

MINUTES

Mid-Month Meeting of Council

Held at the
Civic Centre
511 Burwood Highway
Wantirna South
On
Monday 12 May 2025



The Agenda for the Mid Month Meeting of Council, Monday 12 May 2025, 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 Mid-Month Meeting of Council.

The meeting commenced at 7:04pm.

PRESENT:

Cr Lisa Cooper (Chairperson)	Scott Ward
Cr Glen Atwell (Deputy Mayor)	Tirhatuan Ward
Cr Chris Duncan	Collier Ward
Cr Robert Williams	Dinsdale Ward
Cr Meagan Baker	Dobson Ward
Cr Parisa Considine	Friberg Ward
Cr Peter Lockwood	Baird Ward
Cr Susan Pearce	Taylor Ward
Cr Paige Kennett	Chandler Ward
Bruce Dobson	Chief Executive Officer
Grant Thorne	Director - Infrastructure
Matt Kelleher	Director - City Liveability
Judy Chalkley	Director - Connected Communities
Navec Lorkin	Chief Financial Officer
Andrew Dowling	Manager - Governance & Risk
Saskia Weerheim	Head of Governance

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1 Apologies And Requests For Leaves Of Absence

Nil.

2 Declarations Of Conflict Of Interest

Nil.

3 Confirmation Of Minutes

The Chairperson, Councillor Lisa Cooper, invited Councillors to raise any opposition to the Minutes of the Mid-Month Meeting of Council held on 14 April 2025. There being none, the Chairperson declared the Minutes be confirmed.

4 Officer Reports

4.1 Minor Grants Program Monthly Report

SUMMARY

This report summarises the grant applications recommended for approval in May 2025 for the 2024 - 2025 Minor Grants Program. All applications have been assessed against the criteria set out in the Minor Grants Program Procedure.

Applications under the Minor Grants Procedure are limited to a maximum of \$3,000.00 within the current financial year.

RECOMMENDATION

That Council resolve to:

1. Approve five applications for a total of \$7,566.16 (excluding GST) as detailed below:

Applicant Name	Project Title	Amount Requested (inc. GST)	Amount Recommended (excl. GST)
Youth Connect Foundation	"Finding Your Tribe High School" Transition Bootcamp	\$2,368.00	\$2,368.00
Upper Ferntree Gully Cricket Club	Portable Gazebo	\$2,600.00	\$2,600.00
Rowville Eagles Football Club	Essential for participation equipment support to lower barriers to participation	\$239.98	\$239.98
One Hope Community Church (Community@Cavell)	Purchase of Outdoor Setting for Community@Cavell	\$570.00	\$518.18 (lesser amount due to GST)
Rowville Football Club	Update training equipment at our Junior Club	\$2,024.00	\$1,840.00 (lesser amount due to GST)
Total		\$7,801.98	\$7,566.16

2. Refuse one application requesting a total of \$1,827.00 as detailed below:

Applicant Name	Project Title	Amount Requested	Reason for ineligibility
All Stars Choir	Upgrade to wireless instrument technology	\$1,827.00	This project is ineligible under Clause 6.17 of the Minor Grant Procedure, which states the program cannot allocate more than \$3,000 to the same organisation within the current financial year, or a total of \$5,000 across the current and previous two financial years.
Total		\$1,827.00	

3. Note that should the recommended grants be approved by Council, the remaining Minor Grants Program budget for 2024 - 2025 will be \$13,052.29 after GST adjustments.

RESOLUTION

MOVED: Councillor Baker

SECONDED: Councillor Williams

That Council resolve to:

1. Approve five applications for a total of \$7,566.16 (excluding GST) as detailed below:

Applicant Name	Project Title	Amount Requested (inc. GST)	Amount Recommended (excl. GST)
Youth Connect Foundation	"Finding Your Tribe High School" Transition Bootcamp	\$2,368.00	\$2,368.00
Upper Ferntree Gully Cricket Club	Portable Gazebo	\$2,600.00	\$2,600.00
Rowville Eagles Football Club	Essential for participation equipment support to lower barriers to participation	\$239.98	\$239.98
One Hope Community Church (Community@Cavell)	Purchase of Outdoor Setting for Community@Cavell	\$570.00	\$518.18 (lesser amount due to GST)
Rowville Football Club	Update training equipment at our Junior Club	\$2,024.00	\$1,840.00 (lesser amount due to GST)
Total		\$7,801.98	\$7,566.16

