



WHITEHORSE
CITY COUNCIL

Whitehorse City Council

MINUTES

Council Meeting

on

Tuesday 10 June 2025 at 7:00pm

**Held in the
Council Chamber
Nunawading Civic Centre**

Meeting opened at 7.00pm

Present: Cr Andrew Davenport Mayor
Cr Prue Cutts Deputy Mayor
Cr Peter Allan
Cr Blair Barker
Cr Daniel Griffiths
Cr Jarrod Gunn
Cr Kirsten Langford
Cr Jason Martin
Cr Kieran Simpson
Cr Ben Stennett
Cr Hayley Weller

Officers: Simon McMillan Chief Executive Officer
Stuart Cann Director Corporate Services
Jeff Green Director City Development
Lisa Letic Director Community Services
Steven White Director Infrastructure
Vivien Ferlaine Executive Manager Corporate Services
Fran Nolan Manager Communications, Advocacy and Investment
Celia Robinson Manager Governance and Integrity
Kerryn Woods Coordinator Governance

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1 Welcome

Prayer for Council

We give thanks, O God, for the Men and Women of the past whose generous devotion to the common good has been the making of our City.

Grant that our own generation may build worthily on the foundations they have laid.

Direct our minds that all we plan and determine, is for the wellbeing of our City.

Amen.

Acknowledgement of Country

Whitehorse City Council acknowledges the Wurundjeri Woi-wurrung people of the Kulin Nation as the Traditional Owners of the land we are meeting on and we pay our respects to their Elders past, present and emerging and Aboriginal and Torres Strait Islanders from communities who may be present today.

2 Apologies

Nil

3 Disclosure of Conflicts of Interest

Nil

4 Confirmation of Minutes of Previous Meeting

Minutes of the Council Meeting 26 May 2025

COUNCIL RESOLUTION

Moved by Cr Simpson, Seconded by Cr Allan

Moved by

That the minutes of the Council Meeting 26 May 2025 be confirmed.

CARRIED UNANIMOUSLY

5 Urgent Business

Nil

6 Requests to Speak

6.1 M Kim, Box Hill

PROCEDURAL MOTION

At 7.08pm the Mayor put to suspend standing orders to allow the speaker an additional 3 minutes to address Council.

COUNCIL RESOLUTION

Moved by Cr Barker, Seconded by Cr Cutts

That standing orders be suspended to allow the speaker an additional 3 minutes to address Council.

CARRIED UNANIMOUSLY

The speaker M Kim continued to address Council.

PROCEDURAL MOTION

At 7.10pm the Mayor put to resume standing orders.

COUNCIL RESOLUTION

Moved by Cr Simpson, Seconded by Cr Allan

That standing orders be resumed.

CARRIED UNANIMOUSLY

7 Public Question Time**7.1 L Jodana****Question**

What is the council plan to provide public EV charging stations? Manningham council announced 9 new sites and Monash council has 4 bays available for public. Whitehorse council has none and there is no pipeline.

Answer

Council published an EOI on Saturday 24th May 2025 calling on interested operators to consider the provision of EV charging infrastructure at 7 selected Council owned sites throughout the municipality.

Submissions for the EOI close on 20th June 2025.

Council will evaluate any submissions received and looks to appoint a successful proponent or number of proponents depending upon the level of interest and the quality of the proposals received.

8 Petitions

Nil

9 Notices of Motion

Nil

10 Council Reports

10.1 Federal Election Commitments and State Government Advocacy

Attendance:

Cr Barker left the chamber at 7.26pm and returned at 7.27pm

Attendance:

Cr Simpson left the chamber at 7.26pm and returned at 7.27pm

Department

Strategic Marketing and Communications

Director Corporate Services

SUMMARY

In July 2024, Council endorsed four priority advocacy projects. Two of the priority projects, RHL Sparks Reserve synthetic turf installation and the Nunawading Indoor Sports Centre redevelopment, received Federal Election funding pledges by the Labor Party. The Labor Party has been re-elected as the Federal government.

This report seeks Council endorsement to commit up to \$2 million for RHL Sparks Reserve in order to proceed to upgrade the reserve with synthetic turf.

This report also proposes for Council to provide in-principle support for a Council commitment of \$35 million for Nunawading Indoor Sports Centre (also known as Nunawading Basketball) with the plan to continue advocacy for the remainder of the funding requirement for the 2026 State Election. Once the State Election has passed, Council will then be presented with further options for Nunawading Indoor Sports Centre.

Ahead of the Victorian Government election in November 2026, this report also seeks endorsement for additional policy areas and projects for which to advocate.

MOTION

Moved by Cr Gunn, Seconded by Cr Simpson

- A. Affirms in-principle support to commit up to \$35 million to the Nunawading Indoor Sports Centre, funded through general revenue (rates) foreshadowed in years 2028-2030, which is subject to Federal Labor Government funding of \$45 million to this project and additional funding through State Government advocacy of \$25 million to \$30 million.
- B. Continues to advocate for external funding of \$25 million to \$30 million in order to proceed with the Nunawading Indoor Sports Centre development.

10.1 (cont)

- C. Confirms Council's commitment of up to \$2 million towards construction of the synthetic turf pitch and sports field lighting project at RHL Sparks Reserve, to be funded through a combination of Reserves and general revenue, in accordance with Council's Reserve governing principles.
- D. Remove Davy Lane Reserve (Satellite Sport Precinct) from Council's Advocacy Priorities and Partnership Opportunities.
- E. Endorses the State Government advocacy positions as listed in the report noting Davy Lane Reserve (Satellite Sport Precinct) is not included.

LOST**Voted FOR the item:** Cr Allan, Cr Simpson, Cr Gunn, Cr Griffiths (4)**Voted AGAINST the item:** Cr Weller, Cr Barker, Cr Cutts, Cr Davenport, Cr Langford, Cr Stennett, Cr Martin (7)**MOTION**

Moved by Cr Weller, Seconded by Cr Allan

That Council:

- A. Affirms in-principle support to commit up to \$35 million to the Nunawading Indoor Sports Centre, funded through general revenue (rates) foreshadowed in years 2028-2030, which is subject to Federal Labor Government funding of \$45 million to this project and additional funding through State Government advocacy of \$25 million to \$30 million.
- B. Continues to advocate for external funding of \$25 million to \$30 million in order to proceed with the Nunawading Indoor Sports Centre development.
- C. Confirms Council's commitment of up to \$2 million towards construction of the synthetic turf pitch and sports field lighting project at RHL Sparks Reserve, to be funded through a combination of Reserves and general revenue, in accordance with Council's Reserve governing principles.
- D. Endorses the State Government advocacy positions as listed in the report.

AMENDMENT

Moved by Cr Griffiths, Seconded by Cr Gunn

That Council:

- A. Affirms in-principle support to commit up to \$35 million to the Nunawading Indoor Sports Centre, funded through general revenue (rates) foreshadowed in years 2028-2030, which is subject to Federal Labor Government funding of \$45 million to this project and additional funding through State Government advocacy of \$30 million.

