



Agenda

Scheduled Council Meeting

Monday 21 March 2022 at 7:30 pm

You are advised that a Meeting of Council has been called by the Chief Executive Officer on Monday 21 March 2022 at 7:30 pm for the transaction of the following business.

This meeting will be held in the Community Hall at Whittlesea Community Activity Centre, 57 Laurel Street, Whittlesea and will be [livestreamed via Council’s website](https://www.whittlesea.vic.gov.au/about-us/council/council-meetings/).

**C Lloyd**

**Chief Executive Officer**

Administrators

Lydia Wilson Chair of Council

Peita Duncan Administrator

Chris Eddy Administrator

On 19 June 2020 the Acting Minister for Local Government appointed the Panel of Administrators for the City of Whittlesea and appointed Ms Lydia Wilson as Chair of the Panel. The Panel of Administrators comprises of Ms Lydia Wilson, Ms Peita Duncan and Mr Chris Eddy who will undertake the duties of the Council of the City of Whittlesea until the October 2024 Local Government Election.

Senior Officers

Craig Lloyd Chief Executive Officer

Frank Joyce Executive Manager Governance & Strategy

Marilyn Kearney Interim Director Corporate & Shared Services

Janine Morgan Executive Manager Public Affairs

Justin O’Meara Director Planning & Development

Debbie Wood Director Infrastructure & Environment

Order of Business

The Chief Executive Officer submits the following business:

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[1.2 Acknowledgement of Traditional Owners Statement 6](#_Toc98414954)

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**Note:**

At the Chair of Council’s discretion, the meeting may be closed to the public in accordance with Section 66(2)(a) of the *Local Government Act 2020*. The provision which is likely to be relied upon to enable closure is set out in each item. These reports are not available for public distribution.

**Question Time:**

During the meeting, the Chief Executive Officer will answer questions from residents and ratepayers. Questions are required to be submitted in writing prior to the advertised commencement time of a Scheduled Council Meeting. It is preferred to receive any questions by 3.30pm unless this unreasonably prevents or hinders you from participating. A Question Time form can be downloaded from Council’s website and copies of the form are available at the meeting. Refer: <https://www.whittlesea.vic.gov.au/about-us/council/council-meetings/>

Council will hold public question time for up to 30 minutes at each Scheduled Council Meeting to allow members of the public to present the questions they have submitted to Council. When Council Meetings are held remotely by electronic means in accordance with Section 394 of the *Local Government Act 2020,* members of the public will be unable to present their questions, however the Chief Executive Officer will read out and answer questions from residents and ratepayers.

Council is committed to ensuring that all residents and ratepayers of the municipality may contribute to Council’s democratic process and therefore, if you have special requirements, please telephone the Governance Team prior to any Council Meeting on (03) 9217 2294.

**1 Opening**

**1.1 Meeting Opening and Introductions**

The Chair of Council, Lydia Wilson will open the meeting and introduce the Administrators and Chief Executive Officer:

Administrator, Ms Peita Duncan;

Administrator, Mr Chris Eddy; and

Chief Executive Officer, Mr Craig Lloyd.

The Chief Executive Officer, Craig Lloyd will introduce members of the Executive Leadership Team:

Executive Manager Governance and Strategy, Mr Frank Joyce;

Interim Director Corporate and Shared Services, Ms Marilyn Kearney;

Executive Manager Public Affairs, Ms Janine Morgan;

Director Planning and Development, Mr Justin O’Meara; and

Director Infrastructure and Environment, Ms Debbie Wood.

Following the Introductions, the Chief Executive Officer, Craig Lloyd will then read the following prayer:

*Almighty God, we ask for your blessing upon this council to make informed and good decisions to benefit the people of the City of Whittlesea.*

*Our father who art in heaven, hallowed be thy name, Thy kingdom come, Thy will be done in earth as it is in heaven. Give us this day our daily bread and forgive us our trespasses as we forgive them that trespass against us; and lead us not into temptation but deliver us from evil, For thine is the kingdom, the power and the glory, for ever and ever.*

*Amen*

**1.2 Acknowledgement of Traditional Owners Statement**

The Chair of Council, Lydia Wilson will read the following statement:

“On behalf of the City of Whittlesea I recognise the rich Aboriginal heritage of this country and acknowledge the Wurundjeri Willum Clan as the Traditional Owners of this place.

I would also like to personally acknowledge Elders past, present and emerging.”

**1.3 Attendance**

**2 Declarations of Conflict of Interest**

**3 Confirmation of Minutes of Previous Meeting/s**

**Recommendation**

**THAT the following Minutes of the preceding meeting as circulated, be confirmed:**

**Scheduled Meeting of Council held 21 February 2022.**

**4 Public Questions, Petitions and Joint Letters**

**4.1 Public Question Time**

**4.2 Petitions**

4.2.1 Petition - Palm Street Tree Replacement Request

**4.2.1 Petition - Palm Street Tree Replacement Request**

A petition has been received from 15 residents requesting Council to remove five (5) mature Paperbark trees in Palm Street, Thomastown and for these to be replaced with an Ornamental Pear tree (*Pyrus calleryana* ‘Aristocrat’).

**Recommendation**

**THAT Council note the petition from 15 residents requesting Council to remove five street trees from Palm Street, Thomastown and replace these trees with Ornamental Pear trees (*Pyrus calleryana* ‘Aristocrat’) and write to the signatories to inform them that:**

* **The five (5) existing trees will be reassessed by an independent arboricultural consultant, to validate the trees’ health and useful life expectancy.**
* **Once the assessment has been completed, a report will be presented to the scheduled Council Meeting being held on 11 April 2022.**

**4.3 Joint Letters**

**5 Officers' Reports**

**5.1 Connected Communities**

**5.2 Livable Neighbourhoods**

5.2.1 Joint Letter Parking Management: English Street, Donnybrook

**5.2.1 Joint Letter Parking Management: English Street, Donnybrook**

**Responsible Officer** Director Infrastructure & Environment

**Author** Michael Lamers, Unit Manager Traffic & Transport

**In Attendance** Fiona Henningsen, Acting Manager Urban Design & Transport

Michael Lamers, Unit Manager Traffic & Transport

**Attachments**

1. Locality Plan [**5.2.1.1** - 1 page]
2. Parking Availability Plan [**5.2.1.2** - 1 page]

**Purpose**

The purpose of this report is to consider a request by residents of 82 to 100 English Street, Donnybrook, for Council to provide parking bays on the west side of English Street in front of their properties, and for pathways to be provided between the parking bays and each property.

**Brief Overview**

Eleven residents of ten properties located at 82 to 100 English Street submitted a Joint Letter to Council, in which the residents requested that parking bays be provided in front of their properties on English Street and that pathways be provided between the carriageway and their properties to allow for easy access to the properties.

