

Minutes

Scheduled Council Meeting

Tuesday 19 September 2023 at 6:30 pm

Council Chamber at Civic Centre,
25 Ferres Boulevard, South Morang

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

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

Sarah Rowe Manager Economic Development

Order of Business

The Chief Executive Officer submits the following business:

| | | |
|-------|---|----|
| 1 | Opening | 5 |
| 1.1 | Meeting Opening and Introductions | 5 |
| 1.2 | Acknowledgement of Traditional Owners Statement..... | 5 |
| 1.3 | Diversity and Good Governance Statement..... | 5 |
| 1.4 | Acknowledgements | 6 |
| 1.4.1 | Ex Captain Chris Maries (Doreen CFA)..... | 6 |
| 1.4.2 | Whittlesea Reconciliation Group 21 st Birthday | 7 |
| 1.4.3 | Bubup Wilam National NAIDOC Week award | 7 |
| 1.5 | Attendance | 8 |
| 2 | Declarations of Conflict of Interest | 9 |
| 3 | Confirmation of Minutes of Previous Meeting/s | 10 |
| 4 | Public Questions, Petitions and Joint Letters..... | 11 |
| 4.1 | Public Question Time..... | 11 |
| 4.2 | Petitions..... | 13 |
| 4.3 | Joint Letters | 13 |
| 5 | Officers' Reports..... | 14 |
| 5.1 | Liveable Neighborhoods..... | 14 |
| 5.1.1 | Recreational Reserve Draft Master Plans Community Engagement..... | 14 |
| 5.2 | Strong Local Economy | 15 |
| 5.2.1 | Yarra Plenty Regional Library Service Review | 15 |
| 5.3 | Sustainable Environment..... | 17 |
| 5.4 | High Performing Organisation | 17 |
| 5.4.1 | Public Transparency Policy | 17 |
| 5.4.2 | Governance Rules | 18 |
| 5.4.3 | Updated Community Engagement Policy..... | 19 |
| 5.4.4 | Councillor Communications Policy | 20 |
| 5.4.5 | Advisory Committee - Epping Cemetery Trust | 21 |
| 5.4.6 | Certification of 2022-23 Financial Statements and Performance Statement | 23 |

| | |
|---|----|
| 5.4.7 Rescinding Urban Nature Strip Guidelines | 24 |
| 5.4.8 Draft Liveable Neighbourhoods Strategy | 25 |
| 5.4.9 Draft Long Term Community Infrastructure Plan..... | 26 |
| 5.5 Connected Communities | 29 |
| 5.5.1 Draft Connected Community Strategy | 29 |
| 5.5.2 Youth Council..... | 30 |
| 5.5.3 Tender Evaluation Design & Construction of the Aboriginal Gathering Place Quarry Hills Regional Park (Contract No 2023-67) | 31 |
| 5.5.4 Audit & Risk Committee Report on Activity | 33 |
| 6 Notices of Motion..... | 34 |
| 7 Urgent Business..... | 34 |
| 8 Reports from Council Representatives and CEO Update..... | 36 |
| 8.1 Chair of Council, Lydia Wilson | 36 |
| 8.1 Administrator, Peita Duncan | 36 |
| 8.3 Administrator, Christian Zahra | 36 |
| 8.4 Chief Executive Officer, Craig Lloyd..... | 37 |
| 9 Confidential Business | 39 |
| 10 Closure..... | 39 |

1 Opening

1.1 Meeting Opening and Introductions

The Chair of Council, Lydia Wilson opened the meeting at 6:30 pm.

“Welcome to this Council Meeting of 19 September 2023 which is being held in person in the Council Chamber at Civic Centre, 25 Ferres Boulevard, South Morang and also being live streamed.

I am Lydia Wilson, Chair of Council and I would also like to introduce my Panel colleagues, Administrators Peita Duncan and Christian Zahra. I would also like to introduce our Chief Executive Officer, Craig Lloyd and ask that he in turn introduce the members of the Executive Leadership Team in attendance today.”

“Good evening everyone, we also have with us:

Agata Chmielewski, Director Community Wellbeing;
Sarah Renner, Director Customer & Corporate Services;
Debbie Wood, Director Infrastructure & Environment;
Frank Joyce, Executive Manager Strategy & Insight;
Janine Morgan, Executive Manager Public Affairs;
Jacinta Stevens, Executive Manager Office of Council & CEO; and
Sarah Rowe, Manager Economic Development

These members of the Executive Leadership Team will join us during the meeting.”

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 Acknowledgements

The Chair of Council made the following acknowledgement:

1.4.1 Ex Captain Chris Maries (Doreen CFA)

We are very saddened to hear of the passing of Doreen CFA ex captain Chris Maries recently.

Just a bit of background about the very significant contribution that he has made. Chris joined Yarrambat CFA in 2002, and right from the outset, his commitment to the CFA was unwavering. Whether it involved cooking hotdogs in the catering caravan or orchestrating an elaborate Gala Fundraising Dinner and Auction, Chris was there, wholeheartedly dedicated.

After several years, Chris moved to Doreen and transferred to Doreen CFA, soon after taking on the role of Captain. He played a pivotal role in the remarkable transformation of Doreen CFA, elevating it from a tranquil rural fire brigade to the thriving entity it is today.