10.1 (cont)

- B. Continues to advocate for external funding of \$30 million in order to proceed with the Nunawading Indoor Sports Centre development.
- C. Confirms Council's commitment of up to \$2 million towards construction of the synthetic turf pitch and sports field lighting project at RHL Sparks Reserve, to be funded through a combination of Reserves and general revenue, in accordance with Council's Reserve governing principles.
- D. Endorses the State Government advocacy positions as listed in the report.

LOST**Voted FOR the item:** Cr Barker, Cr Gunn, Cr Griffiths (3)**Voted AGAINST the item:** Cr Allan, Cr Weller, Cr Simpson, Cr Cutts, Cr Davenport, Cr Langford, Cr Stennett, Cr Martin (8)**COUNCIL RESOLUTION**

Moved by Cr Weller, Seconded by Cr Allan

That Council:

- A. Affirms in-principle support to commit up to \$35 million to the Nunawading Indoor Sports Centre, funded through general revenue (rates) foreshadowed in years 2028-2030, which is subject to Federal Labor Government funding of \$45 million to this project and additional funding through State Government advocacy of \$25 million to \$30 million.
- B. Continues to advocate for external funding of \$25 million to \$30 million in order to proceed with the Nunawading Indoor Sports Centre development.
- C. Confirms Council's commitment of up to \$2 million towards construction of the synthetic turf pitch and sports field lighting project at RHL Sparks Reserve, to be funded through a combination of Reserves and general revenue, in accordance with Council's Reserve governing principles.
- D. Endorses the State Government advocacy positions as listed in the report.

CARRIED UNANIMOUSLY**Spoke to the item:** Cr Langford, Cr Cutts, Cr Griffiths, Cr Gunn, Cr Allan, Cr Barker, Cr Martin, Cr Simpson, Cr Weller (9)**KEY MATTERS**

There are several key matters relating to this report which are outlined in more detail in the below section.

- Federal Election Commitments

10.1 (cont)

- Council received several Federal Election Commitments from both the Labor and Liberal parties.
- On May 3 2025, the Federal Labor government was re-elected which resulted in two of Council's projects receiving a confirmed Federal Labor Government commitment – RHL Sparks Reserve and Nunawading Indoor Sports Centre.
- The re-elected Labor Government committed \$45 million to the Nunawading Indoor Sports Centre project and \$3.925 million for RHL Sparks Reserve.
- Council welcomes this funding commitment from the Labor Government and would like to express thanks to the Federal Government for making this commitment.
- Council is appreciative of the collaborative advocacy efforts between the community and the sporting associations for helping obtain this outcome for the Whitehorse community.
- Advocacy Priorities – background
 - In July 2024, Council adopted four advocacy priorities in July 2024. These were Bennettswood Reserve, RHL Sparks Reserve, Nunawading Indoor Sports Centre and Davy Lane.
 - Bennettswood Reserve and Davy Lane did not receive any Federal Election commitments from the re-elected Federal Labor Government.
 - In July 2024, Council resolved to commit \$35 million to the Nunawading Indoor Sports Centre. It resolved that upon external funding interest, another report would be brought to Council for Council to then decide on next steps for the project, outlined below.
 - In July 2024, Council resolved to commit \$2 million to RHL Sparks Reserve. It resolved that upon external funding interest, another report would be brought to Council to decide on next steps, outlined below.
- State Government Election
 - The State Government Election is due to be held in November 2026.
 - Council Officers have collaborated in with Mayor and Councillors to develop a list of policy and projects for which to advocate.

DISCUSSION, OPTIONS AND ANALYSIS**Nunawading Indoor Sports Centre****Project Background**

The Nunawading Basketball Centre is a regional five-court basketball stadium that was built in 1968. It is home to one of Australia's largest basketball associations, the Melbourne East Basketball Association (MEBA) which includes 16,000 participants every week. The Nunawading Basketball Centre has a very high average occupancy rate of 87.92%.

10.1 (cont)

The Centre sits within the East Burwood Reserve sporting precinct, which includes an athletic track, ovals, velodrome and tennis courts. Following two rounds of community engagement, a Master Plan for the East Burwood Reserve was developed and endorsed by Council in October 2023. The Master Plan sets a comprehensive direction for the future, focusing on both active and open spaces to meet the needs of the growing community over the next 15 years. Alongside other infrastructure upgrades and improvements, the Master Plan calls for a redevelopment of the Nunawading Basketball Centre.

Project status

The project has also secured a \$45 million commitment from the Federal Government as part of an election pledge.

Council is working closely with Melbourne Eastern Basketball Association to progress concept design and engaging in discussions on the future management and financial model for the facility.

Projected costs and funding break-down

The following cost was developed as part of advocacy work in November 2024 and is subject to updated concept design and Quantity Surveyor (QS) estimates as part of the Feasibility Study. The early order of probable cost to deliver this project is expected to be between \$107m-\$110m, which includes design and authority fees, construction costs, project contingency, an allocation for demolition of existing buildings and Furniture Fixtures and Equipment (FF&E). As the design progresses to finalisation, a better understanding of the order of probable cost will be known. These preliminary costs were provided to the Federal Government for their consideration as part of the Federal Election commitments.

Based on the early order of cost assessment, the funding contribution breakdown for this project is expected to be as follows:

- Council contribution: \$35 million *funded through general revenue (rates) foreshadowed in years 2028-2030
- Federal Government contribution: \$45 million
- State Government Advocacy proposal: \$25 million - \$30 million

This report seeks to affirm in-principle support to commit up to \$35 million to the Nunawading Indoor Sports Centre, subject to Federal Labor Government funding of \$45 million to this project and additional funding through State Government advocacy of \$25 to \$30 million.

Expected Community Benefits

- The need for more basketball courts in Whitehorse is growing. Council is developing an Indoor Sports Plan which looks at demand for basketball courts.
- The Indoor Sports Plan's demand analysis model highlights a current shortfall of 8 basketball courts, which is projected to grow significantly to a shortfall of 31 courts by 2046. This gap reflects both population growth and increasing participation, as indicated by the AusPlay

10.1 (cont)

benchmark, which shows basketball participation rising from 9,387 people in 2021 to a projected 12,988 by 2046.

- The current projects in planning and delivery, including three recently completed courts at Presbyterian Ladies' College and three proposed courts at Forest Hill Chase Shopping Centre, which are currently undergoing planning approval, have been included as part of the response to the existing and projected shortfall.
- The Whitehorse Indoor Sports Plan (currently in development) identifies 25 facilities and 41 indoor courts used for basketball across the municipality including Council and non-Council facilities. When accounting for the shared use of some facilities, 33 courts are effectively available for basketball within Whitehorse.
- The 30-minute drive time catchment for the Nunawading Basketball Centre mirrors the participant reach following a postcode assessment of membership. This facility catchment represents 2,407,691 people which will grow to almost 3 million people by 2041. The postcode membership map shows a very high proportion of Melbourne East Basketball Association participants coming from the municipalities of Whitehorse, Monash, Maroondah and Knox.
- The Indoor Sports Facility Feasibility Study (2020) referenced Basketball Victoria's recommendation for three additional courts at the Nunawading Basketball Centre.
- Subsequent consultation and participation analysis as part of the East Burwood Reserve Master Plan (2023) identified that 10 to 12 courts will likely be needed at the Nunawading Indoor Sports Centre over the next 15 years to meet growing demand. Spatial planning confirmed that the site can accommodate up to 11 courts without significantly impacting the reserve frontage or requiring the development of a second level.
- A parallel Nunawading Basketball Centre Redevelopment Feasibility Study supported the recommendation for a total of 10 courts at the East Burwood Reserve site, based on comprehensive data from the Indoor Sports Plan.

