



COUNCIL MEETING AGENDA

Date:	Thursday, 28 January 2021
Time:	7:00pm
Location:	Council Chamber, Civic Centre 699 Doncaster Road, Doncaster

This meeting is convened to transact the business listed below.

Andrew Day
Chief Executive Officer

This meeting will be livestreamed. Members of the public who address Council will be heard on the live audio stream, and audio of them speaking will be recorded. All reasonable efforts will be made to avoid capturing live or recorded video footage of public attendees however there might be incidental capture.

COUNCIL MEETING SEATING PLAN

CR ANDREW CONLON
MAYOR
Currawong Ward

CR DEIRDRE DIAMANTE
Tullamore Ward

CR GEOFF GOUGH
Bolin Ward

ANDREW DAY
CEO

CR ANNA CHEN
Waldau Ward

CR STEPHEN MAYNE
Ruffey Ward

CR CARLI LANGE
Yarra Ward

CR MICHELLE KLEINERT
Westerfolds Ward

CR LAURA MAYNE
Schramm Ward

CR TOMAS LIGHTBODY
Manna Ward

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**1 OPENING PRAYER AND STATEMENTS OF
ACKNOWLEDGEMENT**

2 APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE

3 PRIOR NOTIFICATION OF CONFLICT OF INTEREST

4 CONFIRMATION OF MINUTES

Confirmation of the Council Meeting minutes held on 15 December 2020.

5 PRESENTATIONS

6 PETITIONS

7 PUBLIC QUESTION TIME

8 ADMISSION OF URGENT BUSINESS

9 PLANNING PERMIT APPLICATIONS

There are no Planning Permit Applications.

10 CITY PLANNING & COMMUNITY

There are no City Planning and Community reports.

11 CITY SERVICES

11.1 Fitzsimons Lane Upgrade - Laydown Area and Main Site Compound Location 2-14 Websters Road, Templestowe (Proposed Tenancy)

File Number: IN21/21
Responsible Director: Group Manager Infrastructure and City Projects
Attachments: 1 BMD Compound Location [↓](#)

EXECUTIVE SUMMARY

Council has been requested to reach an agreement for the location and leasing of a laydown area for the proposed Fitzsimons Lane upgrade works as part of road enhancement works by Major Road Projects Victoria (MRPV).

It is proposed that the main site compound location for the laydown area and main site compound is to be along the eastern and rear portion of Council's property at 2-14 Websters Road, Templestowe.

It is proposed that a lease be agreed in order that Major Road Projects Victoria and its contractor (BMD Constructions) can use a portion of Council's land at 2-14 Websters Road, Templestowe for part of the site typically measuring 28 metres by 200 metres (L shaped) at a rental of \$60,000 per annum (\$5000/month) as shown in the attached plan.

It is anticipated that the tenancy would be for a term of approximately 1-2 years, subject to delivery of the road upgrade project.

Council is requested to agree to the proposed tenancy that is subject to the statutory advertising requirements pursuant to sections 190 and 223 of the Local Government Act 1989 ("the Act"), and to establish a Committee under section 223 of the Act to hear submissions received in relation to the proposed lease.

1. RECOMMENDATION

That Council:

- A. agree to enter into a lease with Major Road Projects Victoria to use part of Council's land at 2-14 Websters Road, Templestowe as a laydown area for the proposed Fitzsimons Lane upgrade works at an annualised rental of \$60,000;
- B. note the proposed lease is subject to the statutory advertising requirements pursuant to sections 190 and 223 of the *Local Government Act 1989 ("the Act")*;
- C. establish a Committee under section 223 of the Act, comprising the Mayor and Westerfolds Ward Councillor, to hear submissions received in relation to the proposed lease:

The purpose of the Committee is to:

- a) **Provide the opportunity for persons to be heard in support of their submissions, in accordance with section 223 of the Act; and**
 - b) **Report to the Council on the verbal submissions made, including a summary of hearings;**
- D. agrees should no submissions be received:**
- a) **Having followed all the required statutory procedures pursuant to sections 190 and 223 of the Act, Council resolves to grant the lease of the part land at 2-14 Websters Road, Templestowe to Major Road Projects Victoria and/or its contractor, BMD Constructions; and**
 - b) **Affixes Council's common seal to the new lease with Major Road Projects Victoria and/or its contractor, BMD Constructions.**