Chris had an innate ability to step forward whenever challenges arose, approaching each obstacle with determination and fervour. This same dedication fuelled his efforts in firefighting, propelling him to positions of leadership. He ascended to the role of Vice President and eventually President of the Volunteer Fire Brigades Victoria (VFBV) District 14 Council, where he advocated for the interests of all fire brigades within CFA District 14.

He was a champion for Community Safety and when the role of Brigade Community Safety Co-ordinators was rolled out by CFA, Chris as Captain was always one to celebrate a Brigade's connection to Community. He embraced the role and created a culture of connection with his community, a legacy that is still very strong today.

Chris championed the cause of volunteers relentlessly, with one of his standout achievements being his advocacy for Presumptive Cancer Legislation for Firefighters—a cause he championed even before realizing its personal relevance. Additionally, his instrumental role in enshrining the Volunteer Charter into the CFA Act has continued to be a source of benefit for volunteers even after his untimely demise.

Chris was the CFA representative that attended Councils Municipal Emergency Management Planning Committee, Councils Municipal Fire Management Planning Committee and always contributed positively to both Committees and we want to particularly acknowledge his great contribution to Council as well as to the community

We send our very heartfelt condolences to Chris' family and friends and members of the Doreen CFA and the wider CFA family.

Administrator, Peita Duncan made the following acknowledgement:

1.4.2 Whittlesea Reconciliation Group 21st Birthday

On Thursday the 31st of August I had the pleasure of attending the Whittlesea Reconciliation Group's 21st anniversary celebration here at PRACC on Council grounds.

The WRG was founded by Elders and community leaders and has an exceptional legacy of advocating for reconciliation and self-determination over the last two decades. 21 years in fact.

Some of its achievements include advocating for improved Aboriginal employment, community programs and services aimed at addressing disparity and inequality.

The WRG has also been a driving force behind the Aboriginal Gathering Place, which will be built on Wurundjeri Country at Quarry Hills Regional Parkland. The anniversary celebration was an absolutely fantastic way to recognise the invaluable contribution the WRG has made, and those passed that are unfortunately not with us now, and those that are, but also how they will continue to make an exceptional contribution into the future, and I wish them all the very best of luck for their future contributions and congratulations.

Administrator, Christian Zahra made the following acknowledgement:

1.4.3 Bubup Wilam National NAIDOC Week award

It's my pleasure tonight on behalf of Council to congratulate the Bubup Wilam Aboriginal Child and Family Centre on its achievement at the recent National NAIDOC Awards.

Bubup Wilam was recognised for its outstanding work with families to raise strong and proud children in a culturally rich and sensitive environment.

Based in Thomastown, this Aboriginal community-controlled education, health and wellbeing organisation helps children aged 0 to 5 years to reach their full potential. Bubup Wilam is special in that each child's Aboriginal identity underpins their educational program and experience at the centre, helping them to thrive in the world.

One of the ways this is done is through its Connection to Country program, which sees the children step away from the classroom one day a week to learn in and from Country.

Our sincere congratulations once again to the Bubup Wilam Aboriginal Child and Family Centre and its staff for this wonderful achievement.

1.5 Attendance

Members:

Lydia Wilson, Chair of Council

Peita Duncan, Administrator

Christian Zahra AM, Administrator

Officers:

Craig Lloyd, Chief Executive Officer

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

Sarah Rowe, Manager Economic Development

Apology:

Emma Appleton, Director Planning & Development

2 Declarations of Conflict of Interest

No declarations.

3 Confirmation of Minutes of Previous Meeting/s

| COUNCIL RESOLUTION | |
|--------------------|--------------------------------------|
| Moved: | <i>Administrator Christian Zahra</i> |
| Seconded: | <i>Administrator Peita Duncan</i> |

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

Scheduled Meeting of Council and Confidential Meeting of Council held on
15 August 2023.

CARRIED

4 Public Questions, Petitions and Joint Letters

4.1 Public Question Time

Question 1 - Yolanda Avery, Lalor

Could you please advise the residents of Epping (Vic, 3076) when an Epping Public Library will be built, location of construction and timeframe of building's completion?

Your Response to the above, in detail, would be appreciated.

Response:

Council has undertaken a Library Service Review which will be considered at tonight's Council meeting. This review identifies the evolving role libraries have in the community. Libraries have become places to not only borrow books but places which provide a range of services, programs and activities.

The report being considered by Council this evening proposes the future delivery model for libraries as multipurpose community hubs with library services co-located with complimentary services and opportunities for community connection.

The Council report also proposes the library hub at Galada Community Centre in Epping North becomes a permanent library hub in January 2024.

The mobile library bus will also continue to service the community through its current weekly stop in Epping North.

For further information we encourage you to read the Council report and obviously stay tuned for the rest of tonight's Council meeting.

Question 2 - Graeme Conway, Whittlesea

Many people still complaining about the sexually explicit material in our libraries targeted at children. Will the Council consider removing this material, especially the gender reassignment material.

Response:

The content and material in libraries are the responsibility of the Yarra Plenty Regional Library.

YPRL has adopted the Australian Library and Information Association (Alia) Statement on Free to Access to Information with one of its main tenets being:

- asserting the equal and equitable rights of citizens to information regardless of age, race, gender, religion, disability, cultural identity, language, socioeconomic status, lifestyle choice, political allegiance or social viewpoint.

