesque part of Knox. The sooner this concept can be implemented the better!	6/14/2018 1:51 PM
292	Concept 3 appears the best option but I don't really see a need for a playground or cafe and the vineyard is just an eyesore. Roslyn Cres. has a large playground/passive area just a short distance away. I support an extension of the Community Gardens to cater for the needs of a growing high-rise population. I would like the garden area to be securely fenced. The area behind Genesis could have native trees/shrubs to extend the bird corridor to the north and south of the gardens. More attention should be paid to increasing flora for bees.	6/14/2018 1:14 PM
293	Need to retain existing significant remnant vegetation and intergrate with the site.	6/14/2018 11:52 AM
294	Would be lovely to have a playground as we go for walks here often wit the little one. aLso would love a cafe to have a coffee and enjoy the amazing views. please don't build anything to obstruct the views.	6/14/2018 11:30 AM
295	Having a vineyard in Knox would be a unique asset for the area. It could be available for students to included in there studies and for the public to enjoy. The whole area would be a great place to sit in the quiet and view the hills	6/14/2018 11:20 AM
296	Chose #1 as is the only option of the three which includes the vineyard.... But reject having the plots re-assigned as residents have worked so hard to establish them... NEED A FORTH OPTION!!! Which retains ALL of the current infrastructure... No need for a café as it will encourage littering and unsocial behaviour from certain aspects of our community.	6/14/2018 10:27 AM
297	I am particularly interested in the relocation of the walking path as it is likely I will walk along there more often than I do now. The vineyard has reached its use by date. The space can be better utilised for families to enjoy leisure time together.	6/14/2018 10:04 AM
298	There are many cafe's in the area so I don't see any reason for one in this space unless it was created to nurture education around good food, supported by an organic vegetable garden as part of the passive open space and had a commercially approved kitchen where preserves etc can be processed and sold to raise funds.	6/14/2018 9:15 AM
299	Keeping a vineyard in Knox for a small minority of people is wasteful of ratepayers money. A small demographic of people will have any interest in this other than historical. Vineyards cost a lot of money to maintain and what is the benefit to the community? There are no health benefits, no employment, no social inclusion. There are better uses of that land such as a shared community space, walking tracks, garden plots, playgrounds.	6/14/2018 8:36 AM

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300	The community gardens are a strong resource for our community, and offer many people the opportunity to be involved with the environment and with food production. This is a valuable resource for my family, with a great number of people benefiting from both the space and the food grown. Enhancing the gardens and shared spaces would be wonderful, while the vineyard offers nothing of value to our community, and is not a viable, workable resource.	6/14/2018 7:50 AM
301	I would much prefer that the open space include non passive pursuits such as a community food forest, seating areas, herb garden, etc to establish an Agri-hood where adults and children can learn more about where their food comes from. With food plants in this area it could still be used for passive recreation but of a different kind to that found in so many other park areas of Knox. https://en.wikipedia.org/wiki/Agrihood	6/14/2018 7:45 AM
302	It would be disappointing to see the oldest or any of the plots moved. The plot members have worked hard over many years to maintain and work on their plots - ripping them up devalues them and the plotters. The vineyard is not maintained and I'd be surprised if it's yeild was worth using, due to lack of water and pruning. The chemicals used for upkeep to the vines would be contradictory to the healthy benefits of growing your own veggies and fruit and to the families visiting. - maybe sell off vines to public. Maybe some could be moved to create an edge along the driveway between car park & along the neighbours fence for affect only with a reduced cost to maintain - not sure I'd want my rates going towards ongoing vine maintenance. An activity centre (cafe) to offer a community /commercial kitchen / meeting rooms for kcgs and other like minded groups and individuals to use for cooking lessons and education or sm enterprise would be advantageous. A men's shed would be a good addition as well as bbq and sheltered areas. I don't believe that there is the amount of theft from plots that some councilors would like you to believe although security is to be considered. The play ground would be a nice addition for families.	6/14/2018 6:58 AM
303	The community garden is a wonderful asset to have at Knox. It would be excellent to retain it	6/14/2018 5:28 AM
304	Dog friendly open space Would be good to keep part of the vineyards	6/13/2018 9:15 PM
305	Given the vineyard is a part of Knox' history, it would be a shame to lose it, however I am aware that the health of the vines aren't great and take a lot of upkeep. I would definitely utilize the cafe, it would be great if fruit and veg could be sourced from the community garden. Perhaps a social enterprise!	6/13/2018 8:20 PM
306	I didn't even know about the vineyard sounds lovely can't wait to see it.	6/13/2018 7:35 PM
307	Please don't reduce community gardens, they are irreplaceable and shrinking them will be a downgrade for the area.	6/13/2018 7:34 PM
308	Large open spaces including walking tracks, picnic areas and playground would certainly attract local residents to the area and with 3 young children I would certainly use this space regularly	6/13/2018 7:32 PM
309	Would like main entrance to come off scoresby rd not queenstown or kleinert. Very supportive of the playground and cafe concept, would be great for the area....similar to the cafe at jells Park. Would love direct access to blind creek trail.	6/13/2018 7:26 PM
310	I like the option with the vineyard except it does not seem to make it easy to connect with the open space for the playground, cafe and shelter. I think it is possible to have it all but i question if it is good to separate the open space and the playground from walking space so selected option 2. It is probably up to whether the vineyard leasee wants to continue to run the vineyard. I love the ability to now be able to walk right around the area with more waterspace for animals.	6/13/2018 7:23 PM
311	Love the idea of keeping the vineyard it's an icon of the local area seems a shame to get rid of it for a playground	6/13/2018 6:22 PM
312	I know of people who have a garden there and put a lot of effort in and enjoy going there. Lets put there requirements and opinions first. My son has been there for visits and it is great to be away from playgrounds and get educated about fruit and veg growing. Please don't make it somewhere that everyone flocks to that you can't get a carpark (especially for the plot owners). Look at traffic impacts ie, slowing down on the main road to enter and exit.	6/13/2018 6:18 PM
313	A redeveloped area with cafe and playground is a great concept	6/13/2018 5:34 PM
314	This space has a unique history with the suburban vineyard and this should feature along with the cafe the way the previous operators tried to do. It is a unique draw card for visitors and even tourist that we should be using and promoting. The community gardens is great and should be able to retain it's space but doesn't need to expand. A better option would be to create more similar sites throughout Knox for people to be involved in, especially with denser housing and more limited yard space in homes.	6/13/2018 5:34 PM

KNOX

Your City

Knox Community Gardens Society Inc.
Community Consultation



The Knox Community Garden Society Inc

The Community Consultation Responce

Our Vision for the Community Gardens
and
Community Space

12-07-2018

This vision is proposed with the assumption that it is not binding to either the KCGS or Knox Council

Proposal for 254 Scoresby Rd Boronia

Knox Community Gardens Society Incorporated

This document sets out the position of The Knox Community Garden Society Incorporated (KCGS), for the future use of Crown Land, managed by Knox Council, known as the Dinsdale Public Park and Recreational Reserve, in particular that portion currently being used for:-

- A. The Knox Community Gardens Society Inc. , and
- B. Vineyard

Contents

- 1. History of the Knox Community Gardens
- 2. Knox Community Gardens Now
- 3. Proposed 'Cafe' as Community House
- 4. The Passive Open Space Vision
- 5. The Community Garden's Vision
- 6. Vision Concept for 254 Scoresby Road, Boronia
- 7. Supporting Community & Councils 2017-2021 Goals

Appendices

- 1. Copies of Land Titles and extracts
- 2. Constitution of The Knox Community Garden Society Inc.
- 3. Council Minutes (For establishment of Gardens)
- 4. Proposed Site Map
- 5. Reference Links
- 6. Letters of Support

Contact Details

Knox Community Gardens Society Inc.

PO Box 5086, Studfield PO, Wantirna, 3152

Mobile: **0490 970 722**

Email: knoxcommunitygardens@gmail.com

Facebook: <https://www.facebook.com/knoxcommunitygardens>

Alt Phone

President, Susan Laukens,	0422 349 169
Secretary, Kathy Giles,	0408 855 146

HISTORY OF THE KNOX COMMUNITY GARDENS

ORIGIN

- E. Dinsdale, donated a land allotment to the crown
- 1980, 1st October, land separated from Horticultural Research Station Reserve
- Victorian Gazette: 23 April 1981, under the Crown Land (Reserves) Act 1978, s. 4 and s.7, the Governor of Victoria, "permanently reserves ... for Park and Recreation 7.128 hectares, being Crown allotment 40B Parish of Scoresby, Certified Plan No. 104657."
- 1984, 1 July a Commonwealth Employment Program established to create a vineyard, orchard and community garden and provide horticultural employment and training
- 1984, October, Knox Community Garden established as a co-operative and 62 plots allocated
- 1984, 1500 Shiraz, Chardonnay and Cabernet vines donated by Noarlunga, Knox's sister city in SA

Knox City's Landscape Architect, Mr Dick Dare said,

"the gardens will allow residents in flats and small units without room to grow produce, to enjoy a pleasurable pastime. One of the principal themes of these gardens is to give Knox citizens a chance to take part in educational experiences in horticulture associated with vines, fruit and vegetables"

Knox Sherbrooke News, 12/6/84

DEVELOPMENT

- 1992, 20 January, Knox Community Gardens Society Incorporated, registered No. A 0024404K with Corporate Affairs Victoria, under the Association Incorporation Act 1981
- 1995 Outer Eastern College of TAFE leased the vineyard, which Knox Council had been managing for 9 years.
- 2005, July Swinburne University advised that it would no longer be leasing the vineyard
- 2005, November, 2 expressions of interest were received, one from KCGS for 11 rows of the vineyard and one from a private firm, Winesoft P/L.
- 2006, 12 June Knox Council leased the Vineyard to Winesoft P/L and supported it operating a Cellar Door operation and the lease of KCGS has adjusted to include the 11 rows requested. 2005 lease reflected the land area that council had permitted us to occupy and manage from some time in the mid 1990s I believe that the copy of the previous arrangement is stored in our records in the clubrooms.
- 2015 the Council, without explanation, failed to renew these two leases, consequently the vineyard operator relocated, the winery buildings have remained vacant and the vines neglected.

KNOX COMMUNITY GARDENS NOW

Current usage of the site

Of the 7 hectare shared site, 1.5 is community gardens, buildings and established orchards, 5 is planted with grapevines and the remainder is unutilised grass and remnant bushland adjoining the creek. Gardens for wildlife since 2010

The State government has passed the management of this parcel of Crown Land to Knox Council in. Continuing on from 2005 until 2015 the site was co-occupied by the KCGS and a private firm which managed the vines and operated a cellar door operation, under a Vignerons Licence. Since 2015 the Council, without explanation, has failed to renew these two leases, consequently the vineyard operator relocated, the winery buildings have remained vacant and the vines neglected. In 2016 the original caretakers residence was demolished.

Structure

- 171 Members, most members involve their family in the Community Gardening lifestyle.
- The Society is governed by a registered constitution
- An elected Committee of Management and various officeholders and volunteers manage the operation of the gardens and orchards.

Finances

- The KCGS pays for water, and electricity and normal administrative and regulatory expenses from funds raised by members.
- Various capital items, such as ride on lawn mowers, fridges, an air conditioner, etc. have been purchased with funds raised by the society and funding by grants from Knox Council.

Maintenance

The KCGS

- mows the surrounding grass
- maintains the orchard
- cleans the toilets
- fills in potholes in the surrounding track
- maintains clubhouse, sheds and other facilities
- KCGS members manage the daily opening and closing of site gates via a volunteer roster.

Knox Council

- has supported public use of facilities by providing some grants
- responsible for external fences
- responsible for maintenance of internal road.

Environment

- The Knox Community Gardens are co-located with grapevines and a large variety of fruit trees
- The southern and south eastern border is the overflow retardation of the Blind Creek with significant habitat trees and remnant indigenous vegetation.
- The northern border is residential, backing on to an unmade access road lined with a variety of apple trees.
- The Western border is light industrial
- The combined site, together with its surrounds provides significant local biodiversity
- In 2011 the site was assessed as Category 3 in the, "Gardens for Wildlife Scheme" and the KCGS was awarded a Certificate and a Plaque.

Facilities

- 129 inground plots
- 11 raised beds, used by schools and less mobile members
- 152 established fruit trees
- Taps are plumbed into walkways for every second plot
- 5 fixed picnic tables and benches
- Public walking tracks
- Parking is available on site and
- Trees and shrubs along the border screens the local neighbours from disturbance
- 2 Toilets, Solar powered – available to the public during daylight hours
- Undercover picnic area, with tables and benches and vista of the Dandenongs - – available to the public during daylight hours
- Mini library – available for the public, on "Take one, Leave one " basis
- Various signs for public advice
- Automatic lighting for clubhouse and undercover areas
- 4 rainwater tanks
- 4 Aparists 'Bee Hives"
- Water and Electricity are connected to the sheds and water is available throughout the site
- Inbuilt gas BBQ - available for use by individual members
- Outdoor kitchen, with running hot and cold water – available to individual members for private and external group functions the Seed savers, a bicycle group and our seasonal functions Christmas etc
- Clubhouse, with air conditioning, and several fridges
Note: currently there is no mains or waste water in the clubrooms
- 2 Storage sheds Club rooms with per (We have temporary access to the three sheds that were previously used by the winery)
- Machinery and tool shed,
- Ride on mower Sponsored by a Knox City Council grant, whipper snippers, wheelbarrows and hand tools, for members use
- Bays for lawn clippings from from site

- Notice boards
- Various signs for public advice

Community Involvement

- **Local residents** use the walking tracks everyday to stroll through the plots, be inspired, talk to members and commune with nature
- The site and facilities, such as toilets and undercover tables and benches, is open to the public every day.
- Nearby **workers** come to the gardens for their **lunch breaks**
- **Community Workshops**, including Knox Council gardens for harvest, hosting walking tours, Boronia, Chinese tourist bus tours, Scout groups.
- **Dandenong Ranges Special School** operate the raised beds assisted by our members
- School Excursions
- **Knox Community Gardens Seed Saving Club** holds some of its meetings in the KCGS clubhouse
- KCGS was featured on "**Vassilli's Garden**" in 2016 and the episode replayed on many occasions.
- KCGS is a regular participant at **Stringybark Festival**
- **Partnering with the Arts and festival department with the Local Primary School Excursion**
- KCGS has participated in **Knox Festival** for more than 20 years.
- Members are regulars at local nurseries
- **Food Swaps** perform regularly between members and community.
- Award winner in **Gardens for Wildlife Scheme**.
- Participation in **Bunnings** "welcome to spring"
- Sheds are available for the possible use of the following groups
- A Mens Shed
- Ferntree Gully Potters

Proposed Café as a Community House

Creation of

- Focal point for groups and general community
- Storage for groups
- Commercial kitchen for cooking lessons
- Use by diverse groups

Community House - Design Brief

- The building will provide an indoor/outdoor community space for gatherings and education.
- The Kitchen area to meet commercial standards. Uses would be “education workshops for both the community and members to encourage sustainability and reduce wastage of food, with the ability to hire out for functions
- Water to be provided by captured rainwater in underground storage tanks
- Power to be provided by solar systems with suitable battery storage
- Heating and cooling to be provided by passive solar design, north facing double-glazed angled windows to capture winter sun and thermal mass floors and walls to retain the heat captured and insulation to prevent loss.
- Cooling to be provided by passive cooling, flow through ventilation and heat exchange tubes buried in the earth.
- North facing pergolas planted with deciduous vines to shade the windows and courtyards from harsh summer sun.

Cost:-

- Building costs are dependent on the amount of recycled/reused and gifted material available, typical build costs are around \$150,000.00 to \$200,000.00.
- The build process will be conducted as an education process with a mix of paid and free participation depending on individual financial capacity. Supervision and expertise will be provided by a mix of volunteers and paid expertise.

Benefits:-

- The rarity of this building would create a focal point for the community and a significant feature for ongoing attraction for eco tourism.
- A place for Knox to be proud of.

Built as a Earthship option

Earthships are the invention of US architect Mike Reynolds. He articulates six main Earthship principles:

- 1) building with natural and recyclable materials,
- 2) using passive solar and thermal systems for heating and cooling the home,
- 3) energy self-sufficiency
- 4) water self-sufficiency
- 5) sewage treatment self-sufficiency, and
- 6) integrated food production systems (that use the treated effluent from the home).

Other principles include using construction methods that are easily learned and put into practice by amateur builders (e.g. tyre "pounding").

These principles have the following goals:

- 1) minimise environmental impacts throughout the whole lifecycle of the home: construction, occupancy and demolition (although hopefully demolition is hundreds of years away!)
- 2) become self-sufficient in energy, water and to some extent, food.
- 3) Encourage sustainable behaviour change - Earthship occupants become more aware of their energy use, water use and general consumption, for example, being more careful about what sort of personal hygiene and cleaning products they pour down their drains.
- 4) Empower people to "be the change they want to see in the world".
- 5) Enable people to reduce the financial burden of relentless energy and water utility bills.

Earthships or earthship-inspired structures are ideal for people who are interested in pushing their home towards the edge of the established environmental repertoire. They minimise the amount of synthetic building materials required (and maximise the amount of reused materials) whilst still keeping strict control over the internal temperatures. One of the greatest advantages of the tyre (or hay bale) house is its ease of assembly. The tyres themselves are very affordable and can be piled up in any configuration, straight or curved.

The Earthship (or any tyre or hay bale construction method) allows for fantastically sculptural, curved walls.

Earthship Examples in Australia





The Passive open Space Vision

A once in a generation opportunity to build something very special this would give the area a destination in Knox.

It would allow for the re-establishment of Dinsdale Reserve.

By the repurposing of the occupied space of the old vines, this would provide open space for the community's benefit and space for focal point features such as.

All access playground

- A bunyip slide taking advantage of the natural gradient



- Sound experiments for children and adults



- Water bubblers in park and near the bike / walking path



- All access swings, wheelchair access like Lillydale lake etc Possible all access zip line



- A frog bog filtering water as it flows into the creek. A footbridges like wetland basin at Boronia Library precinct.



- Historic vines area on an arbour focal point with interpretative area on the history of the site



- Edible native bush tucker grove with interpretive centre



- Playground like Chandler reserve but all access



- BBQ's



- Picnic shelters



- Bike repair station

To support the proposed new bike trail branch from the main trail that runs along blind creek. These are already in place on the Dandenong Bike Path



- Outdoor Exercise Equipment



The Community Gardens Vision

Increase the number and variety of plots available - all access plots

Raised plot for all access



Wicking beds



Designated school garden beds



Communal garden beds



Knox Community Gardens Society's Goals

- Increase The gardens exposure and facilitate local gardening group tours.
- Initiate a collective group of community garden leaders in the Eastern Region
- Advocate for new and existing community gardens
- We see The “proposed Café ” as a multipurpose community space use to facilitate cooking classes, preserving classes and community garden hub, education etc.
- Education workshops on gardening ideas
- Information boards on history of site
- Creation of the Friends of Dinsdale Reserve
To administer the Community house.
- Linking the KIOSC (Knox Innovation Opportunity & Sustainability Centre) a purpose built innovation and technology centre that has recently opened at Swinburne University's Wantirna Campus. With a focus on environmental sustainability, KIOSC will equip students with the green skills necessary for their success in the workplace of the future, as an outdoor education room.

Vision Concept for 254 Scoresby Road, Boronia



Legend

Community building with unisex and All Access toilets	seating	indigenous trees
bbq areas	indigenous plantings	Significant trees asset
playground like Chandler reserve	path access seperated from road traffic	FROG BOG Water Filtering pond
Mens shed	proposed bike path	indigenous border shrubs
one way vehical traffic	bee hives	perhaps original apples with interperitave signs
community garden	rough conture 90 height above sea level	The Community building with provision for kitchen meeting rooms storage under cover area
raised beds for All Access	gate locked at night	Possible re-location site of weather station ID : 086104 Lat: -37.86 Lon: 145.25 Height: 92.0 m
interperative area history of vines	potters	
Landscaped carparks	fire truck access	
lightly fenced off area for bees shade cloth covered	fence	
	water bubbler	
	toilets	

Benefits

- Provides additional space for more garden plots, allowing reduction in waiting list thus catering for the increasing population of Knox.
- A section for a communal garden
- ReEstablishment of Dinsdale Reserve which it was prior to the Vines and Gardens being established that would be open public land, open to all members of the public
- Ensures the historical value of the vines be recognised with a walking path and arbour covered in the vines.
- An upgraded one-way road network to control vehicle traffic.
- Improved vehicle access & Pedestrian separation.
- Keeping community space in community hands.
- Prevention of health hazards to the community from over spraying and contamination of vegetables.
- New Picnic shelter and BBQ amenities.
- Access to the Dinsdale Reserve from Blind creek bike path.
- A culture focal point and attraction for Knox
- With increase access via bike paths and walking paths.
- The Knox Community gardens would request that the gardens be fenced off with an appropriate fence to prevent damage and or theft to property and gardens
- The Knox community Gardens are advocating for the cafe/multi purpose building to have a regenerative focus from the building to what education, events etc occur within the space.

Supporting the Community and Council 2017-2021 Goals

This proposal will support the following council goals & aligns with existing strategies.

Goal 1 - We value our natural and built environment

How

- Provides opportunity to enhance the natural environment along Blind creek side of this site, with review of the stormwater drainage on the east side boundary and adding wetlands and a frog bog.
- Relocating the vines with open space will increase the area for dog walkers and outdoor activities for all generations to enjoy the stunning views of the Dandenongs
- The Community gardens and the proposed "Earth Ship" community building directly assists with meeting the council initiatives 1.1.3 & 1.1.5 "to achieve resource efficient and reduction in water and energy use" & supports "Council's waste and recycling reduction programs".
- Increase the 'green' vegetation cover and adds to the native vegetation and indigenous tree cover.
- The Knox Community Gardens vision will increase the perception of the availability of good facilities within Knox which has declined in recent years.

- Increased number of plots will allow more people to become more “environmentally aware”, contributing to higher recycling by the community and reduce waste through means such as composting method awareness.
- Relocation of the vines will provide significant space for planting of more trees and flora and fauna, creating a greener city.
- Supports the initiative to grow the support for the Knox Gardens for Wildlife program and bushland reserve friends groups.
- Ensures the significant views of the Dandenongs is known and able to be enjoyed by the whole community.

Goal 3 - We can move around easily

How

- The addition of the new bike path from the main Blind creek trail and access to this site.
- Increased access by the proposed pedestrian access points to the gardens and Dinsdale Reserve.

Goal 6 – We are healthy, happy and well

How

- Community gardening provides active ageing opportunities for the growing population of the 60+ population.
- Mental health issues for the community is reduced by the use of open space and community gardening.
- Increase physical activity of walking, riding and gardening, promotes a healthy lifestyle.

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

How

- The Community Gardens increased area for more plots and community plots, allows people of all generations to feel a connection to the land.
- Increased Open space and features within Dinsdale Reserve for the community to be proud of.

Goal 8 – We have confidence in decision making

How

- The propose and options proposed by Knox Council for the review of 254 Scoresby Road as provided the community with the opportunity to have a say and be heard for this site.
- The Knox Community Gardens engaged local residents and the overall community for their support of Option 3 and the comments and survey results will show that the majority of the community supports Option 3, “it’s the only logical one”.

DOBSON WARD**8.3 GOVERNMENT FUNDING OF DORSET ROAD EXTENSION FROM DORSET ROAD TO LYSTERFIELD ROAD**

SUMMARY: *Coordinator Traffic & Transport (Ron Crawford)*

This report notes responses from Federal and State Members of Parliament in relation to a request by Knox Council to commit to funding Dorset Road extension from Dorset Road to Lysterfield Road.

RECOMMENDATION

That Council receives and notes this report.

1. INTRODUCTION

At its meeting on 28 May 2018, Council considered Notice of Motion No 77 – Government Funding of Dorset Road Extension from Dorset Road to Lysterfield Road. Following consideration, Council resolved to:

1. *Write to the Minister for Roads and Road Safety, the Hon Luke Donnellan MP requesting the State Government commit to funding the Dorset Road extension from Dorset Road to Lysterfield Road, by communicating safety pressures on the immediate road network including the crossing at St. Joseph's College.*
2. *Write to the Member for Eastern Metropolitan, Mr. Shaun Leane MP informing him of terms of 1 above.*
3. *Write to the Shadow Minister for Roads and Infrastructure, the Hon David Hodggett MP requesting the State Opposition commit to funding the Dorset Road extension from Dorset Road to Lysterfield Road, by communicating safety pressures on the immediate road network including the crossing at St. Joseph's College.*
4. *Write to the Member for Bayswater, the Hon Heidi Victoria MP, and the Member for Ferntree Gully, the Hon Nick Wakeling MP and the Member for Rowville, the Hon Kim Wells MP informing them, in terms of 3 above.*
5. *Write to the Federal Minister for Infrastructure and Transport, the Hon Michael McCormick MP requesting the Federal Government commit to funding the Dorset Road extension from Dorset Road to Lysterfield Road (given the commitment of funds to the Rowville Rail as the justification of investment of Federal funds to this project).*
6. *Write to the Federal Member for Aston, the Hon Alan Tudge MP, informing him in terms of 5 above.*
7. *Inform all parties in 1-6 above that Council intends to table all responses and update the community of these responses at the August Council meeting on 27 August 2018.*

In accordance with point 7 of the resolution, this report tables the responses received – refer to Attachment A. Copies of the letters sent to politicians in accord with the resolution are s attached as Appendix A.

2. DISCUSSION

North-South road connections through Knox are limited and at capacity. As a result, commuter and freight traffic are using local streets as an alternative to arterial roads which is adversely impacting on the safety and amenity of local communities.

Extending Dorset Road from Burwood Highway through to Lysterfield Road will significantly improve the north-south arterial road connections in Melbourne's east. It will also improve access for freight and employees travelling from the City of Casey and Cardinia Shire to employment hubs in Knox, such as the Scoresby-Rowville employment precinct and the Bayswater Business Precinct.

The Dorset Road extension has been reserved for more than 30 years and the alignment has been shown in the Melbourne Melways for a similar time.

In addition, Council has advocated for the Dorset Road extension on behalf of the community for more than 15 years.

Letters were written to relevant Federal and State Members of Parliament seeking a commitment from them to fund this extension and advising them that their responses would be tabled at this meeting. A synopsis of responses received to date are provided in Table 1 and Table 2 as follows.

Table 1 – Letters seeking funding commitment

Letters seeking funding commitment	Response received
<i>Minister for Roads and Road Safety, The Hon Luke Donnellan MP</i>	Response received , noting that the project may be considered for funding in a future program.
<i>Shadow Minister for Roads and Infrastructure, The Hon David Hodgett MP</i>	Response received , noting that Mr Hodgett is happy to consider Council's request in the lead-up to and following the November election.
<i>Federal Minister for Infrastructure and Transport, the Hon Michael McCormick MP</i>	No response received, however the office of the Deputy Prime Minister did contact Council officers seeking additional information in regard to the project.

Table 2 – Letters for information

Letters for information	Response received
<i>Member of Easter Metropolitan, Mr Shaun Leane MP</i>	Response received. Advised that correspondence has been passed on to the relevant Minister for his consideration.
<i>Member for Bayswater, the Hon Heidi Victoria MP</i>	Response received, noting that that Shadow Minister for Roads and Infrastructure, The Hon David Hodgett MP would respond on behalf of the coalition.
<i>Member for Ferntree Gully, the Hon Nick Wakeling MP</i>	No response received. Informally advised Council officers that correspondence received had been passed on to the relevant shadow Minister for their consideration.
<i>Member for Rowville, the Hon Kim Wells MP</i>	No formal response received. Informally advised Council officers that correspondence received had been passed on to the relevant shadow Minister for their consideration.
<i>Federal Member for Aston, the Hon Alan Tudge MP</i>	Response received, noting that Mr Tudge will be directly seeking a meeting with the Hon. Michael McCormack in regard to this matter.

3. CONSULTATION

Letters were written to various Members of Parliament seeking a funding commitment from them to fund the Dorset Road Extension.

4. ENVIRONMENTAL/AMENITY ISSUES

Transport services affect the quality of life of residents and it is therefore important that there are transport choices and sustainable transport options available.

The Dorset Road extension may have some impact on the flora and fauna within the road corridor

5. FINANCIAL & ECONOMIC IMPLICATIONS

Funding for the construction of an extension of Dorset Road is predominantly a State Government responsibility, however this does not preclude the potential for the Federal Government contributing towards the project. No estimates have been established for this proposal

6. SOCIAL IMPLICATIONS

Transport provides the opportunities for all members of the community to access employment, education and other local services, thereby improving community capacity and minimising social isolation

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

Improvements to the road network fit within the Goal 3: We can move around easily

Strategy 3.1 Enable improved transport choices supported by integrated and sustainable transport systems and infrastructure

3.1.3 Continue to advocate for all priority transport projects, including the Knox Tram, Rowville Rail, improved bus services, and the Dorset Road extension.

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

Author – Ron Crawford, Coordinator Traffic & Transport - In providing this advice as the Author, I have no disclosable interests in this report.

9. CONCLUSION

Council received a mixed response in regard to the letters sent to key parliamentary representatives, however there is no doubt that the process has assisted to raise the general awareness of the advocacy approach. The Dorset Road extension has been advocated for over the last 15 years by liaising with VicRoads at officer and executive levels and writing to local members of parliament and state government ministers.

Ultimately the decision for the funding and delivery of the Dorset Road extension depends on VicRoads and the provision of project funding by State and Federal Governments. It is recommended that Council continues to advocate to the State and Federal members of parliament.

10. CONFIDENTIALITY

There are no confidential issues in this report

Report Prepared By: Coordinator Traffic & Transport (Ron Crawford)

***Report Authorised By: Acting Director – Engineering & Infrastructure
(Matt Hanrahan)***



ALAN TUDGE MP

Federal Member for Aston



12 July 2018

Dr Ian Bell
Director Engineering & Infrastructure
Knox City Council
511 Burwood Highway
WANTIRNA SOUTH VIC 3152



Dear Dr Bell *lan*

Thank you for your letter enclosing a copy of your letter to Hon. Michael McCormack requesting funding support from the Federal Government for the Dorset Road Extension, through Ferntree Gully and Lysterfield.

I concur that the Dorset Road Extension is greatly needed to take some traffic congestion off Glenfern Road and help local traffic flow again in this area. I understand that this is also the first step to enable the upgrade of the remaining single lanes of Napoleon Road in Lysterfield to be completed; a project I have been fighting for residents for several years.

I would be happy to approach Minister McCormack to assist with his understanding of the benefits to this community and beyond.

It is indeed a project that is long overdue and I strongly support it.

Yours sincerely,

HON ALAN TUDGE MP

Ref: AET/ga

**DAVID HODGETT MP**

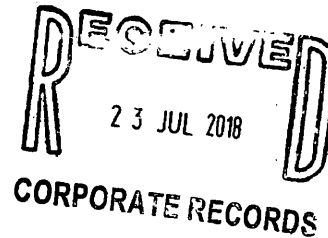
Member for Croydon
Deputy Leader of the Opposition

60 Main Street, Croydon, Victoria, 3136

t. 03 9725 3570

david.hodgett@parliament.vic.gov.au

Mr Ian Bell
Director, Engineering & Infrastructure
Knox City Council
511 Burwood Highway
Wantirna South, VIC 3152



Thursday, 19 July 2018

Dear Ian

RE: Request for Funding of Dorset Road Extension

Thank you for your letter requesting consideration by a future Liberal Nationals Government to fund the Dorset Road extension.

Through my colleague The Hon Kim Wells MP, I am keenly aware of the ongoing traffic issues that exist with respect to Glenfern Road and Brenock Park Drive. There is no question that various initiatives should be further explored – including the proposed extension of Dorset Road to Lysterfield Road – to ease pressure on these and other local roads, and thus local residents.

Under Daniel Andrews, Victoria continues to suffer a congestion crisis. Indeed, it is unfortunate that in three and a half years of government, there has been no effort made by Daniel Andrews and Labor to progress on this important project, with local residents continuing to have to tolerate worsening traffic as a result.

To this end, the Liberal Nationals recognise the need for ongoing upgrades of our suburban road network, particularly in the context of unprecedented population growth. As such, with specific regard to a future extension of Dorset Road to Lysterfield Road, I am happy to consider Council's request more closely (in tandem with ongoing stakeholder engagement) both in the lead-up to and following the November election.

Once again, thank you for your correspondence.

Yours sincerely

David Hodgett MP
Member for Croydon





Heidi Victoria ²³² MP

Member for Bayswater District



Suite 2, Mountain High Centre, 7 High Street, Bayswater 3153
Ph. 03 9738 0577 | E. heidi.victoria@parliament.vic.gov.au

🌐 HeidiVictoria.com.au **f** /HeidiVictoriaMP **t** @HeidiVic **i** @HeidiVictoriaMP

Friday, 6 July 2018

Dr I Bell
Director Engineering & Infrastructure
Knox City Council
511 Burwood Hwy
WANTIRNA SOUTH VIC 3152

Dear Dr Bell,

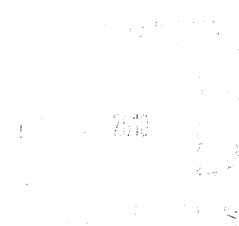
Thank you for your letter dated 28th June regarding your request for funding of the Dorset Rd Extension.

Please be advised David Hodgett, Shadow Minister for Roads and Deputy Leader of the Liberal Party will respond on behalf the Coalition.

Kindest regards,

The Hon Heidi Victoria MP
State Member for Bayswater District

Shadow Minister for Arts & Culture,
Tourism & Major Events,
Consumer Affairs



Shaun Leane MP

MEMBER FOR EASTERN METROPOLITAN REGION

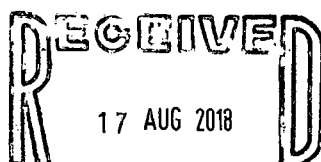
Parliamentary Secretary to the Special Minister of State

Parliamentary Secretary for Infrastructure



10 August 2018

Mr Ian Bell
Acting CEO
Knox City Council
Locked Bag 1
WANTIRNA SOUTH VIC 3152



CORPORATE RECORDS

Dear Ian,

Dorset Road, Ferntree Gully - Potential Southern Extension

Thank you to Knox City Council for your letter regarding the Council's support and advocacy for the potential extension of Dorset Road, Ferntree Gully south towards Lysterfield.

I am aware of the high priority that Knox City Council places on this road project for their community and the potential benefits which may accrue to the wider Eastern Metro region.

As Council has written to the Minister for Roads seeking Government support for this project, I will follow up with his office to expedite a formal response, placing the project in the context of statewide roads funding.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'Shaun Leane'.

Shaun Leane MP

OFFICE: Suite 3, Level 2 420 Burwood Hwy, Wantirna South

POSTAL: PO Box 4307, Knox City Centre VIC 3152

P: 9887 0255 **F:** 9887 1559 **E:** shaun.lean@parliament.vic.gov.au

www.shaulleanemp.com.au ShaunLeaneMP

28 June 2018

The Hon Michael McCormack MP
Leader of the Nationals
Deputy Prime Minister
Federal Minister for Infrastructure and Transport
Suite 2, 11-15 Fitzmaurice Street
WAGGA WAGGA NSW 2650

Dear Mr McCormack

Request for funding of Dorset Road Extension

Council welcomed the Federal Government's Budget announcement for funding towards planning and construction of a potential rail link to Rowville. Given this commitment to developing transport infrastructure in the outer east of Melbourne, Council at its meeting on 28 May 2018 resolved to write to key State and Federal Ministers, Shadow Ministers and local Members of Parliament, seeking a commitment to funding the Dorset Road Extension from Dorset Road to Lysterfield Road.

The North-South road connections through Knox are limited and at capacity. As a result, commuter and freight traffic are using local streets as an alternative and impacting on the safety and amenity of local communities.

The Dorset Road Extension will significantly improve the north-south arterial road connections in Melbourne's east. It will also improve access for freight and employees travelling from the City of Casey and Cardinia Shire to employment hubs in Knox, such as the Scoresby-Rowville employment precinct and the Bayswater Business Precinct.

The Dorset Road extension has been reserved for more than 30 years and the alignment has been shown in the Melbourne Melways for a similar time.

In addition, Council has advocated for the Dorset Road extension on behalf of the community for more than 15 years.

Council is therefore requesting the Federal Government to commit to funding the Dorset Road Extension from Dorset Road to Lysterfield Road.

I look forward to your response to this request and advise that Council intends to table responses and update the community of responses to this request at the August Council meeting on the 27 August 2018.

If you have any queries, please contact me during business hours on 9298 8100.

Yours sincerely

Ian Bell
Director Engineering & Infrastructure

Document ID: D18-254933

28 June 2018

The Hon Alan Tudge MP
Federal Member for Aston
Minister for Citizenship & Multicultural Affairs
Suite 4, Level 1
420 Burwood Highway
WANTIRNA SOUTH VIC 3152

knox
your city



Dear Mr Tudge

Request for funding of Dorset Road Extension

Please find enclosed, for your information, a copy of a letter sent to The Hon Michael McCormack requesting Federal Government funding for the Dorset Road Extension from Dorset Road to Lysterfield Road.

