



# Whitehorse City Council

## MINUTES

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### **Council Meeting**

on

**Monday 23 June 2025 at 7:00 PM**

**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  
              Tim Gledhill                Acting Director Community Services  
              Andrea Ghastine            Executive Manager Transformation  
              Steven White                Director Infrastructure  
              Frances Nolan              Executive Manager Corporate Services  
              Celia Robinson            Manager Governance and Integrity  
              Kerryn Woods              Coordinator Governance  
              Alex Wintle                 Senior Governance Officer

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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 10 June 2025 and Special Council Meeting 16 June 2025

**COUNCIL RESOLUTION**

Moved by Cr Simpson, Seconded by Cr Langford

That the minutes of the Council Meeting 10 June 2025 and Special Council Meeting 16 June 2025 be confirmed.

**CARRIED UNANIMOUSLY**

**5 Urgent Business**

Nil

**6 Requests to Speak**

**6.1 A McNeill, Blackburn**

**6.2 S Barnett, Surrey Hills Historical Society**

**6.3 D Ellis, Month Albert North**

**7      Public Question Time**

Nil

**8      Petitions**

Nil

**9      Notices of Motion**

Nil

**10     Council Reports**

## 10.1 Tender Evaluation Report - Contract 30606 - Vermont Reserve Pavilion Redevelopment

**Department** Project Delivery and Assets  
Director Infrastructure

Attachment

### SUMMARY

This report is to consider tenders received for the redevelopment of Vermont Reserve Pavilion Contract 30606 and recommend the acceptance of the tender received from Simbuilt Pty Ltd, for the amount of \$3,038,897.40, including GST and to consider the overall project expenditure.

The Tender Evaluation Report is provided in Attachment 1.

Following a select Tender from the Construction Supplier Register and the completion of a comprehensive evaluation and assessment process, a suitable qualified company is recommended for appointment to deliver the Vermont Reserve Pavilion Redevelopment.

### COUNCIL RESOLUTION

Moved by Cr Cutts, Seconded by Cr Gunn

That Council

1. Accepts the tender and signs the formal contract document for Contract 30606 for the Vermont Reserve Pavilion Redevelopment received from Simbuilt Pty Ltd (ABN 86 140 288 080), of 6 Guest Street Hawthorn VIC 3122, trading as Simbuilt, for the tendered amount of \$3,038,897.40, including GST as part of the overall project expenditure of \$5,453,360, including GST.
2. Notes the contingency allocation shown in Confidential Attachment 1 and requires the Chief Executive Officer to authorise expenditure of the contingency once 50% of the allowance has been committed.

**CARRIED UNANIMOUSLY**

**Spoke to the item:** Cr Cutts, Cr Gunn (2)

### KEY MATTERS

Vermont Reserve is a Municipal sized open space in Vermont.

Over recent years Council has delivered several significant capital projects at the site including sports field ground renewal, upgrading the sports field lights to new energy efficient LED fittings, construction of a new cricket training facility and upgrading the play space.

The last significant project that remains outstanding is upgrading and extending the Vermont Reserve Pavilion.

### 10.1 (cont)

In line with the officer recommendation, following the completion of the pavilion project, Vermont Reserve will be well placed to service the community and sporting stakeholders for many years to come and close out the need for Council commitment of significant capital investment at this site.

In turn this will limit future disruption to the reserve and nearby residential amenity due to all major construction activity having been completed negating the need for further works.

The sports components of the Vermont Reserve Pavilion have been identified as an ageing area of the facility that no longer meets the growing needs of the tenant sporting clubs and the community.

The existing pavilion services one sports field used by the Vermont Football Club (in winter), the Vermont Cricket Club (in summer) under seasonal licence agreements, and available for use by the community. The reserve includes cricket nets, playground facilities and supported by car parking, pedestrian paths and established native vegetation landscapes.

It is proposed to partially demolish the existing pavilion and replace it with a new pavilion addition in the approximate location of the existing footprint. The design provides covered spectator viewing area in front of the multi-purpose room, player and umpire amenities, store room, accessible and ambulant toilets.

The playing ovals will remain fully used by tenant sporting clubs during the construction period for both winter and summer sports. Temporary amenities will be provided for use.

## **DISCUSSION, OPTIONS AND ANALYSIS**

The current Vermont Recreation Reserve Pavilion has two distinct attached buildings, a 'red' brick section built in the 1960's and a 'newer' building closest to the northern boundary that over the years has been extensively refurbished. A part of requiring an amenities upgrade to include accessible and ambulant toilets, the 'newer' section of the pavilion functions well and serves the club and the community's needs. The existing change rooms and amenity areas in the old red brick building however, do not meet current club needs and community standards, and requires upgrading. An extensive refurbishment and renewal is required to bring this section of the facility to current standards.

Further, clubs have advised with the increased female participation; the current facility compromises the management of change over between male and female participants and to meet the fair access code which requires equality between genders including equal fixings. The additional change room areas and amenities will support female participation in sport.

## **OPTIONS**

The tender was issued with a number of options to be separately priced. The Options are necessary to complete the project to the preferred standard and were identified as a method of mitigating budget risk to give Council a pathway to progressing the project if the tendered prices exceeded the available budget. It is recommended that all Tender Options are included as



### 10.1 (cont)

this would complete all works at Vermont Reserve for the foreseeable future, minimising future club and community disruptions.

Should Council wish to reduce its financial contribution to the project the options may be drawn on. It should be noted that these value management options are individual options that can be considered independently. Pricing for these options is presented in Confidential Attachment 1.

If all of the tender options were not to be included in the project the contract sum would be \$2,709,027.20 (including GST).

### **Background**

Six pre-qualified Contractors were selected from the Victorian Government's Construction Supplier Register to tender for the project based on commercial project experience and a pre-qualifying assessment.

Tenders were invited on 18 March 2025 and closed on the 9 April 2025. A total of five shortlisted Contractors submitted with four conforming tenders. One tender was noted as conforming however a request was made for AS4000 contract departures.

The tenders were evaluated against the following criteria aligned with Council's Procurement Policy:

- The Tender Offer (Financial)
- Capability
- Credibility
- Local Content
- Social and Environmental Sustainability and,
- Occupational Health & Safety, Equal Opportunity, and Business Viability (Pass/Fail).

Following the detailed evaluation, the Tender Evaluation Panel concluded that the tender received from Simbuilt Pty Ltd provides the best possible value outcome for Council and the Whitehorse community. Simbuilt Pty Ltd. is a well-established building contractor that has undertaken similar projects in other local government areas.

