



**GLEN EIRA CITY COUNCIL**

**ORDINARY COUNCIL MEETING**

**TUESDAY 25 FEBRUARY 2025**

**MINUTES**

**Meeting was held in the Council Chambers,  
Corner Hawthorn & Glen Eira Roads, Caulfield  
at 7:30 PM**

Present

The Mayor, Councillor Simone Zmood  
Councillor Arabella Daniel  
Councillor Margaret Esakoff  
Councillor Jane Karlake  
Councillor Sam Parasol  
Councillor Luca Ragni  
Councillor Kay Rimbaldo  
Councillor Kimberley Young  
Councillor Li Zhang

Council Officers Present

Chief Executive Officer, Rebecca McKenzie  
Director Sustainability, Assets and Leisure, Niall McDonough  
Director Community Wellbeing, Jane Price  
Director Customer and Corporate Affairs, Kellie Vise  
Director Planning and Place, Rosa Zouzoulas  
Chief Financial Officer, John Vastianos  
Chief People Office, Kirsty James  
Manager Risk and Governance, Diana Vaynrib  
Coordinator Councillor Business, Karling Colomiere  
Councillor Business Officer, Kylie Webster

---

**INDEX**

<b>1.</b>	<b>ACKNOWLEDGEMENT OF TRADITIONAL OWNERS.....</b>	<b>4</b>
<b>2.</b>	<b>APOLOGIES.....</b>	<b>4</b>
<b>3.</b>	<b>REMINDER TO DISCLOSE ANY CONFLICTS OF INTEREST IN ANY ITEMS ON THE AGENDA .....</b>	<b>4</b>
<b>4.</b>	<b>PUBLIC PARTICIPATION .....</b>	<b>5</b>
<b>5.</b>	<b>WRITTEN PUBLIC QUESTIONS TO COUNCIL.....</b>	<b>5</b>
<b>6.</b>	<b>CONFIRMATION OF MINUTES OF PREVIOUS MEETING OR MEETINGS.....</b>	<b>7</b>
<b>7.</b>	<b>RECEPTION AND READING OF PETITIONS AND JOINT LETTERS.....</b>	<b>7</b>
	7.1 Petition: Tree Removal.....	7
<b>8.</b>	<b>REPORTS BY DELEGATES APPOINTED BY COUNCIL TO VARIOUS ORGANISATIONS.....</b>	<b>8</b>
	Nil	
<b>9.</b>	<b>REPORTS FROM COMMITTEES AND RECORDS OF ASSEMBLY .....</b>	<b>8</b>
<b>9.1</b>	<b>ADVISORY COMMITTEES.....</b>	<b>8</b>
	9.2.1 Records of Assemblies.....	8
<b>10.</b>	<b>OFFICER REPORTS (AS LISTED).....</b>	<b>9</b>
	10.1 10-16 Selwyn Street Elsternwick - Development Application with the Minister .....	9
	10.2 Community Grants and Awards Assessment Structure .....	10
	10.3 Municipal Association of Victoria May 2025 State Council Motion .....	11
	10.4 Councillor Capability Framework and Councillor Civic Support and Expenses Policy.....	12
	10.5 Quarterly Service Performance Report (October - December 2024).....	12
	10.6 Financial Management Report (31 January 2025).....	12
	10.7 Council Delegations February 2025 .....	13
	10.8 Appointment and Authorisation of Authorised Officers - Planning and Environment Act 1987 .....	14
	10.9 Audit & Risk Committee Charter.....	14

10.10	Tender 2025.27 Annual Contract for Civil Works.....	15
10.11	Contract 2025.46 Provision of IT Hardware End User Computing Equipment.....	16
<b>11.</b>	<b>URGENT BUSINESS.....</b>	<b>16</b>
<b>12.</b>	<b>ORDINARY BUSINESS.....</b>	<b>16</b>
	12.1 Requests for reports from a member of Council staff.....	16
	12.2 Right of reply.....	16
	12.3 Notice of Motion / Notice of Rescission.....	16
	12.4 Councillor questions.....	16
<b>13.</b>	<b>CONFIDENTIAL ITEMS.....</b>	<b>17</b>
<b>14.</b>	<b>CLOSURE OF MEETING.....</b>	<b>18</b>



**1. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**

The Mayor read the acknowledgement.