2. Refuse one application requesting a total of \$1,827.00 as detailed below:

Applicant Name	Project Title	Amount Requested	Reason for ineligibility
All Stars Choir	Upgrade to wireless instrument technology	\$1,827.00	This project is ineligible under Clause 6.17 of the Minor Grant Procedure, which states the program cannot allocate more than \$3,000 to the same organisation within the current financial year, or a total of \$5,000 across the current and previous two financial years.
Total		\$1,827.00	

3. Note that should the recommended grants be approved by Council, the remaining Minor Grants Program budget for 2024 - 2025 will be \$13,052.29 after GST adjustments.

CARRIED

4.2 Proposed Sale of 58-60 Station Street Bayswater

SUMMARY

This report is to inform Council that the statutory procedures required for the sale of 58-60 Station Street, Bayswater, in accordance with Section 114 of the *Local Government Act 2020*, are now complete.

The site was identified as surplus to Council needs at the Council meeting on 20 December 2021. The significantly aged Hall previously located at this site was demolished in 2019 as it was no longer safe for community use; there are no plans for alternative uses of the site.

At its meeting of 9 September 2024, Council considered the officer proposal for divestment of the site at a subsidised rate to a Community Housing Organisation, following a 2-stage tender process that took nearly 3 years to undertake. The proposal was not supported. Council, however, did resolve to commence statutory processes to sell the property to the open market.

Community consultation to sell the site on open market has now been undertaken in accordance with Section 114 of the Local Government Act 2020. It is now recommended that Council proceed with the sale of the property at full market value.

RECOMMENDATION

That Council:

1. Note the feedback received during the community consultation for the proposed sale of 58--60 Station Street, Bayswater at full market rate.
2. Having complied with the requirements of Section 114 of the Local Government Act 2020, resolve to sell 58-60 Station Street, Bayswater.
3. Authorises the Chief Executive Officer (or such 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 58-60 Station Street, Bayswater (Lot 17 on Title Plan LP3188 Certificate of Title Volume 08044 Folio 233),
 - a. Initially by public auction with the reserve price as set out in Confidential Attachment 1; and
 - b. If the land still 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 31 October 2025 in accordance with Confidential Attachment 1.
4. Resolve to provide tree and habitat replacement planting within Councils Open Space areas within 1000 metres of this site to the value of the Tree Amenity Value in Confidential Attachment 1, in the event that high retention value trees are removed in the initial development of the site following its sale.
5. Authorises the Chief Executive Officer (or other such person that the Chief Executive Officer appoints for the purpose of giving effect to the resolution) to sign the Contract of Sale and all other necessary documents associated with the sale of 58-60 Station Street, Bayswater.
6. 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.

7. 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.

RESOLUTION

MOVED: Councillor Williams

SECONDED: Councillor Duncan

That Council resolve to defer Item 4.2 Proposed Sale of 58-60 Station Street, Bayswater to a future Council Meeting to be determined in consultation with the Mayor.

CARRIED

4.3 Deed of Variation to Lease Between Knox City Council and Athletics Knox Board of Management

SUMMARY

The current Lease Agreement between Knox City Council and the Athletics Knox Board of Management requires Council delegation to enter the first lease extension option of this agreement. The report also seeks to authorise the Chief Executive Officer (or such person as the Chief Executive Officer delegates) to negotiate and execute any future extension options.

RECOMMENDATION

That Council resolve to:

1. Enter a first lease extension option (1 May 2025 – for 5 years) for Athletics Knox Board of Management Inc. at the Knox Athletics Centre, through a Deed of Variation.
2. Authorise the Chief Executive Officer (or such a person as the Chief Executive Officer delegates) to negotiate and execute the first 5-year option and then the final additional 5-year option should all conditions of the Lease be met.
3. Authorise the Chief Executive Officer (or such a person as the Chief Executive Officer selects) to communicate the effect of these resolutions, for the purpose of informing the Board of Management and/or the community about the content of the report.