2. BACKGROUND

- 2.1 On 17 December 2020 BMD Constructions, contractor to Major Road Projects Victoria, advised Council of its desire to commence the process for the establishment of a laydown area associated for the temporary storage as part of the Fitzsimons Lane upgrade project.
- 2.2 The laydown area will be for site sheds, parking and the temporary storage of materials including topsoil, pipes, machinery and to store the trunks from trees that are removed as part of the Fitzsimons Lane upgrade project. A location map for the proposed site included to Attachment 1 BMD Site Compound.
- 2.3 BMD advised Council that it prefers to agree and commence the proposed tenancy in early 2021, however, Council has advised BMD that it is required to follow the statutory procedures pursuant to sections 190 and 223 of the Act, in view that the proposed lease is for at least one year and as a result requires such statutory procedures.
- 2.4 The proposed tenancy is subject to the duration of the proposed road works, and it is envisaged that the duration is likely to be over one year, however, Council was advised that Major Road Projects Victoria and its contractor are requesting for a lease based on monthly rate given the uncertainty of when the project will conclude.

3. DISCUSSION / ISSUE

- 3.1 Major Road Projects Victoria and its contractor BMD Constructions advised Council in November 2020 of its intention to commence the Fitzsimons Lane Upgrade project.

- 3.2 Accordingly, the contractor advised Council that it sought to gain a tenancy at Council's site at 2-14 Websters Road, Templestowe for the purposes of the temporary storage of site sheds, topsoil, piles, and machinery and to store trees that are removed as part of the project.
- 3.3 Council have been requested to consider a lease for the duration of the project that is envisaged to be 1-2 years, and that the proposed lease be undertaken on a month by month basis until the project concludes.
- 3.4 The annualised rental has been agreed at \$60,000 and all usual outgoings are to be borne by the tenant.
- 3.5 As a result of the proposed lease duration (i.e. one year or greater), the provisions of the Act apply and it is necessary for Council to undertake the statutory advertising procedures according to sections 190 and 223 of the Act.

4. IMPACTS AND IMPLICATIONS

- 4.1 The nature of the proposed lease and site usage is considered to have minimal impact upon Council and the community.
- 4.2 Nearby residents will be advised of the proposed usage which is expected to have a minimal impact given the current usage of the site by Council's Operations Teams and significant trees screening around the perimeter of the site. Traffic entering the site will be directed to access via Blackburn Road into Websters Road minimising traffic intrusion into the residential area.

5. DECLARATIONS OF CONFLICT OF INTEREST

No officers involved in the preparation of this report have any general or material conflict of interest in this matter.



11.2 Sport and Recreation Victoria Grant Applications

File Number: IN21/22
Responsible Director: Group Manager Infrastructure and City Projects
Attachments: Nil

EXECUTIVE SUMMARY

Sport and Recreation Victoria has announced a number of grant programs and has invited Council to re-submit a previous application for Schramms Reserve under its current Stimulus Program.

A new requirement for Sports and Recreation grant programs is for Council approval of financial contributions for projects that are to be submitted for external funding.

This report outlines the various categories of grants and recommended projects, following assessment of Council's priority projects and future capital works program.

1. RECOMMENDATION

That Council:

- A. approve the submission for funding towards the Schramm's Reserve Modular Pavilion project to Sport and Recreation Victoria's Community Sports Infrastructure Stimulus Program, and commit to commencement of construction within 6 months of funding approval;**
- B. approve the submission for funding towards the Timber Reserve Floodlight Upgrade to Sport and Recreation Victoria's World Game Facilities Fund;**
- C. approve the submission for funding towards the Rieschiecks Reserve Sports Field Realignment, Fencing and Cricket Net project to Sport and Recreation Victoria's Community Cricket Program; and**
- D. refer the allocation of Council's contributory funding to the relevant capital works budget, to provide the required financial contribution towards projects with successful applications.**

2. BACKGROUND

- 2.1 Sport and Recreation Victoria (SRV) each year, pending State Government budgets, opens grants for community sport and recreation infrastructure.
- 2.2 Due to the timing of the State Government budget announcements and stimulus package programs, SRV grants have recently been announced with upcoming closure dates.

- 2.3 A summary of projects have been included within this report for application to the appropriate SRV grant programs. This list is based on Council's 10 year Capital Works Program and the Sports and Recreation Capital Works priority listing. Following assessment, these projects have been deemed to most closely align to the respective funding guidelines.

