

MINUTES

Mid Month Meeting of Council

Held at the
Civic Centre
511 Burwood Highway
Wantirna South
On
Monday 10 August 2026



The Agenda for the Mid Month Meeting of Council, Monday 10 August 2026, 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 7:01 pm.

PRESENT:

Cr Paige Kennett (Chairperson)
Cr Chris Duncan (Deputy Mayor)
Cr Robert Williams (Via Zoom)
Cr Meagan Baker
Cr Susan Pearce (Via Zoom)
Cr Glen Atwell

Chandler Ward
Collier Ward
Dinsdale Ward
Dobson Ward
Taylor Ward
Tirhatuan Ward

Bruce Dobson
Monica Micheli (via Zoom)
Jonathan McNally
Judy Chalkley
Matt Kelleher
Navec Lorkin
Andrew Dowling
Saskia Weerheim

Chief Executive Officer
Acting Director Infrastructure
Director City Liveability
Director Connected Communities
Director Customer & Performance
Chief Financial Officer
Manager Governance & Risk
Head of Governance

Order of Business

1 Apologies And Requests For Leaves Of Absence	4
2 Declarations Of Conflict Of Interest.....	4
3 Confirmation Of Minutes	4
4 Officer Reports	5
4.1 Minor Grants Program 2026-2027 Monthly Report	5
4.2 Draft Public Toilet Management Policy and Public Toilet Management Plan.....	12
5 Notices Of Motion.....	14
6 Supplementary Items.....	14
7 Urgent Business	14
7.1 Urgent Business	14
8 Confidential Items.....	14
8.1 Appointment of Independent Member to the Audit and Risk Committee	14

1 Apologies And Requests For Leaves Of Absence

Apologies were received from Councillor Peter Lockwood, Councillor Lisa Cooper and Councillor Parisa Considine.

2 Declarations Of Conflict Of Interest

Nil.

3 Confirmation Of Minutes

The Chairperson, Councillor Paige Kennett invited Councillors to raise any opposition to the Minutes of the Mid Month Meeting of Council held on Monday 13 July 2026. There being none, the Chairperson declared the Minutes be confirmed.

4 Officer Reports

4.1 Minor Grants Program 2026-2027 Monthly Report

SUMMARY

This report summarises the grant applications recommended for approval in August 2026 for the 2026-2027 Minor Grants Program. All applications have been assessed against the criteria set out in the Knox City Council Community Grants Guidelines 2026-2027 (Guidelines).

Applications under the Minor Grants Program are limited to a maximum of \$2,500.00 within the current financial year.

RECOMMENDATION

That Council resolve to:

1. Approve in full, six applications under the Minor Grants Program for a total of \$13,227.28 (excluding GST) as detailed below:

Applicant Name	Project Title	Amount Requested (inc. GST)	Amount Recommended (excl. GST)
1st Knoxfield Scout Group	Replacement Scout Activity Marquee Marquee to provide safe, durable shelter for Scouts, volunteers and community activities year-round. The grant application excludes funding for marquee <u>branding</u> .	\$1,600.00	\$1,454.55 (lesser amount due to GST)
Foothills Community Care Inc.	Foothills Volunteer Support Project Accredited training to strengthen volunteer capacity, safety and responsiveness to growing community food relief.	\$2,500.00	\$2,272.73 (lesser amount due to GST)
Footscape Inc.	Foot Care Socks Improve foot health and wellbeing for homeless people, First Nations peoples, asylum seekers and domestic violence victims through access and self-care.	\$2,200.00	\$2,000.00 (lesser amount due to GST)
Greater Eastern Malayalees Melbourne Inc.	GEM Onam 2026 Onam celebration showcasing Kerala's heritage through music, dance, cuisine and	\$2,500.00	\$2,500.00

Applicant Name	Project Title	Amount Requested (inc. GST)	Amount Recommended (excl. GST)
	activities, promoting inclusion, diversity.		
Indian Senior Citizens Association of Vic Inc.	Indian Independence & Multicultural Day Celebrations Celebration of India's Independence Day featuring cultural performances, community participation and civic representation.	\$2,500.00	\$2,500.00
Knox Sporting Club (KSC) Phoenix Basketball Club	KSC Phoenix Basketball Club 40th Anniversary Support for its 40th anniversary celebration, including venue hire & entertainment.	\$2,500.00	\$2,500.00
Total		\$13,800.00	\$13,227.28

2. Partially approve one application under the Minor Grants Program for a total of \$969.00 (excluding GST) as detailed below:

Applicant Name	Project Title	Reason for Partial	Amount Requested (inc. GST)	Amount Recommended (excl. GST)
Highbury Community Learning and Wellbeing Inc.	Knox Mid-Autumn Harmony: Youth Musical Celebration Youth-led Mid-Autumn Festival celebration fostering cultural exchange, inclusion and community connection across Knox.	As this group is not based in Knox, partial funding is recommended which would cover the following items: venue hire, certificate frames, mooncakes, tea and facilitator costs. While the applicant group is based outside the Knox municipality, the application is eligible as the event will be delivered at the Knox Community Arts Centre and will provide a benefit to Knox residents.	\$1,436.00	\$969.00
Total			\$1,436.00	\$969.00

