

# AGENDA

## Mid Month Meeting of Council

To be held at the

Civic Centre

511 Burwood Highway

Wantirna South

On

Tuesday 11 March 2025 at 7:00 PM

This meeting will be conducted as a hybrid meeting

**knox**  
your city



**Order of Business**

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Bruce Dobson  
Chief Executive Officer

1 Apologies And Requests For Leaves Of Absence

2 Declarations Of Conflict Of Interest

3 Confirmation Of Minutes

Confirmation of Minutes of Mid Month Meeting of Council on Monday 10 February 2025

## 4 Officer Reports

### 4.1 Minor Grants Program Monthly report - Feb 2025

<b>Final Report Destination:</b>	Mid-Month Council
<b>Paper Type:</b>	For Decision
<b>Author</b>	Community Partnerships Team Leader, Jade Mainwaring
<b>Manager:</b>	Manager Community Strengthening, Kerryn Jansons
<b>Executive:</b>	Director Connected Communities, Judy Chalkley

#### SUMMARY

This report summarises the grant applications recommended for approval in March 2025 for the 2024-2025 Minor Grants Program. All applications have been assessed against the criteria set out in the Minor Grants Program Procedure.

Applications under the Minor Grants Procedure are limited to a maximum of \$3,000.00 within the current financial year.

#### RECOMMENDATION

That Council resolve to:

1. Approve six applications for a total of \$11,862.54 (excluding GST) as detailed below:

Applicant Name	Project Title	Amount Requested (inc. GST)	Amount Recommended (excl. GST)
Foothills Community Care Inc.	Foothills Ferntree Gully Meal Volunteer Support	\$2,980.00	\$2,709.09 (lesser amount due to GST)
Wantirna Tennis Club	New battery and pads for the club's defibrillator	\$400.00	\$400.00
Hindi Niketan	Holi – Festival of Colours and Harmony	\$3,000.00	\$2,220.00 (lesser amount due to ineligible expenditure)
The Basin Theatre Group	Communication Headsets	\$2,601.60	\$1,818.18 (lesser amount due to reaching maximum allowance for financial year)
Chime Choir	Connecting Singing Communities	\$1,988.00	\$1,988.00
Ferntree Gully Eagles Junior Football Club	Wicket Cover Equipment	\$3,000.00	\$2,727.27 (lesser amount due to GST)
<b>Total</b>		<b>\$13,969.60</b>	<b>\$11,862.54</b>

2. Defer one application requesting a total of \$3,000.00 as detailed below:

Applicant Name	Project Title	Amount Requested	Reason for deferment
Haering Rd Kindergarten	Haering Rd Kindergarten Mural Project	\$3,000.00	This project is being deferred as we await further information from applicant.
<b>Total</b>		<b>\$3,000.00</b>	

3. Refuse one application requesting a total of \$3,000.00 as detailed below:

Applicant Name	Project Title	Amount Requested	Reason for ineligibility
Knox Park Primary School	School grounds	\$3,000.00	This project is ineligible under Clause 6.19 of the Minor Grant Procedure due to being considered by Council to be the funding responsibility of other levels of government, including school curriculum equipment and resources.
<b>Total</b>		<b>\$3,000.00</b>	

4. Note that should the recommended grants be approved by Council, the remaining Minor Grants Program budget for 2024-2025 will be \$14,518.24 (excluding GST).

## 1. DISCUSSION

### 1.1 Background

The Minor Grants Program provides a pool of grant funding that can respond monthly to requests for small amounts of funding to assist with short term, one-off projects or initiatives that are relatively minor in nature.

The objective of the Minor Grants Program is to be an accessible and responsive funding source to assist a wide range of community led activities across the municipality and support volunteer effort and civic participation.

It operates under the principles of other Knox Council grants programs to ensure:

- Funded projects will provide benefit to the Knox community and help meet Council objectives;
- Co-operation and collaboration between groups will be encouraged;
- The grant process will be consistent, equitable and transparent; and
- The grant process will support and strengthen community groups in developing local solutions to local needs.

Applications are assessed against criteria specified in the Minor Grants Program Procedure (approved in April 2024), to determine the eligibility of the applicant organisation and the eligibility of the grant application.

The Procedure and Council's Grant Framework Policy set out an open and transparent grant program that meets the principles of good governance and is compliant with the requirements of the Local Government Act 2020.

In accordance with the Procedure, applications for funding have been assessed by the Chief Executive Officer, or delegate, for Council's approval.

This report presents to Council the recommendations for recent Minor Grant applications in accordance with the Procedure.

### **1.2 Applications Recommended for Approval**

Eight applications have been assessed this month, requesting grants totaling \$19,969.60. Of the eight applications, six are recommended for approval. A summary of the projects recommended is as follows:

- Foothills Community Care Inc. will purchase equipment such as chopping boards, ipad and A-Frame to replace ageing equipment and improve the functionality of their service.
- Ferntree Gully Eagles Junior Football Club will use the grant to purchase a wicket cover spindle to help prevent damage of the wicket cover when not in use.
- Hindi Niketan is planning to celebrate the Holi festival to get the Australian people of Indian origin and Australians of other backgrounds to celebrate together and enhance social harmony in the multicultural Australian society.
- Chime Choir would like to purchase an ipad to provide a mobile, flexible and paperless digital music storage platform/system for their members.
- The Basin Theatre Group are seeking to upgrade and replace current communication headsets for the group to assist in live communication between team members during production.
- Wantirna Tennis Club will replace the Battery and Pads on their defibrillator as they have reached their useability dates.

Application details are provided in Attachment 1.

### **1.3 Applications Recommended for Deferral**

One application is recommended for deferral to the April 2025 Mid-Month Meeting of Council as we await further information regarding their applications including:

- Haering Rd Kindergarten for their project Haering Rd Kindergarten Mural.

This group will be encouraged to provide the requested additional information prior to the deadline for the April 2025 Mid-Month Meeting of Council.

#### 1.4 Applications Recommended for Refusal

One application is recommended for refusal:

- Knox Park Primary School for their project 'School Grounds'. This project is ineligible under Clause 6.19 of the Minor Grant Procedure due to being considered by Council to be the funding responsibility of other levels of government, including school curriculum equipment and resources.

#### 2. ENGAGEMENT

Engagement is undertaken with organisations in relation to their grant applications whenever possible and if necessary, to clarify details regarding their applications prior to Council's consideration.

Advice or information may be sought from Officers across Council in relation to either the applying organisation or the proposed project, or both, if considered necessary.

The Minor Grants Program Procedure specifies assessment can occur by the Chief Executive Officer, or delegate, and make recommendation for Council's determination.

#### 3. SOCIAL IMPLICATIONS

The Minor Grants Program allows Council to respond promptly to requests from Knox- based community groups for small amounts of funding to assist a variety of community-based programs, projects or activities. Council's Minor Grants are a simple and streamlined source of funding that can make a significant difference for local community organisations in need of short-term, specific purpose assistance.

#### 4. CLIMATE CHANGE CONSIDERATIONS

Implementation of the recommendation is considered to have no direct implications or has no direct impacts upon Council's Net Zero 2030 target, the Community Net Zero 2040, exposure to climate risks or climate change adaptation.

#### 5. ENVIRONMENTAL CONSIDERATIONS

There are no environmental considerations associated with this report.

#### 6. FINANCIAL & RESOURCE IMPLICATIONS

The approval of Minor Grants is managed within Council's adopted budget. The 2024-25 budget provides \$155,145.00 for the Minor Grants Program.

Funding commitments to date are summarised below:

Yearly Summary 2024-25	Total Amount Approved at Council Meeting (Excluding GST)
July	\$14,554.42
August	\$27,099.61
September	\$22,656.60
October	-
November	\$41,391.18
December	\$12,704.58

Yearly Summary 2024-25	Total Amount Approved at Council Meeting (Excluding GST)
January	-
February	\$10,357.84
March	\$
April	\$
May	\$
<b>Totals (Year to Date)</b>	<b>\$128,764.23</b>

Recommended applications for the March period total \$11,862.54 (excluding GST).

