

KNOX ACTIVE AGEING ADVISORY COMMITTEE

Thursday 2 May 2024

Time: 6.30pm to 8.30pm

**Eastgate North Conference Room, Eastgate North Building,
Knox City Council, 511 Burwood Hwy, Wantirna South**

and via MS Teams

Attendees	Present		Present
Cr Nicole Seymour, Knox Councillor	No	Cr Meagan Baker, (Chair) Knox Councillor	Yes
Catherine Balaz – Community Rep	Yes	Christine Pow – Community Rep	No
Eddie Atacador – Community Rep	Yes	Fen Peng – Physiotherapist	No
Gary Cantwell – Community Rep	Yes	Geoff Deacon – Community Rep	Yes
Gerard Meagher – Outplacement & Transition to Retirement Coach	No	Lawrie Gaylard – Community Rep	Yes
Linda Lim - EACH	Yes	Peter Burns – Bridges Connecting Communities	Yes
Pranee Birch – Community Rep	No	Shoua Liu – Community Rep	Yes
Gail Power - KCC Manager Community Access and Support	No	Lana Harris – KCC Coordinator Inclusive Communities (Delegate for Mgr CAS)	Yes
Linda Keenahan – KCC Age and Dementia Friendly Communities Project Officer	Yes	Sheridan Stone – KCC Program Lead Social Connections	Yes
Guests			Present
Luke Axelby – KCC Senior Engagement Advisor (Item 3.1)			Yes
Winchelle Chuson – KCC Sustainable Transport Planner – Strategic Infrastructure (Item 3.3)			Yes

1. Meeting Opening

1.1 Welcome & Apologies

- The Chair, Cr Meagan Baker opened the meeting at 6.30 pm.

1.2 Conflict of Interest Disclosures

- None declared.

1.3 Acknowledgement of Country

- The Chair, Cr Meagan Baker acknowledged that Committee members were meeting on the traditional land of the Wurundjeri and Bunurong people of the Kulin Nation and paid respects to Elders past, present and emerging.

1.4 Previous Minutes

- 1.4.1 Minutes of the Previous meeting taken on Thursday 22 February 2024 were moved and accepted on block.
- 1.4.2 Linda advised all Action items are now complete and there were no matters arising.

2. Matters for Decision

- N/A

3. Matters for Discussion

3.1 Draft – Community Engagement Policy

Facilitator: Luke Axelby, KCC Senior Engagement Advisor

Luke provided an overview of the Draft Community Engagement Policy. The presentation has been circulated with these Minutes. A high-level discussion took place, focusing on the Policy itself and covered 'What' Council should be doing eg improve inclusivity. For details, refer to Appendix 1.

There is an opportunity to Have Your Say on the Draft Community Engagement Policy. For details go to: [Draft Community Engagement Policy | Knox City Council](#).

Actions:

- **KAAAC members are encouraged to share with their respective network, details of the Have Your Say opportunity on the Draft Community Engagement Policy.**
- **Linda to forward Luke the notes from the recent Age-Friendly Focus Group sessions which outline various ways in which people would like to communicate and engage with Council.**
- **Sheridan to send to Luke, the deadlines for the 2024 Bright Ideas newsletters.**

The information gathered from this round of consultation, will help shape the revised Draft Policy before it is presented for Council consideration in June 2024.

An additional consultation process will commence once the Draft Policy has been endorsed by Council. This will focus on the 'How' and cover guidelines and internal processes for staff.

3.2 Bright Ideas / Dementia Friendly / EveryAge Counts coalition update (standing item)

Facilitators: Linda Keenahan, Age and Dementia Friendly Project Officer
Sheridan Stone, Program Lead Social Connections

- Linda and Sheridan provided an update on the various Bright Ideas, Dementia and Zest4Life activities that are taking place in Knox. Flyers promoting these events have been circulated with these Minutes.

3.3 Knox Cycling Policy

Facilitator: Winchelle Chuson, KCC Sustainable Transport Planner

- Winchelle provided an overview of the Knox Cycling Policy, which is a 10-year plan. The presentation has been circulated with these Minutes.
- KAAAC members formed small groups and were encouraged to prioritise each of the Tasks outlined in the Key Action Categories.
- A consultation process is open from 1 May to 28 May 2024, where people can Have their Say. For details go to: [Draft Cycling Action Plan 2024 | Knox City Council](#).

Action:

- **KAAAC members are encouraged to share details of the Have Your Say opportunity on the Draft Cycling Action Plan:** [Draft Cycling Action Plan 2024 | Knox City Council](#).
- The draft Cycling Action Plan will be submitted to Council for endorsement at the August 2024 Council Meeting.