Proposed next steps for advocacy

Council Officers are now seeking Council endorsement to begin advocating to the State Government for the additional funding requirement for this project. This amount of funding State Government Advocacy proposal is \$25 million - \$30 million.

Once the State Government elections have passed in November 2026, Council will receive a further report with options for the development of the Nunawading Indoor Sports Centre.

Next Steps

- October 2025 - Finalise the Draft Feasibility Study, including the concept design, cost estimates, a business model to provide strategic direction on the management and financial model

10.1 (cont)

- November 2025 - Engage key stakeholders to seek feedback on the draft concept design and proposed management model
- November 2025 - Conduct community engagement to gather input on the draft feasibility study and ensure alignment with local needs and expectations

RHL Sparks Reserve

Project background

RHL Sparks Reserve in Box Hill supports Box Hill United Football Club, a National Premier League soccer club with 500 players. Due to the volume of players the one-and-a-half pitches available for regular training and games are highly overused, causing them to deteriorate. An upgrade to a synthetic pitch will allow for the continued high use on a good quality surface.

Council undertook community engagement on converting the existing natural turf soccer field to a synthetic turf surface in 2023. A link to the engagement page and consultation report can be found on the Your Say Whitehorse website.

The scope of the project is to construct a synthetic surface for training and match play inclusive of associated sports field lighting and all associated infrastructure (earthworks, retaining walls, access ramps, drainage, sports field markings, etc).

Key features of the project include:

- Providing a synthetic sports surface and redesigning the pitch arrangement to support more junior programs (proposed one senior and five junior pitches)
- Developing a new access path from the pavilion to the pitch
- Making the sports field available to the public when not in use by the clubs
- Installing fencing behind goals on the residential side to manage ball control
- Adding goal storage to ensure goals will be kept out of sight when not in use

Project Status

The project is currently in the design phase, and it is estimated that the design stage is 85% completed.

Completion of design is anticipated to be by October 2025 noting that consultation may also be required on the final design of the project. Subject to Council confirming its funding contribution to the project and successfully entering into Funding Agreements with the Federal Government, the project could be taken to the market in late 2025.

Construction of the new pitch is expected to take about 12 months and will be informed by weather and soil conditions encountered.

10.1 (cont)

Project cost and funding breakdown

The cost to deliver this project is expected to be \$5.975 million which includes design and authority fees, construction costs, project contingency, an allocation for disposal of contaminated soil and project management fees. As the design progresses to finalisation a better understanding of the order of cost will be known.

The funding contribution breakdown for this project is expected to be as follows:

- Council contribution: up to \$2 million
- Federal Government contribution: \$3.925 million
- Club contribution: \$75,000

Should the total project cost be less than the total funding contributions, officers will recommend that Council decrease its funding contribution, subject to terms of funding agreement.

Expected Community Benefits

- Installing a synthetic surface at Sparks Reserve West will increase community sporting activities and support the growing participation in football (soccer) following the successes of the Matildas and Australia's hosting of the FIFA Women's World Cup. The reserve is home to the National Premier League club Box Hill United FC, which supports both community level and talented pathways participation for girls, boys, women and men from 4-5 years of age through to senior level.
- Currently, Sparks Reserve West and the club's adjacent Wembley Park are operating at 150.3% and 137.2% of their recommended capacity. This overuse has led to an inability to accommodate additional school and casual use, declining field conditions, and extended closures for renovations, impacting the club's 400+ participants.
- A synthetic field would provide programming flexibility 7 days a week not limited by turf condition, including options for junior and senior matches, which the current natural turf surface cannot support. The synthetic surface could potentially also unlock participation opportunities for Whitehorse schools, casual users, and the broader community.

Proposed next steps

This report is seeking to confirm Council commitment of up to \$2 million towards construction of the synthetic turf pitch and sports field lighting project at RHL Sparks Reserve.

The \$2 million Council funding is proposed to be allocated from:

- *\$500,000 from Public Open Space Reserve (approximately 25% of total Council contribution)
- *\$500,000 from Development Reserve (25% of total Council contribution)

10.1 (cont)

- \$1 million from general income (50% of total Council contribution)
- *Reserve funds are allocated in accordance with Council's Reserve Governing Principles.

State Government Policy Positions and Projects

Through a series of conversations with Mayor and Councillors, the following policy positions and projects have been identified as key priorities for advocacy. Through adoption of these positions, Council will be in a strong position to start to advocate to State Government well-ahead of the State Election. These advocacy issues reflect what Council has heard as being important to the Whitehorse community and will help ensure enhanced liveability and services for the community in the future.

It is recommended that the below are endorsed as key advocacy asks of the State Government. Council has the option to adopt all, or a adopt a few of the below positions. This report recommends to proceed with the list of the positions as they adequately reflect broadly the needs of the community across a number of areas.

Transport

- Advocate to the State Government to repair key State Government-managed roads including but not limited to:
 - 1-3 Mahoneys Road, Forest Hill
 - 226 – 230 Whitehorse Road, Nunawading
 - 14 – 16 Blackburn Road, Blackburn
- Advocate to the Department of Transport and Planning to commit \$10 million for detailed design for the entire length of the Box Hill to Hawthorn Strategic Cycling Corridor Trail, and to deliver the project
- Advocate to the State Government to enable Nelson Road overpass to have north-south connection over train line to Box Hill to Hawthorn Strategic Cycling Corridor
- Advocate to the State Government to fully upgrade the Box Hill Bus Interchange
- Advocate to the State Government to fund a redeveloped Laburnum Train Station car park
- Advocate to the State Government to improve accessibility for route 75 tram stops

Community Services

- Advocate to the State Government to simplify the process of creating Community Joint Use Agreements with the Department of Education to unlock public land for community use
- Advocate to the State Government for a 50/50 funding split for the provision of school crossing supervisors

10.1 (cont)

- Advocate to the State Government for a 50/50 funding split for libraries in Whitehorse
- Advocate to the State Government to repeal the introduction of mandatory, purple-lidded bin for glass recycling

Planning

- Advocate to the State Government to exempt council from the provisions of Windfall Gains Tax, or to allow funds collected by the tax to be redistributed back to the relevant local government area
- Advocate to the State Government to release details of rates and new taxes or charges that are going to be applied to all properties within the SRL planning zones
- Advocate to the State Government to retain Significant Landscape Overlays and review and adjust the deemed to comply standards

Open Space

- Advocate for more open space within the Whitehorse municipality to ensure there is adequate open space provision for a growing population and increased density as a result of the Victorian Government's Big Build Projects and planning reforms.