Pending Council approval, contract documentation will be prepared and executed.

### **Consultation**

Representatives from the existing sporting tenant clubs as well as internal Council stakeholders have been consulted extensively during the pavilion design process.

In 2023 a Project Working Group was formed comprising the tenant clubs, the architect and council officers from the Leisure and Recreation Services and the Buildings Project Management teams. The tenant clubs have been consulted throughout the design, design development and up to the completion of tender documentation.

## 10.1 (cont)

The concept design was completed and stakeholder sign-off was received in September 2024. The design development documentation was completed and stakeholder sign-off was received in December 2024. The tender documentation was completed in March 2025.

Broad community consultation on the project was completed in April 2024.

Council's Procurement team have been consulted extensively and overseen the procurement process to ensure that the procurement is compliant with the Procurement Policy. The preferred tenderer's business viability has been checked and approved by the Finance Department.

Contract 30606 is a Lump Sum Contract for construction works.

Funding for fees will be drawn directly from the adopted C125015 Capital Works Funding Budget which includes a Victorian Government funding grant and club contribution. The contract will be administered and financially managed by the Project Delivery and Assets department.

**Overarching Governance Principles and Supporting Report Details**

<b>Strategic Alignment</b>	<p>The project delivery within this contract supports the following strategic direction: Strategic Direction 4 - 'Our Built Environment, Movement and Public Places'</p> <p>The project delivery within this contract also supports the following objectives within the above strategic direction:</p> <ul style="list-style-type: none"><li>• Objective 1: Assets, facilities, and urban design of a quality that provides the highest levels of utility and enhances the connection between the built natural, heritage and social environments; and</li><li>• Objective 2: Foster development that has access to a range of facilities services and amenities to meet future community needs.</li></ul>
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## 10.1 (cont)

<b>Financial and Resource Implications</b>	<p>All financial or resource implications arising from the recommendation contained in this report are included in the confidential Tender Information Report.</p> <p>The tender process included a Best and Final Offer process.</p> <p>The recommendation can be delivered within the available budget.</p> <p>The budget includes a club contribution of \$300,000 and a State grant contribution of \$260,000, resulting in a total project budget of \$4,957,600 (\$5,453,360 including GST).</p> <p>In addition to this contract, there is provision within the budget for carpark, landscaping and other site works.</p>
<b>Legislative and Risk Implications</b>	<p>There are no legal implications arising from the recommendation contained in this report. Risks associated with Latent conditions, headworks and existing building conditions are outlined in Confidential Attachment 1.</p>
<b>Equity, Inclusion, and Human Rights Considerations</b>	<p>It is considered that the subject matter does not raise any human rights issues.</p>
<b>Community Engagement</b>	<p>No community engagement was required for this report.</p>
<b>Innovation and Continuous Improvement</b>	<p>There are no Innovation and Continuous Improvement matters arising from the recommendation contained in this report.</p>
<b>Collaboration</b>	<p>No collaboration was required for this report.</p>
<b>Conflict of Interest</b>	<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>

10.1 (cont)

**ATTACHMENT**

- 1 Contract 30606 - Vermont Reserve Pavilion Redevelopment - Tender Report - Confidential Attachment - FINAL

**Whitehorse City Council designates this attachment and the information contained in it as Confidential Information pursuant to Section 3 (1) g(ii) of the *Local Government Act 2020*. *This ground applies because the matter concerns private business information.***

## 10.2 Reconciliation in Whitehorse Action Plan

**Department** Community Development  
Director Community Services

Attachment

### SUMMARY

Reconciliation is about strengthening relationships between Aboriginal and Torres Strait Islander peoples and non-Indigenous peoples, for the benefit of all Australians.

Whitehorse City Council has had a longstanding commitment to reconciliation. Council was a joint signatory to a Statement of Commitment to further Reconciliation with Banyule, Manningham and Nillumbik councils in 1997, development first Reconciliation Action Plan in 2002 and created the Reconciliation Advisory Committee in 2007 demonstrating strengthened commitment towards reconciliation over time.

This report seeks adoption of the 2025-2029 Reconciliation in Whitehorse Action Plan (RWAP) that continues to build on these efforts; and is deliverable and appropriate within existing resources. Key priorities of the RWAP include:

- Continuing to build strong, respectful and meaningful relationships between Aboriginal and Torres Strait Islander peoples and Council to progress reconciliation in the Whitehorse community
- Promoting respect for Aboriginal and Torres Strait Islander peoples, cultures, and histories that guide Council's initiatives to further knowledge and understanding in the community.
- Improving equity in the community through enhancement of employment and economic participation opportunities for Aboriginal and Torres Strait Islander peoples.
- Enacting effective reconciliation governance structures to be embedded across Council.

### COUNCIL RESOLUTION

Moved by Cr Gunn, Seconded by Cr Weller

That Council adopt the Reconciliation in Whitehorse Action Plan.

**CARRIED UNANIMOUSLY**

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

## 10.2 (cont)

**KEY MATTERS**

The Whitehorse Community Vision 2040, created by the community in 2020, includes priority, to “focus on understanding and celebrating First Nations Peoples, including acknowledgement of history and culture”.

A plan for reconciliation is not a legislated requirement; however, there are expectations for local government to undertake actions that progress Aboriginal self-determination and reconciliation. The *Victorian Aboriginal and Local Government Strategy* has been developed to support alignment of the Local Government sector with the Victorian Aboriginal Affairs Framework 2018-2023, the Victorian Treaty process, the Victorian Closing the Gap Implementation Plan and the work of the Yoorrook Justice Commission.

There are two ways organisations can develop a plan for reconciliation. The first is via a process set by Reconciliation Australia, the lead body for reconciliation in Australia. This process prescribes the content of plans to enable Reconciliation Australia to report progress at a national level. Reconciliation Australia has trademarked the term Reconciliation Action Plan (RAP) so only those organisations who have had their RAP formally endorsed by Reconciliation Australia can use this term.

The other way is to undertake a process outside of Reconciliation Australia whereby Council can set its own remit, actions, and reporting requirements.

In addition to the Plan, Council continues to work with Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation to ensure the voices of Elders inform relevant decision-making processes. Council continues to promote engagement opportunities, events and festivals and other local activities to the Aboriginal and Torres Strait Islander peoples and community organisations.

**DISCUSSION, OPTIONS AND ANALYSIS**

In February 2024, Council provided in-principal support of a draft Innovate Level Reconciliation Action Plan for approval by Reconciliation Australia, and conditional approval was granted in August 2024. Bringing the plan to Council for consideration was delayed due to caretaker/election period and to allow time for new Council induction and other priorities.

