

# MINUTES



## Strategic Planning Committee Meeting

Held at the  
Civic Centre  
511 Burwood Highway  
Wantirna South  
On  
Monday 13 May 2019

The meeting commenced at 7.00pm.

**PRESENT:**

*Cr P Lockwood (Chairperson)*

*Cr J Mortimore*

*Cr M Timmers-Leitch*

*Cr A Gill*

*Cr T Holland*

*Cr L Cooper*

*Cr D Pearce*

*Cr N Seymour*

*Baird Ward*

*Chandler Ward*

*Collier Ward*

*Dinsdale Ward*

*Friberg Ward*

*Scott Ward*

*Taylor Ward*

*Tirhatuan Ward*

*Mr T Doyle*

*Chief Executive Officer*

*Dr I Bell*

*Director – Engineering & Infrastructure*

*Mr S Dickson*

*Acting Director - City Development*

*Mr M Fromberg*

*Director – Corporate Services*

*Ms T Clark*

*Director – Community Services*

*Mr P McQue*

*Manager, Governance and Strategy*

**Order of Business**

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## 1 Apologies and Requests for Leave of Absence

Apologies were received from Councillor Keogh.

## 2 Declarations of Conflict of Interest

Nil.

## 3 Confirmation of Minutes

### **RESOLUTION**

**MOVED:** Councillor Mortimore

**SECONDED:** Councillor Timmers-Leitch

**Confirmation of Minutes of Strategic Planning Committee Meeting on Monday 8 April 2019**

### **CARRIED**

## 4 Considering and Ordering Upon Officers' Reports

### 4.1 Knox Sport & Leisure Award Recipients 2019

**SUMMARY:** Club Development Project Officer, Dayna Nicholas

**This report outlines the nominations and provides recommendations of the evaluation panel for the winner of each category in the Knox Sport and Leisure Awards 2019. The Knox Sport Awards are designed to recognise the contribution of volunteers in local sporting clubs and leisure groups; recognise good governance structures and inclusive practices amongst local clubs within Knox; and to recognise programs initiated by local sport and leisure groups that have a positive impact on the local municipality.**

#### **RECOMMENDATION**

**That the Committee:**

- 1. Approve the organisations and individuals set out in Confidential Attachment 1 as the 2019 Knox Sport and Leisure Award winners in the following categories:**
  - **Club of the Year**
  - **Best Club Initiated Program**
  - **Club Person of the Year (Adult)**
  - **Club Person of the Year (Junior)**
  - **Women in Sport Leadership**
  - **Years of Service**
- 2. Note that the approved Award Winners will be announced and made public at the Knox Sport and Leisure Award event scheduled for 12 June 2019.**

#### **1. INTRODUCTION**

At the Ordinary Council Meeting on 28 July 2015, Council endorsed the Knox Sport and Leisure Award Guidelines. These guidelines outline the aims of the Knox Sport and Leisure Awards (KSLA) which includes:

- Promotion of a culture of volunteer reward and recognition in sporting and leisure groups;
- Encourage and reward attendance at Councils Club Development Program, which focus on good governance structures for Sporting Clubs;
- Recognise sporting and leisure groups that actively engage in best practice processes;
- Recognise the sporting and leisure groups who have implemented skills learnt through Council's Club Development Program; and

- Recognise programs initiated by local sport and leisure groups that have a positive impact on the local community and its residents.

## **2. DISCUSSION**

### **2.1 Nominations Received**

Nominations opened on 29 January 2019 to all sporting club and leisure groups within Knox. The awards were promoted to the broader community via Council's website, via a series of social media posts, and regular direct email correspondence.

Nominations were made by completing an application, which prompted nominators to answer questions relating to the criteria of each specific award.

Council Officers from Leisure and Governance have reviewed the procedure and administration associated with the receipt of awards. In total, 76 nominations were submitted, which consisted of:

- Club of the Year – 9 Nominations;
- Best Club Initiated Program – 6 Nominations;
- Club Person of the Year (Adult) – 24 Nominations;
- Club Person of the Year (Junior) – 3 Nominations;
- Women in Sport Leadership – 17 Nominations; and
- Years of Service – 17 Nominations.

### **2.2 Evaluation Committee**

The KSLA Evaluation Panel (Panel) consisted of two Councillors (the Mayor, Cr Jake Keogh and Cr Tony Holland) represented at the RLC, and two community members (Faizan Ali and Rhonda Snijders) of the RLC. The panel discussed rankings of each nomination based on pre-determined criteria at a meeting on Wednesday 3 April 2019.

Based on the panel's rankings, the recommended candidates in each category are provided in Confidential Attachment 1. The panel recommends the candidate winners for consideration by Council as outlined in Confidential Attachment 2.

The ranking criteria is attached as Confidential Attachment 3. The overall nominations received which includes all ranking is attached as Confidential Attachment 4.