In support of the request, the residents cited concerns regarding insufficient parking in front of properties being a safety concern as some visitors' park on the nature strip, this damages the grass and leaves it muddy and unappealing, and this could cause falls and trips, access for emergency serves may be impeded and emergency services personnel may need to carry equipment across the muddy nature strip and enter new homes with mud all over them.

At the Council meeting held on Monday, 6 December 2021, Council resolved to receive the Joint Letter, and requested that a report on this matter be prepared for consideration at the Council Meeting on 21 March 2022.

**Recommendation**

**In response to a joint letter from 11 residents of 82-100 English Street in Donnybrook, requesting additional parking bays and footpath links outside their properties, that Council:**

1. **Decline the request due to the area already having adequate car parking and footpaths that meet the required standards.**
2. **Advise the head petitioner and petitioners of the outcome of the resolution, to decline the request as outlined in the submitted joint letter.**

**Key Information**

**Site Context and Locality**

The eleven Joint Letter signatories are residents of 82 to 100 English Street, in a medium density residential development (comprising 10 dwellings) on the west side of English Street in the developing suburb of Donnybrook (see *Attachment 1).* This development is typical of many medium density residential developments in growth area suburbs.

The development consists of two storey, three-bedroom dwellings and double garages, with frontage and pedestrian access to English Street and with garage access via a local residential street, Errol Way, although some maps, GPS and mapping systems indicate this is Thornbury Street to the rear.

English Street is divided with a current cross-section of 2 x 5.5m carriageways, a 5.5m centre median, 2 x 5.7m grassed nature strips and 2 x 3.0m wide shared (pedestrian and bicycle) paths. The English Street Precinct Structure Plan indicates that in the future, English Street will be widened to provide 2 x 7.0m carriageways. This will be done by reducing the nature strips to 4.2m. English Street currently functions as a major collector road and when widened it will function as an arterial road.

At the rear of the medium density site is Errol Way which is 7.3m wide, and on the south side of the site is Swanley Street, also 7.3m wide. These are standard widths for local residential streets in growth area suburbs for situations where there is residential development on both sides of the carriageway.

**Parking Availability**

Currently, parking opportunities are available:

* In the double garages provided at each dwelling – 20 spaces
* On-street in (see *Attachment 2*):
  + Errol Way – 7 spaces
  + Swanley Street – 3 spaces
  + English Street – 10 spaces**1**

Total on-street (current) – 20 spaces

Note 1: Whilst there is adequate carriage width to allow 10 parallel parking spaces on the west side of English Street, when the carriageway is widened in the future for a second trafficable lane, parking will not be permitted.

With the development of residential subdivisions in growth area suburbs, an objective is to provide one on-street parking opportunity per residential allotment. With the parking available in Errol Way (7) and Swanley Street (3), 10 spaces are provided for the 10 dwellings, meeting the development parking objective.

In addition, currently 10 parking spaces are available in English Street providing additional parking opportunities for the residents. Future widening of English Street will remove these parking spaces, however there will still be 10 on-street spaces available in Errol Way and Swanley Street.

**Construction of Parking Bays**

The construction of parking bays as requested by the residents would be problematic as:

* This would only be an interim measure, ie. until English Street is widened as the parking bays would be located within the area set aside for future widening, and thus removed when the widening occurs
* The parking bays could not be relocated when widening occurs as the cost to relocate underground services (gas, water, electricity, and communications) would be prohibitive at any future stage.
* The estimated cost of 10 parking bays would be $100,000.

**Footpath Links**

The nature strips in English Street meet the requirements of the Disability Discrimination Act (DDA) permitting use by pedestrians and emergency officials to walk across as required.

The Joint Letter requests that pathways are provided between the carriageway and footpath for easy access to each property. Footpath links across grassed nature strips between parking spaces and properties are not needed in urban residential areas. At this location there are no tangible differences with the nature strip compared to other residential nature strips throughout the municipality, other than some sections of the nature strip that are in poor condition. This is due to damage caused by vehicles parking on the nature strips in contravention of road rules. Maintaining the nature strip abutting the property, and ensuring it is in a safe and tidy condition is the responsibility of the resident/owner of the property.

**Community Consultation and Engagement**

The 11 signatories represent all the 10 properties in this section of English Street and no broader specific consultation is considered necessary. All 11 signatories will be advised of Council’s decision on this matter.

**Alignment to Community Plan, Policies or Strategies**

Alignment to Whittlesea 2040 and Community Plan 2021-2025:

**High performing organisation**  
We engage effectively with the community, deliver efficient and effective services and initiatives, make decision in the best interest of our community and deliver value to our community.

**Considerations**

**Environmental**

No implications

**Social, Cultural and Health**

No implications

**Economic**

No implications

**Financial Implications**

The estimated costs of any works are not included in the current New Works budget.

**Link to Strategic Risk**

**Strategic Risk** *Not linked to the risks within the Strategic Risk Register.*

**Implementation Strategy**

**Communication**

All signatories to the Joint Letter will be advised of the Council decision following the Council Meeting.

**Critical Dates**

No critical dates identified.

**Declaration of Conflict of Interest**

Under Section 130 of the *Local Government Act 2020* and Rule 47 of the Governance Rules 2021, officers providing advice to Council are required to disclose any conflict of interest they have in a matter and explain the nature of the conflict.  
  
The Responsible Officer reviewing this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

**Conclusion**

Whilst Council has considered the joint letter from the 11 residents of the 10 dwellings at English Street, in consideration of the available off-street and on-street parking opportunities for residents and visitors, it is not recommended that additional parking be provided.

There is no justification for footpath links to be provided in this situation as the footpath arrangements meet the required standards.

**5.3 Strong Local Economy**

5.3.1 Proposed Whittlesea Business Network

**5.3.1 Proposed Whittlesea Business Network**

**Responsible Officer** Director Planning & Development

**Author** Business Engagement Officer

**In Attendance** Michelle Isherwood, Unit Manager Business Engagement & Support

Craig Emmerson, Senior Business Engagement Officer

**Attachments**

1. City of Whittlesea Business Network Terms and Conditions (003) (002) [**5.3.1.1** - 2 pages]

**Purpose**

This report is being presented to Council to seek endorsement for the establishment of the City of Whittlesea Business Network and its associated Terms and Conditions (Attachment 1).

**Brief Overview**

The proposed City of Whittlesea Business Network (Network) is being established to further enhance and complement Council’s existing engagement with the local business community. The purpose of the Network is to support local businesses to be successful, innovative, feel connected and prosper.

The function of the Network will be supported by the Terms and Conditions (Attachment 1). The Terms and Conditions, in parallel with membership numbers and membership demographics, will be reviewed annually.