3. Defer two applications under the Minor Grants Program requesting a total of \$4,300.00 as detailed below:

Applicant Name	Project Title	Reason for Deferral	Amount Requested
Mountain District Learning Centre	MDLC Makers Market	Further information has been requested from the applicant to assist with assessing their application	\$1,800.00
St Jude's Parish Scoresby	Establishment of a Men's Club	The application has been deferred pending the provision of supporting budget documentation.	\$2,500.00
Total			\$4,300.00

4. Note four ineligible applications under the Minor Grants Program requesting a total of \$7,700.00 as detailed below:

Applicant Name	Project Title	Reason for Ineligibility	Amount Requested
Guy Turner Reserve Tennis Club	Split System Purchase and Install	The project involves the installation of a fixed asset and permanent facility upgrade. The Guidelines state that "Capital works and the purchase or installation of fixed assets are not eligible for funding under this grant program." This includes "works or items that create, enhance, or extend the life of a physical asset or infrastructure." Officers will contact the club to discuss future funding opportunities and eligibility.	\$2,500.00
One Hope Community Church Inc.	Coffee Plus - Art Sessions 2026-27	The Community Grants team spoke with this group a number of times and provided feedback on their application. However, the application remains ineligible as it requests that the grant cover catering only at a number of events and programs; no other items are requested in the budget. The grant guidelines state that "you can only include catering costs up to 20% of the amount you apply for". The Community Grants team will continue to work with this group on submitting an eligible application.	\$700.00
RE CARE	Installation of commercial dishwasher	The project includes the installation of a fixed asset. The Guidelines state that "Capital works and the purchase or installation of fixed assets are not eligible for funding under this grant program." The proposed start date is also ineligible, as "Projects / Activities that are due to begin before the Council meeting date will not be considered."	\$2,500.00

Applicant Name	Project Title	Reason for Ineligibility	Amount Requested
		Officers will contact the applicant to discuss future funding opportunities that would be eligible.	
Wantirna South Cricket Club	Senior Women's Cricket Team	The Minor Grants Guidelines state that "Funding will not be provided for printed or branded uniforms or merchandise." Council Officers discussed this with the applicant via phone and email, outlining the funding restrictions, advising that the club could reapply for uniform costs excluding logo and branding expenses. Officers also offered to meet with the Club to discuss other eligible items and funding opportunities that may support the Club's needs.	\$2,000.00
Total			\$7,700.00

5. Note that should the recommended Minor Grants be approved by Council, the remaining budget for 2026-27 will be \$117,093.18 after GST adjustments.

RESOLUTION

MOVED: Councillor Baker

SECONDED: Councillor Atwell

1. Approve in full, six applications under the Minor Grants Program for a total of \$13,227.28 (excluding GST) as detailed below:

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Foothills Community Care Inc.	Foothills Volunteer Support Project Accredited training to strengthen volunteer	\$2,500.00	\$2,272.73 (lesser amount due to GST)

Applicant Name	Project Title	Amount Requested (inc. GST)	Amount Recommended (excl. GST)
	capacity, safety and responsiveness to growing community food relief.		
Footscape Inc.	Foot Care Socks Improve foot health and wellbeing for homeless people, First Nations peoples, asylum seekers and domestic violence victims through access and self-care.	\$2,200.00	\$2,000.00 (lesser amount due to GST)
Greater Eastern Malayalees Melbourne Inc.	GEM Onam 2026 Onam celebration showcasing Kerala's heritage through music, dance, cuisine and activities, promoting inclusion, diversity.	\$2,500.00	\$2,500.00
Indian Senior Citizens Association of Vic Inc.	Indian Independence & Multicultural Day Celebrations Celebration of India's Independence Day featuring cultural performances, community participation and civic representation.	\$2,500.00	\$2,500.00
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Applicant Name	Project Title	Reason for Partial	Amount Requested (inc. GST)	Amount Recommended (excl. GST)
	Festival celebration fostering cultural exchange, inclusion and community connection across Knox.	While the applicant group is based outside the Knox municipality, the application is eligible as the event will be delivered at the Knox Community Arts Centre and will provide a benefit to Knox residents.		
Total			\$1,436.00	\$969.00

3. Defer two applications under the Minor Grants Program requesting a total of \$4,300.00 as detailed below:

Applicant Name	Project Title	Reason for Deferral	Amount Requested
Mountain District Learning Centre	MDLC Makers Market	Further information has been requested from the applicant to assist with assessing their application	\$1,800.00
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Total			\$4,300.00

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One Hope Community Church Inc.	Coffee Plus - Art Sessions 2026-27	The Community Grants team spoke with this group a number of times and provided feedback on their application. However, the application remains ineligible as it requests that the grant cover catering only at a	\$700.00