In early 2025, Officers conducted a review of the actions contained in the Draft Reconciliation Action Plan to ensure they remain relevant and achievable and found that not all actions could be achieved within a revised resource allocation, triggering a reflection on whether to continue to pursue Reconciliation Australia’s endorsement of the Reconciliation Action Plan or to progress this plan outside of the Reconciliation Australia process whilst still contributing to the same objectives.

Council Officers considered two options in relation to a plan for reconciliation:

1. Continue to work towards a Reconciliation Australia Innovate Level Reconciliation Action Plan.
2. Progress reconciliation via an action plan developed outside of the Reconciliation Australia Framework.

## 10.2 (cont)

**Option 1: Reconciliation Australia process**

To obtain Reconciliation Australia endorsement, a RAP needs to contain specified actions that are articulated in a standardised way. Some required actions are outside the scope of current resourcing.

Should Council continue to work towards a Reconciliation Action Plan endorsed by Reconciliation Australia an additional 0.5 FTE resource for the duration of the plan would be required to deliver the requirements set by Reconciliation Australia.

Pursuing a Reconciliation Australia endorsement for the RAP would require the following process:

- A further review by Reconciliation Australia to ensure that the plan continues to meet requirements. The review process takes between four to six weeks from date of submission and depending on feedback provided may require additional updates by Council officers and review by Reconciliation Australia.
- If conditional endorsement is received, the report would be considered by Council for final adoption.
- Council adoption would trigger the RAP being submitted to Reconciliation Australia for a final review before it can be formally published. This review will ensure the document contains only the endorsed content and Reconciliation Australia's logo is displayed correctly.
- Council would be required to report achievements to Reconciliation Australia in addition to the internal reporting framework.
- A Reconciliation Australia Innovate level plan has a defined two-year term, and a review would be required within this timeframe.

**Option 2: Progress the Reconciliation Plan outside of the Reconciliation Australia framework (Recommended and draft attached)**

The Draft Reconciliation in Whitehorse Plan demonstrates a commitment to reconciliation that sits outside of the Reconciliation Australia framework where:

- Only actions that are achievable within current resources are detailed and will be aligned with the Integrated Council Plan 2025-2029 (due for adoption on 23 June 2025).
- The life of the plan is extended to 4 years to reflect the Council term, and strategic planning frameworks enhancing strategic alignment and lessening costs associated with developing a second plan in the current Council term.
- The time to operationalise the RWAP will be quicker as an external review process is not required.
- Council is the sole authorising environment for the RWAP allowing for adaption in line with emerging needs.

## 10.2 (cont)

Attached is the Draft Whitehorse in Reconciliation Action Plan. Once adopted, the document will be graphically designed to ensure it is appealing and easy to read.

Please note, that Reconciliation Australia has trademark ownership of 'Reconciliation Action Plan' which means that only organisations following the Reconciliation Australia process can use this term.

The Officers' recommendation is to progress Option 2 and develop a Reconciliation in Whitehorse Action Plan. Taking this path to reconciliation enables Council to set a four-year timeframe for the plan that aligns with the Council term, work across the organisation to develop and implement achievable actions aligned with Council directions and to retain management of the authorising and reporting environment whilst still achieving the objectives.

### Overarching Governance Principles and Supporting Report Details

As highlighted below, the Whitehorse 2040 Community Vision identified the community's priority to understand and celebrate Aboriginal and Torres Strait Islander culture and history. The 2021-2025 Council Plan had identified the development of the Reconciliation Plan as a major initiative.

To ensure continued strategic alignment throughout the life of the plan the Reconciliation in Whitehorse Action Plan will be mapped against the emerging Integrated Council Plan 2025-2029 once adopted.

<b>Strategic Alignment</b>	<p><b>Community Vision 2040</b></p> <p><b>Key Priority 1.4</b> Focus on understanding and celebrating First Nations Peoples, including acknowledgement of history and culture.</p> <p><b>Draft 2025-2029 Integrated Council Plan''</b> (for planned adoption on 23 June)</p> <p><b>Draft Objective 1.2</b> – <i>A community that fosters social inclusion, cohesion and respect</i></p> <p><b>Legislative Context</b></p> <p>Reconciliation plans are not a legislated requirement however they do respond to responsibilities in the following key documents:</p> <ul style="list-style-type: none"> <li>• United Nations Declaration on the Rights of Indigenous Peoples</li> <li>• <i>Racial Discrimination Act 1975.</i></li> <li>• <i>Equal Opportunity Act 2010</i></li> <li>• <i>Victorian Charter of Human Rights and Responsibilities Act 2006</i></li> <li>• <i>Gender Equality Act 2020</i></li> <li>• Child Safe Standards</li> </ul>
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## 10.2 (cont)

	<ul style="list-style-type: none"> <li>• National Agreement on Closing the Gap 2020</li> <li>• Victorian Aboriginal and Local Government Strategy 2012-2026</li> <li>• Victorian Closing the Gap Implementation Plan (under review)</li> </ul>
<b>Financial and Resource Implications</b>	<p>Actions contained in the Draft RWAP has been designed to be achieved through current resourcing levels. On occasion, some projects may require additional funding and would be considered as part of annual planning and budget processes.</p>
<b>Legislative and Risk Implications</b>	<p>There are relationship and reputational risks associated with Council not having any plan to further reconciliation including:</p> <ul style="list-style-type: none"> <li>• Our relationship with Wurundjeri Woi-Wurrung Cultural Heritage Aboriginal Corporation may be negatively impacted.</li> <li>• If this occurs cultural consultation through the Corporation may be impacted limiting the voice of Aboriginal people in Councils decision making process. This will impact how we demonstrate engagement with the Aboriginal and Torres Strait Islander community in line with requirements of the <i>Local Government Act 2020</i>.</li> </ul> <p>The proposed approach should mitigate this risk as it continues to demonstrate Council's commitment.</p>
<b>Equity, Inclusion, and Human Rights Considerations</b>	<p>A human rights approach is embedded within this work as it seeks to promote the rights of Aboriginal and Torres Strait Islander people, identify and address discriminatory attitudes and behaviours impacting the lives of Aboriginal and Torres Strait Islander people.</p>

