



Agenda

Scheduled Council Meeting

Thursday 12 October 2023 at 10:00 am

You are advised that a Meeting of Council has been called by the Chief Executive Officer on Thursday 12 October 2023 at 10:00 am for the transaction of the following business.

In accordance with the Council resolution of 19 September 2023 this meeting will be held virtually 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

Christian Zahra AM Administrator

On 19 June 2020 the Acting Minister for Local Government appointed the Panel of Administrators for the City of Whittlesea and appointed Lydia Wilson as Chair of the Panel. The Panel of Administrators comprises of Lydia Wilson, Peita Duncan and Christian Zahra 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

Emma Appleton Director Planning & Development

Agata Chmielewski Director Community Wellbeing

Sarah Renner Director Customer & Corporate Services

Debbie Wood Director Infrastructure & Environment

Frank Joyce Executive Manager Strategy & Insights

Janine Morgan Executive Manager Public Affairs

Jacinta Stevens Executive Manager Office of Council & CEO

Order of Business

The Chief Executive Officer submits the following business:

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**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, Peita Duncan;

Administrator, Christian Zahra; and

Chief Executive Officer, Craig Lloyd.

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

Emma Appleton, Director Planning and Development;

Agata Chmielewski, Director Community Wellbeing;

Sarah Renner, Director Corporate and Customer Services;

Debbie Wood, Director Infrastructure and Environment;

Frank Joyce, Executive Manager Strategy and Insights;

Janine Morgan, Executive Manager Public Affairs; and

Jacinta Stevens, Executive Manager Office of Council and CEO.

**1.2 Acknowledgement of Traditional Owners Statement**

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

*“On behalf of Council, I recognise the rich Aboriginal heritage of this country and acknowledge the Wurundjeri Willum Clan and Taungurung People as the Traditional Owners of lands within the City of Whittlesea.*

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

**1.3 Diversity and Good Governance Statement**

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

*“At the City of Whittlesea we are proud of our diversity and the many cultures, faiths and beliefs that make up our community. We strive to be an inclusive welcoming City that fosters active participation, wellbeing and connection to each other and this land. We commit as a Council to making informed decisions to benefit the people of the City of Whittlesea now and into the future, to support our community’s vision of A Place For All.*”

**1.4 Attendance**

**2 Declarations of Conflict of Interest**

**3 Officers' Reports**

**3.1 Connected Communities**

3.1.1 2022-2023 Draft Annual Report

**3.1.1 2022-2023 Draft Annual Report**

**Responsible Officer** Chair of Council

**Author** Unit Manager Communications

**Attachments**

1. 2022 - 2023 City of Whittlesea Annual Report [**3.1.1.1** - 118 pages]

**Purpose**

The purpose of this report is to present the City of Whittlesea Annual Report 2022-2023 for endorsement.

**Brief Overview**

The 2022-2023 Annual Report has been developed to capture and highlight Council’s achievements in the 2022-2023 financial year and report against our progress towards achieving each goal in the Community Plan.

The theme of our report this year is *‘Love Where We Live’*, which reflects our efforts to provide our residents, businesses and community with a strong sense of place and pride in the City of Whittlesea.

Highlights of the 2022-2023 financial year include the following key achievements:

**Connected Community**

* Opened the Mernda Social Support Centre, providing day respite and social support services for older residents.
* Developed the concept design for the Aboriginal Gathering Place at Quarry Hills Parkland in South Morang.
* Secured $20 million in funding from the Victorian Government to support the delivery of the second stage of the Regional Aquatic and Sports Centre.
* Continued to build leadership capability and skills of residents through the delivery of a Community Leadership Program.

**Liveable Neighbourhoods**

* Completed construction of the Redleap Reserve playground.
* Completed stage 1 of the Whittlesea Public Gardens redevelopment.
* Completed the construction of Kelynack Recreation Reserve playground.
* Endorsed the Thomastown and Lalor Place Framework to guide the future priorities and opportunities for these suburbs.
* Developed the Walking and Cycling Plan 2022-2027.

**Strong Local Economy**

* Developed the Destination Plan 2023-2026, Agri-Food Plan 2023-2026 and Economic Participation Plan 2023-2026.
* Hosted Council’s first Business Awards to celebrate the City of Whittlesea business community and recognise business excellence, sustainability and responsibility.
* Successfully rolled out the *It’s all here* campaign to continue to support our business community.
* Endorsed the Epping Central Structure Plan to guide development and decision-making in the precinct.

