

# MINUTES

## Meeting of Council

Held at the  
Civic Centre  
511 Burwood Highway  
Wantirna South  
On  
Monday 19 December 2022

The Agenda for the Meeting of Council, Monday 19 December 2022, forms part of these Minutes and is attached in full at the end of the Minutes.

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



The meeting commenced at 5:05pm.

**PRESENT:**

<i>Cr M Timmers-Leitch (Mayor)</i>	<i>Collier Ward</i>
<i>Cr Y Allred</i>	<i>Baird Ward</i>
<i>Cr J Dwight</i>	<i>Chandler Ward</i>
<i>Cr S Grasso</i>	<i>Dinsdale Ward</i>
<i>Cr M Baker (Via Zoom)</i>	<i>Dobson Ward</i>
<i>Cr S Laukens</i>	<i>Friberg Ward</i>
<i>Cr D Pearce</i>	<i>Taylor Ward</i>
<i>Cr N Seymour (Via Zoom)</i>	<i>Tirhatuan Ward</i>
<i>Mr B Dobson</i>	<i>Chief Executive Officer</i>
<i>Mr G Curcio</i>	<i>Director - Customer and Performance</i>
<i>Mr G Thorne</i>	<i>Director – Infrastructure</i>
<i>Mr M Kelleher</i>	<i>Director - City Livability</i>
<i>Ms J Chalkley</i>	<i>Acting Director – Connected Communities</i>
<i>Ms N Lorkin</i>	<i>Chief Financial Officer</i>
<i>Mr A Dowling</i>	<i>Manager, Governance &amp; Risk</i>

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

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

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## 1 Apologies and Requests for Leave of Absence

Apologies were received from Councillor Cooper.

## 2 Declarations of Conflict of Interest

Chief Executive Officer Bruce Dobson noted in the interests of transparency, he had an interest in Item 13.2 - CEO Performance Review.

## 3 Confirmation of Minutes

The Chairperson, Councillor Timmers-Leitch invited Councillors to raise any opposition to the Minutes of the Meeting of Council held on Monday 28 November 2022. There being none, the Chairperson declared the Minutes be confirmed.

## 4 Presentations, Petitions and Memorials

Nil.

## 5 Reports by Councillors

### 5.1.1 Councillor Dwight

Councillor Dwight reported attending the following meetings:

- Rights of Nature and Earth Laws- An Introduction to Key Concepts and Approaches
- Audit and Risk Committee Meeting
- MAV Mayoral Induction
- Eastern Regional Group of Councils Meeting
- Knox Carols by Candlelight Event

Councillor Dwight also:

- Noted it had been a very busy time of year and apologised for those invitations she had been unable to accept.
- Noted the pause to soft plastics recycling from 'Redcycle' and that Monash Council have initiated a collection through APR Plastics, and others were offering similar services through their Transfer Station operators and service providers; and that while Knox's current priority for Knox was the roll-out of FOGO and organics, and the bin lid changeover, officers were exploring various options through transfer station operators, Recycle Victoria or others to address the current soft plastic crisis.

### 5.1.2 Councillor Laukens

Councillor Laukens reported attending the following meetings:

- Boronia Artworks Launch
- CEO Employment and Remuneration Committee Meeting
- Knox Community Safety, Health and Wellbeing Advisory Committee Meeting
- Greater South East Melbourne End of Year event
- Caribbean Rollerama Facade Refresh Celebration
- 2022 MBL Grand Finals at Rowville Stadium
- Eastern Regional Libraries Budget Escalation Indicator Meeting
- Eastern Regional Libraries Christmas Function
- Eastern Regional Libraries Board Briefing Session
- Grants Celebration Event
- Greater South East Melbourne Arts and Cultural Tourism Strategy Launch
- Audit and Risk Committee Meeting
- Knox Arts and Culture Committee Social Event
- Budget Workshop

Councillor Laukens also:

- Wished the community a Merry Christmas and Happy New Year and encouraged the community to be kind to retail operators and emergency service workers who will be working hard over the festive season.

### **5.1.3 Councillor Grasso**

Councillor Grasso reported attending the following meetings:

- Grants Celebration Event- recognising the work of recipients
- Unveiling of the Jubilee Tree Planting at Stamford Park in honour of the late Queen Elizabeth II and her life of service.

Councillor Grasso also:

- Noted the Community Development Fund Grants Celebration Event was a wonderful opportunity to meet and hear from the individuals and groups that did so much good work in the community.
- Noted her excitement to hear about the new operators of Stamford Park Homestead and work underway to re-open the venue
- Noted community enquiries had been received relating to grass mowing in public spaces and car parking issues.
- Wished the community a happy festive season.