The Network will provide local businesses with regular networking events, mentoring, industry specific programs and training. The events will enable businesses to learn more about the services and offerings that Council delivers to support the business community.

The Network will then be managed by Council for four years until 1 July 2026, with the intention of the group to be self-sufficient. At this time Council’s Economic Development team will provide a supportive role. Following this period, the objective is for the Network to be managed and delivered by an external organisation.

**Recommendation**

**That Council:**

1. **Endorse the City of Whittlesea Business Network Terms and Conditions; and**
2. **Endorse the commencement of promoting Whittlesea Business Network membership applications via engagement with the local business community.**

**Key Information**

The proposed City of Whittlesea Business Network will:

* Be membership-based and open to all businesses with a valid ABN that operate within the City of Whittlesea.
* Incur a small membership fee of $10 in the first year to ensure business’ commitment. Membership fees will be reviewed annually.
* Provide members with the opportunity to engage with businesses across the City of Whittlesea, establishing new and strengthening existing relationships, and helping businesses to grow and prosper.
* Bring together all businesses (different sectors and sizes) from across the City of Whittlesea, allowing them to collaborate and increase business-to-business transactions.
* Give members the opportunity to attend invite-only networking events and other industry related events free of charge or at a discounted rate.
* Provide an opportunity for one member to sit on Council’s Business Advisory Panel as the small business representative through an Expression of Interest. The representative will be selected by the Business Advisory Panel.

It is envisaged that the Network will enable Council to gain valuable knowledge regarding our business community which will inform the future planning of business support and development programs delivered by the Economic Development Department.

Council officers will monitor membership growth and act as a conduit for business-to-business enquiries.

The coordination of events, activities and information will be supported by relevant Council officers based on special interest groups when required, including topics such as circular economy, visitor economy, retail, tendering, etc.

The Economic Development Department will inform and promote the Network, events and other opportunities to prospective members through the various channels:

* Highlighted at the upcoming Strong Local Economy launch event
* Online platforms including but not limited to Council’s website
* Business eNewsletter
* City of Whittlesea social media channels (Facebook and LinkedIn)
* Materials shared by COVID Business Support Officers when carrying out face to face business visits
* Other Council or Economic Development events. i.e., Women in Business event, Welcome Expo
* Regular engagement with new and existing businesses, trader groups and centre managers.

The proposed activities mentioned above will be supported by a communications plan.

The Network will be managed by Council for four years, until 1 July 2026, with the intention of the group to be self-sufficient and be managed and delivered by an external organisation. During this time Council’s Economic Development Department will continually review the program and support members during a transition phase to ensure the Network’s longevity. After this time Council’s Economic Development Department will provide a supportive role.

**Community Consultation and Engagement**

Feedback captured through survey results from Council’s 2021 business networking series, delivered in collaboration with Banyule City Council and Nillumbik Shire Council, confirms business networking is much sought after by the local business community.

The members of the Network will be surveyed on an annual basis, and their feedback will help inform future direction and content of the proposed inclusions offered to members.

**Alignment to Community Plan, Policies or Strategies**

Alignment to Whittlesea 2040 and Community Plan 2021-2025:

**Strong local economy**  
Our City is a smart choice for innovation, business growth and industry as well as supporting local businesses to be successful, enabling opportunities for local work and education.

The establishment of the Network aligns with Council’s Strong Local Economy Strategy and is highlighted in the 2022/2023 Action Plan to support the outcome of ‘Our Economy has a diverse base that fosters small business development’.

**Goal**  Strong Local Economy

**Key Direction** Successful, innovative local businesses

**Considerations**

**Environmental**

Positive impact – the Network will aim to connect local businesses and encourage the increase of local goods and service transactions. Increasing the local spend can contribute to reducing transportation, carbon emissions and waste management. Network members will also have an opportunity to engage with Council on local procurement opportunities.

**Social, Cultural and Health**

Positive impact – the Network provides the opportunity to improve mental health and wellbeing through connection with peers and development of upskilling.

**Economic**

Positive impact – the Network supports economic outcomes and aligns with the vision and key directions of Whittlesea 2040: A place for all. The Network will provide opportunities for local businesses to thrive, upskill and increase business-to-business transactions.

**Financial Implications**

No additional financial commitment is required from Council. The establishment of the Network and its activities will be delivered by a combination of existing resources and operating budget and membership fees obtained.

**Link to Strategic Risk**

**Strategic Risk** *Not linked to the risks within the Strategic Risk Register*

**Implementation Strategy**

**Communication**

The opportunity to join the Network will be communicated through economic development channels including the business eNewsletter, Council’s online platforms and social media channels.

A communications plan will be developed and implemented to support awareness and encourage engagement and participation. Businesses will be invited to sign up as members, pay a small membership fee to ensure commitment and adhere to the Terms and Conditions.

**Critical Dates**

* The Network will be launched on 31 March 2022 with promotional activities to commence in April 2022.
* The Network will become active in June/July 2022 with a welcome event.

**Declaration of Conflict of Interest**

Under Section 130 of the *Local Government Act 2020* and Rule 47 of the Governance Rules 2021, officers providing advice to Council are required to disclose any conflict of interest they have in a matter and explain the nature of the conflict.  
  
The Responsible Officer reviewing this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

**Conclusion**

The proposed City of Whittlesea Business Network will further enhance and complement Council’s existing engagement with the local business community.

Businesses of all types and sizes will be encouraged to join the Network and its function will be supported by the Terms and Conditions.

**5.4 Sustainable Environment**

**5.5 High Performing Organisation**

5.5.1 Construction of HR Uren Recreation Reserve Pavilion and Car Park Redevelopment Contract 2021-91 Tender Evaluation Report

**5.5.1 Construction of HR Uren Recreation Reserve Pavilion and Car Park Redevelopment Contract 2021-91 Tender Evaluation Report**

**Responsible Officer** Director Infrastructure & Environment

**Author** Senior Project Manager

**In Attendance** Nick Mazzarella, Manager Capital Delivery

**Attachments**

1. CONFIDENTIAL REDACTED - 2021 91 Contract Tender Evaluation Report Confidential attachment v1 [**5.5.1.1** - 4 pages]
2. 2022 02 28 Concept Council Briefing Report Pavilion Car Par [**5.5.1.2** - 1 page]

This attachment has been designated as confidential by the Director Infrastructure & Environment, under delegation from the Chief Executive Officer, in accordance with Rule 53 of the Governance Rules 2021 and sections 66(5) and 3(1) of the *Local Government Act 2020* on the grounds that it contains Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released.  In particular, the attachment contains information regarding tender amounts submitted by tenderers and tender evaluation scoring prepared by Council officers. It also contains details of credit and reference checks about the tenderers provided to Council in confidence. The release of this information could reasonably be expected to prejudice the commercial position of the persons who supplied the information or to confer a commercial advantage on a third party.  
 **Purpose**

The purpose of this report is to seek endorsement of the award of Contract Number 2021-91 for the construction of the HR Uren Recreation Reserve Pavilion and Carpark Redevelopment.