3. DISCUSSION / ISSUE

3.1 Community Sports Infrastructure Stimulus Program

3.1.1 Council made an application to the first round of funding for this program in June 2020 and were subsequently unsuccessful. SRV have since opened a second round of funding for this program via invitation only. Council received an invitation from SRV in December 2020 to re-submit this project in the second round.

3.1.2 This program has strict requirements for re-submission including a Council resolution approving the project, funding contributions and confirmation the project is ready to commence within 6 months. The re-submission must exactly replicate the previous submission, including project scope and amount of funding being sought. Furthermore, additional supporting documentation is required, such as soil reports, which Council officers are currently in the process of obtaining.

3.1.3 Grant application details:

- **Project:** Schramms Reserve #2 Modular Pavilion
- **Total Project Cost:** \$1,800,000 (Cost Estimate provided)
- **Grant Request Amount:** \$1,274,980
- **Council Contribution Required:** \$525,020
- **Application Closing Date:** 02/03/2021

3.1.4 This project is currently listed within the 10 year Capital Works Program for delivery in 2023/24. Should Council be successful in obtaining external funding the project will be bought forward to the 2021/22 year, otherwise will remain in 2023/24.

3.2 The World Game Facilities Fund

3.2.1 This is a Victorian Government funding program that assists local football (soccer) clubs and organisations to upgrade existing or develop new facilities across metropolitan Melbourne and regional Victoria. It is strongly recommended that a Council resolution approving the project and funding contribution be included within the application, as this contributes to a higher evaluation rating.

3.2.2 Grant application details:

- **Project:** Timber Reserve Floodlight Upgrade
- **Total Project Cost:** \$250,000 (Cost Estimate and design being prepared)
- **Grant Request Amount:** \$125,000
- **Council Contribution Required:** \$125,000
- **Application Closing Date:** 19/02/2021

3.2.3 This project is listed within Council's draft capital works program for 2021/22 with Council matching funding to be sourced through the Recreational, Leisure and Community Facilities – Floodlighting Account.

3.3 Community Cricket Program

3.3.1 This is a state-wide competitive Victorian Government investment program that provides a range of grant opportunities in Community Cricket Facilities.

3.3.2 Grant application details:

- **Project:** Rieschiecks Reserve Sports Field Realignment, fencing and additional cricket net
- **Total Project Cost:** \$100,000 (Cost Estimate provided)
- **Grant Request Amount:** \$50,000
- **Council Contribution Required:** \$50,000
- **Application Closing Date:** 01/02/2021

3.3.3 The contribution towards this project allocated from the following budget allocations within the 10 year Capital Works Program for 2021/22:

- Recreational, Leisure and Community Facilities - Recreation and Leisure Replacements and Upgrades Account; and
- Sports Field Fencing.

4. COUNCIL PLAN / STRATEGY

- 4.1 Seeking external funding for these projects supports various actions within the Active for Life Recreation Strategy 2010-2025 (2019 Review), specifically Action 2.4.2 – *Apply to relevant funding providers for external funding for key projects that will enhance participation opportunities and facility provision in Manningham.*
- 4.2 These projects also provide relevant outcomes for the Council Plan 2017-2021 and Healthy City Strategy 2017-2021, through creating liveable places and spaces by ensuring capital works investment in community facilities responds to community need.

5. IMPACTS AND IMPLICATIONS

- 5.1 Applying for grants through SRV will provide significant external funding, which will enable each of the projects listed in section 3 to proceed. These projects will see appropriate infrastructure be provided across various sporting reserves, which ultimately assists in increases participation opportunities in organised sport and active recreation.

6. IMPLEMENTATION

6.1 Finance / Resource Implications

6.1.1 A total of \$1,449,980 of funding, across 3 projects, is being sought through SRV's various funding programs.

6.1.2 Based on project cost estimates, Council's total contribution across the 3 projects will be approx \$700,020. Funding will be sourced through various Council budgets based on the type of project, which has been noted under section 3 of this report.

6.2 Communication and Engagement

6.2.1 Based on Council's *Outdoor Sports Infrastructure Policy*, some projects require financial contributions from the tenant user groups. Council officers have communicated with these user groups to confirm their required financial contributions, which ultimately impacts on the project scope.

6.2.2 Various letters of support from user groups and the respective sporting associations are being obtained for these applications, which supports a collaborative approach towards the funding and delivery of these projects.