THE YPRL Collection Development Policy sets out the guidelines for the collections provided for the community. The policy is available on the YPRL website.

The Policy clearly states that we will provide a collection which reflects and supports LGBTQIA+ communities. YPRL has a right and a duty to include in the collection, items that reflect our diverse membership and promote our libraries and communities as safe, accessible and welcoming places for all, including but not limited to, members of LGBTQIA+ communities.

YPRL actively source collections that support and encourage pride, care for each other and truth. We will provide accessible formats and promote inclusion.

While the library takes every care in allocating resources to appropriate areas of the library, the reading and viewing activities of children and young people under-18 are the responsibility of their parents or caregivers. Parents and caregivers are the most appropriate people who can guide the selection of appropriate materials and oversee their own children's development.

Any items deemed explicit are classified as ADULT and shelved in such a way.

The City of Whittlesea fully support the Yarra Plenty Library Service approach as I have just detailed and note that they align with Councils Vision for our City as a "Place for All".

Question 3 - Andrew Morrison

At last month's Council meeting there was a question asked about the 38 Councils around Australia actively supporting the Voice to Parliament. They are allocating rate payer funding for this campaign. Is the Whittlesea Council considering following suit and if yes, why?

Can Council please advise the community how many Aboriginal organisations or community members were consulted if any?

Response:

Consultation was undertaken with the Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation and the public positions of other Aboriginal and Torres Strait Islander organisations and groups were investigated through informal conversations and/or their publicly stated positions.

4.2 Petitions

No Petitions

4.3 Joint Letters

No Joint Letters

5 Officers' Reports

5.1 Liveable Neighborhoods

5.1.1 Recreational Reserve Draft Master Plans Community Engagement

Responsible Officer: Director Infrastructure & Environment

Author: Coordinator Open Space Planning

In Attendance: Coordinator Open Space Planning

Purpose

- To brief Council on the development of the recreation reserve master plans.
- To seek Council endorsement to exhibit the draft Recreation Reserves Master Plans for the purposes of phase 2 community consultation and engagement.

Recommendation

THAT Council:

1. Commence Phase 2 Community Engagement activities for the recreation reserves draft master plans.
2. Refine draft master plans in response to community feedback and prioritise actions for implementation.

COUNCIL RESOLUTION

| | |
|------------------|-----------------------------------|
| Moved: | <i>Chairperson Lydia Wilson</i> |
| Seconded: | <i>Administrator Peita Duncan</i> |

THAT Council:

1. Commence Phase 2 Community Engagement activities for the recreation reserves draft master plans for Lalor Recreation Reserve, Lalor; Lowalde Recreation Reserve, Epping; Mernda Recreation Reserve, Mernda; WA Smith Recreation Reserve, Lalor; and Sycamore Recreation Reserve, Mill Park.
2. Refine draft master plans in response to community feedback and prioritise actions for implementation for Council consideration and adoption.

CARRIED

5.2 Strong Local Economy

5.2.1 Yarra Plenty Regional Library Service Review

Responsible Officer: Director Community Wellbeing

Author: Manager Active & Creative Communities

In Attendance: Manager Active & Creative Communities

Purpose

The purpose of this report is to update Council on the outcomes and recommendations of the Library Service Review.

The review was undertaken to determine the strategic direction of library services over the next twenty years and inform transition of the Yarra Plenty Regional Library Corporation to a new entity as required under the *Local Government Act 2020*.

This report presents the findings of the Library Service Review from both a service and infrastructure perspective.

The report also seeks endorsement for staffing of future community library hubs, and to make the current trial library community hub at Galada Community Centre in Epping North permanent.

Recommendation

THAT Council:

1. **Endorses the continuation of a regional shared service model with the Yarra Plenty Regional Library Corporation, Nillumbik Shire Council and Banyule City Council for the delivery of library services in the City of Whittlesea.**
2. **Delegates authority to the CEO to enter into a new service agreement with Yarra Plenty Regional Library Corporation for 2025-2031 upon expiry of the current agreement in 2025.**
3. **Notes Council officers have commenced planning with Yarra Plenty Regional Library Corporation, Nillumbik Shire Council and Banyule City Council to ensure the Yarra Plenty Regional Library Corporation transitions successfully to a new entity as required under the *Local Government Act 2020*.**
4. **Notes the Library Service Review Implementation Actions 2023-2031 at Attachment 1.**
5. **Notes that actions relating to library infrastructure in Attachment 1 will be incorporated into Council's Long-Term Community Infrastructure Plan.**
6. **Endorses a staffed library service delivery model for future community library hubs, subject to business cases and Council's budget processes.**

7. Authorises the CEO to increase the level of service in Council's existing service agreement with the Yarra Plenty Regional Library Corporation (2021-2025) to transition the trial library hub at Galada Community Centre in Epping North to a permanent library hub in January 2024. The increased level of service comprises additional part time staffing cost of \$110,750 per annum, which will be funded through Council's operational savings.

| COUNCIL RESOLUTION | |
|--------------------|--------------------------------------|
| Moved: | <i>Chairperson Lydia Wilson</i> |
| Seconded: | <i>Administrator Christian Zahra</i> |

THAT Council adopt the recommendation in relation to the Yarra Plenty Regional Library Service review.