**Brief Overview**

The Tender Evaluation Panel advises that:

* Three tenders were received
* The recommended tender was the highest ranked and is considered best value because it is the lowest tender lump sum price and has demonstrated that it has the ability to deliver this project in accordance with Council’s specified requirements.
* Collaborative tendering was not undertaken in relation to this procurement because it is not listed in the Northern Councils Alliance consolidated contract register and this contract relates to a unique need for the City of Whittlesea.

**Recommendation**

**That Council:**

1. **Accept the tender submitted by JR & BL Kendall Pty Ltd for the sum of $2,288,092 (excluding GST) for the following contract:**

**Contract Number: 2021-91**

**Title: Construction of the HR Uren Recreation Reserve Pavilion and Carpark Redevelopment.**

**Subject to the following conditions:**

1. **Tenderer to provide proof of currency of insurance cover as required in the tender documents.**
2. **Price variations to be in accordance with the provisions as set out in the tender documents.**
3. **Tenderer to provide contract security as required in the tender documents.**
4. **Approve the funding arrangements detailed in the confidential attachment.**

**Key Information**

**Background**

The purpose of this report is to seek endorsement of the award of Contract Number 2021-91 for the construction of the HR Uren Recreation Reserve pavilion and carpark redevelopment.

The existing HR Uren Recreation Reserve pavilion and carpark were constructed pre-2000 and the pavilion was extended in 2010. These facilities no longer meet minimum facility standards or the needs of current users due to the aging infrastructure and dual use of the player changing rooms as a social room. This impacts on the sports club’s ability to grow participation, host back-to-back fixtures and create community connection within the club and with the wider community. In addition, the car park requires an upgrade to ensure safety and additional capacity.

The proposed scope of work includes construction of a standalone community space and canteen that can be used as a social space during scheduled club use of the facility. This new community space can also be used by the community through a booking system. The car park will also be extended and reconfigured. Refer to attached concept plan.

Tenders for the contract closed on the 23 November 2021. The tendered prices and a summary of the evaluation are detailed in the confidential attachment.

**Evaluation**

No member of the Tender Evaluation Panel declared any conflict of interest in relation to this tender evaluation.

A Tender Probity and Evaluation Plan was designed specifically for this tender process, and it was authorised prior to this tender being advertised. All tenders received were evaluated in accordance with that plan. The evaluation involving scoring of conforming and competitive tenders according to these pre-determined criteria and weightings:

|  |  |
| --- | --- |
| **Criteria** | **Weighting** |
| Price | 50% |
| Capability | 23% |
| Capacity | 20% |
| Impact | 7% |

The weightings reflect the relative importance of each element to this particular contract. They were determined as being most appropriate after considering numerous factors including (but not restricted to) the time, quality, risk and contract management requirements which were likely to have the most impact on the achievement of best value.

Only tenders that were conforming and competitive were fully scored. Tender submissions that were evaluated as non-conforming or not sufficiently competitive were set aside from further evaluation. In cases where this occurred the reasons for that outcome are detailed in the confidential attachment.

The evaluation outcome was as follows:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Tenderer** | **Conforming** | **Competitive** | **Score** | **Rank** |
| Tenderer A  JR & BL Kendall Pty Ltd | Yes | Yes | 90.7 | 1 |
| Tenderer B | Yes | Yes | 88.0 | 2 |
| Tenderer C | No | Yes | Did not proceed with evaluation | |

Refer to the confidential attachment for further details of the evaluation of all tenders.

The Tender Evaluation Panel recommends the tender from JR & BL Kendall Pty Ltd as it the highest ranked, achieves the project objectives and is value for money. JR & BL Kendall Pty Ltd is also a local tenderer as it has an operational business premises within the municipal borders of the Northern Council Alliance (NCA) comprising of the Cities of Banyule, Hume, Moreland and Whittlesea and the Mitchell and Nillumbik Shire Councils.

**Community Consultation and Engagement**

Sports Clubs that use the recreation reserve have been consulted regarding the scope and timing of the upgrade works.

**Alignment to Community Plan, Policies or Strategies**

Alignment to Whittlesea 2040 and Community Plan 2021-2025:

**Connected communities**  
We work to foster an inclusive, healthy, safe and welcoming community where all ways of life are celebrated and supported

The facility is required to provide opportunities to connect and build social networks.

**Considerations**

**Environmental**

The project incorporates environmental sustainable design principles that exceeds the National Code for Construction (NCC).

The preferred contractor has demonstrated that they have an internal quality system for environmental management during the works.

**Social, Cultural and Health**

The contract management will include Key Performance Indicators that relate to Occupational Health & Safety and traffic & pedestrian management to ensure a safe work site is maintained throughout the contract. The new completed facility will increase opportunities for the club and local community to create social and cultural connections.

**Economic**

The project will provide the community with a fit for purpose, compliant and accessible facility that will increase participation and create community connection within the sporting club and the wider community.

The project delivery will also create construction jobs.

**Financial Implications**

The cost is included in the current budget. Sufficient funding for this contract is available in the new works program for the construction of the HR Uren Recreation Reserve Pavilion and Carpark redevelopment.

**Link to Strategic Risk**

**Strategic Risk** *Service Delivery - Inability to plan for and provide critical community services and infrastructure impacting on community wellbeing*

Awarding this contract will enable Council to provide the community with adequate and safe community infrastructure that meet current needs of the club and increase community participation.

**Implementation Strategy**

**Communication**

A project sign will be installed on site prior to the works commencing. Relevant stakeholders will be informed of the works and the community will be kept up to date through Council’s various communication channels.

**Critical Dates**

The completion date for this contract is anticipated for mid 2023.

**Declaration of Conflict of Interest**

Under Section 130 of the *Local Government Act 2020* and Rule 47 of the Governance Rules 2021, officers providing advice to Council are required to disclose any conflict of interest they have in a matter and explain the nature of the conflict.  
  
The Responsible Officer reviewing this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

**Conclusion**

The tender from JR & BL Kendall Pty Ltd was determined to be best value and it is considered that this company can undertake the contract to the required standards and minimal impact to Council.

5.5.2 Proposed Community Plan Action Plan 2022-2023

**5.5.2 Proposed Community Plan Action Plan 2022-2023**

**Responsible Officer** Executive Manager Governance & Strategy

**Author** Unit Manager Corporate Planning & Improvement

**In Attendance** Robert Kisgen, Unit Manager Corporate Planning & Improvement

**Attachments**

1. Proposed Community Plan Action Plan 2022-2023 [**5.5.2.1** - 4 pages]

**Purpose**

The purpose of this report is for the Council to consider adopting the Proposed Community Plan Action Plan 2022-2023 (the ‘Proposed Action Plan’), before publication for community consultation and engagement for a period of four weeks.