6.2.3 Detailed communication plans will be developed for each project upon confirmation of funding. Council Officers meet regularly with the Sporting Clubs to provide updates on project planning of sport and recreation projects.

6.3 Timelines

6.3.1 The applications are being made to seek funding to compliment Council's 2021/22 capital works budget. Application opening and closing dates vary based on the respective grant program, with expenditure timelines also varying.

7. DECLARATIONS OF CONFLICT OF INTEREST

No officers involved in the preparation of this report have any general or material conflict of interest in this matter.

12 SHARED SERVICES

There are no Shared Services reports.

13 CHIEF EXECUTIVE OFFICER

13.1 Determination of Mayoral and Councillor Allowances

File Number: IN21/23
Responsible Director: Chief Executive Officer
Attachments: Nil

EXECUTIVE SUMMARY

Mayors and councillors are entitled to receive an allowance while performing their duties as an elected official. Pursuant to section 39 of the Local Government Act 2020 (LGA 2020), allowances for the Mayor, Deputy Mayor and Councillors are provided in accordance with a Determination of the Victorian Independent Remuneration Tribunal under the Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019.

Despite the repeal of the allowance provisions under the Local Government Act 1989 (LGA 1989), those sections of the LGA 1989 continue to apply in respect of allowances until such time as the first Determination is made by the Victorian Independent Remuneration Tribunal. Accordingly, Council is required to review and determine the level of mayoral and councillor allowances within the period of 6 months after a general election or by the next 30 June, whichever is later. A person has a right to make a submission under section 223 of the LGA 1989 in respect of a review of allowances.

This report seeks to review and determine allowances payable to the mayor and councillors and to commence public consultation under section 223 of the LGA 1989.

1. RECOMMENDATION

- A. That Council endorse in principle a mayoral allowance of \$100,434 with a \$9541 superannuation contribution, and a councillor allowance of \$31,444 with a \$2987 superannuation contribution.**
- B. That public notice of the proposed mayoral and councillor allowances be given by inviting submissions to be made in accordance with sections 74(4) and 223 of the Local Government Act 1989.**
- C. That a committee comprising all councillors be appointed to consider all submissions received.**
- D. Following consideration of all submissions, a report recommending the mayoral and councillor allowances be presented to the Council meeting on 23 March 2021.**

2. BACKGROUND

- 2.1 Mayors and councillors are entitled to receive remuneration in the form of an allowance while performing their duties as an elected official.
- 2.2 As outlined in the executive summary, until such time as the *Victorian Independent Remuneration Tribunal* makes its first determination on allowances, the provisions of the LGA 1989 continue to apply in respect of the review and determination of mayoral and councillor allowances.
- 2.3 It is unlikely that a determination will be made before 30 June 2021. Therefore councils are required to undertake a review of allowances in accordance with section 74 of the LGA 1989.
- 2.4 Section 74 requires a Council to review and determine the level of allowance within the period of 6 months after a general election or by the next 30 June, whichever is later. The allowance set will remain in effect for the full term of the Council being 2020-2024 subject to an annual review by the Minister for Local Government or a Determination by the *Victorian Independent Remuneration Tribunal*.
- 2.5 Under the LGA 1989 the Victorian Government sets the upper and lower limits for all allowances paid to the mayor and councillors by Order in Council. At least once every year, the Minister reviews the limits and ranges of mayoral and councillor allowances. The review must have regard to movements in salaries of executives within the meaning of the *Public Administration Act 2004*. Council must increase its mayoral and councillor allowances in accordance with the adjustment factor.
- 2.6 The Minister has conducted his review under section 73B of the LGA 1989 and determined that this year no adjustment to allowances will be made. The allowance range for a category 3 Council, approved by the Minister and effective from 1 December 2019 is:
- Mayor: up to \$100,434 per annum
 - Councillor: \$13,123 - \$31,444 per annum
- 2.7 There is also a legislative requirement for an amount equivalent to the superannuation guarantee under Commonwealth taxation legislation (currently 9.5%) to be paid in addition to the allowance.
- 2.8 Any review of mayoral and councillor allowances must involve public consultation under section 223 of the LGA 1989.

3. DISCUSSION / ISSUE

- 3.1 In reviewing allowances, a Council may determine to either retain its current allowances or vary them to a different amount within the range and limit applicable to Category 3.