If approved as recommended, the remaining Minor Grants budget for 2024-25 will total \$14,518.24 (excluding GST).

Once the grant budget allocation for 2024-25 has been exhausted, applications that are submitted will be held over until 1 July 2025. A message will be placed on the grants page of Council’s website.

## 7. RISKS

Any risks associated with administering the Minor Grant Program are managed through the implementation of Council’s Grant Framework Policy and the Minor Grant Program Procedure. All Minor Grants must be acquitted, and evidence of expenditure must be provided by the organisation.

The Procedure and Council’s Grant Framework Policy set out an open and transparent grant program that meets the principles of good governance and is compliant with the requirements of the Local Government Act 2020.

In accordance with the Procedure, applications for funding have been assessed by the Chief Executive Officer, or their delegate, for Council or delegate approval as appropriate.

## 8. RELEVANCE TO KNOX COMMUNITY AND COUNCIL PLAN 2021-2025

### Opportunity & Innovation

Strategy 1.2 - Encourage and support opportunities for skills development and lifelong learning for all people in Knox.

### Resilience & Wellbeing

Strategy 4.1 – Support our community to improve their physical, mental and social health and wellbeing.

Strategy 4.2 – Foster inclusivity, equality, belonging and safety within the community.

### Civic Engagement & Integrity

Strategy 5.3 – Ensure our processes are transparent and decisions are accountable.

## 9. CONFLICT OF INTEREST

The Officers contributing to and responsible for this report have no conflicts of interest requiring disclosure under Chapter 5 of the Governance Rules of Knox City Council.



**10. STATEMENT OF COMPATIBILITY**

There are no legislative obligations under the Human Rights Charter, Child Safe Standards or the Gender Equity Act that are incompatible with the recommendation in this report.

**11. CONFIDENTIALITY**

There is no content in this report that meets the definition of confidential information from the Local Government Act 2020.

**ATTACHMENTS**

1. Attachment 1 - Minor Grants Program Application Extraction Report Attachment March 2025 [4.1.1 - 9 pages]

# 2425-MGP104

## Foothills Community Care Inc.

<b>Application ID</b>	2425-MGP104
<b>Organisation Name</b>	Foothills Community Care Inc.
<b>Grant Program</b>	Minor Grants Program

<b>Project Title</b>	Foothills Ferntree Gully Meal Volunteer Support
<b>Project Start Date</b>	12/03/2025
<b>Project End Date</b>	30/09/2025

<b>Request Details</b>	<p>Since 2007, the Ferntree Gully Community Meal has been a vital service, providing free dine-in and takeaway meals every Wednesday to locals needing extra support. Last year alone, we distributed over 7,000 free meals and 3,000 food parcels.</p> <p>To continue operating efficiently and supporting our dedicated volunteers, we are seeking funding for essential resources:</p> <p>Chopping boards, iPad, and A-frame: To replace aging equipment and improve the functionality of our service.</p> <p>Disposable gloves: We use one carton per week to ensure safe and hygienic meal preparation and service.</p> <p>Label printer and labels: To streamline the process of labelling takeaway meals, replacing the need for volunteers to handwrite them weekly.</p> <p>These resources are crucial for maintaining our service quality, supporting our volunteers, and ensuring we can meet the growing demand in our community.</p>		
<b>Community Benefit</b>	<p>This project will directly benefit the community by enhancing the support and experience we provide to both our volunteers and guests. By ensuring a safe and well-equipped environment, we empower our volunteers to continue their invaluable service while fostering a sense of purpose and connection.</p> <p>Our community meals create a welcoming space where locals can connect and belong, promoting social inclusion and combating isolation. For many attendees, this may be the only opportunity during the week to share a sit-down meal with others.</p> <p>These evenings are open to everyone, with a particular focus on supporting locals facing challenges such as family and domestic violence, addictions, homelessness, poverty, food insecurity, mental health issues, and social isolation.</p> <p>Each week, approximately 80 volunteers and guests come together at our community meal nights, building connections and fostering a sense of belonging for all who attend.</p>		
<b>Total Beneficiaries</b>	500	<b>Total Project Cost</b>	\$ 2980.00
<b>Knox Beneficiaries</b>	400	<b>Total Amount Requested</b>	\$ 2980.00

**Minor Grant Program Applications**  
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<b>Income Description</b>	<b>Income Amount</b>	<b>Expenditure Description</b>	<b>Expenditure Amount</b>
Minor Grant	\$ 2980.00	Disposable gloves	\$ 675.00
		Label printer	\$ 310.00
		Labels	\$ 190.00
		Ipad	\$ 1177.00
		Chopping boards	\$ 90.00
		A Frame	\$ 538.00

**Minor Grant Program Applications**  
March 2025

## 2425-MGP112

### Wantirna Tennis Club Inc

<b>Application ID</b>	2425-MGP112
<b>Organisation Name</b>	Wantirna Tennis Club Inc
<b>Grant Program</b>	Minor Grants Program

<b>Project Title</b>	New Battery and PADS for the club's defibrillator
<b>Project Start Date</b>	01/04/2025
<b>Project End Date</b>	31/05/2025

<b>Request Details</b>	Both the Battery and Pads within our Defibrillator have reached their useably dates and need urgent replacements to keep the unit functioning properly.		
<b>Community Benefit</b>	A fully operating and functional Heart Defibrillatory unit provides life savings support for all members/players/supporters & the general public using our facility/venue. The club/venue conducts matches/coaching/practice/social players and operates 7 days per week with over 1000 person entries through the gates per week. This is essential equipment to enable us to continue to provide a health, safe and risk reduced/managed venue for the Knox community.		
<b>Total Beneficiaries</b>	1000	<b>Total Project Cost</b>	\$ 457.50
<b>Knox Beneficiaries</b>	900	<b>Total Amount Requested</b>	\$ 400.00

<b>Income Description</b>	<b>Income Amount</b>	<b>Expenditure Description</b>	<b>Expenditure Amount</b>
Council grant and club contribution	\$ 400.00	Purchase of battery & Pads	\$ 400.00

**Minor Grant Program Applications**  
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## 2425-MGP114

### HINDI NIKETAN INC

<b>Application ID</b>	2425-MGP114
<b>Organisation Name</b>	HINDI NIKETAN INC
<b>Grant Program</b>	Minor Grants Program

<b>Project Title</b>	Holi-Festival of colors and harmony
<b>Project Start Date</b>	16/03/2025
<b>Project End Date</b>	16/03/2025

<b>Request Details</b>	<p>One of the most joyous festivals of the Hindu calendar, Holi festival is celebrated on the full moon day in the month of Phalgun. It is also called the Spring Festival, as it marks the arrival of spring. The rituals of Holika Dahan is carried out in remembrance of demoness Holika and signifies the victory of good over evil. The celebration signifies the start of victory of good over evil forces. The festival is marked by great revelry during which everyone paints each other with brightly coloured dry powders.</p> <p>Hindi Niketan is planning to celebrate the Holi festival to get the Australian people of Indian origin and Australians of other backgrounds to celebrate this joyous festival together and enhance social harmony in the multicultural Australian society.</p> <p>Venue: Carrington Park Leisure Centre, 20 Oconnor Rd, Knoxfield VIC 3180 Time: 4:30-8:30 pm Detailed Project plan is attached.</p>		
<b>Community Benefit</b>	<p>People from diversified backgrounds will be invited to the program and they will have an opportunity to interact with each other. Community leaders will talk about important social issues and will highlight how the values associated with the celebration of Holi can bring social harmony in the multicultural Australian society through tolerance and acceptance of differing views. The program will be concluded with a harmony dinner served to all the community members attending this function and some fun with colours.</p>		
<b>Total Beneficiaries</b>	200	<b>Total Project Cost</b>	\$ 5020.00
<b>Knox Beneficiaries</b>	150	<b>Total Amount Requested</b>	\$ 5020.00