CARRIED

5.3 Sustainable Environment

No reports

5.4 High Performing Organisation

5.4.1 Public Transparency Policy

Responsible Officer: Executive Manager Office of Council & CEO

Author: Executive Manager Office of Council & CEO

Purpose

To seek Council's consideration and adoption of the Public Transparency Policy.

Recommendation

THAT Council:

1. **Adopt the Public Transparency Policy attached at Attachment 1.**
2. **Note the Public Transparency Policy will be made available on Council's website.**

COUNCIL RESOLUTION

| | |
|------------------|--------------------------------------|
| Moved: | <i>Administrator Christian Zahra</i> |
| Seconded: | <i>Administrator Peita Duncan</i> |

THAT Council adopt the recommendation in relation to the Public Transparency Policy.

CARRIED

5.4.2 Governance Rules

Responsible Officer: Executive Manager Office of Council & CEO

Author: Executive Manager Office of Council & CEO

Purpose

To seek approval of the amended Governance Rules, incorporating the Election Period Policy following the community feedback process.

Recommendation

THAT Council:

1. Resolve to adopt the Governance Rules effective 20 September 2023 attached at Appendix 1.
2. Resolve to adopt the Election Period Policy attached at Appendix 2.
3. Note the Election Period Policy will be imbedded in the Governance Rules as required under section 69 of the *Local Government Act 2020*.

COUNCIL RESOLUTION

| | |
|------------------|-----------------------------------|
| Moved: | <i>Chairperson Lydia Wilson</i> |
| Seconded: | <i>Administrator Peita Duncan</i> |

THAT Council adopt the recommendation in relation to the Governance Rules.

CARRIED

5.4.3 Updated Community Engagement Policy

Responsible Officer: Executive Manager Public Affairs

Author: Manager Communications & Engagement

In Attendance: Manager Communications & Engagement

Purpose

To present an update to Council's Community Engagement Policy and to seek endorsement to proceed to community consultation for a period of four weeks.

Recommendation

THAT Council endorse the draft of the updated Community Engagement Policy 2023 for a four-week period of community consultation from 2-29 October 2023.

COUNCIL RESOLUTION

| | |
|------------------|--------------------------------------|
| Moved: | <i>Administrator Christian Zahra</i> |
| Seconded: | <i>Administrator Peita Duncan</i> |

THAT Council adopt the recommendation in relation to the updated Community Engagement Policy.

CARRIED

5.4.4 Councillor Communications Policy

Responsible Officer: Executive Manager Public Affairs

Author: Manager Communications and Engagement

In Attendance: Manager Communications and Engagement

Purpose

To seek Council endorsement of the Councillor Communications Policy.

Recommendation

THAT Council endorse the Councillor Communication Policy.

COUNCIL RESOLUTION

| | |
|------------------|--------------------------------------|
| Moved: | <i>Administrator Peita Duncan</i> |
| Seconded: | <i>Administrator Christian Zahra</i> |

THAT Council adopt the recommendation in relation to the Councillor Communications Policy.

CARRIED

5.4.5 Advisory Committee - Epping Cemetery Trust

Responsible Officer: Director Customer & Corporate Services

Author: Unit Manager Strategic Property

In Attendance: Unit Manager Strategic Property

Purpose

To inform Council that the Epping Cemetery Trust (ECT) at its meeting of 22 August 2023, resolved to:

- expand the number of trustees of the ECT currently comprising three (3) Administrators acting as trustees, to a maximum of five (5) trustees comprising a minimum of three (3) Councillors and up to two (2) Council officers nominated by the Chief Executive Officer; and
- ask Council to establish a committee to assist the ECT to manage the Epping Cemetery and encourage the establishment of a Friends Group.

To ask Council to establish a Community Asset Committee (Committee) pursuant to S65 of the *Local Government Act 2020* to assist the ECT to manage the Epping Cemetery as a community asset and encourage the formation of a 'Friends of Epping Cemetery Community Group'.

The relationship between the ECT, Council and the Committee requested to be established by Council as a Community Asset Committee to manage the Epping Cemetery which is a Crown Land Reserve shown in the diagram (refer to Attachment 1).

Recommendation

THAT Council:

1. **Notes the Epping Cemetery Trust's decision to increase the number of trustees in future from three (3) Administrator trustees to a maximum of five (5) trustees comprising a minimum of three (3) Councillors and up to two (2) Council officers nominated by the Chief Executive Officer.**
2. **Authorises the Chief Executive Officer to finalise the Terms of Reference of the Epping Cemetery Trust Community Asset Committee.**
3. **Authorises the Chief Executive Officer to commence the statutory process to establish a Community Asset Committee pursuant to S65 of the *Local Government Act 2020* by Council to assist the Epping Cemetery Trust to manage the Epping Cemetery as a community asset.**

4. Supports the establishment of a 'Friends of the Epping Cemetery Group' to promote the cultural and historical importance of the Epping Cemetery and community input regarding cemetery operations and upkeep.

COUNCIL RESOLUTION

| | |
|------------------|--------------------------------------|
| Moved: | <i>Administrator Christian Zahra</i> |
| Seconded: | <i>Administrator Peita Duncan</i> |

THAT Council adopt the recommendation in relation to the Epping Cemetery Trust Advisory Committee

CARRIED

5.4.6 Certification of 2022-23 Financial Statements and Performance Statement

Responsible Officer: Director Customer & Corporate Services

Author: Chief Financial Officer

In Attendance: Chief Financial Officer

Purpose

The purpose of the report is to seek Council's approval for adoption in principle of the City of Whittlesea Annual Financial Report (Attachment 1) and Annual Performance Statement (Attachment 2) for the year ended 30 June 2023 and authorisation of two Administrators to sign the certifications included in the reports.