Glen Eira City Council acknowledges the Boon Wurrung/Bunurong and Wurundjeri Woi Wurrung peoples of the Kulin Nation as Traditional Owners and Custodians, and pays respect to their Elders past and present. We acknowledge and uphold Traditional Owner's continuing relationship to the land and waterways. Council extends its respect to all Aboriginal and Torres Strait Islander peoples.

**2. APOLOGIES**

Nil

**3. REMINDER TO DISCLOSE ANY CONFLICTS OF INTEREST IN ANY ITEMS ON THE AGENDA**

Councillors there is a requirement for disclosure of Conflicts of Interest to items listed for consideration on the Agenda, or any item that is considered at this meeting, in accordance with Section 130(2) of the Local Government Act 2020 and Rule 85 of the Glen Eira City Council Governance Rules.

Councillors are advised that should they have a conflict of interest, Councillors must declare the conflict immediately before the item and state whether the conflict is general or material before vacating the chambers for the duration of that item.

**PROCEDURAL MOTION****Moved: Cr Zmood****Seconded: Cr Parasol**

That Council:

1. where meetings are held in-person, can continue the meeting if the livestream of the meeting fails;
2. considers the meeting to be adjourned for 10 minutes from the commencement of any technical problem where a Councillor is participating virtually; and
3. where a Councillor is participating virtually and the meeting cannot be resumed within 30 minutes from the commencement of the technical problem, the meeting is to be reconvened on Wednesday 26 February 2025 at 7.30pm.

**CARRIED UNANIMOUSLY****4. PUBLIC PARTICIPATION**

This evening we have received 5 submissions to speak during public participation.

**5. WRITTEN PUBLIC QUESTIONS TO COUNCIL**

This evening we have received 4 Written Public Questions to Council.

<b>Max Deacon Elsternwick</b>	<p><b>Question 1</b></p> <p>In the traffic management submission that was submitted to the Minister of Planning in relation to Woolworths 10-16 Selwyn St development it states:</p> <p>‘Right turn movements out of the site onto Selwyn Street are permitted (noting that northbound traffic movements are to be retained) These assessment assumptions were confirmed with the responsible Authority (DTP and Council) prior to the preparation of this report.</p> <p>Why and when did council approve this and what does it mean to the future of the Jewish Cultural Arts Precinct?</p> <p><b>Answer:</b></p> <p>Council adopted a Functional Design Arrangement for the Elsternwick Cultural precinct at the 27 April 2021 Ordinary Council Meeting, which continues to allow for vehicle access towards Sinclair Street. No changes to this plan have been either approved or considered by Council.</p> <p>The only restrictions mentioned so far is that vehicle access will be permissible to northbound traffic only - but with pedestrians given priority - forbidding southbound traffic from entering Selwyn Street from Sinclair Street. The final design for the precinct is still to be determined and won't be finalised for some time whilst the project has been placed on hold. Importantly however, the partial street closure and restrictions on vehicle movement for the Cultural Precinct sit outside of the planning process, as these are matters for Council to determine as the relevant road authority.</p>
-----------------------------------	---