Income Description	Income Amount	Expenditure Description	Expenditure Amount
Council Grant	\$ 150.00	venue hire	\$ 150.00
Hindi Niketan Fund	\$ 2720.00	Catering, tea snacks and sweet	\$ 2720.00
Council grant	\$ 750.00	Hall setup and DJ	\$ 750.00
council grant	\$ 400.00	Cultural dances and dresses	\$ 400.00
council grant	\$ 120.00	Children workshop materials	\$ 120.00
Council grant	\$ 680.00	catering	\$ 680.00
Council grant	\$ 200.00	Colors	\$ 200.00

## 2425-MGP115

### The Basin Theatre Group

<b>Application ID</b>	2425-MGP115
<b>Organisation Name</b>	The Basin Theatre Group
<b>Grant Program</b>	Minor Grants Program

<b>Project Title</b>	Communication Headsets
<b>Project Start Date</b>	31/03/2025
<b>Project End Date</b>	30/06/2025

<b>Request Details</b>	Seeking to upgrade and replace current communication headsets for our group. The headsets are required to provide live communication between stage manager, Bio Box lighting and sound operators and front of house volunteers, during productions. The current set-up is inadequate utilising old technology causing drop outs and unreliable operation. Of the 5 headsets we have only two are in working order, albeit unreliably. With live productions it is vitally important to be able to keep in constant communication between cast, crew and front-of-house.		
<b>Community Benefit</b>	Our theatre holds 6 productions a year, including a children's show and feel good show at Christmas time. The Basin Theatre recently celebrated it's 70 th birthday and is an integral plank in bringing affordable and accessible performing arts to the Knox community. We strive to present a varied program of professional live entertainment and have been steadily increasing audience numbers post Covid. We use only volunteers to manage and run the theatre and only pay for essential professional services when required. We also partner with local Knox businesses, including restaurants, to encourage audiences to have a meal prior to attending the theatre production as well as using local printers etc. boosting the opportunity to spend locally. We offer a viable and attractive alternative to travelling large distances to attend live theatre and attract a large number of local Knox residents to our productions.		
<b>Total Beneficiaries</b>	2750	<b>Total Project Cost</b>	\$ 2601.60
<b>Knox Beneficiaries</b>	2000	<b>Total Amount Requested</b>	\$ 2601.60

Income Description	Income Amount	Expenditure Description	Expenditure Amount
2601.60	\$ 2601.60	Headsets	\$ 2601.60

## 2425-MGP118

### Chime Choir (Choral Institute Melbourne Inc. (CHIME))

<b>Application ID</b>	2425-MGP118
<b>Organisation Name</b>	Chime Choir (Choral Institute Melbourne Inc. (CHIME))
<b>Grant Program</b>	Minor Grants Program

<b>Project Title</b>	Connecting Singing Communities
<b>Project Start Date</b>	11/03/2025
<b>Project End Date</b>	31/05/2025

<b>Request Details</b>	<p>The proposed grant application “Connecting Singing Communities” seeks support for Chime to purchase an iPad (and cover) to provide a mobile, flexible and paperless (digital) music storage platform/system that can cope with a broad music portfolio for use in rehearsals and performances by our Artistic Director and Accompanist (who rely on paper) to more seamlessly connect and perform with other singing/musical communities and venues in and beyond Knox.</p>
<b>Community Benefit</b>	<p>Chime is a Knox based community choir whose rehearsal venue has been Wantirna College for &gt;10years. (choir members who are Knox residents has risen from initially &lt;5% to ~20-30% ). Typically, we perform 3-4 times per year at a range of events/venues in/beyond Knox. We have performed at Knox Carols by Candlelight (multiple years), Knox Festival, Knox Arts Theatre (supported by Jackson Taylor, local member for Collier at the time), Wantirna College (performances/joint performance with Wantirna College)</p> <p>In 2024 we celebrated our 40th Anniversary and later competed in the World Choir Games in NZ (250 choirs competed). We were awarded gold and silver and this achievement was recognized locally and internationally and also by Jackson Taylor MP (State member for Bayswater, previously local member Colier Ward) and Hon Colin Brooks MP (Minister for Creative Industries)...see news releases and acknowledgement in following links  <a href="https://www.studfieldwantiranews.org/wp-content/uploads/2024/06/SWCN-Edition-90-Web.pdf">https://www.studfieldwantiranews.org/wp-content/uploads/2024/06/SWCN-Edition-90-Web.pdf</a>  <a href="https://www.studfieldwantiranews.org/wp-content/uploads/2024/08/SWCN-Edition-91_Web.pdf">https://www.studfieldwantiranews.org/wp-content/uploads/2024/08/SWCN-Edition-91_Web.pdf</a>                  Colin Brooks MP - Based locally in the hardworking Member for...   Facebook</p> <p>This recognition has notably lifted Chime's (and Knox's) profile and we have been approached to perform in 2025 with/at a number of choirs/significant events in and beyond Knox (with Southern Voices at Wantirna College, with Knox Wind Orchestra at MLC, Wangaratta Symphony Orchestra (in Wangaratta), with Excelsis choir and orchestra at Robert Blackwood Hall Monash).</p> <p>The proposed grant application “Connecting Singing Communities” seeks support for Chime to purchase an iPad to provide a mobile, flexible and paperless (digital) music storage platform/system that can cope with a broad music portfolio for use in rehearsals and performances by our Artistic Director and Accompanist (who rely on paper) to more seamlessly connect and perform with other singing/musical communities and venues in and beyond Knox.</p> <p>In recent years, Chime has progressively transitioned from paper to digital based music</p>

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	scores/systems largely reliant on individual chorister investment. Chime currently does not have a dedicated iPad for the above purposes and the proposal would not only support further capability development, facilitate broader community engagement, provide greater flexibility wrt venues, joint concerts etc. but also alleviate cost impositions of such a significant purchase on individual choristers.		
<b>Total Beneficiaries</b>	50 + audiences (150-300)	<b>Total Project Cost</b>	\$ 1988.00
<b>Knox Beneficiaries</b>	15 in choir	<b>Total Amount Requested</b>	\$ 1988.00

<b>Income Description</b>	<b>Income Amount</b>	<b>Expenditure Description</b>	<b>Expenditure Amount</b>
Council Grant	\$ 1829.00	iPad Air	\$ 1829.00
Council Grant	\$ 159.00	iPad Cover	\$ 159.00



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## 2425-MGP120

### Knox Park Primary School

<b>Application ID</b>	2425-MGP120
<b>Organisation Name</b>	Knox Park Primary School
<b>Grant Program</b>	Minor Grants Program

<b>Project Title</b>	School Grounds
<b>Project Start Date</b>	03/02/2025
<b>Project End Date</b>	27/06/2025

<b>Request Details</b>	We are seeking \$3,000 to maintain and enhance the school grounds of Knox Park Primary School. These grounds are fully indigenous and require much upkeep and well as replanting.		
<b>Community Benefit</b>	Not only would the school community benefit from such a grant but so would the locally community who uses these grounds as egress and for various social/outdoor activities. The gates are open all of the time that school is not in operation.		
<b>Total Beneficiaries</b>	900	<b>Total Project Cost</b>	\$ 15000.00
<b>Knox Beneficiaries</b>	900	<b>Total Amount Requested</b>	\$ 3000.00

<b>Income Description</b>	<b>Income Amount</b>	<b>Expenditure Description</b>	<b>Expenditure Amount</b>
school council contribution	\$ 15000.00	15000	\$ 15000.00

## 2425-MGP121

### Ferntree Gully Eagles Football Netball Club - Juniors

<b>Application ID</b>	2425-MGP121
<b>Organisation Name</b>	Ferntree Gully Eagles Football Netball Club - Juniors
<b>Grant Program</b>	Minor Grants Program

<b>Project Title</b>	Wicket Cover Equipment
<b>Project Start Date</b>	01/04/2025
<b>Project End Date</b>	01/09/2025

<b>Request Details</b>	Purchasing of wicket cover spindle		
<b>Community Benefit</b>	<p>The wicket cover spindle purchase is at the request of Knox City Council to ensure that the wicket cover is stored and remains undamaged when not in use.</p> <p>The spindle purchase will help to prevent any potential damage to the cover by securely holding it in place, ensuring its longevity and functionality for future use.</p> <p>By having this equipment we will be able to maintain the quality and condition of the wicket cover, safeguarding its investment for long term use.</p>		
<b>Total Beneficiaries</b>	460	<b>Total Project Cost</b>	\$ 3047.00
<b>Knox Beneficiaries</b>	460	<b>Total Amount Requested</b>	\$ 3000.00