### **5.1.4 Councillor Baker**

Councillor Baker reported attending the following meetings:

- Knox Carols by Candlelight Event- noting the joy of attending in person and thanking the Council officers who organised the event.
- Knox Historical Society Twilight Market
- Knox Basketball Gala celebrating its 40<sup>th</sup> Anniversary
- Knox Community Chess Enthusiasts Christmas Break-Up Event at Koonara House
- Knox Disability Advisory Committee Meeting
- Knox Council Budget Workshop

Councillor Baker also:

- Noted community concerns regarding parking issues and the condition of Dorset Road which will be followed up with Council officers.

### **5.1.5 Councillor Seymour**

Councillor Seymour reported attending the following meetings:

- Unveiling of the Jubilee Tree Planting at Stamford Park in honour of the late Queen Elizabeth II and her life of service.
- Knox Multicultural Advisory Committee Meeting
- Carols Events at Resound Church in Tirhatuan Ward and the One Hope Community Church at Scoresby Secondary College and commented on the popularity and quality of both events.

Councillor Seymour also:

- Attended the launch of the Knox Connection Access Respect, Equality and Safety Strategy at Ferntree Gully Library, noting the inspirational guest speaker Carly Findlay spoke at the launch about the challenges of growing up with a disability in Australia, and acknowledged members of the Knox Disability Advisory Committee and Knox Active Ageing Advisory Committee were also in attendance.
- Wished the community a safe and happy festive season and encouraged the residents to shop locally.

#### **5.1.6 Councillor Timmers-Leitch**

Councillor Timmers-Leitch reported attending the following meetings:

- Knox Carols by Candlelight Event at Wally Tew Reserve
- Wantirna College Collier Award Presentation
- Boronia Artworks Launch
- YPWA Webinar: Beyond Resilience- Thriving in the New Normal
- CEO Employment and Remuneration Committee Meeting
- Greater South East Melbourne End of Year Event
- Community Crochet Christmas Tree Unveiling at Bayswater Library
- Early Years Advisory Committee Meeting
- Regency Park Primary School Community Night
- Stocklands- The Close Out Video in Rowville
- Radio Eastern 98.1 FM Interview
- Eastern Regional Libraries Christmas Function
- Grants Celebration Event
- Youth Advisory Committee Meeting
- Audit and Risk Committee Meeting
- The Knox School Collier Award Presentation
- Eastern Regional Libraries Board Briefing Session
- Templeton Primary School Collier Award Presentation
- Eastern Regional Group of Councils Meeting
- Knox Little Athletics Open Day
- Meet and Greet- Musical Celebration of Christmas at the Church of Latter-Day Saints in Wantirna South
- St Luke's Primary School Collier Award Presentation
- Meeting with The Hon. Alan Tudge MP
- Media Training
- Council Budget Workshop
- Planting Trees for the Queen's Jubilee at Stamford Park
- Regency Park Primary School Collier Award Presentation
- Knox Connection Access, Respect, Equality and Safety Strategy Launch at Ferntree Gully Library
- Final Community Meal at Boronia Community Church of Christ
- Dropping hampers to Foothills Community Care at St John's Baptist Catholic Primary School
- Wantirna Primary School Collier Award Presentation



Councillor Timmers-Leitch also:

- Thanked Council's Arts and Events staff for the fantastic Knox Carols by Candlelight Event at Wally Tew Reserve and acknowledged the young winners of the Knox Factor competition who performed at the Carols event in front of 10,000 people.
- Wished the community a safe and happy festive season and a prosperous 2023.

#### **5.1.7 Councillor Allred**

Councillor Allred reported attending the following meetings:

- Boronia Artworks Launch
- Knox Community Safety, Health and Wellbeing Advisory Committee Meeting
- The Haven's First Art Show at The Haven Centre
- Youth Advisory Committee Meeting
- Knox Carols By Candlelight Event
- Australia Day Awards Committee Meeting
- Knox Connection, Access, Respect, Equality and Safety Strategy

#### **MOTION**

**MOVED:** Councillor Pearce

**SECONDED:** Councillor Grasso

**That Council resolve that the following matters be moved en bloc in accordance with the officer's recommendation as set out in the agenda:**

- **Item 6.1 Report of Planning Applications Decided Under Delegation 1 November 2022 to 30 November 2022**
- **Item 8.5 Minor Grants Program 2022-23 Monthly Report**
- **Item 8.6 Loan Borrowings**
- **Item 8.8 Breach of Seasonal Licence Agreements with Sporting Clubs**
- **Item 8.10 Complaints Policy**
- **Item 8.11 Melbourne East Regional Sport and Recreation Strategy**
- **Item 8.12 Knox Disability Advisory Committee Terms of Reference Update**

#### **CARRIED**

*Councillor Laukens and Councillor Seymour requested the Minutes reflect they were opposed to the motion.*

## 6 Planning Matters

### 6.1 Report of Planning Applications Decided Under Delegation 1 November 2022 to 30 November 2022

SUMMARY: Manager, City Planning & Building, Paul Dickie

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

#### RECOMMENDATION

That the planning applications decided under delegation reports (between 1 November 2022 to 30 November 2022) be noted.