4. Matters for Discussion

4.1 Updates from KAAAC members

- The Ferntree Gully Market will take place on Saturday 1 May 2024 from 9am to 1pm and operate on the first Saturday of each month until October 2024.

This is a collaboration between Empowering Communities, Knox City Council, Ferntree Gully Village and Coonara Community House. The purpose is to attract people to the local business community.

Community groups and organisations who wish to partake in the Market can apply for funding of up to \$500, to cover costs of materials/equipment. Details of the Market has been circulated with these Minutes.

Anyone interested in volunteering for this event is encouraged to contact Coonara Community House.

- A two-hour parking restriction has recently been implemented at Dorset St/Coles Carpark (Boronia) and is having a severe impact on local cafes and businesses. Because two hours is not sufficient time for residents to do their shopping and spend time at the café or see a movie.

The multi-story car park on site, does offer longer parking limits, however is not a suitable option for people with mobility challenges and those with larger vehicles (due to the 1.8 metre height clearance).

Actions:

- Winchelle to discuss with the Transport Team, the challenges people and businesses are facing following two-hour parking restrictions being implemented at the Dorset St/Coles Carpark (Boronia).
- Linda to provide Winchelle with Gary’s contact details, so they can discuss this matter further.

5. Meeting Finalisation

5.1 Review Actions to be taken

- As outlined in table below.

5.2 Meeting Evaluation

- Committee members indicated they were satisfied with the discussion and were encouraged to provide any further feedback to Linda.
- Meeting concluded at 8.40 pm.

5.3 Next meeting

- Next meeting will take place on Thursday 27 June 2024.

Action	Who	Status
KAAAC members are encouraged to share details of the Have Your Say opportunity on the Draft Community Engagement Policy: Draft Community Engagement Policy Knox City Council .	All	
Linda to forward Luke the notes from the recent Age-Friendly Focus Group sessions which outline various ways in which people would like to communicate and engage with Council.	Linda	Complete
Sheridan to send Luke the deadlines of the 2024 Bright Ideas newsletters.	Sheridan	
KAAAC members are encouraged to share details of the Have Your Say opportunity on the Draft Cycling Action Plan: Draft Cycling Action Plan 2024 Knox City Council .	All	

Draft Community Engagement Policy

An overview of the Draft Community Engagement Policy presentation has been circulated with these Minutes. Feedback and discussion covered:

- **Slide 5:**
 - Include input gathered from ‘those affected by the decision or has expertise’.

- **Slide 7**
 - There was an example given where there may be parcels of land which are unique such as Ausnet’s power stations. In situations like these, it is likely the land would continue to be used for this purpose after a lease expired, in which case, a community consultation would not be needed as the feedback would not be able to change the outcome.

 - However, a request was raised that in situations like this, a consultation process be offered so that people had the opportunity to include conditions on the revised lease, requirements such as the need for Ausnet to maintain and upkeep the presentation of the land.

 - The ‘sale or exchange of land’ would require a transparent process, particularly where commercial agreements are in place.

 - A public acquisition overlay (PAO) is the way land is reserved for a public purpose and could be compulsorily acquired in the future. An example in Knox is the area where the Dorset Road extension has been identified. Should land be compulsorily acquired, then landowners would be paid to surrender their property to the minister, public authority or council.

- **Slide 7**
 - Suggestion to amend statement to ‘this information may include but is not limited to...’ to enable flexibility.

- **Slide 8/9**
 - Inclusive. Allow for more flexibility with the way we communicate with community eg ‘consider a variety of communication tools’.
 - Inclusive. Needs to be culturally appropriate.
 - Inclusive. Consider what planning needs to take place, in-order to provide everyone with the chance to be heard.
 - Timelines. As part of the consultation period, consider how long it may take to consult with people in-person as well as online. Plus factor in the Advisory Committee meeting schedule, so that they can be engaged. This is likely to result in extending a consultation process from 4 weeks to 2-3 months.
 - There are times when challenges need to be raised with Councillors directly. What mechanism is in place to enable this?
 - When developing surveys, consider adding a box for people to select if they are supportive, to avoid people having to spend time completing the entire survey.

- Meals on Wheels volunteers could distribute hardcopy surveys (links to Inclusive engagement principles).
- Sheridan can promote Have Your Say links in the Bright Ideas newsletter.
- Consider holding regular consultation hubs in public spaces eg the libraries, shopping centres etc. This would allow an opportunity to reach people who may otherwise not be connected to Council.
- Knox is responsible for five housing estates, so consider how residents of these communities can be consulted.
- Be careful not to over saturate people with surveys in the post.