Income Description	Income Amount	Expenditure Description	Expenditure Amount
Council Grant	\$ 3000.00	Wicket Cover Spindle	\$ 3047.00
FTG Eagles Junior Football Club	\$ 47.00		

## 4.2 Electric Vehicle Charging Infrastructure Policy

<b>Final Report Destination:</b>	Mid Month
<b>Paper Type:</b>	For Decision
<b>Author:</b>	Project Manager – Sustainable Futures, Barb Jordan
<b>Manager:</b>	Manager City Futures, Shiranthi Widan
<b>Executive:</b>	Director City Liveability, Matt Kelleher

### SUMMARY

The draft Electric Vehicle Charging Infrastructure Policy has been prepared to guide the sustainable expansion and operation of EV charging networks within the municipality on Council owned or managed land. Importantly, the draft Policy proposes to introduce a user-pays system for Council operated Charging Stations, promoting equitable access and sustainable management of this asset. The draft Policy also identifies Council-preferred sites for additional charging infrastructure to guide assessment of any future applications by private Charge Point Operators (CPOs) who seek to locate Charging Stations on Council land.

The draft Policy sets a strong foundation to support the continued growth of electric vehicle adoption by the Knox community and will guide decisions on Council land when approached by CPOs. Its implementation will not only facilitate a transition to low-emission transportation but also supports the community to meet its net zero target as set out in Council's adopted Climate Response Plan.

Officers recommend the draft Policy for Council endorsement for the purpose of undertaking community engagement.

### RECOMMENDATION

That Council resolve to:

1. Endorse the draft Electric Vehicle (EV) Charging Infrastructure Policy (Attachment 1) for public consultation.
2. Note that following completion of the public consultation process, the Electric Vehicle (EV) Charging Infrastructure Policy will be presented to Council for adoption at a future meeting of Council.

### 1. DISCUSSION

Through the Climate Response Plan 2021-2031, Council has committed to a pathway towards net zero community emissions by 2040 with targeted interventions to ensure these targets are reached.

Knox residents rely heavily on private vehicle travel and on-road transport is a significant source of carbon emissions in the municipality, contributing approximately 20% to the municipal emissions profile. Approximately 90% of the trips in Knox are completed in a motor vehicle. Expanding the public Electric Vehicle (EV) Charging Network is one of the key actions identified in the Climate Response Plan as a way of helping the community transition to electric vehicles.

The key objectives for expanding EV charging infrastructure in Knox include to:

- support the uptake of EVs in Knox and the outer eastern suburbs (including those that are unable to upgrade charging infrastructure in apartments and rental properties);
- assist the community to reduce its carbon emissions;
- generate strong public awareness regarding alternative transport modes;
- increase visitation to key local retail hubs improving local economic activity;
- reduce community dependence on imported fossil fuel use; and
- improve overall air quality in local streets including near schools and busy intersections.

While many EV drivers in Knox would have access to home charging, notably during the off-peak hours or through utilisation of solar on their roof, public charging infrastructure will also play a crucial role for those looking to charge their cars faster or those without access to home charging (such as renters or those living in apartments).

### **Types of EV Charging**

There are three broad types of EV charging technology currently available in Australia:

- Type 1: Trickle charge from domestic scale plug points at home.
- Type 2: Slow charge between 7kW to 22kW at key destinations (e.g. shopping centres).
- Type 3: Fast to Ultra Rapid charging of up to 350kW at Service stations

Knox's first public charger opened at the Knox Civic Centre in April 2019. As at March 2025, there are 27 public charging bays in Knox. These chargers are both privately owned and Council owned for public use. Of the 27 public chargers, 13 are Type 2 chargers and 14 are Type 3 chargers.

Currently, there are five Council owned public EV charging stations/bays (Type 2) in Knox. These charging bays are located at:

- Knox Regional Netball Stadium (1 charging bay)
- Knox Civic Centre (2 charging bays)
- Fairpark Reserve (2 charging bays).

Council owned or managed charging bays have been utilised by Knox based EV drivers as well as drivers from across Melbourne. In 2024, there have been over 6,000 charging sessions recorded across the three Council owned sites, with each charging session averaging just under 2 hours at a cost of just under \$3.50 for each session in energy costs. Total operational cost being approximately \$21,000 in 2024. This cost is currently borne by Council, as the charging stations are free to use by the community. Data shows that 58% of the drivers using the three Council owned chargers are Knox based drivers, with the average length of charging for 2 hours.

In addition, there are currently 14 Type 3 EV charging stations spread across the City of Knox. Seven of these charging stations are located on Council owned carparks through a Licence Agreement with a third-party charge point operator (Jolt). These charging stations are located at:

- Ferntree Gully Train Station,
- Bayswater Train Station,
- Scoresby Village,
- Mountain Gate Shopping Centre,
- Burwood Highway Wantirna (Corner of Tyner Rd),
- High Street Bayswater, and
- Studfield Shopping Centre.

EV owners who use these charging stations receive approximately 20 minutes free charging. This cost is borne by Jolt, the Charging Station operator and not by Council. Any charging beyond the free 20 minutes is currently billed at a rate of 49c/kWh. This fee is collected directly by Jolt.

The remaining 7 DC fast chargers are located on private land.

One additional Type 3 EV charging station is currently under construction in The Basin Triangle car park through a Licence Agreement with another third-party charge point operator, Evie.

As the number of EVs increase in Knox, the demand for more public charging stations is likely to grow. It is anticipated that public EV chargers will especially be utilised by renters and those living in apartments that are unable to install charging infrastructure on their premises. As the adoption of electric vehicles grows, a policy is required to ensure the development of a robust, sustainable, and equitable charging network to meet the evolving needs of both EV owners and the wider public.

### **What the Draft Policy Covers**

The draft Electric Vehicle Charging Infrastructure Policy (Attachment 1) is a strategic framework designed to facilitate the expansion and efficient operation of electric vehicle (EV) charging infrastructure in Knox. The draft Policy includes the following key aspects:

#### *A. Introduction of a user pays system for Charging Stations*

The draft Policy proposes to introduce a user pays system for Council owned and operated chargers, where individuals who use the charging stations contribute to the costs of their operation. This includes covering the cost of installation and maintenance of the charging equipment and operational costs such as software management, data connection and electricity costs. This is necessary for several reasons:

- **Financial Sustainability:** Charging infrastructure, especially public charging stations, are costly to install and operate. Costs for installing new AC charging can be between \$10,000 to \$25,000, with most of the costs largely attributed to getting power to the site. By having users pay for the electricity consumed as well as the maintenance and operational costs, the charging stations can be financially self-sustaining, ensuring that Council does not bear the cost and/or subsidise EV drivers.
- **Encourages Efficient Use:** The 'user pays' system also promotes a more efficient use of the charging infrastructure. It discourages overuse or unnecessary charging, helping to manage demand and ensure that stations are available when and where they are needed most.

Industry experts and the Electric Vehicle Council have also recommended that free to use chargers are phased out in favour of reliable and well-maintained chargers as the uptake of EVs increase.

#### *B. Equity and Accessibility*

The draft Policy provides guidance on suitable, strategic locations for new public charging infrastructure. Preferred sites are nominated in Appendix 1 of the draft Policy (Attachment 1). This is essential because without a well-distributed network of charging stations, there could be disparities in local access, leaving some people unable to charge their vehicles.

The location of EV Charging Stations at other suitable sites not included in Appendix 1, is also supported, subject to the assessment process. As such, the draft Policy identifies locations with the following characteristics as suitable:

- Proximity to Amenities: Ideally, charging stations should be placed near places where people already spend time, like shopping centres, community facilities or public transportation hubs.
- Accessibility and Infrastructure: The location should have adequate power supply and infrastructure for supporting charging stations and where possible, should be designed to allow mobility aid users access in line with Australian standards.

