

# MINUTES



Meeting of Council including the Election of the Mayor, Deputy Mayor and Appointment of Committees

Held at the

Civic Centre

511 Burwood Highway

Wantirna South

On

Thursday 20 November 2025

**PRESENT:**

Cr Peter Lockwood  
Cr Paige Kennett  
Cr Chris Duncan  
Cr Robert Williams  
Cr Meagan Baker  
Cr Parisa Considine  
Cr Lisa Cooper  
Cr Susan Pearce  
Cr Glen Atwell

Baird Ward  
Chandler Ward  
Collier Ward  
Dinsdale Ward  
Dobson Ward  
Friberg Ward  
Scott Ward  
Taylor Ward  
Tirhatuan Ward

Bruce Dobson  
Grant Thorne  
Nicola Ward  
Nicole Columbine  
Matt Kelleher  
Navec Lorkin  
Andrew Dowling  
Saskia Weerheim

Chief Executive Officer  
Director – Infrastructure  
Acting Director - City Liveability  
Acting Director – Connected Communities  
Interim Director - Customer and Performance  
Chief Financial Officer  
Manager, Governance and Risk  
Head of Governance

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

**Council acknowledges the Wurundjeri Woi-wurrung people and Bunurong people of the Kulin Nation as Traditional Custodians of the land, and meets on the traditional lands of the Wurundjeri Woi-wurrung people. We pay our respects to elders both past and present.**

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## 1 Commencement Of Proceedings

The meeting commenced at 7:05 pm with a welcome by the Chief Executive Officer, Mr Bruce Dobson.

## 2 Apologies

Nil.

## 3 Declarations of Conflict of Interest

Councillor Baker foreshadowed making a statement of transparency in relation to Item 7.1 - Notice of Motion (Rescission) No.190 - Lease Agreement between Knox City Council and Scouts Victoria.

## 4 Election Of Mayor

In accordance with Section 26(3) of the Local Government Act 2020, Council will determine whether the Mayor is to be elected for a 1-year or a 2-year term.

The Chief Executive Officer will then conduct the election of the Mayor in accordance with Chapter 2, Part B of the Governance Rules of Knox City Council.

### **RESOLUTION**

**MOVED:** Councillor Atwell

**SECONDED:** Councillor Cooper

**That Council resolve that the Mayor be elected for a one year term.**

### **CARRIED**

The Chief Executive Officer called for nominations for the position of Mayor for 2025/26.

Councillor Kennett nominated herself.  
Councillor Duncan seconded the nomination.

Councillor Baker nominated herself.  
Councillor Cooper seconded the nomination.

Councillor Williams nominated himself.  
Councillor Pearce seconded the nomination.

#### Vote One

There being three nominations the Chief Executive Officer asked Councillors to vote for their preferred candidate and noted:

- 3 votes in favour of Councillor Kennett
- 4 votes in favour of Councillor Baker
- 2 votes in favour of Councillor Williams

The Chief Executive Officer noted no candidate had received an absolute majority of five votes.

#### Vote Two

The Chief Executive Officer asked Councillors to vote again for their preferred candidate and noted:

- 3 votes in favour of Councillor Kennett
- 4 votes in favour of Councillor Baker
- 2 votes in favour of Councillor Williams

The Chief Executive Officer noted no candidate had received an absolute majority of five votes.

The Chief Executive Officer declared Councillor Williams had received the least number of votes and was therefore required to be declared a defeated candidate in accordance with Council's Governance Rules.

#### Vote Three

The Chief Executive Officer asked Councillors to vote for their preferred remaining candidate and noted:

- 3 votes in favour of Councillor Kennett
- 4 votes in favour of Councillor Baker
- 2 Councillors who abstained

The Chief Executive Officer noted no candidate had received an absolute majority of five votes.

Vote Four

The Chief Executive Officer asked Councillors to vote again for their preferred candidate under Governance Rule 6.12 and noted:

- 3 votes in favour of Councillor Kennett
- 4 votes in favour of Councillor Baker
- 2 Councillors who abstained

The Chief Executive Officer noted no candidate had received an absolute majority of five votes.

**PROCEDURAL MOTION**

**MOVED: Councillor Williams**

**SECONDED: Councillor Pearce**

**That Council adjourn the Meeting for 10 minutes.**

**CARRIED**

*The Meeting was adjourned at 7:20pm and resumed at 7:32pm with all Councillors present.*

Vote Five

The Chief Executive Officer asked Councillors to vote again for their preferred candidate under Governance Rule 6.12 and noted:

- 3 votes in favour of Councillor Kennett
- 4 votes in favour of Councillor Baker
- 2 Councillors who abstained

The Chief Executive Officer noted no candidate had received an absolute majority of five votes.