RESOLUTION

MOVED: Councillor Baker

SECONDED: Councillor Lockwood

That Council resolve to:

1. Enter a first lease extension option (1 May 2025 – for 5 years) for Athletics Knox Board of Management Inc. at the Knox Athletics Centre, through a Deed of Variation.
2. Authorise the Chief Executive Officer (or such a person as the Chief Executive Officer delegates) to negotiate and execute the first 5-year option and then the final additional 5-year option should all conditions of the Lease be met.
3. Authorise the Chief Executive Officer (or such a person as the Chief Executive Officer selects) to communicate the effect of these resolutions, for the purpose of informing the Board of Management and/or the community about the content of the report.

CARRIED

4.4 Response to Notice of Motion 168 - Relating to Park Crescent Child and Family Centre

SUMMARY

At its Meeting of Council on 24 February 2025, Council endorsed Notice of Motion No. 168 – Condition of Park Crescent Children and Family Centre. The Notice of Motion requested a report to Council by the May 2025 Council Meeting in relation to the condition of the Centre and any future plans for works or improvements at this facility in relation to safety of staff and users. This report responds to that Notice of Motion.

RECOMMENDATION

That Council receives and notes this report in response to 24 February 2025 Council Meeting Notice of Motion No. 168 relating to Park Crescent Children and Family Centre.

RESOLUTION

MOVED: Councillor Lockwood

SECONDED: Councillor Baker

That Council receives and notes this report in response to 24 February 2025 Council Meeting Notice of Motion No. 168 relating to Park Crescent Children and Family Centre.

CARRIED

4.5 Knox Community Grants Review

SUMMARY

Across the organisation there are six grant streams with an annual budget allocation in 2024 - 2025 financial year of \$1,433,163. The Community Strengthening team administer the Minor Grant Program, Community Development Fund and Community Partnership Fund:

Grant Stream	2024-25 Budget Allocation
Community Development Fund	\$370,658
Community Partnership Fund	\$787,360
Minor Grant Program	\$155,145
Leisure Minor Capital Works	\$100,000
Biodiversity Buddies	\$10,000
Individual Excellence Grants	\$10,000
Total	\$1,433,163

Knox grants are currently administered in accordance with Council's overarching Grant Framework Policy, implemented in 2022 upon recommendation of the Victorian Auditor General's Office (VAGO), with underlying procedures and/or guidelines for each individual grant program.

Council's Community Partnerships Team has undertaken a review of the following Community Grants Programs:

- Minor Grant Program; and
- Community Development Fund.

The Minor Grant Program and Community Development Fund Grant Programs were due for review March 2025. Administering these grant programs over the last 12 months highlighted opportunities for overall improvements, enhancing the grant programs integrity and effectiveness, and improving the overall quality moving forward.

The Review has also considered the relevance of the current grant programs and their respective strategic objectives. The overall objectives of the review were to ensure that:

- Funding areas are aligned to the Council and Health and Wellbeing Plan and address community need;
- Grant programs are accessible and equitable;
- Best practice principles are utilised throughout Council's grant programs;
- Internal processes and guidelines are consistent; and
- Grant programs are flexible in responding to community need and /or emerging issues or trends.

RECOMMENDATION

That Council:

1. Notes the Knox Community Grants Review.
2. Endorses the updated Knox Community Grants Framework Policy.
3. Endorses the Knox Community Grants Guidelines 2025-2026.

RESOLUTION

MOVED: Councillor Baker

SECONDED: Councillor Duncan

That Council resolve to defer Item 4.5 Knox Community Grants Review to the 26 May 2025 Council Meeting unless deferred in consultation with the Mayor.

CARRIED

5 Notices Of Motion

Nil.

6 Supplementary Items

Nil.

7 Urgent Business

7.1 Urgent Business

Nil.

8 Confidential Items

Nil.

MEETING CLOSED AT 7:23pm

Minutes of Meeting confirmed at the
Mid Month Meeting of Council
held on Tuesday, 10 June 2025

.....
Chairperson

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