<p><b>Max Deacon Elsternwick</b></p>	<p><b>Question 2</b></p> <p>If this application is approved by the Minister does this mean that Council will have no say in relation to future traffic movements in the proposed Jewish Cultural Arts Precinct?</p> <p><b>Answer:</b></p> <p>No it doesn't.</p> <p>The adopted Functional Design Arrangement for the Elsternwick Cultural Precinct allows for some vehicle movements northbound along Selwyn Street and onto Sinclair Street, noting part of this is a pedestrian priority single access lane. Should Council consider that the implications of an approved Woolworths development unreasonably affect the functionality and safety of this adopted arrangement, Council would need to consider those under a separate process in its capacity as the relevant road authority. Any changes would likely require further consultation as it would alter an adopted plan. The Minister for Planning would have no jurisdiction over this separate process.</p>
<p><b>Victoria Gallagher</b></p>	<p><b>Question 3</b></p> <p>What action will the council take to establish a community centre space in the heart of Glen Huntly Village? This space would attract locals into the central shopping precinct, similar to the successful features found in neighbouring suburbs like Carnegie - such as a library with a public seating forecourt, small entertainment areas, community centre, community spaces).</p> <p><b>Answer:</b></p> <p>Council does not currently have plans to develop a community centre space in Glen Huntly. Booran Reserve is located in Glen Huntly and provides a valuable outdoor space for the community to come together.</p> <p>Council is currently working on two key strategic plans that are reviewing infrastructure provision across Glen Eira - including Glen Huntly. We are in the process of developing a Community Infrastructure Plan that will determine if there is a need for any new facilities and if so, where they should be located across the municipality. Council is also undertaking a Strategic Property Plan which is planning for the future of our properties to meet current and future community needs. Council will be engaging with the community in relation to the Strategic Property Plan over coming months.</p>

<p><b>Victoria Gallagher</b></p>	<p><b>Question 4</b></p> <p>How will the council ensure that investment is made in Glen Huntly Village to renew, clean and enhance its attractiveness, serving as a visual catalyst for change?</p> <p><b>Answer:</b></p> <p>Better Streets, Better Places – Glen Eira’s Ten-Year Activity Centre Streetscape Improvement Program 2023-2033 guides Council’s improvements in the main streets of Glen Eira’s major, neighbourhood and local activity centres.</p> <p>Better Streets, Better Places concentrates on improving the pedestrian-focused aspects of our streets including footpaths, street furniture (public seating, bicycle hoops and bins), signage and wayfinding, as well as street trees and landscaping. Through Better Streets, Better Places, Council is investing funding into upgrading these aspects of our shopping strips. These works will improve the vibrancy, safety and function of our streets as places for the community. This program provides Council with a clear, equitable plan for prioritising investment and guides long-term capital works planning and informs annual budgets.</p> <p>Better Streets, Better Places identifies different types of streetscape projects based on the needs of the activity centre. Council will be assessing Glen Huntly to determine the type of streetscape projects, based on the needs of the activity centre, and will consult with traders, the community and key stakeholders following the assessment to identify activity centre improvements and the funding required.</p>
----------------------------------	---

## 6. CONFIRMATION OF MINUTES OF PREVIOUS MEETING OR MEETINGS

**Moved: Cr Karlake**

**Seconded: Cr Esakoff**

That the minutes of the Ordinary Council Meeting held on 4 February 2025 be confirmed.

**CARRIED UNANIMOUSLY**

## 7. RECEPTION AND READING OF PETITIONS AND JOINT LETTERS

### 7.1 PETITION: TREE REMOVAL

**Moved: Cr Daniel**

**Seconded: Cr Karlake**

That Council:

1. receives and notes the petition; and
2. refers this petition to the relevant officers for investigation and response to the submitter.

**CARRIED UNANIMOUSLY**

**8. REPORTS BY DELEGATES APPOINTED BY COUNCIL TO VARIOUS ORGANISATIONS**

Nil

**9. REPORTS FROM COMMITTEES AND RECORDS OF ASSEMBLY****9.1 ADVISORY COMMITTEES**

Nil

**9.2 RECORDS OF ASSEMBLIES**

**Moved: Cr Daniel**

**Seconded: Cr Parasol**

That Council notes the Records of Assemblies for:

1. 28 January 2025 Assembly; and
2. 4 February 2025 Pre-meeting.

**CARRIED UNANIMOUSLY**



**10. OFFICER REPORTS (AS LISTED)**

---

**10.1 10-16 SELWYN STREET ELSTERNWICK - DEVELOPMENT APPLICATION WITH THE MINISTER**

---

**Moved: Cr Karlake****Seconded: Cr Esakoff**

1. That Council resolves to lodge a submission (Attachment 1) to the Minister providing feedback on the proposal to the Minister and requesting a number of conditions to be included in any permit issued by the Minister should they determine to grant a permit subject to:
  - a. the removal of the conclusion from submission at Attachment 1.
  - b. The submission being amended to strongly oppose any additional height increase to both towers from the heights approved by VCAT as part of existing planning permit GE/DP-34187/2021/A
2. In addition to the submission shown in Attachment 1 to this report, that Council writes directly to the Minister for Planning strongly advocating for the referral of this application to the Priority Projects Standing Advisory Committee prior to a determination being made on the application.
3. That officers publish the final submission with the changes outlined in points 1A and B of this resolution on Council's website.