**Brief Overview**

The Proposed Community Plan Action Plan 2022-2023 is the year 2 annual supplement to the Community Plan 2021-2025. It articulates the key actions prioritised for delivery in the financial year 2022-2023. The Proposed Action Plan plays a pivotal role in working towards the vision and strategic direction embedded in Whittlesea 2040 and the Community Plan 2021-2025.

**Recommendation**

**That Council:**

1. **Endorse the Proposed Community Plan Action Plan 2022-2023 (the ‘Proposed Action Plan') to be released for public consultation for the period of Wednesday 30 March 2022 to Tuesday 26 April 2022, 5pm.**
2. **Note that copies of the Proposed Action Plan will be made available for inspection via Whittlesea City Council's website — www.engage.whittlesea.vic.gov.au during the period of Wednesday 30 March 2022 to Tuesday 26 April 2022 with physical copies mailed out upon request.**
3. **Proactively seek written public submissions on the Proposed Action Plan during the consultation period of Wednesday 30 March 2022 to 5pm Tuesday 26 April 2022.**
4. **Establish a Community Plan Action Plan Advisory Committee of Council comprising of Administrators Wilson, Duncan and Eddy to meet on 6 June 2022 at 5.30pm to consider public submissions on the Proposed Action Plan 2022-2023 and to hear from any person who requests to speak in support of their submission.**
5. **Note that the Community Plan Action Plan Advisory Committee will provide any recommendations to Council at the Council Meeting to be held at 6.30pm on Monday 27 June 2022.**

**Key Information**

The Proposed Action Plan comprises 125 proposed key actions. The actions cover all five goals in Whittlesea 2040 and the Community Plan: (1) Connected community, (2) Liveable neighbourhoods, (3) Strong local economy, (4) Sustainable environment, and (5) High-performing organisation. The 125 key actions also progress the work on 56 of the 61 key initiatives, which are defined in the Community Plan 2021-2025 as priorities to be implemented across the four years.

Key actions include major community infrastructure projects such as investment into the Quarry Hills Regional Park and Aboriginal Gathering Place, the regional sports and aquatic centre in Mernda, and the community centre in Wollert. The rollout of a glass recycling service, online local law applications and place-based youth development services are some of the highlights in enhancing valued community services. Council will also advocate for improved transport outcomes around road, public transport, and active travel infrastructure, as well as for our employment precincts and improved access to mental health services.

The proposed key actions represent approximate $40 million of Council’s Proposed Annual Budget 2022-2023 dedicated towards improving community outcomes through community services and assets, improvement initiatives, partnership opportunities and advocacy priorities. Of the $40 million, $38.3 million will be spent on capital works, compared to $1.6 million on operational expenditure projects. $6.6 million of the $40 million is sourced from external grants, with the remainder being sourced by Council through rates, fees and charges and other incomes sources.

Please refer to the attachment for the Proposed Community Plan Action Plan 2022-2023.

**Community Consultation and Engagement**

The Community Plan 2021-2025 was developed with the engagement of more than 1,500 people and 26 community organisations throughout 2021. The Proposed Community Plan Action Plan 2022-2023 is the year two annual supplement of the Community Plan 2021-2025 and draws on this community feedback.

Subject to Council resolution, the Proposed Action Plan will be exhibited via Council’s website www.engage.whittlesea.vic.gov.au for a four-week community consultation period to encourage City of Whittlesea community members to provide submissions on the Proposed Action Plan. A Community Plan Action Plan Advisory Committee of Council will be established to consider submissions and hear from members of the public who wish to speak to their submissions prior to making any recommendations to Council.

**Alignment to Community Plan, Policies or Strategies**

Alignment to Whittlesea 2040 and Community Plan 2021-2025:

**High performing organisation**We engage effectively with the community, deliver efficient and effective services and initiatives, make decision in the best interest of our community, and deliver value to our community.

The Proposed Action Plan articulates the key actions Council prioritises for delivery in the financial year 2022-2023; it serves the purpose of specifying the program of work with a view towards implementing the Community Plan 2021-2025 effectively.

**Considerations**

The Proposed Action Plan incorporates priority actions identified across all the considerations areas discussed below as well as many of Council’s strategies and plans. For example, the Proposed Action Plan includes actions from the recently adopted Investment Attraction Plan, the Rethinking Waste Plan, the Greening Whittlesea – City Forest Strategy, or the Integrated Water Management Plan.

**Environmental**

The Proposed Action Plan prioritises the City of Whittlesea’s key actions in the environmental space for the financial year 2022-2023, in line with the community vision articulated in ‘Whittlesea 2040 A place for all’, and the Community Plan 2021-2025.

**Social, Cultural and Health**

The Proposed Action Plan prioritises the City of Whittlesea’s key actions in the social, cultural and health space for the coming financial year. It also incorporates the actions relating to Public Health and Wellbeing, COVID19 recovery and Disability Action, which are integrated into the Community Plan 2021-2025 and the annual Community Plan Action Plans.

**Economic**

The Proposed Action Plan prioritises the City of Whittlesea’s key actions in the economic space for the coming financial year.

**Financial Implications**

The actions included in the Proposed Action Plan amount to $1,621,850, which have been fully factored into the development of the Proposed Annual Budget 2022-2023.

**Link to Strategic Risk**

**Strategic Risk** *Governance - Ineffective governance of Council’s operations and activities resulting in either a legislative or policy breach*

Under the Local Government Act 2020, Council is obliged to develop a Council Plan which articulates the key initiatives and actions for delivery in any given financial year. Failure to do so would result in legislative breach, ineffective governance, and potentially poorer outcomes for our community.

**Implementation Strategy**

**Communication**

Internal stakeholders will be updated on whether proposals led by their respective areas are included in the Proposed Community Plan Action Plan 2022-2023, or for what reasons proposals are not being included.

The public will be informed of the adoption of the Proposed Action Plan, and the opportunity to provide submissions on the key actions included. This will involve regular communication channels including website, social media, Local Scoop, emails to community groups, as well as presentations at scheduled network meetings. A Community Plan Action Plan Advisory Committee to Council will consider community submissions regarding the Proposed Action Plan and hear community members who wish to present their submission in person.