Overarching Governance Principles and Supporting Report Details

Strategic Alignment	Strategic Direction 1 - Innovation, Transformation and Creativity; Strategic Direction 4 - Our Built Environment,
Financial and Resource Implications	<ul style="list-style-type: none"> • \$2 million for RHL Sparks Synthetic Turf • Federal Labor Government election commitments of \$45 million for Nunawading Indoor Sports Centre and \$3.925 million for RHL Sparks Reserve
Legislative and Risk Implications	There are no legal or risk implications arising from the recommendation contained in this report.
Equity, Inclusion, and Human Rights Considerations	It is considered that the subject matter does not raise any human rights issues.
Community Engagement	No community engagement was required for this report.
Innovation and Continuous Improvement	There are no Innovation and Continuous Improvement matters arising from the recommendation contained in this report.

10.1 (cont)

Collaboration	<p>Close collaboration on the Nunawading Indoor Sports Centre was undertaken with:</p> <ul style="list-style-type: none">• Nunawading Basketball + the Melbourne East Basketball Association• Basketball Victoria• Community through formal engagement on the East Burwood Reserve Master Plan <p>Close collaboration on the RHL Sparks Reserve was undertaken with:</p> <ul style="list-style-type: none">• Box Hill United Football Club• Community through formal engagement
Conflict of Interest	<p>The <i>Local Government Act 2020</i> requires members of Council staff, and persons engaged under contract to provide advice to Council, to disclose any direct or indirect interest in a matter to which the advice relates.</p> <p>Council officers involved in the preparation of this report have no conflict of interest in this matter.</p>

10.2 Notice of Intention to Declare Special Charges for Marketing and Promotion and Infrastructure Purposes: Brentford Square Shopping Centre

Department Communications, Advocacy and Investment
Director Corporate Services

Attachment

SUMMARY

Brentford Square Shopping Centre (The Centre) has two concurrent Special Charge Schemes in place: one for promotion and marketing and another that relates to infrastructure.

On 9 April 2025, Council received a request from Brentford Square Traders Association (the Association), to renew the current Special Charge Schemes (Schemes) for the Brentford Square Shopping Centre (which expire on the 31 December, 2025) for a further five years.

Following consultation, sufficient 'in principle' support was demonstrated indicating that there is adequate support from traders for Council to commence the statutory process to renew the existing Schemes.

This report seeks Council's authorisation for it to note the adopted Brentford Square

Shopping Centre Business Plan, for it to give public notice of its intention to declare Special Charges for the Brentford Square Shopping Centre and for it to commence the necessary statutory process.

COUNCIL RESOLUTION

Moved by Cr Martin, Seconded by Cr Cutts

That Council:

1. Notes the Brentford Square Shopping Centre Business Plan 2026-2030 as adopted by the Brentford Square Traders Association (the Association) in the form of Attachment 1.
2. Notes and approves the combined budget of \$66,726 (\$52,228 for marketing and promotion and \$14,498 for infrastructure) per annum (adjusted annually in line with CPI) contained within Attachment 2 for the proposed Brentford Square Shopping Centre Special Charge Schemes.
3. Commences the statutory process for the renewal of the proposed Brentford Square Shopping Centre Special Charge Schemes (Infrastructure and Marketing) for the defined properties in the Brentford Square Shopping Centre under the *Local Government Acts 1989 and 2020*.

10.2 (cont)

4. Notes the proposed Brentford Square Shopping Centre Special Charge Schemes will raise \$66,726 per annum (adjusted annually in line with CPI) for a period of five years from 1 January 2026 to 31 December 2030 for the purposes of infrastructure and marketing and promotion of the Brentford Square Shopping Centre and, otherwise in accordance with the Proposed Declarations of Special Charges.
5. Places two separate public notices of Council's intention to declare the Proposed Special Charges at its ordinary meeting to be held on 13 October 2025 be published in the 'The Age' newspaper in accordance with the Proposed Declaration of Special Charges and on Council's website.
6. Directs that written notification, with a copy of the as-published public notices, be sent to both the rated owners and the occupiers of the properties referred to in the Attachment 2 of 'Rateable Properties and Charges 2025-2026' included in and forming part of the Proposed Declarations of Special Charges, advising of Council's intention to declare and levy the Proposed Special Charges, the amount for which an owner or an occupier will be liable or required to pay, the basis of the calculation of the Proposed Special Charges and, that written submissions and/or objections in relation to the Proposed Special Charges will be accepted and considered/taken into account by Council in accordance with the *Local Government Act 1989*.
7. Advises the Association of the matters specified in paragraphs 1 to 4 of this recommendation
8. Authorises the Director Corporate Services to carry out all and any other administrative procedures necessary to enable (if required) a Council Committee to meet and hear any persons wishing to make a submission and/or an objection, and for the Council to otherwise carry out its functions under section 163A and sections 163(1A), (1B) and (1C) and sections 163B and 223 of the *Local Government Act 1989*.
9. Inform the Association that
 - a) If the proposed Special Charges are declared at Council's ordinary meeting to be held on 13 October 2025, Council will prepare Council's standard Special Charge Funding Agreement between Council and the Brentford Square Traders' Association (in connection with the administrative operations of the Proposed Special Charges) and that the Brentford Square Traders' Association will be required to enter into the Agreement as a precondition to the payment by Council to the Brentford Square Traders' Association of any funds from the proposed Special Charges.
 - b) The Agreement be approved and executed by and under delegated authority from Council before any funds from the proposed Special Charges by delegated authority are paid to the Brentford Square Traders' Association.

CARRIED UNANIMOUSLY

10.2 (cont)

Spoke to the item: Cr Cutts , Cr Martin (2)
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KEY MATTERS

The Centre is located on the south side of Canterbury Road, between Springvale Road and Boronia Road and is approximately 21 kilometres south-east of the Melbourne Central Business District.

Currently comprising 43 rateable properties the Centre has enjoyed the benefits of a Special Charge Scheme for over 30 years.

A Business Plan for the Centre (Attachment 1) has been developed and prepared by the current Centre Marketing Team, Marmalade Sky Marketing Group. Funded by Council and the Association, this document was prepared in consultation with key stakeholders, including business owners in the Centre.

The Business Plan includes a one-year action plan for 2026 and provides the vision and framework for the Centre's strategic direction for the life of the Scheme. Key highlights for the strategic action plan are the annual Christmas Fair, seasonal activations, such as Easter and Halloween, as well as the exploration of evening activations to attract an alternative demographic to the Centre.

The Association formally adopted the Business Plan on 31 March 2025.

An increase is not being sought, with the proposed budget aligning with the current 2025/26 charges. Under the current scheme, charges were applied on a pro rata basis for 184 days—from 1 July 2025 to 31 December 2025—amounting to \$26,327 for marketing and promotion and \$7,307 for infrastructure purposes. If the scheme is renewed, the full annual amount of \$52,228 for marketing and promotion and \$14,498 for infrastructure (totalling \$66,726 across the two Schemes) will apply for the entire 2025/26 financial year. These charges are subject to annual adjustment in line with movements in the Consumer Price Index (CPI). The total charges to be raised each year are detailed in Attachment 2 (Rateable Properties and Charges).