For the Motion: Crs Zhang, Zmood, Karlake, Rimbaldo, Young and Ragni (6)

Against the Motion: Crs Esakoff, Parasol and Daniel (3)

**CARRIED**

---

**Extension of Speaking Time****Moved: Cr Parasol****Seconded: Cr Karlake**

That Cr Esakoff be granted a one minute extension of speaking time.

**CARRIED UNANIMOUSLY**

---

**10.2 COMMUNITY GRANTS AND AWARDS ASSESSMENT STRUCTURE**

---

**Moved: Cr Ragni****Seconded: Cr Daniel**

That Council:

1. Delegates the Director Community Wellbeing authority to approve all Community Grants and Awards with a monetary value with immediate effect.
2. Receives recommendations for the annual Citizen of the Year Program at an Ordinary Council Meeting for Council approval.
3. Notes that Council officers will review the *Community Grants Policy 2023* and Guidelines for each program in light of changes to the assessment and approval process and present this to a future Ordinary Council Meeting for approval.

**CARRIED UNANIMOUSLY**

*It is recorded that Cr Young declared a general Conflict of Interest and vacated the online meeting screen at 8:41pm.*

---

**10.3 MUNICIPAL ASSOCIATION OF VICTORIA MAY 2025 STATE COUNCIL MOTION**

---

**Moved: Cr Zhang**

**Seconded: Cr Ragni**

That Council endorses the following motion for submission to the 16 May 2025 MAV State Council meeting.

**Motion – Fostering community safety and social cohesion**

That the State Council of the Municipal Association of Victoria (MAV) calls on the Victorian Government to:

1. Provide dedicated funding streams and resources for local councils to implement evidence-based community safety initiatives that promote social cohesion and inclusivity. These initiatives may include infrastructure improvements (e.g. improved lighting, clear and effective signage, graffiti removal, safer pedestrian routes), delivery of events, community engagement programs, and anti-discrimination measures.
2. Support councils to work with local community groups and stakeholders to co-design targeted solutions that address specific local safety concerns and support community-based organisations, such as Neighbourhood Watch, to educate residents about safety, share resources and promote social cohesion.
3. Invest in statewide programs such as Welcoming Cities and YourGround that empower councils to address the unique safety concerns of diverse and vulnerable community groups, including women, youth, and culturally and linguistically diverse (CALD) communities.
4. Through policy and funding reform, enhance community safety initiatives by improving access to Closed-Circuit Television (CCTV) resources for community groups, expanding the availability of CCTV mobile trailers for Victoria Police, and fostering stronger community-police partnerships through safety engagements such as “Coffee with a Cop”.

**CARRIED UNANIMOUSLY**

*It is recorded that Cr Young re-entered the online meeting screen at 8:51pm.*

---

**10.4 COUNCILLOR CAPABILITY FRAMEWORK AND COUNCILLOR CIVIC SUPPORT AND EXPENSES POLICY**

---

**Moved: Cr Karlake****Seconded: Cr Ragni**

That Council adopts:

1. The Councillor Capability Framework (**Attachment 2**); and
2. The Councillor Civic Support and Expenses Policy, as amended (**Attachment 3**).

**CARRIED UNANIMOUSLY**

---

**10.5 QUARTERLY SERVICE PERFORMANCE REPORT (OCTOBER - DECEMBER 2024)**

---

**Moved: Cr Ragni****Seconded: Cr Rimbaldo**That Council notes the *Quarterly Service Performance Report (Attachment 1)* for the period ending 31 December 2024.**CARRIED UNANIMOUSLY**

---

**10.6 FINANCIAL MANAGEMENT REPORT (31 JANUARY 2025)**

---

**Moved: Cr Zhang****Seconded: Cr Rimbaldo**

That Council notes the Financial Management Report for the period ending 31 January 2025.