#### **MOTION**

**MOVED:** Councillor Pearce

**SECONDED:** Councillor Grasso

**That the planning applications decided under delegation reports (between 1 November 2022 to 30 November 2022) be noted.**

#### **CARRIED**

## 8 Officer Reports

### 8.5 Minor Grants Program 2022-23 Monthly Report

SUMMARY: Community Partnerships Officer, Deb Robert

This report summarises the grant applications recommended for approval in December for the 2022-2023 Minor Grants Program. All applications have been assessed against the criteria set out in the Minor Grants Program Procedure.

Applications under the Procedure are limited to a maximum of \$3,000 within the current financial year.

This report also advises Council of an oversight in the amount approved for the November Minor Grants which has been rectified.

#### RECOMMENDATION

That Council:

1. Approve one application for a total of \$3,000 as detailed below:

Applicant Name	Project Title	Amount Requested	Amount Recommended
SHARC (Self Help Addiction Resource Centre)	Knox Family Drug/Gambling Help Support Group	\$3,000.00	\$3,000.00
TOTAL			\$3,000.00

2. Note that the following application for a grant of \$500.00 has been approved under delegation in accordance with Cl.6.3 of the Minor Grants Procedure:

Applicant Name	Project Title	Amount Requested	Amount Recommended
The Basin Netballers	New Equipment after storage cage flooded	\$500.00	\$500.00
TOTAL			\$500.00

3. Note that inclusive of the above recommended grants, totalling \$3,500.00, a total of \$97,203.24 has been awarded to date under the 2022-2023 Minor Grants Program, supporting 46 community-based organisations and their programs in Knox; and
4. Note a revision of the amount approved in November for Scoresby Tennis Centre Inc. from \$3,000.00 to \$2,000.00, in accordance with the group's eligibility under the Minor Grant Program Procedure.

**MOTION**

**MOVED:** Councillor Pearce

**SECONDED:** Councillor Grasso

**That Council:**

1. Approve one application for a total of \$3,000 as detailed below:

Applicant Name	Project Title	Amount Requested	Amount Recommended
SHARC (Self Help Addiction Resource Centre)	Knox Family Drug/Gambling Help Support Group	\$3,000.00	\$3,000.00
<b>TOTAL</b>			\$3,000.00

2. Note that the following application for a grant of \$500.00 has been approved under delegation in accordance with Cl.6.3 of the Minor Grants Procedure:

Applicant Name	Project Title	Amount Requested	Amount Recommended
The Basin Netballers	New Equipment after storage cage flooded	\$500.00	\$500.00
<b>TOTAL</b>			\$500.00

3. Note that inclusive of the above recommended grants, totalling \$3,500.00, a total of \$97,203.24 has been awarded to date under the 2022-2023 Minor Grants Program, supporting 46 community-based organisations and their programs in Knox; and
4. Note a revision of the amount approved in November for Scoresby Tennis Centre Inc. from \$3,000.00 to \$2,000.00, in accordance with the group's eligibility under the Minor Grant Program Procedure.

**CARRIED**

## 8.6 Loan Borrowings

SUMMARY: Coordinator Finance Operations, James Morris

The purpose of this report is to recommend that Council exercise its powers to borrow up to \$34.312 million, as provided for within Council's Adopted 2022/23 Budget, to enable funding of the 2022-23 capital works program, and to authorise the Chief Executive Officer to sign and seal documents with the Treasury Corporation of Victoria to execute the borrowings.

### RECOMMENDATION

That Council:

1. Authorise the Chief Executive Officer to procure up to \$34.312 million of loan borrowings from Treasury Corporation of Victoria, up to 30 June 2023 within the following criteria:
  - a. All loan parcels drawn down will be greater than \$1 million; and
  - b. All loan parcels will be fixed rate and over a period of 10-years; and
  - c. All loan parcels will be drawn down progressively based on cash flow requirements.
2. Authorise the Chief Executive Officer to sign and seal all relevant documents necessary to give effect to the above resolution.

### MOTION

**MOVED: Councillor Pearce**

**SECONDED: Councillor Grasso**

That Council:

1. **Authorise the Chief Executive Officer to procure up to \$34.312 million of loan borrowings from Treasury Corporation of Victoria, up to 30 June 2023 within the following criteria:**
  - a) **All loan parcels drawn down will be greater than \$1 million;**
  - b) **All loan parcels will be fixed rate and over a period of 10-years; and**
  - c) **All loan parcels will be drawn down progressively based on cash flow requirements.**
2. **Authorise the Chief Executive Officer to sign and seal all relevant documents necessary to give effect to the above resolution.**

### CARRIED

## 8.8 Breach of Seasonal Licence Agreements with Sporting Clubs

SUMMARY: Acting Team Leader Leisure Development, Rhonda Snijders

Council's Breach of Seasonal Licence Agreements with Sporting Clubs Policy exists to ensure sporting clubs understand and meet their responsibilities as tenants of Council sporting facilities. Following a recent review of the Policy, a series of updates have been proposed to provide further clarity to sporting clubs, to ensure best practice, reduce the risk to Council and lessen any adverse impacts on the community, and to improve the operational effectiveness for Council officers administering the Policy.