## 10.2 (cont)

<b>Community Engagement</b>	<p>The current draft Reconciliation in Whitehorse Action Plan has been shaped by the contributions of members of the Whitehorse community and Wurundjeri Woi-wurrung Elders, Whitehorse Reconciliation Advisory Committee, and internal individual and group discussions.</p> <p>Each Council department that has lead responsibility for actions in the RAP has been consulted and provided an indicative timeline and resource requirements for the actions. This process was repeated in the lead up to this report being provided to Council.</p> <p>Following endorsement, reconciliation achievements would be acknowledged in the Annual Report.</p>
<b>Innovation and Continuous Improvement</b>	<p>There are no Innovation and Continuous Improvement matters arising from the recommendation contained in this report.</p>
<b>Collaboration</b>	<p>Throughout the development of the Reconciliation in Whitehorse Action Plan Council has collaborated with:</p> <ul style="list-style-type: none"><li>• Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation</li><li>• Whitehorse Reconciliation Advisory Committee.</li></ul>
<b>Conflict of Interest</b>	<p>Council officers involved in the preparation of this report have no conflict of interest in this matter.</p>

**ATTACHMENT**

- 1 Draft Reconciliation in Whitehorse Action Plan 2025-2029 

### 10.3 Maintaining Cleanliness and Appearance of Central Box Hill

**Department** City Services  
Director Infrastructure

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#### SUMMARY

The purpose of this report is to provide Council with an update on maintaining the cleanliness and appearance of central Box Hill.

Box Hill has seen considerable development activity and there is more planned for the future, resulting in an increasing number of residents and visitors to the central activity area. This presents an increasing challenge for Council to continue to maintain the cleanliness and appearance of public spaces in this area.

There are significant Council resources already allocated to maintaining the public areas of Box Hill, and consideration will need to be given to expanding these services to meet the future needs.

#### MOTION

Moved by Cr Allan, Seconded by Cr Simpson

That Council notes this report on maintaining the cleanliness and appearance of public spaces in central Box Hill and considers revised service standards and associated resourcing as part of future budgets.

#### Cr Griffiths proposed the following amendment to the motion:

- Explores opportunities for further collaboration with the Department of Justice and Community Safety, with a view to increase deployment of individuals on Community Correction Orders to undertake graffiti removal and litter picking within the City of Whitehorse.
- Writes to the relevant Minister(s) regarding mutual benefits of increasing deployment of individuals on Community Correction Orders to undertake additional graffiti removal and litter picking within the City of Whitehorse.
- Increases its focus on preventive approaches to poor 'cleanliness and appearance', and undertake additional communications to help prevent littering, and further promote council's graffiti removal kits and paint vouchers.
- Strengthens the existing component on littering within the existing council's school education program on waste in place of other components.
- Acknowledges the voluntary litter-picking activities undertaken by community initiatives (e.g. Love Our Street, Clean Up Australia, Clean Waterways Expo), and individuals.

## 10.3 (cont)

- Prior to any consideration of revised service standards and resourcing as part of future budgets. The CEO to establish cross functional team to transform approaches to maintaining public spaces in Box Hill with a focus on innovation, tooling, technology and education

**The amendment was accepted by Cr Allan and Cr Simpson as the mover and seconder of the original motion. The amendment was incorporated into the original motion.**

**COUNCIL RESOLUTION**

Moved by Cr Allan, Seconded by Cr Simpson

1. Notes this report on maintaining the cleanliness and appearance of public spaces in central Box Hill and considers revised service standards and associated resourcing as part of future budgets.
2. Explores opportunities for further collaboration with the Department of Justice and Community Safety, with a view to increase deployment of individuals on Community Correction Orders to undertake graffiti removal and litter picking within the City of Whitehorse.
3. Writes to the relevant Minister(s) regarding mutual benefits of increasing deployment of individuals on Community Correction Orders to undertake additional graffiti removal and litter picking within the City of Whitehorse.
4. Increases its focus on preventive approaches to poor 'cleanliness and appearance', and undertake additional communications to help prevent littering, and further promote council's graffiti removal kits and paint vouchers.
5. Strengthens the existing component on littering within the existing council's school education program on waste in place of other components.
6. Acknowledges the voluntary litter-picking activities undertaken by community initiatives (e.g. Love Our Street, Clean Up Australia, Clean Waterways Expo), and individuals.
7. Prior to any consideration of revised service standards and resourcing as part of future budgets. The CEO to establish cross functional team to transform approaches to maintaining public spaces in Box Hill with a focus on innovation, tooling, technology and education

**CARRIED UNANIMOUSLY**

**Spoke to the item:** Cr Allan, Cr Simpson, Cr Barker, Cr Griffiths (4)

## 10.3 (cont)

**KEY MATTERS****Current Council services**

The current services that Council provides to maintain the cleanliness and appearance of public spaces in central Box Hill are allocated to an inner area and outer area. The inner area includes:

- Box Hill Mall – Main Street and Market Street
- Carrington Road between Station Street and Thurston Street
- Station Street between Cambridge Street and Whitehorse Road
- Whitehorse Road from Clisby Court to Box Hill Tafe

The outer area extends within commercial areas to Box Hill Gardens, Elgar Road, Cambridge Street, Harrow Street, Williams Street, Kangerong Road.

The current services include:

- Daily servicing of public litter bins.
- Inner area - early morning footpath sweeping from 4am to 7am, seven days per week
- Inner area - Township Cleaner collecting litter and cleaning surfaces from 6.30am to 3.30pm Monday to Saturday, and 7am to 12pm Sundays and Public Holidays. All parts of the inner area are attended each day.
- Outer area - Township Cleaner collecting litter and cleaning surfaces from 6.30am to 3.30pm standard workdays Monday to Friday. Due to the size of the outer area most areas are visited once per week.
- The waste collection team takes away around 20 large rubbish bags each week that have been collected by the Township Cleaners.
- The waste collection team attend to specific requests for incidents such as broken glass, large spills, dumped rubbish.
- Local area pressure washing to remove bird poo Wednesdays and Thursdays 6am to 8am.
- Large scale pressure washing of areas Tuesdays and Fridays by the graffiti removal team.
- Graffiti removal on Council managed property all weekdays, on demand as identified by Council's cleaners or as reported by the public.
- Council's enforcement teams from Planning, Building, Community Safety, Environmental Health are in regular attendance to address matters relating to private use of the public spaces and areas abutting the public spaces

## 10.3 (cont)

**Areas outside of Council responsibility**

Council services are provided to areas where Council has a role in maintaining the cleanliness. There are other areas and issues that require attention from others including:

- **Construction sites for new buildings, or construction sites associated with the Suburban Rail Loop (SRL) project** - Often the hoardings on construction sites are unsightly, and materials, loose litter and mud travels from the sites into public areas. SRL construction activity is planned to continue with the current project completion date of 2035. Council routinely reports issues for rectification to the SRL Authority which deploys resources accordingly to address the issue.
- **Presentation of building facades** - There are buildings, particularly retail premises that are vacant that are not maintained by the property owner and have graffiti and other damage. S3.1 and S3.2 of the Whitehorse Community Local Law 2024 require property owners/occupiers to maintain their properties and prevent them from becoming unsightly. Further information is provided on Council's website: <https://www.whitehorse.vic.gov.au/community-local-law/unsightly-properties-and-dilapidated-buildings>
- **Presentation of rear of properties** - There are many properties in central Box Hill that have a laneway at the rear of the property. Council maintains the surface of the laneway. Often the private property area between the laneway and the building is not well maintained by the property owner. It can have skip bins, piles of rubbish, abandoned trolleys, and this can attract others to dump rubbish in these locations. There are many examples of properties where the rear of the building is covered in graffiti which detracts from the appearance for those traveling through the laneway, and detrimentally impacts the perception of safety. The graffiti at the rear of properties is also prevalent for properties that abut the railway reserve. The railway reserve, including the shared use path is not the responsibility of Council to maintain.
- **Private car parks and open areas** - These areas can have abandoned trolleys, dumped rubbish or surfaces that are not clean and maintained.
- **Abandoned trolleys** - The stores that provide the trolleys are responsible for their trolleys. This has improved over time in Box Hill with the stores undertaking regular patrols. Dumped trolleys can be reported to the stores using the Snap Send Solve app on a mobile device, or the Trolley Tracker app, or contacting the stores directly.

**Graffiti and neglect of private properties**

A challenge in central Box Hill, like in other areas of the municipality is graffiti or neglect of private properties. The presence of graffiti or other neglect can detrimentally impact the perceptions of safety in the area.

### 10.3 (cont)

There are hundreds of properties throughout the municipality where there is graffiti on private property. Council is not responsible for the maintenance of private properties. It is cost prohibitive and there are many risks associated with accepting this responsibility.

The limited funding and resources that Council has for graffiti removal are allocated to the removal of graffiti on Council managed property. In limited cases, like offensive graffiti, Council may choose to remove some graffiti from private property and from property managed by other authorities like power poles, public transport infrastructure, signs in arterial roads etc, as outlined below. This needs to be limited to what is affordable within the budget and ensuring that Council can maintain areas within its responsibility.

Council assists private property owners to remove graffiti if the graffiti is 'offensive' and accessible from the footpath and easy to remove, following approval of the property owner. For other graffiti, Council may provide graffiti removal kits or paint vouchers to assist the property owners. There are companies that specialise in graffiti removal that can be engaged by property owners.

Aside from the funding and resource constraints, there are risks for Council to undertake works on private property. The property owner may claim that Council damaged their asset. In addition, Council does not have the required equipment or expertise to remove graffiti from heights, and this would be a high safety risk for Council staff and is not recommended.

Information for the community on what Council does to manage graffiti is provided on Council's website: <https://www.whitehorse.vic.gov.au/waste-environment/public-nuisance/graffiti>.

## DICUSSION, OPTIONS AND ANALYSIS

### Council resourcing levels

The last significant increase to Council resources for maintaining the cleanliness and appearance of the public areas in central Box Hill was in 2017/18 when a new Township Cleaner position was approved, to cover the outer areas of Box Hill, and additional ongoing funding was provided for the early morning sweeping of the inner area seven days per week.

### Trends for Box Hill

The number of residents who live in the suburb of Box Hill, which is a larger area than just the central Box Hill area, has increased from 12,703 in 2017 to 17,001 in 2024, a 34% increase.

The central Box Hill area is planned for transformational change associated with the continued growth and further growth driven by the Suburban Rail Loop (SRL) project. The draft Structure Plan for the area surrounding the new SRL East station in Box Hill provides the following projections:

	2021	2041	2050s
<b>Employment</b>	18,500	38,700	48,500
<b>Population</b>	13,300	29,100	77,500

## 10.3 (cont)

**Consideration of funding for increased Council services**

The allocation of funding to increase Council services along with all the competing priorities for services, and within a financially constrained environment will need to be considered as part of future budgets. This includes services to maintain the cleanliness and appearance of all the other areas outside central Box Hill.

If additional future funding was to be provided to maintain the cleanliness and appearance of the public areas in central Box Hill, some of the priority areas for consideration include:

1. Additional Township Cleaners so that the outer areas of Box Hill could be serviced more frequently. Most areas are serviced once per week.
2. Expand the service of Township Cleaners from half day on Sunday and Public Holidays to a full day, equivalent to the service provided Monday to Saturday.
3. Extend the hours of servicing the inner area. The current service finishes at 3.30pm Monday to Saturday and 12pm on Sundays and Public Holidays. A second shift could be introduced that would extend into the evening. Further analysis would need to be done on the best model to do this, including providing adequate staff and supervision to provide a safe and effective service.

If Council were to consider providing a service for removal of graffiti from private properties, funding would be required, and guidelines would need to be established around this in consultation with the community. Typically, if graffiti is removed for properties abutting laneways or the railway reserve, then it is not long before the graffiti returns. The removal of graffiti would have to be combined with some form of enforcement which would require further funding and resources.

A further report will be provided to Council on graffiti management, in respond to the resolution on Item 9.1 from the Council Meeting of 24 March 2025, Notice of Motion No 5.

**Perceptions of Safety**

Council has committed to the establishment of a Community Safety Committee. Feedback from the Committee will be required to plan for future service level requirements in the central Box Hill area.

**Overarching Governance Principles and Supporting Report Details**

<b>Strategic Alignment</b>	Draft Council Plan Strategic Direction 2 - Built Objective 2.3 Sustainable planning and infrastructure to respond to population change Objective 2.4 A desirable and well-presented City This report considers the future development of Box Hill (Objective 2.3), to ensure we deliver services to the community that support a desirable and well-presented City (Objective 2.4).
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## 10.3 (cont)

<b>Financial and Resource Implications</b>	Increased funding towards improving the cleanliness and appearance of central Box Hill is recommended to be considered as part of future budgets.
<b>Legislative and Risk Implications</b>	<p>There are no legal or risk implications arising from the recommendation contained in this report.</p> <p>Detailed guidelines would need to be developed if Council's services extended to private properties.</p> <p>Occupational health and safety issues would need to be considered for work on private properties and for extending the cleansing services provided by Council staff into the evenings.</p>
<b>Equity, Inclusion, and Human Rights Considerations</b>	It is considered that the subject matter does not raise any human rights issues.
<b>Community Engagement</b>	No community engagement was required for this report.
<b>Innovation and Continuous Improvement</b>	<p>There are no Innovation and Continuous Improvement matters arising from the recommendation contained in this report.</p> <p>Further work is required to inform service level requirements for future budget considerations.</p>
<b>Collaboration</b>	<p>No external collaboration was required for this report.</p> <p>Internal teams responding to the service needs in central Box Hill are primarily from the City Services and Community Safety teams.</p>
<b>Conflict of Interest</b>	Council officers involved in the preparation of this report have no conflict of interest in this matter.