Vote Six

The Chief Executive Officer asked Councillors to vote again for their preferred candidate under Governance Rule 6.12 and noted:

- 3 votes in favour of Councillor Kennett
- 4 votes in favour of Councillor Baker
- 2 Councillors who abstained

The Chief Executive Officer noted no candidate had received an absolute majority of five votes.

Vote Seven

The Chief Executive Officer asked Councillors to vote again for their preferred candidate under Governance Rule 6.12 and noted:

- 3 votes in favour of Councillor Kennett
- 4 votes in favour of Councillor Baker
- 2 Councillors who abstained

The Chief Executive Officer noted no candidate had received an absolute majority of five votes.

**PROCEDURAL MOTION**

**MOVED: Councillor Duncan**

**SECONDED: Councillor Atwell**

**That Council adjourn the Meeting until 7:50 pm.**

**CARRIED**

The Meeting was adjourned at 7:36 pm and resumed at 7:54 pm with all Councillors present.

Vote Eight

The Chief Executive Officer asked Councillors to vote again for their preferred candidate under Governance Rule 6.12 and noted:

- 3 votes in favour of Councillor Kennett
- 4 votes in favour of Councillor Baker
- 2 Councillors who abstained

The Chief Executive Officer noted no candidate had received an absolute majority of five votes.

Vote Nine

The Chief Executive Officer asked Councillors to vote again for their preferred candidate under Governance Rule 6.12 and noted:

- 3 votes in favour of Councillor Kennett
- 4 votes in favour of Councillor Baker
- 2 Councillors who abstained

The Chief Executive Officer noted no candidate had received an absolute majority of five votes.

Vote Ten

The Chief Executive Officer asked Councillors to vote again for their preferred candidate under Governance Rule 6.12 and noted:

- 3 votes in favour of Councillor Kennett
- 4 votes in favour of Councillor Baker
- 2 Councillors who abstained

The Chief Executive Officer noted no candidate had received an absolute majority of five votes.

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**PROCEDURAL MOTION**

**MOVED:** Councillor Duncan

**SECONDED:** Councillor Atwell

**That Council adjourn the Meeting until 8.15 pm.**

**CARRIED**

*The Meeting was adjourned at 7:58pm and resumed at 8:29pm with all Councillors present.*

**Vote Eleven**

The Chief Executive Officer asked Councillors to vote again for their preferred candidate under Governance Rule 6.12 and noted:

- 5 votes in favour of Councillor Kennett
- 4 votes in favour of Councillor Baker

**Having reached an absolute majority of five votes, the Chief Executive Officer declared Councillor Paige Kennett elected to the position of Mayor of Knox City Council for 2025/26.**

*The immediate past Mayor, Councillor Cooper, assisted by the Personal Assistant to the Mayor and Councillors, Eleonore Smith, placed the Mayoral Robes and Chain on Mayor Kennett.*

*Mayor Kennett assumed the Chair.*

**RESOLUTION**

**MOVED:** Councillor Lockwood

**SECONDED:** Councillor Atwell

**That Council resolve, on behalf of Knox City Council and the residents of Knox, that a motion of appreciation be recorded to former Councillor, Lisa Cooper, for her service to the community as Mayor in 2024/25.**

**CARRIED**

The Mayor, Councillor Kennett presented an engraved gravel, a plaque and the Mayor's medallion to Councillor Cooper in recognition of her service to Council and the Knox community.

The Mayor also noted a small gift would be presented to Councillor Cooper's mother, in recognition of her support for Councillor Cooper during her Mayoral term.

## 5 Election Of Deputy Mayor

In accordance with Sections 26(3) and 27 of the Local Government Act 2020, Council will determine whether the Deputy Mayor is to be elected for a 1-year or a 2-year term.

The Mayor will then conduct the election of the Deputy Mayor in accordance with Section 27 of the Local Government Act 2020 and Chapter 2, Part B of the Governance Rules of Knox City Council.

### **RESOLUTION**

**MOVED:** Councillor Cooper

**SECONDED:** Councillor Atwell

**That Council resolve that the Deputy Mayor be elected for a one year term.**

### **CARRIED**

The Mayor called for nominations for the position of Deputy Mayor for 2025/26.

Councillor Duncan nominated himself for Deputy Mayor.  
Councillor Cooper seconded the nomination.

**There being no further nominations the Mayor declared Councillor Chris Duncan elected to the position of Deputy Mayor of Knox City Council for the 2025/26 period.**

### **RESOLUTION**

**MOVED:** Councillor Baker

**SECONDED:** Councillor Cooper

**That Council resolve, on behalf of Knox City Council and the residents of Knox, that a motion of appreciation be recorded to former Councillor, Glen Atwell, for his service to the community as Deputy Mayor in 2024/25.**

### **CARRIED**

## 6 Appointment Of Committees

### 6.1 Appointment of Committees 2025-26

#### **RECOMMENDATION**

That Councillors be appointed to the various committees as set out in Attachment 1 to the officers' report, effective from 20 November 2025 and until 19 November 2026 or Council resolves otherwise.