I look forward to your response to this request and advise that Council intends to table responses and update the community of responses to this request at the August Council meeting on the 27 August 2018.

Should you have any queries please contact me during business hours on 9298 8100.

Yours sincerely

Ian Bell
Director Engineering & Infrastructure

Document ID: D18-254948

28 June 2018

The Hon David Hodgett
Deputy Leader of the Liberal Party
Shadow Minister for Roads and Infrastructure
Shadow Minister for Ports and Freight
60 Main Street
CROYDON VIC 3136

Dear Mr Hodgett

Request for Funding of Dorset Road Extension

Council at its meeting on 28 May 2018 resolved to write to key State and Federal Ministers, Shadow Ministers and local Members of Parliament, seeking a commitment to funding the Dorset Road Extension from Dorset Road to Lysterfield Road.

The Dorset Road extension has been proposed by successive State Governments for more than 30 years and the alignment has been shown in the Melbourne Melways for a similar time. The Dorset Road extension is also shown on VicRoads Road Use Hierarchy Maps.

Council has advocated for the Dorset Road extension on behalf of the community for more than 15 years. In addition, Council's priority list of arterial road projects submitted to VicRoads on an annual basis has consistently listed the Dorset Road extension as a high priority.

The north-south road connections through Knox are at capacity and as a result, traffic is using local streets as an alternative and impacting on the safety and amenity of local communities.

Glenfern Road between Burwood Highway and the roundabout at Brenock Park Drive is a local road which is used as a through route between Dorset Road and Lysterfield Road. Glenfern Road and Brenock Park Drive have not been designed to take a high volume of traffic and often experience congestion resulting in significant delays at the roundabout.

Reducing the volume of traffic along Glenfern Road and Brenock Park Drive may in turn, improve safety for students of the nearby St Joseph's College who use the school crossings. The school crossing on Brenock Park Drive is Council's busiest crossing and there have been a series of 'near-miss' and regular 'drive through' incidents.

Council is therefore requesting a commitment from the Victorian Liberal Party to fund if elected, the Dorset Road Extension from Dorset Road to Lysterfield Road.

I look forward to your response to this request and advise that Council intends to table responses and update the community of responses to this request at the August Council meeting on the 27 August 2018.

If you have any queries, please contact me during business hours on 9298 8100.

Yours sincerely

Ian Bell
Director Engineering & Infrastructure

Document ID: D18-254598

28 June 2018

The Hon Heidi Victoria MP
State Member for Bayswater
Shadow Minister for Arts & Culture, Tourism & Major Events,
Consumer Affairs
PO Box 2170
BAYSWATER VIC 3153

KNOX
your city



Dear Ms Victoria

Request for funding of Dorset Road Extension

Please find enclosed, for your information, a copy of a letter sent to The Hon David Hodgett requesting the State Opposition to commit funding, if elected, to the Dorset Road Extension from Dorset Road to Lysterfield Road.

I look forward to your response to this request and advise that Council intends to table responses and update the community of responses to this request at the August Council meeting on the 27 August 2018.

Should you have any queries please contact me during business hours on 9298 8100.

Yours sincerely

Ian Bell
Director Engineering & Infrastructure

Document ID: D18-254614

28 June 2018

The Hon Nick Wakeling MP
State Member for Ferntree Gully
Shadow Minister for Environment
PO Box 551
FERNTREE GULLY VIC 3156



Dear Mr Wakeling

Request for funding of Dorset Road Extension

Please find enclosed, for your information, a copy of a letter sent to The Hon David Hodgett requesting the State Opposition to commit funding, if elected, to the Dorset Road Extension from Dorset Road to Lysterfield Road.

I look forward to your response to this request and advise that Council intends to table responses and update the community of responses to this request at the August Council meeting on the 27 August 2018.

Should you have any queries please contact me during business hours on 9298 8100.

Yours sincerely

Ian Bell
Director Engineering & Infrastructure

Document ID:D18-254744

28 June 2018

The Hon Kim Wells MP
State Member for Rowville
PO Box 4255
KNOX CITY CENTRE VIC 3156



Dear Mr Wells

Request for funding of Dorset Road Extension

Please find enclosed, for your information, a copy of a letter sent to The Hon David Hodgett requesting the State Opposition to commit funding, if elected, to the Dorset Road Extension from Dorset Road to Lysterfield Road.

I look forward to your response to this request and advise that Council intends to table responses and update the community of responses to this request at the August Council meeting on the 27 August 2018.

Should you have any queries please contact me during business hours on 9298 8100.

Yours sincerely

Ian Bell
Director Engineering & Infrastructure

Document ID:D18-254752

28 June 2018

The Hon Luke Donnellan
 State Member for Narre Warren North
 Minister for Roads and Road Safety
 Minister for Ports
 Level 22, 1 Spring Street
 MELBOURNE VIC 3000

Dear Mr Donnellan

Request for funding of Dorset Road Extension

Council at its meeting on 28 May 2018 resolved to write to key State and Federal Ministers, Shadow Ministers and local Members of Parliament, seeking a commitment to funding the Dorset Road Extension from Dorset Road to Lysterfield Road.

As advised in previous correspondence to yourself, the Dorset Road extension has been proposed by successive state governments for more than 30 years and the alignment has been shown in the Melbourne Melways for a similar time. The Dorset Road extension is also shown on VicRoads Road Use Hierarchy Maps.

Council has advocated for the Dorset Road extension on behalf of the community for more than 15 years. In addition, Council's priority list of arterial road projects submitted to VicRoads on an annual basis has consistently listed the Dorset Road extension as a high priority.

The north-south road connections through Knox are at capacity and as a result, traffic is using local streets as an alternative and impacting on the safety and amenity of local communities.

Glenfern Road between Burwood Highway and the roundabout at Brenock Park Drive is a local road which is used as a through route between Dorset Road and Lysterfield Road. Glenfern Road and Brenock Park Drive have not been designed to take a high volume of traffic and often experience congestion resulting in significant delays at the roundabout.

Reducing the volume of traffic along Glenfern Road and Brenock Park Drive may in turn, improve safety for students of the nearby St Joseph's College who use the school crossings. The school crossing on Brenock Park Drive is Council's busiest crossing and there have been a series of 'near-miss' and regular 'drive through' incidents.

Council is therefore requesting a commitment from the state government to fund the Dorset Road Extension from Dorset Road to Lysterfield Road.

I look forward to your response to this request and advise that Council intends to table responses and update the community of responses to this request at the August Council meeting on the 27 August 2018.

If you have any queries, please contact me during business hours on 9298 8100.

Yours sincerely

Ian Bell
 Director - Engineering & Infrastructure

Document ID: D18-254445

28 June 2018

Mr Shaun Leane, MLC
State Member for Eastern Metropolitan Region
Parliamentary Secretary to the Special Minister of State
Parliamentary Secretary for Infrastructure
PO Box 4307
KNOX CITY CENTRE VIC 3152

knox
your city



Dear Mr Leane

Request for Funding of Dorset Road Extension

Please find enclosed, for your information, a copy of a letter sent to The Hon Luke Donnellan requesting State Government funding for the Dorset Road Extension from Dorset Road to Lysterfield Road.

I look forward to your response to this request and advise that Council intends to table responses and update the community of responses to this request at the August Council meeting on the 27 August 2018.

Should you have any queries please contact me during business hours on 9298 8100.

Yours sincerely

Ian Bell
Director Engineering & Infrastructure

Document ID: D18-254578

ALL WARDS**8.4 2017/18 CAPITAL WORKS PROGRAM DELIVERY REPORT**

SUMMARY: *Coordinator – Capital Works (Gene Chiron)*

This report informs Council of the delivery outcomes of the 2017/18 Capital Works Program, as well as progress towards strategic objectives of asset renewal, sustainability initiatives, Environmentally Sustainable Development (ESD) initiatives and the Integrated Stormwater Solutions Program in 2017/18.

RECOMMENDATION

That Council receive and note the Capital Works Delivery Report for 2017/18.

1. INTRODUCTION

The Capital Works Program is essentially the biggest service Council delivers to the community. The outcomes derived from the Capital Works Program supports service delivery and continues to improve the health and wellbeing of the Knox community. To ensure this program is administered appropriately and that good governance and project management practices are observed, this report documents the outcomes of the 2017/18 Capital Works Program and Council's progress in actioning a number of associated policies.

Council's Sustainable Buildings Policy, approved 26 April 2013, requires that:

- the Director – Engineering & Infrastructure demonstrate achievements in ESD as part of the annual reporting on the delivery of the Capital Works Program; and
- a report is prepared on the achievements of ESD within Council facilities as part of Council's report on achievements on the Sustainable Water Use Plan and Climate Change Response Plan.

Further, Council adopted a policy for Water Sensitive Urban Design (WSUD) (revised 2012). This policy also requires that achievements in WSUD be incorporated as a part of the annual report on the delivery of the Capital Works Program. The achievements for 2017/18 are provided in this report.

This report is seen as a framework for not only reporting on the delivery of the program but also as a means of improving the efficiency and effectiveness of future program delivery.

2. DISCUSSION**2.1 2017/18 Capital Works Outcomes and Achievements**

The 2017/18 Key Result Area (KRA) measurement for Capital Works aims for delivery of 100% of the legal compliance program, 95% of the renewal program and 80% of the new and upgrade program.

The Capital Works Program Adjusted Budget totalled \$95.18M after the budget review increase of \$13.01M, additional out of budget funding of \$3.79M and savings of \$928.7K were achieved.

Out of 248 projects, 83.9% or 208 projects of the total projects were completed or committed (commenced or tendered) in 2017/18. A number of projects were in progress at year end and carry through into the 2018/19 year. Fifteen additional projects were included in the Program during the course of the year, with an extra \$2.92M unscheduled, out of budget funding from various grants, contributions and trust fund transfers becoming available after the Quarterly Budget Update.

In overall financial terms, 72.2% of the Capital Works Adjusted Budget was committed in 2017/18 and 52.5% expended. Of the \$26.5M Adjusted Budget not committed or expended, \$17.45M or 65.8% related to major projects.

Variances experienced during the year were mainly due to delays associated with lead times required to commence projects, including consultation with stakeholders, developers, service and statutory authorities. The additional workload generated from the various Major Projects currently underway also placed considerable demand on Council's Capital Works delivery resources.

A small number of high value projects have been delayed due to a significant level of project complexity, some external influence from government utilities and adverse weather. Wet weather towards the end of the 2017/18 financial year hindered progress in several projects.

Some others have been subject to necessary deliberations by Council.

CAPITAL WORKS PROGRAM COMPARISONS

	08-09	09-10	10-11	11-12	12-13	13-14	14-15	15-16	16-17	17-18
Adjusted Budget	\$26.8M	\$29.9M	\$29.2M	\$31.3M	\$35.5M	\$34.5M	\$37.5M	\$49.5M	\$68.5M	\$95.2M
Budget expended (%)	91%	94%	81%	87%	79%	81%	82% (\$30.75M)	63.9% (\$31.6M)	53% (\$36.3)	52.5% (\$50.0)
Projects Committed (%)	98%	100%	97%	93%	98%	96%	98%	98%	89%	84%

Of note, the Capital Works Program for 2017/18 was significantly increased from 2016/17 (\$68.5M to \$95.2M).

It is further noted that the budget expenditure for 2017/18 was \$50.0M, which exceeds the previous years' program expenditure by \$15-20M, with 84% of projects being completed, commenced or tendered within the year.

It is further noted that there has been only a minimal increase in staff resources to support the delivery of the capital works program. This is being closely monitored to ensure existing staff are supported in the delivery of the program and additional resources are brought in as required.

It is considered however, that the issue of an increasingly large and complex program and the possible impacts on staff resources presents a number of risks that need to be considered by Council. These include:

- Capacity to deliver within required timeframes.
- Possible adverse impacts on quality due to the pressure to deliver.
- Integration opportunities missed due to the focus on project delivery.
- Current state of the construction market.

2.2 Continuous Improvement Initiatives

Significant inroads have been made into refining systems and processes such as pre-planning and preparation to support timely delivery of capital works projects. Over recent years, the following initiatives have been introduced and are being continually improved upon:

- Ranking of projects within each program based on relevant criteria which are reviewed by Program Coordinators and endorsed by Council annually.
- Program Business Cases are prepared including 5 year programs to reflect revised project priority lists and based on the current Long Term Financial Forecast (LTFF).
- Pre-planning (scoping and design phases) has been introduced to identify complex projects and where necessary, allow for staging over two or three years. Complexities include extensive ongoing consultation with stakeholders, investigation with external authorities, acquisition of land and permits, preparation of concept and detailed plans and preparation of contract documentation to allow adequate time for efficient and economic project delivery at minimum disruption to the community.
- Program and Project Delivery Coordinators with their Managers are included in integration workshops to share knowledge of proposed programs, understand priorities, and check for synergies between projects and investigate opportunities to combine or coordinate works.
- Discussions with Councillors are held through the business planning cycle about project priority lists early in the program development process to allow Program Coordinators time to undertake initial investigations to establish the scope and deliverability of each prospective project prior to the commencement of the budget process.
- Improved monitoring and reporting with the introduction of the new ProjectsPro Capital Works reporting system incorporating lead indicators, which allow ongoing and responsive feedback for improved project management.
- Improved management reporting including monthly progress briefings with the Executive Management Team and monthly meetings of Program and Project Delivery Coordinators to actively facilitate the delivery of the Capital Works Program.
- Streamlining the process to develop lifecycle costings for each new/upgrade project to assist Council to make an informed decision as to the true cost of the proposed works and impact on the operational maintenance budget.

- Regular condition audits over all significant asset categories.
- Restructure of management responsibilities to streamline project delivery.
- The establishment of the dedicated Major Initiatives Unit to project manage the planning and implementation of the major and complex project initiatives and deliver the more challenging projects.
- Presentation of a Major Initiatives Program to Council as part of the Capital Works Planning process.

These initiatives and the capital works process, in its entirety, is reviewed on an ongoing basis in the pursuit of continuous improvement and integrated program delivery.

2.3 Asset Renewal Program

The Asset Renewal Program Adjusted Budget for 2017/18 totalled \$32.9M, of which 86% was expended or committed. The expenditure was affected by the need to carry forward \$8.26M to 2018/19 for the completion of various asset renewal works committed and underway.

Renewal projects and programs that were undertaken during the year include the following:

- Road Pavement and Kerb and Channel Reconstruction Program including: Windermere Drive, Ashton Road and Kingston Street, Ferntree Gully, Park Crescent, Woodvale Road and Macquarie Place, Boronia and numerous designs for future works
- In excess of 100 streets have been treated under the 2017/18 Road Resurfacing Program.
- Shared path rehabilitation including Karoo Road and Dandelion Drive Rowville, Underwood Road, Ferntree Gully and Burwood Highway (rail underpass to Council Boundary towards Upwey). Rehabilitation programs for footpaths, buildings, road surfaces, bridges, playgrounds, open space and reserves.
- Replacement of various fleet vehicles.
- Street Tree Renewal Program.
- Drainage Pit and Pipe Renewal Program.
- Active Sporting Facilities renewals including at Lewis Park Reserve - Oval No. 1, Scoresby (Exner) Reserve – Tennis Courts and Kings Park Reserve – Drainage Works.

There are four key Asset Renewal Programs which are the focus of this report (see table below). Asset Management Plans adopted by Council inform these programs and subsequent forecasting has been undertaken. During the development of each of these Asset Management Plans, extensive audits were undertaken to establish the condition rating, life expectancy and the amount of funding required to deliver these assets to the community at the desired service level.

Each adopted Plan outlined service level targets to renew the worst condition assets (condition 5 – very poor, and condition 4 – poor) in the optimum achievable time to optimise service delivery, mitigate risk to Council, minimise maintenance costs and establish sustainable rehabilitation programs.

While the initial focus was ensuring that sufficient renewal funding was available to address the initial backlog, it was also recognised that a sustainable level of ongoing funding would be required into the future to ensure Council's asset network continued to remain at an acceptable condition level.

The following table indicates progress to date with these programs and suggests when the initial backlog of condition 5 (very poor) and 4 (poor) assets may be eliminated based on current projected funding and forecasted deterioration rates. In general, Council is maintaining good progress in meeting the target timeframes.

ASSET MANAGEMENT PLAN – CAPITAL RENEWAL PROGRESS

Renewal Program	Asset Category	Year Started	% network in condition 4 & 5 at initial audit	Initial target year for elimination of condition 4 & 5 assets	Year of most recent audit	% network in condition 4 & 5 at most recent audit	Next audit data due	Comments on progress of renewal program against service targets
1001 Road Sub-Structure and Kerb & Channel	Road Pavement	2005/06	7.8%	2016	2015	1.0%	2019	Initial target achieved in 2015*. Funding now maintained at a level to match deterioration. Future audits will assist in validating this.
	Kerb & Channel		0.1%	2016	2015	0%	2019	Initial target achieved in 2015*. Funding now maintained at a level to match deterioration. Future audits will assist in validating this.
1002 Road Surface	Road Surface	2006/07	19.9%	2014	2015	2.7%	2019	Initial target achieved in 2012*. Aiming to remove condition 3 segments by 2022 in accordance with Road Asset Management Plan targets.
1004 Footpaths	Footpaths	2005/06	6.1%	2011	2015	0.1%	2018 (2 nd half)	Initial target achieved in 2012*. Funding now maintained at a level to match deterioration. Future audits will assist in validating this.
1005 Bicycle / Shared Paths	Shared Paths	2005/06	51.6%	2020	2017	0.6%	2021	Initial target achieved in 2011*. Funding now maintained at a level to match deterioration. Future audits will assist in validating this.
1007 Buildings	Buildings	2008	2%	2028	2017 /2018	7.9%	2021 /2022	4.1% of network was in condition 4 & 5 in 2012 so there has been a gradual increase in buildings in poor or failed condition. Funding increase may be required to reverse deterioration. BAMP delivery in November 2018 to provide renewal modelling and recommendations.

* Given the timing of audits relative to the programs of renewal, a result of less than 4% effectively means Council has addressed and contained its backlog assets.

Progress for other asset categories (Drainage, Bridges, Carparks, and Playgrounds) will be reported in future years once multiple condition audits have been completed, to validate impact.

Considerable effort has gone into educating officers about the importance of focussing on failed assets in a systematic approach. Council and residents now understand that priority must continue to be given to funding the renewal of the worst condition (category 5 and 4 assets) and that sustained funding is required (even when initial targets have been reached) in order to maintain asset networks at agreed condition levels.

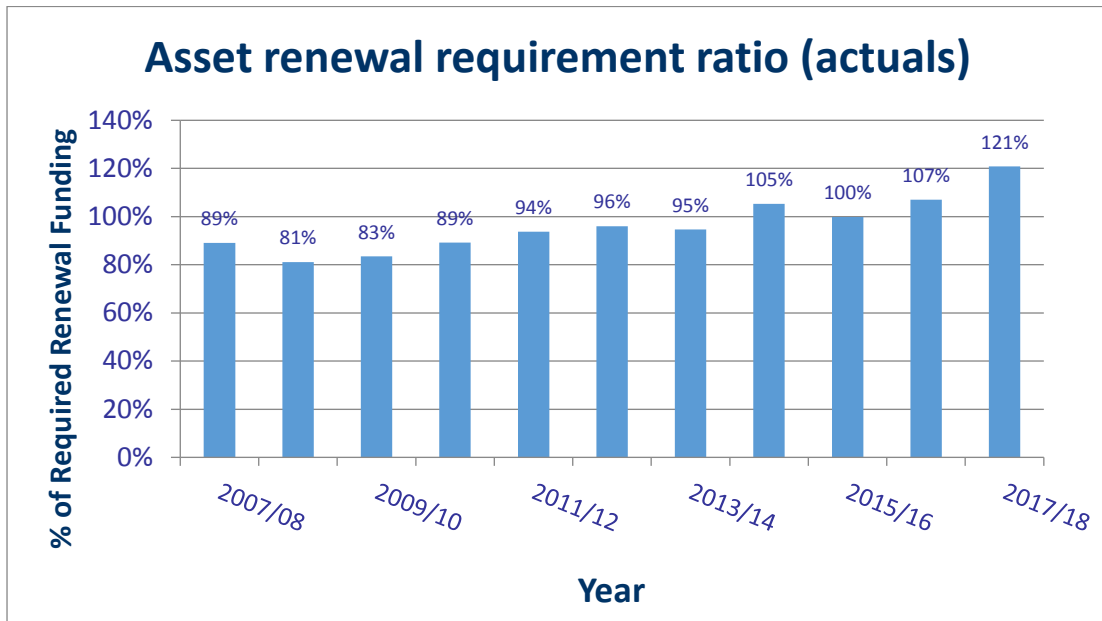
Council has undertaken condition audits in the last four years for the assets tabled above. Audit data has proven to be a means of measuring progress against renewal objectives – the data has suggested Council is progressing on or ahead of schedule – while at the same time enabling a revision of future funding requirements. Where initial targets have been met, the focus for Council now becomes addressing those assets that have deteriorated (and continue to deteriorate) in the intervening period. Regular condition audits allow further analysis of data, more detailed financial modelling to occur and assumptions to be validated, all with greater confidence.

The Long Term Financial Forecast incorporates asset renewal projections in line with recommendations of the following Asset Management Plans, as well as subsequent renewal modelling:

- Footpath and Shared Path Asset Management Plan
- Road Asset Management Plan
- Building Asset Management Plan
- Drainage Asset Management Plan
- Open Space Asset Management Plan
- Carpark Asset Management Plan
- Bridge Asset Management Plan
- Playground Asset Management Plan
- Street Tree Asset Management Plan

Over recent years, Council has continued to close the funding gap to meet renewal requirements.

This is demonstrated in the following graph, noting that in recent years assets have been funded at a level above the 100% target to address current backlog.



Note: Figures calculated from the ratio of asset renewal *budget* to asset renewal *requirements* (for all asset classes)

Council's goal is to reach a level of asset replacement at an optimum time to minimise risks and maintenance costs, whilst still providing for new infrastructure to meet community needs. While indications suggest that Council is meeting its initial renewal targets, it is important to note that an ongoing commitment to asset renewal funding is required to reduce the current backlog of deteriorated assets, in order to sustainably manage Council's asset network and ensure overall condition does not deteriorate below accepted standards. Such an approach also ensures that service provision to the community is not compromised. Regular audits and revisions to financial forecasting will ensure that Council's Long Term Financial Forecast continues to reflect appropriate and sustainable funding.

There is also the opportunity to incorporate a number of key asset renewal programs as a part of the Developer Contribution Plan Policy work – currently being progressed by Council. This may provide an opportunity to secure an alternative funding source for the management and renewal of some of Council's asset base. It is proposed in 2018/19 that all Information Management projects (both renewal and new/upgrade) be removed from the Capital Works program and reported against through the Information Management Steering Committee.

2.4 New/Upgrade Program

The Asset New/Upgrade Program Adjusted Budget totalled \$12.4M of which 64% was expended or committed. The expenditure percentage is impacted upon by the need to carry forward \$5.5M to 2018/19 for the completion of various asset New/Upgrade works committed and underway.

New/Upgrade projects and programs that were completed or commenced during the year included the following:

New, Upgrade and Expansion Assets

- Schultz Reserve - Internal Pavilion Upgrades (Female Friendly)
- Mountain Highway, The Basin: The Basin Primary School, between Wicks Road and The Basin Shops and near Dorrigo Drive - Footpaths
- Wellington Road, Rowville - Footpath Bus Stop Connection
- Batterham Reserve - Floodlighting Upgrade
- Coonara House Solar Panels - Installation
- Bergins Road, Rowville, Right Turn Lane - Installation
- Energy and Greenhouse Program for Council Facilities
- Pre School Office and Storage Upgrades
- Preschools and Playground Upgrades – Shade Sail Installations
- Burwood Highway, Traydal Close to Knox School and Napoleon Road, Lysterfield - Shared Paths
- Marie Wallace Reserve, Bayswater Masterplan Implementation
- Tim Neville Arboretum Lake Structure Upgrade - Completion
- Eildon Park Pavilion Upgrade - Completion
- Scoreboard Design and Installation - Various Reserves
- Dobson Street Reserve Retarding Basin
- Scoresby (Exner) Reserve - Masterplan Implementation
- Dobson Street Reserve Retarding Basin

2.5 Major Projects Programs

The Major Projects Program Adjusted Budget totalled \$49.3M of which \$31.8M was expended or committed. The program experienced some delay due to adverse weather towards the end of the 2017/18 financial year. Major projects such as the multi-purpose Early Years Hubs are programmed for completion in 2018/19 with carry forward funds of \$8.33M. Major projects with carry forwards also include Knox Central (\$8.2M), Stamford Park Estate (\$7.7M), the ICT Strategy Program (\$3.7M) and delivery of the Henderson Road Bridge (\$460K).

2.6 Environmentally Sustainable Development (ESD) Achievements

As required by Council's *Sustainable Buildings Policy*, a summary of ESD elements incorporated into new Council buildings and substantial renovations, renewals and upgrades of buildings in 2017/18 is provided in Section 2.7.

Council facility upgrades, renewals and new projects are to use components that provide at least 25% efficiency improvements over existing standards for both water and energy.

2.7 Environmentally Sustainable Development (ESD) Achievements

As required by Council's *Sustainable Buildings Policy*, a summary of ESD achievements in new Council buildings and substantial renovations, renewals and upgrades of buildings in 2017/18 is provided in the table below.

Council facility upgrades, renewals and new projects are to utilise components that provide at least 25% efficiency improvements over existing standards for both water and energy.

Major Initiatives (Buildings)	
○ New Buildings – Construction Stage	The Early Years Hubs are currently under construction and both the Bayswater and Wantirna South hubs will incorporate substantial energy and water saving initiatives including Solar Power, water tanks, LED lighting, natural ventilation and natural lighting. Full details of these initiatives will be reported when the projects are completed in 2018/19.
○ New Buildings - Design Stage	The New Operations Centre, is currently being designed with high performance glazing, LED lighting, occupancy and daylight sensor controlled lighting, 30kW Solar Panels, Water Tanks, staff bicycle parking and the provision for Electric Vehicle charging stations are some of the ESD initiatives. The building is currently designed with a Built Environment Sustainability Scorecard (BESS) rating of 59%. A BESS Score above 50% is considered Best Practice.
Sustainability Initiatives Capital Works Program 17/18	
○ LED Lighting Upgrade at Knox Leisureworks	Replacement of 22 LED flood lights over the concourse, ramp and toddler pool area. The new lights are 40% more energy efficient and last three to four times as long, resulting in not only in energy savings, but significant savings in maintenance.
○ Timer controls for the Tim Neville Arboretum Fountains	Restricting the running time of the fountains to weekends to reduce energy consumption and running costs. The fountain now operates on weekends only and saves nearly 80% in energy. This initiative is expected to save approximately \$20,000 per annum on energy costs.

Solar Communities Program	
<ul style="list-style-type: none"> ○ Installation of solar panels and batteries at Community Facilities 	<p>Installation of solar panels at Batterham Reserve and Coonara Community House and the installation of Solar Panels and Batteries at Bayswater Oval and Tormore Reserve. The program is funded by the Federal Government's Solar Communities Program. The solar panels are expected to save the community groups over \$13,000 per annum on energy costs.</p>
Bulk Replacement of the Streetlights with LED	
<ul style="list-style-type: none"> ○ Completion of the second stage of the streetlight replacement program involving decorative/heritage style lamps 	<p>In addition to the standard LED lights, a further 696 Decorative lights were changed over to LED. The additional lights brought the total number replaced to 10,629 resulting in cumulative savings of \$17.4m and 74,000 tonnes of Greenhouse Savings over a 20 year asset life.</p>

2.8 Integrated Stormwater Solutions Program Achievements 2017/18

In accordance with Council's *WSUD Policy* (revised 2015), the *WSUD & Stormwater Management Strategy* (2010); the *Sustainable Water Use Plan* (2008-2015); the *Drainage Asset Management Strategy* (2010); and the *Flood Modelling and Mapping* work being undertaken since 2014, stormwater drainage programs are more integrated to provide the greatest overall benefit to the Knox community for the best value.

Projects are planned strategically as 'Integrated Stormwater Solutions' that incorporate water sensitive urban design and best practice techniques to provide flood protection, waterway health, biodiversity enhancements and

stormwater harvesting for irrigation (preservation) of open space assets (active & passive). In addition, they provide reductions in heat related stress in urban precincts, water conservation and stormwater drainage designs that create aesthetic landscapes as a destination for broader community enjoyment.

The following is a summary of construction achievements for 2017/18:

a) Enhancing Our Dandenong Creek (EODC) Projects.

The Integrated Stormwater Solutions projects listed below, have been predominantly funded by Melbourne Water's Enhancing Our Dandenong Creek (EODC) project. The EODC initiative is a partnership between Knox City Council, Maroondah City Council, Melbourne Water and key community environment and cultural heritage groups.

These projects originally were part of Council's forward 5 year program (2015-2020) under the former *Water Quality Improvements Program 4022*. However, the EODC investments from Melbourne Water has

resulted in the delivery of this 5 year program within two years (over 2015/16-2017/18).

The suite of projects will improve the overall health, amenity and biodiversity of the Dandenong Creek system; and complement the partnership work to date in the Dobsons Creek Catchment, which feeds into the Dandenong creek system.

Information boards and story-telling bollards have been installed along the section of Dandenong Creek (east of the Eastlink overpass) at each project site on both sides of the creek. These story boards and bollards tell the history of the creek from indigenous times through to current day.

A further suite of integrated stormwater solutions have now been constructed, that combine civil engineering with freshwater science and biodiversity elements, and an enhanced creek landscape to better promote an active and connected community life. These projects involved the design and construction of a series of new wetlands along the Dandenong Creek floodplain from Cash Fues Place, Wantirna through to Suffern Avenue Reserve, Bayswater. Seating areas, natural play elements for bush discoveries, new path links, viewing platforms to bring people closer to water environments safely, and associated wildlife breeding sites, all form part of these designs. The new wetlands include: Cash Fues Place Ephemeral Wetlands, expansion of the Yarrabing Wetlands, Mint Street Wetlands and Suffern Reserve Wetlands.

These Council/EODC (Melbourne Water) funded projects provide multiple benefits including:

- Increased capacity of the floodplain to hold stormwater during storms to relieve pressure on the creek (flood mitigation).
- Provides natural treatment of urban stormwater runoff before it enters the local creek (water quality treatment).
- Provides suitable habitat to recover the nationally threatened Dwarf Galaxias and Yarra Pygmy Perch (native fish species recovery), and other aquatic wildlife such as frogs and waterbirds.
- Enhances diversity of local flora (plants) to improve natural cooling mechanisms across the city (canopy cover and reduction in urban heat islands) for improved community wellbeing during summer extremes.
- Creates a destination for people to visit, nature discovery and safe water interactions.

The final wetland has been designed and will undergo construction during 2018/19 at Manson Nature Reserve, and will complete the Stage 1 (first 3 years) of the EODC initiatives. Collaboration on the Stage 2 (next 3 years) of EODC initiatives, is currently underway.

3. CONSULTATION

Communication and decision making is aided by monthly progress briefings with the Executive Management Team and monthly facilitation meetings with Program and Delivery Coordinators.

Timely and ongoing liaison between Council staff and stakeholders is an integral task required to prepare and deliver Council's Capital Works Program.

For projects that may be of particular interest or have potential to impact residents, Council's Communications Department is involved to provide information in the most relevant mode.

Also, prior to the construction phase of the projects, letter drops to affected residents informing of impending works and a Council contact have proven invaluable to inform local residents about upcoming works and to minimise complaints received by Council.

4. ENVIRONMENTAL/AMENITY ISSUES

A long term strategic approach to supporting surface maintenance, renewal and construction has continued with the implementation of warm season grasses conversions and the establishment of an ongoing Capital Works Program focussed on delivering sustainable outcomes for structured sports (water harvesting).

The introduction of the Council's Sustainable Buildings Policy, approved 26 April 2013, to succeed the Environmentally Sustainable Development (ESD) Policy, which applies to all new Council buildings and where possible, substantial renovations, renewals and upgrades to Council buildings, enables Council to deliver targets established in the Sustainable Water Use Plan, Greenhouse Action Plan and the Integrated Transport Plan.

5. FINANCIAL & ECONOMIC IMPLICATIONS

Of the Revised Capital Works Program budget \$95.18M, a net amount of \$45.22M is proposed to be carried forward to the 2018/19 budget to enable the completion of projects committed or underway. This comprises \$31.44M in Major Projects, \$8.26M in Asset Renewal and \$5.51M for New and Upgrade.

This investment in Capital Works is also estimated to have increased the Knox Economic output including all direct, industrial and consumption effects by up to \$111.7 million and increased jobs by 328 (Source: REMPLAN Knox 2018). Finally, the introduction of Developer Contribution Plans (DCPs) has the potential to support Council's investment in Capital Works – particularly in asset renewal. Council is currently working through a process to determine the feasibility of introducing DCPs – which includes asset renewal works.

6. SOCIAL IMPLICATIONS

The timely provision, upgrade and renewal of roads, drains, footpaths and bicycle paths in Knox, such as the Windermere Drive, Ashton Road and Kingston Street, Ferntree Gully and bicycle paths at Karoo Road and Dandelion Drive Rowville and Underwood Road, Ferntree Gully, facilitate Council's goal to value our natural and built environment as well as promoting health and wellbeing.

Similarly, the upgrade and renewal of Knox's sporting facilities and reserves such as Lewis Park Reserve - Oval No.1 promotes community health and wellbeing.

7. RELEVANCE TO COMMUNITY AND COUNCIL PLAN 2017-2021

The Capital Works Program and its management are consistent with the goals of the Knox Community and Council Plan 2017-2021:

- Goal 1 – We value our natural and built environment
- Goal 2 – We have housing to meet our changing needs
- Goal 3 – We can move around easily
- Goal 4 – We are safe and secure
- Goal 5 – We have a strong regional economy, local employment and learning opportunities
- Goal 6 – We are healthy, happy and well
- Goal 7 – We are inclusive, feel a sense of belonging and value our identity
- Goal 8 – We have confidence in 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 – Matt Hanrahan, Acting Director – Engineering & Infrastructure - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Gene Chiron, Coordinator Capital Works - In providing this advice as the Author, I have no disclosable interests in this report.

9. CONCLUSION

At the conclusion of 2017/18, Council successfully completed, committed or commenced 84% of capital works projects (of the total program of projects).

Council performed well in the Renewal and Legal Requirements Programs where 86% and 100% of the adjusted revised budget was expended or committed respectively.

Some challenges were experienced in the delivery of the New/Upgrade Program where 64% of expenditure was expended or committed. A small number of high value projects have been delayed due to a significant level of project complexity and some external influence from government utilities. Wet weather in the late part of the 2017/18 financial year hindered progress in several projects.

The establishment of the dedicated Major Initiatives Unit to project manage the planning and implementation of the increasing number of major and complex project initiatives, is assisting greatly in delivering projects.

The continued emphasis on asset renewal in order to meet Council's objective to eliminate the backlog, has all but closed the infrastructure renewal gap and achieving a sustainable Renewal Program. Also, the continuation of Council's

inroads into environmental and sustainability measures have placed an important and challenging dimension on future Capital Works Programs.

Finally, it is noted that there has been only minimal increase in staff resources to support the delivery of the expanded capital works program (\$37.5m in 2014/15, \$49.5m in 2015/16, \$68.5m in 2016/17 and \$95.18M in 2017/18).

This is being closely monitored to ensure existing staff are supported in the delivery of the program – which may include additional resources being brought in as required.

10. CONFIDENTIALITY

There are no confidential issues associated with this report.

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

***Report Authorised By: Acting Director – Engineering & Infrastructure
(Matt Hanrahan)***

ALL WARDS

9.1 FAMILY VIOLENCE AND GENDER EQUITY IMPLEMENTATION PLAN 2018-2021

SUMMARY: *Coordinator Social Policy and Planning (Rosie Tuck)*

Family violence is a serious and preventable issue. Knox has had the highest rate of reported family violence in Melbourne’s Outer East for over 20 years. National and international research and key policy drivers in Victoria suggests that gender inequity is a social determinant of health and a key driver of violence against women in society¹. Ending family violence is the cornerstone of the Victorian Government’s social reform to create a society where family violence and gender inequity are no longer tolerated.

Knox City Council has a long and proud history of working towards reducing violence against women and progressing gender equity in our local community. The Family Violence and Gender Equity Implementation Plan (The Plan) will provide an integrated response within Council, and supports a partnership approach to continuing activities across the community.