### *C. Use/Operation*

The draft Policy provides guidance on the use and operation of Charging Stations. This includes:

- Avoiding exclusive use of Charging Stations based on EV brand/model or type of customer.
- Requiring operation of Charging Stations to rely on 100% renewable energy.

### *D. Guidance for Charge Point Operators (CPOs)*

The draft Policy helps CPOs by offering strategic insights and planning frameworks on Council-preferred sites. For example:

- Guidance will be provided on factors like zoning, electrical capacity (if known), and environmental considerations that are critical to the successful installation of charging points.
- Ensuring that CPOs are not only reactive to the needs of the market but can also plan ahead to expand the network in a way that supports sustainable EV growth.

### *E. Community Consultation*

Where car parking areas are proposed to be utilised for EV charging, community consultation with all affected businesses, residents or any relevant community groups will be undertaken by Council with input and support by the charge point operator (CPOs).

## **2. ENGAGEMENT**

The draft Policy has been developed with feedback and input from Council departments including Planning, Traffic & Transport and the Property team. Officers' experience in negotiating the Jolt Licence Agreement, in addition to discussions with an Inter-Council EV Charging Infrastructure working group, have also informed the development of the draft Policy.

It is recommended that Council endorse the draft Policy for the purpose of officers undertaking community engagement on the Policy. Officers will present the engagement feedback and any recommended changes to the Policy at a future meeting of Council where Council's adoption of the final Policy will be sought.

The consultation will be carried out through Council's Have your Say web portal and will also invite nomination from the community on future sites for EV charging stations. Whether the nominated sites are suitable for EV charging infrastructure would be subject of a future assessment process.

## **3. SOCIAL IMPLICATIONS**

The draft Policy is forecast to have a positive social impact for the community through the encouragement and support for the installation of more EV charging infrastructure in the Knox

municipality. This will increase visitation to our local activity centres and retail hubs improving economic activity locally.

#### **4. CLIMATE CHANGE CONSIDERATIONS**

The subject of this report has been considered in the context of climate change and as previously stated, is an action contained within the Knox Climate Response Plan 2021 – 2031, which states that Council will support sustainable transport by:

*“Identifying and setting aside select parking spaces for EV charging points, and exploring delivery models including partnerships with EV charging service providers, or through requiring EV charging points in new developments in certain zones”*

The research, analysis and planning of this draft Policy has considered opportunities to address greenhouse emissions from the transport sector through the expansion of public EV charging stations to help the community transition towards low emission transport options.

#### **5. ENVIRONMENTAL IMPLICATIONS**

The installation of an EV Charging Network across the Knox municipality supports the uptake of electric vehicles in Knox and the outer eastern suburbs. This leads to reducing the community’s dependence on imported fossil fuel use as well as lead to a reduction in carbon emissions and improvement of overall air quality within the community.

#### **6. FINANCIAL AND RESOURCE IMPLICATIONS**

The draft Policy will be delivered within existing resources. Council can expect to receive income from both the introduction of user-pays system for Council owned chargers as well as from licence fees for charging stations operated by a third party. The estimated annual income to Council from both Council owned chargers and CPO licence fees is estimated to be approximately \$30,000 per annum at present. It is proposed that this income is used to offset the cost of maintenance and operation of Council owned chargers.

It is anticipated that future roll out of fast chargers will largely come from the private sector. Council’s role would be to facilitate any interest in CPOs constructing and operating a charger on Council owned car parks. This means the cost of these installations are borne by the CPOs and not by Council.

In 2024, the Council operated chargers at the Civic Centre, Netball Centre and Fairpark Reserve saw over 6,600 individual charging sessions recorded at a total estimated cost of electricity of \$21,000. Council also has a software and maintenance agreement to monitor and service these chargers. Therefore, the total cost of maintenance and operation of the three Council owned chargers is just over \$22,500 per annum.

With the introduction of a user fee, it is expected that utilisation of the charger will decline in the initial stages, although the rate of this expected reduction is currently unknown. For the 2025/26 financial year, the Fees and Charges for Council Operated EV Charging stations (Type 2 - slow charge) is proposed to be 25c/kWh - this is reflective of Council’s contract electricity rates as well as the annual software and maintenance cost for each charger. An additional ‘idle fee’ is proposed in the 2025/26 Fees and Charges to apply for charging periods of 2.25 hours onwards. The idle fee is intended to discourage users from overstaying the 2 hour parking limit that applies to Council owned EV charging parking spaces.

By way of comparison, the user fees for privately operated fast DC chargers range from 50c/kWh to 70c/kWh, and the fees for privately owned and operated slow AC chargers in Knox currently range from 20c/kWh to 35c/kWh.

#### **7. RISKS**

The Electric Vehicle (EV) Charging Infrastructure Policy will assist in mitigating the risk of potential property or liability incidents by providing greater efficiency, clarity, consistency, and financial sustainability in managing EV Charging Stations in Knox.

#### **8. KNOX COMMUNITY AND COUNCIL PLAN 2021-2025**

##### **Natural Environment & Sustainability**

Strategy 3.2 - Prepare for, mitigate and adapt to the effects of climate change.

#### **9. CONFLICT OF INTEREST**

The officers contributing to and responsible for this report have no conflicts of interest requiring disclosure under Chapter 5 of the Governance Rules of Knox City Council.

#### **10. STATEMENT OF COMPATIBILITY**

There are no legislative obligations under the Human Rights Charter, Child Safe Standards or the Gender Equity Act that are incompatible with the recommendation in this report.

#### **11. CONFIDENTIALITY**

There is no content in this report that meets the definition of confidential information from the Local Government Act 2020.

#### **ATTACHMENTS**

1. Attachment 1 - DRAFT Electric Vehicle Charging Infrastructure Policy [4.2.1 - 13 pages]



## Electric Vehicle Charging Infrastructure Policy

Policy Number:	TBC	Directorate:	City Liveability
Approval by:	Council	Responsible Officer:	Project Manager - Sustainable Futures
Approval Date:	TBC	Version Number:	1
Review Date:	3 Years from Council Approval Date	KX reference:	D24-157084

### 1. Purpose

The purpose of this policy is to guide decision making on the installation, operation, management and use of electric vehicle (EV) charging infrastructure on Council owned or managed land.

### 2. Context

In 2022 the transport sector made up 19% of Australia's CO2 emissions. Passenger cars and light commercial vehicles alone contributed 60% of transport emissions and over 10% of Australia's total emissions. Without intervention, the transport sector is projected to be Australia's largest source of emissions by 2030. (Department of Climate Change, Energy, the Environment and Water<sup>1</sup>).

In line with Council's adopted Climate Response Plan and the target of net zero carbon emissions for the Knox Community by 2040, Council supports the use of sustainable transport options to cut Knox's transport related emissions. This includes supporting the community through public EV charging infrastructure in line with public demand as the number of EVs increase in the Knox community.

EV owners' charging needs differ based on access to, or availability of EV charging infrastructure and distance travelled. Research shows the charging of EVs at home or the workplace is most prevalent due to the vehicle being parked for an extended period of time at these locations.

Charging opportunities are one of the main barriers for interested people in owning and operating EVs. Council is well placed to help facilitate the development of the EV charging network, as it manages much of the public parking spaces within Knox and has an important role to play in fostering a more sustainable transport system.

Council aims to encourage the uptake of EVs by supporting the installation of appropriate charging infrastructure. Melbourne has a number of specialist EV charging installers able to assist households and businesses with the installation of a charger to meet their needs.

### 3. Scope

This policy applies to existing and proposed EV charging infrastructure on Council owned or managed land in the City of Knox.

This policy applies to Council, electric vehicle charge point operators (CPOs) and electric vehicle (EV) users.

This policy relates to EVs and plug-in hybrid electric vehicles (PHEVs).



This policy does not apply to:

- non-plug-in hybrids or fuel-cell electric vehicles;
- electric scooters and electric bikes; and
- installation standards for EV charging infrastructure or the installation of EV charging infrastructure on private land.