## 10.4 Potential Heritage List - Priority 'C' Places

**Department** City Planning and Development  
Director City Development

Attachment

### SUMMARY

The purpose of this report is to respond to the Notice of Motion and subsequent resolution at the Council meeting on 16 December 2024. This report will provide an overview of heritage in Whitehorse, the Heritage Framework Plan 2020 (the Framework), the status of 'Priority C' places and a summary of the legal advice pertaining to item 3 of the Notice of Motion, carried unanimously on 16 December 2024.

### COUNCIL RESOLUTION

Moved by Cr Langford, Seconded by Cr Cutts

That Council:

1. Notes the tasks within the Whitehorse Heritage Framework (the Framework) adopted by Council on 21 September 2020 (Attachment 1).
2. Acknowledges the review undertaken and reduction in the current number of 'Priority C' places on the Potential Heritage list through officer assessment and/or demolition/alteration from 144 to 32.
3. Notes the legal advice regarding the exclusion of properties for any future potential heritage overlay considerations and inclusions.
4. Acknowledges Council's obligations under the adopted Framework, the Planning and Environment Act 1987 (the Act) and the Whitehorse Planning Scheme (the Scheme).
5. Make the Potential Heritage List available on Council's website.
6. Investigate updating Council's Building Certificates to include an alert for properties that are on the Potential Heritage List.
7. Refer all decisions for potential interim heritage controls to Council, subject to an amendment to the Instrument of Delegation to Members of Council Staff.

**CARRIED UNANIMOUSLY**

**Spoke to the item:** Cr Langford, Cr Cutts, Cr Simpson, Cr Barker, Cr Allan (5)

## 10.4 (cont)

**16 DECEMBER 2024 COUNCIL RESOLUTION**

At a Council meeting on 16 December 2024, a Notice of Motion was raised. The Motion, moved by Cr Barker, seconded by Cr Griffiths and carried unanimously was as follows:

That Council:

1. Notes the Whitehorse Draft Heritage Framework ("the Framework") adopted by Council on 21 September 2020.
2. Notes that on Page 11 of the Framework recommends that Priority C properties are removed from the primary Potential Heritage List, and further notes the comments that "...Very few, if any, of the 144 places identified as Priority C would be of sufficient merit to achieve the threshold required for inclusion in the Heritage Overlay.
3. Seeks a report from Officers which describes:
  - a) The steps which can be undertaken to remove all 144 places identified as Priority C in the Framework from any future consideration for inclusion in the Heritage Overlay.
  - b) The steps which can be undertaken to remove any property resolved by Council not to be considered for Heritage Overlay from any future consideration in the Heritage Overlay.
4. Seeks a briefing of Council by February 2025 and a report to follow in due course.

In accordance with item 4 of the Motion, Council received a briefing paper on 24 February 2025.

**KEY MATTERS**

- Heritage places and objects are a critical part of the identity of Whitehorse City Council and contribute to the character and liveability of the municipality. This is especially critical in the context of significant planning reforms introduced by the State Government.
- Councils in Victoria are responsible for locally significant heritage places and are obliged under Section 4 of the Act and the Scheme (Clauses 15.03, Clause 43.01 and Clause 74.02) to identify and conserve heritage places. Additionally, and pursuant to Clause 74.02 of the Scheme, the Framework is noted as the tool to guide further strategic work.
- The Potential Heritage List is based on the analysis undertaken during the City of Whitehorse Heritage Review 2012 and the Post-1945 Heritage Study. Whilst the studies are available on Council's website, a formal list is not publicly available.
- In order to fully resolve the Potential Heritage List, additional funding and resources would be required.

## 10.4 (cont)

**DISCUSSION, OPTIONS AND ANALYSIS****Background**

Heritage planning in the City of Whitehorse started with the City of Box Hill Heritage and Conservation Study in 1990 and the City of Nunawading Heritage Survey Project 1994. There are currently over 265 places of individual significance and 16 precincts in the HO. The individually listed places and precincts are both dominated by residential buildings, a reflection of the predominantly suburban character of Whitehorse, but there is also a reasonable representation of other building types and places such as religious, civic, institutional, commercial and industrial.

Council adopted the Framework on 21 September 2020 (Attachment 1). The Framework replaces the 2008 plan (which was adopted and fully implemented) and provides guidance and priorities for heritage planning work in the City of Whitehorse to 2030.

One of the tasks in the Framework is to continue to assess and resolve the potential heritage list (the "list"). While this list has no formal status in the Whitehorse Planning Scheme, it contains places that have mostly been identified in previous heritage studies adopted by Council which means that they have been given a degree of interest. Places on the list are slated for investigation subject to resources / budget being available and are typically prioritised for investigation according to their level of potential significance.

Until these investigations occur, the potential heritage list is used as a reference when the Strategic Planning Unit evaluates applications under Section 29A of the Building Act 1993 for Council's report and consent for building demolition. Consent for demolition is granted only after a thorough review to assess any heritage significance. This process includes verifying any existing overlays that mandate a planning permit for demolition (typically the Heritage Overlay) and determining if the building is included on the Council's potential heritage list. Council officers assess and approve approximately 600 Section 29A applications every year. In the past financial year, only one property on the potential heritage list has been considered for interim protection.

At the time of the adoption of the Framework, there were 144 Priority 'C' places on the list. Following the adoption of the Framework, an initial desktop review of the list was conducted in 2022 (as per the tasks outlined in the Framework) which removed 58 properties from the list through either officer assessment and/or demolition/alteration of the place. In the most recent review of the list as part of the current heritage study, of the 86 remaining places, a further 54 places are unlikely to be considered for further assessment. Therefore, there are approximately 32 places that are considered worthy for further assessment. Further assessment would resolve the remaining approximately 32 Priority 'C' places by determining if they meet the criteria for inclusion in the HO. This number is likely to be

#### 10.4 (cont)

further reduced upon completion of a heritage assessment. However, the further review of these places is subject to resources and funding.