### RECOMMENDATION

That Council adopt the updated Breach of Seasonal Licence Agreements with Sporting Clubs Policy (refer to Attachment 2).

### **MOTION**

**MOVED:** Councillor Pearce

**SECONDED:** Councillor Grasso

**That Council adopt the updated Breach of Seasonal Licence Agreements with Sporting Clubs Policy (refer to Attachment 2).**

### **CARRIED**

## 8.10 Complaints Policy

SUMMARY: Customer Experience Analyst, Customer and Communications, Lucy Morse

Council adopted its first formal Complaints Policy in December 2021. The policy is based on advice from the Victorian Ombudsman, and sets out Council's approach to handling complaints. Several improvements to the current Complaints Policy are proposed, to further strengthen Council's complaint handling practices and improve clarity for customers wishing to make a complaint.

### RECOMMENDATION

That Council adopts the revised Complaints Policy as provided within Attachment 1.

### **MOTION**

**MOVED:** Councillor Pearce

**SECONDED:** Councillor Grasso

**That Council adopts the revised Complaints Policy as provided within Attachment 1.**

### **CARRIED**

## 8.11 Melbourne East Regional Sport and Recreation Strategy

SUMMARY: Manager Active and Creative Communities, Nicole Columbine

The purpose of this report is to present to Council the draft Melbourne East Regional Sport and Recreation Strategy (2022-2032) and to seek Council's approval for the Strategy. The Strategy has been developed by representatives from all seven Eastern Metropolitan Region Councils and a representative from the Eastern Region Group of Councils (ERG).

The Strategy is presented as a renewed document from the previous 2016 Strategy. It establishes a collaborative approach to sport and recreation planning and identifies trends and issues that continue to evolve in this sector.

### RECOMMENDATION

That Council:

1. Approve the Draft Melbourne East Regional Sport and Recreation Strategy (2022–2032) as provided in attachment 1.
2. Advise the stakeholders involved in the development of the Strategy of Council's decision.

### **MOTION**

**MOVED:** Councillor Pearce

**SECONDED:** Councillor Grasso

That Council:

1. Approve the Draft Melbourne East Regional Sport and Recreation Strategy (2022–2032) as provided in attachment 1.
2. Advise the stakeholders involved in the development of the Strategy of Council's decision.

### **CARRIED**



## 8.12 Knox Disability Advisory Committee Terms of Reference Update

SUMMARY: Team Leader Disability Inclusion, Alison Treeby

The Knox Disability Advisory Committee provides advice to promote disability awareness within Council and the wider community and assists Council in the development of policy and planning about issues of access and inclusion. In August 2022 Council noted the achievements of the committee and appointed 6 applicants to the committee. This report is seeking endorsement of the updated Knox Disability Advisory Committee Terms of Reference.

### RECOMMENDATION

That Council:

1. Approve the Knox Disability Advisory Committee to remain in operation until Council resolves otherwise.
2. Endorse the updated Terms of Reference as per Attachment 2.

### **MOTION**

**MOVED: Councillor Pearce**

**SECONDED: Councillor Grasso**

That Council:

1. **Approve the Knox Disability Advisory Committee to remain in operation until Council resolves otherwise; and**
2. **Endorse the updated Terms of Reference as per Attachment 2.**

### **CARRIED**

## 7 Public Question Time

Public Question Time commenced at 5:33pm.

The following questions were raised with Council:

### 7.1.1 Question One – Wilma Smulders

Front yards, nature strips and footpaths (especially at housing constructions) in Knox residential areas are unsightly and dangerous (for pedestrians and curious children but not for rats). I complained about 2 adjacent properties. It took 4 weeks to inspect, by 2 inspectors on separate days. The owners have been given a Notice to Comply in 3 weeks' time. A Community Laws spokesperson said there was quite a backlog. My request is for Knox Council to employ more staff and to make inspections more efficient. Knox Council has a Duty of Care to keep its residents safe. This cost needs to be given an increased priority. Realistically, being sued by an injured resident will incur cost and embarrassment to a council that prides itself on its tidy green image. I would like to give examples at the Council Meeting.

The Director City Liveability, Matt Kelleher responded:

- Council has reviewed resourcing in the Community Laws Service as part of preparing the current year's budget and additional resourcing has been allocated.
- Recruitment has recently concluded and 3 new positions are commencing in December and January. These additional resources will assist in reducing the backlog of complaints during this peak period and improving resourcing for the management of such complaints.
- The complaints relate to unsightly properties (long grass and building materials). Notices to comply have been issued to the property owners' requesting that works be undertaken to ensure the properties are no longer unsightly (cut grass, rubbish, remove scrap metal). These notices are due to expire 3 January and the properties will be inspected straight after and action taken if compliance has not been achieved.

Question Time Concluded at 5:39pm.