This Plan responds to the Community and Council Plan 2017-2021 priorities under Goal 4 and other Council Plans where family violence and gender equity actions are identified. The Plan also identifies and responds to recommendations from the Royal Commission into Family Violence relevant to Local Government.

RECOMMENDATION

That Council approve the Family Violence and Gender Equity Implementation Plan 2018-2021 as provided in Appendix A.

1. INTRODUCTION

Knox City Council has demonstrated a strong commitment to progressing gender equity and preventing family violence and violence against women through advocacy, capacity building and leadership. This, along with the significant leadership of the many local community organisations responding to, and addressing family violence within Knox, provides a solid foundation on which this Plan was developed.

The Plan provides a framework to monitor and measure Council’s work in preventing family violence and progressing gender equity in our community and consolidates existing and new initiatives from relevant Council Plans and programs including the *Knox Community Access and Equity Implementation Plan* and Council’s Gender Equity Program.

¹ World Health Organisation, United Nations, Safe and Strong A Victorian Gender Equality Strategy

Key focus areas include:

- Coordination and planning;
- Internal leadership and capacity building;
- Community leadership and engagement; and
- Direct service provision.

1.1 Methodology

The Plan was developed based on strong research and evidence through internal and external stakeholder engagement and data analysis. The methodology to develop this Plan comprised six key stages:

1. An extensive family violence literature review including relevant legislation, policy documents, Royal Commission into Family Violence findings and other materials;
2. Analysis of available crime statistics and population data to update the Knox Family Violence Profile. Data gaps were identified as part of this process;
3. Mapping of community and Council family violence prevention activities and community organisations providing family violence services to the Knox community;
4. Extensive internal consultation with key Council staff to review and document current actions aimed at reducing family violence and progressing gender equity, as well as identification of new initiatives;
5. Consultation with key community stakeholders to inform this Plan and identify future partnership opportunities; and
6. Development of a range of cross-organisational initiatives and activities.

The development of the Plan was also informed through the recommendations of the Victorian Royal Commission into Family Violence. This provided the foundation upon which actions to address family violence were prepared. A summary of the recommendations is included in the following section of this report.

1.2 Alignment to key legislation

1.2.1 Victorian Royal Commission into Family Violence

The recommendations from the Victorian Royal Commission into Family Violence will continue to have a profound impact on family violence prevention strategies and service provision.

The following recommendations have, or may directly influence Council's role in family violence prevention:

- The most significant recommendation was to change the *Public Health and Wellbeing Act 2008* (Vic) to include a requirement for Councils to specify measures to prevent family violence and respond to the needs of

victims of family violence. Councils are also required to conduct an annual review of these measures. This Plan will respond to this requirement.

- Recommendation 5 proposes changes to the *Family Violence Protection Act 2008* (Vic) to create a family violence information-sharing regime. This may affect particularly Council staff providing direct services to the community, such as Maternal and Child Health nurses.
- Recommendation 202 stipulated that, with the advice of the Family Violence Agency, the Victorian Secretaries Board Family Violence Sub-Committee would consider how to ensure that local council performance measures are used to encourage local council activities designed to prevent family violence and to assess the outcomes of any services they provide to victims and perpetrators of family violence. This recommendation is still in progress and it is unclear at this stage what impact this will have on our work.
- Recommendation 37 directed the establishment of family violence support and safety hubs. The hubs will serve as a central access point to assist families to stay safe, as well as coordinate assistance for families with police, courts, health practitioners and other services. Four trial sites are being established in Barwon, Bayside Peninsula, Inner Gippsland, Mallee and North-East Melbourne Department of Health and Human Services (DHHS) regions. The hubs, branded as Orange Door, will be rolled out across the State to each DHHS region by 2021. There may be opportunities for Knox to advocate for this service to be centrally located within the eastern metropolitan region.

It is proposed that Council will continue to monitor the legislative landscape and implement changes where appropriate and where funding permits.

1.2.2 Gender Equity

State Government is currently reforming the *Local Government Act 1989* (Vic). Of relevance to this Implementation Plan is the proposal for Council Chief Executive Officers to outline measures that seek to ensure gender equity, diversity and inclusiveness within the workforce.² It is expected that this Bill will be introduced to Parliament in mid-2018 and if it passes, will become operational in four stages, with final implementation in 2020 in line with local government elections.

The State Government has also committed to developing gender equity legislation and is currently in the consultation phase. The commitment is part of the Victorian Government's Safe and Strong Gender Equity Strategy (2016).

New actions to address gender equity in the workplace and the community may need to be added at the mid-term Plan review.

² Local Government Bill Exposure Draft (Vic) Cl 45 (4)(iii).

2. DISCUSSION

2.1 Defining Family Violence

The term ‘family violence’ is used to describe any violent, threatening, coercive or controlling behaviour that causes harm or causes the family member to be fearful. ‘Family violence’ is defined in section 5 of the *Family Violence Protection Act 2008* (Vic) as:

- (a) Behaviour by a person towards a family member of that person if that behaviour is:
 - (i) Physically or sexually abusive; or
 - (ii) Emotionally or psychologically abusive; or
 - (iii) Economically abusive; or
 - (iv) Threatening; or
 - (v) Coercive; or
 - (vi) In any other way controls or dominates the family member and causes that family member to feel fear for the safety or wellbeing of that family member or another person; or
- (b) Behaviour by a person that causes a child to hear or witness, or otherwise be exposed to the effects of, behaviour referred to in paragraph (a).

Family violence is predominantly, but not exclusively, perpetrated by men against women and children³. Violence against women is the biggest contributor to ill health and premature death in women aged 15-44 years⁴. On average, one woman is killed by a current or former partner in Australia each week⁵ and women experience sexual assault at a rate 17% compared to 4.3% men.

Children and young people are victims of family violence, whether they experience violence directly or witness it. In Victoria in 2016/17, a child/children were present at almost one third of recorded family violence incidents. Family violence can have a profound impact on children who witness it or experience it, with research suggesting that exposure to violence can harm the behavioural and emotional development of children.

In Knox, incidents involving children and adolescents, as the Affected Family Member (AFM) on family violence intervention orders, have declined for most age groups between January 2012 to December, 2016 with the exception of the 0-4 year age group which made up 0.6% of incidents in 2012, increasing to 1% of incidents in 2016. The largest decrease in incidents was seen within the 15-19 year age group, from 7.8% in 2012, to 7.0% in 2016. This group is

³ OurWatch, The National Foundation to Prevent Violence Against Women and Children: ‘Understanding Violence – Facts and Figures’. <https://www.ourwatch.org.au/Understanding-Violence/Facts-and-figures>, accessed 14 July 2017.

⁴ VicHealth (2013) The health costs of violence: Measuring the burden of disease caused by intimate partner violence. A summary of findings, Melbourne.

⁵ [Australian Institute of Criminology](#) (AIC), 2015.

consistently the most represented AFM in family violence incidents for ‘children and adolescents’.

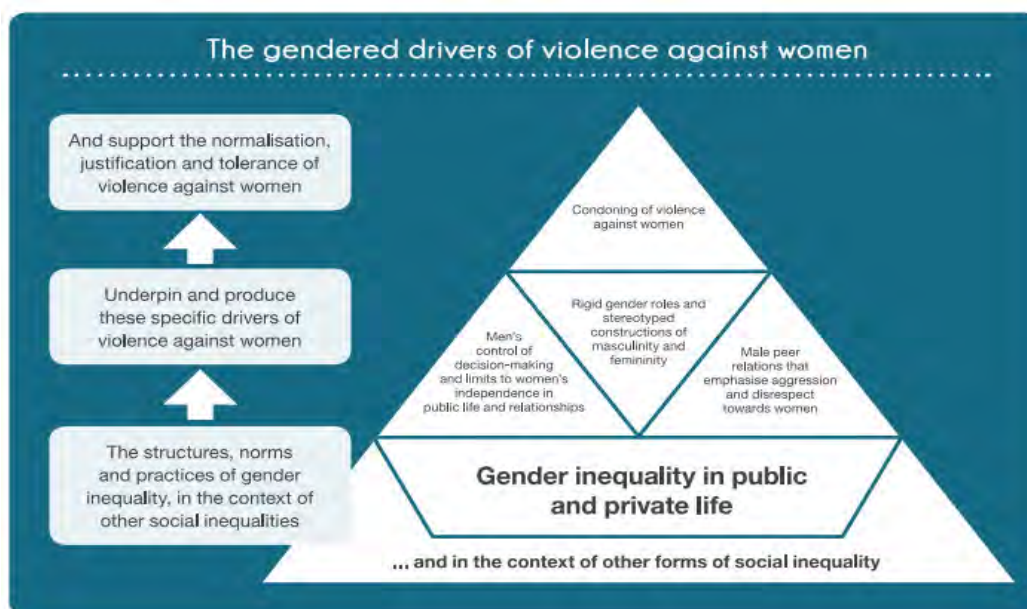
Older people are also victims of family abuse. The most current data for Knox finds that the percentage of older people as Affected Family Member’s (AFM) has continued to increase. For people aged 60-69 years, the amount of incidents reported as AFM’s in 2014 (January-December) was 4.2%, increasing to 4.6% in 2015, to 6.2% in 2016. A minimal increase is evident for those aged 70 and over, making up 3.0% of AFM’s in 2014 and 3.1% in 2016 (CSA data 2017).

2.2 Gendered Violence

Men and women tend to experience violence in different contexts. Women are much more likely to experience violence and sexual assault by someone they know rather than by a stranger. The majority of men reported that their most recent incident of physical assault was perpetrated by a stranger. The location was most often in a public place. In contrast, women stated their most recent incident of physical assault by a man was someone they knew (92%). In 65% of cases this occurred while in their own home (ABS, 2017).

2.3 Contributing Factors to Family Violence

The social conditions that underpin family violence are complex and there is no single cause. However, international research suggests that there are certain factors that drive higher levels of violence against women including beliefs and behaviours reflecting disrespect for women, low support for gender equity and adherence to stereotypical gender roles and identities.⁶ The following diagram demonstrates the link between family violence and gender inequity.



Source: Change the Story: the National Framework for Preventing Violence against Women and their Children, 2015⁷.

⁶ Our Watch (2015). Change the Story: the National Framework for Preventing Violence against Women and their Children, Our Watch: Melbourne: <https://www.ourwatch.org.au/getmedia/0aa0109b-6b03-43f2-85fe-a9f5ec92ae4e/Change-the-story-framework-prevent-violence-women-children-AA-new.pdf.aspx>.

⁷ Ibid, p24.

Whilst gender inequity is a driver of violence against women, it cannot be considered in isolation. Other factors such as social, political and economic disadvantage and discrimination can also be factors that influence and intersect, increasing the prevalence, severity and frequency of violence against women.⁸

The Royal Commission into Family Violence reported that older people who experience elder abuse are largely invisible to the family violence service system, and do not have their abuse recognised or addressed within broader health sectors. Consequently, elder abuse is under-reported, unrecognised and not adequately responded to across the care continuum. In response to the findings of the Royal Commission into Family Violence, the Victorian Government is implementing an integrated model of care for responding to suspected elder abuse. The integrated model of care aims to strengthen elder abuse responses and support within Victorian health services. It will do this by creating multiple entry points for older people and their carers and families to access specialist support services to address suspected elder abuse.

The high number of family violence police call-outs where alcohol is a feature is also an area of concern but it should be noted that not all people who drink alcohol become violent.

Knox City Council acknowledges that this is a very complex area and this Implementation Plan outlines our intentions to reduce family violence and improve gender equity in our community. The Plan will be supported by other Council initiatives to respond to these contributing factors such as alcohol misuse.

2.3.1 Knox Family Violence Profile

The below findings provide a snapshot of the updated Knox Family Violence Profile:

- Within Knox, family violence incidents have followed an upward trajectory since 2000, peaking at a rate of 1124 per 100,000 in 2015-16, with a slight decline to 1029.9 per 100,000 in June 2017.⁹

Between 2012 and 2016, Knox had a higher rate of family violence incidents than the Eastern region municipalities, but lower than the Victorian average. The rates in Maroondah and Yarra Ranges were only marginally lower than Knox (957.9, and 984.4 respectively);

- Consistent with the broader research, the gender of affected family members¹⁰ involved in family violence incidents is 74.4% females and 25.1% males (0.4% unknown);
- More than half of identified perpetrators were previously involved in a family violence incident between 2012 and 2016 with an increase from 59.6% in 2012 to 62.6% in 2016;
- Alcohol has a greater presence in family violence incidents in Knox compared to the Melbourne metropolitan region and Victoria; and

⁸ Ibid.

⁹ Crime Statistics Agency Victoria, 2017.

¹⁰ The affected family member means the person the intervention order will protect, or the protected person.

- By 2016, the rate of family violence offences (per 1,000 population) had increased in all Knox suburbs except for Boronia. In 2013, Boronia had the most incidents with 15.4 incidents per 1,000 population, decreasing slightly in 2016 to a rate of 14.1. Bayswater experienced the most concerning change, increasing from a rate of 7.5 incidents per 1,000 population in 2013, to 17.0 in 2016.
- Incidents involving children and adolescents as the Affected Family Members (AFM) has declined for most age groups in Knox from January 2012 to December 2016. The exception is the 0-4 year age group which made up 0.6% of incidents in 2012, but increasing to 1% of incidents in 2016.
- The largest decrease in incidents was seen with adolescents, the 15-19 year age group, from 7.8% in 2012, to 7.0% in 2016. This group is consistently the most represented AFM in family violence incidents for 'child and adolescents'.
- Affected Family Members aged 0-4 and 5-9 years old were more likely to be male than females in 2016 (56.3% of males 0-4 and 56.0% of males 5-9). However the likelihood of females as AFM increases substantially with age. When aged between 10 -14 years old, 65.0% of females were the AFM, increasing to 76.6% for the 15-19 year age group.

The data analysis has provided important information on key issues that informed the development of the plan and will direct further research, analysis and targeted responses being:

- The rates of family violence in Knox remain the highest in the Eastern Region;
- Females remain the primary family member affected by family violence incidents;
- Alcohol has a greater presence in family violence incidents in Knox; and
- Since 2013, Bayswater has experienced a significant increase in reported family violence incidents.

Further analysis of the above data is located on pages 7-10 of Appendix A – Draft Knox City Council Family Violence & Gender Equity Implementation Plan 2018-2021.

2.4 Knox Gender Equity Profile

Addressing the prevalence and causes of family violence has become imperative within Australia and internationally. Research shows that consistently high levels of violence against women are a gender equity issue.

Gendered violence is preventable, and as gender equity increases in society, violence against women should decrease.^{11 12}

Gender inequity can be defined as a “*social condition characterised by unequal value afforded to men and women and an unequal distribution of power, resources and opportunity between them.*”¹³

In Knox:

- In 2011, women made up 50.8% of the population, increasingly slightly to 51.1% in 2016;
- In 2016, Knox ranked as the 15th most equitable municipality out of 31 in Greater Melbourne. The current ranking represents a positive progression from 2011, when Knox was ranked 17th most equitable;
- In 2016, a higher percentage of women worked in professional occupations (23.5% compared to 18.6% of males). However, almost twice the amount of males were employed in manager occupations - 15.2% compared to 8.5% for females;
- A higher percentage of females have care, childcare, and domestic work responsibilities. A higher percentage of females, 32.4%, provide unpaid childcare than males, 25.2%. A higher percentage of females also provide unpaid care, 13.9% compared to 9.6% of males;
- A higher percentage of females do unpaid domestic work than males, whether they are employed or unemployed. Males were more likely to complete less than five hours per week, 32.0% compared to 18.1% of females;
- Of the total population aged between 15-64, male incomes were 63% higher than female incomes.

2.5 Family Violence Prevention Activities in Knox

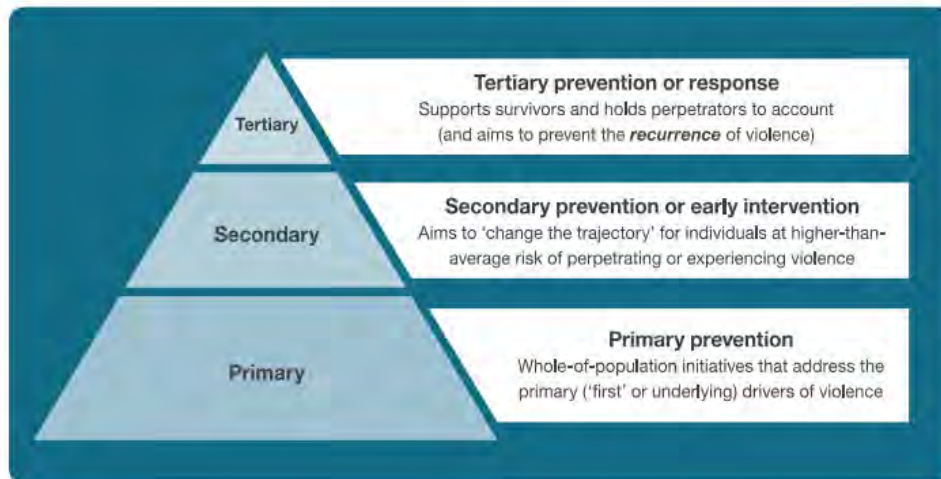
A comprehensive approach towards family violence must involve a range of interventions, where primary prevention strategies are integrated with early intervention and response. Primary prevention initiatives complement work undertaken in the response system and aim to stop violence before it starts by addressing entrenched drivers. Primary prevention activities are targeted at the population level, reaching those who are experiencing or perpetrating violence, as well as those who are at risk of doing so¹⁴. The following diagram shows the relationship between primary prevention and other work to address violence against women and children.

¹¹ Australia Institute of Family Studies (2014). *Gender equality and violence against women. What's the connection?* Retrieved 17/12/2017 <https://aifs.gov.au/publications/gender-equality-and-violence-against-women/introduction>.

¹² Our Watch (2015). Change the Story: the National Framework for Preventing Violence against Women and their Children, Our Watch: Melbourne: <https://www.ourwatch.org.au/getmedia/0aa0109b-6b03-43f2-85fe-a9f5ec92ae4e/Change-the-story-framework-prevent-violence-women-children-AA-new.pdf.aspx>.

¹³ Ibid p 22.

¹⁴ Our Watch (2015). Change the Story: the National Framework for Preventing Violence against Women and their Children, Our Watch: Melbourne: <https://www.ourwatch.org.au/getmedia/0aa0109b-6b03-43f2-85fe-a9f5ec92ae4e/Change-the-story-framework-prevent-violence-women-children-AA-new.pdf.aspx> p 15.



Source: Change the Story: the National Framework for Preventing Violence against Women and their Children, 2015¹⁵

2.5.1 Knox City Council's Activities / Interventions

Council plays a valuable role in addressing and preventing family violence through strong local leadership and the delivery of a broad range of primary prevention activities. Extensive service mapping was undertaken in the development of this Plan and highlights the full scope of activities that Council is either leading and/or contributing to address family violence and progress gender equity. A table summarising Council's work is located on page 15 of Appendix A.

2.5.2 Key Community Stakeholder Activities / Interventions in Knox

Collaborations and partnerships are crucial to family violence prevention and promoting gender equity. Council works closely with a number of organisations that service the Knox municipality, who provide intervention at all levels including tertiary intervention and response (crisis intervention); early intervention; and primary prevention.

Organisations providing crisis intervention in Knox include:

- EDVOS, Eastern Centre Against Sexual Assault and EACH who provide crisis response after an incident of family violence or sexual assault;
- Child Protection and Child FIRST provide protection services targeted to children and young people at risk of harm;
- Eastern Community Legal Centre and Victoria Legal Aid provide legal advice and assistance at court in family violence matters;
- Victoria Police and the Magistrates' Court also provide specialist family violence support through the justice system; and
- Shakti Migrant and Refugee Women's Support Group provide 24/7 crisis line service for migrant women experiencing family violence.

¹⁵ Ibid.

Many of these agencies also offer early intervention services such as counselling and family support, behaviour change programs and skills development.

In terms of primary intervention, Council is involved in partnership initiatives to end family violence and improve gender equity. Such initiatives include PLEDGE and Together for Equality and Respect. As well as previously mentioned organisations, Council works with other community agencies including Women's Health East, Learn Local organisations (encompassing five neighbourhood houses), Knox Infolink, Women's Health Victoria, Eastern Community Legal Service (especially regarding elder abuse) and Department of Health and Human Service on primary prevention activities.

2.6 The Implementation Plan Focus Areas and Initiatives

The seriousness and prevalence of family violence within the municipality requires a whole-of-community response, where Council is a committed leader and partner in responding to, and seeking to prevent, family violence whilst progressing gender equity. The factors that contribute to family violence are complex and require responses where prevention efforts are integrated with early intervention and crisis response initiatives.

The Implementation Plan focuses on four key activities and details Council-led initiatives for the next four years including internal capacity building and a strong focus on practical actions within the community.

2.6.1 Coordination and Planning

The service mapping highlighted the need for significant focus on organisational development and capacity building through activities such as policy development, maintaining up-to-date research, training to support staff in navigating the complexities of frontline service responses and advocacy to peak bodies and other levels of government.

Examples of the actions include:

- Scope the capacity of Council's Community Development Fund program to prioritise funding of projects with a family violence focus. (Action 5).
- Plan and implement a protocol to record identified cases involving elder abuse concerns in Knox through the development of a partnership approach with Eastern Community Legal Service. (Action 6).

2.6.2 Internal Leadership and Capacity Building

Capacity building offered to front-line staff is of direct benefit to Knox community members. The Plan highlights how Council services can more effectively address family violence through various activities.

Examples of actions include:

- Identify opportunities to include information on family violence and gender equity in Council's Corporate Induction Program. (Action 27).
- Develop a family violence and gender equity professional development training program for Council staff through seeking external resources from the state government. (Action 29).

2.6.3 Community Leadership and Engagement

Council plays a valuable and critical role in addressing and preventing family violence through its ongoing local leadership, particularly through the delivery of a broad range of primary prevention activities with diverse community organisations such as sporting clubs, businesses and other services. As outlined, recent State Government legislative changes have highlighted the importance of Council's role in working with community partners to progress family violence prevention and gender equity initiatives.

Examples of actions include:

- Develop and participate in a Council and community program for the 16 Days of Activism against Gender Violence. (Action 31).
- Develop, participate in and fund family violence prevention and awareness raising activities, with community partners, in the Knox community including promotion of campaigns such as White Ribbon Day and World Elder Abuse Awareness Day. (Action 33).
- Monitor and contribute to discussions regarding the State Government's rollout of the Support and Safety Hubs (Orange Door) within the Outer Eastern Region, with particular focus on advocacy and the planning of the service mix. (Action 35).

2.6.4 Direct Service Provision

Family violence service mapping showed that there are a number of external agencies which specialise in two key areas of Family Violence - early intervention and crisis response in family violence situations. Often the primary function of these organisations is to assist families at this crucial stage. This is reflected in their funding, purpose and staff expertise. This Plan provides opportunities for greater collaboration between Council and such organisations.

Council provides direct service provision through Maternal and Child Health services, and Council's Children's services. Maternal and Child Health staff are often the first point of contact for women, and their children, experiencing family violence. This program engages significantly with vulnerable and at-risk families in the form of early intervention, crisis response and referral.

In addition, Council's youth services and aged services work with various aspects of family violence issues – providing assessment, support and referral.

Examples of actions include:

- Maternal and Child Health Staff participate on Risk Assessment and Management Panels (RAMPS) when required (a RAMP is a formally convened meeting of agencies which share information and take action to keep women and children safe, where they are at the highest risk of serious harm and death). (Action 44).
- Where appropriate provide direct services to high risks groups where there may be issues of family violence. (Action 45).

2.7 Monitoring and Evaluation

Preventing family violence and improving gender equity in Knox, and society more broadly, is a long-term and intergenerational undertaking. In working towards these ultimate goals, it's important to focus on direct action, long-term outcomes and on monitoring progress along the way.

This Plan aims to:

- Improve availability of family violence prevention services in the community through advocacy;
- Build internal capacity across Council around issues of family violence and gender equity;
- Maintain partnerships with key stakeholders and build new partnerships to deliver education and early intervention programs to help prevent family violence, child and elder abuse; and
- Engage more broadly with the community on issues of family violence and gender equity.

A cross organisational Family Violence and Gender Equity Steering group (membership included Council's Departments of Community Wellbeing, Community Laws, Family and Children Services, People and Culture, Youth Services) was convened to inform the development of the Plan and will continue to review and monitor the implementation of initiatives. It will also continue to seek opportunities for external grant funding to support the resourcing of major projects.

2.7.1 Performance Evaluation Approach

The performance-level evaluation for this Implementation Plan will focus on outputs. Indicators have been identified for each action and will be monitored throughout the life of the Plan.

Council is exploring the development of a coordinated and consistent cross-organisational performance and population evaluation approach as part of its *Community and Council Plan 2017-21* program. This may influence the evaluation process for this Plan.

2.7.2 Annual Review

This Implementation Plan will be subject to an annual review to enable Council to assess the progress of the Plan and update actions, performance indicators and resource requirements in accordance with any arising issues.

It is proposed that Council be provided with an annual report on the progress of this Plan.

This Plan will also inform the mid-term review of the Knox City Council Community and Council Plan, ensuring that family violence and gender equity measures are updated, where relevant.^{16 17}

2.7.3 Role of Population-Level Evaluation

Evaluation of crime and population-level data will identify family violence levels over time as well as other indicators of health and wellbeing to monitor any improvement in, or reduction of, these over time.

3. CONSULTATION

Consultation has taken place to develop this Plan including:

- The establishment of a representative cross organisational Family Violence and Gender Equity Steering group; and
- Individual consultations with key external stakeholders and agencies such as family violence counselling, crisis services and the community health sector.

Feedback on the Plan has also been sought from the Knox Community Safety, Health and Wellbeing Advisory Committee, Councillors and other key external partners and community organisations.

4. ENVIRONMENTAL/AMENITY ISSUES

The Plan will inform Council's work in relation to environmental and amenity issues by providing a family violence prevention and a gender equity lens to build an understanding of the matters affecting the community. For example, Council is planning to install modular female change facilities at sporting locations to encourage and support the increase of women's sport, in particular football and cricket.

¹⁶ As per section 26 (2)(ba) of the amended *Public Health and Wellbeing Act 2008* (Vic) which states that a municipal health and wellbeing plan must specify measures to prevent family violence and respond to the needs of victims of family violence in the local community.

¹⁷ Recommendation 202 of the Victorian Royal Commission into Family Violence which states that with the advice of the Family Violence Agency, the Victorian Secretaries Board Family Violence Sub-committee consider how to ensure that local council performance measures are used to encourage local council activities designed to prevent family violence and to assess the outcomes of any services they provide to victims and perpetrators of family violence.

5. FINANCIAL & ECONOMIC IMPLICATIONS

The Plan draws together a number of existing initiatives and actions, as well as proposed new actions. The resources required to deliver actions currently funded through Council's operating budget are identified in the implementation plan. For new proposed actions which would need additional resources, resourcing these will be the focus for external grant submissions, community funding and partnership opportunities, and/or future Council budget processes. Council officers have recently submitted a grant through the Victorian State Government 'Free from Violence: Local Government Project' grants to support internal capacity building initiatives identified in the Plan. Council has also submitted an application to the Department of Education under the Women's Training Innovation Fund as part of a consortium approach to establish an accredited gender equity training program.

6. SOCIAL IMPLICATIONS

Current research suggests a consistently high level of family violence and violence against women. Current research also suggests that gender inequity is a driver of violence against women in our society. Gendered violence is preventable, and it is reported that as gender equity increases in society, violence against women should decrease. For these reasons, family violence prevention and progressing gender equity requires a municipal-wide response.

Evidence also indicates a concerning level of elder abuse as well as the short and long-term impact of family violence on children.

This Plan provides Council with direction to build on the current work to address family violence and for future action in family violence prevention and the progression of gender equity.

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

This Implementation Plan supports Council's role and focus, as articulated in the *Knox Community and Council Plan 2017-2021*, particularly:

Goal 4: *'We are safe and secure'*.

This Plan also took guidance from other Knox City Council Plans including:

- *Community Access and Equity Implementation Plan 2017-2022*, particularly action 2.13:
Explore the findings of the Knox Family Violence Project to determine local leadership, advocacy, capacity building and partnership activities and resourcing to assist in addressing and preventing family violence in Knox.
- *Municipal Emergency Management Plan 2016-2019*;
- *Key Life Stages Implementation Plan 2017-2021*;
- *Domestic Animal Management Plan 2017-2021*; and
- *Listen, Learn and Lead Gender Equity Report 2018*.

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 – Kathy Parton, Manager Community Wellbeing - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Rosie Tuck, Coordinator Social Policy and Planning - In providing this advice as the Author, I have no disclosable interests in this report.

9. CONCLUSION

This Plan is a culmination of collaborative efforts over a significant period of time. The seriousness and prevalence of family violence within Knox requires a whole-of-community response, where Council is a committed leader and partner in responding to and seeking to prevent family violence. Council acknowledges that this is a very complex issue and the Implementation Plan outlines our intentions to reduce family violence and improve gender equity in our community through an integrated response. This will have a focus on building the capacity of Council and continuing to deliver initiatives to prevent family violence and promote gender equity across the community.

Knox Council is considered to be a committed and proactive Council in addressing family violence and it is the intention through the delivery of the Plan to share learnings and challenges with other Local Governments and peak family violence specialist organisation's to contribute to continuous improvement in prevention programs.

10. CONFIDENTIALITY

There are no identified issues relating to confidentiality

***Report Prepared By: Coordinator Social Policy and Planning
(Rosie Tuck)***

Report Authorised By: Manager Community Wellbeing (Kathy Parton)

Appendix A

**KNOX CITY COUNCIL
FAMILY VIOLENCE &
GENDER EQUITY
IMPLEMENTATION PLAN
2018 - 2021**

Executive Summary

Family violence is a serious and preventable issue. Within Knox, family violence is a significant issue having had the highest rate of reported family violence in Melbourne's Outer East for over 20 years. For this reason, a municipal response to family violence is an identified community need due to the high prevalence rates within Knox.¹ The role of local government in promoting gender equity and preventing family violence within municipalities is now widely acknowledged. This acknowledgement was most recently in the Royal Commission into Family Violence Report and Recommendations.

The final report of the Victorian Royal Commission into Family Violence was released on 30 March 2016 detailing 227 broad-reaching recommendations across the spectrum of family violence including prevention, early intervention and crisis intervention. At a State level, the Victorian Government has committed to implementing all of the 227 recommendations in full. The Royal Commission into Family Violence Report and Recommendations acknowledges the critical leadership role that local governments in Victoria play in responding to and preventing family violence. The report contains a number of recommendations that will effect Knox City Council's role in responding to, and preventing family violence.

Despite the significant volume of activity undertaken in recent years to both respond to, and prevent family violence, there remain gaps and obstacles that are limiting the effective implementation of a range of interventions to address family violence. Learnings from the Royal Commission indicate that approaches must reflect the experience of victims by acknowledging "...most family violence incidents occur in the context of intimate partner relationships" and that "...the significant majority of perpetrators are men and the significant majority of victims are women and their children."² This recognition has implications for prevention and intervention activities, which must focus on the ways in which gender inequity and community attitudes underpin family violence. Research indicates that the central contributing factors to family violence are gendered issues of power and control fixed in cultural and community norms and societal structures that perpetuate unequal relationships between men and women.

Children and young people are victims of family violence, whether they experience violence directly or witness it. In Victoria in 2016/17, a child /children were present at almost one third of recorded family violence incidents. Family violence can have a profound impact on children who witness it or experience it, with research suggesting that exposure to violence can harm the behavioural and emotional development of children.

The Royal Commission into Family Violence reported that older people who experience elder abuse are largely invisible to the family violence service system, and do not have their abuse recognised or addressed within broader health sectors. Consequently, elder abuse is under-reported, unrecognised and not adequately responded to across the care continuum.

It is important to note that Family Violence is a complex issue and presents in many forms and can affect any member of the community across life stages, location, cultural background and age, what is consistent with all cases of Family Violence is the cause is based on issues of power and control from a perpetrator to an identified victim.

A more integrated service system where the entry point chosen by the victim does not limit the opportunity for assistance is essential, as is a sustained focus on effective perpetrator interventions.

¹ Knox City Council: Family Violence Profile Update, 2017

² State of Victoria, Royal Commission into Family Violence: Report and recommendations, Parl Paper No 132 (2014–16).

It has been highlighted that an existing focus on crisis response and justice system mechanisms must be matched by a similar focus on, and investment in prevention, early intervention and recovery.

Knox City Council has demonstrated a strong commitment to progressing gender equity and preventing violence against women in recent years. The work undertaken to date demonstrates Council's ongoing commitment to preventing family violence and promoting gender equity through advocacy, capacity building and leadership. This, along with the significant leadership of the many local community organisations responding to, and addressing family violence within Knox, provides a solid foundation on which this Implementation Plan is built.

The seriousness and prevalence of family violence within the municipality requires a whole-of-community response, where Council is a committed leader and partner in responding to, and seeking to prevent, family violence whilst acknowledging that central to family violence are gendered issues of power and control fixed in cultural and community norms and societal structures that perpetuate unequal relationships between women and men.

This Implementation Plan will focus on four key activities and details Council-led initiatives for the next four years.

The Implementation Plan brings together 48 existing and new initiatives, from across the organisation, with a focus on:

- Coordination and planning;
- Internal leadership and capacity building;
- Community leadership and engagement; and
- Direct service provision.

Key priority actions include:

- Advocacy to other levels of government for changes to legislation and increased prevention services to address antisocial behaviour, family violence, and child and elder abuse;
- Internal capacity building across the organisation;
- Planning for the implementation of a range of legislative requirements associated with family violence (for example, the Child Safe Standards and the findings of the Royal Commission into Family Violence);
- Partnering with key stakeholders to deliver education and early intervention and development programs to help prevent family violence and child and elder abuse; and
- Providing support and education to enable the community to respond to and recover emergency events, particularly among vulnerable groups.

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1. Our approach

Purpose

Knox City Council has a long and proud history of working towards reducing violence against women and progressing gender equity in our local community. This Implementation Plan will provide an integrated response to issues of family violence and gender equity within Council and continuing our work across the community.

This Implementation Plan will consolidate Council’s response to any recommendations from the Royal Commission into Family Violence (Victoria), where appropriate and where funding permits. Importantly, the Implementation Plan will provide a mechanism for centralised reporting for our whole-of-Council response to addressing issues of family violence in our community³, as well as initiatives that progress gender equity.

Methodology

This Implementation Plan is based on strong evidence as well as external and internal stakeholder views. Methodology for this Plan culminated in six key stages:

1. An extensive family violence literature review including relevant legislation, policy documents, Royal Commission into Family Violence findings and other materials.
2. Analysis of available crime statistics and population data to update the Knox Family Violence Profile. Data gaps were identified as part of this process.
3. Mapping of family violence prevention activities and organisations offering family violence services to the Knox community, both within Council and externally.
4. Extensive internal consultation with key Council staff to review and document current actions aimed at reducing family violence and progressing gender equity, as well as identification of new initiatives.
5. Consultation with key community stakeholders to inform this Plan and identify future partnership opportunities.
6. Development of a range of initiatives and activities with a focus on:

³ Family Violence Royal Commission Recommendations Recommendation 202 - With the advice of the Family Violence Agency, the Victorian Secretaries Board Family Violence Sub-committee consider how to ensure that local council performance measures are used to encourage local council activities designed to prevent family violence and to assess the outcomes of any services they provide to victims and perpetrators of family violence.

- Coordination and planning;
- Internal leadership and capacity building;
- Community leadership and engagement; and
- Direct service provision.

Alignment to the Knox City Council Community and Council Plan, 2017-2021

This Implementation Plan supports Council's role and focus, as articulated in the Knox Community and Council Plan 2017-2021, particularly goal 4, 'We are safe and secure'. This Plan also took guidance from other Knox City Council plans including:

- Community Access and Equity Implementation Plan 2017-2022, particularly action 2.13:

Explore the findings of the Knox Family Violence Project to determine local leadership, advocacy, capacity building and partnership activities and resourcing to assist in addressing and preventing family violence in Knox.