- 3.2 In determining allowances, consideration should be given to the scale and increasing complexity in the roles of both the mayor and councillors. Workloads continue to increase in line with the city's growth and the provision of suitable allowances enables those committed to civic leadership to better inform their choices about public service, their careers and financial future whilst balancing family and public life.
- 3.3 A review of Councils in the eastern region (Knox, Monash, Whitehorse and Yarra Ranges) and neighbouring category 3 Council's (Banyule and Boroondara) shows that like Councils have set their allowances at the top end of the range set by the Victorian government. This reflects the significant value and role of councillors in providing leadership and representing the varied interests of its diverse community.
- 3.4 The duties of a councillor demand time, energy and commitment with many reducing their time in paid employment to meet the demands of the role. While an allowance helps in part to compensate councillors, it does not reflect the actual value of the time and commitment they contribute to the role and the community.
- 3.5 It is recommended that Council support in principle the setting of the mayoral and councillor allowances for the 2020-2024 Council term at the maximum of the allowable range of category 3.
- 3.6 The process and timing for determining mayoral and councillor allowances is proposed below:

Endorse allowances in principle for public consultation	28 January 2021
Public notice of submissions	1 February 2021
Close of submissions	1 March 2021
Hearing of submissions	9 March 2021
Council to determine and adopt allowances	23 March 2021
Allowances come into effect from the date of adoption	23 March 2021

4. COUNCIL PLAN / STRATEGY

The provision of mayoral and councillor allowances supports elected representatives in the performance of their role which entails contributing to the strategic direction of the Council through the development and review of key strategic documents including the Council Plan.

5. IMPACTS AND IMPLICATIONS

5.1 Finance / Resource Implications

Current mayoral and councillor allowances are set at:

- Mayor: \$81,204 per annum (plus 9.5% superannuation)
- Councillor: \$10,914 - \$26,245 per annum (plus 9.5% superannuation)

An increase in allowances to the maximum allowable in category 3 would see an annual increase as follows:

- Mayor: \$19,230 (plus 9.5% superannuation)
- Councillor: \$5,199 (plus 9.5% superannuation)

The financial impact of increasing the allowance (plus 9.5% superannuation) effective from 23 March 2021 until the end of the financial year is approximately \$16,500. This can be accommodated within existing resources.

5.2 Communication and Engagement

Section 74(4) of the Act provides that a person has a right to make a submission under section 223 of the Act in respect of a review of allowances. Council must give public notice specifying that the mayoral and councillor allowances are being reviewed and invite submissions. The Act provides that the submission period must be open for at least 28 days from the date of publication of the notice. Submissions received will be considered by a committee appointed by Council for that purpose. Notice will be placed in The Age, on Council's website and social media channels inviting submissions.

6. DECLARATIONS OF CONFLICT OF INTEREST

No Officers involved in the preparation of this report have any general or material conflict of interest in this matter.

13.2 Informal Meetings of Councillors

File Number:	IN20/693
Responsible Director:	Chief Executive Officer
Attachments:	<ol style="list-style-type: none">1 Governance Briefing - 12 November 2020 ↓2 Library Background Briefing - 4 December 2020 ↓3 Strategic Briefing Session - 8 December 2020 ↓4 Heritage Advisory Committee - 9 December 2020 ↓5 Sustainable Design Taskforce - 17 December 2020 ↓6 Strategic Briefing Session - 19 January 2021 ↓

EXECUTIVE SUMMARY

Chapter 6, sub rule 1 of the Governance Rules adopted by Council on 25 August 2020, requires a record of each meeting that constitutes an Informal Meeting of Councillors to be reported to Council and those records are to be incorporated into the minutes of the Council Meeting.

1. RECOMMENDATION

That Council note the Informal Meetings of Councillors for the following meetings and that the records be incorporated into the minutes of this Council meeting:

- **Governance Briefing – 12 November 2020**
- **Library Background Briefing – 4 December 2020**
- **Strategic Briefing Session – 8 December 2020**
- **Heritage Advisory Committee Meeting – 9 December 2020**
- **Sustainable Design Taskforce – 17 December 2020**
- **Strategic Briefing Session – 19 January 2021**

2. BACKGROUND

- 2.1 In accordance with section 60 of the Local Government Act 2020, Council adopted its Governance Rules (Rules) on 25 August 2020 with the Rules coming into effect from 1 September 2020.
- 2.2 Chapter 6, sub rule 1 of the Rules requires the Chief Executive Officer to ensure a summary of matters discussed at an informal meeting is tabled at the next convenient Council meeting and recorded in the minutes of that meeting.
- 2.3 An Informal Meeting of Councillors is a meeting that:
- is scheduled or planned for the purpose of discussing the business of Council or briefing Councillors;
 - is attended by at least one member of Council staff; and
 - is not a Council meeting, Delegated Committee meeting or Community Asset Committee meeting.