The proposed Scheme can be summarised as follows:

- It will effectively operate as a 'renewal' of the existing schemes, for a five year period, from 1 January 2026 to 31 December 2030;
- It is expected to raise a combined amount of approximately \$66,726 per annum (adjusted annually in line with CPI);
- All properties to be included in the Scheme are considered to receive the same 'primary' level of special benefit and the special benefits are considered to accrue only to the properties in the Centre; and

The special charges are to be calculated as follows:

- For each year of the scheme, the Special Charges will be calculated by reference to an amount that reflects the amount payable by each

10.2 (cont)

property in the immediate previous year, adjusted in accordance with movements in the CPI.

- More specifically, the amount applicable to each chargeable property to be included in the Scheme is set out in the two Proposed Declarations of the Special Charges forming a part of this report (Attachment 3).
- In calculating Special Charge Schemes, the Local Government Act 1989 requires Council to ensure that it considers any wider special benefits or community benefits. These are defined as tangible and direct benefits to properties outside the Scheme area, or to people in the broader community, and are not confined to the Scheme contributors.
- It is considered that no such wider special benefits or community benefits exist in this Schemes because, in the relevant sense, the proceeds of the Proposed Special Charges will be used exclusively for the benefit of the owners and occupiers of the properties included in the Scheme, by way of appointing a part-time marketing team and authorising expenditure for promotional, marketing and business development related activities as well as infrastructure maintenance and provision. The Proposed Declarations of the Special Charges will reflect this position.

The Special Charge Schemes, historically and as now proposed, are evidence of Council's commitment to good governance and the encouragement of commerce and retail activity in the municipality.

The Schemes are considered to provide special benefits to the properties and businesses in the Centre. They provide essential marketing and promotional funding, enabling the Centre to employ a Centre Marketing Team to generate and manage the collective marketing for the Precinct.

The concurrent Infrastructure Scheme allows the centre to update and maintain the electronic signage board and the CCTV cameras in the centre, as well as support other infrastructure improvements as needed.

Without this financial support, the Centre would struggle to maintain its competitiveness.

Key Timelines

The key process and timelines for the Burwood Heights Shopping Centre Special Charge Schemes are as follows:

- Notice of Intention to Declare Council Report – 10 June 2025
- Public Notices of Proposed Declarations of Special Charges in newspaper – 16 June 2025
- Notice of Intention to Declare letters mailed to all property owners and business operators with a copy of the as-published Proposed Declaration of Special Charge Public Notices – 16 June 2025
- Submissions and Objections due – 25 July 2025

10.2 (cont)

- Council formally considers Submissions and/or Objections received – 25 August 2025 Ordinary Meeting of Council (subject to any Committee hearing requirements), and
- Council makes a final decision on the proposed Schemes at Ordinary Meeting of Council – 13 October 2025

DISCUSSION, OPTIONS AND ANALYSIS

The Special Charge Scheme, historically and as now proposed, is evidence of Council's commitment to good governance and the encouragement of commerce and retail activity in the municipality.

Council Officers considered two options in relation renewing the two Special Charge Schemes at Brentford Square Shopping Centre:

Option 1 – Renew the Special Charge Schemes

Renewing the Marketing and Promotion and Infrastructure Special Charge Schemes would reaffirm Council's support for the Brentford Square Traders' Association and the broader trader cohort. It would provide the Association with the necessary funding to implement its strategic business plan, aimed at increasing customer visitation and enhancing the Centre's long-term economic viability.

Key benefits include:

- Delivery of community activations and events to enhance the Centre's appeal and foster a sense of local engagement.
- Ongoing operation and maintenance of CCTV surveillance, contributing to improved safety and crime prevention in the precinct.
- Upgraded and maintained signage, ensuring clear visibility and easier navigation for visitors.
- A coordinated approach to collective marketing and centre-wide improvements, led by a mobilised and representative Traders' Association.

Option 2 – Do Not Renew the Schemes

Choosing not to proceed with the renewal would result in a saving to Council in terms of the administrative resources and costs associated with the statutory renewal process.

However, this option presents several significant drawbacks:

- This will impact the mobilised Association in not being able to obtain adequate budget to deliver the business plan to its full potential.
- Historical challenges in establishing new Special Charge Schemes, with evidence showing that initiating a scheme from scratch is significantly more complex, time-consuming, and faces greater uncertainty in achieving the required level of trader engagement compared to renewing an existing scheme.
- Potential reputational risk to Council from the perceived withdrawal of support for local businesses and the broader precinct.

10.2 (cont)

The Officers' recommendation is to progress Option 1 and support the Brentford Square Traders' Association to proceed with the Statutory process to renew both of the Marketing and Promotion and Infrastructure the Schemes at the Centre.

Overarching Governance Principles and Supporting Report Details

Strategic Alignment	Whitehorse City Council Plan 2021-2025 Strategic Direction 2 A Thriving Local Economy: Business, Employment, Education and Skill Development. Whitehorse Investment and Economic Development Strategy 2024-2028 Theme 2: Supporting Activity Centres and Employment Precincts 2.3 Special Rate and Charge Schemes Facilitate the feasibility, review and renewal of retail Special Rate and Charge schemes (for activity centres) as per the Special Rate and Charge Scheme in Commercial Precincts and Centres Policy 2014.															
Financial and Resource Implications	<p>The preparation, raising and ongoing administration of a Special Charge is covered within Council’s annual operational budget.</p> <table><tr><th>Item</th><th>Estimated Budget</th><th>Expenditure to Date</th></tr><tr><td>Preparation of Business Plan</td><td>\$6,336</td><td>\$6,336</td></tr><tr><td>Postage</td><td>\$260</td><td></td></tr><tr><td>The Age Advertising-Declaration Notices</td><td>\$13,000</td><td></td></tr><tr><td>Legal Fees – when deemed necessary</td><td>Not currently budgeted (due to guidance being received in 2024)</td><td></td></tr></table>	Item	Estimated Budget	Expenditure to Date	Preparation of Business Plan	\$6,336	\$6,336	Postage	\$260		The Age Advertising-Declaration Notices	\$13,000		Legal Fees – when deemed necessary	Not currently budgeted (due to guidance being received in 2024)	
Item	Estimated Budget	Expenditure to Date														
Preparation of Business Plan	\$6,336	\$6,336														
Postage	\$260															
The Age Advertising-Declaration Notices	\$13,000															
Legal Fees – when deemed necessary	Not currently budgeted (due to guidance being received in 2024)															




10.2 (cont)