#### 4. Objectives

The objectives of this policy are to:

- Facilitate the deployment of EV charging infrastructure to support the community’s transition towards electric vehicles.
- Provide guidance to electric vehicle charge point operators (CPOs) on Council-preferred sites for future expansion of charging stations (see Appendix 1).
- Guide the development of financially sustainable operating models for Council-owned and operated charging stations.

#### 5. References

This policy aligns with relevant federal, state, regional, and Council strategies and policies. These include:

- Knox Community Plan 2021-2031 and Council Plan 2021-2025
- Knox Climate Response Plan 2021 – 2031
- Knox Road Management Plan 2023
- Knox Planning Scheme
- Knox Leasing and Licensing Policy 2018-2021 (currently under review)
- Knox Sustainable Buildings and Infrastructure Policy 2019-2022 (currently under review)
- National Electric Vehicle Strategy 2023
- Victoria’s Zero Emissions Vehicle Roadmap 2021

#### 6. Definitions

AC Charger	Alternating Current – typically used in households AC charging is slower than Direct Current (DC) charging, usually has a charging speed of between 10km – 60km range per hour of charging.
Activity Centre	Typically refers to areas with local shopping centres where retail and restaurants are present. These areas also typically have other important amenities such as public seating, shade, water and public toilets.
Charging Station	Refers to the equipment used to charge the Electric Vehicle as well as supporting infrastructure including the car parking space, signage, line marking, pavement marking and any associated electrical meter and switchboard.



Community facilities	Community facilities such as recreation centres, regional parks, libraries or arts centre where visitors are expected to spend some time. These facilities also typically have other important amenities such as public seating, shade, water and public toilets.
Council	Knox City Council
CPO	Charge Point Operators – a private company that can own, install, operate and maintain electric vehicle charging infrastructure or operate them for third parties.
DC Charger	Direct Current – the type of power that batteries use. DC charging is quicker than AC charging and is used in fast and ultra-fast chargers. Charging speeds range from about 150km of range per hour upwards.
EV	Electric Vehicle that is registered for use on public roads and is fully or partially fuelled by electricity.
Fuel-cell electric vehicles	Fuel-cell electric vehicles (FCEVs) are powered by hydrogen.
Idle fees	An additional charge for vehicles that overstay the time limited parking restrictions (e.g. 2-hour limit) through a per minute charge.
Non-plug-in hybrids	Hybrid electric vehicles powered by an internal combustion engine and one or more electric motor(s), which use energy stored in batteries. The battery is charged through regenerative braking and by the internal combustion engine.
Type 2 Charger	AC Charger that usually requires the driver to carry their own cable to initiate charging.
Type 3 Charger	DC Charger that will be equipped with a cable. Usually charging rates range from 25kW and up.
Ultra-fast charger or fast charger	A high-powered charger that allows for rapid EV charging, generally 80% charge in 10 minutes to 1 hour.
User	An electric vehicle driver needing to charge their vehicle.

## 7. Council Policy

### 7.1 Electric Vehicle Charging Infrastructure Assessment Criteria

Council will support the implementation of a network of Type 2 or Type 3 EV Charging Stations in Council owned or managed car parks through a long-term licence agreement with a Charge Point Operator in accordance with Council's Leasing and Licensing Policy.

Assessment of applications to install Charging Stations on Council owned or managed land will be considered on a case-by-case basis.

In determining a proposal to install and operate a Charging Station, Council will:

#### Location and Design

- Prioritise the installation and operation of Charging Stations in locations identified in Appendix 1: Site List or in shopping centres/activity centres in Knox, subject to the assessment process.
- Consider the installation of EV Charging Stations in on-street car parks on Council roads (as defined in the Knox Road Management Plan 2023) where off-street charging is unsuitable. Charging stations on



Council roads must demonstrate charging could be undertaken for cars with charging ports on the righthand side of cars without interference with through traffic.

- Consider locating EV Charging Stations on State Government owned/managed roads subject to approval from the Department of Transport and Planning (or any relevant department).
- Prioritise the installation of Direct Current (DC) charging at shopping centres/activity centres.
- Consider the relevant local planning controls and requirements, local laws and other criteria deemed relevant in determining a proposal to install an EV charging station.
- Require any new or upgraded Charging Stations to meet all relevant Australian Standards.
- Prioritise locating Charging Stations in 90 degree car parking locations within sites listed in Appendix 1 or off-street (Council) car parks at shopping centres, reserves and other recreational facilities, offices, libraries and other community facilities where a high visitor demand is expected with nearby amenities such as public toilets and shelters.
- Discourage the location of Charging Stations in spaces that have the highest demand for parking turnover in the area (usually restricted by short term parking restrictions) and not be located within existing dedicated uses such as accessible parking, loading zones, bus zones, taxi zones and/or mail zones.
- Not support location of EV Charging Stations within the tree protection zone of any existing trees.
- Encourage EV Charging Stations that are designed to allow mobility aid users access to the EV charging stations in line with Australian standards. Infrastructure associated with the charging station must not restrict the use of the adjacent footpaths or other parking spaces.
- Consider additional charging sites outside those listed in Appendix 1 (Site List) subject to the approval of the Chief Executive Officer or delegate.

#### Use/Operation

- Require the installation and operation of Charging Stations by Charge Point Operators to be at no cost to Council.
- Require any new or upgraded Charging Stations to support any electric vehicle to be charged (i.e. not be exclusive to a particular brand of vehicle).
- Require any new or upgraded Charging Stations operated by a Charge Point Operator to be designed for public use.
- Any new or upgraded Charging Stations must be powered by 100% renewable energy.
- Require the relevant Charge Point Operator to obtain all required permits, license agreements and approvals including planning permits, power connection approval and any Department of Transport and Planning requirements prior to the installation and operation of the Charging Stations.

#### Community Consultation/Notification

Where Charging Stations are proposed to be installed within car parks, Council will undertake community consultation with all affected businesses, residents or any relevant community groups with support from the Charge Point Operator, as deemed appropriate.

This assessment will ensure that planning controls on the land have been considered, a traffic assessment is undertaken prior to approval and that the type of charger is appropriate for the location.



### Assessment

Applications will be assessed by the following Council teams:

- Sustainable Futures & Operations;
- Strategic Procurement & Property;
- City Planning & Building;
- Traffic & Transport; and
- Any other team as required depending on the proposal.

## 7.2 Fees

### Council owned chargers

A fee will be charged to the users of the charger that reflects the cost of installation and maintenance of the charging equipment, operational costs such as software management, data connection, and electricity costs.

The annual fee (cost per kilowatt-hours) will be set and listed in Council's Schedule of Fees and Charges, as part of the annual budget process. To discourage and disincentivise cars from overstaying, idling fees may be introduced.

Alternatively, the fee will be established by a third-party intermediary that Council may decide to appoint to manage the use of the charger.

### CPO owned chargers

#### CPO fees

Council will negotiate a licence agreement with CPOs to install their own electric vehicle chargers on Council owned and managed land. The CPO will pay an annual licence fee to Council in accordance with the Licence Agreement and Council's Leasing and Licencing Policy.

#### User fees

CPO owned chargers will have users pay a fee that will be determined by the CPO.

This user fee is not set by Council.

## 7.3 Data Capture and Reporting

For chargers installed on Council owned or managed land and either operated by Council or by a CPO under a licence agreement, Council requires that certain data such as usage of chargers (including the quantity of energy used for each charging session), driver postcode and the total time spent charging, is captured by Council for reporting and planning purposes. This data is anonymous as no names or car registration information is collected. This data is used to meet Council's reporting obligations to the Essential Services Commission as well as plan for the future expansion of charging stations.



#### 7.4 Permits & Restrictions

Council supports the installation of EV charging infrastructure in existing residences on private land for private use. In general, no approval is required from Council when a charger is installed at a private dwelling, however properties subject to any planning controls should seek advice from Council prior to the installation of EV charging infrastructure. It is important that any works carried out meet relevant Australian standards for electrical works.

Placement of charging points for private use, including leads, cables or equipment, across a Council owned footpath or nature strip are not permitted.

Installation of EV charging infrastructure on Council owned or managed land may require planning approval. Council will support applicants in understanding these requirements.