#### **RESOLUTION**

**MOVED:** Councillor Lockwood

**SECONDED:** Councillor Baker

**That Councillors be appointed to the various committees as set out below, effective from 20 November 2025 and until 30 November 2026 or Council resolves otherwise:**

Specific Purpose Committees		
Committee	Councillor(s)	
Audit and Risk Committee	Mayor	Cr Cooper
Transformation Governance Committee	Cr Duncan	Cr Kennett
CEO Employment and Remuneration Committee	Cr Atwell Cr Baker Cr Cooper Cr Duncan	Cr Kennett Cr Lockwood Cr Pearce Cr Williams
Knox Community Awards Committee	Cr Atwell	Cr Williams
Council Advisory Committees		
Multicultural Advisory Committee	Cr Considine	Cr Lockwood
Active Ageing Advisory Committee	Cr Baker	Cr Pearce
Environment Advisory Committee	Cr Kennett	Cr Lockwood
Knox Recreation and Leisure Committee	Cr Duncan Cr Kennett	Cr Pearce
Community Safety, Health & Wellbeing Advisory Committee	Cr Cooper	
Youth Advisory Committee	Cr Duncan	Cr Williams
Early Years Advisory Committee	Cr Considine	Cr Kennett
Arts and Culture Committee	Cr Lockwood	
Knox Disability Advisory Committee	Cr Atwell	Cr Baker
Council Advisory Committees		
Eastern Affordable Housing Alliance	Cr Lockwood Sub -	
Eastern Alliance for Greenhouse Action	Cr Kennett Sub -	
Eastern Region Group of Councils	Cr Duncan	
Your Library	Cr Lockwood	Cr Atwell

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Committee	Councillor(s)
Eastern Transport Coalition	Cr Lockwood Sub -
Knox Interfaith Network	Chair of KMAC
Municipal Association of Victoria	Cr Lockwood Sub: Cr Pearce
Knox Local Safety Committee	Mayor & Deputy Mayor (per previous resolution of Council)

**CARRIED**

## 7 Notices Of Motion

### 7.1 Notice of Motion (Rescission) No. 190 - Lease Agreement between Knox City Council and Scouts Victoria

The following Rescission Motion was lodged by Councillor Susan Pearce and Councillor Robert Williams in accordance with Section 45 of the Governance Rules.

**We give notice that it is our intention to move the following motion at the next Council meeting:**

That Council resolve:

- A. That the following resolutions of the Council Meeting on 10 November 2025 in relation to Item 6.1 Lease Agreement between Knox City Council and Scouts Victoria, be rescinded:

*“That Council resolve to:*

- 1. Note that the relevant provisions of Section 115 of the Local Government Act 2020 regarding Lease of Land have been met.*
- 2. Enter into Lease Agreement/s with Scouts Victoria for the eleven Scout Hall sites listed in this report which are on Council-owned land:*
  - a. For the purpose of providing Scout related activities; and*
  - b. With an annual rent payable of \$239 per site per annum, increasing by 4% on the annual anniversary of the Agreement, plus outgoings.*
- 3. Enter into Lease Agreements with Scouts Victoria for the two Scout Hall sites for which Council is the manager of the land on behalf of the Victorian State Government and Melbourne Water:*
  - a. For the purpose of providing Scout related activities;*
  - b. Using terms agreeable to the land-owners (noting these leases will need to be approved by the landowners); and*
  - c. With an annual rent payable of \$239 per site per annum, increasing by 4% on the annual anniversary of the agreement, plus outgoings.*
- 4. Authorise the Chief Executive Officer (or such person as the Chief Executive Officer nominates) to negotiate and execute the lease agreement/s for each site, generally in accordance with:*
  - a. the above resolutions;*
  - b. the officer recommendations in section 1 of the Officers’ report;*
  - c. the draft lease as outlined in Confidential Attachment 1; and*
  - d. where applicable, the requirements of the Victorian State Government and Melbourne Water as relevant land owners;*

*with such minor or administrative changes considered necessary and appropriate at the discretion of the Chief Executive Officer or their nominee.*