Applicant Name	Project Title	Reason for Ineligibility	Amount Requested
		number of events and programs; no other items are requested in the budget. The grant guidelines state that "you can only include catering costs up to 20% of the amount you apply for". The Community Grants team will continue to work with this group on submitting an eligible application.	
RE CARE	Installation of commercial dishwasher	The project includes the installation of a fixed asset. The Guidelines state that "Capital works and the purchase or installation of fixed assets are not eligible for funding under this grant program." The proposed start date is also ineligible, as "Projects / Activities that are due to begin before the Council meeting date will not be considered." Officers will contact the applicant to discuss future funding opportunities that would be eligible.	\$2,500.00
Wantirna South Cricket Club	Senior Women's Cricket Team	The Minor Grants Guidelines state that "Funding will not be provided for printed or branded uniforms or merchandise." Council Officers discussed this with the applicant via phone and email, outlining the funding restrictions, advising that the club could reapply for uniform costs excluding logo and branding expenses. Officers also offered to meet with the Club to discuss other eligible items and funding opportunities that may support the Club's needs.	\$2,000.00
Total			\$7,700.00

5. Note that should the recommended Minor Grants be approved by Council, the remaining budget for 2026-27 will be \$117,093.18 after GST adjustments.

CARRIED

Councillor Pearce retired from the meeting at 7.07pm prior to the vote on Item 4.1

4.2 Draft Public Toilet Management Policy and Public Toilet Management Plan

SUMMARY

Council's Public Toilet Management Policy (2016) and Public Toilet Implementation Plan (2017-2022) are due for review to ensure Council's approach to the planning, provision, operation and renewal of public toilet facilities continues to meet current and future community needs.

This report provides an overview of the draft Knox Public Toilet Management Policy (Attachment 1) and the Public Toilet Management Plan (Attachment 2).

The draft Policy establishes Council's strategic framework for the provision, design, accessibility, operation and lifecycle management of public toilet facilities. The Plan provides an assessment of Council's existing public toilet network, community feedback, emerging challenges, future investment requirements and recommended service improvements.

Key issues identified through the review include:

- Ageing public toilet infrastructure.
- Increasing operational and maintenance costs.
- Accessibility, wayfinding and service-level expectations.
- The need to align future investment with community demand and strategic planning outcomes.

RECOMMENDATION

That Council:

1. Endorse the draft Knox Public Toilet Management Policy as set out in Attachment 1 to the Officers report for the purpose of community engagement.
2. Note that public consultation will include liaison with the Knox Disability Advisory Committee, the Active Ageing Advisory Committee and the Knox Multicultural Advisory Committee.
3. Note that following public engagement, a further report will be presented to Council outlining community feedback, any recommended amendments and seeking final adoption of the Policy.
4. Note the Public Toilet Management Plan, as an internal operational document.

RESOLUTION

MOVED: Councillor Baker

SECONDED: Councillor Williams

That Council:

1. **Endorse the draft Knox Public Toilet Management Policy as set out in Attachment 1 to the Officers report for the purpose of community engagement.**

- 2. Note that public consultation will include liaison with the Knox Disability Advisory Committee, the Active Ageing Advisory Committee and the Knox Multicultural Advisory Committee.**
- 3. Note that following public engagement, a further report will be presented to Council outlining community feedback, any recommended amendments and seeking final adoption of the Policy.**
- 4. Note the Public Toilet Management Plan, as an internal operational document.**

CARRIED

5 Notices Of Motion

Nil.

6 Supplementary Items

Nil.

7 Urgent Business

Nil.

8 Confidential Items

8.1 Appointment of Independent Member to the Audit and Risk Committee

PROCEDURAL MOTION

CLOSURE OF MEETING

MOVED: Councillor Baker

SECONDED: Councillor Duncan

That Council resolve to close the meeting in accordance with Section 66 of the Local Government Act 2020 in order to consider Item 8.1 - Appointment of Independent Member to the Audit and Risk Committee as it relates to personal information, including information about an identifiable person and their performance, that would be unreasonable to disclose publicly, or to disclose before they are appointed.

CARRIED

THE MEETING WAS CLOSED TO THE PUBLIC AT 7:10 pm.

Council resolved to include the resolutions in relation to Item 8.1 Appointment of Independent Member to the Audit and Risk Committee in the public Minutes.

RESOLUTION

MOVED: Councillor Duncan

SECONDED: Councillor Baker

That Council resolve:

- 1. To acknowledge and thank Mick Jaensch for his service as an Independent Member of the Knox Audit and Risk Committee since May 2023.**
- 2. To re-appoint Mick Jaensch as an Independent Member of the Audit and Risk Committee for an additional three-year term concluding in June 2029.**
- 3. To include these resolutions in the public minutes of the Council meeting.**

CARRIED

MEETING CLOSED AT 7:12 pm

Minutes of Meeting confirmed at the
Mid Month Meeting of Council
held on Monday, 14 September 2026

.....
Chairperson

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