## 8 Officer Reports Continued

### 8.1 Proposed Sale of Council Building - 27 Tyner Rd Wantirna South

SUMMARY: Manager Strategic Procurement and Property, Shelley Starrenburg

This report is to inform Council that the statutory procedures required for the sale of 27 Tyner Road, Wantirna South, in accordance with Section 114 of the *Local Government Act 2020* are now complete.

Feedback received from the community consultation undertaken on the proposed sale of 27 Tyner Road, Wantirna South is provided in the report for consideration.

The site was identified as surplus in 2018 following a review of early years services, leading to consolidation into the two hubs now built in Wantirna South and Bayswater (the Hubs).

The services previously delivered from 27 Tyner Road Wantirna South have been relocated and this site has been vacant since 2018.

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

#### RECOMMENDATION

That Council:

1. Note the feedback received during the recent community consultation for the proposed sale of 27 Tyner Road, Wantirna South as set out in the Officers' report.
2. Having complied with the requirements of Section 114 of the *Local Government Act 2020*, resolve to sell 27 Tyner Road, Wantirna South.
3. Authorises the Chief Executive Officer (or such other person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to proceed with the sale of the property at 27 Tyner Road, Wantirna (Lot 51 on Plan of Subdivision 50544 as per the Certificate of Title Volume 8406 Folio 988):
  - a) Initially by public auction with the reserve price and other terms as set out in Confidential Attachment 1; and
  - b) If the land remains unsold after auction, by negotiation to the highest bidder in accordance with Confidential Attachment 1; and /or
  - c) If the land still remains unsold, by private treaty until 2 June 2023 in accordance with Confidential Attachment 1.
4. Authorises the Chief Executive Officer (or such other person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to sign the Contract of Sale and all other necessary documents associated with the sale of 27 Tyner Road, Wantirna South.
5. Pursuant to Section 125 of the *Local Government Act 2020*, authorises the confidential information in the confidential attachments to be publicly available for the limited purpose of communicating the effect of this Resolution to the extent necessary to give effect to it.
6. Authorises the Chief Executive Officer (or such person the Chief Executive Officer selects) to communicate the content of the confidential attachments to the extent necessary at their discretion, including for the purpose of informing the community about the content of the report or Council's decision.

**MOTION**

**MOVED:** Councillor Pearce

**SECONDED:** Councillor Laukens

That Council:

1. Note the feedback received during the recent community consultation for the proposed sale of 27 Tyner Road, Wantirna South as set out in the Officers' report.
2. Having complied with the requirements of Section 114 of the Local Government Act 2020, resolve to sell 27 Tyner Road, Wantirna South.
3. Authorises the Chief Executive Officer (or such other person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to proceed with the sale of the property at 27 Tyner Road, Wantirna (Lot 51 on Plan of Subdivision 50544 as per the Certificate of Title Volume 8406 Folio 988):
  - a) Initially by public auction with the reserve price and other terms as set out in Confidential Attachment 1; and
  - b) If the land remains unsold after auction, by negotiation to the highest bidder in accordance with Confidential Attachment 1; and /or
  - c) If the land still remains unsold, by private treaty until 2 June 2023 in accordance with Confidential Attachment 1.
4. Authorises the Chief Executive Officer (or such other person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to sign the Contract of Sale and all other necessary documents associated with the sale of 27 Tyner Road, Wantirna South.
5. Pursuant to Section 125 of the Local Government Act 2020, authorises the confidential information in the confidential attachments to be publicly available for the limited purpose of communicating the effect of this Resolution to the extent necessary to give effect to it.
6. Authorises the Chief Executive Officer (or such person the Chief Executive Officer selects) to communicate the content of the confidential attachments to the extent necessary at their discretion, including for the purpose of informing the community about the content of the report or Council's decision.

**CARRIED**

## 8.2 Proposed Sale of Council Land - 276 Wantirna Rd, Wantirna

SUMMARY: Manager Strategic Procurement and Property, Shelley Starrenburg

This report is to inform Council that the statutory procedures required for the sale of 276 Wantirna Road, Wantirna, in accordance with Section 114 of the *Local Government Act 2020* are now complete. Feedback received from the community consultation undertaken on the proposed sale of the former "Knox Early Parenting Centre" located at 276 Wantirna Road, Wantirna is provided in the report for consideration.

The site was identified as surplus in 2018 following a review of early years services, leading to consolidation into the two hubs now built in Wantirna South and Bayswater (The Hubs).

The services previously delivered from 276 Wantirna Road Wantirna have been relocated and this site has been vacant since 2019.