5. *Authorise the Chief Executive Officer (or such person as the Chief Executive Officer nominates), pursuant to Section 125 of the Local Government Act 2020, to communicate the content of the Confidential Attachments for the limited purpose of communicating the effect of this resolution to the extent necessary at their discretion, including for the purpose of informing staff and the community about the content and/or Council decision.”*
- B. Having regard to the Officers’ Report presented to the Council meeting on 10 November 2025 and titled “Item 6.1 Lease Agreement between Knox City Council and Scouts Victoria” (the 10 November Report):
1. To note that the relevant provisions of Section 115 of the Local Government Act 2020 regarding Lease of Land have been met.
  2. To authorise the Chief Executive Officer (or such person as the Chief Executive Officer nominates) to negotiate with Scouts Victoria to prepare proposed lease agreement/s for the eleven Scout Hall sites listed in the 10 November Report:
    - a. For the purpose of providing Scout related activities;
    - b. With an annual rent payable of \$239 per site per annum, increasing by 4% on the annual anniversary of the Agreement, plus outgoings.
    - c. Generally in accordance with these resolutions and;
      - i. the officer recommendations in section 1 of the 10 November Report;
      - ii. the draft lease as outlined in Confidential Attachment 1 of the 10 November Report; and
    - d. With such other changes considered necessary and appropriate having regard to negotiations at the discretion of the Chief Executive Officer or their nominee.
  3. To Authorise the Chief Executive Officer (or such person as the Chief Executive Officer nominates) to negotiate with Scouts Victoria to prepare proposed lease agreement/s for the two Scout Hall sites listed in the 10 November Report for which Council is the manager of the land on behalf of the Victorian State Government and Melbourne Water:
    - a. For the purpose of providing Scout related activities;
    - b. With an annual rent payable of \$239 per site per annum, increasing by 4% on the annual anniversary of the Agreement, plus outgoings.
    - c. Generally in accordance with these resolutions and;
      - i. the officer recommendations in section 1 of the 10 November Report;
      - ii. the draft lease as outlined in Confidential Attachment 1 of the 10 November Report;
      - iii. where applicable, the requirements of the Victorian State Government and Melbourne Water as relevant land owners; and

- d. With such other changes considered necessary and appropriate having regard to negotiations, at the discretion of the Chief Executive Officer or their nominee.
4. To present the proposed leases to a future Council meeting determined by the Chief Executive Officer in consultation with the Mayor for Council's consideration.
5. To authorise the Chief Executive Officer (or such person as the Chief Executive Officer nominates), pursuant to Section 125 of the Local Government Act 2020, to communicate the content of the Confidential Attachments for the limited purpose of communicating the effect of this resolution to the extent necessary at their discretion, for the purpose of implementing Council's decision.

*Councillor Baker made a transparency statement noting that she has a friend who is a member of a local Scouts group. She advised that she does not believe this constitutes a conflict of interest.*

### MOTION

MOVED: Councillor Pearce

SECONDED: Councillor Williams

That Council resolve:

- A. That the following resolutions of the Council Meeting on 10 November 2025 in relation to Item 6.1 Lease Agreement between Knox City Council and Scouts Victoria, be rescinded:

*"That Council resolve to:*

1. *Note that the relevant provisions of Section 115 of the Local Government Act 2020 regarding Lease of Land have been met.*
2. *Enter into Lease Agreement/s with Scouts Victoria for the eleven Scout Hall sites listed in this report which are on Council-owned land:*
  - a. *For the purpose of providing Scout related activities; and*
  - b. *With an annual rent payable of \$239 per site per annum, increasing by 4% on the annual anniversary of the Agreement, plus outgoings.*
3. *Enter into Lease Agreements with Scouts Victoria for the two Scout Hall sites for which Council is the manager of the land on behalf of the Victorian State Government and Melbourne Water:*
  - a. *For the purpose of providing Scout related activities;*
  - b. *Using terms agreeable to the land-owners (noting these leases will need to be approved by the landowners); and*
  - c. *With an annual rent payable of \$239 per site per annum, increasing by 4% on the annual anniversary of the agreement, plus outgoings.*
4. *Authorise the Chief Executive Officer (or such person as the Chief Executive Officer nominates) to negotiate and execute the lease agreement/s for each site, generally in accordance with:*

- a. *the above resolutions;*
- b. *the officer recommendations in section 1 of the Officers' report;*
- c. *the draft lease as outlined in Confidential Attachment 1; and*
- d. *where applicable, the requirements of the Victorian State Government and Melbourne Water as relevant land owners;*

*with such minor or administrative changes considered necessary and appropriate at the discretion of the Chief Executive Officer or their nominee.*

5. *Authorise the Chief Executive Officer (or such person as the Chief Executive Officer nominates), pursuant to Section 125 of the Local Government Act 2020, to communicate the content of the Confidential Attachments for the limited purpose of communicating the effect of this resolution to the extent necessary at their discretion, including for the purpose of informing staff and the community about the content and/or Council decision."*