### **2.3 Award Ceremony**

An award night will be held to recognise and acknowledge all nominees, and formal invitations shall be distributed to all nominees and nominators.

Invitations to the ceremony will also be forwarded to Executive Committee members of other sport and leisure groups within the community. Promotion of the event will be undertaken via Council's website, social media, email correspondence, and the quarterly leisure newsletter.

The KSLA ceremony will be held at the Knox Civic Centre on Wednesday, 12 June 2019 commencing at 6.30 pm.

### **3. CONSULTATION**

Knox Sport and Leisure Awards are supported by Council's Recreation and Leisure Committee.

Council Officers from Leisure and Governance have reviewed the procedure and administration associated with the receipt of awards.

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

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

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

The KSLA Award Ceremony will cost approximately \$13,000. This is funded in part in Council's adopted operational budget of \$8,000 (catering, trophies, guest speaker, master of ceremonies, band and graphic design for the event). The balance of the expense is funded from a \$5,000 contribution received from the event's major sponsor Nitto Denko Australia.

Nitto Dento Australia, a product supplier based locally in Knox, will provide the major contribution for this year's Knox Sport Awards.

In addition, the new partnership formed between Council and Belgravia Leisure in the management of Knox Leisureworks has resulted in a generous donation toward the event. Belgravia Leisure have donated the costs associated with securing Brooke Hanson as a keynote speaker. Ms Brooke Hanson is an outstanding speaker and as an Olympic medallist, will be an excellent addition to the event.

The award prizes are distributed as follows:

- Club of the Year Award - \$1,000;
- Best Club Initiated Program - \$500 x 2 (joint winners);
- Club Person of the Year Award, Adult - \$500 x 2 (joint winners);
- Club Person of the Year Award, Junior - \$500;
- Women in Sport Leadership Award - \$500; and

A further integral part of the Sport and Leisure Awards is the recognition of Years of Service. Nominees will be presented with a certificate to recognise their volunteer commitment to sport and leisure in Knox.

## **6. SOCIAL IMPLICATIONS**

The KSLA contribute to the development of the social environment and health and wellbeing within Knox by developing community connection and promoting active lifestyles. The KSLA will also recognize the work undertaken by volunteers within local sport and leisure groups, to encourage retention of existing volunteers and attracting new volunteers.

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

### **Goal 6 - We are healthy, happy and well**

Strategy 6.1 - Mitigate lifestyle risks such as smoking, risky alcohol consumption and drug use, obesity, lack of physical activity and poor nutrition

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 7.4 - 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.

Author – Club Development Project Officer, Dayna Nicholas - In providing this advice as the Author, I have no disclosable interests in this report.

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

## **9. CONCLUSION**

The KSLA received 76 applications from a variety of sport and leisure groups across all award categories. The evaluation undertaken by the KSLA evaluation panel is presented to Council for consideration.

## **10. CONFIDENTIALITY**

This report contains items of a confidential nature. Given the nature of this report, the names and details of all nominees has been deemed confidential and can be found in the Confidential Attachments 1, 2, 3 and 4.

**Report Prepared By:** Club Development Project Officer, Dayna Nicholas

**Report Authorised By:** Co-Manager Youth, Leisure & Cultural Services, Nicole Columbine



## **Attachments**

**Confidential attachments are circulated under separate cover**

## **RESOLUTION**

**MOVED: Councillor Seymour**

**SECONDED: Councillor Timmers-Leitch**

**That Council:**

- 1. Approve the following organisations and individuals as the 2019 Knox Sport and Leisure Award winners as proposed in Confidential Attachment 1 for following categories:**
  - **Club of the Year**
  - **Best Club Initiated Program**
  - **Club Person of the Year (Adult)**
  - **Club Person of the Year (Junior)**
  - **Women in Sport Leadership**
  - **Years of Service**
- 2. Note that the approved Award Winners will be announced and made public at the Knox Sport and Leisure Award event scheduled for 12 June 2019.**

**CARRIED**

## 5 Motions for Which Notice has Previously Been Given

### **NOTICE OF MOTION 90 - THE BASIN CRICKET CLUB**

#### **RESOLUTION**

**MOVED:** Councillor Mortimore

**SECONDED:** Councillor Lockwood

That Council:

1. Congratulate The Basin Cricket Club on their first senior Premiership in their 71 year history;
2. Acknowledge the contribution of The Basin Cricket Club to junior sport and the local community;
3. Request that the Mayor Cr Keogh and Cr Mortimore write a congratulatory letter to The Basin Cricket Club on behalf of Council.

#### **CARRIED**

## 6 Supplementary Items

Nil.

7 Urgent Business

7.1 Urgent Business

Nil.

7.2 Call Up Items

Nil.

8 Confidential Items

Nil.

**MEETING CLOSED AT 7.05pm**

Minutes of Meeting confirmed at the  
Ordinary Meeting of Council  
held on Tuesday, 11 June 2019

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Chairperson