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

### RECOMMENDATION

That Council:

1. Note the feedback received during the recent community consultation for the proposed sale of 276 Wantirna Road, Wantirna as set out in the Officers' report.
2. Having complied with the requirements of Section 114 of the Local Government Act 2020, resolve to sell 276 Wantirna Road, Wantirna.
3. Authorises the Chief Executive Officer (or such other person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to proceed with the sale of the property at of 276 Wantirna Road, Wantirna, (Lot 1 on Plan of Subdivision 831539Q as per the Certificate of Title Volume 12237 Folio 366):
  - a) Initially by public auction with the reserve price as set out in Confidential Attachment 1; and
  - b) If the land remains unsold after auction, by negotiation to the highest bidder in accordance with Confidential Attachment 1; and /or
  - c) If the land still remains unsold, by private treaty until 3 May 2023, in accordance with Confidential Attachment 1; and
  - d) Include a condition as part of any contract of sale, that an agreement under Section 173 of the Planning & Environment Act 1987, be entered into requiring the demolition of the building within a specified timeframe of the completion of the transaction in accordance with Confidential Attachment 1.
4. Authorises the Chief Executive Officer (or such other person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to sign the Contract of Sale and all other necessary documents associated with the sale of 276 Wantirna Road, Wantirna.
5. Pursuant to Section 125 of the Local Government Act 2020, to authorise the confidential information in the confidential attachments to be publicly available for the limited purpose of communicating the effect of this Resolution to the extent necessary to give effect to it.
6. To authorise the Chief Executive Officer (or such person the Chief Executive Officer selects) to communicate the content of the confidential attachments to the extent necessary at their discretion, including for the purpose of informing the community about the content of the report or Council's decision.

**MOTION**

(The mover and seconder for this motion has been amended from the original publication, see the Confirmation of Minutes from the Council Meeting on 27 February 2023).

**MOVED:** Councillor Timmers-Leitch

**SECONDED:** Councillor Dwight

That Council:

1. Note the feedback received during the recent community consultation for the proposed sale of 276 Wantirna Road, Wantirna as set out in the Officers' report.
2. Having complied with the requirements of Section 114 of the Local Government Act 2020, resolve to sell 276 Wantirna Road, Wantirna.
3. Authorises the Chief Executive Officer (or such other person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to proceed with the sale of the property at of 276 Wantirna Road, Wantirna, (Lot 1 on Plan of Subdivision 831539Q as per the Certificate of Title Volume 12237 Folio 366):
  - a) Initially by public auction with the reserve price as set out in Confidential Attachment A as attached to the minutes; and
  - b) If the land remains unsold after auction, by negotiation to the highest bidder in accordance with Confidential Attachment A as attached to the minutes; and /or
  - c) If the land still remains unsold, by private treaty until 3 May 2023, in accordance with Confidential Attachment A as attached to the minutes; and
  - d) Include a condition as part of any contract of sale, that an agreement under Section 173 of the Planning & Environment Act 1987, be entered into requiring:
    - i) the demolition of the building within a specified timeframe of the completion of the transaction in accordance with Confidential Attachment A as attached to the minutes;
    - ii) the retention of tree #22 (*Corymbia maculata*) and the exclusion of development from within the Tree Protection Zone (TPZ), as identified in the arborist report at Confidential Attachment 3 (in the officers' report); and
    - iii) the height of any development on the western side of the site, fronting Bellbird Drive and abutting the neighbouring Neighbourhood Residential Zone properties also fronting Bellbird Drive, is limited to a maximum 9 metre height limit.
4. Authorises the Chief Executive Officer (or such other person that the Chief Executive Officer appoints for the purpose of giving effect to this resolution) to sign the Contract of Sale and all other necessary documents associated with the sale of 276 Wantirna Road, Wantirna.
5. Pursuant to Section 125 of the Local Government Act 2020, to authorise the confidential information in the confidential attachments to be publicly available for the limited purpose of communicating the effect of this Resolution to the extent necessary to give effect to it.
6. To authorise the Chief Executive Officer (or such person the Chief Executive Officer selects) to communicate the content of the confidential attachments to the extent necessary at their discretion, including for the purpose of informing the community about the content of the report or Council's decision.

**PROCEDURAL MOTION**

**CLOSURE OF MEETING**

**MOVED:** Councillor Seymour

**SECONDED:** Councillor Allred

That Council resolve to close the meeting in accordance with Section 66(2) of the Local Government Act 2020 in order to consider Item 8.2 Proposed Sale of Council Land- 276 Wantirna Road, Wantirna as it contains confidential information pursuant to Council's Governance Rules and Section 66 of the Local Government Act 2020:

- Council business information, that will prejudice Council's position when negotiating the sale price for property at auction if prematurely released; and
- personal information, including names, addresses information that reveals a person's identity that would be unreasonable to disclose in a public report.

**CARRIED**

**THE MEETING WAS CLOSED TO THE PUBLIC AT 5:59pm.**

**PROCEDURAL MOTION**

**REOPENING THE MEETING**

**MOVED:** Councillor Dwight

**SECONDED:** Councillor Baker

That the meeting reopen to the public.

**CARRIED**

**THE MEETING WAS REOPENED TO THE PUBLIC AT 6:38pm**

The substantive motion was put and LOST on the casting vote of the Chairperson

**MOTION**

**MOVED:** Councillor Dwight

**SECONDED:** Councillor Grasso

That Council resolve to defer the consideration of this Item to the Council Meeting in January 2023.