	Total Estimated Budget	\$19,596	
	Sub Total Expenditure to date		\$6,336
Legislative and Risk Implications	<p>There are no legal or risk implications arising from the recommendation contained in this report. As detailed in this report, Council is being invited to commence the statutory process to renew the Schemes in accordance with the <i>Local Government Acts 1989 and 2020</i>.</p> <p>The legislation enables Councils to declare and levy Special Rates and/or Charge to help pay for services or activities that will be of special benefit to a particular group of businesses and/or property owners within a defined area. A 'special benefit' is a benefit that is additional to, or greater than, the benefit generally available to the other people outside the scheme area. It is considered by Council's Investment and Economic Development Unit that the Brentford Square Shopping Centre will receive a special benefit from the renewal of the Special Charge Schemes. This is set out in the Proposed Declaration of Special Charges.</p>		
Equity, Inclusion, and Human Rights Considerations	<p>It is considered that the subject matter does not raise any human rights issues.</p> <p>In developing this report to Council, the subject matter has been considered in accordance with the requirements of the <i>Charter of Human Rights and Responsibilities Act 2006</i>.</p> <p>It is considered that the subject matter does not raise any relevant human rights issues.</p>		
Community Engagement	<p>Consultation workshops were run for business operators/tenants for them to understand the benefits of the Schemes, the statutory process for renewal, the rights and obligations moving forward and for stakeholders to find out and learn more about the benefits of Special Rates and Charges. All listed business operators/tenants within the Precinct were invited to the in-person sessions held at the Centre at 3pm on 6 February and 5.30pm on 13 February 2025. To increase participation, the centre marketing team took a pro-active approach</p>		

10.2 (cont)

	by distributing the trader surveys in person and followed up with an e-newsletter to encourage involvement.
Innovation and Continuous Improvement	There are no Innovation and Continuous Improvement matters arising from the recommendation contained in this report.
Collaboration	No collaboration was required for this report.
Conflict of Interest	<p>The <i>Local Government Act 2020</i> requires members of Council staff, and persons engaged under contract to provide advice to Council, to disclose any direct or indirect interest in a matter to which the advice relates.</p> <p>Council officers involved in the preparation of this report have no conflict of interest in this matter.</p>

ATTACHMENT

- 1 Brentford Square Shopping Centre Strategic Business Plan 2026-2030 
- 2 Brentford Square Special Charge Renewal 2026-2030- Rateable Properties and Charges 
- 3 Brentford Square Special Charge Renewal 2026-2030- Proposed Declarations 

10.3 Eastern Region Group of Councils (ERG) and Region Shared Service Provisions

Department

Governance and Integrity

Executive Manager Corporate Services

Attachment

SUMMARY

This report provides information about the Eastern Region Group's (ERG) Strategic Plan 2025-29.

The ERG comprises Mayors, Deputy Mayors and CEOs of five eastern councils - Knox, Manningham, Maroondah, Whitehorse and Yarra Ranges. The current Chair is Cr Deirdre Diamante, Mayor of Manningham City Council.

The ERG acts as a catalyst for these councils to collaborate and partner on shared priorities through advocacy, integrated planning, shared services and joint procurement to benefit the communities of the region.

The group continues to strengthen each year, with stronger relationships across member councils and with a higher profile among regional stakeholders. Activities are underpinned by a four-year Strategic Plan.

The ERG has completed an extensive review process of its *Strategic Plan 2025-29* for consideration by June 2025, in line with the development of the five eastern Council Plans.

COUNCIL RESOLUTION

Moved by Cr Cutts, Seconded by Cr Weller

1. Acknowledge that section 9 of the *Local Government Act 2020* expressly provides for overarching principles that include the desire for Councils to collaborate with other Councils, Governments and Statutory bodies.
2. Endorse collaboration by the Eastern Region Group of Councils (ERG) to:
 - a) amplify each Council's voice and impact,
 - b) improve each Council's efficiency and effectiveness, and
 - c) improve community access to infrastructure and services across the region.
3. Endorse ERG's four-year Plan and support the priority actions therein which include an emphasis on joint procurement and shared service provision across member Councils and in so doing:

10.3 (cont)

- a) commit to explore, develop and implement appropriate shared service provision with ERG partner Councils with short, medium and longer term objectives;
- b) explore options for innovation, entrepreneurship, direct service provision, partnered services with other agencies or outsourced service provision;
- c) establish appropriate governance arrangements to facilitate shared services outcomes; and
- d) assist in the development of a regional Shared Services best practice model as an exemplar for the local government sector more broadly.

CARRIED UNANIMOUSLY

Spoke to the item: Cr Weller, Cr Simpson, Cr Cutts (3)

KEY MATTERS

Background

The ERG has played a key role in a range of strategic projects, including:

- Developing Plan East and the Voice for the East campaign to inform the *Plan for Victoria*
- Holding meetings between the CEO and ERG, as well as council officer workshops, to shape strategic priorities and actions for the Strategic Plan
- Collaborating with Melbourne's East Economic Development Group to design and deliver both short and long term regional initiatives
- Contributing to the Parliamentary Inquiry into recent planning reforms and providing feedback on the draft *Infrastructure Victoria Strategy*
- Creating a regional navigator to support understanding and navigation of recent planning reforms
- Writing to Ministers to raise concerns and offer solutions about planning reforms and tree canopy clearance for electricity infrastructure
- Developing a Federal Government advocacy platform, which was shared with election candidates

The ERG Strategic Plan 2025-29

The Strategic Plan sets a longer-term vision for the region and the outcomes sought for each of four 'pillars' - People, Places, Economy and Environment.

The vision for the region is to be connected, healthy, sustainable and prosperous, supported by financially secure, high performing councils.

- **People:** Resilient, cohesive communities w565 [6ho enjoy an improving quality of life, great access to services and better health and wellbeing.

10.3 (cont)

- **Places:** Great places that foster social cohesion, equality of opportunity, are resource efficient and healthy, in a region that's easy to get around by active or public transport for short distances.
- **Economy:** Local employment opportunities support a diverse and adaptable workforce who enjoy a connected, competitive, and prosperous future.
- **Environment:** Environmental stewardship and regional responses to sustainability with spaces for people and nature where healthy ecosystems support healthy people and growing economies.

There are five strategic priorities supported by ERG projects and activities:

1. Build shared services and increase joint procurement
2. Enhance regional infrastructure
3. Transform movement in the East
4. Support community safety
5. Develop local employment

ERG's focus is on activities that benefit all councils, reduce duplication and avoid competing interests. We aim to achieve a more enabling operating environment, improve community infrastructure and liveability, and more efficient and effective councils.

These respond directly to the challenges ERG councils face relating to financial sustainability, housing and population growth and other external pressures.

Overarching Governance Principles and Supporting Report Details

Strategic Alignment	Collaboration with the ERG supports and aligns with all Strategic Directions outlined in the Whitehorse Council Plan .
Financial and Resource Implications	There are no financial or resource implications arising from the recommendation contained in this report.
Legislative and Risk Implications	There are no legal or risk implications arising from the recommendation contained in this report.
Equity, Inclusion, and Human Rights Considerations	It is considered that the subject matter does not raise any human rights issues.
Community Engagement	No community engagement was required for this report.

10.3 (cont)

Innovation and Continuous Improvement	There are no Innovation and Continuous Improvement matters arising from the recommendation contained in this report.
Collaboration	ERG Councils have collaborated and this report outlines an agreed vision and strategic priorities.
Conflict of Interest	<p>The <i>Local Government Act 2020</i> requires members of Council staff, and persons engaged under contract to provide advice to Council, to disclose any direct or indirect interest in a matter to which the advice relates.</p> <p>Council officers involved in the preparation of this report have no conflict of interest in this matter.</p>

ATTACHMENT

- 1 ERG Strategic Plan 2025-2029 

10.4 Strategic Internal Audit Plan 2025-27 (2025-26 Focus)

Department Governance and Integrity
Executive Manager Corporate Services

Attachment

SUMMARY

The *Local Government Act 2020* requires councils to establish an Audit and Risk Committee (ARC). ARC provides independent oversight of financial, performance, risk and management reporting, and system of internal control.