- B. Having regard to the Officers' Report presented to the Council meeting on 10 November 2025 and titled "Item 6.1 Lease Agreement between Knox City Council and Scouts Victoria" (the 10 November Report):

1. To note that the relevant provisions of Section 115 of the Local Government Act 2020 regarding Lease of Land have been met.
2. To authorise the Chief Executive Officer (or such person as the Chief Executive Officer nominates) to negotiate with Scouts Victoria to prepare proposed lease agreement/s for the eleven Scout Hall sites listed in the 10 November Report:
  - a. For the purpose of providing Scout related activities;
  - b. With an annual rent payable of \$239 per site per annum, increasing by 4% on the annual anniversary of the Agreement, plus outgoings.
  - c. Generally in accordance with these resolutions and;
    - i. the officer recommendations in section 1 of the 10 November Report;
    - ii. the draft lease as outlined in Confidential Attachment 1 of the 10 November Report; and
  - d. With such other changes considered necessary and appropriate having regard to negotiations at the discretion of the Chief Executive Officer or their nominee.
3. To Authorise the Chief Executive Officer (or such person as the Chief Executive Officer nominates) to negotiate with Scouts Victoria to prepare proposed lease agreement/s for the two Scout Hall sites listed in the 10 November Report for which Council is the manager of the land on behalf of the Victorian State Government and Melbourne Water:
  - a. For the purpose of providing Scout related activities;
  - b. With an annual rent payable of \$239 per site per annum, increasing by 4% on the annual anniversary of the Agreement, plus outgoings.
  - c. Generally in accordance with these resolutions and;

- i. the officer recommendations in section 1 of the 10 November Report;
  - ii. the draft lease as outlined in Confidential Attachment 1 of the 10 November Report;
  - iii. where applicable, the requirements of the Victorian State Government and Melbourne Water as relevant land owners; and
- d. With such other changes considered necessary and appropriate having regard to negotiations, at the discretion of the Chief Executive Officer or their nominee.
4. To present the proposed leases to a future Council meeting determined by the Chief Executive Officer in consultation with the Mayor for Council's consideration.
5. To authorise the Chief Executive Officer (or such person as the Chief Executive Officer nominates), pursuant to Section 125 of the Local Government Act 2020, to communicate the content of the Confidential Attachments for the limited purpose of communicating the effect of this resolution to the extent necessary at their discretion, for the purpose of implementing Council's decision.

**PROCEDURAL MOTION**

**MOVED: Councillor Lockwood**

**SECONDED: Councillor Duncan**

**That this matter be adjourned until the Council meeting on 24 November 2025.**

**CARRIED**

*The Mayor, Councillor Kennett, noted the impact of the procedural motion was that debate on the substantive motion for item 7.1, Notice of Motion (Rescission) No. 190 - Lease Agreement between Knox City Council and Scouts Victoria, would be held over to the Council meeting on 24 November 2025.*

**MEETING CLOSED AT 8:59pm**

Minutes of Meeting confirmed at the Council Meeting held on Monday, 15 December 2025

.....  
Chairperson

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

# AGENDA



Meeting of Council  
including the Election of the Mayor, Deputy  
Mayor and Appointment of Committees

To be held at the

Civic Centre

511 Burwood Highway

Wantirna South

On

Thursday 20 November 2025 at 7:00 PM

This meeting will be conducted as a hybrid meeting

**Order of Business**

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Bruce Dobson  
Chief Executive Officer

## 1 Commencement Of Proceedings

Welcome by the Chief Executive Officer, Mr Bruce Dobson

## 2 Apologies

## 3 Declarations of Conflict of Interest

## 4 Election Of Mayor

In accordance with Section 26(3) of the Local Government Act 2020, Council will determine whether the Mayor is to be elected for a 1-year or a 2-year term.

The Chief Executive Officer will then conduct the election of the Mayor in accordance with Chapter 2, Part B of the Governance Rules of Knox City Council.

Following the election, there will be an opportunity for the Mayor and Councillors to address the meeting.

## 5 Election Of Deputy Mayor

In accordance with Sections 26(3) and 27 of the Local Government Act 2020, Council will determine whether the Deputy Mayor is to be elected for a 1-year or a 2-year term.

The Mayor will then conduct the election of the Deputy Mayor in accordance with Section 27 of the Local Government Act 2020 and Chapter 2, Part B of the Governance Rules of Knox City Council.

Following the election, there will be an opportunity for the Deputy Mayor, Mayor and Councillors to address the meeting.