Recommendation

THAT Council:

1. **Approve in principle the Annual Financial Report and Annual Performance Statement for the year ended 30 June 2023.**
2. **Authorise the Principal Accounting Officer to make minor amendments to the Annual Financial Report and Annual Performance Statement for the Year ended 30 June 2023 to meet the Victorian Auditor-General's Office (VAGO) requirements.**
3. **Authorise Audit and Risk Committee Council representatives, Chair Administrator Wilson and Administrator Zahra to sign-off on the Annual Financial Report and Annual Performance Statement for the year ended 30 June 2023.**
4. **Authorise the Chief Executive Officer and Principal Accounting Officer to sign-off on the Annual Financial Report and Annual Performance Statement for the year ended 30 June 2023.**
5. **Authorise the final audited Annual Financial Report and Annual Performance Statement for the year ended 30 June 2023 to be emailed to auditor by 31 October 2023.**

COUNCIL RESOLUTION

| | |
|------------------|--------------------------------------|
| Moved: | <i>Administrator Christian Zahra</i> |
| Seconded: | <i>Chairperson Lydia Wilson</i> |

THAT Council adopt the recommendation in relation to the Certification of the 2022-23 Financial Statements and Performance Statement.

CARRIED

5.4.7 Rescinding Urban Nature Strip Guidelines

Responsible Officer: Director Infrastructure & Environment

Author: Directorate Projects Executive

Purpose

This report seeks the rescission of the 2015 Urban Nature Strip Guidelines.

Recommendation

THAT Council rescind the 2015 Urban Nature Strip Guidelines.

COUNCIL RESOLUTION

| | |
|------------------|--------------------------------------|
| Moved: | <i>Administrator Christian Zahra</i> |
| Seconded: | <i>Administrator Peita Duncan</i> |

THAT Council adopt the recommendation in relation to the rescinding of the Urban Nature Strip Guidelines.

CARRIED

5.4.8 Draft Liveable Neighbourhoods Strategy

| | |
|----------------------------|---|
| Responsible Officer | Director Planning & Development |
| Author | Senior Strategic Planner |
| In Attendance | Senior Strategic Planner Unit Manager Corporate Planning & Improvement |

Purpose

This report presents the draft Liveable Neighbourhoods Strategy (LNS) 2023–2033 for the purposes of commencing community consultation.

The report recommends that Council endorses the Liveable Neighbourhoods Strategy 2023–2033 for the purposes of consultation for the period 22 September until 29 October 2023.

Recommendation

THAT Council:

1. Endorses the draft City of Whittlesea Liveable Neighbourhoods Strategy at Attachment 1 for community consultation.
2. Notes that targeted consultation on the draft City of Whittlesea *Long Term Community Infrastructure Plan* will be undertaken with key advisory and stakeholder representatives including the City of Whittlesea Youth Advisory Council, Whittlesea Disability Network, Whittlesea Community Futures and Yarra Plenty Regional Library Corporation. Consultation will also include relevant state departments.

COUNCIL RESOLUTION

| | |
|------------------|-----------------------------------|
| Moved: | <i>Chairperson Lydia Wilson</i> |
| Seconded: | <i>Administrator Peita Duncan</i> |

THAT Council

1. Endorses the draft City of Whittlesea Liveable Neighbourhoods Strategy at Attachment 1 for a five-week period of community consultation from the 22 September until the 29 October 2023.
2. Notes that targeted consultation on the draft City of Whittlesea *Long Term Community Infrastructure Plan* will be undertaken with key advisory and stakeholder representatives including the City of Whittlesea Youth Advisory Council, Whittlesea Disability Network, Whittlesea Community Futures and Yarra Plenty Regional Library Corporation. Consultation will also include relevant state departments.
3. Notes that the final Liveable Neighbourhoods Strategy incorporating feedback from community consultation will be presented to Council for endorsement at the 19 December 2023 Council Meeting.

CARRIED

5.4.9 Draft Long Term Community Infrastructure Plan

Responsible Officer: Director Community Wellbeing

Author: Coordinator Community Planning
Coordinator Community Infrastructure

In Attendance: Acting Manager Strategic Projects

Purpose

The purpose of this report is to:

- Present the draft City of Whittlesea *Long Term Community Infrastructure Plan*, outlining Council's ongoing investment in sport, leisure, and community infrastructure priorities.
- Seek endorsement of the draft *Long Term Community Infrastructure Plan* for community consultation.

The draft *Long Term Community Infrastructure Plan* articulates the principles for planning, design, delivery and activation of community facilities and ensures that proposed projects are responsive and adaptive to the City of Whittlesea's growing and changing community needs.