**CARRIED**

### 8.3 Bayswater Business Precinct (BBP) Transformation Strategy

SUMMARY: Manager City Futures, Shiranthi Widan

The Bayswater Business Precinct (BBP) is a well-established, regionally significant employment and manufacturing centre in Melbourne's east, covering approximately 730 hectares of primarily industrial zoned land across the three municipalities and accommodates in the order of 5,000 businesses, employing more than 33,000 people. Despite the Precinct's impressive economic profile, the Precinct has historically failed to attract sustainable levels of new investment required to grow high value employment opportunities and to maintain the region's economic prosperity into the future.

It is estimated that to keep pace with population growth, the BBP will need to grow at a rate of 400 jobs per year to at least maintain its role as a key regional employment destination and to maintain its competitive industry strengths in manufacturing, construction, wholesale and warehousing.

Since 2014, Council has partnered with Maroondah and Yarra Ranges councils to establish the Bayswater Business Precinct (BBP) Program, culminating in the establishment of a BBP Program Coordinator and development of the BBP Transformation Strategy.

The Transformation Strategy identifies a number of actions to support coordinated planning and growth of the precinct. Feedback is now sought on the recommendations of the Transformation Strategy, including options to proceed with its implementation.

**RECOMMENDATION**

That Council:

1. Adopt the Bayswater Business Precinct Transformation Strategy (Attachment 1).
2. Note that a Governance framework is being developed to inform the ongoing collaboration and partnership between Knox, Maroondah and Yarra Ranges Councils to implement the Bayswater Business Precinct Transformation Strategy.

**MOTION**

**MOVED:** Councillor Grasso

**SECONDED:** Councillor Allred

That Council:

1. **Adopt the Bayswater Business Precinct Transformation Strategy (Attachment 1).**
2. **Note that a Governance framework is being developed to inform the ongoing collaboration and partnership between Knox, Maroondah and Yarra Ranges Councils to implement the Bayswater Business Precinct Transformation Strategy.**
3. **Requests a report on the progress of the implementation plan to be presented at a future Council Meeting, within 12 months.**

**CARRIED**



*Councillor Dwight left the Chamber at 7.04pm prior to the vote on Item 8.3.*

## 8.4 Retail Activation Strategy (RAS)

SUMMARY: Coordinator Economic Development, Jayde Hayes

At the Council Meeting on 23 May 2022, Council considered a report presenting the final Retail Activation Strategy (RAS) for adoption. At this meeting Council did not formally resolve to adopt or abandon the Strategy. Given the preparation and implementation of the RAS is identified as an action of the Council Plan 2021-2025 with an annual funding allocation, officers are seeking Council's direction on the future of the RAS.

### RECOMMENDATION

That Council:

1. Adopts the Retail Activation Strategy (as set out in Attachment 1); and
2. Notes that officers will prepare an implementation plan and utilise the previously committed \$150,000 across financial years 2022/23, 2023/24 and 2024/25 to deliver priority actions.

*Councillor Dwight returned to the Chamber at 7.06pm.*

### MOTION

MOVED: Councillor Pearce

SECONDED:

That Council:

1. Resolves not to adopt the Retail Activation Strategy (as set out in Attachment 1);
2. Noting that 'Coordinate the implementation of Knox's Retail Activation Strategy' is an action over years 1-3 of the Council Plan (2021-2025):
  - a. Report for the remainder of 2022/23 that Council is not progressing with the adoption or implementation of the Retail Activation Strategy as per this decision; and
  - b. Remove the action from the Council Plan when it is presented for re-adoption (along with other changes) in June 2023.
3. Refer the budget allocation previously committed to the implementation of the Retail Activation Strategy to the mid-year budget review.

The motion lapsed for want of a seconder.

**MOTION**

**MOVED:** Councillor Dwight

**SECONDED:** Councillor Allred

**That Council:**

- 1. Adopts the Retail Activation Strategy (RAS), as set out in Attachment 1 subject to the following changes:**
  - a) Remove reference to the 'Tap into the Brew' program (Pages 51 and 78) and any/all brewery/distillery references within other programs in Attachment 1;**
  - b) Remove reference to Part 3 of the Key Strategic Insights referring to the brewery and distillery cluster (Page 17); and**
  - c) Not support or promote alcohol based businesses (e.g. breweries, distilleries and packaged liquor premises) on a 'What's on Knox' Platform.**
- 2. Authorises the Chief Executive Officer (or such person the Chief Executive officer selects) to make the adopted changes and any consequential amendments required at their discretion.**
- 3. Notes that officers will prepare an implementation plan and utilise the previously committed \$150,000 across financial years 2021/22, 2022/23 and 2023/24 to deliver priority actions of the RAS.**

**CARRIED**

A Division was called by Councillor Laukens

**For the motion:** Councillor Allred, Councillor Baker, Councillor Dwight, Councillor Seymour and Councillor Timmers-Leitch

**Against the motion:** Councillor Pearce

**Abstention:** Councillor Grasso and Councillor Laukens

**CARRIED 5:1:2**

## 8.7 Recruitment/Annual Report - Youth Advisory Committee

SUMMARY: Acting Team Leader Youth Participation and Counselling, Madeleine Power

The Youth Advisory Committee (YAC) is an advisory committee to Council with the purpose of providing an opportunity for young people to have a voice and to assist Council with its community engagement processes.