## 6 Appointment Of Committees

### 6.1 Appointment of Committees 2025-26

<b>Final Report Destination:</b>	Council
<b>Paper Type:</b>	For Decision
<b>Author:</b>	Head of Governance, Saskia Weerheim
<b>Manager:</b>	Manager Governance and Risk, Andrew Dowling
<b>Executive:</b>	Interim Director Customer and Performance, Matt Kelleher

#### **SUMMARY**

Each year Councillors nominate and are appointed to a variety of internal and external committees for the following Mayoral year.

#### **RECOMMENDATION**

That Councillors be appointed to the various committees as set out in Attachment 1 to the officers’ report, effective from 20 November 2025 and until 19 November 2026 or Council resolves otherwise.

#### **1. DISCUSSION**

Council appoints Councillors annually to a variety of internal committees and external appointments. The appointments for consideration are outlined in Attachment 1.

Appointments are made having regard to the relevant terms of reference, rules or agreements governing the committees and groups concerned.

Representation on the various committees enables Councillors to:

- Engage with Committee members to share their Councillor perspective on the various issues before the Committee; and
- Listen to the views expressed by the Committee and share those views with their colleagues, staff and Council; and/or
- Represent the interests of Knox City Council on a range of external committees and groups.

The necessary resolutions for the appointments will be determined at the meeting having regard to nominations for the various appointments.

## **2. CONFLICT OF INTEREST**

The officers contributing to and responsible for this report have no conflicts of interest requiring disclosure under Chapter 5 of the Governance Rules of Knox City Council.

Section 129 of the Local Government Act 2020 provides that a Conflict of Interest does not arise in relation to a decision by a Councillor in certain circumstances; and Regulation 7(1) of the Local Government (Governance and Integrity) Regulations 2020 prescribes the following are relevant circumstances:

- The nomination or appointment by the Council of a Councillor to a position for which the Councillor will not be remunerated.
- The nomination or appointment by the Council of a Councillor to a position in the Municipal Association of Victoria or in another body that has the purpose of representing the interests of Councils.

## **3. CONFIDENTIALITY**

There is no content in this report that meets the definition of confidential information in the Local Government Act 2020.

## **ATTACHMENTS**

1. Attachment 1 - Committees 2025-2026 [6.1.1 - 4 pages]

**2025-26 Councillor Committees**

<b>Specific Purpose Committees</b>		
<b>Committee</b>	<b>No. of Councillor Appointments</b>	<b>Purpose</b>
<b>Audit and Risk Committee</b>	Max 2	In accordance with the Local Government Act to support Council in discharging its oversight and accountability responsibilities related to: <ul style="list-style-type: none"> <li>• Compliance with Council’s policies, procedures and governance principles;</li> <li>• Overarching governance principles;</li> <li>• Effectiveness of Council’s system of internal controls, including fraud and corruption prevention;</li> <li>• Council’s risk management framework;</li> <li>• Financial and performance reporting;</li> <li>• Internal audit and external audit functions;</li> <li>• Statutory and legislative compliance; and</li> <li>• Liaison between Council, Management and the external and internal auditors.</li> </ul>
<b>Transformation Governance Committee</b>	Min: Mayor +1 Max: Mayor+2	Provide advice, guidance and recommendations on Customer and Performance Portfolio of projects and programs regarding strategic investment priorities, decision making responsibilities and items brought before the committee
<b>CEO Employment and Remuneration Committee</b>	Min Mayor + 3 No Max	Undertakes confidential bi-annual reviews of the performance of the Chief Executive Officer against pre-determined performance criteria and key performance indicators and assesses the progress towards meeting these criteria, inclusive of making recommendations to Council on the remuneration review.
<b>Knox Community Awards Committee</b>	Max. 2	To consider nominations and recommend annual award recipients.

<b>Council Advisory Committees</b>		
<b>Committee</b>	<b>No. of Appointments</b>	<b>Purpose</b>
<b>Active Ageing Advisory Committee</b>	Max 2	To facilitate stakeholder engagement which supports quality decision making and in turn, the achievements of Council's goals and strategies under the Community and Council Plan
<b>Arts and Culture Committee</b>	Min 2 Max 3	To facilitate stakeholder engagement which supports quality decision making and in turn, the achievements of Council's goals and strategies under the Community and Council Plan. To provide Council with strategic advice on issues relating to the advancement of arts and culture in Knox. It assists in promoting greater awareness and understanding of arts and cultural services in Knox, and the value of arts and culture in supporting community health and wellbeing. The Committee also provides Council with direct insight into the local needs, interests and trends in arts, culture and creative industry development in Knox.
<b>Community Safety, Health and Wellbeing Advisory Committee</b>	Max 2	<ul style="list-style-type: none"> <li>To support the planning and implementation of evidence based and informed primary and secondary prevention approaches to current and emerging community safety, health and wellbeing issues.</li> <li>To facilitate stakeholder engagement of both the community and organisations, to understand, discuss, plan and implement proposed actions. This Committee will utilise the expertise of its members to support quality decision making to ultimately assist with the improved health, safety and wellbeing of the Knox community as the desired outcome.</li> </ul>
<b>Disability Advisory Committee</b>	Min 1 Max 2	To promote disability awareness within Council and the wider community and assist Council in the development of policy and planning about issues of access and inclusion.
<b>Early Years Advisory Committee</b>	Min 1 Max 2	The function of this Advisory Committee is to facilitate stakeholder engagement which supports Council's quality decision making and in turn, the achievements of Council's goals and strategies under the Community and Council Plan. The purpose of the Early Years Advisory Committee (EYAC) is to provide advice and advocate to Council on matters impacting families and children and the related services within the Knox community.

