

# Minutes

Scheduled Council Meeting  
Monday 17 October 2022 at 6:30 pm

Council Chamber at Civic Centre,  
25 Ferres Boulevard, South Morang 3752

# 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

Kate McCaughey                      Director Community Wellbeing

Justin O'Meara                      Director Planning & Development

Sarah Renner                      Director Customer & Corporate Services

Debbie Wood                      Director Infrastructure & Environment

Frank Joyce                      Executive Manager Governance & Strategy

Janine Morgan                      Executive Manager Public Affairs

## 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.....	6
1.3	Diversity Statement .....	6
1.4	Extreme Weather Events & Thank you .....	6
1.5	Condolence Statement for former Councillor William Evan Harris .....	6
1.6	Acknowledgments – Glass Recycling Service .....	7
1.7	Acknowledgments – City of Whittlesea Youth Advisory Committee.....	7
1.8	Acknowledgments – Award Winning Pie .....	7
1.9	Attendance .....	8
2	Declarations of Conflict of Interest .....	8
3	Confirmation of Minutes of Previous Meeting/s .....	8
4	Public Questions, Petitions and Joint Letters.....	9
4.1	Public Question Time.....	9
4.1.1	Mernda Megaproject.....	9
4.1.2	Wildlife Strategy Plan .....	9
4.1.3	Kangaroo Harvesting in Whittlesea LGA .....	10
4.1.4	Fireworks Policy.....	11
4.2	Petitions.....	13
4.2.1	Petition - Request for construction of footpath, Whittlesea-Yea Road, Whittlesea .....	13
4.3	Joint Letters .....	13
5	Officers' Reports.....	14
5.1	Connected Communities .....	14
5.1.1	Epping Animal Welfare Facility Renaming.....	14
5.2	Liveable Neighborhoods.....	15
5.2.1	Draft Thomastown and Lalor Place Framework.....	15
5.2.2	Cat Confinement and Desexing Community Transition Plan .....	16

5.3 Strong Local Economy .....	17
5.3.1 Draft Epping Central Structure Plan - Endorsement for Community Consultation .....	17
5.5 High Performing Organisation .....	18
5.5.1 Unconfirmed Minutes of Audit and Risk Committee Meetings.....	18
5.5.2 2021-2022 Annual Report .....	19
5.5.3 Joint Letter - Removal of Angophora Trees - University Hill, Bundoora .....	20
6 Notices of Motion.....	21
7 Urgent Business.....	21
8 Reports from Council Representatives and CEO Update.....	21
8.1 Administrator Peita Duncan Report .....	21
8.2 Chair of Council Lydia Wilson Report .....	21
8.3 Chief Executive Officer Craig Lloyd Update 17 October 2022.....	22
9 Confidential Business .....	23
9.1 Confidential Connected Communities.....	23
9.2 Confidential Liveable Neighbourhoods .....	23
9.3 Confidential Strong Local Economy.....	23
9.4 Confidential Sustainable Environment .....	23
9.5 Confidential High Performing Organisation .....	23
9.6 Confidential Notices of Motion .....	23
12 Closure.....	23

## 1 Opening

### 1.1 Meeting Opening and Introductions

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

“Welcome to this Council Meeting of 17 October 2022 which is being live streamed. The meeting is being held in person in the Council Chamber at the Civic Centre, 25 Ferres Boulevard, South Morang.

I am Lydia Wilson, Chair of Council and before I continue the meeting, I would like to acknowledge that this is the first Council Meeting being undertaken under Council’s newly adopted Governance Rules. The Rules were adopted by Council at its last meeting and you will notice there are a few new additions to the formalities of the Council Meeting including:

- The introduction of a Diversity Statement which replaces the Lord’s prayer;
- The inclusion of the *Taungurung* people in Council’s Acknowledgment of Traditional Owners Statement; and
- There are also changes to public question time to make meetings more publicly accessible and allowing greater direct interaction between residents and Council.

I would now like to introduce my Panel colleague, Administrator Ms Peita Duncan.