Recommendation

THAT Council:

1. Endorses the draft City of Whittlesea *Long Term Community Infrastructure Plan* at Attachment 1 for community consultation.
2. Notes that targeted consultation on the draft City of Whittlesea *Long Term Community Infrastructure Plan* will be undertaken with key advisory and stakeholder representatives including the City of Whittlesea Youth Advisory Council, Whittlesea Disability Network, Whittlesea Community Futures and Yarra Plenty Regional Library Corporation. Consultation will also include relevant state departments, state sporting bodies, sporting clubs, arts industry stakeholders and users of existing facilities.
3. Notes the final *Long Term Community Infrastructure Plan* incorporating feedback from community consultation will be presented to Council for endorsement at the 19 December 2023 Council Meeting.
4. Notes that each project identified in the draft *Long Term Community Infrastructure Plan* (Attachment 1) will be subject to business case development and Council's budget processes.

MOTION

Moved: Administrator Christian Zahra

Seconded: Administrator Peita Duncan

THAT Council:

1. Endorses the draft City of Whittlesea *Long Term Community Infrastructure Plan* at Attachment 1 for community consultation.
2. Notes that targeted consultation on the draft City of Whittlesea *Long Term Community Infrastructure Plan* will be undertaken with key advisory and stakeholder representatives including the City of Whittlesea Youth Advisory Council, Whittlesea Disability Network, Whittlesea Community Futures and Yarra Plenty Regional Library Corporation. Consultation will also include relevant state departments, state sporting bodies, sporting clubs, arts industry stakeholders and users of existing facilities.
3. Notes the final *Long Term Community Infrastructure Plan* incorporating feedback from community consultation will be presented to Council for endorsement at the 19 December 2023 Council Meeting.
4. Notes that each project identified in the draft *Long Term Community Infrastructure Plan* (Attachment 1) will be subject to business case development and Council's budget processes.

Chairperson Lydia Wilson proposed the following amendment which was accepted by the mover and seconder and became the Council Resolution as follows:

COUNCIL RESOLUTION

THAT Council:

1. **Endorses the draft City of Whittlesea Long Term Community Infrastructure Plan at Attachment 1 for a five-week period of community consultation from 22 September until 29 October 2023.**
2. **Notes that targeted consultation on the draft City of Whittlesea Long Term Community Infrastructure Plan will be undertaken with key advisory and stakeholder representatives including the City of Whittlesea Youth Advisory Council, Whittlesea Disability Network, Whittlesea Community Futures and Yarra Plenty Regional Library Corporation. Consultation will also include relevant state departments, state sporting bodies, sporting clubs, arts industry stakeholders and users of existing facilities.**
3. **Notes the final Long Term Community Infrastructure Plan incorporating feedback from community consultation will be presented to Council for endorsement at the 19 December 2023 Council Meeting.**

- 4. Notes that each project identified in the draft Long Term Community Infrastructure Plan (Attachment 1) will be subject to business case development and Council's budget processes.**

CARRIED

5.5 Connected Communities

5.5.1 Draft Connected Community Strategy

Responsible Officer: Director Community Wellbeing

Author: Unit Manager, Social Planning

In Attendance: Unit Manager Social Planning

Purpose

This report:

- Presents the draft Connected Community Strategy 2023 -2028 (draft CCS).
- Seeks Council endorsement for community consultation on the draft CCS.

Recommendation

THAT Council:

1. Endorses the draft City of Whittlesea Connected Community Strategy at Attachment 1 for community consultation.
2. Notes that targeted consultation on the draft City of Whittlesea Connected Community Strategy will be undertaken with key stakeholder groups including Whittlesea Youth Advisory Committee, Whittlesea Disability Network, Whittlesea Community Futures and the Yarra Plenty Regional Library Corporation.
3. Notes the final Connected Community Strategy incorporating feedback from community consultation will be presented to Council for endorsement at the 19 December 2023 Council Meeting.

COUNCIL RESOLUTION

| | |
|------------------|--------------------------------------|
| Moved: | <i>Chairperson Lydia Wilson</i> |
| Seconded: | <i>Administrator Christian Zahra</i> |

THAT Council:

1. **Endorses the draft City of Whittlesea Connected Community Strategy at Attachment 1 for a five-week period of community consultation from 22 September until 29 October 2023.**
2. **Notes that targeted consultation on the draft City of Whittlesea Connected Community Strategy will be undertaken with key stakeholder groups including Whittlesea Youth Advisory Committee, Whittlesea Disability Network, Whittlesea Community Futures and the Yarra Plenty Regional Library Corporation.**
3. **Notes the final Connected Community Strategy incorporating feedback from community consultation will be presented to Council for endorsement at the 19 December 2023 Council Meeting.**

CARRIED

5.5.2 Youth Council

Responsible Officer: Executive Manager Office of Council & CEO

Author: Coordinator Youth Development

In Attendance: Unit Manager Youth Development
Coordinator Youth Development

Purpose

This report seeks Council endorsement to transition from a Youth Advisory Committee to a Youth Council.

Recommendation

THAT Council:

1. **Resolve to transition from the current Youth Advisory Committee to a Youth Council.**
2. **Note an expression of interest process seeking young community members to join the Youth Council will take place during the month of October 2023.**
3. **Note Youth Council meetings will be held in the same manner and adopt the same governance rules as those adopted for Council's incoming elected Council.**
4. **Note officers will provide an induction program, including the election of a Youth Mayor and Youth Deputy Mayor prior to the proposed first Youth Council meeting in February/March 2024.**

COUNCIL RESOLUTION

| | |
|------------------|--------------------------------------|
| Moved: | <i>Administrator Peita Duncan</i> |
| Seconded: | <i>Administrator Christian Zahra</i> |

THAT Council adopt the recommendation in relation to transition from the current Youth Advisory Committee to a Youth Council.