This report presents recommendations for the appointment of 18 members to the Youth Advisory Committee for 2023, as well as providing an overview of the YAC achievements for 2022, as per the requirements of the current Terms of Reference.

### RECOMMENDATION

That Council:

1. Appoint the following applicants to the Youth Advisory Committee 2022, as presented in Confidential Attachment 1.
2. Note the achievements of the Youth Advisory Committee for 2022.
3. Thank the outgoing members of the Youth Advisory Committee for their valuable contribution during 2022.

### MOTION

**MOVED: Councillor Dwight**

**SECONDED: Councillor Allred**

That Council:

1. **Appoint the following applicants to the Youth Advisory Committee 2022, as presented in Confidential Attachment 1;**

<b>Amrit Sidhu</b>	<b>Jayden Ong</b>	<b>Chloe Jolme*</b>	<b>Jacky Shen</b>
<b>Austin Caetano</b>	<b>Kavi Sureshkumar</b>	<b>Michelle Smith*</b>	<b>Olly Newell</b>
<b>Holly Callinan</b>	<b>Andy Whitehead</b>	<b>Nifty Arora</b>	<b>Rebecca Maakasa*</b>
<b>Emily He</b>	<b>Emma Whitfield</b>	<b>Emma Cameron</b>	
<b>Arvind Indukuri</b>	<b>Aydin Anym</b>	<b>Tahlia Jackson</b>	

**\*Reapplying members for 2023**

2. **Note the achievements of the Youth Advisory Committee for 2022.; and**
3. **Thank the outgoing members of the Youth Advisory Committee for their valuable contribution during 2022.**

### CARRIED

*Councillor Pearce retired from the meeting at 7:29pm before the discussion and vote on item 8.7.*

## 8.9 Customer Experience Strategy

SUMMARY: Manager Communications, Imogen Kelly

Knox City Council is developing its first Customer Experience Strategy. The strategy will provide important direction to the efforts already underway to improve services, develop our people capabilities and extract the most benefit from our technology investments. Research with customers and staff informed the development of a draft strategy using a co-design approach that involved a broad representation of high volume customer transaction teams and enabling services.

The strategy identifies goals, strategies and actions for the first three years that leverage organisational initiatives and practices to embed a focus on customer experience in our everyday work. The draft strategy has been tested with the community and this report presents the final strategy for adoption by Council.

### RECOMMENDATION

That Council adopts the “Our Customer Strategy” (as set out in Attachment 1)

### **MOTION**

**MOVED:** Councillor Laukens

**SECONDED:** Councillor Baker

**That Council adopts the “Our Customer Strategy” (as set out in Attachment 1).**

### **CARRIED**

9 Supplementary Items

Nil.

10 Notices of Motion

Nil.

11 Urgent Business

Nil.

12 Questions Without Notice

Nil.

13 Confidential Items

**PROCEDURAL MOTION**

**CLOSURE OF MEETING**

**MOVED:** Councillor Baker

**SECONDED:** Councillor Seymour

**That Council resolve to close the meeting to the public in accordance with Section 66(2)(a) of the Local Government Act 2020 to consider:**

**13.1 Waterford Valley Golf Course**

**as it contains confidential information pursuant to Council's Governance Rules and Section 66 of the Local Government Act 2020, as it relates to:**

- **Council business information, that will prejudice Council's position when negotiating a lease with Lendlease; and**
- **private commercial information, that if released, would unreasonably expose Lendlease to disadvantage because it would release financial information about the business that is not generally available to their competitors**

**13.2 CEO Performance Review**

as it contains confidential information pursuant to Council's Governance Rules and Section 66 of the Local Government Act 2020, as it relates to personal information, which if released would result in the unreasonable disclosure of information about the affected person and or their personal affairs. Section 125 of the Local Government Act 2020 regarding Confidential Information applies to a person who is, or has been, a Councillor, a member of a delegated committee or a member of Council staff.

**CARRIED**

**THE MEETING WAS CLOSED TO THE PUBLIC AT 7:38pm.**

**13.1 Waterford Valley Golf Course - Reserve 2**

The confidential report was considered and a decision made while the meeting was closed to the public.

**13.2 CEO Performance Review**

The confidential report was considered and a decision made while the meeting was closed to the public.

**MEETING CLOSED AT 8:10pm**

Minutes of Meeting confirmed at the  
Meeting of Council  
held on Monday, 27 February 2023

.....  
Chairperson

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