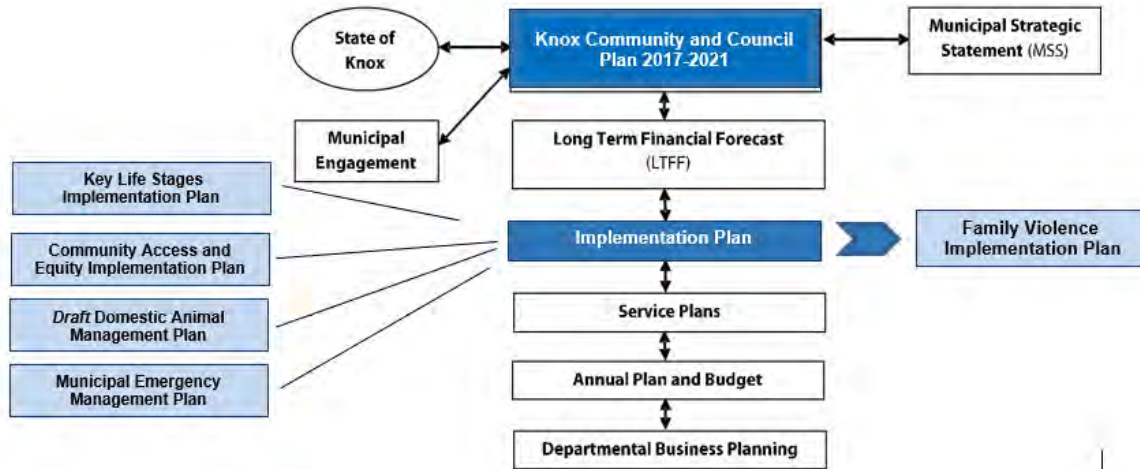
- Municipal Emergency Management Plan 2016-2019
- Key Life Stages Implementation Plan 2017-2021
- Domestic Animal Management Plan 2017-2021

This Implementation Plan is a centralised, cross-organisational document that will monitor and measure Council's work in preventing family violence and progressing gender equity in our community.

Council makes a further commitment to:

- Advocate to other levels of government for changes to legislation and preventative services to address antisocial behaviour, family violence, and child and elder abuse;
- Advocate to Victoria Police for increased reporting of the prevalence and impact of family violence (for example, contributing factors such as abuse of alcohol, gambling, mental health issues);
- Advocate to the state government for increased planning controls and social impact assessment criteria for liquor outlet density;
- Plan for the implementation of a range of legislative requirements associated with family violence (for example, the Child Safe Standards and the findings of the Royal Commission into Family Violence);
- Partner with key stakeholders to deliver education and early intervention and development programs to help prevent family violence and child and elder abuse; and
- Provide support and education to enable the community to respond to and recover emergency events, particularly among vulnerable groups.

The diagram below shows where this Implementation Plan fits into Knox Council's Strategic Planning Framework.



Alignment to key legislation

Family Violence

The recommendations from the Victorian Royal Commission into Family Violence will continue to have a profound impact on family violence prevention strategies and service provision.

The following recommendations have, or may, directly influence Council's role in family violence prevention:

- The most significant recommendation was to change the *Public Health and Wellbeing Act 2008* (Vic) to include a requirement for councils to specify measures to prevent family violence and respond to the needs of victims of family violence. Councils are also required to conduct an annual review of these measures.
- Another recommendation⁴ proposes changes to the *Family Violence Protection Act 2008* (Vic) to create a family violence information-sharing regime. This may affect particularly on Council staff providing direct services to the community, such as Maternal and Child Health, staff.
- Recommendation 202 stipulated that, with the advice of the Family Violence Agency, the Victorian Secretaries Board Family Violence Sub-committee would consider how to ensure that local council performance measures are used to encourage local council activities designed to prevent family violence and to assess the outcomes of any services they provide to victims and perpetrators of family violence. This recommendation is still in progress and it is unclear at this stage what impact this will have on our work.
- Another key recommendation was the establishment of family violence support and safety hubs⁵. The hubs will serve as a central access point to assist families to stay safe, as well as coordinate assistance for families with police, courts, health practitioners and other services. Four trial sites are being established in Barwon, Bayside Peninsula, Inner Gippsland, Mallee and North-East Melbourne Department of Health and Human Services (DHHS) regions. By 2021, the hubs will be rolled out across the State to each DHHS region. There may be opportunities for Council to advocate for this service to be centrally located to service Knox.

⁴ As per the Royal Commission into Family Violence recommendation 5.

⁵ Royal Commission into Family Violence recommendation 37.

Council will continue to monitor the changing legislative landscape and implement changes where appropriate and where funding permits.

Gender Equity

The State Government is currently reforming the *Local Government Act 1989* (Vic). Of relevance to this Implementation Plan is the proposal for Council Chief Executive Officers to outline measures to seek to ensure gender equity, diversity and inclusiveness within the workforce.⁶ It is expected that this Bill will be introduced to Parliament in mid-2018 and if it passes, will become operational in four stages, with final implementation in 2020 in line with council elections.

The State Government has also committed to developing gender equity legislation and is currently in the consultation phase. The commitment is part of the Victorian Government's Safe and Strong Gender Equality Strategy (2016).

New actions to address gender equity in the workplace and the community may need to be added at the mid-term Plan review.

2. Family Violence in Knox

The term 'family violence' is used to describe any violent, threatening, coercive or controlling behaviour that causes harm or causes the family member to be fearful. 'Family violence' is defined in section 5 of the *Family Violence Protection Act 2008* (Vic) as:

- (a) behaviour by a person towards a family member of that person if that behaviour—
- (i) is physically or sexually abusive; or
 - (ii) is emotionally or psychologically abusive; or
 - (iii) is economically abusive; or
 - (iv) is threatening; or
 - (v) is coercive; or
 - (vi) in any other way controls or dominates the family member and causes that family member to feel fear for the safety or wellbeing of that family member or another person; or
- (b) behaviour by a person that causes a child to hear or witness, or otherwise be exposed to the effects of, behaviour referred to in paragraph (a).

Family violence is predominantly, but not exclusively, perpetrated by men against women and children⁷. Violence against women is the biggest contributor to ill health and premature death in women aged 15-44 years⁸. One woman is killed by a current or former partner, on average, each week in Australia.⁹

Family violence cuts across social and economic boundaries and tends to be committed by people in positions of relative power within a relationship against more vulnerable individuals. The

⁶ Local Government Bill Exposure Draft (Vic) Cl 45 (4)(iii).

⁷ OurWatch, The National Foundation to Prevent Violence Against Women and Children: 'Understanding Violence – Facts and Figures'. <https://www.ourwatch.org.au/Understanding-Violence/Facts-and-figures>, accessed 14 July 2017.

⁸ VicHealth (2013) The health costs of violence: Measuring the burden of disease caused by intimate partner violence. A summary of findings, Melbourne.

⁹ [Australian Institute of Criminology](#) (AIC), 2015.

consequences of this are that women; children; older adults; Aboriginal and Torres Strait Islander peoples; culturally and linguistically diverse (CALD) people; lesbian, gay, bisexual, transgender and intersex (LGBTI) people as well as people with a disability, are often at a higher risk of such abuse.

Contributing Factors to Family Violence

The social conditions that underpin family violence are complex and there is no single cause. However, international research suggests that there are certain factors that drive higher levels of violence against women including beliefs and behaviours reflecting disrespect for women, low support for gender equity and adherence to stereotypical gender roles and identities.¹⁰

Whilst gender inequity is a driver of violence against women, it cannot be considered in isolation. Other factors such as social, political and economic disadvantage and discrimination can also be factors that influence and intersect, increasing the prevalence, severity and frequency of violence against women.¹¹

The high number of family violence police call-outs where alcohol is a feature is also an area of concern but it should be noted that not all people who drink alcohol become violent.

Knox City Council acknowledges that this is a very complex area and this Implementation Plan outlines our intentions to reduce family violence and improve gender equity in our community. The Plan will be supported by other Council initiatives to respond to these contributing factors such as alcohol misuse.

Family violence incidents

The below findings provide a snapshot of the updated profile prepared for this project. For a more comprehensive overview of the state of family violence in Knox, please refer to the Knox City Council: Family Violence Profile Update, 2017.

Within Knox, family violence incidents have followed an upward trajectory since 2000, with a rate of 951.2 per 100,000 in 2013/14. The rate of family violence incidents continued to rise to 1124 per 100,000 in 2015-16, with a slight decline to 1029.9 per 100,000 in June 2017.¹²

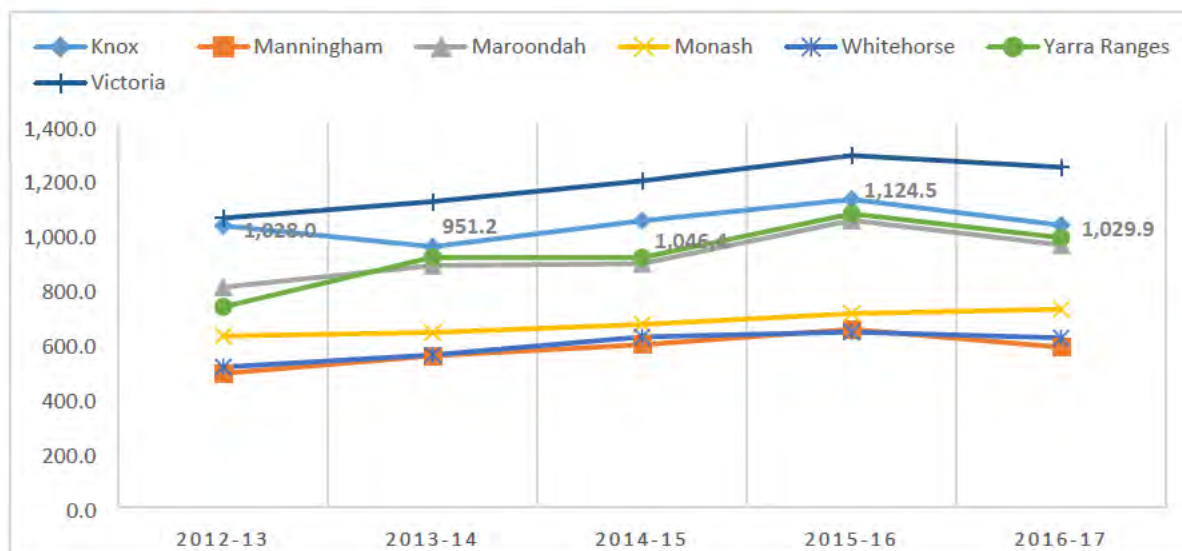
Between 2012 and 2016, Knox had a higher rate of family violence incidents than the Eastern region municipalities, but lower than Victorian average. The rates in Maroondah and Yarra Ranges were only marginally lower than Knox (957.9, and 984.4 respectively).

Rate of family violence incidents per 100, 000 population recorded in Knox, EMR and Victoria, 2012-13 and 2016-17

¹⁰ Our Watch (2015). *Change the Story: the National Framework for Preventing Violence against Women and their Children*, Our Watch: Melbourne: <https://www.ourwatch.org.au/getmedia/0aa0109b-6b03-43f2-85fe-a9f5ec92ae4e/Change-the-story-framework-prevent-violence-women-children-AA-new.pdf.aspx>.

¹¹ Ibid.

¹² Knox City Council Family Violence Profile Update, 2017.



Source: CSA, 2017

Consistent with the broader research, the gender of affected family members involved in family violence incidents is 74.4% females and 25.1% males (0.4% unknown). Of particular concern is the prevalence of recidivism among perpetrators. More than half of identified perpetrators were previously involved in a family violence incident between 2012 and 2016 with an increase from 59.6% in 2012 to 62.6% in 2016. The significant number of people who are involved in repeat family offences in Knox is an important finding to guide future prevention strategies.

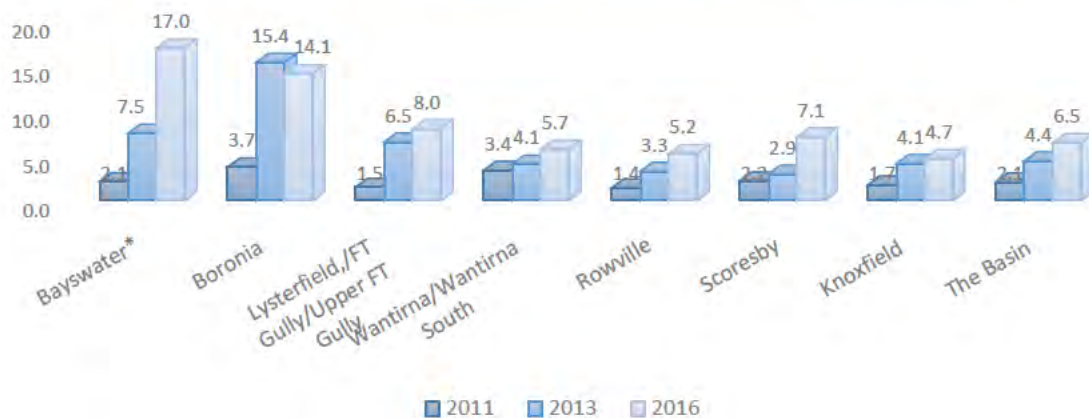
Another issue of concern is that data has revealed that alcohol has a greater presence within family violence incidents in Knox compared to the Melbourne metropolitan region and Victoria¹³. While certainly not a cause of violence, this finding is consistent with research that shows drug and alcohol use as a contributing factor.

Location of family violence incidents

Figure 2 shows results for *family violence offences* by suburb, for 2011, 2013 and 2016. By 2016, the rate of family violence offences (per 1,000 population) had increased in all Knox suburbs except for Boronia. In 2013, Boronia had the most incidents with 15.4 incidents per 1,000 population, decreasing slightly in 2016 to a rate of 14.1. Bayswater has experienced the most concerning change in this time period, increasing from a rate of 7.5 incidents per 1,000 population in 2013, to 17.0 in 2016.

¹³ Family Violence Profile Update, 2017, Knox City Council.

Rate of family violence offences per 1,000 population in Knox suburbs, 2011, 2013 and 2016.



Source: CSA, 2017. *Rate per 1,000 calculated using Census population for 2011 and 2016, and ERP for 2013. The number of offences in Bayswater provided by CSA included the total 3153 postcode (including Bayswater North in Maroondah). Therefore, the number of Bayswater offences was adjusted to reflect the Knox 3153 population, and the rate calculated accordingly.

Gender of Affected Family Member

In Knox, the gender of Affected Family Members involved in family incidents is 25.2% males and 74.4% females (0.4% unknown). Between 2012 and 2016, the gender of parties' involved in family violence incidents has changed minimally. Men as Affected Family Members increased by 2.1% in this time. While it is clear that women are the majority victims of family violence, men as victims also exist and cannot be overlooked.

Vulnerable population groups

The Victorian Royal Commission highlighted that some people—such as children and young people, Aboriginal and Torres Strait Islander peoples, people within CALD communities, seniors, LGBTI people and people with a disability are often 'invisible' to, and within, the family violence system. Family violence is not a new issue for these individuals and communities, but persistent knowledge and data gaps continue to exist at both a State and local level. Included below are summary key findings.

Relationship status

- Family violence incidents in Knox are more likely to take place in circumstances of a current relationship; however, incidents involving former partners has increased by 5.4% between 2012 and 2016.
- In 2016, 20.7% of affected family members were separated from the other party, and 2.0% were divorced. The prevalence of family violence incidents for separated couples in comparison to divorced is an important factor to consider in prevention strategies.

Lesbian & gay relationships

- Between January and December 2016, 0.4% (or 6) of affected family members reporting to police in Knox, were attributed to people in gay and lesbian relationships. This percentage for Knox was lower than the Metropolitan Melbourne and the Victorian average, both with 0.7%.

Children & young people as victims

- 9.2% of affected family members were the child of the other party, that is, they were the victim of family violence enacted by their own parent. Adolescents aged 15-19 years continue to be the most represented young age group as Affected Family Members.
- In 2016, the gender trend of child and adolescent victims is noteworthy with victims at all age groups likely to be female.

Children & young people as perpetrators

- In 2016, 21.9% of Affected Family Members were the parents of the Other Party, that is, 21.9% of victims have experienced family violence enacted by their own child.
- Within the data, the age of the child or parent is unknown. However, this data may be an indication of family violence incidents including a) elder abuse; and b) adolescents and children as perpetrators.

Elder abuse

- The reporting of elder abuse has increased since the 2015 profile.
- Data gaps persist for elder abuse in court and hospital data, which often only includes the age category of 45 years and over. This age group is unfortunately too broad to draw any conclusions. The updated profile could provide two age groups: 60-69 years and 70 years and over.
- In 2014, those aged 60-69 years accounted for 4.2% of affected family members increasing to 6.2% in 2016.
- Those aged 70 years and over account for less of the proportion of affected family members, though a slight increase was visible between 2014 and 2016 (3.0% to 3.1%).

Culturally & linguistically diverse people

- Women from a CALD background are less likely to report violence compared to Australian born women; and there are numerous and unique barriers to reporting. Very little data is available to reflect the presence of family violence for people of CALD backgrounds at local government area level.
- Hospital emergency presentation data shows that those who present to emergency are primarily Australian born – 14 of the 15 cases in 2015/16. Rather than suggest that Australian born individuals are primarily the victims of family violence, an alternative, more likely scenario is that family violence occurring for people with a CALD background is largely unreported.

3. Gender Equity in Knox

Addressing the prevalence and causes of family violence has become imperative in Victoria in recent times. In Australia and internationally, current thinking suggests that consistently high levels of

violence against women are a gender equity issue. Gendered violence is preventable, and as gender equity increases in society, violence against women should decrease.^{14 15}

Gender inequity can be defined as a “social condition characterised by unequal value afforded to men and women and an unequal distribution of power, resources and opportunity between them.”¹⁶

Local government gender equity score

The Australian Bureau of Statistics have established seven domains of gender equity - economic security, education, health, work and family balance, safety and justice, and democracy, governance and citizenship – which encompasses 99 indicators.

At the local level, data for these indicators is not available. City of Greater Dandenong developed a proxy measure of gender equity to compare gender equity across municipalities. The gender equity score comprises of seven indicators from 2016 Census and Victorian Police data – and mainly reflects economic status opportunities of males and females:

- Early school leaving (before year 11) by 30-39 year olds;
- Average total children born to women aged 20-24;
- Hours worked at home by persons in full time employment and aged 30-39;
- Average hours paid work by people aged 30-39;
- Proportion of persons aged 30-39, in paid work with managerial or professional jobs;
- Income of persons 30-39 and working full time;
- Family violence related Female Victim Reports for Crimes against the person.

In 2011, women made up 50.8% of the population in Knox, increasingly slightly to 51.1% in 2016. The gender ratio for 2011 and 2016 in Knox is identical to Greater Melbourne. According to the gender equity score, in 2016, Knox ranked as the 15th most equitable municipality out of 31 in Greater Melbourne. The current ranking represents a positive progression from 2011, when Knox was ranked 17th most equitable. Although Knox is far from the least equitable municipality in Greater Melbourne, there is still room for improvement. Knox is better placed for gender equity when compared to all Victorian municipalities, ranking 22nd most equitable of 79.¹⁷

Gender Income Gap

Gender equity is often equated with income as a key indicator of economic freedom and opportunity. In 2016 there were significant disparities between the income of males and females in Knox. Of the total population aged between 15-64, *male incomes were 63% higher than female incomes*.¹⁸ This includes income from multiple sources such as social welfare and from paid employment.

In Outer Eastern Melbourne (see table below) the disparities between gender and income are similar, but there are noteworthy differences between the Knox and Melbourne municipalities. The percentage difference between male and female income is less for Melbourne. For example, male incomes¹⁹ were 25% higher than females in Melbourne; yet significantly higher in Knox, 44%.

Gender Income Gap, Outer Eastern Melbourne local government areas and Melbourne, 2016

¹⁴ Australia Institute of Family Studies (2014). *Gender equality and violence against women. What's the connection?* Retrieved 17/12/2017 <https://aifs.gov.au/publications/gender-equality-and-violence-against-women/introduction> .

¹⁵ Our Watch (2015). *Change the Story: the National Framework for Preventing Violence against Women and their Children*, Our Watch: Melbourne: <https://www.ourwatch.org.au/getmedia/0aa0109b-6b03-43f2-85fe-a9f5ec92ae4e/Change-the-story-framework-prevent-violence-women-children-AA-new.pdf.aspx> .

¹⁶ Ibid p 22.

¹⁷ Greater Dandenong Social Statistics, 2017.

¹⁸ Ibid.

¹⁹ In paid employment

Male incomes % higher than females, 2016	Knox	Manningham	Yarra Ranges	Melbourne
All Persons 15-64	63%	70%	69%	56%
Persons 15-64, in paid employment	44%	46%	51%	25%
Persons 15-64, in full time employment	17%	22%	16%	16%

Source: Greater Dandenong Social Statistics, 2017.

When comparing municipalities, it must be noted that many factors contribute to the difference in income between men and women, including the proportion of families or single households, unpaid care of children and economic opportunities.

Paid work

Labour force status and employment type

The gender income disparity in Knox can be further understood by looking at the paid and the unpaid work of males and females. In 2016, a higher percentage of females in Knox were not in the labour force compared to males - 36.4% compared to 26.1%. This means a larger proportion of females were not looking for work, unable to work, or retired.

The type of employment also varied by gender. A much higher percentage of men were employed full time, 72.0% compared to 43.6% females. It is not surprising then that females were much more likely to be employed part time, 49.5% compared to only 20.8% of males.

Even though a much lower percentage of women were employed full time, there does not appear to be a high demand for this employment type - only 2.1% of females were actively looking for full time work.

Occupation

The unequal distribution of full or part time employment in Knox, is coupled with an unequal distribution of responsibility/power within occupation type. In 2016, a higher percentage of women worked in professional occupations (23.5% compared to 18.6% of males). However, almost twice the amount of males were employed in manager occupations - 15.2% compared to 8.5% for females.²⁰ This is surprising because more females in Knox have qualifications in the field of 'management and commerce' (11.4%) than men (8.7%).²¹

Women and men were more highly represented in traditional gender occupations, such as 24.9% of females were employed as 'clerical and administrative workers' compared to 7.3% of males; whilst males were more highly represented in 'technician and trade' occupations (24.9% of males compared to 4.6% of females). These trends about the occupations of men and women in Knox did not change considerably between 2011 and 2016.

Education/qualifications

More women in Knox hold a Bachelor or Higher degree, whilst more males have completed a vocational qualification. Therefore, education status does not help to explain why more women in Knox are not in the labour force, and have a lower proportion in full time employment than males. Instead, these trends could indicate that women are balancing employment with other uses of time, such as additional responsibilities, care duties or study.

Qualifications of males and females in Knox, 2016

	2016		2011	
	Males %	Females %	Males %	Females %

²⁰ profile id. 2017

²¹ ABS, Tablebuilder, 2017.

Bachelor or Higher degree	20.8	23.8	17.0	18.8
Advanced Diploma or Diploma	9.1	11.4	8.4	10.3
Vocational	25.9	13.4	26.7	12.6
No qualification	37.4	43.4	40.5	49.6
Not stated	6.8	8.0	7.4	8.7
Total persons aged 15+	100.0	100.0	100.0	100.0

Source: ABS, Tablebuilder, 2017

Unpaid work

Unpaid child care and unpaid care

In Knox, a higher percentage of females have care, childcare, and domestic work responsibilities. A higher percentage of females, 32.4%, provide *unpaid childcare* than males, 25.2%. A higher percentage of females also provide *unpaid care*, 13.9% compared to 9.6% of males.

Lone parents

The trend of females providing more childcare may be connected to lone parenting. In Knox 3.4% (5242) of the population are female lone parents. Male lone parents make up 0.7% (1137) of the population. There are more female lone parents in every age group, with particular emphasis in the 35-49 age group and 50 to 59.

The 35-49 age group in particular represents the key child bearing ages, (the age of having young, pre-school aged children) and when care of children will have the most impact on employment status. In 2016, 2057 females aged between 35 and 49 were lone parents in Knox, significantly more than the 334 males.

Domestic work

Additionally, a higher percentage of females do unpaid domestic work than males, whether they are employed or unemployed.

In 2016, males who did unpaid domestic work typically completed less hours per week than females. Males were more likely to complete less than five hours per week, 32.0% compared to 18.1% of females.

In Knox, more than twice the amount of females completed 15 hours or more domestic work than males. Approximately 36.3% of females did over 15 hours a week to 15.1% of males.²²

The trend that females do more domestic work than males is consistent even when employed full time, or unemployed. Data shows that males are more likely to do no domestic work, or less than five hours, whether employed, or unemployed. When employed full time, 59% of females do more than 5 hours of domestic work (39% for males) and 58% when unemployed (43% males).

4. Council's current activities

Council plays a valuable role in addressing and preventing family violence through its ongoing local leadership, particularly through the delivery of a broad range of primary prevention activities. Extensive service mapping was undertaken in the development of this Plan and highlights the full scope of activity that Council is either leading and/or contributing to address family violence and progress gender equity. The following table provides a summary of this activity. For a more comprehensive overview of activities, refer to the Knox City Council: Family Violence Service Mapping document.

²² ABS table builder, 2016.

Examples of recent Council activities addressing family violence and gender equity

Service Activity	Knox Program and Project <u>Examples</u>
Coordination and Planning	<ul style="list-style-type: none"> - Knox Community and Council Plan 2017-2021 (including legislative responsibilities under the <i>Municipal Public Health and Wellbeing Planning Act 2008</i>) - Knox Community Access & Equity Implementation Plan (2017-2022) - Key Life Stages Implementation Plan (2017-2021) - Review of Knox City Council's Sporting Reserve Facility Usage Policy (Gender Equity) - Implementation of the Victorian Child Safe Standards - Demographic, data profiling, analysis and evidence - based planning - Knox Community Health and Wellbeing Advisory Committee and Community Safety Advisory Community - Enterprise Agreement 9 Clause 36: Family Violence Leave and Entitlement - Listen, Learn and Lead Gender Equity Project - Family Violence Women's and Men's Help Cards - Regional Data Recording Project - Partnership with the Eastern Community Legal Centre aiming to develop local governments capacity to record elder abuse concerns
Community Leadership and Engagement	<ul style="list-style-type: none"> - Community Cultural Development - The Locker Room (Stage 3): A mixed media installation: sound, music, theatre and film, performed by five local survivors of family violence in Knox. - Project: Our Codes Our Clubs - Changing the Story to Promote Gender Equality Together, in partnership with Maroondah City Council and Yarra Ranges Shires Council - Women in Sport Leadership Award (Award Category in the Knox Sport and Leisure Awards) - Community Leadership Training - identify and develop capacity of local community members to work with Council in increasing awareness of family violence following an emergency. - Gender Audits of Sporting and Leisure Groups - 16 Days of Activism Forum and Breakfast - Business community gender equity discussions and business leaders - Prevention of violence against women after an emergency working group - Engagement in a range of external networks (e.g. Regional Family Violence Partnership, Together for Equality and Respect, Eastern Elder Abuse Network, Partnering & Linking to Develop Gender Equity (PLEDGE) - Promote grant opportunities that may fund Family Violence initiatives including Council's Community Development Fund.
Internal Leadership and Capacity Building	<ul style="list-style-type: none"> - Staff development and training e.g. Family Violence Training Common Risk Assessment Framework (CRAF)
Direct Service Provision	<ul style="list-style-type: none"> - Maternal and Child Health Key Ages and Stages 4-week visit - Youth Services - Active Ageing

Service Activity	Knox Program and Project <u>Examples</u>
	<ul style="list-style-type: none"> - Response to community enquiries and referral to relevant family violence service providers via Knox Customer Service

5. Focus areas

The seriousness and prevalence of family violence within the municipality requires a whole-of-community response, where Council is a committed leader and partner in responding to, and seeking to prevent, family violence and whilst progressing gender equity. The factors that contribute to family violence are complex and require responses where prevention efforts are integrated with early intervention and crisis response initiatives.

This Implementation Plan has four key focus areas and details Council-led initiatives for the next four years. The focus areas have been informed by a robust project methodology (page 4) and then identifying Council's key roles in responding and preventing Family Violence, through new initiatives, existing Council services, new partnerships and strategic advocacy.

Coordination and planning

The service mapping highlighted the significant focus on organisational development, capacity building approaches such as policy development, maintaining up-to-date research, and to support staff in navigating the complexities of frontline service responses. This focus area also aims to identify opportunities to support family violence prevention and gender equity through Council programs such as the Community Development Fund (CDF). Through existing networks and service mapping the current Family Violence service system was captured as well as the funding, timeframes and roll-out of the findings of the Family Violence Royal Commission. Through the Implementation Plan Council will continue to take a leadership role and enhance leadership and advocacy in the prevention of Family Violence.

Internal leadership and capacity building

Capacity building offered for Council staff, especially front-line staff is of direct benefit to the community members we work with, particularly where there are family violence issues.

Community leadership and engagement

Council plays a valuable and critical role in addressing and preventing family violence through its ongoing local leadership, particularly through the delivery of a broad range of primary prevention activities. It is vital that Council works with community partners to progress family violence prevention and gender equity initiatives.

Direct service provision

Family violence service mapping showed that external agencies offered a greater level of service that is focused on early intervention and crisis response in family violence situations. Often these organisations primary function is to assist families at this crucial stage. This is reflected in their funding, purpose and staff expertise. There are opportunities to collaborate with such organisations as well as explore opportunities to work with other organisations in the community such as neighbourhood houses.

Council provides direct service provision relating to family violence through Maternal and Child Health services, and Children's services. Maternal and Child Health staff are often the first point of

contact for women, and their children, experiencing family violence. This program engages significantly with vulnerable and at-risk families in the form of early intervention and crisis response.

Council's Youth and Active Ageing services also actively engage with people who have experienced family violence providing advice, support and referral.

6. Measurement and Evaluation

Performance evaluation approach

The performance-level evaluation for this Implementation Plan will focus on outputs. Indicators have been identified for each action and will be monitored throughout the life of the Plan.

Council is exploring cross-organisational performance and population evaluation options and methods as part of its Community and Council Plan 2017-21 program. This may influence the evaluation process for this Implementation Plan.

Annual review

This Implementation Plan will be subject to an annual review to enable Council to assess the progress of the Plan and update actions, performance indicators and resource requirements in accordance with any arising issues.

This Plan will also feed into the mid-term review of the Knox City Council Community and Council Plan, ensuring that family violence and gender equity measures are updated, where relevant.^{23 24}

Role of population-level evaluation

Evaluation of crime and population-level data will identify family violence levels over time as well as other indicators of health and wellbeing to monitor any improvement in, or reduction of, these over time.

7. Resourcing

The resources required to deliver actions and initiatives in the Plan will involve a mixed contribution of Council resources, external funding grants and shared resourcing/funding models with key community partners.

8. Our partners

Collaborations and partnerships are crucial to family violence prevention and promoting gender equity. Knox City Council is grateful for the opportunity to work with local organisations and appreciates their support and advice in relation to this Implementation Plan.

9. Other key documents

1. Knox City Council: Family Violence Literature Review
2. Knox City Council: Family Violence Profile Update, 2017
3. Knox City Council: Family Violence Service Mapping
4. Family Violence Project: Summary Report, Key Findings and Recommendations, 2017

²³ As per section 26 (2)(ba) of the amended *Public Health and Wellbeing Act 2008* (Vic) which states that a municipal health and wellbeing plan must specify measures to prevent family violence and respond to the needs of victims of family violence in the local community.

²⁴ Recommendation 202 of the Victorian Royal Commission into Family Violence which states that with the advice of the Family Violence Agency, the Victorian Secretaries Board Family Violence Sub-committee consider how to ensure that local council performance measures are used to encourage local council activities designed to prevent family violence and to assess the outcomes of any services they provide to victims and perpetrators of family violence.

5. Knox City Council Gender Equity Program Final Report

DRAFT

Knox City Council Family Violence and Gender Equity Implementation Plan, 2018 – 2021

Action Number	Council Action	Referenced in other Knox City Council Plans	New	Existing	Role of Council	Council Lead (Lead within Council in bold)	External Partnership	Performance Indicator	Resources	Year
Focus Area 1: Coordination and Planning <i>including policy planning, research and evaluation</i>										
1	Maintain an up-to-date family violence profile for Knox to inform evidenced-based municipal-wide planning, service delivery and advocacy.			✓	Research	City Futures Community Wellbeing		1. Knox Family Violence Profile reviewed and updated at least once per year. 2. Knox Family Violence Profile available for Council and community advocacy activities, funding applications and research.	Within existing resources.	1-3
2	Undertake further research into the potential connections between family violence incidents and the presence of alcohol in the community through the Knox Liquor Accord.			✓	Research Plan Regulate	Community Wellbeing		1. Research undertaken.	Within existing resources.	1-2
3	Advocate to a range of peak bodies and State Government for improved research to address persistent gaps in knowledge for vulnerable groups effected by family violence including: <ul style="list-style-type: none"> - Culturally and linguistically diverse communities - LGBTIQ+ communities - Older people - People with a disability - Young people - Indigenous people 		✓		Advocate	Community Wellbeing City Futures Communications Team		1. Advocacy conducted. 2. Research partnerships with universities investigated.	Within existing resources.	1-3
4	Report on family violence data gathered through that Knox City Council Community Operational Funding.		✓		Fund Plan Partner Advocate	Community Wellbeing Governance and Innovation		1. Update reporting requirements for funded services to include family violence related data where applicable.	Within existing resources.	1-3
5	Scope the capacity of the Community Development Program to prioritise funding of projects with a family violence focus.		✓		Funder Plan Coordinate Partner Advocate	Community Wellbeing Governance and Innovation		1. Scoping undertaken and recommendations made/decided.	Within existing resources.	2-3
6	Plan and implement a protocol to record identified cases involving elder abuse concerns in Knox.	Key Life Stages Plan (9)		✓	Plan Partner	Active Ageing	✓	1. Partnership developed with Eastern Community Legal Centre. 2. Advocacy for increased elder abuse resources and education conducted.	Within existing resources.	1-3
7	Adopt an intergenerational approach to family violence	Key Life Stages Plan (10)		✓	Plan	Family and	✓	1. Ensure the key life stages cohorts are	Within existing	1-3

Action Number	Council Action	Referenced in other Knox City Council Plans	New	Existing	Role of Council	Council Lead (Lead within Council in bold)	External Partnership	Performance Indicator	Resources	Year
	prevention, advocacy and awareness raising.				Provide Partner Research	Children's Services Youth, Leisure and Cultural Services Active Ageing Community Wellbeing All of Council		represented in Council's family violence working group and initiate and participate in Council-wide activities aimed at preventing family violence, utilising an intergenerational lens. Such activities may include: <ul style="list-style-type: none"> • 16 Days of Activism • White Ribbon Day • World Elder Abuse Awareness Day 2. Monitor and provide advice to Council on relevant recommendations from the Victorian Family Violence Strategy and implement changes relevant to the Knox community (subject to funding) in accordance with Council's roles. 3. Department of Health and Human Services 'Integrated Model of Care for Responding to Suspected Elder Abuse' is implemented by Council's Active Ageing Department.	resources. Subject to funding.	
8	Implement a new family violence information-sharing protocol where Council is designated as a 'prescribed organisation'. ²⁵		✓		Plan	Governance and Innovation People and Culture Family and Children's Services Youth, Leisure and Cultural Services Active Ageing		1. Family violence information-sharing protocol developed in accordance with requirements set out in legislation. ²⁶ 2. Relevant Knox City Council staff receive appropriate training.	Within existing resources.	2-3
9	Implement, monitor and sustain Council's compliance with the Victorian Child Safe Standards.	Key Life Stages Plan (8) Knox Community and Council Plan (4.1.4)		✓	Plan Educate	People and Culture Family and Children's Services Youth Services All of Council		1. Child Safe Standards Steering Committee established. 2. Child Safe Standards Implementation Plan endorsed. 3. Child Safe Standards Implementation Plan actioned.	Within existing resources.	1-3
10	Establish a cross-department family violence reference group to coordinate Council's family violence community engagement, prevention and education and awareness raising activities.		✓		Partner Plan Provide	Community Wellbeing		1. Family Violence Reference Group established. 2. Group meets six times per year.	Within existing resources	1-3
11	Maintain and where appropriate, update Council's family		✓		Provide	Customer Service		1. Council's family violence referral	Within existing	1-3

²⁵ Family Violence Royal Commission Recommendations Recommendation 5.

²⁶ Family Violence Protection Amendment (Information Sharing) Act 2017 (Vic) which amends the Family Violence Protection Act 2008 (Vic).