Notwithstanding the above, it is important to acknowledge that, over time, new information may come to light through either further investigation, community knowledge or insights from historical societies which provide cause for future investigation into the potential heritage significance of a place.

In response to the Motion, and as part of due diligence, Council officers sought and received legal advice regarding the request by Council to remove all Priority C properties from any future consideration for inclusion to the HO. The remainder of this report will discuss the advice and provide recommendations to Council for consideration.

#### **Legal Advice**

Following the Councillor Motion on 16 December, officers sought and received legal advice relating to Item 3. Item 3 of the Motion sought this report, requesting a description of:

- The steps which can be undertaken to remove all 144 places identified as Priority C in the Framework from any future consideration for inclusion in the Heritage Overlay.
- The steps which can be undertaken to remove any property resolved by Council not to be considered for Heritage Overlay from any future consideration in the Heritage Overlay.

The legal advice below discusses the feasibility and legality of the proposed steps of the resolution.

#### **Heritage Framework Plan**

The Framework was adopted by Council in September 2020. The legal advice provided the following commentary regarding Council's obligations concerning the Framework as an adopted document:

As an adopted document of Council, in order to make further changes to the Heritage Framework, it would be necessary for Council to resolve to make those changes. Given that the Heritage Framework was prepared by Council's independent heritage consultants, it would be expected that those consultants in addition to Council's planning officers would be asked their view about the nature of the changes proposed to remove the Priority C listings and recommendations from each would be reported to Council to guide consideration of changes to the adopted document.

In the meantime, Council officers must, of course, continue to act in accordance with the Heritage Framework, and the position outlined within the Framework, on the basis that it represents the current position of Council reflected in the Council resolution of December 2021.

## 10.4 (cont)

It should also be noted that the schedule to clause 74.02 'Further Strategic Work' of the Whitehorse Planning Scheme outlines that Council as planning authority's approach to further strategic work includes 'undertaking further heritage review and implementation in accordance with Council's Heritage Framework Plan 2020. As such, the role of Council's Strategic Planning Unit includes heritage review and implementation in accordance with the Heritage Framework.

In summary, the following can occur:

- Council could decide to make changes to the Framework, after considering advice from Council's Heritage Advisor and Council officers. Amendments to the Framework would require additional funding and resourcing.
- Regardless of any potential amendments to the Framework, Council officers must continue to progress the tasks within the Framework as it reflects both the current position of Council, and the strategic work required as per Clause 74.02 of the Scheme. As an adopted document, the Framework is given additional weight and status in the Whitehorse Planning Scheme.

**Planning and Environment Act 1987 ('the Act') and the Whitehorse Planning Scheme ('the Scheme')**

The purpose of the Act is to provide a framework for planning the use, development of land in Victoria. The Act sets objectives for planning, establishes rules and principles for how the planning system works and defines the roles and responsibilities of the Minister, councils, government departments, community and other stakeholders. Legal advice regarding Council's obligations under the Act is as follows:

Section 12 of the Planning and Environment Act 1987 (the Act) provides that as planning authority, Council must 'implement the objectives of planning in Victoria.' Section 4 of the Act outlines that these objectives include 'to conserve and enhance those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value'. This duty amounts to a statutory, ongoing obligation for Council to actively seek to conserve heritage places within its municipality.

Under section 12 of the Act, Council must also regularly review the provisions of the Scheme and prepare amendments. The duties to review and amend the Scheme are applicable to the Heritage Overlay that constitutes part of the Scheme in clause 43.01. Council is empowered to fulfil these duties by carrying out studies, and by doing all things necessary to encourage the proper use, development and protection of land in its area, in accordance with section 12(3) of the Act.

This is supported by Council's Planning Policy Framework (PPF) which prescribes strategies to ensure the conservation of places of heritage significance in line with Council's obligations under the Act. We note that at clause 15.03-1S of the PPF, these strategies include to:

## 10.4 (cont)

- Identify, assess and document places of natural and cultural heritage significance as a basis for their inclusion in the planning scheme.
- Provide for the conservation and enhancement of those places that are of aesthetic, archaeological, architectural, cultural, scientific or social significance.

Council's development and implementation of the Heritage Framework is observed to be an example of Council identifying, assessing and documenting heritage places in line with the above strategy.

Under s 12(1)(b) of the Act, as planning authority, Council is also required to provide "sound, strategic planning of the use and development of land in its area". In our view, 'sound, strategic planning' involves land use planning which is informed by relevant technical background work and assessments where necessary, as reflected within the Heritage Framework.

Another objective of planning in Victoria pursuant to the Act, which Council is bound to implement, is to 'provide for the fair, orderly, economic and sustainable use, and development of land.' In *Foster v Port Phillip CC*<sup>1</sup> the Tribunal described orderly planning as follows:

*Orderly planning ... means a proper order in planning. This might refer to an appropriate hierarchy, but **normally means avoiding premature decisions that might pre-empt proper and orderly planning. Sometimes the future planning of an area is in flux, or at least in doubt, and where proper planning permit applications decisions are dependent on planning policies or decisions in relation to planning controls that have yet to be made....***

*In Crane v Cardinia SC*<sup>2</sup> the Tribunal described 'orderly' planning as:

*... in the absence of any clearly directive strategic or policy statements, a reasonable interpretation of the criterion "the orderly planning of the area", is that **uses and development should be arranged to best support the principal outcomes envisaged for the various zones while providing a reasonable balance with other objectives of the planning scheme and site-specific opportunities.***

In summary, the following key points are made:

- The Act clearly establishes the role of local government with respect to heritage and these ongoing obligations cannot be ignored.
- The Act and the Scheme reinforce the role of Council in identifying and conserving heritage places, with the Framework playing a key role at a local level.
- Council must ensure that it follows 'orderly planning' as per Section 12 of the Act. The premature removal of Priority C places from any further consideration, without technical background work and assessment would not be considered 'orderly planning'.

## 10.4 (cont)

- The removal of places from the list would be ineffective as Council's obligations remain and further information may come to light around potential heritage places.
- If there are instances where a heritage place is proposed for inclusion to the HO through a planning scheme amendment, there are a number of steps that would require reporting to and determination by Council that cannot be delegated.
- Any Priority C places that are removed from the active Potential Heritage List would only be considered for potential inclusion to the HO if new information of significance were to come to light which does not commonly occur. Potential purchasers are therefore unlikely to be caught unaware by the potential inclusion of a place to the HO, other than in exceptional circumstances.