**CARRIED UNANIMOUSLY**

---

**10.7 COUNCIL DELEGATIONS FEBRUARY 2025**

---

**Moved: Cr Daniel****Seconded: Cr Esakoff**

That Council resolves that:

1. the instrument of delegation to the Chief Executive Officer (CEO) (**CEO delegations**) in Attachment 1 to this report is approved;
2. in exercise of the power conferred by section 11(1)(b) of the *Local Government Act 2020* (Vic), there be delegated to the person holding the position or acting in or performing the duties of CEO, the powers, duties and functions set out in the CEO delegations, subject to the conditions and limitations specified in that instrument;
3. the amendments to the instrument of delegation to staff under various legislation (**various delegations**) in Attachment 2 to this report are approved;
4. the amendments to the instrument of delegation to staff under the *Planning and Environment Act 1987* (Vic) (**planning delegations**) in Attachment 3 to this report are approved;
5. in exercise of the powers conferred by the legislation referred to in the various delegations and planning delegations, there be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the various delegations and planning delegations, the powers, duties and functions set out in those Instruments of Delegation, subject to the conditions and limitations specified in those Instruments;
6. The instruments of delegation to the CEO, the various delegations and planning delegations come into force immediately upon this resolution being made.
7. clean versions of the instruments of delegation be published on Council's website; and
8. on the coming into force of the CEO delegations, the various delegations and planning delegations, the following Instruments of Delegation are revoked:
  - Instrument of Delegation to the CEO approved by Council on 23 July 2024;
  - Instrument of Delegation to Council Officers under the *Planning and Environment Act 1987* approved by Council on 23 July 2024; and
  - Instrument of Delegation to Council Officers under various legislation approved by Council on 23 July 2024.

**CARRIED UNANIMOUSLY**

---

**10.8 APPOINTMENT AND AUTHORISATION OF AUTHORISED OFFICERS -  
PLANNING AND ENVIRONMENT ACT 1987**

---

**Moved: Cr Esakoff****Seconded: Cr Parasol**

That Council in the exercise of the powers conferred by section 147(4) of the *Planning and Environment Act 1987* and section 313 of the *Local Government Act 2020*, resolves that:

1. the members of Council staff referred to in the attached Instruments of appointment and authorisation ('Instruments') be appointed and authorised as set out in the Instruments; and
2. each Instrument be sealed; and
3. each Instrument comes into force immediately after the common seal of Council is affixed to the Instrument and remains in force until Council determines to vary or revoke it, or the officer named in the instrument ceases to be an employee of Glen Eira City Council.

**CARRIED UNANIMOUSLY**

---

**10.9 AUDIT & RISK COMMITTEE CHARTER**

---

**Moved: Cr Ragni****Seconded: Cr Rimbaldo**

That Council approves the Audit and Risk Committee's Charter in accordance with subsection 54(1) of the *Local Government Act 2020* as shown in Attachment 1 to this report.

**CARRIED UNANIMOUSLY**

---

**10.10 TENDER 2025.27 ANNUAL CONTRACT FOR CIVIL WORKS**

---

**Moved: Cr Ragni****Seconded: Cr Esakoff**

That Council having reviewed and considered the confidential Tender Evaluation report (attachment 1 to this report):