3. DISCUSSION / ISSUE

3.1 Summaries of the following informal meetings are attached to this report.

- Governance Briefing – 12 November 2020
- Library Background Briefing – 4 December 2020
- Strategic Briefing Session – 8 December 2020
- Heritage Advisory Committee Meeting – 9 December 2020
- Sustainable Design Taskforce – 17 December 2020
- Strategic Briefing Session – 19 January 2021

4. DECLARATIONS OF CONFLICT OF INTEREST

No officers involved in the preparation of this report have any general or material conflict of interest in this matter.

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Governance Briefing		
Date:	Thursday, 12 November 2020	Time Opened:	6:30pm
		Time Closed:	9:00pm
Location:	Council Chambers, Civic Centre		
Councillors Present:	Cr Andrew Conlon (Mayor), Cr Anna Chen, Cr Deirdre Diamante, Cr Geoff Gough, Cr Michelle Kleinert, Cr Carli Lange, Cr Tomas Lightbody, Cr Laura Mayne and Cr Stephen Mayne		
Officers Present:	Andrew Day, Chief Executive Officer Angelo Kourambas, Director City Planning & Community Rachelle Quattrocchi, Director City Services Andrew McMaster, Corporate Counsel and Group Manager Governance & Risk Kerryn Paterson, Group Manager People and Communications Carrie Bruce, Senior Governance Advisor		
Apologies:	Nil		
Items considered:	<ol style="list-style-type: none"> 1. Local Government Act 2020 2. Governance Rules 3. Council and Committee Meetings 4. Health and Safety Obligations 5. Child Safety 6. Councillor Code of Conduct 7. Council Integrity 8. Conflicts of Interest 9. Personal Interests Returns 		

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Library Background Briefing		
Date:	Friday, 4 December 2020	Time Opened:	4.00pm
		Time Closed:	5.00 pm
Location:	Councillors Lounge		
Councillors Present:	Cr Michelle Kleinert, Cr Stephen Mayne		
Officers Present:	Lee Robson, Sally Both (Library CEO)		
Apologies:	Nil		
Items considered:	<ol style="list-style-type: none"> 1. Background to the library board and familiarisation 2. Future priorities 3. Meeting dates 4. Status of the Strategic Review 		

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Strategic Briefing Session		
Date:	Tuesday, 8 December 2020	Time Opened:	7.00 pm
		Time Closed:	11:15 pm
Location:	Council Chamber, Civic Centre		
Councillors Present:	Cr Andrew Conlon (Mayor), Cr Anna Chen, Cr Deirdre Diamante, Cr Geoff Gough, Cr Michelle Kleinert, Cr Carli Lange, Cr Tomas Lightbody, Cr Laura Mayne and Cr Stephen Mayne		
Officers Present:	Andrew Day, Chief Executive Officer Angelo Kourambas, Director City Planning & Community Frank Vassilacos, Manager Integrated Planning Fiona Troise, Manager Statutory Planning Liz Lambropoulos, Team Leader Integrated Transport		
Apologies:	Nil		
Items considered:	<ol style="list-style-type: none"> 1. Strategic and Statutory "Planning 101" 2. North East Link (NEL) Briefing 		

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS					
Meeting Name:	Heritage Advisory Committee Meeting				
Date:	Wednesday, 9 December 2020				
	<table border="1"> <tr> <td>Time Opened:</td> <td>4.30 pm</td> </tr> <tr> <td>Time Closed:</td> <td>6.00 pm</td> </tr> </table>	Time Opened:	4.30 pm	Time Closed:	6.00 pm
Time Opened:	4.30 pm				
Time Closed:	6.00 pm				
Location:	Via Zoom				
Councillors Present:	Cr Diedre Diamante				
Officers Present:	Frank Vassilacos (Manager Integrated Planning), Fiona Troise (Manager Statutory Planning), Matthew Lynch (Strategic Planner), Daniela Galatoulas (Office Coordinator) and Council's Heritage Advisor - Mark Huntersmith (Context).				
Apologies:	Nil				
Items considered:	<ol style="list-style-type: none"> 1. Welcome and acknowledgements 2. Introduction from Cr Diamante 3. Introduction from Committee Members 4. Declarations of conflicts of interest 5. Confirmation of minutes – meeting 19 August 2020 6. Action Items arising from meeting – 19 August 2020 7. Report from Council's Heritage Advisor 8. On-line course for Australian History 9. Heritage Review / Tree Register 10. Consideration of Dr Poulter's email, dated 13/8/2020 11. 'Longridge Farm' Alexander Road, Warrandyte 12. 'Pound Reserve', Pound Road, Warrandyte 13. 298-302 Warrandyte Ringwood Road 14. General Business 15. Meetings for 2021 				