Action Number	Council Action	Referenced in other Knox City Council Plans	New	Existing	Role of Council	Council Lead (Lead within Council in bold)	External Partnership	Performance Indicator	Resources	Year
	violence referral information including: <ul style="list-style-type: none"> - First Point - Knox City Council's website 					Corporate Communication Community Wellbeing		information reviewed on an annual basis. 2. Council's family violence referral information updated as required.	resources.	
12	Review, update and distribute Knox City Council's Family Violence Referral Card in partnership with the family violence Regional Integrated Coordinator.			✓	Provide	Community Wellbeing	✓	1. Knox City Council's Family Violence Referral Card reviewed on an annual basis. 2. Knox City Council's Family Violence Referral Card updated, where necessary. 3. Knox City Council's Family Violence Referral Card distributed.	Within existing resources.	1-3
13	Advocate for improved services and raise awareness of family violence and gender equity issues through the Eastern Metropolitan Partnership and CEO and Mayor's Forum.		✓		Advocate	Community Wellbeing Governance and Innovation City Futures Corporate Communication	✓	1. Advocacy document drafted. 2. Advocacy activities undertaken.	Within existing resources.	1-3
14	Advocate for increased improved services and programs to address recidivist behaviour.		✓		Advocate	Community Wellbeing	✓	1. Advocacy undertaken for more men's behaviour change programs and anger management courses.	Within existing resources.	1-3
15	Advocate for increased and improved men's support programs.		✓		Advocate	Community Wellbeing		1. Advocacy undertaken for increased and improved men's support programs.	Within existing resources.	1-3
16	Engage with local family violence support agencies when Emergency Relief Centres are in operation during times of emergency.	Municipal Emergency Management Plan		✓	Partner Provide	City Safety and Health Community Wellbeing	✓	1. Partnership with local family violence services created and maintained. 2. Emergency Management Plan activated in times of emergency with input from family violence services.	Within existing resources.	1-3
17	Create and maintain data protocols to ensure privacy of relevant electronic records across Council. The protocol will cover matters including the type of records to be protected, storage, security, reporting and access of electronic records.		✓		Plan Provide	Information Management People and Culture		1. Electronic data protocol established covering matters including: - Types of records to be protected; - Storage of information; - Data security; - Reporting; and - Access to electronic records. 2. Protocol communicated to all staff.	Within existing resources.	1-3
18	Proactively monitor Council's employment related reporting requirements and compliance on key performance indicators relating to: <ul style="list-style-type: none"> - Family violence - Gender equity 		✓		Research Plan	People and Culture		1. Reporting requirements monitored. 2. Complied with key performance indicators.	Within existing resources.	2-3
19	Implement recommendations from the Knox City Council Gender Equity program.	Community Access and Equity		✓	Plan Research	People and Culture		1. Recommendations implemented.	Within existing resources.	1-3

Action Number	Council Action	Referenced in other Knox City Council Plans	New	Existing	Role of Council	Council Lead (Lead within Council in bold)	External Partnership	Performance Indicator	Resources	Year
		Implementation Plan (2.5)								
20	Develop a communication and marketing strategy to promote Council's approach to addressing family violence within the municipality.		✓		Educate Plan	Corporate Communication Community Wellbeing		1. Family violence communication and marketing strategy developed.	Scope any additional resource requirements to inform Council's budget process and seeking of external sources of funding. <i>Approx. \$8,000</i>	1-3
21	Develop a database of images and photographs for use within Council's publications to reflect Knox' diverse community and promote access, inclusion and diversity.	Community Access and Equity Implementation Plan (1.2)		✓	Educate Plan	Corporate Communication Community Wellbeing		1. Database developed and utilised in Council publications. 2. Images promoting gender equity are included in the database.	Within existing resources.	2
22	Communicate with all Knox City Council staff about issues concerning: <ul style="list-style-type: none"> - Family violence - Gender equity - Staff obligations regarding mandatory reporting 		✓		Educate	Community Wellbeing People and Culture Governance and Innovation Corporate Communication		1. Staff communication options explored. 2. Staff updated regularly.	Within existing resources.	2-3
23	Review and determine Council's role with regards to family violence, where owners and their pets are impacted. Council aims to increase the community's awareness and promote services that are available for women and animals exposed to family violence.	Domestic Animal Management Plan		✓	Plan Provide	City Safety and Health		1. Council's role reviewed	Within existing resources.	1-3
24	Explore funding opportunities to implement projects to raise awareness of, and prevent family violence.			✓	Research Plan	Community Wellbeing All of Council		1. Funding opportunities explored. 2. Funding applications made for relevant family violence projects in Knox.	Within existing resources.	1-3
25	Maintain an up-to-date family violence service-mapping document for Knox.			✓	Research Provide	Community Wellbeing		1. Family violence mapping document created. 2. Family violence mapping document accessible for all Knox City Council staff. 3. Family violence mapping document maintained and updated where needed.	Within existing resources.	1-3

Focus Area 2: Internal Leadership and Capacity Building

Action Number	Council Action	Referenced in other Knox City Council Plans	New	Existing	Role of Council	Council Lead (Lead within Council in bold)	External Partnership	Performance Indicator	Resources	Year
with Knox City Council Staff and Volunteers, Executive Management Team, Chief Executive Officer, Councillors										
26	Design and conduct a training needs analysis to identify which Knox City Council staff require role-specific family violence training.		✓		Plan	Community Wellbeing People and Culture Governance and Innovation All of Council		1. Training needs analysis tool developed. 2. Staff training needs analysis conducted.	Within existing resources.	2-3
27	Identify appropriate opportunities to include information on family violence and gender equity in Council's Corporate Induction Program.		✓		Plan Research	People and Culture Community Wellbeing Governance and Innovation		1. Induction program review undertaken. 2. Corporate Induction materials updated where appropriate.	Within existing resources.	1-3
28	Engage with Councillors on family violence and gender equity issues.			✓	Advocate	Governance and Innovation		1. Councillor induction materials updated where appropriate.	Within existing resources.	1-3
29	Develop a family violence and gender equity professional development training program for Council staff, based on the findings of the training needs analysis, incorporating internal and external training opportunities.		✓		Educate	Community Wellbeing People and Culture All of Council	✓	1. Family violence and gender equity professional development training program developed and promoted across Council. 2. Maternal and Child Health staff have up-to-date Common Risk Assessment Framework training.	Scope any additional resource requirements to inform Council's budget process and seeking of external sources of funding. <i>Funding application prepared (July 2018) - \$100,000</i>	2-3
Focus Area 3: Community Leadership and Engagement										
with community, other key stakeholders, community networks, sporting groups, State and Federal Government and business										
30	Knox City Council takes a leadership role in gender equity and family violence initiatives in Knox and the Outer Eastern Metropolitan Region.		✓		Partner	Community Wellbeing	✓	1. Hold an annual stakeholder forum.	Within existing resources.	1-3
31	Develop and participate in a Council and community program for the 16 Days of Activism Against Gender Violence.	Knox Community and Council Plan (4.1.1) Community Access and Equity Implementation Plan (2.14)		✓	Partner Facilitate	Community Wellbeing	✓	1. Program developed and delivered on an annual basis.	Within existing resources.	1-3
32	Implement gender equity actions to support prevention of violence against women within the Community Access & Equity Implementation Plan	Knox Community and Council Plan (4.1.2)		✓	Provide Educate	Community Wellbeing		1. Gender equity actions implemented	Scope any additional resource requirements to	2-3

Action Number	Council Action	Referenced in other Knox City Council Plans	New	Existing	Role of Council	Council Lead (Lead within Council in bold)	External Partnership	Performance Indicator	Resources	Year
									inform Council's budget process and seeking of external sources of funding. Funding application currently being prepared- \$100,000	
33	Develop, participate in and fund family violence prevention and awareness raising activities, with community partners, in the Knox community including promotion of campaigns such as White Ribbon Day and World Elder Abuse Awareness Day.			✓	Partner Fund Provide	Community Wellbeing Active Ageing	✓	1. Family violence prevention and awareness raising activities developed, delivered and funded where appropriate.	Within existing resources. Scope any additional resource requirements to inform Council's budget process and seeking of external sources of funding. Approx. \$10,000	1-3
34	Apply to become a member of a regional family violence partnership and participate in regional strategies to reduce and prevent family violence.		✓		Partner	Community Wellbeing	✓	1. Application for membership made to the Eastern Metropolitan Region Regional Family Violence Partnership. 2. Meetings attended if application is successful; agree partnership action implemented.	Within existing resources.	1
35	Monitor and contribute to discussions regarding the State Government's rollout of the Support and Safety Hubs within the Outer Eastern Region, with particular focus on advocacy and the planning of the service mix. ²⁷		✓		Partner Plan Advocate	Community Wellbeing	✓	1. Watching brief maintained. 2. Knox advocacy undertaken.	Within existing resources.	1-3
36	Prioritise place-based family violence prevention and awareness raising initiatives in Bayswater and Boronia.		✓		Plan Provide	Community Wellbeing		1. Family violence prevention and awareness raising initiatives developed and delivered in Bayswater and Boronia.	Scope any additional resource requirements to inform Council's	1-3

²⁷ Family Violence Royal Commission Recommendations Recommendation 35-40.

Action Number	Council Action	Referenced in other Knox City Council Plans	New	Existing	Role of Council	Council Lead <small>(Lead within Council in bold)</small>	External Partnership	Performance Indicator	Resources	Year
									budget process and seeking of external sources of funding. <i>Approx. \$10,000</i>	
37	Progressively upgrade Council's sporting facilities in line with universal design to support an increase in female participation in sport.	Knox Community and Council Plan (6.2.3)		✓	Provide	Youth, Leisure and Cultural Services		1. Council facilities upgraded where funding permits.	Within existing resources.	1-3
38	Scope gender equity and family violence awareness raising opportunities through sporting clubs in Knox, with a focus on club development nights.		✓		Educate Partner	Community Wellbeing Youth, Leisure and Cultural Services	✓	1. Scoping conducted. 2. Partnerships with sporting clubs established. 3. Gender equity and family violence prevention activities conducted with sporting clubs where resources permit.	Scope any additional resource requirements to inform Council's budget process and seeking of external sources of funding. <i>Approx. \$10,000</i>	1-3
39	Explore a coordinated approach to enable Knox community groups to attend gender equity training including consideration of the Council's Community Skills training program and the Community Development Community Fund.		✓		Provide Educate	Community Wellbeing Family and Children's Services Youth, Leisure and Cultural Services Active Ageing	✓	1. Scoping conducted for gender equity training opportunities. 2. Deliver training program within available resources.	Within existing resources.	2-3
40	Implement the Business Champions of Change Project on family violence prevention with three businesses across Outer East.	Knox Community and Council Plan (4.1.3)		✓	Educate Partner	City Futures Community Wellbeing	✓	1. Project implemented.	Scope any additional resource requirements to inform Council's budget process and seeking of external sources of funding. <i>Approx. \$20,000</i>	1-2
41	Explore opportunities to work with schools in Knox to raise awareness about gender equity and family violence. This may be done through the Principals or Student Wellbeing Networks.		✓		Educate Partner	Youth Services and School Focussed Youth Services	✓	1. Opportunities explored and deliver programs where possible.	Within existing resources.	2-3
42	Explore opportunities to work with general practitioners in Knox through the Eastern Primary Health Network.		✓		Educate Partner	Community Wellbeing	✓	1. Opportunities explored and implemented where possible.	Within existing resources.	2-3

Action Number	Council Action	Referenced in other Knox City Council Plans	New	Existing	Role of Council	Council Lead (Lead within Council in bold)	External Partnership	Performance Indicator	Resources	Year
43	Knox City Council is an active member of the Women's Health East Together for Equality and Respect (TFER) Partnership.			✓	Partner	Community Wellbeing	✓	1. Partnership meetings attended. 2. Participated in implementation of the TFER Action Plan.	Within existing resources	1-3
Focus Area 4: Direct Service Provision										
44	Maternal and Child Health Staff participate on Risk Assessment and Management Panels (RAMPS) when required (a RAMP is a formally convened meeting of agencies who share information and take action to keep women and children, who are at the highest risk of serious harm and death, safe). ²⁸		✓		Partner Provide	Family and Children's Services	✓	1. Staff participate on Risk Assessment and Management Panels when required.	Scope any additional resource requirements to inform Council's budget process and seeking of external sources of funding. <i>Approx. \$5000</i>	1-3
45	Provide direct services to high risks groups where there may be issues of family violence.			✓	Provide	Family and Children's Services Youth, Leisure and Cultural Services Active Ageing		1. Direct services provided. 2. Explore means of capturing family violence data.	Within existing resources.	1-3
46	EDVOS provide additional family violence support with Maternal Child and Health services.			✓	Partner	Family and Children's Services	✓	1. EDVOS attend for one half day per week for a six-month period.	Within existing resources.	1
47	Provide increased services through the Enhanced Maternal and Child Health (MCH) Service to support children up to the age of three years.	Key Life Stages Plan (38)		✓	Provide	Family and Children's Services		1. MCH services offered to vulnerable children up to the age of three years. 2. Additional MCH visit provided to women and children at risk of family violence.	Within existing resources.	2-3
48	All (relevant) Knox City Council staff make appropriate and timely referrals to relevant family violence services or refer internally to the most appropriate service(s) to follow-up.		✓		Provide	All of Council		1. Training offered and delivered. 2. Appropriate referrals made.	Within existing resources.	2-3

²⁸ Family Violence Royal Commission Recommendations Recommendation 4.

ALL WARDS**9.2 2018-19 LEISURE MINOR CAPITAL WORKS GRANT SCHEME**

SUMMARY: *Leisure Services Coordinator (Bronwyn Commandeur)*

This report presents the recommendations of the Leisure Minor Capital Works Grant Scheme (LMCWGS) Committee to Council for funding. The annual LMCWGS supports community sporting and leisure organisations which wish to undertake facility improvements on land owned or managed by Council.

RECOMMENDATION

That Council

1. Approves a funding allocation of \$91,953 (including GST) from the 2018-19 Leisure Minor Capital Works Grants to the applicant clubs nominated in Appendix A.
2. Approves a funding allocation of \$29,186 (including GST) from the Open Space Reserve to the applicant clubs nominated in Appendix B.
3. Includes a provision for a once-off allocation of \$16,500 to support a temporary staff allocation of 0.2 EFT within the 2018-2019 Budget to undertake the grants and project administration for the additional five projects and five projects carried forward from 2017–2018 , allocated from the Open Space Reserve.
4. Specifies that additional grant conditions are required for the sporting organisations listed in Appendix C of this report.
5. Notes that Council's Open Space Reserve has been used to support community sporting and leisure organisations through the provision of grants for capital works as part of the Leisure Minor Capital Works Grant Scheme for the past two grant rounds; and that Council's Leisure Minor Capital Works Grant Scheme Policy will be reviewed to include guidelines for awarding grants from the Open Space Reserve on an annual basis from 2019 onwards.

1. INTRODUCTION

The Leisure Minor Capital Works Grant Scheme (the Scheme) is an annually funded program that enables Council to financially assist community sporting and leisure organisations to undertake facility improvement projects on Council's recreation reserves which they tenant.

The Leisure Minor Capital Works Grant Scheme Policy (the Policy) directs the type and level of financial contribution that Council will provide to community sporting and leisure organisations for improvements on Council's reserves.

The Policy enables organisations to apply for a contribution from Council of between 50% and 70% of the total project cost based on the project type (e.g. pavilion improvements 50%, risk mitigation 70%). The maximum grant that Council will award under the Policy is \$10,000. Grants for associated sporting infrastructure are capped at \$2,500 per item.

Applications submitted to the Scheme are assessed by the Leisure Minor Capital Works Grant Scheme Committee (the Committee). The Committee for 2018-19 consisted of Councillor Jackson Taylor, Councillor Jake Keogh, Councillor Tony Holland and community representative Wayne Bennett, the nominee of the Recreation Leisure Liaison Group Committee. Following assessment by the Committee, projects recommended to receive a grant are presented to Council for consideration and approval.

2. DISCUSSION

2.1 Applications

Requests for applications from the community for the 2018-19 Leisure Minor Capital Works Grant Scheme opened on 16 February 2018, with applications closing on 18 May 2018. An extensive campaign to advertise the scheme was conducted reaching all wards within the Knox municipality. All applicants were required to use the Smarty Grants online grant management system to submit their applications.

A total of 22 applications were received. Applications from two organisations were considered ineligible for funding, in line with the Policy. Refer to Confidential Appendix D.

The remaining 20 applications were assessed by the Committee. Thirteen of the applications are recommended to be funded from the Leisure Minor Capital Works Grant Scheme budget, and five of these are recommended to be funded from the Open Space Reserve budget.

2.2 Assessment

Assessment of the applications was undertaken by the Committee. The criteria applied to the applications as described in the Policy comprises:

The application clearly demonstrates the need for the project and the level of benefit to the community.	50%
The application demonstrates alignment with Council's strategic priorities.	20%
The project addresses a risk or safety issue.	15%
The degree to which the applicant can demonstrate clear financial need and ability to deliver the project.	15%

Following the assessment process, the Committee recommends funding 18 of the applications, including partial funding of one application, and not funding two applications.

Funding is provided from the 2018-19 Leisure Minor Capital Works Grant Scheme budget and the additional projects recommended are proposed to be funded from Council's Open Space Reserve. All projects meet the current Sporting Reserve and Facility Development Guidelines (SRFDG) in line with the requirements of the Policy.

The projects recommended by the Committee to receive a Leisure Minor Capital Works Grant in 2018-19 are detailed in Appendices A and B.

One application is recommended for partial allocation as follows:

- Fairpark Football Club

Fairpark Football Club applied for funding to carry out upgrades to the floodlights at Fairpark Reserve, and due to concerns over the works proposed and structural requirements, the Committee recommended that consideration of the grant be partially funded to allow the club to carry out initial works to re-aim and test the globes. The Committee recommended that \$5,000 (including GST) be allocated to allow a structural investigation into the loading capacity of the poles, should the club works not resolve the need identified in the application. The re-aiming and testing are to be funded in line with the responsibilities set out in Council's Seasonal Tenancy Agreement. The partial allocation to Fairpark Football Club is listed in Appendix A. The application by Fairpark Football Club will be further considered when the results of the works and investigation are known.

The two projects not recommended are:

- a) Bayswater Junior Football Club

Bayswater Junior Football Club applied for funding to install fencing behind the east end goals to stop balls rolling into a small gully. Council will fund works to address this need as part of the implementation of the Master Plan for the Marie Wallace reserve.

- b) Rowville Tennis Club

Rowville Tennis Club applied for funding to create an accessible ramp to the courts at the club. This project is not recommended for funding due to concerns that the plans provided will not be sufficient to carry out works to the required standard. Council officers will work with the club to develop a new scope for the works and application for future grant rounds.

2.3 Conditions

Conditions have been developed for 6 of the 20 applications to clarify project requirements that are above and beyond the conditions of funding outlines within the LMCWGS Policy, including appropriate building, planning and environmental health permits, where applicable. Conditions are noted in Appendix C.

2.4 Profile of Applications

The applications to the Scheme for 2018-19 are from organisations spread throughout the municipality. Applications were received from all wards, with the exception of Chandler Ward. A breakdown of the number of applications received per Ward is set out below.

Ward	Number
Baird	1
Chandler	0
Collier	4
Dinsdale	2
Dobson	2
Friberg	6
Scott	3
Taylor	2
Tirhatuan	2

A wide range of activities were represented in the applications for the 2018-19 Scheme. A breakdown of the types of activities represented within the submitted applications is set out below.

Ward	Number
AFL	7
Athletics	1
Cricket	3
Multi-Use	2
Soccer	3
Tennis	7

An even spread was represented within applications of age ranges and sex participating in sport and leisure. Projects also supported different age cohorts in the community. It should be noted that most of the clubs cater for more than one group.

Group	Number
Senior	19
Junior	22
Female	17

2.5 Completion of the 2017-18 Leisure Minor Capital Works Grant Scheme

A total of 25 projects were funded through the 2017-18 Leisure Minor Capital Works Grant Scheme. Of these projects, 17 have been completed, with extensions requested by 5 clubs for completion of works in early 2018-19. Ferntree Gully Eagles Junior Football Club, Knox Junior/Senior Football Club and the Basin Football Club withdrew their applications and did not complete projects.

Unallocated funds of \$14,932 (GST inclusive) remaining within the LMCWGS budget were allocated in line with the Policy. The LMCWGS Policy requires any funds that cannot be allocated to a grant application be first used for contingency sums where required and then allocated to other upgrade projects at Council's reserves. The funds were allocated to the projects set out in Table 1 below.

Table 1

Sherbrooke Little Athletics Club – Contingency	\$1,717
Ferntree Gully Footballers' Cricket Club – Contingency	\$362
Bayswater Bowls Club – Planting of New Car Park	\$795
Carrington Park Leisure Centre – Blinds	\$3,490
TOTAL	\$6,364

These projects have been completed.

2.6 Grant Scheme Evaluation

Grant recipients are required to provide an evaluation of the Scheme upon completion of the project. This evaluation outlines the level of importance and satisfaction rating by recipients of a grant. As shown in Table 2, 94% of clubs are extremely or very satisfied with the Scheme and 100% believe it to be extremely or very important.

Table 2

Satisfaction Rating		Importance Rating	
Extremely satisfied	65%	Extremely important	76%
Very satisfied	29%	Very important	24%
Satisfied	6%	Important	0%
Opportunity for improvement	0%	Limited importance	0%
Not satisfied	0%	Not important	0%

Successful clubs also provided written feedback which showed that recipients highly value the support Council provides through these grants and that the Scheme is vital in assisting clubs to carry out minor improvements which may otherwise not have occurred.

2.7 Awarding Grants from the Open Space Reserve

In 2017-18 and for 2018-19, the Leisure Minor Capital Works Grant Scheme Committee recommended that Council's Open Space Reserve be used to fund applications for projects in Council's open space.

Year	Number of Projects	Total Grant Awarded (GST exclusive)	Value of Improvements (GST exclusive)
2017-18	12	\$60,802	\$128,661
2018-19	5	\$26,533	\$61,703

Without accessing the Open Space Reserve in these years, a number of recommended applications would not have been successful in obtaining a grant through the Leisure Minor Capital Works Grants Scheme as demand would exceed funds available.

In recognition of the trend towards using the Open Space Reserve, there is a need to review and update the Leisure Minor Capital Works Grant Scheme Policy to provide guidance for Council in relation to the type of projects that can be funded using the Open Space Reserve.

3. CONSULTATION

All leisure and sporting clubs and organisations within Knox were advised of the 2018-19 Scheme through an awareness campaign over the period of 26 February to 18 May 2018. This included direct emails to all sporting and leisure clubs on the Leisure Services database and targeted emails to groups on Council's leases and licences database, inclusion in the ¼ Time Newsletter and information on Council's website and social media pages. Advertisements were posted in the Knox Leader and the Knox News and the program was discussed at the Knox Community Grants Seminars conducted by the Community Wellbeing Department.

4. ENVIRONMENTAL/AMENITY ISSUES

The provision of the Leisure Minor Capital Works grants allows local leisure and sporting clubs as tenants of Council's sporting reserves and leisure facilities to apply for a grant(s) to improve and/or address amenity issues at Council's reserve facilities.

These issues are varied and include lighting, storage facilities, spectator viewing areas, playing area surfaces, fencing, and minor pavilion upgrades.

5. FINANCIAL & ECONOMIC IMPLICATIONS

The Committee recommends that grants totalling \$121,139== (including GST) be awarded to local sporting and leisure organisations. The funding for these grants is recommended to come from the Leisure Minor Capital Works Grant Scheme and the Open Space Reserve.

Grants totalling \$91,953 (including GST) are recommended to be awarded from the Leisure Minor Capital Works Grant Scheme budget. This amount, along with a contingency provision of \$15,275 (including GST) is provided within Council's 2018-19 budget of \$107,228 (including GST).

Grants totalling \$29,186 (including GST) are recommended to be awarded from the Open Space Reserve.

The inclusion of an additional 5 projects funded through the Open Space Reserve will present an increased grants and project administration requirement. In order to manage these projects an additional 0.2 EFT will be required. The cost for this additional EFT is \$16,500 to be allocated as project costs from the Open Space Reserve.

6. SOCIAL IMPLICATIONS

The Leisure Minor Capital Works Grants Scheme assists the local community to develop and improve facilities to participate in leisure and sporting pursuits. This contributes to the development of the social environment and health and wellbeing within Knox by developing community connections and facilitating and promoting active lifestyles.

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

The Knox Community and Council Plan 2017-2021 identifies a number of objectives within strategies as outlined below:

Goal 4 – We are safe and secure

Goal 6 – We are happy, healthy and well

The provision of grants through Council's Leisure Minor Capital Works Grant Scheme to sporting clubs and the benefit to Council's assets that results from these grants contribute to these objectives.

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 – (Bronwyn Commandeur, Coordinator Leisure Services) - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – (Emma Hayton, Leisure Contracts and Projects Officer) - In providing this advice as the Author, I have no disclosable interests in this report.

9. CONCLUSION

The Leisure Minor Capital Works Grant Scheme is an important resource to assist Council's role in encouraging community participation in the development of leisure and sporting activities in partnership with Knox City Council.

The projects recommended for funding in 2018-19 represent a range of leisure and sporting activities in Knox, and will support a diverse cross-section of the Knox community.

Successful applicants are required to sign project specific service agreements and will be committed to the provision of relevant project reporting and acquittal forms.

10. CONFIDENTIALITY

Confidential Appendix D is circulated under separate cover.

***Report Prepared By: Leisure Services Coordinator
(Bronwyn Commandeur)***

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

APPENDIX A – 2018-19 Leisure Minor Capital Works Grant Scheme

Organisation Name	Project Title	Facility/Reserve Name	Total Project Cost	Total Club Contribution	Total Grant Requested	Total Recommended Council Contribution
Mountain Gate Cricket Club Inc	HV Cricket Nets Upgrade	HV Jones Reserve	\$ 12,500	\$ 3,750	\$ 8,750	\$ 8,750
Wantirna Tennis Club Inc	Concrete Paving	Wantirna Tennis Club, Wantirna Reserve	\$ 3,498	\$ 1,050	\$ 2,448	\$ 2,448
Templeton Cricket Club	Clubroom Room Divider/Privacy Screen	Templeton Reserve	\$ 6,380	\$ 1,914	\$ 3,190	\$ 4,466
Fairpark Football Club	Fairpark Reserve Flood Light Upgrade	Fairpark Reserve	\$ 12,980	\$ 7,980	\$ 9,086	\$ 5,000
Eildon Park Tennis Club	Security and Surveillance System	Eildon Park Tennis Club	\$ 14,920	\$ 4,920	\$ 10,000	\$ 10,000
Scoresby Wantirna South Tennis Centre Inc	Scoresby Tennis Centre Book-A-Court Project.	Scoresby Tennis Centre, Scoresby Recreation Reserve.	\$ 18,064	\$ 9,032	\$ 9,032	\$ 9,032
Knox Gardens Tennis Club	Replacement of Carpet in Clubrooms	Knox Gardens Tennis Club	\$ 5,500	\$ 2,750	\$ 2,750	\$ 2,750
Carrington Park Leisure Centre Management Association	Heating and Cooling Improvements	Carrington Park Leisure Centre	\$ 44,128	\$ 34,128	\$ 10,000	\$ 10,000
Upper Ferntree Gully Football Club	Safety / Security Upgrade	Kings Park Main Football / Cricket Pavilion	\$ 14,025	\$ 7,000	\$ 7,000	\$ 7,025
Wantirna South Junior Football Club	Security Installation & Upgrade	Templeton Reserve	\$ 4,964	\$ 2,482	\$ 3,474	\$ 2,482
Knox Churches Soccer Club	Storage Upgrade Project	Knox Park, Knox Churches Soccer Club Pavillion	\$ 48,500	\$ 38,500	\$ 10,000	\$ 10,000
Scoresby Magpies Juniors Football Club	Carrington Park Safety Fencing	Carrington Park	\$ 17,160	\$ 7,160	\$ 10,000	\$ 10,000
Knox City Football Club	Sun Safe and Dry Sheter Part 2	RD Egan Lee Reserve	\$ 20,000	\$ 10,000	\$ 10,000	\$ 10,000
		TOTAL (GST inclusive)	\$ 222,619	\$ 130,666	\$ 95,730	\$ 91,953
		TOTAL (GST exclusive)	\$ 202,381	\$ 118,787	\$ 87,027	\$ 83,594

APPENDIX B – 2018-19 Leisure Minor Capital Works Grant Scheme – Open Space Reserve

Organisation Name	Project Title	Facility/Reserve Name	Total Project Cost	Total Club Contribution	Total Grant Requested	Total Recommended Council Contribution
St Johns Tecoma Cricket Club Inc	Talaskia Reserve Synthetic Cricket Wicket Renewal	Talaskia Reserve	\$ 4,730	\$ 2,365	\$ 2,365	\$ 2,365
Wantirna South Football Club Inc.	Winter Synthetic Wicket Cover	Walker Reserve	\$ 4,600	\$ 2,300	\$ 2,300	\$ 2,300
Boronia Soccer Club	Coaches Boxes	H V Jones Reserve	\$ 16,200	\$ 8,100	\$ 8,100	\$ 8,100
Templeton Tennis Club Inc	Replace Surface of Court 4	Templeton Tennis Club	\$ 29,500	\$ 19,500	\$ 10,000	\$ 10,000
Athletics Knox Board of Management Inc.	Exercise Station - Stage 2	Knox Park Athletic Track	\$ 12,843	\$ 6,422	\$ 6,421	\$ 6,421
		TOTAL (GST inclusive)	\$ 67,873	\$ 38,687	\$ 29,186	\$ 29,186
		TOTAL (GST exclusive)	\$ 61,703	\$ 35,170	\$ 26,533	\$ 26,533

APPENDIX C – 2018-19 Leisure Minor Capital Works Grant Scheme – Conditions to be Applied

Organisation Name	Project Title	Condition
Carrington Park Leisure Centre Management Association	Heating and Cooling Improvements	A condition of the grant is that, due to the complexity of the works and size of the facility, Council must coordinate the works.
Eildon Park Tennis Club	Security and Surveillance System	A condition of the grant is that security cameras must be accompanied by appropriate signage. Council officers will provide advice on the requirements of the signage.
Upper Ferntree Gully Football Club	Security and Surveillance System	A condition of the grant is that security cameras must be accompanied by appropriate signage. Council officers will provide advice on the requirements of the signage.
Wantirna South Junior Football Club	Security and Surveillance System	A condition of the grant is that security cameras must be accompanied by appropriate signage. Council officers will provide advice on the requirements of the signage.
Mountain Gate Cricket Club Inc	HV Cricket Nets Upgrade	A condition of the grant is that soccer goals are not to be stored in the cricket nets at any time. The club must provide to Council written confirmation from their co-tenant, Boronia Soccer Club, that goals will not be stored in the cricket nets.
Boronia Soccer Club	Coaches Boxes	A condition of the grant is that the location of the shelters must be discussed and agreed with Council staff.

9.2 2018-19 LEISURE MINOR CAPITAL WORKS GRANT SCHEME

CONFIDENTIAL APPENDIX D – Leisure Minor Capital Works Grant Scheme -
Applications considered ineligible for 2018-2019 funding

Confidential Appendix D is circulated under separate cover.

ALL WARDS

9.3 EARLY YEARS MANAGEMENT FRAMEWORK – PARTNERSHIPS WITH PARENT GROUPS

SUMMARY: *Manager Family and Children's Services – Janine Brown*

The Victorian Department of Education and Training (DET) has replaced the Kindergarten Cluster Management (KCM) Policy Framework with the Early Years Management (EYM) Policy Framework. All Early Years Management organisations must meet the essential parameters of the EYM Policy that also clearly defines roles and responsibilities for all partners.

Knox City Council is an Early Years Manager for 30 funded four-year-old preschool services across the municipality. Council receives funding to deliver these services in partnership with the Victorian Government. The Victorian Government Early Years Management (EYM) Policy Framework is required to be implemented by all EYMs across the state.

Due to the introduction of this framework, the historical model of preschool committees that has supported Council's preschools for many years will change from January 2019; and Council will undertake all activities required of an Approved Provider of licensed early years services.

In October 2017, Council approved the Parent Group Model to be implemented in January 2019. This report provides details about the transition for Preschool Committees of Council-operated funded four-year-old preschool services to Parent Groups – specifically the proposed framework for the partnership between Council and Parents Groups, and the governance structure for Parent Groups that will support Council to comply with the requirements of the EYM Policy.

RECOMMENDATION

That Council:

1. Approves the proposed governance structure for Council's EYM Parent Groups to be Incorporated Associations;
2. Approves the draft Constitution Template (Appendix A);
3. Approves the draft Memorandum of Understanding (Appendix B); and,
4. Delegates authority for future administrative changes that do not materially change the intent of the Memorandum of Understanding or Constitution to the Director of Community Services.

1. INTRODUCTION

From 2019, Knox City Council will be the Approved Provider and Early Years Management Organisation responsible for funded four-year-old sessional preschool at 30 preschool sites including integrated service sites, a school site, and two new early years hubs due to open in 2019. The funded preschool program in the long day/centre-based services in the early years hubs will also be part of Council's EYM cluster of preschools.

The EYM Transition relates to all Council-operated funded four-year-old preschool services. It does not include independently managed 3-year-old or 4 year-old preschools.

A Parent Group model (to replace the current committee model) was endorsed by Council in October 2017. This was developed in consultation with preschool communities and Council staff. Following further comprehensive consultation, the Parent Group Model was designed in more detail to encourage maximum participation from parents whilst supporting an EYM compliant cluster of preschool services for Council.

This report provides details about the transition for Preschool Committees of Council-operated preschool services to Parent Groups – specifically the proposed framework for the partnership between Council and Parents Groups, and the governance structure for Parent Groups.

2. DISCUSSION

The proposed framework for the partnership between Council and Parent Groups is based on the requirements of the EYM Policy, Council's responsibilities as the Approved Provider and EYM Organisation, Council's role as facility owner, the outcomes of consultation and the endorsed principles and purpose of Parent Groups.

The structure of Parent Groups operating as Incorporated Associations will support Parent Groups to undertake some activities that the community has advised Council they would like to be involved in, particularly fundraising. It will support good governance practices and affords protections for individuals through mechanisms such as insurance and liability coverage.

The key governance document that will act as the rules for Parent Groups as Incorporated Associations is the *Constitution*. A Constitution template (Appendix A) has been designed to comply with the Associations Incorporation Reform Act 2012 (Victoria), to align with the *Memorandum of Understanding (MoU)* (Appendix B), and to be consistent across all Parent Groups.

The partnership between Council and Parent Groups is clearly described through the MoU. The MoU provides clarity to both Council and Parent Groups. It will be one of the key documents that support the partnership between Council and Parent Groups by defining the purpose of the partnership, respective roles and responsibilities, and relevant procedures (Appendix B).

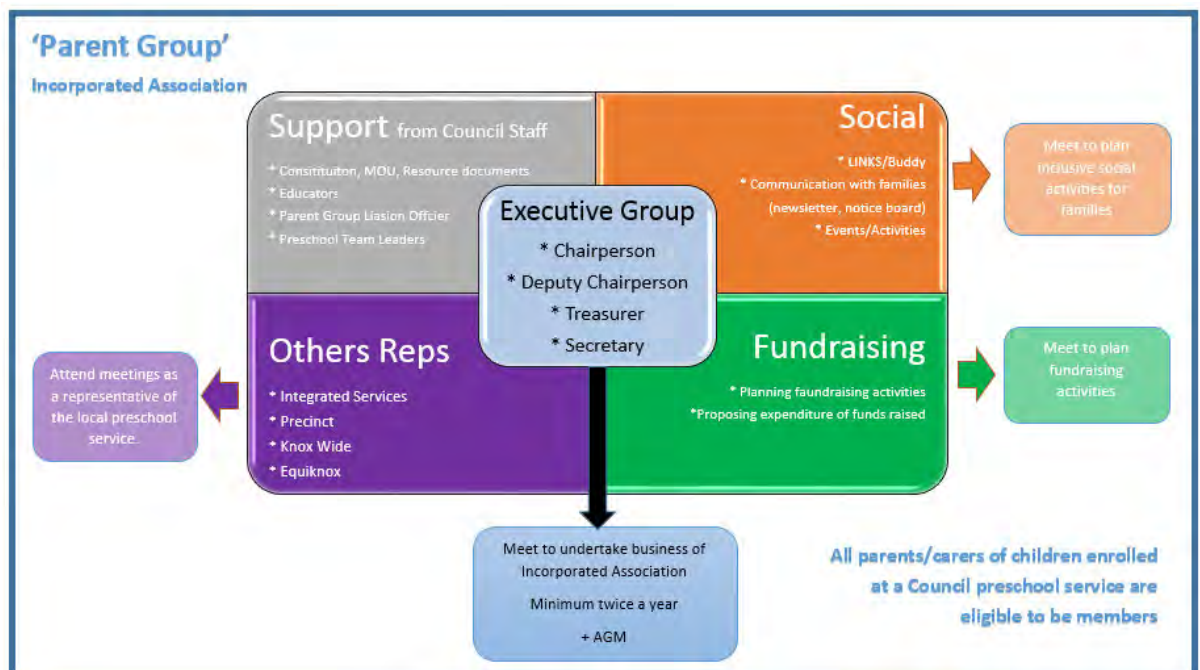
2.1 Parent Group Model – Roles and Responsibilities

Community consultation has shown that families highly value being involved in their child's preschool year. This enables families to feel connected to the preschool, make social connections with other parents and to be informed about the preschool program.

Council Officers consulted with members of current Preschool Committees and the preschool community. They indicated it was important to have a Parent Group which:

- plans inclusive social events/activities for families;
- participates in fundraising to enhance the preschool program; and
- has LINKS representatives (to encourage inclusive community connections); representatives on Equiknox Inc. Committee, and representatives on other Council early years groups such as a local precinct or Knox wide working group.

The diagram below represents the components and structure of the Parent Groups as Incorporated Associations.