**Critical Dates**

30 March 2022 to 5pm Tuesday 26 April 2022 Community consultation/engagement

6 June 2022 Community Plan Action Plan Advisory Committee to Council Meeting to hear submissions of community members

27 June 2022 Council Meeting to adopt Proposed Action Plan

**Declaration of Conflict of Interest**

Under Section 130 of the *Local Government Act 2020* and Rule 47 of the Governance Rules 2021, officers providing advice to Council are required to disclose any conflict of interest they have in a matter and explain the nature of the conflict.

The Responsible Officer reviewing this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

**Conclusion**

The Proposed Community Plan Action Plan 2022-2023 comprises 125 key actions representing approximately $40 million of funding included in the Proposed Annual Budget 2022-2023. The draft Plan covers all W2040 goals as well as 56 of the 61 key initiatives Council committed to delivering over the four-year Community Plan period 2021-2025. Following adoption of the Proposed Action Plan, community members will have the opportunity to voice their views via submissions, to be considered by an Advisory Committee before Council adopts the final Community Plan Action Plan 2022-2023.

5.5.3 Appointment of Independent Member to the Audit & Risk Committee

**5.5.3 Appointment of Independent Member to the Audit & Risk Committee**

**Responsible Officer** Executive Manager Governance & Strategy

**Purpose**

Current Audit & Risk Committee independent member, Ms Theresa Glab has advised that she wishes to conclude her term on the Committee, as of 30 June 2022. The purpose of this report is to appoint an independent member to the Audit & Risk Committee from 1 July 2022.

**Recommendation**

**That Council:**

1. **Appoint Dr Marco Bini as independent member to the City of Whittlesea’s Audit & Risk Committee commencing 1 July 2022 for a three-year term ending 30 June 2025, in accordance with the terms of reference contained in the Audit & Risk Committee Charter.**
2. **Write to Ms Glab to thank her for her service to the Audit & Risk Committee and Council.**

**Key Information**

Following advice from Audit & Risk Committee member Ms Theresa Glab that she wishes to conclude her term on the Committee, as of 30 June 2022, a vacancy on the Committee will become available.

As noted at the Council meeting on 4 October 2021, two independent members were appointed to the Audit & Risk Committee. These appointments were made following an advertising process, inviting expressions of interest for independent members to join the Audit & Risk Committee. Twenty-six applicants submitted written applications. A selection panel comprising the Chair of Council, CEO and Chairman of the Audit & Risk Committee reviewed the 26 applications received for shortlisting. Five applicants were shortlisted, and all attended for an interview with the selection panel. All candidates interviewed had strong financial, business, compliance and risk management experience, along with a sound knowledge of local government issues and extensive experience with Audit & Risk Committees. In addition to the two recommended appointments, the selection panel identified a third candidate, Dr Marco Bini that would be suitable if a vacancy were to arise on the Committee in the short term.

Dr Bini has extensive experience in general legal practice, policy advice, legislation, audit,

public sector administration and Governmental process gained through a variety of roles in the public sector. Dr Bini is currently an Independent Advisor, Governance and Integrity. He also holds a current appointment with the Audit & Risk Committee at Darebin City Council.

Reference checks for Dr Bini confirmed the value he would add to the Audit and Risk Committee and the skills and experience he would bring to the role.

It is recommended that Dr Marco Bini be appointed to the Committee from 1 July 2022 for a three-year term ending 30 June 2025, in accordance with the terms of reference contained in the revised Audit & Risk Committee Charter.

**Alignment to Community Plan, Policies or Strategies**

Alignment to Whittlesea 2040 and Community Plan 2021-2025:

**High performing organisation**We engage effectively with the community, deliver efficient and effective services and initiatives, make decision in the best interest of our community and deliver value to our community

The establishment of the Audit & Risk Committee and the reports it receives are reflective of Council’s commitment to the implementation of good governance principles. The Committee provides advice to Council to assist with fulfilling its oversight responsibilities for the financial and non-financial reporting process, internal controls, the audit process, risk management and Council’s process for monitoring compliance with legislation and regulations and the Code of Conduct.

**Link to Strategic Risk**

**Strategic Risk** *Governance - Ineffective governance of Council’s operations and activities resulting in either a legislative or policy breach*

The Audit & Risk Committee assists Council in monitoring its governance requirements and provides advice to Council to assist with fulfilling its oversight responsibilities.

**Declaration of Conflict of Interest**

Under Section 130 of the *Local Government Act 2020* and Rule 47 of the Governance Rules 2021, officers providing advice to Council are required to disclose any conflict of interest they have in a matter and explain the nature of the conflict.  
  
The Responsible Officer reviewing this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

**Conclusion**

In accordance with Council’s Audit & Risk Committee Charter, Council is required to appoint independent members to the Committee from time to time. A vacancy will arise on the Committee from 30 June 2022. It is recommended that Dr Marco Bini be appointed to the Committee. Dr Bini has extensive experience and appropriate skills to offer Council’s Audit & Risk Committee and is worthy of appointment.

5.5.4 Unconfirmed Minutes of Audit & Risk Committee Meeting

**5.5.4 Unconfirmed Minutes of Audit & Risk Committee Meeting**

**Responsible Officer** Executive Manager Governance & Strategy

**Attachments**

1. Audit &Risk Committee Meeting Minutes 24 February 2022 [**5.5.4.1** - 25 pages]

**Purpose**

To enable Council to have oversightand understanding of the Audit & Risk Committee operations and as required under Council’s Audit & Risk Committee Charter, this report presents the Unconfirmed Minutes of the Audit & Risk Committee meeting held on 24 February 2022.

**Recommendation**

**That Council note the unconfirmed minutes of the Audit & Risk Committee meeting held on 24 February 2022.**

**Key Information**

The Audit & Risk Committee is an independent advisory committee of Council and its role is to report to Council and provide appropriate advice and recommendations on matters presented to it. It acts in this capacity by monitoring, reviewing and advising on issues within its scope of responsibility and assisting Council’s governance obligations to its community.

**Audit & Risk Committee Meeting 24 February 2022**

The Audit & Risk Committee considered several reports at the meeting held on 24 February 2022 (Attachment 1), as well as confirming minutes from the previous meeting held on 25 November 2021.

Main agenda items included:

* Audit & Risk Committee Work Plan and Charter Update
* CEO’s Update
* Corporate Performance Report for the Period Ended 31 December 2021
* Local Government Performance Reporting Framework – Quarter 2 2021/22 Performance Report
* Risk Management Update
* Internal Audit:
  + Internal Audit Status Report
  + Internal Audit Review: Portable and Attractive Assets
  + Outstanding Action Items from Internal Audit Reports
* External Audit Strategy
* Internal Assurance Program Update
* External Agency Examinations

**Alignment to Community Plan, Policies or Strategies**

Alignment to Whittlesea 2040 and Community Plan 2021-2025:

**High performing organisation**We engage effectively with the community, deliver efficient and effective services and initiatives, make decision in the best interest of our community and deliver value to our community

The establishment of the Audit & Risk Committee and the reports it receives are reflective of Council’s commitment to the implementation of good governance principles. The Committee provides advice to Council to assist in fulfilling its oversight responsibilities for the financial and non-financial reporting process, internal controls, the audit process, risk management and Council’s process for monitoring compliance with legislation and regulations and the Code of Conduct.