The functions and responsibilities of the ARC include overseeing internal and external audits. Each year an internal audit program is developed and endorsed by the ARC prior to being approved by Council.

HLB Mann Judd, Council's Internal Auditor, in consultation with the Executive Leadership Team (ELT) has developed the attached Strategic Internal Audit Plan (SIAP) for 2025-27 with a focus on the 2025-26 financial year.

At its meeting on 21 May 2025, ARC reviewed and endorsed the SIAP for consideration by Council.

COUNCIL RESOLUTION

Moved by Cr Griffiths, Seconded by Cr Allan

That Council approve the Strategic Internal Audit Plan for 2025-27 (2025-26 Focus).

CARRIED UNANIMOUSLY

Spoke to the item: Cr Allan, Cr Griffiths, Cr Simpson (3)

KEY MATTERS

HLB Mann Judd has been appointed as Council's internal auditor since 1 July 2023.

To draft the SIAP for 2025-27, HLB Mann Judd met with staff:

- about council's high-level priorities and strategic perspective;
- to discuss key expectations and responsibilities;
- to understand the risk appetite of Council and the ARC; and
- to identify key issues, risks, challenges and opportunities facing Council.

10.4 (cont)

Following consultation with ELT and ARC, HLB Mann Judd drafted the SIAP. The SIAP has also been endorsed by the ARC. The SIAP is now presented to the Council for approval and adoption.

DISCUSSION, OPTIONS AND ANALYSIS**Internal Audit Program 2025-26**

The Internal Audit Program will focus on areas considered higher risk to Council to maximise the effectiveness of the internal audit function.

The following internal audit activities are proposed for 2025-26:

Area	Internal Audit Activity	Hours	Start Date
Internal Audit Projects			
Information Technology	Cyber (focus on Training and Awareness) incl. survey	80	Aug-25
Infrastructure and Asset Management	Capital Works Program	130	Sept-25
Financial Systems and Controls	Payroll (incl. Data Analytics, interpretation and application of Awards and Allowances)	110	Nov-25
Departmental/ Operation and Organisation-wide Audits	Statutory Planning – Permit Approvals	110	Feb-26
People and Culture	Occupational Health, Safety & Wellbeing (incl. awareness survey)	160	May-26
Continuous Reviews	Follow Up Audit (Completed Actions Only) / Relevancy, Veracity & Effectiveness of Outstanding Actions	30	Jun-26
Internal Audit Management			
Internal Audit Management	Development of the Internal Audit Plan	25	
	Preparation for and attendance at ARC meetings	20	
Total Hours		665	

10.4 (cont)


Overarching Governance Principles and Supporting Report Details

Strategic Alignment	<p>Strategic Direction 8 – Governance and Leadership</p> <p>The SIAP aligns with the Strategic Direction of Governance and Leadership by providing independent, objective assurance that supports effective decision-making, accountability, and continuous improvement within the Council. The internal audits promote transparency and accountability, and strengthens risk management. The SIAP is developed with input from the ELT and ARC.</p> <p>Policies</p> <p>Internal Audit Charter.</p> <p>Audit and Risk Committee Charter.</p>
Financial and Resource Implications	<p>The cost of the internal audit service per annum is expected to be \$85,120 (excluding GST), increasing by the rate cap.</p>
Legislative and Risk Implications	<p>The Internal Audit program forms part of the functions and responsibilities of the ARC as per section 54(2) of the <i>Local Government Act 2020</i>.</p> <p>Internal audit plays a significant and critical role in evaluating the adequacy of internal controls and assessing the extent of compliance with the applicable laws and regulations, policies and procedures and suggesting process improvement opportunities to promote efficiency.</p> <p>Absence of internal audits increases the risk of non-compliance, which can result in legal penalties and damage to the Council's reputation. Internal auditors evaluate and recommend improvements to operational processes.</p>
Equity, Inclusion, and Human Rights Considerations	<p>It is considered that the subject matter does not raise any human rights issues.</p>
Community Engagement	<p>No community engagement was required for this report.</p>

10.4 (cont)

Innovation and Continuous Improvement	Internal audits identify how well risks are managed and whether the right controls and processes are in place, and whether agreed procedures are being adhered to. Internal Audits can also identify areas for improvement or where innovations might be made.
Collaboration	<p>The ELT, Executive Manager Corporate Services, Manager Governance, Coordinator Audit and Assurance and relevant managers were engaged during development of the SIAP.</p> <p>Further collaboration will take place when the internal audit commences.</p>
Conflict of Interest	Council officers involved in the preparation of this report have no conflict of interest in this matter.

ATTACHMENT

- 1 Strategic Internal Audit Plan 2025-27 (2025-26 Focus) - for Council approval 

10.5 Councillor Internal Resolution Procedure

Department Governance and Integrity
Executive Manager Corporate Services

Attachment

SUMMARY

Since the commencement of the current council term, councillors in Victoria are required to observe the Model Code of Conduct (Code).

The Code establishes clear standards for the behaviour and responsibilities of councillors, as per the Model Code of Conduct guidance, the community is entitled to expect the highest standards of governance, integrity and ethical conduct from their local Councillors.

The councillor conduct framework is established under Part 6 of the Act and provides a hierarchy for the management of councillor conduct complaints to address different levels of misconduct.

The *Local Government Act 2020* (Act) requires councils adopt an Internal Resolution Procedure (Procedure) by 1 July 2025.

The Procedure is to be observed as the first steps when dealing with alleged breaches of the Councillor Code of Conduct and aims to resolve a dispute before a complaint is escalated to the Independent Arbiter process.

COUNCIL RESOLUTION

Moved by Cr Langford, Seconded by Cr Simpson

That Council adopt the Councillor Dispute Resolution Procedure as at attachment 1 to this report.

CARRIED UNANIMOUSLY

Spoke to the item: Cr Allan, Cr Simpson, Cr Griffiths, Cr Langford (3)

KEY MATTERS

Councillors in Victoria are required to observe the Model Code of Conduct (Code), the Code sets standards of conduct.

The councillor conduct framework is established under Part 6 of the Act and provides a hierarchy for the management of councillor conduct complaints to address different levels of misconduct.

In addition to the formal mechanisms in the Act to manage councillor conduct complaints, section 140 of the Act and regulation 12A of the Local Government (Governance and Integrity) Regulations 2020 provide that a council must implement and adopt an internal resolution procedure to deal with alleged breaches of the Code by 1 July 2025.

10.5 (cont)

The Procedure (refer attachment 1):

- encourages Councillors to attempt to resolve disputes, including those which concern alleged breaches of the Code, through the internal resolution procedure in the first instance.
- provides that where a complaint has been made or dispute has arisen the Councillors involved should use their best endeavours to resolve the matter in a courteous and respectful manner with a view to maintaining effective working relationships.
- includes two stages to provide a more comprehensive approach to dispute resolution than has previously applied.