<b>Council Advisory Committees</b>		
<b>Committee</b>	<b>No. of Appointments</b>	<b>Purpose</b>
<b>Environment Advisory Committee</b>	Min 1 2 Desirable No Max	To facilitate stakeholder engagement which supports quality decision making and in turn, the achievements of Council's goals and strategies under the Community and Council Plan. To inform and advise Council on environmental and sustainability related issues and Council's role in improving the natural and built environment.
<b>Multicultural Advisory Committee</b>	Max 2	<ul style="list-style-type: none"> <li>To provide Council with advice on multicultural issues and the promotion of greater awareness and understanding in the local community of cultural diversity in Knox.</li> <li>To facilitate stakeholder engagement which supports quality decision making and in turn, achievement of Council's goals and strategies within the Community and Council Plan 2017-2021.</li> </ul>
<b>Recreation and Leisure Committee</b>	Min 1 Desirable 2 Max 3	<ul style="list-style-type: none"> <li>To facilitate stakeholder engagement which supports quality decision making and in turn, the achievements of Council's goals and strategies under the Community and Council Plan.</li> <li>To assist Council with its community engagement process and provide valuable information to support the decision making of Council.</li> <li>To support Council's commitment to engage with its community and to acknowledge the critical role recreation, sport and leisure plays in the wellbeing of our community.</li> </ul>
<b>Youth Advisory Committee</b>	Max 2	<ul style="list-style-type: none"> <li>To facilitate stakeholder engagement which supports quality decision making and in turn, the achievements of Council's goals and strategies under the Community and Council Plan.</li> <li>To assist Council with its community engagement processes and provide valuable information to support the decision making of Council. The establishment of the YAC supports Council's commitment to engage with its community on issues that affect the lives and wellbeing of its young people</li> </ul>

<b>External Committees</b>		
<b>Committee</b>	<b>No. of Appointments</b>	<b>Purpose</b>
<b>Eastern Affordable Housing Alliance</b>	Max 1 + sub	To represent the affordable housing needs and priorities of the region and advocate for improvements in housing affordability that have region-wide benefits.
<b>Eastern Alliance for Greenhouse Action</b>	Max 1 + sub	A collaboration of eight Councils in Melbourne’s east working together on regional programs that reduce greenhouse gas emissions and facilitate regional adaptation.
<b>Eastern Region Group of Councils</b>	Mayor + 1 Councillor for remaining 3 years of this Council term.	To influence policy matters on a range of issues including planning, service funding, transport, infrastructure, affordable housing and climate change.
<b>Eastern Transport Coalition</b>	Max 1 + sub	Advocates for sustainable and integrated transport services in the eastern region of Melbourne, with a focus on community travel needs and lessening car dependency.
<b>Knox Interfaith Network</b>	The Chair of KMAC attends these meetings	Provides a forum for participation across religious and cultural boundaries, the celebration of diversity, acceptance and sharing of culture.
<b>Municipal Association of Victoria</b>	Max 1 + sub	This is a Victoria-wide group which is the peak association representing Victorian Councils.
<b>Your Library</b>	Max 2	A regional corporation comprising two representatives from each of the three member municipalities- Knox, Maroondah and Yarra Ranges – which oversees the management and direction of the Eastern Regional Libraries Corporation.
<b>Knox Local Safety Committee</b>	Mayor and Deputy Mayor*	The “Local Safety Committee” (LSC) provides Victoria Police the opportunity to work closely with local government (Knox Council) and key community stakeholders, to address identified safety concerns, communicate outcomes and actions taken, refining and improving how local government and policing services are delivered to the community.

\* Council resolved at its meeting on 10 November 2025, that “Until such time as Council determines otherwise, the Mayor (or Acting Mayor) of the day and the Deputy Mayor of the day shall represent Council on the Local Safety Committee convened by Victoria Police.”