EV parking bays will be signed with a time limit (if appropriate for the site) and the words 'Electric Powered Vehicles While Charging Only'. Time limited parking bays are designed to encourage a turnover of cars so that more drivers can use the charger on any given day. To further discourage and disincentivise cars from overstaying, idling fees or differential pricing strategies may also be introduced in the future.

#### 7.5 Maintenance and Operation

For CPO operated charging stations, all maintenance and operational costs are to be borne by the CPO and to set Council standard, in accordance with the licence agreement.

Council owned and operated charging stations will be maintained by Council.

### 8. Administrative Updates

From time to time, circumstances may change leading to the need for minor administrative changes to this policy. Where an update does not materially alter this policy, such a change may be made administratively.

Examples of minor administrative changes include changes to names of Council departments or positions, change to names of Federal or State Government departments or a minor amendment to legislation that does not have material impact.

Where any change or update may materially change the intent of this policy, it must be considered by Council.



## APPENDIX 1: SITE LIST

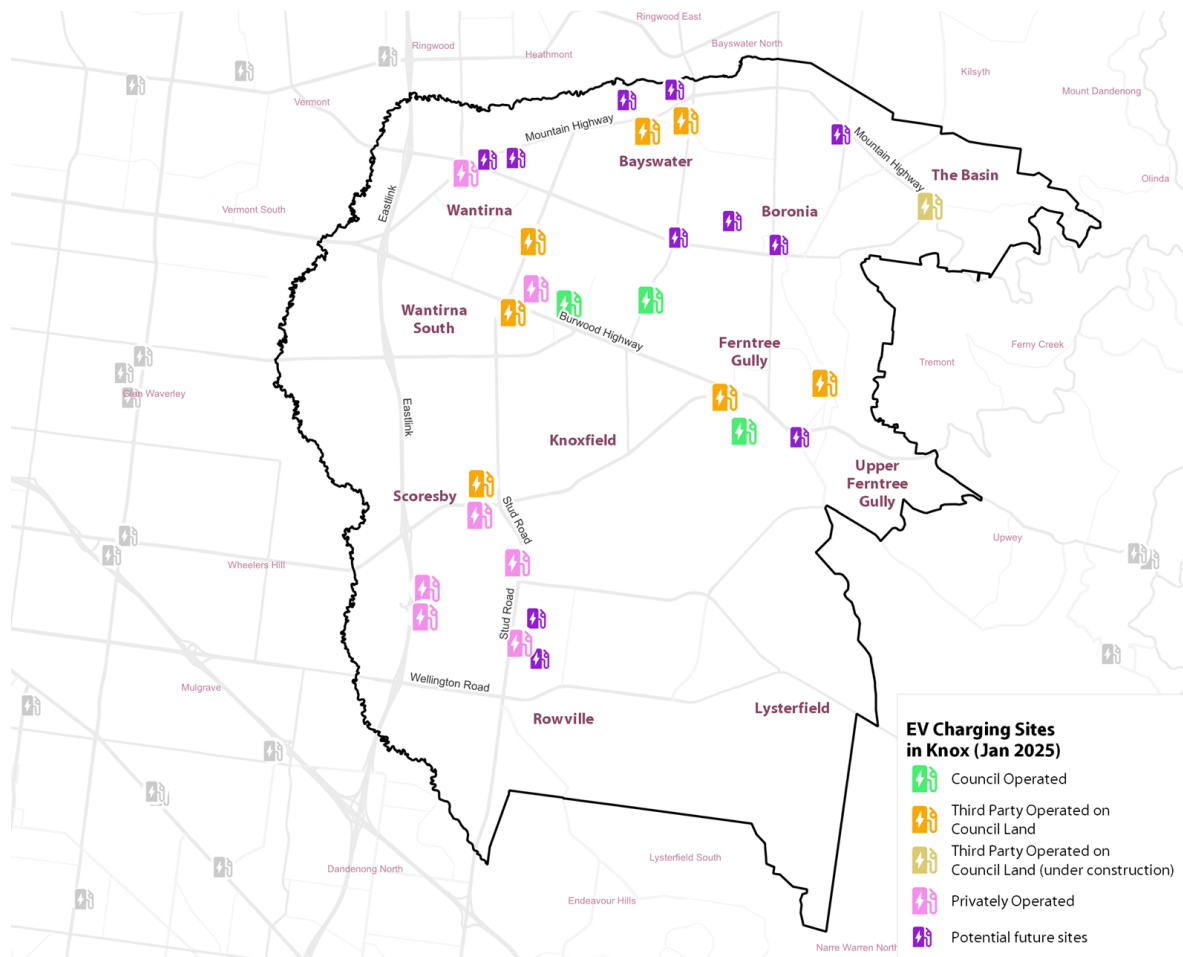
# PREFERRED COUNCIL OWNED OFF-STREET CAR PARKS FOR FUTURE EV CHARGING

DRAFT



**Site List**

- Site CP170: Rowville Community Centre, 40 Fulham Road Rowville (front carpark)
- Site CP263: Rowville Community Centre, 40 Fulham Road Rowville (side carpark)
- Site CP033: Dorset Square Car Park, Cnr Dorset and Boronia Roads, Boronia
- Site CP007: Alchester Car Park, Alchester Cres, Boronia
- Site CP114: Knox Leisureworks Car Park, Tormore Rd, Boronia
- Site CP185: Valentine St Car Park, Bayswater
- Site CP184: James St Car Park, Bayswater
- Site CP295: Car Park, 195 Scoresby Rd, Boronia
- Site CP214: Thaxted Pde Car Park, Wantirna
- Site CP212: Wantirna Mall Car Park, Wantirna
- Site CP066: Ferntree Gully Library / Knox Environment Society Car Park, Ferntree Gully



Existing and Preferred Future EV Charging Station locations in Knox (as at January 2025)



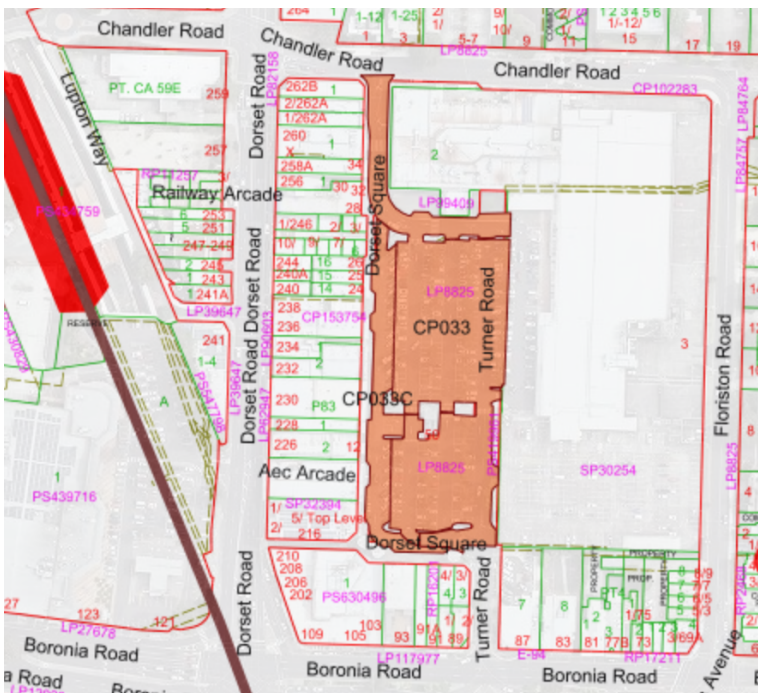


Site CP170: Rowville Community Centre, 40 Fulham Road Rowville (front carpark)

Site CP263: Rowville Community Centre, 40 Fulham Road Rowville (side carpark)