Whilst an Executive Group of the Incorporated Association will undertake the governance responsibilities, other parents who are also members of the Association can participate in social and fundraising activities and representation on other groups and organisations such as Equiknox.

2.2 Transition to Parent Groups

Should existing Preschool Committees wish to transition to a Parent Group, it will also be necessary for current Preschool Committees (as Incorporated Associations) to adopt the new Constitution as part of the Association's transition to an EYM Parent Group. This will ensure each Association has a purpose that is up to date and relevant for the EYM model; and that the purpose is consistent across all Parent Groups involved in Council's EYM services.

To enable Council to meet its obligations as an EYM Organisation, it is necessary for the MoU to be agreed to and signed by the Associations and Council.

Slight variations will be required to the Parent Group Model for Council's two new early years hub sites to allow for a Parent Group that supports integrated service delivery while continuing to ensure compliance with the EYM framework.

Additionally, slight variations will also be required at Birch Street Preschool in acknowledgement of Council's partnership with Bayswater Primary School, so that school stakeholders are included.

Supporting Transition for Existing Incorporated Committees

Supporting information and resources are being prepared for current Committees and incoming Parent Groups, particularly for the 2018 Annual General Meetings (AGM). Depending on what is allowed for in each Preschool Committee's constitution, the Association may adopt the new Constitution as they transition to the EYM model at the AGM or at a Special Meeting.

Council Officers will provide a high level of support and information to Preschool Committees to support their transition, however, Committees – as Incorporated Associations – will be required to undertake some actions independently of Council, such as lodging new rules (Constitution) with Consumer Affairs Victoria.

Preschool Committees that do not adopt the new Constitution or sign the MoU would not be eligible to be an EYM Parent Group working in partnership with Council.

Review and Evaluation

The partnership between Council and Parent Groups, and the governance of Parent Groups will be reviewed annually and evaluated after the first three years of implementation. It is therefore recommended that authorisation of administrative changes to the Memorandum of Understanding or Constitution which do not alter the intent of the documents be delegated to the Director of Community Services. Any other changes will be referred to Council for approval.

3. CONSULTATION

Consultation to date has occurred with a range of key internal and external stakeholders. Responses from both Committee and community members about the structure and opportunities for Parent Groups was consistent throughout the most recent consultation period.

The majority of respondents preferred the following:

- A model where all subgroups (executive, fundraising, social) meet together was considered the best option for information flow, inclusion and socialising;
- ‘Preschool Parent Group’ was an appropriate and easily understood title for the groups;
- Educators’ attendance at Parent Group meetings will be a valuable opportunity to provide information on the program, report on recent events, transition to prep and act as a support for the group;
- It is preferred that meetings are held onsite at the preschool;
- The preferred time for meetings is in the evening;
- The preferred frequency of meetings is once or twice a term as required;
- The preferred type of communication is through email;
- Respondents would still like to see social and fundraising activities being implemented as part of the Parent Group’s responsibilities.

3.1 Ongoing Communication and Engagement

The historical partnerships between Council and Preschool Committees in delivering high quality funded preschool services have been valued by Council and the community. The future partnerships between Council and Parent Groups will be equally important and Council Officers will provide a high level of support and ongoing engagement with these groups.

Regular communications to key stakeholders is occurring through a subscribed mailing list, emails or presentations to current committees, and website updates (including Frequently Asked Questions), with a dedicated email box for enquiries. Following approval of the proposed Constitution and MoU, targeted communication, engagement and support will be provided to current Preschool Committees.

Throughout the EYM transition project, Councillors and the Early Years Advisory Committee have been informed about, and consulted with, regarding the EYM transition.

Where required and in accordance with Council’s policy, the Mayor will be the spokesperson of Council.

4. ENVIRONMENTAL/AMENITY ISSUES

Local governments in Victoria are a significant investor in purpose-built facilities from which early years services are provided. This investment on behalf of local communities is important and supports positive outcomes for children and their families as they participate in early years programs and services.

In 2018 Knox City Council operates sessional preschool services from 28 purpose-built facilities with many of these facilities also housing co-located services such as playgroups and Maternal and Child Health. Council funds and undertakes a comprehensive program to renew and maintain these assets to a standard that meets legislative and quality requirements.

The EYM Implementation Project will include activities in relation to Council-owned facilities from which its preschool services are delivered in relation to tenancy and license agreements; and capital works and strategic facility planning.

5. FINANCIAL & ECONOMIC IMPLICATIONS

Where existing Preschool Committees intend to transition to Parent Groups, and by doing so adopt the new Constitution and MoU, existing funds held by Committees in bank accounts will be transferred to the 2019 Incorporated Association (Parent Group) for that Preschool.

Resourcing to support any costs associated with the EYM Implementation Project and service delivery under the EYM Policy is included in the 2018-19 Council Budget.

6. SOCIAL IMPLICATIONS

Once the partnership between Council and Parent Groups is established and the governance of each Parent Group is guided by a consistent Constitution, Council will be operating its cluster of preschools in compliance with the EYM Policy Framework and Guidelines; and the Funding and Service Agreement with the Victorian Government.

When the Parent Group model is introduced, there will be continued emphasis on:

- establishing and maintaining community connectedness;
- parent participation and involvement that contributes to outcomes for preschool children;
- enhancing community leadership development and engagement; and
- provision of a welcoming and inclusive learning environment with particular opportunities to focus on the support for children and families experiencing vulnerability; and families having opportunity to co-design meaningful roles that impact positively on the educational program and outcomes for their community.

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

Transitioning to the EYM Policy Framework will provide both Council and the community with positive opportunities linking to the Knox Community and Council Plan 2017-2021 and Vision 2035.

Goal 4 – *We are safe and secure.* Strategy 4.2 – Enhance community connectedness opportunities to improve perceptions of safety.

Goal 5 – *We have a strong regional economy, local employment and learning opportunities.* Strategy 5.4 – Increase and strengthen local opportunities for lifelong learning, formal education pathways and skills development to improve economic capacity of the community.

Goal 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 7.2 - Celebrate our diverse community; Strategy 7.3 – Strengthen community connections; Strategy 7.4 – Promote and celebrate the contribution of our volunteers.

Goal 8 – *We have confidence in decision making.* Strategy 8.1.7 - Implement the requirements of the Victorian Government's Early Years Management Framework – specifically the requirements for Council's role as a Kindergarten Cluster Manager and the need for a different model for parent committees supporting Council operated preschool 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 – (Janine Brown, Manager – Family and Children's Services) - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Authors – (Caroline Meier, Senior Project Officer – Early Years Management Transition; Angela Morcos – Coordinator Early Years Strategy, Planning and Evaluation) - In providing this advice as the Author, I have no disclosable interests in this report.

9. CONCLUSION

The Parent Group model has been developed in consultation with preschool communities and Council staff. It has been designed to encourage maximum participation from parents whilst supporting an EYM compliant cluster of preschool services for Council.

The partnership between Parent Groups (as Incorporated Associations) and Council will be articulated through a Memorandum of Understanding; and all Parent Groups will have a consistent purpose and set of rules outlined in their Constitution. This structure will support Council's compliance with the EYM Policy.

10. CONFIDENTIALITY

There are no confidentiality issues relating to this report.

Report Prepared By: Senior Project Officer – Early Years Management Transition (Caroline Meier)

Coordinator – Early Years Strategy, Planning and Evaluation (Angela Morcos)

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

_____ # Association Inc.

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PART 1—PRELIMINARY

1. Name

The name of the incorporated association is "[##insert name] Incorporated".

2. Purposes

The purposes of the association are to support:

- (1) Council to deliver a preschool service that complies with the Early Years Management Policy of the State of Victoria;
- (2) Council's continued partnership with the community; and
- (3) parents and families of children attending Knox City Council's preschools in having opportunities to:
 - (a) engage in their local preschool;
 - (b) connect with families at other preschools in their local area;
 - (c) conduct and participate in social events and activities;
 - (d) support Council in municipal-wide objectives for children and families; and
 - (e) fundraise to support Council's delivery of preschool services.

3. Financial year

The financial year of the Association is each period of 12 months ending on *30 September*.

4. Definitions

In these Rules:

absolute majority, of the Executive, means a majority of the Executive members currently holding office and entitled to vote at the time (as distinct from a majority of Association members present at an association meeting).

Centre means the [##insert name of relevant service – eg *West Gully Preschool*].

Chairperson, of a general meeting or Executive meeting, means the person chairing the meeting as required under rule 43.

Council means Knox City Council.

eligible person means a person referred to in rule 8.

general meeting means a general meeting of the members of the Association convened in accordance with Part 4 and includes an annual general meeting, a special general meeting and a disciplinary appeal meeting.

in writing includes by record in the minutes of an annual general meeting or an Executive meeting; or by email, post or by handing a notice to a member of the Executive.

member means a member of the Association.

Memorandum of Understanding means the Memorandum of Understanding with the Council.

the Act means the **Associations Incorporation Reform Act 2012** and includes any regulations made under that Act.

the Registrar means the Registrar of Incorporated Associations.

PART 2—POWERS OF ASSOCIATION

5. Powers of Association

- (1) The Association has power to act to achieve its purposes:
 - (a) in accordance with the Act and any other Act; and
 - (b) under these rules and the Memorandum of Understanding.
- (2) Without limiting sub-rule (1), the Association may:
 - (a) acquire, hold and dispose of assets, except land and buildings;
 - (b) open and operate bank accounts; and
 - (c) fundraise.

6. Not for profit organisation

- (1) The Association must not distribute any funds or assets directly or indirectly to its members.
- (2) Sub-rule (1) does not prevent the Association from paying a member:
 - (a) reimbursement for expenses incurred; or
 - (b) for goods or services provided

in good faith on terms no more favourable than if the member was not a member.

PART 3—MEMBERS, DISCIPLINARY PROCEDURES AND GRIEVANCES

Division 1—Membership

7. Minimum number of members

The Association must have at least 4 members.

8. Who is eligible to be a member

Any person who is:

- (1) a parent; or
- (2) family member; or
- (3) a legal guardian

of a child enrolled at the Centre as demonstrated in Council's central enrolment records is eligible for membership of the Association.

9. Application for membership

- (1) An eligible person becomes a member of the Association by providing notice in writing of their intention to do so to the Secretary.
- (2) There is no requirement for an eligible person to pay any fee or subscription to become or remain a member of the Association.
- (3) A member of the Association must:
 - (a) support the purposes of the Association; and
 - (b) agree to comply with these Rules.
- (4) Each member of the Association is, subject to these Rules, entitled to vote on any matter before the annual general meeting.

10. New membership

An eligible person becomes a member of the Association and is entitled to exercise their membership from the date on which the Secretary receives the advice referred to in rule 9(1).

11. General rights of members

- (1) A member of the Association who is entitled to vote has the right:
 - (a) to receive notice of general meetings and of proposed special resolutions;
 - (b) to attend, be heard and vote at general meetings;
 - (c) to have access to the minutes of general meetings and other documents of the Association as provided under rule PART 7Division 171; and
 - (d) to inspect the register of members.

12. Rights not transferable

The rights of a member are not transferable and end when membership ceases under rule 13.

13. Ceasing membership

The membership of a person ceases when they:

- (1) cease to be an eligible person; or
 - (2) on resignation, expulsion or death,
- whichever is sooner.

14. Resigning as a member

- (1) A member may resign by notice in writing given to the Secretary.
- (2) A member is taken to have resigned if:
 - (a) the Secretary has made a written request to the member to confirm that he or she wishes to remain a member; and
 - (b) the member has not, within 3 months after receiving that request, confirmed in writing that he or she wishes to remain a member.

15. Register of members

The Secretary must keep and maintain a register of members that includes for each current member:

- (1) the member's name; and
- (2) the email address for notices last given by the member.

Division 2—Disciplinary action**16. Grounds for taking disciplinary action**

The Association may take disciplinary action against a member in accordance with this Division if it is determined that the member:

- (1) has failed to comply with these Rules;
- (2) has failed to comply with, or otherwise exhibited behaviour that is inconsistent with, the MOU;
- (3) refuses to support the purposes of the Association; or
- (4) has engaged in conduct prejudicial to the Association.

17. Disciplinary subcommittee

- (1) If the Executive is satisfied that there are sufficient grounds for taking disciplinary action against a member, the Executive must appoint a disciplinary subcommittee to hear the matter and determine what action, if any, to take against the member.
- (2) The members of the disciplinary subcommittee:

- (a) may be Executive members, members of the Association or anyone else; but
- (b) must not be biased against, or in favour of, the member concerned.

18. Notice to member

- (1) Before disciplinary action is taken against a member, the Secretary must give written notice to the member:
 - (a) stating that the Association proposes to take disciplinary action against the member;
 - (b) stating the grounds for the proposed disciplinary action;
 - (c) specifying the date, place and time of the meeting at which the disciplinary subcommittee intends to consider the disciplinary action (the *disciplinary meeting*);
 - (d) advising the member that he or she may do one or both of the following:
 - (i) attend the disciplinary meeting and address the disciplinary subcommittee at that meeting;
 - (ii) give a written statement to the disciplinary subcommittee at any time before the disciplinary meeting; and
 - (e) setting out the member's appeal rights under rule 20.
- (2) The notice must be given no earlier than 28 days, and no later than 14 days, before the disciplinary meeting is held.

19. Decision of subcommittee

- (1) At the disciplinary meeting, the disciplinary subcommittee must:
 - (a) give the member an opportunity to be heard; and
 - (b) consider any written statement submitted by the member.
- (2) After complying with sub-rule (1), the disciplinary subcommittee may:
 - (a) take no further action against the member; or
 - (b) subject to sub-rule (3):
 - (i) reprimand the member;
 - (ii) suspend the membership rights of the member for a specified period; or
 - (iii) expel the member from the Association.
- (3) The disciplinary subcommittee may not fine the member.

- (4) The suspension of membership rights or the expulsion of a member by the disciplinary subcommittee under this rule takes effect immediately after the vote is passed.

20. Appeal rights

- (1) A person whose membership rights have been suspended or who has been expelled from the Association under rule 19 may give notice to the effect that he or she wishes to appeal against the suspension or expulsion.
- (2) The notice must be in writing and given:
- (a) to the disciplinary subcommittee immediately after the vote to suspend or expel the person is taken; or
 - (b) to the Secretary not later than 48 hours after the vote.
- (3) If a person has given notice under sub-rule (2), a disciplinary appeal meeting must be convened by the Executive as soon as practicable, but in any event not later than 21 days, after the notice is received.
- (4) Notice of the disciplinary appeal meeting must be given to each member of the Association who is entitled to vote as soon as practicable and must:
- (a) specify the date, time and place of the meeting; and
 - (b) state:
 - (i) the name of the person against whom the disciplinary action has been taken;
 - (ii) the grounds for taking that action; and
 - (iii) that at the disciplinary appeal meeting the members present must vote on whether the decision to suspend or expel the person should be upheld or revoked.

21. Conduct of disciplinary appeal meeting

- (1) At a disciplinary appeal meeting:
- (a) no business other than the question of the appeal may be conducted;
 - (b) the Executive must state the grounds for suspending or expelling the member and the reasons for taking that action; and
 - (c) the person whose membership has been suspended or who has been expelled must be given an opportunity to be heard.
- (2) After complying with sub-rule (1), the members present and entitled to vote at the meeting must vote by secret ballot on the question of whether the decision to suspend or expel the person should be upheld or revoked.
- (3) The decision is upheld if not less than three quarters of the members voting at the meeting vote in favour of the decision.

Division 3—Grievance procedure

22. Application

- (1) The grievance procedure set out in this Division applies to disputes under these Rules between:
 - (a) a member and another member;
 - (b) a member and the Executive; and
 - (c) a member and the Association.
- (2) A member must not initiate a grievance procedure in relation to a matter that is the subject of a disciplinary procedure until the disciplinary procedure has been completed.

23. Parties must attempt to resolve the dispute

The parties to a dispute must attempt to resolve the dispute between themselves within 14 days of the dispute coming to the attention of each party.

24. Appointment of mediator

- (1) If the parties to a dispute are unable to resolve the dispute between themselves within the time required by rule 23, the parties must within 10 days:
 - (a) notify the Executive of the dispute;
 - (b) agree to or request the appointment of a mediator; and
 - (c) attempt in good faith to settle the dispute by mediation.
- (2) The mediator must be:
 - (a) a person chosen by agreement between the parties; or
 - (b) in the absence of agreement:
 - (i) if the dispute is between a member and another member—a person appointed by the Executive; or
 - (ii) if the dispute is between a member and the Executive or the Association—a person appointed or employed by the Dispute Settlement Centre of Victoria.
- (3) A mediator appointed by the Executive may be a member or former member of the Association but in any case must not be a person who:
 - (a) has a personal interest in the dispute; or
 - (b) is biased against, or in favour of, any party.

25. Mediation process

- (1) The mediator to the dispute, in conducting the mediation, must:

- (a) give each party every opportunity to be heard;
 - (b) allow due consideration by all parties of any written statement submitted by any party; and
 - (c) ensure that natural justice is accorded to the parties throughout the mediation process.
- (2) The mediator must not determine the dispute.

26. Failure to resolve dispute by mediation

If the mediation process does not resolve the dispute, the parties may seek to resolve the dispute in accordance with the Act or otherwise at law.

PART 4—GENERAL MEETINGS OF THE ASSOCIATION

27. Annual general meetings

- (1) The Executive must convene an annual general meeting to be held:
 - (a) for the first annual general meeting, at any time within 14 months after incorporation; and
 - (b) thereafter within 3 months after the end of each financial year.
- (2) The Executive will determine the date, time and place of the annual general meeting.
- (3) The ordinary business of the annual general meeting is to:
 - (a) confirm the minutes of the previous annual general meeting;
 - (b) receive and consider:
 - (i) the annual report of the Executive on the activities of the Association during the preceding financial year; and
 - (ii) the audited financial statements of the Association for the preceding financial year submitted by the Executive under Part 7 of the Act; and
 - (c) elect the members of the Executive.
- (4) The annual general meeting may also conduct any other business of which notice has been given under these Rules.

28. Special general meetings

- (1) Any general meeting of the Association, other than an annual general meeting or a disciplinary appeal meeting, is a special general meeting.
- (2) The Executive may convene a special general meeting whenever it thinks fit.
- (3) No business other than that set out in the notice under rule 30 may be conducted at the meeting.

29. Special general meeting held at request of members

- (1) The Executive must convene a special general meeting if a request to do so is made in accordance with sub-rule 30.(2) by at least 5% of the total number of members.
- (2) A request for a special general meeting must:
 - (a) be in writing;
 - (b) state the business to be considered at the meeting and any resolutions to be proposed;
 - (c) include the names and signatures of the members requesting the meeting; and
 - (d) be given to the Secretary.
- (3) If the Executive does not convene a special general meeting within one month after the date on which the request is made, the members making the request (or any of them) may convene the special general meeting.
- (4) A special general meeting convened by members under sub-rule 30.(3):
 - (a) must be held within 3 months after the date on which the original request was made; and
 - (b) may only consider the business stated in that request.
- (5) The Association must reimburse all reasonable expenses incurred by the members convening a special general meeting under sub-rule 30.(3).

30. Notice of general meetings

- (1) The Secretary (or, in the case of a special general meeting convened under rule 29.(3), the members convening the meeting) must give to each member of the Association:
 - (a) at least 21 days' notice of a general meeting if a special resolution is to be proposed at the meeting; or
 - (b) at least 14 days' notice of a general meeting in any other case.
- (2) The notice must:
 - (a) specify the date, time and place of the meeting;
 - (b) indicate the general nature of each item of business to be considered at the meeting; and
 - (c) if a special resolution is to be proposed:
 - (i) state in full the proposed resolution; and

- (ii) state the intention to propose the resolution as a special resolution.
- (3) This rule does not apply to a disciplinary appeal meeting.

Note

Rule PART 3 Division 220.(4) sets out the requirements for notice of a disciplinary appeal meeting.

31. Proxies

No member may appoint another member, or any other person, as his or her proxy to vote and speak on his or her behalf at a general meeting.

32. Use of Technology at general meeting

(1) A member not physically present at a general meeting may be permitted to participate in the meeting by the use of technology that allows that member and the members present at the meeting to clearly and simultaneously communicate with each other.

(2) For the purposes of this Part, a member participating in a general meeting as permitted under subrule (1) is taken to be present at the meeting and, if the member votes at the meeting, is taken to have voted in person.

33. Quorum at general meetings

(1) No business may be conducted at a general meeting unless a quorum of members is present.

(2) The quorum for a general meeting is the presence of:

(a) 5; or

(b) 5%;

of the members entitled to vote, whichever is higher.

(3) If a quorum is not present within 30 minutes after the notified commencement time of a general meeting:

(a) the meeting must be adjourned to a date not more than 21 days after the adjournment; and

(b) notice of the date, time and place to which the meeting is adjourned must be given at the meeting and confirmed by written notice given to all members as soon as practicable after the meeting.

(4) If a quorum is not present within 30 minutes after the time to which a general meeting has been adjourned, the members present at the meeting (if not fewer than 3) may proceed with the business of the meeting as if a quorum were present.

34. Adjournment of general meeting

- (1) The Chairperson of a general meeting at which a quorum is present may, with the consent of a majority of members present at the meeting, adjourn the meeting to another time at the same place or at another place.
- (2) Without limiting sub-rule (1), a meeting may be adjourned:
 - (a) if there is insufficient time to deal with the business at hand; or
 - (b) to give the members more time to consider an item of business.
- (3) No business may be conducted on the resumption of an adjourned meeting other than the business that remained unfinished when the meeting was adjourned.
- (4) Notice of the adjournment under this rule is not required unless the meeting is adjourned for 14 days or more, in which case notice of the meeting must be given in accordance with rule 33.

35. Voting at general meeting

- (1) On any question arising at a general meeting:
 - (a) each member who is entitled to vote has one vote;
 - (b) members must be present at the meeting to vote; and
 - (c) except in the case of a special resolution, the question must be decided on a majority of votes.
- (2) If votes are divided equally on a question, the Chairperson of the meeting has a second or casting vote.

36. Special resolutions

A special resolution is passed if not less than three quarters of the members voting at the general meeting vote in favour of the resolution.

37. Determining whether resolution carried

The Chairperson of a general meeting may, on the basis of a show of hands, declare that a resolution has been:

- (1) carried;
- (2) carried unanimously;
- (3) carried by a particular majority; or
- (4) lost

and an entry to that effect in the minutes is conclusive proof of that fact.

38. Minutes of general meeting

- (1) The Executive must ensure that minutes are taken and kept of each general meeting.
- (2) The minutes must record the business considered at the meeting, any resolution on which a vote is taken and the result of the vote.
- (3) In addition, the minutes of each annual general meeting must include:
 - (a) the names of the members attending the meeting;
 - (b) the audited financial statements submitted to the members under rule 27(3)(b)(ii);
 - (c) the certificate signed by two Executive members certifying that the audited financial statements give a true and fair view of the financial position and performance of the Association; and
 - (d) any audited accounts and auditor's report or report of a review accompanying the financial statements that are required under the Act.

PART 5—EXECUTIVE**Division 1—Powers of Executive****39. Role and powers**

- (1) To manage the business of the Association the Executive may exercise all the powers of the Association except where these Rules or the Act provide otherwise.
- (2) The Executive:
 - (a) may establish sub-committees consisting of members for purposes consistent with the purposes of the Association (ie fundraising, social, representatives);
 - (b) must receive regular reports on the activities of all sub-committees having regard to the objectives and risks associated with each sub-committee; and
 - (c) must act to ensure that the opportunity for membership is communicated and made accessible to all eligible persons.

40. Delegation

- (1) The Executive may delegate in writing to a sub-committee any power and function other than:
 - (a) this power of delegation; and
 - (b) a duty imposed on the Executive by the Act or another Act.
- (2) The Executive may, in writing, revoke a delegation.

Division 2—Composition of Executive and duties of members

41. Composition of Executive

The Executive consists of:

- (1) a Chairperson;
- (2) a Deputy Chairperson;
- (3) a Secretary; and
- (4) a Treasurer.

42. General Duties

- (1) Each Executive member must become familiar with these Rules and the Act.
- (2) The Executive must ensure that the Association complies with the Act and that individual members of the Association comply with these Rules.
- (3) Executive members must exercise their powers and discharge their duties:
 - (a) with reasonable care and diligence;
 - (b) in good faith in the best interests of the Association; and
 - (c) for a proper purpose.
- (4) Executive members and former Executive members must not make improper use of:
 - (a) their position; or
 - (b) information acquired by virtue of holding their position,

to gain an advantage for themselves or any other person or to cause detriment to the Association, the Council or any other person.

43. Chairperson and Deputy Chairperson

- (1) The Chairperson or, in the Chairperson's absence, the Deputy Chairperson is the Chairperson for any general meetings and for any Executive meetings.
- (2) If the Chairperson and the Deputy Chairperson are both absent, or are unable to preside, the Chairperson of the meeting must be elected by the meeting.

44. Secretary

- (1) The Secretary must perform any duty or function required under the Act to be performed by the secretary of an incorporated association.
- (2) The Secretary must:
 - (a) maintain the register of members under rule 15;

- (b) keep custody of all books and documents of the Association under rule 72 and 75PART 7Division 171, except for the financial records referred to in rule 66(3);
 - (c) provide members with access to documents as required under these Rules; and
 - (d) perform any other duty or function imposed or conferred on the Secretary by these Rules.
- (3) The Secretary must give notice of their appointment to the Registrar within 14 days after the appointment.

45. Treasurer

The Treasurer must:

- (1) receive all moneys paid to the Association and issue receipts for same;
- (2) ensure that all moneys received are paid into the bank account of the Association within 5 working days;
- (3) make any payments authorised by the Executive or by a general meeting of the Association from the Association's funds;
- (4) ensure cheques are signed by at least 2 Executive members;
- (5) ensure that the financial records (electronic and/or hard copy) of the Association are kept in accordance with the Act;
- (6) coordinate the preparation of the financial statements and their certification by the Executive prior to their submission to the annual general meeting of the Association; and
- (7) ensure that at least one other Executive member has access to the accounts and financial records of the Association.

Division 3—Election of Executive members and tenure of office

46. Who is eligible to be an Executive member

Any eligible Association member may be elected or appointed as an Executive member.

47. Positions to be declared vacant

At:

- (1) the first annual general meeting of the Association after its incorporation; and
- (2) any subsequent annual general meeting, after the annual report and audited financial statements have been received,

the Chairperson of the meeting must declare all positions on the Executive vacant and hold elections for those positions under rules 48 to 50.

48. Nominations

- (1) Prior to the election of each Executive position, the Chairperson of the meeting must call for nominations to fill that position.
- (2) Any member of the Association may:
 - (a) nominate himself or herself; or
 - (b) be nominated by another member.
- (3) A member who is nominated for a position and fails to be elected to that position may be nominated for any other position for which an election is yet to be held.

49. Election of Chairperson etc.

- (1) At the annual general meeting, separate elections must be held for each of the following positions:
 - (a) Chairperson;
 - (b) Deputy Chairperson;
 - (c) Secretary; and
 - (d) Treasurer.
- (2) If only one member is nominated for the position, the Chairperson of the meeting must declare the member elected to the position.
- (3) If more than one member is nominated, a ballot must be held under rule 50.
- (4) On their election, the new Chairperson may take over as Chairperson of the meeting.

50. Ballot

- (1) If a ballot is required for the election for a position, the Chairperson of the meeting must appoint a member to act as returning officer to conduct the ballot.
- (2) The returning officer must not be a member nominated for the position.
- (3) The election must be by secret ballot.
- (4) If the ballot is for a single position, the:
 - (a) returning officer must give a blank piece of paper to each member present in person; and
 - (b) voter must write on the ballot paper the name of the candidate for whom they wish to vote.
- (5) If the ballot is for more than one position, the:

- (a) returning officer must give a piece of paper to each member present in person which lists each of the positions to which the ballot relates;
 - (b) the voter must write on the ballot paper, next to each of the positions listed on it, the name of each candidate for whom they wish to vote to each position; and
 - (c) the voter must not write the names of more candidates than the number to be elected.
- (6) Ballot papers that do not comply with sub-rule (5) are not to be counted.
 - (7) Each ballot paper on which the name of a candidate has been written counts as one vote for that candidate.
 - (8) The returning officer must declare elected the candidate or, in the case of an election for more than one position, the candidates who received the most votes for each position.
 - (9) If the returning officer is unable to declare the result of an election under sub-rule (8) because 2 or more candidates received the same number of votes, the returning officer must:
 - (a) conduct a further election for the position under sub-rules (1) to (8) to decide which of those candidates is to be elected; or
 - (b) with the agreement of those candidates, decide by lot which of them is to be elected.

51. Term of office

- (1) Subject to sub-rule (3) and rule 52, an Executive member holds office until the positions of the Executive are declared vacant at the next annual general meeting.
- (2) An Executive member who remains eligible in accordance with rule 8 may be re-elected.
- (3) The annual general meeting of the Association may elect a member of the Association to fill a vacant position in accordance with this Division.

52. Vacation of office

- (1) An Executive member may resign from the Executive by giving notice in writing to the Secretary or, in the case of the Secretary, to the Chairperson.
- (2) A person ceases to be an Executive member if he or she:
 - (a) ceases to be a member of the Association;
 - (b) fails to attend 3 consecutive Executive meetings (other than special or urgent Executive meetings) without leave of absence under rule 63; or
 - (c) otherwise ceases to be an Executive member by operation of these Rules or the Act.

53. Filling casual vacancies

- (1) The Executive may appoint any member of the Association to fill a position on the Executive that:
 - (a) has become vacant under rule 52; or
 - (b) was not filled by election at the last annual general meeting.
- (2) If the position of Secretary becomes vacant, the Executive must appoint a member to the position within 14 days after the vacancy arises.
- (3) Rule 51 applies to any Executive member appointed by the Executive under sub-rule (1) or (2).
- (4) The Executive may continue to act despite any vacancy in its membership.

Division 4—Meetings of Executive**54. Meetings of Executive**

- (1) The Executive must meet at least 2 times in each year at the dates, times and places determined by the Executive.
- (2) Special Executive meetings may be convened by the Chairperson or by any 3 members of the Executive.

55. Notice of meetings

- (1) Notice of each Executive meeting must be given to each Executive member no later than 7 days before the date of the meeting.
- (2) The notice must state the date, time and place of the meeting or meetings.
- (3) If a special Executive meeting is convened, the notice must include the general nature of the business to be conducted.

56. Urgent meetings

- (1) In cases of urgency, a meeting can be held without notice being given under rule 55 provided that as much notice as practicable is given to each Executive member by the quickest means practicable.
- (2) Any resolution made at the meeting must be passed by an absolute majority of the Executive.
- (3) The only business that may be conducted at an urgent special meeting is the business for which the meeting is convened.

57. Procedure and order of business

- (1) The procedure to be followed at an Executive meeting must be determined from time to time by the Executive.

- (2) The order of business may be determined by the members present at the meeting.

58. Use of technology

- (1) A member not physically present at an Executive meeting may be permitted to participate in the meeting by the use of video conference technology.
- (2) Attendance at an Executive meeting will be recorded in the minutes.
- (3) For the purposes of this Part, a member participating in an Executive meeting as permitted under sub-rule (1) is taken to be present at the meeting and, if the member votes at the meeting, is taken to have voted in person.

59. Quorum

- (1) No business may be conducted at an Executive meeting unless a quorum is present.
- (2) The quorum for an Executive meeting is the presence of a majority of the Executive members holding office.
- (3) If a quorum is not present within 30 minutes after the notified commencement time of an Executive meeting:
 - (a) in the case of a special Executive meeting—the meeting lapses; and
 - (b) in any other case—the meeting must be adjourned to a date no later than 14 days after the adjournment and notice of the time, date and place to which the meeting is adjourned must be given under rule 55.

60. Voting

- (1) On any question arising at an Executive meeting, each Executive member present at the meeting has one vote.
- (2) Unless otherwise provided, a motion is carried if a majority of Executive members present at the meeting vote in favour of the motion.
- (3) If votes are divided equally on a question, the Chairperson of the Executive meeting has a second or casting vote.
- (4) Voting by proxy is not permitted.

61. Conflict of interest

- (1) An Executive member who has a material personal interest in a matter being considered at an Executive meeting must disclose the nature and extent of that interest to the Executive.
- (2) The member:
 - (a) must not be present while the matter is being considered at the meeting; and

- (b) must not vote on the matter.
- (3) This rule does not apply to a material personal interest that:
 - (a) exists only because the member belongs to a class of persons for whose benefit the Association is established; or
 - (b) the member has in common with all, or a substantial proportion of, the members of the Association.

62. Minutes of meeting

- (1) The Executive must ensure that minutes are taken and kept of each Executive meeting.
- (2) The minutes must record the following:
 - (a) the names of the members in attendance at the meeting;
 - (b) the business considered at the meeting;
 - (c) any resolution on which a vote is taken and the result of the vote;
 - (d) any material personal interest disclosed under rule 61.

63. Leave of absence

- (1) The Executive may grant an Executive member leave of absence from Executive meetings.
- (2) The Executive must not grant leave of absence retrospectively unless it is satisfied that the Executive member could not seek the leave in advance.

PART 6—FINANCIAL MATTERS

64. Source of funds

The funds of the Association may be derived from donations, fund-raising activities, interest and any other sources:

- (1) approved by the Executive; and
- (2) consented to by the Council.

65. Management of funds

- (1) The Association must open an account with a bank from which all expenditure is made and into which all revenue is deposited.
- (2) Subject to any restrictions imposed by the annual general meeting of the Association, the Executive may approve expenditure on behalf of the Association.
- (3) The Executive may authorise the Treasurer to expend funds on behalf of the Association (including by electronic funds transfer) up to a specified limit

without requiring approval from the Executive for each item on which the funds are expended.

- (4) All cheques and other negotiable instruments must be signed by 2 Executive members.
- (5) All funds of the Association must be deposited into the bank account no later than 5 working days after receipt.
- (6) With the approval of the Executive, the Treasurer may maintain a cash float provided that:
 - (a) transactions are accurately recorded at the time of the transaction; and
 - (b) cash from the float is only used for purposes associated with the purposes of the Association.

66. Financial records

- (1) The Association must keep financial records (electronic and/or hard copy) that:
 - (a) correctly record and explain its transactions, financial position and performance; and
 - (b) enable financial statements to be prepared as required by the Act.
- (2) The Association must retain the financial records (electronic and/or hard copy) for 7 years after the transactions covered by the records are completed.
- (3) The Treasurer must keep in their custody, or under their control:
 - (a) the financial records for the current financial year; and
 - (b) any other financial records as required by the Executive.

67. Financial statements

- (1) The Executive must ensure that the requirements under the Act relating to the financial statements of the Association are met.
- (2) Without limiting sub-rule (1), each financial year those requirements include:
 - (a) the preparation of the financial statements;
 - (b) the auditing of the financial statements;
 - (c) the certification of the financial statements by the Executive;
 - (d) the submission of the audited financial statements to the annual general meeting of the Association;
 - (e) the lodgement with the Council of the audited financial statements as submitted to the annual general meeting of the Association and any further information as required by the Council; and

- (f) the lodgement with the Registrar of the audited financial statements and accompanying reports, certificates, statements and fee.

PART 7—GENERAL MATTERS

68. Common seal

The Association will not have a common seal.

69. Registered address

The registered address of the Association is the address determined from time to time by resolution of the Executive.

70. Notice requirements

- (1) Any notice required to be given to a member or an Executive member under these Rules may be given:
 - (a) by handing the notice to the member personally; or
 - (b) by sending it by email to the email address recorded for the member on the register of members.
- (2) Sub-rule (1) does not apply to notice given under rule 56.
- (3) Any notice required to be given to the Association or the Executive may be given:
 - (a) by handing the notice to a member of the Executive;
 - (b) by sending the notice by post to the registered address;
 - (c) by leaving the notice at the registered address; or
 - (d) by email to the email address of the Association or the Secretary.

71. Custody and inspection of books and records

- (1) Members may on request inspect free of charge:
 - (a) the register of members;
 - (b) the minutes of general meetings;
 - (c) subject to sub-rule (2), the financial records, books, securities and any other relevant document of the Association, including minutes of Executive meetings; and
 - (d) these rules.
- (2) The Executive may refuse to permit a member to inspect records that relate to confidential, personal, employment, commercial or legal matters or where to do so may be prejudicial to the interests of the Association.

(3) Subject to sub-rule (2), a member may make a copy of any of the records of the Association referred to in this rule and the Association may charge a reasonable fee for provision of a copy of such a record.

(4) For purposes of this rule:

relevant documents means the records and other documents (electronic and/or hard copy), however compiled, recorded or stored, that relate to the incorporation and management of the Association and includes:

- (a) names of members;
- (b) financial statements;
- (c) financial records; and
- (d) records and documents relating to transactions, dealings, business or property of the Association.