1. appoints [A & G Concrete Constructions Pty Ltd](#) as the panel contractor under Tender number 2025.27 for an amount in accordance with the Schedule of Rates submitted;
2. appoints [Blue Peak Constructions Pty Ltd, as the trustee for the Blue Peak Constructions Family Trust](#) as the panel contractor under Tender number 2025.27 for an amount in accordance with the Schedule of Rates submitted;
3. appoints [Tenderer 3 CDN Constructors Pty Ltd, as the trustee for the CDN Constructors Unit Trust](#) as the panel contractor under Tender number 2025.27 for an amount in accordance with the Schedule of Rates submitted;
4. appoints [Etheredge Mintern Pty Ltd](#) as the panel contractor under Tender number 2025.27 for an amount in accordance with the Schedule of Rates submitted;
5. appoints [Kalow Holdings Pty Ltd](#) as the panel contractor under Tender number 2025.27 for an amount in accordance with the Schedule of Rates submitted;
6. appoints [Novacon Group Pty Ltd, as the trustee for the Novacon Group Unit Trust](#) as the panel contractor under Tender number 2025.27 for an amount in accordance with the Schedule of Rates submitted;
7. appoints [Parkinson Group \(Vic\) Pty Ltd](#) as the panel contractor under Tender number 2025.27 for an amount in accordance with the Schedule of Rates submitted;
8. appoints [Rapid Paving Construction Co Pty Ltd](#) as the panel contractor under Tender number 2025.27 for an amount in accordance with the Schedule of Rates submitted;
9. appoints [Vcrete Concrete Contractors Pty Ltd](#) as the panel contractor under Tender number 2025.27 for an amount in accordance with the Schedule of Rates submitted;
10. prepares the contracts in accordance with the Conditions of Contract included in the tender;
11. authorises the CEO to execute the contracts on Council's behalf;
12. notes the attachment to the report remain confidential in accordance with section 3(1)(g) of the *Local Government Act 2020* or until Council resolves otherwise; and
13. authorises Council officers to disclose any confidential information in relation to this item, but only to the extent necessary to give effect to the resolution.
14. authorises Council officers to disclose the successful tenderer name in the meeting minutes for this item.

**CARRIED UNANIMOUSLY**

---

**10.11 CONTRACT 2025.46 PROVISION OF IT HARDWARE END USER  
COMPUTERING EQUIPMENT**

---

**Moved: Cr Esakoff****Seconded: Cr Parasol**

That Council:

1. Appoints the six suppliers on the State Government Contract (DGS-ICT-04-2024) for End User Computing Equipment: Acer Computer Australia, ASI Solutions, Dell Technologies, HP PPS Australia Pty Ltd, Lenovo (Australia & New Zealand) Pty Ltd and Logicalis for the purchase of IT hardware for an initial period of three (3) years ending 24 October 2028, unless extended by the State Government.
2. Authorise the CEO to execute contracts on Council's behalf.

**CARRIED UNANIMOUSLY**

*It is recorded that Cr Karslake vacated the Chamber at 9:12pm.*

**11. URGENT BUSINESS**

Nil

**12. ORDINARY BUSINESS****12.1 Requests for reports from a member of Council staff**

Nil

**12.2 Right of reply**

Nil

**12.3 Notice of Motion / Notice of Rescission**

Nil

**12.4 Councillor questions**

Nil

*It is recorded that Cr Karslake entered the Chamber at 9:13pm.*



**13. CONFIDENTIAL ITEMS****Procedural Motion****Moved: Cr Zmood****Seconded: Cr Parasol**

That pursuant to Section 66(1) and 66(2)(a) of the Local Government Act 2020, the Council resolves that so much of this meeting be closed to members of the public, as is required for Council to consider the following matters that are confidential in accordance with Section 3(1) of the Act:

**13.1 Extension of Contract 2018.141 Facility Management Contract**

This agenda item is confidential information for the purposes of section 3(1) of the Local Government Act 2020:

- because it is private commercial information, being information provided by a business, commercial or financial undertaking that -
  - (i) relates to trade secrets; or
  - (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage (section 3(1)(g)); and
- The release would impact the current Facility Management tender process.

**13.2 Employment Matter**

This agenda item is confidential information for the purposes of section 3(1) of the Local Government Act 2020:

- because it is legal privileged information, being information to which legal professional privilege or client legal privilege applies (section 3(1)(e)), and personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs (section 3(1)(f)); and
- Personal Information

**CARRIED UNANIMOUSLY**

*It is recorded that Cr Karlake re-entered the Chamber at 9:13pm.*

*It is recorded that all community member vacated the chamber and the livestreaming was disabled ahead of the Confidential Items discussion at 9.15pm.*

**14. CLOSURE OF MEETING**

The meeting closed at 9.27pm.

Confirmed this 18 March 2025 Ordinary Council Meeting

**Chairperson.....**