**Link to Strategic Risk**

**Strategic Risk** *Governance - Ineffective governance of Council’s operations and activities resulting in either a legislative or policy breach*

The Audit & Risk Committee assists Council in monitoring its governance requirements and provides advice to Council to assist with fulfilling its oversight responsibilities.

**Declaration of Conflict of Interest**

Under Section 130 of the *Local Government Act 2020* and Rule 47 of the Governance Rules 2021, officers providing advice to Council are required to disclose any conflict of interest they have in a matter and explain the nature of the conflict.  
  
The Responsible Officer reviewing this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

**Conclusion**

The Audit & Risk Committee met on 24 February 2022. The unconfirmed minutes of that meeting are attached to this report for noting by Council.

5.5.5 Proposed Annual Budget 2022-23

**5.5.5 Proposed Annual Budget 2022-23**

**Responsible Officer** Interim Director Corporate & Shared Services

**Author** Acting Chief Financial Officer

**In Attendance** Aaron Gerrard, Acting Chief Financial Officer

**Attachments**

1. City of Whittlesea Proposed Budget 2022-23 [**5.5.5.1** - 110 pages]

**Purpose**

It is proposed that Council approve the release of the Proposed Budget 2022-23 for community feedback.

**Brief Overview**

The City of Whittlesea’s Proposed Budget 2022-23 has been carefully and responsibly developed to ensure Council is prepared to respond to community needs both now and into the future, while maintaining a strong long-term financial position.

The Proposed Budget is $295.75 million, which includes an operating budget of $244.18 million and a capital works program of $51.57 million to deliver new and improved infrastructure and upgrade roads and facilities around the City.

The 2022-23 capital program resets our approach to capital delivery in a post-COVID environment and focuses on:

* delivering critical new projects
* delivering projects which were delayed due to the impacts of COVID on staff and supplies across the construction industry
* strengthening our pipeline of shovel-ready projects for grant funding.

The capital budget of $51.57 million excludes the anticipated carry forward of $20 million from 2021-22. When incorporated – the total capital program for 2022-23 will be $71.57 million.

The budget invests in the resources to support service delivery to respond to projections of unprecedented growth with our population expected to increase by 32% by 2030 with the addition of 8,000+ new residents each year and more than 60 babies each week.

It invests in local leadership development to ensure our community has the skills to be our next elected officials and strengthens our investment in economic development activities.

Council’s proposed budgeted cash result is $15.19 million, which is proposed to be transferred into a newly created Regional Sports & Aquatic Fund to help fund the delivery of a new regional state-of-the-art centre to support the City of Whittlesea community to lead healthy and active lifestyles.

Average rates in 2022-23 will increase by 1.75 per cent, in line with the rate cap set by the Victorian Government.

If endorsed to proceed to consultation, the Proposed Budget will be advertised on Wednesday 30 March 2022, allowing public comments and submissions to be received up until 5pm Tuesday 26 April 2022.

A Budget Submissions Advisory Committee to Council Meeting will be held on Monday 6 June 2022 to enable community members to speak to their submission.

The final Budget is scheduled to be adopted by Council at a Council Meeting to be held on Monday 27 June 2022 following consideration of any submissions by Council.

**Recommendation**

**That Council:**

1. **Endorse the Proposed Budget 2022-2023 to be released for public consultation for the period of Wednesday 30 March 2022 to 5pm Tuesday 26 April 2022.**
2. **Note that copies of the Proposed Budget 2022-2023 will be made available for inspection via Whittlesea City Council's website — www.whittlesea.vic.gov.au during the period of Wednesday 30 March 2022 to 5pm Tuesday 26 April 2022 with physical copies mailed out on request.**
3. **Proactively seek written public submissions on the Proposed Budget 2022-2023 during the consultation period of Wednesday 30 March 2022 to 5pm Tuesday 26 April 2022.**
4. **Establish a Budget Advisory Committee to Council comprising of Administrators \_\_\_\_ and \_\_\_\_ to meet on 6 June 2022 at 6.30pm to consider public submissions on the Proposed Budget 2022-2023 and to hear from any person who requests to speak in support of their submission.**
5. **Note that the Budget Advisory Committee to Council will provide any recommendations to Council at the Council Meeting to be held at 6.30pm on Monday 27 June 2022.**
6. **Resolve on establishment of a new reserve ‘Regional Sports and Aquatic Fund’ and make a proposed transfer to the reserve of $15.19 million.**

**Key Information**

This Proposed Budget has been carefully drafted over many months and balances the competing interests of catering to immediate needs whilst ensuring long-term financial sustainability.

Residents were able to provide their suggestions for inclusion into this budget during community consultation in September 2021. Melbourne was under lockdown restrictions at this time and engagement was conducted online via the engage Whittlesea website and 36 submissions were received.

* In 2022-23 Council will spend $295.75 million to deliver community services and invest in essential new infrastructure. This includes a $51.57 million capital works program.
* The proposed rate increase is 1.75 per cent, in line with the order by the Minister for Local Government on 29 December 2021. Council will not be seeking a variation to the rate cap for the 2022-23 year.
* Whittlesea introduced a separate waste charge in 2018-19 and this charge will continue in 2022-2023. Council will increase the waste charge by 13.8% or $15.80 per household to achieve full cost recovery by 2025-26.
* Council’s anticipated budgeted cash result is $15.19 million, which is proposed to be transferred into a newly created Regional Sports & Aquatic Fund to help fund the delivery of a new state-of-the-art centre to support the City of Whittlesea community to lead healthy and active lifestyles.

**Background**

The Proposed Budget (Attachment 1) has been prepared on the principles of responsible financial management to achieve an operating surplus that ensures and maintains long term financial sustainability and on a cash basis to deliver a surplus to fund new works.

The compilation of the Proposed Budget has been challenging to deliver services to a growing community, whilst improving organisation efficiencies and business processes.

Whilst always difficult to raise revenue, especially in times of economic uncertainty, the rate increase proposed is in line with the rate cap set by the State Government and provides for a responsible mix of recurrent and capital budget expenditures.