72. Winding up and cancellation

- (1) The Association may be wound up voluntarily by special resolution.
- (2) In the event of the winding up or the cancellation of the incorporation of the Association, the surplus assets of the Association must not be distributed to any members or former members of the Association.
- (3) Subject to the Act and any court order made under section 133 of the Act, all surplus assets of the Association must be transferred to the Council.

73. Alteration of Rules

These Rules may only be altered subject to completion of all of the following:

- (1) special resolution of a general meeting of the Association;
- (2) receipt of approval in writing from the Council; and
- (3) receipt of approval in writing from the Registrar.

Memorandum of Understanding



This Memorandum of Understanding (“MoU”) is made
on the ___ day of _____ 201__
and records an Agreement

BETWEEN

Parties

1. Knox City Council’s Family and Children’s Services,
511 Burwood Hwy, Wantirna South, 3152

2. [##Name of individual Association]

This document is a MoU and is not intended to create binding or legal obligations on any party and works in conjunction with the **Constitution**.

Business Continuity Plan

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Definitions

The following definitions apply unless the contrary intention appears:

“**The Act**” refers to the Associations Incorporation Reform Act 2012.

“**Association**” means the [##insert name of Association].

“**Constitution**” refers to the Incorporated Association’s Constitution and Rules.

“**Council**” means Knox City Council and in this instance the DET Approved Provider and Early Years Manager of Council operated preschool services.

“**DET**” means State Government Department of Education and Training.

“**Executive**” means those members elected to the key roles identified within the Incorporated Association (ie: Chairperson, Deputy Chairperson, Secretary, and Treasurer).

“**EYM**” means Early Years Management Framework.

“**MoU**” means this Memorandum of Understanding.

“**Parent**” means any parent/guardian/carer/kinship carer of a child enrolled to attend the Service, irrespective of Association membership.

“**Parent Group**” means all registered members of the Incorporated Association.

“**The Parties**” means Council, and the Incorporated Association.

“**Preschools**” means all 4-year-old funded preschool services managed by Council.

“**Service**” means the early years service provided at [##insert name of Centre – eg West Gully Preschool].



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1. Purpose

It is intended that this MoU will assist in maintaining an effective ongoing relationship and partnership between the parties. The parties to this Agreement will work in collaboration to achieve a positive outcome for the Knox Council Preschool Community.

Principles of Preschool Parent Groups

Preschool Parent Groups will encourage and promote:

- Identity and sense of place with local preschools/neighbourhoods.
- Social inclusion, through parent-to-parent support.
- Developing skills and capacity in individuals.
- Building local connections.
- Consistency with the EYM Policy.

Objectives of the Association

The Association will:

- Contribute to a strong and collaborative partnership between families and the local community, educators, and Council as the preschool service provider and EYM, through joint conversations to develop shared understanding between all parties.
- Strengthen family connections to the preschool by coordinating inclusive social events for families.
- Hold fundraising activities as required and in collaboration with Council staff (to include educators).
- Provide representation on Council's Integrated Services meetings, Local Precinct working group and a Knox Wide Preschools working group.

This document is a MoU and is not intended to create binding or legal obligations on any party and works in conjunction with the **Constitution**.

2. Commencement and Duration

This MoU commences on the date on which all parties sign it and continues until either its termination and/or replacement by a subsequent MoU covering the same usage requirements, or one (1) day following the wind up of the Association, whichever is earlier.

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3. Family and Children's Services Code of Conduct

All parties agree to work in the following ways:

Respecting Others

- Be supportive and considerate of the knowledge, skills and ideas of others.
- Communicate openly by sharing information and knowledge.
- Be honest and trustworthy.
- Take responsibility for their actions.
- Be open to new ideas and opportunities.
- Ensure personal information about children and their families is not disclosed without their consent, other than in accordance with this MoU and the Constitution.

Working Together

- Work in integrated ways with other parents, educators, volunteers and the community.
- Promote access to and equity in provision of the Service.
- Address behaviours that are inconsistent with the Constitution or this MoU or are otherwise inappropriate.
- Be consistent in behaviours, actions and decisions.
- Be flexible and responsive to other people's needs.
- Encourage others to build knowledge, skills and confidence.
- Be open and inclusive of others.
- Act within the law.

4. Agreed Partnership Model

Council, as the **DET Approved Provider and Early Years Manager** for the Service, will be responsible for decision making and resourcing in relation to the preschool education programs, and associated support services, and for the overall budget for the Service and facilities.

Council is therefore responsible for the following:

- All associated operational costs of the preschool.
- Setting and collection of fees.
- The application, processing, prioritisation and allocation of preschool enrolments.
- The recruitment, funding, training and management of all preschool staff to include additional assistants.
- Maintaining regulatory and quality compliance of the Service and facility.
- All purchasing and the keeping of an inventory/assets register.

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- Maintenance of Council facilities and grounds.
- Final decisions on Capital Works upgrades for playgrounds or facilities following consultation with Parent Groups about identified priorities.
- Providing support to Parent Groups through guidebooks, training and staff liaisons.

The Association will be responsible for the following:

- Registering as an Incorporated Association and as such, maintaining records required under the Act, to include but not limited to:
 - Naming the Association.
 - Adopting a Constitution.
 - Keeping a register of members.
 - Holding an Annual General Meeting.
 - Preparing a financial statement at the end of financial year to be submitted at the Annual General Meeting.
- Providing Council with copies of Association records when required.
- Remaining financially viable.
- Being inclusive of all families attending the preschool.
- Organising fundraising activities if required and in consultation with Council staff (to include educators).
- Organising family social events.
- Attending integrated services meetings if required by Council.
- Providing representation on various other Council Early Years meetings if required by Council.

5. Executive Membership

At the Annual General Meeting, according to the Constitution, the Association must elect an incoming Executive group consisting of:

- Chairperson
- Deputy Chairperson
- Secretary
- Treasurer

Executive positions are to be elected as per the Constitution.

6. General Membership

General membership of the Association is open to all parents, family members and legal guardians of children currently enrolled to attend the Service. In becoming members of the Association, members are agreeing to act to support the purposes of the Association and to act consistently with the Constitution and

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this MoU. For insurance purposes, only registered members of the Association are to participate in activities relating to the Preschool Parent Group.

Activities of general members could include, but are not limited to; planning and implementing social events, fundraising activities, undertaking a LINKS/Buddy role, providing representation at Equiknox, Precinct and Knox Wide preschool meetings.

The Secretary must keep an updated register of all confirmed Association members, to be shared with Council.

7. Roles and Responsibilities

The obligations of each Executive role can be found in the Constitution.

Further information regarding the responsibilities of other roles can be found in Council's supporting documentation for Parent Groups.

8. Meeting Procedures

Formal meetings open to all member of the Association are known as Annual General Meetings or General Meetings and must be conducted in accordance with the rules of the Association.

The Executive members of the Association are to meet at least twice a year to undertake the business of the Association (plus hold an Annual General Meeting). The Executive members are not required to give public notice of their meetings and their meetings are not open to the public. Additional General Meetings of the Executive group may be called when required.

Less formal subgroup meetings consisting of Association members may be called as needed. These subgroups may meet to plan such things as fundraising or social events. At least one member of the Executive group should be present at these meetings.

With the exception of the Annual General Meeting, members may use technology to attend meetings (ie: Skype), however the type of attendance must be noted in the minutes. Technological attendance must not be counterproductive to the purpose of meeting.

All meetings will:

- Commence on time and conclude by the stated completion time.
- Be scheduled and confirmed in advance with all relevant papers distributed (as appropriate) to each member.
- Encourage fair and reasonable discussion and respect for each other's views.
- Focus on the relevant issues at hand.
- Make decisions, as far as practicable, on a consensus basis.

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All meetings or events held and/or attended by members the Association, as partners with Council preschools, must be conducted according to Family and Children's Services Code of Conduct (item #3).

As per Council policies, no alcohol is to be consumed by persons engaged in activities relating to Association matters or on Council sites while children are actually or likely to be in attendance. No meetings are to be held in Knox venues with gaming machines and all Council venues are to remain smoke free zones.

9. Correspondence

All correspondence by the Association regarding the Service should acknowledge Council as the Approved Provider and EYM. Correspondence may also contain a distinct Preschool logo (see Council supporting documents for template).

Examples of such correspondence may include, but are not limited to:

- Newsletters to families
- Applications for grants

10. Financial Obligations

As the **Approved Provider and Early Years Manager**, Council will be responsible for all operational costs of the Service (including but not limited to purchasing preschool program requirements and maintenance of facilities).

Associations may choose to undertake fundraising for additional items/events to enhance or support the preschool. The Association should work in partnership with a Council staff member (to include educators) when planning and implementing fundraising activities, including identifying how any funds will be used.

Any assets purchased from fundraising will become the property of the Preschool and therefore the Association will be required to acknowledge assets as the property of Council as the Approved Preschool Provider and EYM.

As per the Act, the Treasurer is responsible for keeping accurate financial records of the Association's activities which are to be audited at end of financial year and adopted at the Annual General Meeting. Copies of these records are also to be shared with Council when requested.

The Association is responsible for maintaining any bank accounts in the Association's name and for remaining financially viable with an operating surplus at the end of each financial year. If any concerns arise in this area they should be shared with Council.

11. Child Safe Statement of Commitment

Children and young people are vital and active participants in our community and Council is committed to protecting the physical, emotional, cultural and social



wellbeing of all children and young people. Council has a zero tolerance policy towards child abuse and is committed to the prevention, investigation and reporting of all child abuse.

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Council recognises that our children and young people's safety is a whole of community responsibility and is everyone's business.

Council's commitment to providing a safe environment for children and young people includes policies and systems to protect children and young people and the ongoing education of all Councillors, employees, contractors and volunteers on child safety.

Reporting Child Abuse Allegations, Concerns and Complaints

All Council people play a vital role in empowering and protecting children and young people, including identifying, responding to and reporting child abuse.

All concerns and reasonable beliefs in relation to a child or young person being abused or at risk of being abused should be reported. In the Association's partnership with Council, it is, and its members are, required to report child abuse whether it has, or is suspected to have, taken place in the home, community or a Council service that is identified as a result of the Association's partnership with Council.

More information can be found in the Council procedure: *Identifying, Responding To and Reporting Child Safety Concerns Procedure*.

12. Privacy and Confidentially

Privacy and confidentiality for all families, children and staff will be preserved in all behaviours and transactions between parties as per Council's Privacy Policy.

Associations may not have access to information on individual children or families.

Under no circumstances are issues relating to individual children, families or individual Educators to be discussed at any Association meetings. Such issues should be referred to the Issues Resolution Procedure on display at the Service.

13. Social Media

Social media refers to any online networking connection between people using the internet. This includes, but is not limited to, sites such as Facebook, LinkedIn, YouTube, Twitter, Google+ and all online forums and blogs. When participating in online interactions Association members must not in any way express views or opinions, or represent that views and opinions are expressed, on behalf of Council, unless authorised to do so.

Associations may choose to create a social media site or group for the purposes of parent communications.

An Association which creates a social media site or group has the following obligations:

- Appoint an administrator.
- Only be accessed by eligible members (ie: closed or private group).

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- Ensure the use aligns with the purpose of the Association and is not in contradiction to the Constitution or this MOU.
- Establish a respectful and positive on-line environment with agreed processes for monitoring and the fast deletion of inappropriate content in accordance with Family and Children's Services Code of Conduct (item #3).
- Not tolerate personal abuse, negative, disrespectful or hurtful comments, swearing or inappropriate spam.
- Retain privacy and confidentiality for all families, association members and Council staff at all times.
- Not post any unauthorised photos of children, families or staff as per Council's Privacy Policy.

14. Media

Association members are not to speak to or make any statement to the media on behalf of Council unless they have received authorisation to do so. All communication with Media is to be handled by Council's Communications Department in accordance with relevant Council policies and procedures.

Media is defined as all associates of electronic and print, broadcast and online media organisations:

- Newspapers (e.g. *Knox Journal, Knox Leader and Ferntree Gully Belgrave Mail*).
- Community newsletters (e.g. *Boronia and The Basin Community News, Rowville Lysterfield Community News*).
- Television and radio.
- Magazines, professional journals, freelance journalists.
- News websites.

15. Dispute Resolution

Disputes or differences may arise between the parties relating to this MOU.

If a dispute or difference arises, the parties will make every endeavour to resolve it as follows:

1. A party claiming that a dispute or difference has arisen under this MOU must notify the other party in writing, specifying the nature of the dispute or difference.
2. Representatives of each party will use their best endeavours to resolve the dispute or difference within 10 business days of the written notice.

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3. If the dispute or difference has not been resolved within 20 business days after the written notice, it will be referred to the Council's Chief Executive Officer for a decision.
4. The decision of the Council's Chief Executive Officer will be final and binding on the parties.

The parties may, at any time, agree to adopt a different process for the resolution of disputes or differences but, if both parties have not agreed to the different process within 3 business days issuing notice in writing, the process outlined above must be followed.

If a dispute or difference cannot be resolved, or the Association fails to observe the decision of the Chief Executive Officer, the Council may dissolve this MOU.

16. Conflict of Interest

Neither Council nor the designated representatives employed by Council nor members of the Association will engage in behaviour where an actual or perceived conflict of interest arises.

17. Variations

In the event that a party wishes to vary the terms of this MOU, it must notify the other party in writing and include the following information:

- The matters to be addressed by the variation.
- The proposed date of effect of the variation.
- The grounds for the proposed variation provided always that such grounds are consistent with any statutory obligations and any other applicable legislation.

No agreement or understanding to vary this MOU will have any force or effect unless in writing and agreed to by **all** parties.



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18. Contact Officers

Each party will nominate a contact officer for the purpose of this MOU. This information will then be shared amongst the parties.

Knox City Council's Family and Children's Services Representative

Name:

Position:

Telephone Number:

Email Address:

Incorporated Association Representative A

Name:

Position:

Telephone Number:

Email Address:

Incorporated Association Representative B

Name:

Position:

Telephone Number:

Email Address:



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19. Agreement

SIGNED for and on behalf of **Knox City Council Family and Children's Services**, by

Signature: _____

Name: _____

Position: _____

Date: _____

SIGNED for and on behalf of the **Incorporated Association**, by

Signature: _____

Name: _____

Position: _____

Date: _____

ALL WARDS**10.1 AUSTRALIA DAY AWARDS**

SUMMARY: *Manager – Governance and Strategy (Phil McQue)*

This report seeks Council endorsement to amend the Australia Day Awards Committee Terms of Reference and extend the term of the current appointees to the Committee until the 2018 Statutory Meeting.

RECOMMENDATION

That Council

1. Endorse an amendment to the Terms of Reference for the Australia Day Awards which amends the Local Hero Award to include nominees that do not live in the municipality, but have contributed significantly to the Knox municipality, and provided as Appendix A;
2. Extend the term of the current Councillors appointed to the Australia Day Awards 2017/18 Committee, Cr Holland (Chair), Cr Lockwood and Cr Keogh until the 2018 Statutory Meeting, when the 2018/19 Committee will be appointed;
3. Invite the 2018 Australia Day Award recipients to participate on the Australia Day Local Awards Committee for 2018/19;
4. Thank community representatives for their assistance and participation on the Australia Day Awards Committee for 2017/18.

1. INTRODUCTION

The Knox local Australia Day Awards commenced in 1994 and are held in conjunction with the National Australia Day Council. The awards program provides Council with an opportunity to recognise individuals who have contributed admirably to enriching the fabric of our local community.

The Australia Day Awards Committee was established to consider nominations and elect award recipients in preparation for a civic celebration on Australia Day. The objective of the committee is to consider nominations and elect award recipients in the following categories:

- Citizen of the Year
- Young Citizen of the Year
- Elder Citizen of the Year
- Volunteer of the Year
- Local Hero
- Environmentalist of the Year

The awards are presented to recipients at the Australia Day BBQ Breakfast held at the Civic Centre on 26 January. The awards ceremony provides an opportunity for award recipients both past and present to celebrate Australia Day and for Council to acknowledge the tremendous contributions of these truly inspirational community members.

For the 2017/18 year, there were 27 nominees recognised for their outstanding contributions to the community. The Knox Australia Day Awards Committee has the very difficult task of selecting one award recipient for each category. The award recipients for 2018 were:

- Citizen of the Year – Mr Darren Wallace
- Young Citizen of the Year – Mr Bruce Prissman
- Elder Citizen of the Year – Mr Hurtle Lupton OAM JP
- Volunteer of the Year – Ms Jane Meehan
- Local Hero – Ms Beryl Renton
- Environmentalist of the Year - Deirdre Loveless

Special thanks are extended to the 2017/18 Australia Day Awards Committee for their participation and support of this important program:

- Cr Tony Holland – Chairperson
- Cr Peter Lockwood
- Cr Jake Keogh
- Ms Sandra Goodwin – Citizen of the Year 2017
- Ms Sheelagh Howarth – Volunteer of the Year 2017
- Ms Talia Ruighaver – Young Citizen of the Year 2017
- Mr Warwick Smith – Local Hero 2017
- Ms Rita Zagg – Elder Citizen of the Year 2017

2. DISCUSSION

The current Terms of Reference for the committee was adopted by Council on 9 September 2017 for a period of four years.

Officers have undertaken a desktop review and considered feedback from the 2017/18 committee and other enquiries, and propose amending the Local Hero award to include nominees that do not live in the municipality, however had contributed significantly to the Knox municipality.

3. CONSULTATION

No additional consultation has been undertaken in relation to this report.

4. ENVIRONMENTAL/AMENITY ISSUES

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

5. FINANCIAL & ECONOMIC IMPLICATIONS

Council's Australia Day activities are funded as a component of Council's Civic Functions annual budget.

6. SOCIAL IMPLICATIONS

The Australia Day awards program provides Council and the community with an opportunity to acknowledge those people who work tirelessly helping others and in building a more connected community.

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

The appointment of Councillor and community representatives to Council committees meets the following objectives under the Knox Council and Community Plan.

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

Strategy 7.3 Strengthen community connections.

Strategy 7.4 Promote and celebrate the contribution of our volunteers.

Goal 8 – We have confidence in decision making.

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

8. CONFLICT OF INTEREST

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

Officer Responsible – (Phil McQue, Manager Governance and Strategy) - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – (Paige Kennett, Acting Coordinator Governance) - In providing this advice as the Author, I have no disclosable interests in this report.

9. CONCLUSION

It is recommended that Council extend the appointment of the three Councillors to the Australia Day Local Awards Committee until the 2018 Statutory Meeting and amend the Terms of Reference to introduce an amend the Local Hero award category.

10. CONFIDENTIALITY

There are no issues of confidentiality associated with this report.

***Report Prepared By: Manager – Governance and Strategy
(Phil McQue)***

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



TERMS OF REFERENCE

AUSTRALIA DAY AWARDS COMMITTEE

Directorate	Corporate Development
Responsible Officer	Coordinator Governance
Committee Type	Specific Purpose
Approval Date:	20 September 2016 27 August 2018
Review Date:	27 August 20202022

1. PURPOSE

The purpose of the Australia Day Awards Committee is to acknowledge outstanding individuals who have made a valuable contribution to the Knox community through an annual awards program.

2. OBJECTIVES

2.1 The Australia Day Local Awards are held in conjunction with the Victorian Australia Day Committee. The objective of Council's Committee is to consider nominations and select annual award recipients in the following categories:

CITIZEN OF THE YEAR

For residents of Knox who could be described as role models in the community, who have given selflessly of themselves to others.

YOUNG CITIZEN OF THE YEAR

For residents of Knox who are under 25 years of age on 26 January in the year the award is being presented and who have made an outstanding contribution to their community or school.

VOLUNTEER OF THE YEAR

For residents of Knox who have given of themselves in a voluntary role.

LOCAL HERO

For a community member who performed a heroic act or made a singular outstanding achievement in the Knox community.

ELDER CITIZEN OF THE YEAR

For residents of Knox aged 65 and over who have made a significant contribution to the community or are an inspirational role model.

ENVIRONMENTALIST OF THE YEAR

For residents of Knox whose actions and ideas have had a significant positive impact on the natural environment.

2.2 The Committee may, through consensus, elect:

- not to select an award recipient in a particular category; and/or
- consider a nominee in a category other than that for which they have

been nominated.

- 2.3** Awards are presented to recipients at the Australia Day Local Awards event held annually at the Civic Centre on 26 January. Council staff will coordinate the presentation of the awards in conjunction with the Committee.
- 2.4** The Committee is expected to meet up to three times between October and January.

3. MEMBERSHIP, PERIOD OF MEMBERSHIP AND METHOD OF APPOINTMENT

Membership of the Australia Day Local Awards Committee is as follows:

- **3 Councillor(s)** – appointed annually by Council at the Statutory Meeting
- **Current Australia Day Local Awards Recipients** – current award recipients are invited to participate on the selection panel for the following years award recipients.

The Mayor is, by virtue of the Office, ex officio a member of the Committee. It is important that whilst the Mayor may not chair these meetings, appropriate recognition should be given to the presence of the Mayor if in attendance. The Mayor has no voting rights in their capacity as an ex officio member of the Committee.

Governance staff provide support and assistance to the Committee as required.

4. AUTHORITY AND DECISION MAKING

The Committee has the capacity to make a decision/s in relation to the objectives outlined in section 2 of this Terms of Reference.

In making decisions, the Committee must comply with Council's policies, procedures and guidelines. In accordance with section 76E of the Local Government Act 1989, a Councillor must not improperly direct or influence a member of Council staff in the exercise of any power or in the performance of any duty or function.

The Committee cannot make decisions outside the agreed scope detailed in its Terms of Reference.

5. MEETING PROCEDURES

Meetings are to be held at a time and place determined by the Australia Day Local Awards Committee.

Committee meetings are confidential and closed to the public. Committee members must not disclose the matters discussed at the meeting with anyone other than a fellow Committee member.

Staff are authorised to disclose award recipients to third parties in order to plan for the Australia Day Awards Breakfast ceremony.

Meetings will:

- Commence on time and conclude by the stated completion time;
- Be scheduled and confirmed in advance with all relevant papers distributed (as appropriate) to each member;
- Encourage fair and respectful discussion;

- Focus on the relevant issues at hand; and
- Provide advice to Council, as far as practicable, on a consensus basis

6. CHAIR

The position of Chairperson shall be appointed annually at the first meeting of the Committee.

Where there is one Councillor representative on the Committee that Councillor stands as chair. Where there is more than one Councillor the chair is to be agreed upon between Councillors. When this cannot be achieved, the Mayor of the day shall determine the chair.

A Committee may determine, with consent of the Councillor representative/s, to appoint another member other than the Councillor representative/s as Chairperson.

If the Chairperson is not present at a meeting, any other Councillor shall be appointed Chairperson. In the absence of any other Councillor representative/s, the Committee members shall appoint a Chairperson for the purpose of conducting the meeting.

The Chairperson must advise the Governance Team of the name of the chairperson within one week of appointment. These details will then be updated on the intranet and internet.

7. AGENDAS AND MINUTES

Agendas and Minutes must be prepared for each meeting. The Agenda must be provided to members of the Committee not less than 7 days before the time fixed for the holding of the meeting.

The Chairperson must arrange for minutes of each meeting of the Committee to be kept.

The minutes of a meeting of a Specific Purpose Committee must

- contain details of the proceedings and outcomes reached
- be clearly expressed
- be self-explanatory
- in relation to outcomes recorded in the minutes, incorporate relevant reports or a summary of the relevant reports considered in the decision making process.

Minutes must be approved by the chair and then formally endorsed at the subsequent meeting.

Due to the nature and role of this Committee, minutes shall remain confidential.

8. VOTING

In selecting the award recipients, Councillors and community members have voting rights. In the event of an equality of votes, the Committee must achieve consensus through discussion and further consideration of the nominees.

Staff provide support and advice to the Committee only and have no voting rights.

9. CONFLICT AND INTEREST PROVISIONS

In performing the role of Committee member, a person must:

- act with integrity;
- impartially exercise his or her responsibilities in the interests of the local community;
- not improperly seek to confer an advantage or disadvantage on any person;
- treat all persons with respect and have due regard to the opinions, beliefs, rights and responsibilities of other persons;
- commit to regular attendance at meetings; and
- not make improper use of information acquired because of their position or release information that the member knows, or should reasonably know, is confidential information.

Meetings of this Committee may potentially form an Assembly of Councillors. When this occurs, Councillors and officers are required to comply with the conflict of interest provisions as set down in the Local Government Act 1989.

Where a Councillor or officer declares a conflict of interest in relation to a matter in which the Committee is concerned, they must disclose the interest to the Committee before the matter is considered or discussed at the meeting. Disclosure must include the nature of the relevant interest and be recorded in the minutes of the meeting. The member must leave the room while the matter is being considered and may return only after consideration of the matter and all votes on the matter.

Where a community member has an interest or a Conflict of Interest (as defined in the Local Government Act) in relation to a matter in which the Committee is concerned, or is likely to be considered or discussed, the community member must disclose the interest to the group before the matter is considered or discussed. Disclosure must include the nature of the relevant interest or conflict of interest and be recorded in the minutes of the meeting. It will be at the discretion of the Chairperson if the community member remains or leaves the room while the matter is discussed, and this must also be recorded in the minutes of the meeting.

Where a meeting is identified as an Assembly of Councillors, staff must complete a Record of Assembly of Councillors form. Where a Conflict of Interest is identified by a Councillor or staff member at an Assembly of Councillors, the relevant Conflict of Interest form must also be completed. Forms should be forwarded to the Manager – Governance and Innovation within 5 working days of the meeting. This information will be published at the next available Ordinary Council Meeting.

10. REPORTING

A report will be presented annually to Council seeking nomination of Councillor representatives to the Australia Day Local Awards Committee. This report will provide an overview of the outcomes of the Committee's achievements for the year.

11. ADMINISTRATION SUPPORT

Administration support is provided to the Australia Day Local Awards Committee by the Governance Team.

12. CONTACT WITH THE MEDIA

Contact with the Media by members of the Committee will be conducted in accordance with the Councillor and Staff Media Policies. Community members should defer any media enquiries to the Chairperson in the first instance and should take care not to respond as a representative of the Committee.

13. SUNSET CLAUSE

The Terms of Reference will be reviewed within 4 years of the date of adoption.

14. MEALS

The provision of refreshments during the course of a Committee meeting will be provided in accordance with the Meals and Beverages for Council Committees Policy.

ALL WARDS

10.2 MINOR GRANTS PROGRAM APPLICATIONS

SUMMARY: Governance Officer - (Damian Watson)

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 fifteen (15) recommended Minor Grants Program application for a total of \$32,747.00 as detailed below:

Applicant Name	Project Title	Amount Requested	Amount Recommended
Melbourne Boomers Foundation	Funding for external storage to store merchandise, game day equipment and activations. Refused \$1000.00 pursuant to Section 6.22 Minor Grants Policy as they reach the financial limit of \$5000.00 for the previous two financial years.	\$3,000.00	\$2,000.00
Knox Basketball Incorporated	Financial assistance to cover transport costs to Shepparton for the Knox Basketball Girls Under 14 team, \$500.00 refused under Section 6.18 Minor Grant Policy which stipulates a maximum limit of \$3,000.00.	\$3,500.00	\$3,000.00
Wantirna Jetbacks Junior Basketball Club	Funding for the purchase of reversible training tops for new players.	\$1,000.00	\$1,000.00
St Vincent De Paul Society	Funding to provide a 3 course Christmas lunch for up to 110 senior Ferntree Gully citizens.	\$3,000.00	\$3,000.00
St Thomas Anglican Church	Funding for the purchase of an upgraded large fridge and freezer for the Community Meal Outreach Program.	\$995.00	\$995.00

Chinese Association of Victoria	Funding to cover expenses for holding a Family Fun Day for the community.	\$2,910.00	\$2,910.00
Knox and District Toy Library	Funding for the rebuilding of the Library website.	\$1,360.00	\$1,360.00
Wantirna South Netball Club	Funding to install a split heating and cooling system in the clubroom facilities	\$3,000.00	\$3,000.00
NG Haynes Rostered Activity Group	Funding for art and garden supplies	\$3,000.00	\$3,000.00
Knoxfield 3 Year Old Kinder Group Incorporated	Funding for the repair of the sandpit and the installation of new retaining walls	\$2,915.00	\$2,915.00
Ferntree Gully Arts Society	Funding to send two volunteers to the Zart Art Education Conference to develop skills relating to educating young children on the subject of art.	\$580.00	\$580.00
Rotary Club of Fern Tree Gully	Funding for a replacement computer to conduct accounting and presentation duties.	\$988.00	\$988.00
Fairpark Netball Club	Funding for the replacement of outdated team jerseys	\$3,000.00	\$3,000.00
Lions Club of Ferntree Gully	Funding for the purchase of a jumping castle, marquee and various rides for a community event to raise awareness of the Club's work.	\$1,999.00	\$1,999.00
The Basin Community House	Funding for speakers and event expenses for holding the 'Healthy Communities Say No To Porn' Event	\$3,000.00	\$3,000.00
	TOTAL	\$34,247.00	\$32,747.00

- 2. Note that inclusive of the above grants, a total of \$32,747.00 has been awarded under the Minor Grants Program in 2018-19 in support of a variety of community based organisations and their programs.**

1. INTRODUCTION

At the Strategic Planning Committee meeting held on 10 July 2017 the Committee endorsed the Minor Grants Program Policy (the Policy), effective from 25 July 2017.

Minor Grant applications must be for the purposes of meeting requests for small, incidental funding requests from eligible organisations within Knox and not exceed \$3,000.00.

Under the Minor Grants Program Policy an eligible organisation must:

- provide services, projects and programs that directly benefit residents of the City of Knox;
- be a not for profit legal entity that provides services, support or activities to the Knox community. This expressly excludes educational institutions and State and Federal government departments and agencies; but does not exclude related not for profit organisations, including school councils/auxiliaries/parent groups who otherwise qualify under the Policy;
- be incorporated or be auspiced by an incorporated body (for grants over \$500 only);
- have an Australian Business Number or complete a Statement by Supplier form;
- have a Committee of Management or similar governing body that accepts responsibility for the administration of the Grant (for grants over \$500 only);
- hold adequate public liability insurance appropriate to the activity outlined in the application;
- be able to supply permits and plans appropriate to the funded activity where requested by Council;
- 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 in accordance with the Policy.

2. DISCUSSION

Council established the Minor Grants Program to ensure that funding could be provided to community groups who request ad hoc, incidental, community based, one-off grants.

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 by the Chief Executive Officer, or delegate. Applications for funding between \$501 and \$3,000 have been assessed by the Chief Executive Officer, or delegate, for Council's approval.

All recipients of Minor Grants must provide proof of expenditure or purchase. In addition, Minor Grants over \$1,000.00 must meet all funding agreement requirements.

This report outlines the grant applications received since the 23 July 2018 Ordinary Council meeting. It recommends six grants for Council's approval, notes one grant that has been approved and paid under delegated authority and recommends one application for refusal.

The amount sought under the Minor Grants Program application from the Melbourne Boomers Foundation does not comply with section 6.22 Minor Grants Policy. This is because the Melbourne Boomers Foundation have reached the financial limit of receiving \$5000.00 under the Minor Grants Program within the previous two financial years. Therefore, the recommended amount under the grant has been reduced to \$2,000.00.

The application from Knox Basketball Incorporated has been reduced from \$3,500.00 to \$3,000.00 pursuant to section 6.18 Minor Grants Policy, which stipulates a maximum limit of \$3,000.00.

The Minor Grants Policy states under section 6.35 that once the annual budget allocation is exhausted, the Minor Grants Program will be suspended immediately. In this event, new applications would not be accepted until the beginning of the new financial year.

The amount of applications sought this month exceeds the limit for an equal distribution of minor grants across the 12 months of the financial year under section 6.34 Minor Grants Policy.

However, the officers recognise the level of demand for grants is seasonal and recent history shows a decline in applications for Minor Grants over the December-January period. The officers have included applications received before the deadline under section 6.33 Minor Grants Policy and will continue to monitor the amount of Minor Grant applications alongside the yearly allocated budget.

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 Chief Executive Officer, or delegate, and make recommendation for Council's determination.

4. ENVIRONMENTAL/AMENITY ISSUES

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

5. FINANCIAL & ECONOMIC IMPLICATIONS

The approval of minor grants is managed within Council's adopted budget.

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 Minor 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 – Damian Watson, Governance Officer - In providing this advice as the Author, I have no disclosable interests in this report

9. CONCLUSION

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

10. CONFIDENTIALITY

Confidential Appendix A contains each of the individual grant applications for Council's consideration.

Report Prepared By: Governance Officer (Damian Watson)

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

10.2 MINOR GRANTS PROGRAM APPLICATIONS

CONFIDENTIAL APPENDIX A CIRCULATED UNDER SEPARATE COVER

DOBSON WARD**10.3 PROPOSAL TO NAME QUARRY RESERVE, FERNTREE GULLY AND RECOGNISE FORMER MAYOR AND COUNCILLOR, FRANK JOHNSON**

SUMMARY: *Governance Advisor (Ralph Anania)*

The purpose of this report is to seek Council endorsement to place a naming proposal to name the Quarry Reserve in Ferntree Gully, to Frank Johnson Park, for public consultation.

RECOMMENDATION

That Council

- 1. Endorse for public consultation, a proposal to name the Quarry Reserve in Ferntree Gully to Frank Johnson Park, in recognition of former Mayor and Councillor, the late Frank Johnson.**
- 2. Ensure that appropriate consultation is undertaken with the immediate and extended Knox community on this naming proposal.**
- 3. Receive a further report on the proposed naming, following the conclusion of the consultation process.**

1. INTRODUCTION

Frank Johnson served as a Councillor for 12 years, representing the Ferntree Gully Ward from 1981 to 1993, including two terms as Mayor, in 1983/84 and 1987/88. The selection of Quarry Reserve (location map provided as **Appendix A**) as the feature to be named, is linked to the fact that the late Frank Johnson, grew up 600 metres near Quarry Reserve and then spent his entire adult life, living in Ferntree Gully.

Historically, Quarry Reserve was used for quarrying for over 100 years, with quarry operations ceasing in 1996. The site was substantially rehabilitated and the former quarry pit was partly filled with clean fill material. The remaining quarry pit supports a lake with surrounding parklands. The total site area for Quarry Reserve is 15.38ha, of which 2.63 ha is Crown land and has established itself as a regional park within the City of Knox.

2. DISCUSSION**Prevailing Council Policy**

Council's Recognition of Former Mayors and Councillors Policy, is currently under review. One key component of the policy provides that where a person has made a long-term contribution to the Knox community (minimum of 20 Years' service as a Councillor and three Mayoral terms) they will qualify to have a Council owned physical structure or feature named in their honour.

Based on the existing policy, the late Frank Johnson does not satisfy the minimum years of service. Notwithstanding this, it can be argued that the intended purpose in identifying such a long period of time, was to satisfy an

underlying imperative of demonstrated and service and dedication to the community.

From available information, it can be easily distinguished that the late Frank Johnson, did make a lasting contribution to the Knox community:

- Assisted with the establishment of St Joseph's College, Boys Secondary School, Ferntree Gully
- Assisted with the establishment of the Knox Italian Community Club, Karoo Road, Rowville;
- Instrumental in the creation of the Arboretum and a tireless advocate for more open space in Knox;
- Was a foundation member of the Knox & District Woodworkers' Club;
- Was an inaugural Director of the Ferntree Gully Community Bank;
- Provided long service and commitment to the 4th Knox Scout Group, Knox Historical Society, St Vincent de Paul Society, Ferntree Gully Football Club and other community and charity groups; and
- During his 12-year term as a Councillor and two terms as a Mayor, the late Frank Johnson fully embraced his role and actively attended many local school activities, civic receptions and non-formal gatherings and events.

Assessment against Principles of Naming Rules

As required, Council officers have assessed this naming proposal against the principles provided in the naming rules. The assessment has not identified any non-compliance issues with the naming rules.

A copy of the assessment is provided as **Appendix B**.

Other Considerations

Consultation is a key component of any naming and renaming of roads, features and localities. Concerning the naming of features, the Office of Geographic Names has identified the following actions as the minimum requirements for consultation:

- a) Council must contact the immediate community in writing by letter;
- b) Letters must be sent to the ratepayers of the properties and, if the ratepayers are not the owner-occupiers, letters must also be sent to the residents and/or business occupants;
- c) A letter must include a survey or voting poll seeking a response from the residents, ratepayers and/or businesses;
- d) Consultation with the immediate and/or extended community (including Service clubs, local historical societies, CFA, SES, Metropolitan Fire Brigade, Victoria Police and Ambulance Victoria) must be a minimum of 30 days; and
- e) As this proposal will not affect current addresses, Council must consult the public by advertising the proposal in local or statewide newspapers and can also use its website, newsletters or public notices.

3. CONSULTATION

The family of the late Frank Johnson are supportive of this proposal.

4. ENVIRONMENTAL/AMENITY ISSUES

The nature of this report does not have any environmental or amenity issues implications.