## 7 Notices Of Motion

### 7.1 Notice of Motion (Rescission) No. 190 - Lease Agreement between Knox City Council and Scouts Victoria

The following Rescission Motion was lodged by Councillor Susan Pearce and Councillor Robert Williams in accordance with Section 45 of the Governance Rules

**We give notice that it is our intention to move the following motion at the next Council meeting:**

That Council resolve:

- A. That the following resolutions of the Council Meeting on 10 November 2025 in relation to Item 6.1 Lease Agreement between Knox City Council and Scouts Victoria, be rescinded:

*“That Council resolve to:*

1. *Note that the relevant provisions of Section 115 of the Local Government Act 2020 regarding Lease of Land have been met.*
2. *Enter into Lease Agreement/s with Scouts Victoria for the eleven Scout Hall sites listed in this report which are on Council-owned land:*
  - a. *For the purpose of providing Scout related activities; and*
  - b. *With an annual rent payable of \$239 per site per annum, increasing by 4% on the annual anniversary of the Agreement, plus outgoings.*
3. *Enter into Lease Agreements with Scouts Victoria for the two Scout Hall sites for which Council is the manager of the land on behalf of the Victorian State Government and Melbourne Water:*
  - a. *For the purpose of providing Scout related activities;*
  - b. *Using terms agreeable to the land-owners (noting these leases will need to be approved by the landowners); and*
  - c. *With an annual rent payable of \$239 per site per annum, increasing by 4% on the annual anniversary of the agreement, plus outgoings.*
4. *Authorise the Chief Executive Officer (or such person as the Chief Executive Officer nominates) to negotiate and execute the lease agreement/s for each site, generally in accordance with:*
  - a. *the above resolutions;*
  - b. *the officer recommendations in section 1 of the Officers’ report;*
  - c. *the draft lease as outlined in Confidential Attachment 1; and*
  - d. *where applicable, the requirements of the Victorian State Government and Melbourne Water as relevant land owners;*

*with such minor or administrative changes considered necessary and appropriate at the discretion of the Chief Executive Officer or their nominee.*
5. *Authorise the Chief Executive Officer (or such person as the Chief Executive Officer nominates), pursuant to Section 125 of the Local Government Act 2020, to communicate the content of the Confidential Attachments for the limited purpose of communicating the effect of this resolution to the extent necessary at their discretion, including for the purpose of informing staff and the community about the content and/or Council decision.”*

- B. Having regard to the Officers' Report presented to the Council meeting on 10 November 2025 and titled "Item 6.1 Lease Agreement between Knox City Council and Scouts Victoria" (the 10 November Report):
1. To note that the relevant provisions of Section 115 of the Local Government Act 2020 regarding Lease of Land have been met.
  2. To authorise the Chief Executive Officer (or such person as the Chief Executive Officer nominates) to negotiate with Scouts Victoria to prepare proposed lease agreement/s for the eleven Scout Hall sites listed in the 10 November Report:
    - a. For the purpose of providing Scout related activities;
    - b. With an annual rent payable of \$239 per site per annum, increasing by 4% on the annual anniversary of the Agreement, plus outgoings.
    - c. Generally in accordance with these resolutions and;
      - i. the officer recommendations in section 1 of the 10 November Report;
      - ii. the draft lease as outlined in Confidential Attachment 1 of the 10 November Report; and
    - d. With such other changes considered necessary and appropriate having regard to negotiations at the discretion of the Chief Executive Officer or their nominee.
  3. To Authorise the Chief Executive Officer (or such person as the Chief Executive Officer nominates) to negotiate with Scouts Victoria to prepare proposed lease agreement/s for the two Scout Hall sites listed in the 10 November Report for which Council is the manager of the land on behalf of the Victorian State Government and Melbourne Water:
    - a. For the purpose of providing Scout related activities;
    - b. With an annual rent payable of \$239 per site per annum, increasing by 4% on the annual anniversary of the Agreement, plus outgoings.
    - c. Generally in accordance with these resolutions and;
      - i. the officer recommendations in section 1 of the 10 November Report;
      - ii. the draft lease as outlined in Confidential Attachment 1 of the 10 November Report;
      - iii. where applicable, the requirements of the Victorian State Government and Melbourne Water as relevant land owners; and
    - d. With such other changes considered necessary and appropriate having regard to negotiations, at the discretion of the Chief Executive Officer or their nominee.
  4. To present the proposed leases to a future Council meeting determined by the Chief Executive Officer in consultation with the Mayor for Council's consideration.
  5. To authorise the Chief Executive Officer (or such person as the Chief Executive Officer nominates), pursuant to Section 125 of the Local Government Act 2020, to communicate the content of the Confidential Attachments for the limited purpose of communicating the effect of this resolution to the extent necessary at their discretion, for the purpose of implementing Council's decision.