CARRIED

5.5.3 Tender Evaluation Design & Construction of the Aboriginal Gathering Place Quarry Hills Regional Park (Contract No 2023-67)

Responsible Officer: Director Infrastructure & Environment

Author: Senior Project Manager

In Attendance: Unit Manager Community Infrastructure Delivery

Purpose

It is proposed that contract number 2023-67 for the Design and Construction of an Aboriginal Gathering Place at Quarry Hills Regional Park is awarded to 2Construct Pty Ltd for the lump sum price of \$5,494,469 for Option 2 concept design façade treatment (excluding GST).

Recommendation

THAT Council:

- 1. Accept the tender submitted by 2Construct Pty Ltd for the following contract:**

Number: 2023-67

Title: Design & Construction of an Aboriginal Gathering Place, Quarry Hills Regional Park.

Cost: A lump sum of \$5,494,469.00 (excluding GST)

subject to the following conditions:

- a. Tenderer to provide proof of currency of insurance cover as required in the tender documents.**
 - b. Price variations to be in accordance with the provisions as set out in the tender documents.**
 - c. Tenderer to provide contract security as required in the tender documents.**
- 2. Approve the funding arrangements detailed in the confidential attachment.**
 - 3. Delegates to the Chief Executive Officer the authority to approve Option 2 Concept Design (enhanced façade treatment) of the Aboriginal Gathering Place, subject to further design detail provided within one month of the commencement of the contract.**
 - 4. Delegates to the Chief Executive Officer authority to sign and execute the contract on behalf of Council.**

COUNCIL RESOLUTION**Moved:** *Administrator Peita Duncan***Seconded:** *Chairperson Lydia Wilson*

THAT Council adopt the recommendation in relation to Contract No 2023-67 for tender evaluation for design and construction of the Aboriginal Gathering Place Quarry Hills Regional Park.

CARRIED

5.5.4 Audit & Risk Committee Report on Activity

Responsible Officer: Executive Manager Strategy & Insights

Author: Corporate Assurance Advisor

External in Attendance: Chair of the Audit and Risk Committee

Purpose

To provide Council with an overview of key activities undertaken by the Audit and Risk Committee during the period 12 September 2022 to 5 September 2023. This report is intended to be included in the City of Whittlesea 2022/23 Annual Report.

Recommendation

THAT Council notes

1. the Audit and Risk Committee's Report on Activity for the period 12 September 2022 to 5 September 2023; and
2. that the Audit and Risk Committee have provided valuable support to Council and discharged their responsibilities under the Audit and Risk Committee charter; including providing oversight on financial reporting, risk management, internal control, audit and assurance activities.

COUNCIL RESOLUTION

| | |
|------------------|--------------------------------------|
| Moved: | <i>Chairperson Lydia Wilson</i> |
| Seconded: | <i>Administrator Christian Zahra</i> |

THAT Council adopt the recommendation for Audit and Risk Committee Report on activity for the period 12 September 2022 to 5 September 2023.

CARRIED

6 Notices of Motion

No Notices of Motion

7 Urgent Business

| PROCEDURAL MOTION | |
|-------------------|--------------------------------------|
| Moved: | <i>Administrator Christian Zahra</i> |
| Seconded: | <i>Administrator Peita Duncan</i> |

Administrator Zahra moved a procedural motion to include a matter of urgent business. The motion relates to the scheduling of a Council meeting on 12 October 2023.

CARRIED

| MOTION | |
|------------------|--------------------------------------|
| Moved: | <i>Administrator Christian Zahra</i> |
| Seconded: | <i>Administrator Peita Duncan</i> |

THAT a virtual Council meeting is scheduled on 12 October 2023 at 10am for the following items of business to be transacted:

- The consideration and adoption of the 2022-23 Annual Report.
- The appointment of an Acting Chair Administrator (to fulfil legislative requirements of the Mayor) between the period 16 October 2023 to 5 November 2023.

The Chair Administrator (Mayor) is required to report on the implementation of the Council Plan by presenting the annual report at a Council meeting open to the public by 31 October 2023. As the Chair Administrator (Mayor) will be absent for the October Council meeting an unscheduled meeting is required to meet legislative requirements.

COUNCIL RESOLUTION

| | |
|------------------|--------------------------------------|
| Moved: | <i>Administrator Christian Zahra</i> |
| Seconded: | <i>Administrator Peita Duncan</i> |

THAT a virtual Council meeting is scheduled on 12 October 2023 at 10am for the following items of business to be transacted:

- **The consideration and adoption of the 2022-23 Annual Report.**
- **The appointment of an Acting Chair Administrator (to fulfil legislative requirements of the Mayor) between the period 16 October 2023 to 5 November 2023.**

The Chair Administrator (Mayor) is required to report on the implementation of the Council Plan by presenting the annual report at a Council meeting open to the public by 31 October 2023. As the Chair Administrator (Mayor) will be absent for the October Council meeting an unscheduled meeting is required to meet legislative requirements.