**Budget highlights**

Key highlights from Council's Proposed Budget 2022-23 include:

* Operating revenue of $256.69 million (excluding developer contributions, non-monetary assets and non-recurrent capital grants)
* Operating expenditure of $244.18 million
* Local roads restoration and resurfacing works of $11.96 million
* Upgrade parks and open spaces including Whittlesea Public Gardens, Kelynack Reserve and Redleap Reserve
* Deliver actions from the Investment Attraction Plan and Strong Local Economy Strategy Action
* Increase in Kindergarten spaces to meet the needs of our growing population
* Design of Aboriginal Gathering Place
* Continue to make it easier for residents to interact with Council through the delivery of our Customer First project
* Draft and consult with community on a new Green Wedge Management Plan
* Implement Rethinking Waste Plan including the provision of glass bin recycling service
* Increasing our tree canopy cover as part of the Greening Whittlesea Strategy.

**Service delivery**

This Budget marks the start of a strategic investment in staffing resources to keep pace with our growth in population and development.

We have strategically increased resourcing into areas to support delivery of our community plan, to meet the requirements of the Local Government Act 2020 and the changing service delivery environment across tiers of government.

Some services will be brought in-house to enable greater transparency, further efficiencies, and an ability to be responsive to changing community expectation.

Increasing staffing costs have been carefully considered in line with the offsets and savings in our operating budget from reduced consultancy and agency fees as well as our ability to deliver effectively what our community expects in the short, medium, and long term.

**Capital works**

Our Proposed Budget 2022-23 delivers a focused $51.57 million capital program that reflects the ongoing challenges to the supply and availability of labour and materials as a result of the pandemic and invests in planning for shovel-ready projects to maximise our opportunities for grant funding in future years.

Highlights include:

* Completion of Mill Park Basketball Stadium Redevelopment
* Completion of the Mernda Social Support Centre
* Continue improvements to Whittlesea Public Gardens which will include a skate, rock climbing wall, basketball courts, barbeque and shelter area and a car park
* Construct a basketball court, shelter and social gathering spaces and upgrade paths at the western end of Norris Bank Reserve
* Norris Bank Tennis Courts Redevelopment (design)
* Commence designing the Patterson Drive Community Centre/Kindergarten in Donnybrook
* Commence foundational infrastructure for development of the Quarry Hills precinct including drainage and trails
* Commence construction of a new playground, shelters and a multipurpose court at Kelynack Reserve
* Minor planned renewal works
* Street light bulb replacement program
* Ongoing programs to upgrade playgrounds and general landscape
* Implementation of Greening Whittlesea including tree planting programs.

**Waste charge**

The City of Whittlesea has been and continues to significantly subsidise the cost of waste provision to ratepayers.

The cost of providing waste services continues to increase each year due to various factors including the Victorian Government’s Landfill Levy and the requirement to transition to a 4-bin collection system in line with the Victorian Government’s, Recycling Victoria Strategy.

Council will continue to subsidise the cost of waste services for the next four years, increasing its waste charge by 13.8% or $15.80 each year until we achieve full cost recovery.

The City of Whittlesea’s waste charges remain significantly less than other Victorian councils who are facing similar challenges.

The 2022-2023 proposed waste service charges are as follows:

* Garbage (Red/Dark Green lid) and Recycling (Yellow lid) Bins
  + Combined charge of $130.20 per annum for residential and farming properties
  + Combined charge of $199.40 per annum for commercial and industrial properties
* Glass (Purple-lid) Bin to be rolled out in 2022-23
  + $22.55 per annum pro rata, based on when service is introduced
* Food and Garden Waste (Light green lid) Bin – OPTIONAL for eligible properties $87.63 per annum.

**Community Consultation and Engagement**

The Proposed Budget will be advertised on Wednesday 30 March 2022, allowing public comments and submissions to be received up until 5pm Tuesday 26 April 2022. We will provide people with the opportunity to have their say on the draft Budget and proposed Community Plan Action via a submission form on the Engage Whittlesea platform. We will initiate community conversation through digital and traditional media and Local Scoop as well as closing the loop with participants from last year’s Community Plan consultation.

Respondents will have the option to request to speak to their submission in person at the Budget Submissions Advisory Committee of Council Meeting.

We will also use existing community touch points across the month to inform the community about their opportunity to have their say including at the South Morang Farmers and Makers Market in April.

**Alignment to Community Plan, Policies or Strategies**

Alignment to Whittlesea 2040 and Community Plan 2021-2025:

**High performing organisation**We engage effectively with the community, deliver efficient and effective services and initiatives, make decision in the best interest of our community and deliver value to our community.

**Considerations**

**Environmental**

No implications

**Social, Cultural and Health**

No implications

**Economic**

No implications

**Financial Implications**

In 2022-2023 Council will spend $295.75 million to deliver more than 100 community services and invest in essential new infrastructure.

This includes a $51.57 million capital works program, with projects to build and upgrade community centres, sporting facilities, playgrounds, roads, bike paths and footpaths across our new and established areas.

**Link to Strategic Risk**

**Strategic Risk** *Financial Sustainability - Inability to meet current and future expenditure*The budget is the key tool to manage Council's short-term financial sustainability.

**Implementation Strategy**

**Communication**

Communication method to be discussed.

**Critical Dates**

The Proposed Budget will be advertised on Wednesday 30 March 2022, allowing public comments and submissions to be received up until 5pm Tuesday 26 April 2022.

It is proposed that the final Budget will be adopted by Council at a Council Meeting to be held on Monday 27 June 2022 following consideration of any submissions by Council.

**Declaration of Conflict of Interest**

Under Section 130 of the *Local Government Act 2020* and Rule 47 of the Governance Rules 2021, officers providing advice to Council are required to disclose any conflict of interest they have in a matter and explain the nature of the conflict.  
  
The Responsible Officer reviewing this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

**Conclusion**

Council has developed a responsible and financially sustainable budget that puts the City of Whittlesea in a strong fiscal position to manage future impacts of the pandemic and provide for the needs of our rapidly growing community.

Residents and other interested members of our community are invited to make comments and submissions on the Proposed Budget.

**6 Notices of Motion**

**7 Urgent Business**

**8 Reports from Council Representatives and CEO Update**

**9 Confidential Business**

Under section 66(2) of the Local Government Act 2020 a meeting considering confidential information may be closed to the public. Pursuant to sections 3(1) and 66(5) of the *Local Government Act 2020*.

**Recommendation**

**THAT the Chair of Council recommends that the meeting be closed to the public for the purpose of considering details relating to the following confidential matters in accordance with Section 66(2)(a) of the *Local Government Act 2020* as detailed.**

**9.1 Confidential Connected Communities**

Nil Reports

**9.2 Confidential Liveable Neighbourhoods**

Nil Reports

**9.3 Confidential Strong Local Economy**

Nil Reports

**9.4 Confidential Sustainable Environment**

Nil Reports

**9.5 Confidential High Performing Organisation**

Nil Reports

**9.6 Confidential Notices of Motion**

Nil Confidential Notices of Motion

**12 Closure**