The Procedure emphasises that Councillors will attempt to resolve matters between themselves as early as possible. To do this the Procedure includes a Discussion stage whereby councillors raise issues which arise with each other. If the Discussion stage has not been successful, the procedure provides for a Conciliation stage which is facilitated by the Mayor.

The aim is that these two stages are informal and quick as possible noting the second stage (conciliation) is a more structured approach than the first stage (discussion).

The Procedure has been drafted to keep the formality and costs at a minimal level. This is demonstrated by providing that legal advice or representation will not be paid for by council as part of the conciliation process.

The Procedure is modelled on the template prepared by Maddocks.

DISCUSSION, OPTIONS AND ANALYSIS

The Procedure will come into effect from the date of adoption.

Where a matter cannot be resolved via the Procedure, despite attempts to do so or it is not appropriate to do so, a Council, Councillor or group of Councillors can apply for an independent arbiter to be appointed to conduct an internal arbitration process under section 141 of the Act.

Overarching Governance Principles and Supporting Report Details

Strategic Alignment	Strategic Direction 8 – Governance and Leadership The Procedure aligns with the Strategic Direction of Governance and Leadership by providing a consistent process to follow to address disputes between councillors as early as possible.
Financial and Resource Implications	There are no financial or resource implications arising from the recommendation in this report.
Legislative and Risk Implications	The <i>Local Government Act 2020</i> requires all councils adopt a Councillor Dispute Resolution Procedure by 1 July 2025.

10.5 (cont)

Equity, Inclusion, and Human Rights Considerations	It is considered that the subject matter does not raise human rights issues.
Community Engagement	Community engagement was not required for this report.
Innovation and Continuous Improvement	There are no innovation and continuous improvement matters arising from the recommendation contained in this report.
Collaboration	No collaboration was required for this report.
Conflict of Interest	Council officers involved in the preparation of this report have no conflict of interest in this matter.

ATTACHMENT

- 1 Draft Whitehorse Internal Resolution Process 

10.6 Records of Informal Meetings of Councillors

Department Governance and Integrity
Director Corporate Services

COUNCIL RESOLUTION

Moved by Cr Simpson, Seconded by Cr Martin

That Council receives and notes the Records of Informal Meetings of Councillors.

CARRIED UNANIMOUSLY

Pre-Council Meeting – 26 May 2025 – 6.30pm – 6.43pm

Matter/s Discussed:	Councillors Present	Officers Present
<ul style="list-style-type: none"> Council Meeting Agenda 26 May 2025 	Cr Andrew Davenport Mayor Cr Prue Cutts Deputy Mayor Cr Peter Allan Cr Blair Barker Cr Jarrod Gunn Cr Daniel Griffiths Cr Kirsten Langford Cr Jason Martin Cr Kieran Simpson Cr Ben Stennett Cr Hayley Weller	S McMillan S Cann J Green L Letic S White V Ferlaino C Robinson K Woods
Others Present: N/A		
Disclosures of Conflict of Interest: Nil		
Councillor attendance following disclosure: N/A		

10.6 (cont)

Councillor Briefing – 29 May 2025 – 6:30pm – 8.15pm		
Matter/s Discussed:	Councillors Present	Officers Present
<ul style="list-style-type: none"> Feedback on Consultation documents (Budget, Revenue and Rating and Council Plan) 	Cr Andrew Davenport Mayor Cr Prue Cutts Deputy Mayor Cr Peter Allan Cr Blair Barker Cr Jarrod Gunn Cr Daniel Griffiths Cr Kirsten Langford Cr Jason Martin Cr Kieran Simpson Cr Ben Stennett Cr Hayley Weller	S McMillan S Cann J Green S White A Ghastine V Ferlaino C Clarke C Bolitho Zoe Quinn (online)
Others Present: N/A		
Disclosures of Conflict of Interest: Nil		
Councillor attendance following disclosure: N/A		

10.6 (cont)

Councillor Briefing – 2 June 2025 – 6:30pm – 10.15pm		
Matter/s Discussed:	Councillors Present	Officers Present
<ul style="list-style-type: none"> • Vision for Junction Road Reserve relating to the North East Link • Dog Park Consultation • Feedback on Consultation documents (Budget, Revenue and Rating and Council Plan) • Procurement Policy • Draft Agenda – 10 June 2025 	Cr Andrew Davenport Mayor Cr Prue Cutts Deputy Mayor Cr Peter Allan Cr Blair Barker (Online) Cr Jarrod Gunn Cr Daniel Griffiths Cr Kirsten Langford Cr Jason Martin (Online) Cr Kieran Simpson Cr Ben Stennett Cr Hayley Weller	S McMillan S Cann J Green S White A Ghastine V Ferlaino C Robinson A DaCampo C MacNaughtan T Gledhill I Wang C Clarke C Bolitho Z Quinn Z Thorn J Cushing
Others Present: N/A		
Disclosures of Conflict of Interest: Nil		
Councillor attendance following disclosure: N/A		

11 Councillor Delegate and Conference / Seminar Reports

11.1 Reports by Delegates and Reports on Conferences / Seminars Attendance

Department

Governance and Integrity
Director Corporate Services

Verbal reports from Councillors appointed as delegates to community organisations/committees/groups and attendance at conferences and seminars related to Council Business.

- Cr Simpson attended:
 - Metropolitan Transport Forum, 4 June 2025.
- Cr Weller attended:
 - Whitehorse Manningham Regional Library, Training Workshop 4 June 2025
- Cr Langford attended:
 - Whitehorse Disability Advisory Committee, 4 June 2025
- Cr Griffiths attended:
 - Whitehorse Disability Advisory Committee, 4 June 2025

COUNCIL RESOLUTION

Moved by Cr Weller, Seconded by Cr Allan

That Council receives and notes the:

1. Reports from delegates, and;
2. Reports on conferences/seminars attendance.

CARRIED UNANIMOUSLY

CLOSURE OF THE MEETING TO THE PUBLIC

12 Confidential Reports

12.1 Whitehorse Civic Awards 2025

COUNCIL RESOLUTION

Moved by Cr Gunn, Seconded by Cr Langford

That in accordance with Section 61(1) and 66(2)(a) of the *Local Government Act 2020*, Council closes the Meeting to members of the public and adjourns for five minutes to consider the following items:

12.1 Whitehorse Civic Awards 2025

This report is designated as Confidential Information in accordance with Section 3(1)(f) of the *Local Government Act 2020*, because it is *personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs. This ground applies because the matter concerns personal information.*

CARRIED

Spoke to the item: Cr Gunn

Voted FOR the item: Cr Allan, Cr Cutts, Cr Davenport, Cr Griffiths, Cr Gunn, Cr Langford, Cr Martin, Cr Simpson, Cr Stennett Cr Weller (10)

Voted AGAINST the item: Cr Barker (1)

13 Close Meeting

The open Council Meeting was closed at 8.25pm and did not reopen to the public.

The confidential section of the Council Meeting opened at 8.30pm in order to deal with item 12.1. The meeting closed at 8.34pm.

These minutes are circulated subject to confirmation by Council at the next Council Meeting to be held on 23 June 2025.