CARRIED

8 Reports from Council Representatives and CEO Update

8.1 Chair of Council, Lydia Wilson

Chair Administrator Wilson's report was provided verbally at the 19 September 2023 Scheduled Council Meeting. Since the last Council Meeting Chair of Council, Lydia Wilson attended:

- Yarra Plenty Regional Library Board Meeting
- Two Audit and Risk Committee Meetings
- Northern Council's Alliance with the CEO
- Visit by the Hon. Melissa Horne - Minister for Local Government attended with the CEO
- Site visit to Whittlesea U3A New Facility, Lalor
- Two Coffee with Council at Westfield Plenty Valley and Mernda
- Two Citizenship Ceremonies with 280 conferees

8.2 Administrator, Peita Duncan

Administrator Duncan's report was provided verbally at the 19 September 2023 Scheduled Council Meeting. Since the last Council Meeting Administrator, Peita Duncan attended:

- Whittlesea Reconciliation Group - 21 Year Celebration
- Whittlesea Reconciliation Group meeting
- Citizenship Ceremony with 140 conferees
- Two Coffee with Council at Westfield Plenty Valley and Mernda

8.3 Administrator, Christian Zahra

Administrator Zahra's report was provided verbally at the 19 September 2023 Scheduled Council Meeting. Since the last Council Meeting Administrator, Christian Zahra attended:

- Citizenship Ceremony with 140 conferees
- Two Coffee with Council at Westfield Plenty Valley and Mernda
- Two Audit and Risk Committee Meetings

8.4 Chief Executive Officer, Craig Lloyd

The Chief Executive Officer's report was provided verbally at the 19 September 2023 Scheduled Council Meeting:

Bushfire preparedness

With the warmer weather now upon us it is time for all of us to start thinking about summer and being prepared for fire.

Many suburbs in the City of Whittlesea are surrounded by grassland, areas like Wollert, Mernda, Doreen, and Donnybrook and it is important residents in those areas understand the fire risk and what to do in an emergency. We have lots of useful information on our website, if you visit www.whittlesea.vic.gov.au/emergency. This will provide you advice on what to prepare.

On Tuesday 10 October there is an information session being held in Whittlesea Township; organised by the CFA, Whittlesea & Surrounds Fireguard Group, the City of Whittlesea, and Department of Energy, Environment and Climate Action. You can register for that event by visiting our website or calling our Customer Service Team (9217 2170).

Community Leadership Program

Expressions of interest for the City of Whittlesea's next intake of the Community Leadership Program are now open and they are running through until Tuesday 26 September.

It is a free program endorsed by Council, which is designed for those wanting to lead community projects, establish personal and professional connections and learn more about government. You can register on our website.

Walking Thomastown

We were pleased earlier this month to host the hugely successful Walking Thomastown event. We had thousands of people enjoying live performances, breathtaking light installations, sculptures, art, live music, magicians and a whole range of family entertainment.

The event was a great success, the weather was good and got lots of people out and about learning about Thomastown in particular.

Yan Yean Pipe Track Stages 1 and 2/Hendersons Creek TRAIL Stages 3, 4 and 5

Representatives from the City of Whittlesea joined local State Member for Mill Park Lily D'Ambrosio last week in visiting two recent additions to our shared path network. The first and second stages of the Yan Yean Pipe Track provide a 1.6km stretch of cycling and walking paths that connects the Darebin Creek Trail and Mernda rail line.

We also visited stages 3, 4 and 5 of the Hendersons Creek Trail, and that's a 2.6km shared path between McDonalds Road and Findon Road and Findon Road and Gordons Road.

Both of these projects were made possible via funding from Council and two separate one-million-dollar grants from the Victorian Government's Northern Metropolitan Trails Program for which we are very grateful.

Youth Fest

This month we're celebrating Victorian Youth Fest. It's a month-long festival recognising and celebrating the achievements of young people, showcasing the vibrant role that they play in our community much to Administrator Zahra's comments earlier in the meeting. The City of Whittlesea is hosting a range of accessible and inclusive events for young people across the September school holidays, giving them the opportunity to connect with peers, and take part in new experiences. Again all the information is available on our website.

Victorian Seniors Festival

Finally, the Victorian Seniors Festival which runs through October and of course with 18% of our population aged 60 years and older it is a great opportunity for us to recognise and celebrate the contribution of our senior residents in our community. Throughout the month, older residents will be able to take part in a range of events whilst strengthening their social bonds through many exciting and free activities and workshops. Details can be found on our website or by contacting our Customer Service Team both here and at the new Whittlesea Hub.

Administrator Duncan asked the following question in relation to the CEO report:

'The walking Thomastown event, was the amount of participation far greater than ever before?'

Response from the Chief Executive Officer:

Yes, my understanding was that it was higher than ever before, we think that might be in part, due to the fact that this was the first time it was held at a different time of the year. The previous event was cancelled due to bad weather, the slightly warmer weather and the light of night might have increased participation, which was fantastic.

Administrator Duncan passed on her congratulations and acknowledged that the shifting of the event has made a positive outcome on the event in relation to increased participation.

9 Confidential Business

9.0.0 Close Meeting to the Public

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.

COUNCIL RESOLUTION

| | |
|------------------|-------------------------------|
| Moved: | Administrator Christian Zahra |
| Seconded: | Administrator Peita Duncan |

THAT Council adopt the recommendation to Close the Meeting to the Public.

CARRIED

10 Closure

There being no further business the Chair of Council formally closed the meeting at 8:42 pm.

Confirmed this 17th day of October 2023.

Lydia Wilson
Chair of Council