**Sustainable Environment**

* Adopted the Climate Change Plan 2022-2023 and Sustainable Environment Strategy 2022-2032.
* Introduced a new municipal wide kerbside glass recycling service to residential households across the City of Whittlesea.
* Developed the Green Wedge Management Plan 2023-2033.
* Planted more than 7,000 trees in streets, parks, conservation reserves and opens spaces

**High performing organisation**

* Began a digital transformation program to improve efficiency and customer service.
* Developed the Great Workplace For All Plan (2022-2024) to guide all our people and workplace activities.
* Delivered a successful program of community Engagement.
* Successfully advocated to State and Federal Government on issues that are important to our community, resulting in $44.1 million commitment for the City of Whittlesea community.

**Recommendation**

**THAT Council:**

1. **Endorse the 2022-2023 Annual Report in accordance with section 100 of the *Local Government Act 2020.***
2. **Write to the Minister for Local Government, Local Government Victoria and all local members of parliament to advise of highlights of the Council over the past twelve months and provide a copy of the Annual Report.**

**Key Information**

The 2022-2023 Annual Report has been developed to provide an overview of Council’s performance for the 2022-2023 financial year, including:

* highlights of the year.
* our organisational achievements.
* performance measures for each of Council’s five goal areas.
* financial summary.

**Community Consultation and Engagement**

The Annual Report was developed with input of departments from across the organisation to report on the relevant achievements and performance during the 2022-2023 financial year to meet our legislative requirements.

**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, to deliver efficient and effective services and initiatives, and to make decisions 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 cost of the Annual Report production is included in the operational budget.

**Link to Strategic Risk**

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

Section 100 of the *Local Government Act 2020* requires Councils to prepare an Annual Report in respect of each financial year. The 2022-2023 Annual Report must be presented to a Council Meeting by 31 October 2023.

**Implementation Strategy**

**Communication**

Following endorsement of the 2022-2023 Annual Report, a media release will be issued and the Report published to Council’s website.

**Critical Dates**

In accordance with Section 100 of the *Local Government Act 2020*, the 2022-2023 Annual Report must be presented to a Council meeting by 31 October 2023.

**Declaration of Conflict of Interest**

Under Section 130 of the *Local Government Act 2020* 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 City of Whittlesea 2022-2023 Annual Report is an integral part of Council’s commitment to open and accountable governance. It provides the community with an overview of Council’s performance and achievements during the 2022-2023 financial year in delivering against Council’s priorities set out in the 2021-2025 Community Plan and 2022-2023 Annual Budget.

**3.2 Liveable Neighborhoods**

No reports

**3.3 Strong Local Economy**

No reports

**3.4 Sustainable Environment**

No reports

**3.5 High Performing Organisation**

3.5.1 Appointment of Acting Mayor (Chair Administrator)

**3.5.1 Appointment of Acting Mayor (Chair Administrator)**

**Responsible Officer:** Executive Manager Office of Council & CEO

**Author:** Executive Manager Office of Council & CEO

**Attachments:** No attachments

**Purpose**

To seek the appointment of an acting Mayor (Administrator) in accordance with section 20B of the *Local Government Act 2020.*

**Brief Overview**

The Chair Administrator will be taking leave from 16 October to 5 November 2023. In accordance with section 20B of the *Local Government Act 2020* Council may appoint an Acting Mayor (Administrator) for the leave period specified.

**Recommendation**

**THAT Council appoint Administrator Peita Duncan as acting Mayor (acting Chair of Council) for the period 16 October to 5 November 2023 inclusive.**

**Key Information**

Under Section 20B of the *Local Government Act 2020* Council may appoint an Acting Mayor (Administrator) when the Mayor (Chair of Council). An Acting Mayor (Administrator) must perform the role of the Mayor and may exercise any of the powers of the Mayor.

**Community Consultation and Engagement**

No consultation is required.

**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, to deliver efficient and effective services and initiatives, and to make decisions 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 cost is included in the current budget.

**Link to Strategic Risk**

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

**Implementation Strategy**

**Communication**

No communication is required.

**Critical Dates**

The appointment of an acting Mayor (Administrator) is required to be formally resolved by Council no later than 16 October 2023.

**Declaration of Conflict of Interest**

Under Section 130 of the *Local Government Act 2020*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 will appoint an Acting Mayor (Administrator) for the duration of annual leave for the Chair of Council.

**4 Notices of Motion**

No Notices of Motion

**5 Urgent Business**

No Urgent Business

**6 Closure**