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Sustainable Design Taskforce		
Date:	Thursday, 17 December 2020	Time Opened:	7:30 am
		Time Closed:	9:30 am
Location:	Online (Zoom)		
Councillors Present:	Councillor Anna Chen (Deputy Mayor) – Waldau Ward Councillor Carli Lange – Yarra Ward Councillor Deirdre Diamante – Tullamore Ward Councillor Stephen Mayne – Ruffey Ward		
Officers Present:	Fiona Troise, Manager Statutory Planning Daniel Yu, Coordinator Statutory Planning Subash Nanoo, Coordinator Traffic and Development Lauren Shelton, Principal Planner Michelle West, Town Planner Jessica Thomas, Town Planner Jan Marzic, Approvals Engineer Dylan Pedersen, Office Coordinator Statutory Planning		
Apologies:	Nil		
Items considered:	<ol style="list-style-type: none"> 1. Planning application PLN20/0454 – 385 Manningham Road, Doncaster 2. Planning application PLN20/0447 – 57 Stables Circuit, Doncaster 3. Planning application PLA20/0170 – 15 Andersons Creek Road, Doncaster East 		

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

Informal Meeting of Councillors

Chapter 6, Sub rule 1 of the Governance Rules 2020



MEETING DETAILS			
Meeting Name:	Strategic Briefing Session		
Date:	Tuesday, 19 January 2021	Time Opened:	07:00 pm
		Time Closed:	08:52 pm
Location:	Council Chamber, Civic Centre		
Councillors Present:	Cr Andrew Conlon (Mayor), Cr Anna Chen, Cr Deirdre Diamante, Cr Geoff Gough, Cr Michelle Kleinert, Cr Carli Lange, Cr Tomas Lightbody, Cr Laura Mayne and Cr Stephen Mayne		
Officers Present:	Andrew Day, Chief Executive Officer Angelo Kourambas, Director City Planning & Community Philip Lee, Director Shared Services Grant Jack, Acting Director City Services Andrew McMaster, Corporate Counsel and Group Manager Governance & Risk Kerryn Paterson, Group Manager People and Communications Jude Whelan, Manager Communications Emily Qing, Community Engagement and Research Advisor Jon Gorst, Chief Financial Officer Yuki Cheah, Coordinator Management Accounting Jen Martin, Corporate Planning and Performance Advisor Carrie Bruce, Senior Governance Advisor		
Apologies:	Nil		
Items considered:	<ol style="list-style-type: none"> 1. LGPRF 2019-20 Results 2. Sport and Recreation Victoria Grant Applications 3. Draft Community Engagement Policy 4. Manningham's Deliberative Community Panel 5. Determination of Mayoral and Councillor Allowances 6. Fitzsimons Lane Upgrade 		

CONFLICT OF INTEREST DISCLOSURES			
Were there any conflict of interest disclosures by Councillors?		No	
Councillor	Item	Left meeting for Item (Y/N)	Time Left / Time Returned

14 NOTICES OF MOTION

14.1 Notice of Motion by Cr Stephen Mayne (NOM No. 1/2021)

File Number: IN21/18

Attachments: Nil

MOTION

That Council:

- A. receive a report at the 24 August 2021 council meeting which commences a formal review of Council's Governance Rules containing options and officer recommendations for changes and improvements to Chapter 2 – Meeting Procedure for Council Meetings, with a view to increasing transparency, disclosure and community participation at council meetings along with appropriate rules for fair and open debate.**
- B. propose the following matters be included in the report along with officer comments on these proposals:**
 - 1. When a resolution is not unanimous, the minutes are to name the councillors voting for and against each item of business, thereby avoiding the need for a division to be called by a councillor to accurately record how individual councillors voted;**
 - 2. A transcript of each council meeting is to be presented for approval at the immediate following council meeting and then placed alongside the minutes of the meeting on the council website;**
 - 3. All councillors, including the mover, are entitled to speak for 4 minutes on an individual item of business and the mover of an item is entitled to make concluding remarks for no more than 2 minutes about an item of business where someone other than the mover has spoken to the item, provided that no new information is introduced in the concluding remarks;**
 - 4. A councillor can call for an officer presentation introducing an item of business at a council meeting provided that council business has been provided written notice of an intention to do this at least 6 days before the commencement of the meeting;**
 - 5. The CEO is entitled to call for an officer presentation of up to 5 minutes prior to the commencement of debate on any item of business at a council meeting;**
 - 6. A time clock viewable by all councillors recording the length of each speaker contribution is to be displayed at council meetings, along with the text of each proposed resolution being debated, along with any proposed or agreed amendments;**

7. The deadline for lodging a notice of motion for a councillor is to be reduced from 14 days to 6 days prior to the commencement of the meeting. The proposed motion must be lodged with the CEO by two sponsoring councillors in writing by no later than midday on the Wednesday before a council meeting;
 8. The public is to be provided at least 5 full days of notice of the agenda ahead of each public council meeting with officers aiming for a consistent “go live” time of 4pm on the Wednesday ahead of the following Tuesday’s council meeting, 4 hours after the deadline for the lodgement of notices of motions;
 9. The requirement at 48.6 in the current meeting procedures that notices of motion must call for a Council report in a wide range of circumstances is to be reviewed, reducing the mandatory involvement of council officers to produce a report at a subsequent meeting;
 10. The regular “councillor questions” agenda item is to be replaced by a standing agenda item called “councillor reports, statements and questions” where individual councillors are given one opportunity of no more than 5 minutes to ask questions or report back on matters of interest to the council;
 11. A second opportunity for public questions will be introduced for a maximum of 15 minutes at the end of the public sessions of each council meeting and these can only be asked orally by someone present in the gallery or submitted in writing after the meeting commences at 7pm. The public are limited to a maximum of 2 questions each;
 12. When speaking at a council meeting, it will no longer be mandatory for all councillors to stand;
- C. commence a process of community engagement on the revised Governance Rules after which a final report will be presented no later than the 14 December 2021 council meeting, with a view to the new meeting procedures coming into effect on January 1, 2022.

14.2 Notice of Motion by Cr Tomas Lightbody (NOM No. 2/2021)

File Number: IN21/24
Attachments: Nil

MOTION**That Council:**

- A. shows its support for equality and inclusivity by registering to march in the scheduled Midsumma Pride March on Sunday 23rd of May 2021 under a Manningham Council Banner and notes that registration need to occur prior to Friday 19th March 2021.**
- B. note that due to Covid restrictions there is a maximum of 10 participators per group to ensure that all groups can participate. As a result the 10 people should be made up primarily of a mix of Councillors and Council Staff, with any remaining places open to expressions of interest by local community members or community organisations not already represented in the march.**

15 URGENT BUSINESS

16 COUNCILLORS' QUESTION TIME

Cr Stephen Mayne has submitted the following questions to Council:-

- Q1 Could the Director of City Planning and Community provide an update on the situation with the Yarra Valley Country Club. What outcome is council seeking through the current panel process? What is the owner of the site seeking and what do we anticipate the outcome is likely to be? Would it be appropriate for a report on the panel process to be brought to the March council meeting?
- Q2 Could the Chief Executive Officer provide an update on whether the letters from the mayor outlining the sale and lease back arrangement with the Templestowe RSL have been sent to the 30 mayors of Victorian councils which host RSL branded pokies venues. Would it be possible for a copy of one of these letters to be made publicly accessible via the council website, preferably adjacent to the minutes of the December council meeting?
- Q3 The President of the Bulleen Templestowe Cricket Club has inquired as to whether the club can commission a large "The Bullants" sign to be painted on the silver tin roof about the eaves of the pavilion at Ted Ajani Reserve. The sign will be visible from all over the ground and is proposed to be fully funded by the tenant clubs. The co-tenant football clubs (junior and senior) are also known as "The Bullants" and would be involved in signing off the specific size, colour and design. Does council need to be involved in signing off too?

17 CONFIDENTIAL REPORTS

There are no Confidential reports.