5. FINANCIAL & ECONOMIC IMPLICATIONS

The nature of this report does not have any financial or economic implications.

6. SOCIAL IMPLICATIONS

An important part of building community identity is to ensure that community members who have made a recognisable contribution are appropriately acknowledged and celebrated.

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

Recognition of community members and leaders, who have made a recognisable contribution to their community, plays a lead part in progressing Strategy 7.3 - Strengthen community connections.

8. CONFLICT OF INTEREST

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

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

Author – Ralph Anania, Governance Advisor - In providing this advice as the Author, I have no disclosable interests in this report.

9. CONCLUSION

It is recommended that Councillors give favourable consideration to endorsing this naming proposal for public consultation.

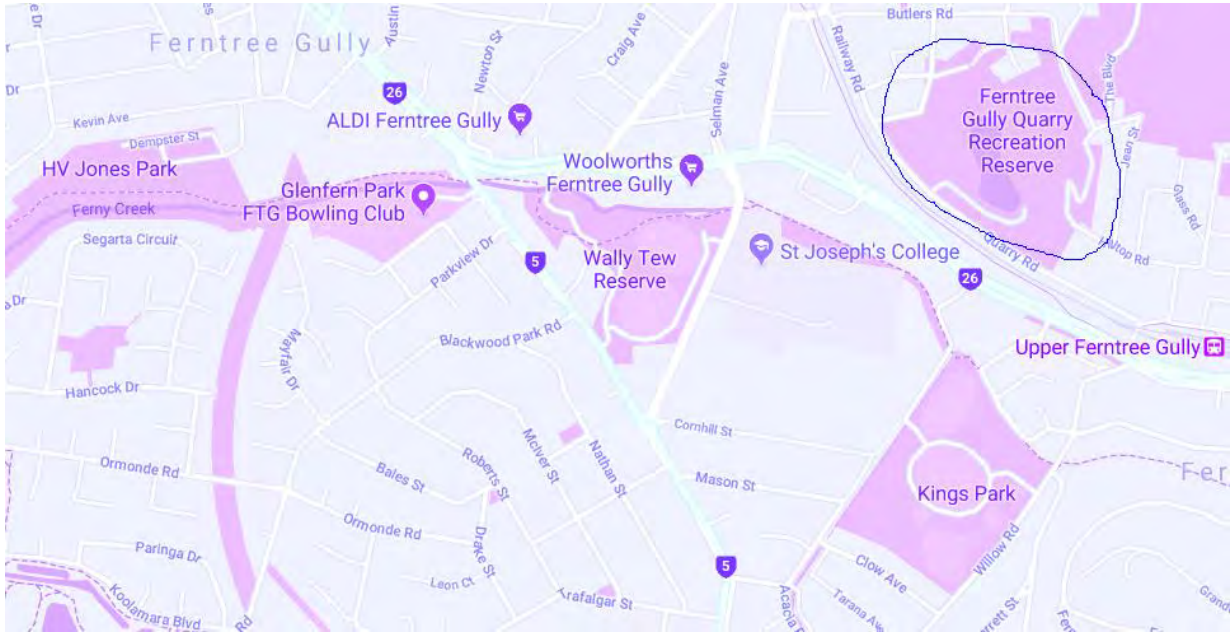
10. CONFIDENTIALITY

Report Prepared By: Governance Advisor (Ralph Anania)

Report Authorised By: Director Corporate Services (Michael Fromberg)

APPENDIX A

Location Map of Quarry Reserve, Ferntree Gully



APPENDIX B

Assessment of proposal to name Quarry Reserve, Ferntree Gully to Frank Johnson Park

General Principle for Naming	Assessment
<p>1. Ensuring Public Safety Geographic names and boundaries must not risk public and operational safety for emergency response; or cause confusion for transport, communication and mail services.</p>	Formally naming Quarry Reserve to Frank Johnson Park is not expected to create any public safety issues.
<p>2. Recognising the public interest Regards needs to be given to the long-term consequences and short-term effects on the wider community of naming, renaming or adjusting geographic boundary of a place.</p>	Recognising long-term contributions to the Knox community is the cornerstone of Council's prevailing policy.
<p>3. Linking the name to place Place names should be relevant to the local area with preference given to unofficial names used by the local community. If named after a person, that person should be or have been held in strong regard by the community.</p>	The late Frank Johnson lived in Hilltop Road, Ferntree Gully, and then spent the remainder of his life in Ferntree Gully.
<p>4. Ensuring names are not duplicated Proposed names must not duplicate another name within prescribed distances, irrespective of locality and/or council boundaries.</p>	There are no duplicated names within the locality or within a 5 kilometre radius of Ferntree Gully.
<p>5. Names must not be discriminatory Place names must not discriminate.</p>	Not applicable to this naming proposal.
<p>6. Recognition and use of Aboriginal languages in naming Use of aboriginal languages in the naming of roads, features and localities is encouraged, subject to agreement from relevant Traditional Owner group(s).</p>	Not applicable to this naming proposal.
<p>7. Dual names Use dual names as a way of recognising the names given to places by different enduring cultural and language groups.</p>	Not applicable to this naming proposal.
<p>8. Using commemorative names Naming often commemorates an event, person or place. If named after a person, that person should have been held in strong regard by the community.</p>	It is considered that the late Frank Johnson has made a long-lasting contribution to Ferntree Gully and the wider community of Knox.
<p>9. Using commercial and business names Naming authorities should not name places after commercial businesses; trade names; estate names or not-for-profit organisations.</p>	Not applicable to this naming proposal.
<p>10. Language Use of names from Australian English, Aboriginal names and names from other languages need to be given careful consideration.</p>	The name Frank Johnson Park satisfies the language considerations.
<p>11. Directional names to be avoided Cardinal directions (north, south, east and west) must be avoided.</p>	Not applicable to this naming proposal.
<p>12. Assigning extent to a road, feature or locality Naming authority must clearly define the area and/or extent to which the name will apply.</p>	Quarry Reserve is bounded by Quarry Rd, Railway Rd, Stringybark Dve, Beech Cl, Misthills Crt, Butler Rd, Lady's Walk and Hilltop Rd, Ferntree Gully.

CHANDLER WARD**10.4 SALE OF COUNCIL PROPERTY – 1221 MOUNTAIN HIGHWAY, THE BASIN**

SUMMARY: *Coordinator Property Management (Angela Mitchell)*

This report is presented following the closing of public submissions for the proposed sale of 1221 Mountain Highway, The Basin. No submissions were received by the closing date of submissions. All relevant legislative provisions under the Local Government Act 1989 to enable the sale have now been completed.

RECOMMENDATION

That Council, having completed the statutory processes under section 189 and 223 of the Local Government Act 1989 required to sell the property known as 1221 Mountain Highway, The Basin (refer Appendix A) being Lot 1 on TP 127632Q within Certificate of Title Volume 7733 Folio 098 (Land):

1. Proceed with the sale of the Land by public auction.
2. Authorises the Chief Executive Officer to sign and seal all documents necessary to sell the Land, including any contract of sale and transfer of land documents.

1. INTRODUCTION

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

2. DISCUSSION

1221 Mountain Highway, The Basin is an allotment of 1,011.7m² and comprises a building currently occupied by The Basin Community House. The property is zoned Neighbourhood Residential Zone 2.

Council at its meeting on 28 May 2018 resolved as follows:

“That Council:

1. Being of the opinion that the property known as 1221 Mountain Highway, The Basin identified as Lot 1 on TP 127632Q within Certificate of Title Volume 7733 Folio 098 (refer Appendix A), is surplus to Council's requirements:

- a. Commence the statutory process, under section 189 of the Local Government Act 1989, to sell the property known as 1221 Mountain Highway, The Basin identified as Lot 1 on TP 127632Q within Certificate of Title Volume 7733 Folio 098 and that under Section 223 of that Act, public notice of the proposed sale by a public process be given in the Knox Leader.
 - b. Hears submissions in accordance with section 223(1)(b) of the Local Government Act 1989 and appoint the following Committee of Council comprising Cr Mortimore, Cr Keogh and Cr Lockwood to consider submissions on Monday, 23 July 2018 at 5.00pm.
2. That a further report be presented to Council following the conclusion of the statutory process.”

Following this resolution, Council officers commenced the administrative procedures associated with the proposed sale of the Land, including publication of a public notice declaring Council’s proposal to sell the Land by a public process. The notice also outlined the process for members of the public to make a submission in relation to the proposed sale. At 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 the Land by public auction.

Council’s Sale of Land and Buildings Policy provides that sale of land will occur through a public process unless Council resolves that circumstances exist that justify an alternative method of sale. This policy also provides that the public process selected from the options of public auction, public tender or registration of expressions of interest will be determined by the Chief Executive Officer on recommendation from the Director Corporate Services and be based on achieving the optimum economic return to Council.

A sale by public auction will allow a transparent and public process and may yield the best return in this instance.

3. CONSULTATION

Council has undertaken public consultation in respect of the proposal to sell the Land, pursuant to section 189 and 223 of the Local Government Act 1989, which included giving public notice of the proposal.

At the conclusion of the submission period no submissions were received.

4. ENVIRONMENTAL/AMENITY ISSUES

Application of the SLO3, DDO2 and ESO3 on this property will continue to protect the Dandenong Foothills landscape and the environmental significance.

Amenity issues, such as impacts on neighbouring properties and landscaping, will be considered as part of any future planning permit applications.

5. FINANCIAL & ECONOMIC IMPLICATIONS

The current tenant, The Basin Community House, is relocating to a new building which is being constructed at the rear of The Basin Primary School. The building is owned by the Department of Education and Training with Council being the Lessee, and The Basin Community House entering into a licence agreement with Council.

Considering this, Council at its meeting on 28 August 2017, resolved as follows in relation to the allocation of funds from the sale of this property:

- Once-off funding up to an amount of \$150K for furniture, fixtures and equipment (FFE); and
- Funding asset renewals, maintenance and Council's operational and management costs over the terms of the 20 year lease, estimated at \$522,440.

If the sale does not realise the above commitment, Council will need to allocate funds from general revenue.

A confidential valuation dated 17 May 2018 is attached as Appendix B. A further report will be presented to Council seeking a resolution to establish a reserve price at a later meeting. This process is consistent with Council's policy and allows Council to determine the reserve price as close as possible to auction day.

6. SOCIAL IMPLICATIONS

These are addressed in the Assessment Criteria set out in Appendix C 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.

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

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

9. CONCLUSION

As this Land has been assessed as surplus to Council's requirements and as Council has now complied with its public notice obligations under section 189 and 223 of the Local Government Act 1989, it is recommended that Council commence the process to sell 1221 Mountain Highway, The Basin being Lot 1 on TP 127632Q within Certificate of Title Volume 7733 Folio 098 by public auction.

10. CONFIDENTIALITY

A confidential valuation is attached as Appendix B to this report.

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

*Manager – Business and Financial Services
(Dale Monk)*

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

APPENDIX A – Sale of Council Property – 1221 Mountain Highway, The Basin



**10.4 SALE OF COUNCIL PROPERTY – 1221 MOUNTAIN HIGHWAY,
THE BASIN**

Confidential Appendix B circulated under separate cover

APPENDIX C – Sale of Council Property – 1221 Mountain Highway, The Basin

Assessment Against Criteria for Sale of Land and Buildings**ECONOMIC**

Principle:	Council evaluation of surplus property will consider the value the land as well as the cost of retaining the land; ongoing maintenance, utilities and any foregone revenue; as well as any potential return available from use for alternative purposes.
Assessment:	Council currently provides an operational grant of \$13,000 per annum to the Community House. In addition to this, \$9,000 is allocated to this site (land and building) for maintenance. The building has been assessed as being not fit for other organisations usage due to its condition and no further funds should be spent on it once the neighbourhood house relocates.

ENVIRONMENTAL

Principle:	Council will sell surplus land where retention will not enhance or protect its environmental value.
Assessment:	1221 Mountain Highway is located within the Dandenong Ranges Buffer Area of biological significance, however, the site itself is not specifically identified. Council's Landscape Services has inspected the site and considers that application of Environmental Significance (ESO) and Significant Landscape overlays (SLO) are appropriate.

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:	The land is considered to have insufficient parking for alternative community or commercial uses, and would require renovations to suit these purposes. Consequently, residential use is considered the most appropriate use of the site.

RECREATION

Principle:	Council will sell surplus land where it is not required in the foreseeable future for recreational purposes.
Assessment:	1221 Mountain Highway has not been identified in the Knox Open Space Plan.

LAND USE PLANNING

Principle:	Council will sell surplus land where there are not compelling land use planning grounds for retention.
Assessment:	There are no compelling land use planning grounds for the retention by Council of 1221 Mountain Highway, The Basin.

SOCIAL

Principle:	Council will sell surplus land where alternative social uses have not been identified.
Assessment:	The Knox Affordable Housing Action Plan 2015-2020 (KAHAP) outlines the roles of Council in increasing the supply of affordable and social housing in Knox as a planner, provider, partner and advocate. However, an assessment against Council's affordable and social housing policy indicates that this site is not suitable for the provision of social or affordable housing due to its distance from activity centres, as well as its limited development potential due to its Neighbourhood Residential zoning.

ALL WARDS**10.5 KNOX CITY COUNCIL ATTENDANCE AT THE AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION NATIONAL ASSEMBLY 2018**

SUMMARY: *Chief Executive Officer (Tony Doyle)*

This report seeks to brief Council of the activities and learnings from the 2018 Australian Local Government Association General Assembly, held in Canberra from 17 June 2018 to 20 June 2018.

RECOMMENDATION

That Council note and receive the report on the Australian Local Government Association National Assembly 2018.

1. INTRODUCTION

Cr John Mortimore, Mayor, Cr Peter Lockwood, Cr Tony Holland and Tony Doyle, Chief Executive Officer attended and represented Knox City Council at the 2018 Australian Local Government Association (ALGA) General Assembly in Canberra.

The General Assembly is convened annually and is the peak annual event for local Government in Australia. The assembly attracts representations from the 527 Councils across Australia, attracting well in excess of 800 delegates.

The General Assembly is an important development forum for Councillors and officers. It also provides an invaluable opportunity for Local Government to engage directly with the Federal Government, to develop national policy and learn about industry best practice. Speakers at the General Assembly include local government leaders, national political leaders and leading Australian experts and academics from fields of interest and relevance to local government.

2. DISCUSSION**2.1 General Assembly**

The conference opening was Sunday 17 June 2018 and provided attendees with an opportunity to view exhibitions from sponsors and vendors. Of particular note amongst these were:

Green Frog Systems: Green Frog Systems is a leading designer and manufacturer of solar, road and pathway lighting systems. They focus on intelligent, connected lighting networks and predictive energy storage systems, plug and play and customised solutions. Of particular interest was their advice on potential cost savings from solar lighting in parks, including operational and installation costs.

Stephanie Alexander Kitchen Garden Foundation: This foundation is a not-for-profit charity that provides professional development, educational resources and support for schools and early learning centres to deliver pleasurable food education to children. The Foundation's flagship Kitchen Garden Program, delivered in over 800 Australian primary schools, teaches students how to grow, harvest, prepare and share fresh, seasonal, delicious food. The model fosters positive food habits and uses an integrated approach to help schools and centres meet a wide range of wellbeing, education and community objectives.

Australian Business Register (ABR): ABR promoted their ABR Explorer, which is a service where government agencies can apply filters to search, analyse and export ABR data to support economic development.

Little Scientists: This organisation is a not-for-profit professional development program for early childhood educators and teachers combining inquiry-based learning with age-appropriate STEM exploration (Science, Technology, Engineering and Maths). Little Scientists offer a range of affordable, hands-on STEM workshops that encourage daily scientific exploration with young children aged 3 to 6 years.

Assembly speakers over the two and a half days were informative across a range of topics including key note speakers on politics, gender, population, panel discussions on innovation, liveability and resilience, as well as concurrent sessions on technology, recycling and delivering for communities. Speakers included the Prime Minister, Ministers and Leader of the Opposition.

ALGA President David O'Loughlin opened the conference and spoke about ALGA's advocacy agenda, noting achievements over the last year including:

- The Financial Assistance Grants indexation freeze being lifted;
- The new and improved Natural Disaster Relief and Recovery arrangement;
- Federal Government focus on investing in disaster mitigation;
- Budget announcement of a one-off program of \$29.7 million to fund up to 500 local community sporting infrastructure grants; and
- The reintroduction of additional local roads funding for South Australia.

Slides from the ALGA President's presentation are attached in Appendix A.

Other speakers of note included:

- Virginia Haussegger: "The case for gender diversity and Local Government".
- Panel Session: "Balancing Innovation and the Public Interest" with Virginia Haussegger, Professor Veena Sahajwalla, Laureate Professor, Australian Research Council, Michael Smith, National Sales Manager, Business Development & Retention, BMW and Professor Ron Bartsch, President, Asia Pacific Remotely Piloted Aircraft Systems Consortium.
- Professor Ron Bartsch: "**Balancing Innovation and the Public Interest**".
- The Hon. Dr John McVeigh: **Address to the 2018 National General Assembly of Local Government.**

- The Hon. Stephen Jones: **Address to the 2018 National General Assembly of Local Government.**
- Digital Technology (Breakout Session): Discussion focused on the benefits of solar powered lighting, which showed a significant benefit in reduced cabling costs and reduced maintenance costs. There was also a discussion on the Internet of Things (IoT), a network which enables sensors in say bin monitors, water monitors, car parking space monitors to communicate.
- Recycling and Waste (Breakout Session): Discussion included the public losing confidence regarding recycling following negative market publicity and better ways to communicate key messages.
- Bernard Salt: **“Population and the Policy Imperative”**. Mr Salt spoke on the importance of cities giving a good lifestyle, and highlighted a number of elements a good city needs. A slide pack from this presentation is attached as Appendix B.

Motions at the General Assembly were debated across a number of sessions and the resolutions are attached as Appendix C.

Resolutions of particular note include:

- Constitutional recognition of local government
- Increase in Federal Assistance Grants to 1% of national taxation
- Use of recycling materials and waste matters generally
- Developing markets for recyclable products
- Product stewardship
- Affordable housing
- Road infrastructure
- Increasing local content in procurement
- Cycling and walking networks

2.2 Advocacy

The location of the General Assembly makes the event an important opportunity to build political relationships in Canberra and advocate for policies and funding that would benefit the Knox community.

Council representatives met with members of the Federal Government and Opposition across four meetings at Parliament House. Discussions covered a range of issues, with a focus on the proposed expansion of the Knox Regional Sports Park (KRSP).

Senators and Members were briefed on the components of the draft KRSP Masterplan and the social and economic benefits of the proposed expansion.

The purpose of the meetings was to build familiarity and interest in the project as a precursor to a future funding application.

3. CONSULTATION

No consultation was undertaken in relation to this report.

4. ENVIRONMENTAL/AMENITY ISSUES

There are no environmental or amenity issues in relation to this report.

5. FINANCIAL & ECONOMIC IMPLICATIONS

The total cost of Councils attendance at the General Assembly General was \$9,791.93, inclusive of travel, accommodation, meals and conference registration.

6. SOCIAL IMPLICATIONS

There are no direct social implications from this report.

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

The Knox Community and Council Plan 2017-2021 identifies a number of objectives within strategies as outlined below:

Goal 8 - We have confidence in decision making.

Strategy 8.1 Build, strengthen and promote good governance practices across governance 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 and Author – Tony Doyle, Chief Executive Officer - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

9. CONCLUSION

The General Assembly is Australia's largest and most influential gathering of local government councillors, mayors and officers. This year's theme 'Australia's Future – Make it Local' reflects not just the wide scope and importance of Local Government, but its ability to influence and affect fundamental change and improvement at the community level.

Knox City Council representatives at this year's General Assembly benefited from attending and learning from this informative program, whilst also having the unique opportunity to advocate and lobby on behalf of the Knox community.

10. CONFIDENTIALITY

Nil.

Report Prepared and Authorised by: Chief Executive Officer, Tony Doyle

**10.5 KNOX CITY COUNCIL ATTENDANCE AT THE AUSTRALIAN LOCAL
GOVERNMENT ASSOCIATION NATIONAL ASSEMBLY 2018**

Appendices A - C - Circulated Under Separate Cover

ALL WARDS

10.6 UNAUDITED 2017-18 ANNUAL FINANCIAL STATEMENTS AND PERFORMANCE STATEMENT

SUMMARY: *Manager Business and Financial Services (Dale Monk)*

The unaudited Annual Financial Statements and Performance Statement for the year ended 30 June 2018 are presented for consideration and approval in principle. These Statements were reviewed and endorsed by Council's Audit Committee at its meeting on Thursday 23 August 2018.

RECOMMENDATION

That Council

1. Receive and adopt in principle the Unaudited 2017-18 Annual Financial Statements (Appendix A) and Performance Statement (Appendix B) for the year ending 30 June 2018.
2. Authorise the Principal Accounting Officer to make changes to the Financial Statements and Performance Statement as determined by the Auditor-General, and that the Audit Committee be consulted prior to making any material amendments to these Statements as determined by Auditor-General, and that material amendments be communicated to Council as soon possible.
3. Nominate and authorise Councillor and Councillor to certify (on behalf of Council) the 2017-18 Annual Financial Statements and Performance Statement, in the final form.

1. INTRODUCTION

Crowe Horwath (agents of the Victorian Auditor-General's Office) has undertaken the external audit of the 2017-18 Annual Financial Statements and Performance Statement.

The Annual Financial Statements consisting of Financial Statements and Notes (refer Appendix A) has been prepared in accordance with Australian Accounting Standards and Interpretations, the Local Government Act 1989 (the Act) and the Local Government (Planning and Reporting) Regulations 2014 (the Regulations).

The Audit Committee at its meeting of Thursday 23 August 2018 having reviewed the Annual Financial Statements and Performance Statement, recommended that Council adopt the unaudited 2017-18 Annual Financial Statements and Performance Statement on an in principle basis and submit them to the Victorian Auditor-General for final audit.

In accordance with Sections 131(4) and 131(5) of the Act, and Sections 18 and 21 of the Regulations, the completed Annual Financial Statements and Performance Statement are to be certified by the Principal Accounting Officer, Chief Executive Officer and two Councillors (on behalf of Council) having regard to the recommendations, if any, from the Victorian Auditor-General.

The Victorian Auditor-General's certification is anticipated in September 2018.

2. DISCUSSION

Annual Financial Statements

The unaudited Financial Statements indicate the performance for the year and the financial position of Council as at 30 June 2018 (refer Appendix A). While the external audit has not yet been finalised, it is expected there will be no major changes to the Statements as presented.

Council ended the financial year in a strong financial position. Council's surplus for 2018 was \$31.195 million, which was a favourable variance of \$27.244 million when compared to the 2017-18 Adopted Budget surplus of \$3.951 million. The key variances were:

- 50% prepayment of 2018-19 Victoria Grants Commission Grants in June 2018 (\$3.263 million for General Purpose Grants and \$0.561 million for Local Road Funding).
- Higher than budgeted supplementary rates and charges income (\$0.677 million) and higher than budgeted residential garbage charge income (\$0.528 million).
- Higher than anticipated monetary contributions of which \$2.721 million is reflective of the level of development across the municipality and \$1.000 million is an unbudgeted donation received towards capital works at Batterham Reserve.
- Higher than expected non-monetary contributions (\$7.495 million) due to a higher than anticipated number of assets handed over to Council from developers.
- Lower than budgeted employee costs totalling \$2.965 million due to the capitalisation of employee costs (\$0.921 million) and staff vacancies throughout the year.
- Lower than budgeted materials and services (\$6.350 million). There is a continued focus on the containment of operating costs throughout Council, whilst maintaining services for the community. Further contributing to this variance is a \$1.615 million reduction in the landfill rehabilitation provision and a \$0.923 million reduction in capital works expenditure that is operational in nature due to the carry forward of capital works to 2018-19.
- Lower than budgeted depreciation and amortisation (\$2.881 million) due to the carry forward of capital works from 2016-17 into 2017-18 and from 2017-18 into 2018-19.
- The Balance Sheet reflects a strong position with a Working Capital ratio (liquidity) of 2.36:1 or 236%.
- Total cash holdings (cash on hand and term deposits) were \$64.251 million at balance date.

Performance Statement

Section 131(2) (b) of the Local Government Act 1989 requires the annual report to include an audited Performance Statement. The Performance Statement report results of indicators established by the Victoria Local Government Performance Reporting Framework (LGPRF).

The Performance Statement (refer Appendix B) includes the indicators, measures and results for the prescribed indicators of sustainable capacity, service performance and financial performance. To provide context to the results, the Statement must also contain a description of the municipal district including its size, location and population.

The Performance Statement provides 3 years of comparatives (2014-15, 2015-16 and 2016-17) to provide trend data.

The Local Government (Planning and Reporting) Regulations 2014 require councils to provide commentary for all material variations in the results between the current year and previous years. Management has set its material threshold at plus or minus 10% of the previous year's result. Based in this materiality threshold, 5 results for the prescribed indicators are reporting a material variance requiring comment. Council has provided comments to assist readers in interpreting the results.

3. CONSULTATION

This report does not require consultation. The 2017-18 Annual Financial Statements and Performance Statement will be publicly available as part of the 2017-18 Annual Report.

4. ENVIRONMENTAL/AMENITY ISSUES

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

5. FINANCIAL & ECONOMIC IMPLICATIONS

The 2017-18 Annual Financial Statements and Performance Statement report on Council's financial and non-financial performance for the financial year.

6. SOCIAL IMPLICATIONS

This report does not have any social implications for discussion.

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

The 2017-18 Annual Financial Statements and Performance Statement are a historical reflection of Council's 2017-18 financial performance and performance against initiatives identified in the Community and Council Plan 2017-2021.

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 Services - In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

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

9. CONCLUSION

The 2017-18 Annual Financial Statements indicate that Council's overall financial position is strong. The 2017-18 Performance Statement highlights Council's performance successes over the financial year.

10. CONFIDENTIALITY

This report is not confidential.

Report Prepared By: **Manager Business and Financial Services
(Dale Monk)**

Report Authorised By: **Director Corporate Services
(Michael Fromberg)**

**10.6 UNAUDITED 2017-18 ANNUAL FINANCIAL STATEMENTS AND
PERFORMANCE STATEMENT**

Appendices A and B Circulated Under Separate Cover

ALL WARDS**11.1 ASSEMBLIES OF COUNCILLORS**

SUMMARY: *Acting Manager Governance and Strategy
(Ralph Anania)*

This report provides details of Assembly of Councillors for the period 5 July 2018 to 6 August 2018, as required under section 80A(2) of the Local Government 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.

Report Prepared By: *Acting Manager Governance and Strategy
(Ralph Anania)*

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

Complete this Section

Date of Assembly: 5/7/2018

Name of Committee or Group (if applicable): Planning Consultative Committee

Time Meeting Commenced: 6.00pm

Name of Councillors Attending:

Cr John Mortimore, Mayor

Cr Peter Lockwood

Name of Members of Council Staff Attending:

Merette Shenouda

Katherine Walker

Greg Kent

Matters Considered:

Planning application P/2018/6066 for a telecommunications tower at 17-21 Falconer Road, Boronia was discussed. Applicant presented their application. Objectors raised their concerns.

Any conflict of interest disclosures made by a Councillor attending: *Nil

Name	Disclosure (refer front of form)	Relevant Matter	Left Assembly **
			Yes/No
			Yes/No
			Yes/No

Name of Person Completing Record: Katherine Walker

* Note: A Councillor making a disclosure must (80A(3)) make a disclosure under s79 and complete a Disclosure of Conflict of Interest Form.

** Councillor disclosing to an assembly that he or she has a conflict of interest must leave the assembly prior to the matter being discussed and not return until the item has been considered.

[Complete this Section](#)

Date of Assembly: 9/7/2018

Name of Committee or Group (if applicable): Issues Briefing

Time Meeting Commenced: 8.05pm

Name of Councillors Attending:

Cr Peter Lockwood

Cr Lisa Cooper

Cr Jackson Taylor

Cr Darren Pearce

Cr Adam Gill (8.21pm)

Cr Nicole Seymour

Name of Members of Council Staff Attending:

Tony Doyle

Phil McQue

Ian Bell

Paige Kennett

Michael Fromberg

Peter Gore (Item 1)

Julia Oxley

Elissa Pachacz (Item 1)

Kerry Stubbings

Ralph Anania (Items 2 & 3)

Matters Considered:

1. Review of Council's Major Festivals and Events Program 2017-18
2. Proposal to Name Quarry Park and Recognise Former Mayor and Councillor Frank Johnson
3. Review of Council Report Templates

Any conflict of interest disclosures made by a Councillor attending: *Nil

Name	Disclosure (refer front of form)	Relevant Matter	Left Assembly **
			Yes/No
			Yes/No
			Yes/No

Name of Person Completing Record: Paige Kennett

* Note: A Councillor making a disclosure must (80A(3)) make a disclosure under s79 and complete a Disclosure of Conflict of Interest Form.

** Councillor disclosing to an assembly that he or she has a conflict of interest must leave the assembly prior to the matter being discussed and not return until the item has been considered.

Complete this Section

Date of Assembly: 16/7/2018

Name of Committee or Group (if applicable): Special Issues Briefing

Time Meeting Commenced: 6.52pm

Name of Councillors Attending:

Cr John Mortimore, Mayor

Cr Tony Holland

Cr Jake Keogh, Deputy Mayor

Cr Lisa Cooper

Cr Peter Lockwood

Cr Darren Pearce

Cr Jackson Taylor

Cr Nicole Seymour

Cr Adam Gill

Name of Members of Council Staff Attending:

Tony Doyle

Janine Brown (Items 1 & 2)

Ian Bell

Angela Morcos (Items 1 & 2)

Michael Fromberg

Angela Mitchell (Item 2)

Julia Oxley

Anthony Petherbridge (Item 2)

Kerry Stubbings

Matt Hanrahan (Item 3)

Phil McQue

Jude Whelan (Item 3)

Paige Kennett

Matters Considered:

1. Early Years Management – Transition to Parent Group Model
2. Proposed Plan for Refurbishment and Realisation of Early Years Facilities
3. Public Transport Advocacy

Any conflict of interest disclosures made by a Councillor attending: * Nil

Name	Disclosure (refer front of form)	Relevant Matter	Left Assembly **
			Yes/No
			Yes/No

Name of Person Completing Record: Paige Kennett

* Note: A Councillor making a disclosure must (80A(3)) make a disclosure under s79 and complete a Disclosure of Conflict of Interest Form.

** Councillor disclosing to an assembly that he or she has a conflict of interest must leave the assembly prior to the matter being discussed and not return until the item has been considered.

[Complete this Section](#)

Date of Assembly: 18/7/2018

Name of Committee or Group (if applicable): Community Development Fund Evaluation Panel

Time Meeting Commenced: 6.30pm

Name of Councillors Attending:

Cr Jake Keogh, Deputy Mayor

Cr Jackson Taylor

Cr Tony Holland

Name of Members of Council Staff Attending:

Deb Robert

Jodie Heriot

Cassie Wright

Matters Considered:

1. Process for assessing the 2018-19 Community Development Fund Grant applications
2. Update on progress/acquittals of previously funded projects
3. Conflict of Interest in relation to the assessment of 2018-19 grants were declared by community representative panel members

Any conflict of interest disclosures made by a Councillor attending: * Nil

Name	Disclosure (refer front of form)	Relevant Matter	Left Assembly **
			Yes/No
			Yes/No

Name of Person Completing Record: Deb Robert

* Note: A Councillor making a disclosure must (80A(3)) make a disclosure under s79 and complete a Disclosure of Conflict of Interest Form.

** Councillor disclosing to an assembly that he or she has a conflict of interest must leave the assembly prior to the matter being discussed and not return until the item has been considered.

[Complete this Section](#)

Date of Assembly: 24/7/2018

Name of Committee or Group (if applicable): Youth Advisory Committee

Time Meeting Commenced: 6.30pm

Name of Councillors Attending:

Cr Jake Keogh, Deputy Mayor

Cr Jackson Taylor

Name of Members of Council Staff Attending:

Katie Scott

Tony Justice

Peter Gore

Jane Kutchins

Matters Considered:

1. Discussion on the impact of the Youth Advisory Committee to date
2. Session led by Cr Taylor and Cr Keogh on their thoughts on the importance of the Youth Advisory Committee
3. Mid-year feedback session – seeking feedback on the Youth Advisory Committee model to date

Any conflict of interest disclosures made by a Councillor attending: * Nil

Name	Disclosure (refer front of form)	Relevant Matter	Left Assembly **
			Yes/No
			Yes/No

Name of Person Completing Record: Katie Scott

* Note: A Councillor making a disclosure must (80A(3)) make a disclosure under s79 and complete a Disclosure of Conflict of Interest Form.

** Councillor disclosing to an assembly that he or she has a conflict of interest must leave the assembly prior to the matter being discussed and not return until the item has been considered.

[Complete this Section](#)

Date of Assembly: 31/7/2018

Name of Committee or Group (if applicable): Knox Disability Advisory Committee

Time Meeting Commenced: 6.30pm

Name of Councillors Attending:

Cr Nicole Seymour

Name of Members of Council Staff Attending:

Peter Johnston

Michelle Penney

Joy Temple

Matters Considered:

1. Update from Latrobe Community Health on NDIS Planning
2. Presentation on Disability Housing

Any conflict of interest disclosures made by a Councillor attending: * Nil

Name	Disclosure (refer front of form)	Relevant Matter	Left Assembly **
			Yes/No
			Yes/No

Name of Person Completing Record: Peter Johnston

* Note: A Councillor making a disclosure must (80A(3)) make a disclosure under s79 and complete a Disclosure of Conflict of Interest Form.

** Councillor disclosing to an assembly that he or she has a conflict of interest must leave the assembly prior to the matter being discussed and not return until the item has been considered.

Complete this Section

Date of Assembly: 1/8/2018

Name of Committee or Group (if applicable): Recreation and Leisure Liaison Group

Time Meeting Commenced: 6.30pm

Name of Councillors Attending:

Cr Jake Keogh, Deputy Mayor

Cr Jackson Taylor

Cr Tony Holland

Name of Members of Council Staff Attending:

Bronwyn Commandeur

Robert Morton

Suranga Dissakarunaratne

Matters Considered:

1. Creating inclusive Clubs
2. Workshop to review the Council's Breach of Tenancy Policy
3. Review on the Recreation and Leisure Liaison Group

Any conflict of interest disclosures made by a Councillor attending: * Nil

Name	Disclosure (refer front of form)	Relevant Matter	Left Assembly **
			Yes/No
			Yes/No

Name of Person Completing Record: Suranga Dissakarunaratne

* Note: A Councillor making a disclosure must (80A(3)) make a disclosure under s79 and complete a Disclosure of Conflict of Interest Form.

** Councillor disclosing to an assembly that he or she has a conflict of interest must leave the assembly prior to the matter being discussed and not return until the item has been considered.

Complete this Section

Date of Assembly: 6/8/2018

Name of Committee or Group (if applicable): Issues Briefing

Time Meeting Commenced: 6.20pm

Name of Councillors Attending:

Cr John Mortimore, Mayor

Cr Tony Holland

Cr Jake Keogh, Deputy Mayor

Cr Lisa Cooper

Cr Jackson Taylor

Cr Darren Pearce

Cr Adam Gill

Cr Nicole Seymour

Name of Members of Council Staff Attending:

Ian Bell

Nicole Columbine (Item 2)

Michael Fromberg

Jude Whelan (Items 2 & 3)

Matt Hanrahan

Paul Barrett (Items 4 & 5)

Julia Oxley

Paige Kennett (Item 5)

Kerry Stubbings

Ralph Anania (Item 6)

Ian Goulet (Item 1)

Cliff Bostock (Item 8)

Monica Micheli (Item 2)

Matters Considered:

1. 2018-19 Valuation and Rates Notice
2. Draft Knox Regional Sports Park Masterplan
3. Advocacy – Community Investment Plan
4. Conference System Upgrade
5. Live Streaming of Public Council Meetings
6. Request to Assign New Locality Name of Caribbean Park
7. Forward Report Schedule
8. Millers Homestead Amendment

Any conflict of interest disclosures made by a Councillor attending: * Nil

Name	Disclosure (refer front of form)	Relevant Matter	Left Assembly **
			Yes/No
			Yes/No

Name of Person Completing Record: Paige Kennett

* Note: A Councillor making a disclosure must (80A(3)) make a disclosure under s79 and complete a Disclosure of Conflict of Interest Form.

** Councillor disclosing to an assembly that he or she has a conflict of interest must leave the assembly prior to the matter being discussed and not return until the item has been considered.

12. MOTIONS FOR WHICH NOTICE HAS PREVIOUSLY BEEN GIVEN**13. SUPPLEMENTARY ITEMS****14. URGENT BUSINESS****14.1 URGENT BUSINESS****14.2 CALL UP ITEMS****15. QUESTIONS WITHOUT NOTICE**