**Options**

- Council could seek to make changes to the Framework, including the removal of Priority C places from the active potential heritage list in collaboration with Council officers and Council's Heritage Advisor, noting that this would require additional resourcing, funding and a potential planning scheme amendment to alter Clause 74.02 - Further Strategic Work. However, the effectiveness of this approach and Council's continuing obligations under the Act remain and are outlined in the legal advice.
- Council could continue to support the completion of tasks within the Framework, which involves progressing the City of Whitehorse Heritage Review 2024 which would see further refinement of the Potential Heritage List and demonstrated commitment to Council's obligations under the Act.
- Council could determine to make the active Potential Heritage List public through either Whitehorse Maps or the heritage page on Council's website to allow greater transparency and access to landowners and prospective purchasers.

**Overarching Governance Principles and Supporting Report Details**

<b>Strategic Alignment</b>	<p>Strategic Direction 1 – “An innovative Council that is well led and governed” This report assists with Strategic Action 3 – “embedding risk management into planning and decision making processes and maintaining transparency in Council decisions” in terms of ensuring due and transparent processes are implemented in relation to investigation and protection of heritage places.</p> <p>Strategic Direction 4 – “A built environment that encourages movement with high quality public</p>
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## 10.4 (cont)

	places". This report assists with Strategic Action 1 – "Prepare strategies and guidelines that support high quality urban design outcomes..." in so far as work toward protection of heritage places through the Framework contributes to urban design outcomes.
<b>Financial and Resource Implications</b>	<p>There are no financial or resource implications arising from the recommendation contained in this report.</p> <p>Any amendments sought to the Framework Plan, potential amendments to the Whitehorse Planning Scheme or any further assessment of the remaining Priority C places would require additional funding and resourcing within the Strategic Planning Unit.</p>
<b>Legislative and Risk Implications</b>	The removal of Priority C places from current and future consideration would be in conflict with Council's obligations under the Act, the Scheme and the adopted Framework.
<b>Equity, Inclusion, and Human Rights Considerations</b>	It is considered that the subject matter does not raise any human rights issues.
<b>Community Engagement</b>	No community engagement was required for this report.
<b>Innovation and Continuous Improvement</b>	There are no Innovation and Continuous Improvement matters arising from the recommendation contained in this report.
<b>Collaboration</b>	No collaboration was required for this report.
<b>Conflict of Interest</b>	Council officers involved in the preparation of this report have no conflict of interest in this matter.

**ATTACHMENT**

- 1 Heritage Framework Plan 2020 

## 10.5 Records of Informal Meetings of Councillors

**Department** Governance and Integrity  
Director Corporate Services

### COUNCIL RESOLUTION

Moved by Cr Simpson, Seconded by Cr Weller

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

**CARRIED UNANIMOUSLY**

### Pre-Council Meeting – 10 June 2025 – 6.30pm – 6.38pm

Matter/s Discussed:	Councillors Present	Officers Present
<ul style="list-style-type: none"> <li>Council Meeting Agenda - 10 June 2025</li> <li>Draft Special Council Meeting agenda – 16 June 2025</li> </ul>	Cr Andrew Davenport Mayor	S McMillan
	Cr Prue Cutts Deputy Mayor	S Cann
	Cr Peter Allan	J Green
	Cr Blair Barker	L Letic
	Cr Jarrod Gunn	S White
	Cr Daniel Griffiths	V Ferlaine
	Cr Kirsten Langford	C Robinson
	Cr Jason Martin	K Woods
	Cr Kieran Simpson	C Clarke
	Cr Ben Stennett	C Bolitho
	Cr Hayley Weller	
<b>Others Present:</b> N/A		
<b>Disclosures of Conflict of Interest:</b> Nil		
<b>Councillor attendance following disclosure:</b> N/A		

## 10.5 (cont)

Pre Special Council Meeting – 16 June 2025 – 6.15pm – 6.20pm		
Matter/s Discussed:	Councillors Present	Officers Present
<ul style="list-style-type: none"> <li>Special Council Meeting Agenda - 16 June 2025</li> </ul>	Cr Andrew Davenport Mayor	S McMillan
	Cr Prue Cutts Deputy Mayor	S Cann
	Cr Peter Allan	J Green
	Cr Blair Barker	L Letic
	Cr Jarrod Gunn	S White
	Cr Daniel Griffiths	A Ghastine
	Cr Kirsten Langford	C Robinson
	Cr Jason Martin	C Clarke
	Cr Kieran Simpson	K Woods
	Cr Ben Stennett	A Wintle
	Cr Hayley Weller	
Others Present: N/A		
Disclosures of Conflict of Interest: Nil		
Councillor attendance following disclosure: N/A		

Councillor Briefing– 16 June 2025 – 7.50pm – 10.00pm		
Matter/s Discussed:	Councillors Present	Officers Present
<ul style="list-style-type: none"> <li>Council Measures</li> <li>Reconciliation Action Plan</li> <li>Draft Council Meeting Agenda items 23 June 2025</li> </ul>	Cr Andrew Davenport Mayor	S McMillan
	Cr Prue Cutts Deputy Mayor	S Cann
	Cr Peter Allan	J Green
	Cr Blair Barker	L Letic
	Cr Jarrod Gunn	S White
	Cr Daniel Griffiths	C Robinson
	Cr Kirsten Langford	K Woods
	Cr Jason Martin	Z Quinn
	Cr Kieran Simpson	
	Cr Ben Stennett	
	Cr Hayley Weller	
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.

Councillor	Organisation/ Committee/Group	Date of Attendance
Deputy Mayor Cr Prue Cutts	Eastern Region Group of Councils	20 June 2025
	Environment and Sustainability Reference Group	11 June 2025
Cr Jarrod Gunn	Whitehorse Sports and Recreation Reference Group	19 June 2025
Cr Hayley Weller	Whitehorse Manningham Regional Library Corporation	18 June 2025
Cr Peter Allan	Whitehorse Manningham Regional Library Corporation	18 June 2025
Cr Jason Martin	Whitehorse Business Group	17 June 2025
Cr Ben Stennett	Whitehorse Sports and Recreation Reference Group	19 June 2025
Cr Kirsten Langford	Whitehorse Business Group	17 June 2025
Mayor Cr Andrew Davenport	Eastern Alliance for Greenhouse Action	19 June 2025

#### COUNCIL RESOLUTION

Moved by Cr Allan, Seconded by Cr Stennett

That Council receives and notes the:

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

**CARRIED UNANIMOUSLY**

**12 Confidential Reports**

Nil

**13 Close Meeting**

The open Council Meeting was closed at 8.07pm and did not reopen to the public.

*These minutes are circulated subject to confirmation by Council  
at the next Council Meeting to be held on 14 July 2025.*