Site CP033: Dorset Square Car Park, Turner Road, Boronia

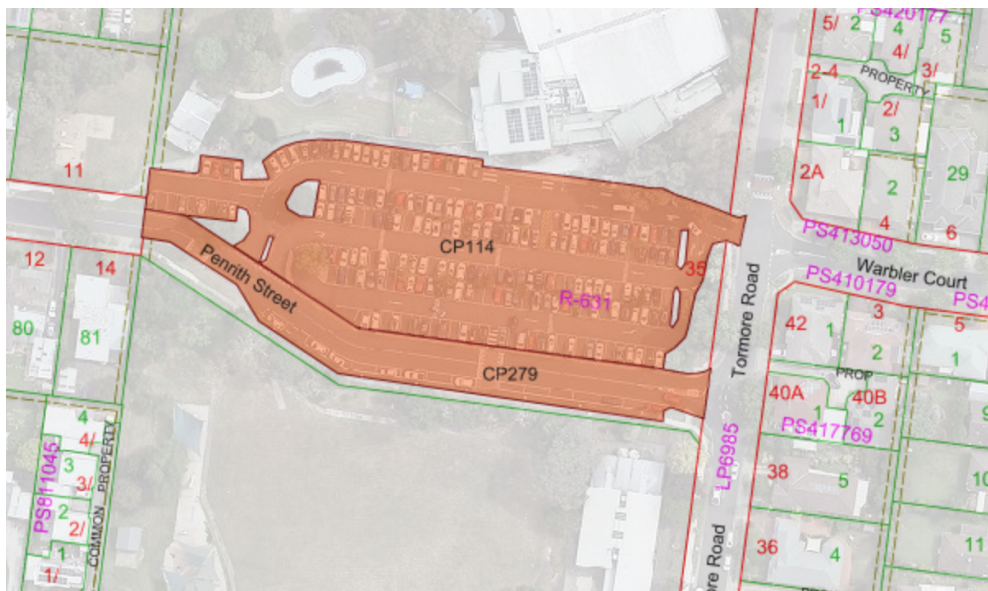




Site CP007: Alchester Car Park, Alchester Cres, Boronia



Site CP114: Knox Leisureworks Car Park, Tormore Rd, Boronia





Site CP185: Valentine St Car Park, Bayswater

Site CP184: James St Car Park, Bayswater



Site CP295: Car Park, 195 Scoresby Rd, Boronia

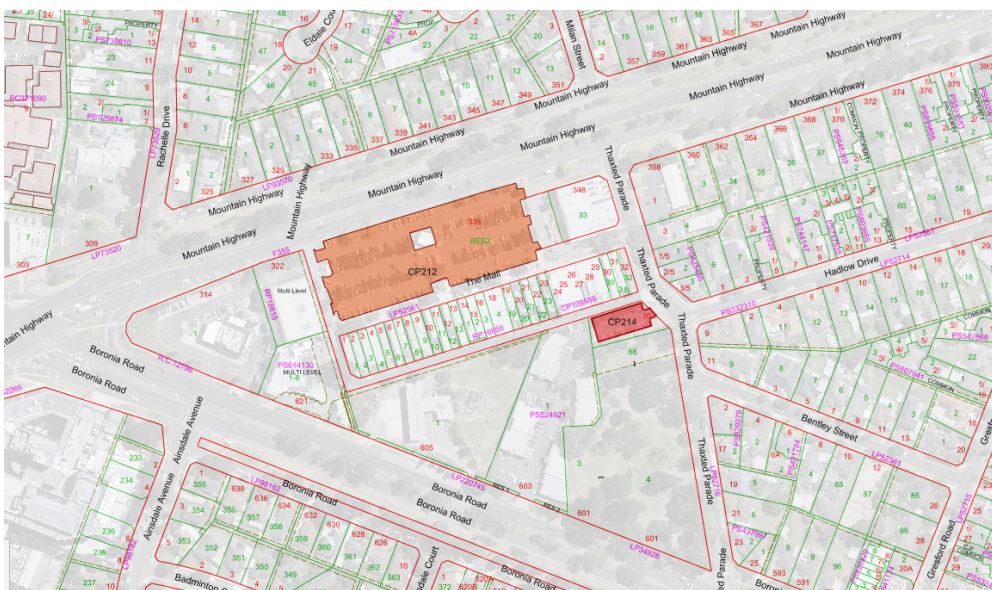




Site CP214: Thaxted Pde Car Park, Wantirna

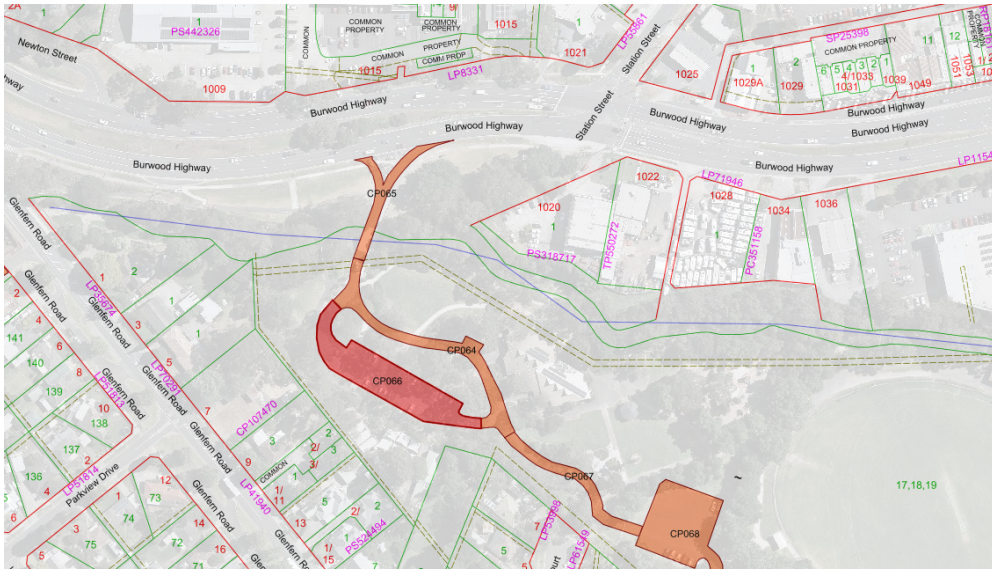


Site CP212: Wantirna Mall Car Park, Wantirna





Site CP066: Ferntree Gully Library / Knox Environment Society Car Park, Ferntree Gully



### 4.3 Appointment to CEO Employment & Remuneration Committee

**Final Report Destination:** Council  
**Paper Type:** For Decision  
**Author:** Manager Governance and Risk, Andrew Dowling  
**Manager:** Manager Governance and Risk, Andrew Dowling  
**Executive:** Director Customer and Performance, Greg Curcio

#### SUMMARY

Each year Councillors nominate and are appointed to a variety of internal and external committees for the following Mayoral year and appointments may also be updated from time to time.

Annual appointments were last made at the Council Meeting on 21 November 2024.

#### RECOMMENDATION

That Council resolve to appoint Councillor Meagan Baker to the CEO Employment & Remuneration Committee effective from 11 March 2025 until 30 November 2025 or Council resolves otherwise.

#### 1. DISCUSSION

Council appoints Councillors annually to a variety of internal committees and external appointments. Appointments are made having regard to the relevant terms of reference, rules or agreements governing the group concerned.

While non-appointed Councillors are able to attend meetings of the CEO Employment & Remuneration Committee in accordance with its terms of reference, Councillor Meagan Baker has requested to be formally appointed to the Committee.

A description of the CEO Employment & Remuneration Committee is set out below:

Committee	No. of Appointments	Summary of Purpose
<b>Council Advisory Committees</b>		
<b>CEO Employment &amp; Remuneration Committee</b>	Min 4	Undertakes confidential bi-annual reviews of the performance of the Chief Executive Officer against pre-determined performance criteria and key performance indicators and assesses the progress towards meeting these criteria, inclusive of making recommendations to Council on the remuneration review, and performance criteria.

#### 2. CONFLICT OF INTEREST

The officers contributing to and responsible for this report have no conflicts of interest requiring disclosure under Chapter 5 of the Governance Rules of Knox City Council.

### **3. CONFIDENTIALITY**

There is no content in this report that meets the definition of confidential information in the Local Government Act 2020.

### **ATTACHMENTS**

Nil

5 Notices Of Motion

6 Supplementary Items

7 Urgent Business

8 Confidential Items