I would also like to introduce our Chief Executive Officer, Mr 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:

- Director Community Wellbeing, Kate McCaughey;
- Director Planning & Development, Justin O’Meara;
- Director Infrastructure & Environment, Debbie Wood;
- Executive Manager Governance & Strategy, Frank Joyce; and
- Executive Manager Public Affairs, Janine Morgan.

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 read the following Acknowledgement of Traditional Owners Statement:

*“On behalf of the City of Whittlesea 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 personally acknowledge Elders past, present and emerging.”*

## **1.3 Diversity Statement**

Following the Introductions, the Chair of Council then read the diversity 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 Extreme Weather Events & Thank you**

The Chair of Council acknowledged the extreme weather events of the past week in Victoria and thanked our Emergency Services and Council Officers who assisted flood-affected residents in our municipality, and who are continuing to assist abutting municipalities.

## **1.5 Condolence Statement for former Councillor William Evan Harris**

The Chair of Council made a condolence statement for former Councillor William Evan Harris who recently passed away.

“Cr Harris was first elected to the Shire of Whittlesea in 1977, initially to the Epping Riding (or ward) and then after a ward boundary change in 1979 he represented the South East Riding.

Cr Harris served from 1977 to 1988. During this time the Shire of Whittlesea, as it was known, experienced significant growth and Cr Harris and his colleagues oversaw the development of several important facilities; the Lalor Library, a pavilion at RG Cook Reserve and various preschool centres.

It was also during this time that the Shire of Whittlesea was proclaimed a City.

Our thoughts go out to Cr Harris’ family and friends at this time.”

### **1.6 Acknowledgements – Glass Recycling Service**

The Chair of Council made the following acknowledgement:

“I would like to acknowledge that this week marks the beginning of our new glass recycling service. As part of the Victorian Government’s requirement of a standardised four-bin waste and recycling system for all Councils, the City of Whittlesea is one of the first metropolitan Councils to be rolling out a separate glass recycling bin for residents, helping to divert even more waste from landfill.

Separating glass bottles and jars from other recyclable materials means the quality of the recycling we collect is better, and more can be kept out of landfill.

We are proud to be one of the first councils to recycle glass. I believe residents have been sent information about their collection dates and the details will also be available on Council’s website.

### **1.7 Acknowledgements – City of Whittlesea Youth Advisory Committee**

Administrator Duncan made the following acknowledgment:

“I would like to welcome members of the Whittlesea Youth Advisory Committee who are with us in the chamber tonight.

We have the Chair Angela Rolevska and Deputy Chair Kaynat Virk here. A warm welcome to you.

The Youth Advisory Committee is a group of 15 local young people whose purpose is to work together with Council, to ensure local young people’s needs are represented and that they have a voice in the decision-making processes within Council.

Thank you for all joining us tonight, we hope you find this meeting valuable and informative, welcome.

### **1.8 Acknowledgements – Award Winning Pie**

Administrator Duncan made the following Acknowledgement statement:

“At the City of Whittlesea we like to celebrate the success of our local businesses. The Whittlesea Bakehouse recently received recognition for their meat pies being named ‘Best Plain Meat Pie in Australia’ in the Official Great Aussie Pie Competition.

I’m sure it was not an easy task to perfect the meat pie and to take on national competition so well done to the Whittlesea Bakehouse.”

### 1.9 Attendance

The Chair of Council formally noted that Administrator Eddy is an apology for tonight's Council meeting.

### 2 Declarations of Conflict of Interest

Nil Declarations

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

#### COUNCIL RESOLUTION

**Moved:** *Chairperson Lydia Wilson*

**Seconded:** *Administrator Peita Duncan*

**THAT the following Minutes of the preceding meeting as circulated, be confirmed:  
Scheduled Meeting of Council held 19 September 2022.**

**CARRIED**



## 4 Public Questions, Petitions and Joint Letters

### 4.1 Public Question Time

#### 4.1.1 Mernda Megaproject

**The Chair of Council, Lydia Wilson read out the following public question from Nick Brain, Epping:**

“Council appears to have put all its eggs in one basket with the Mernda megaproject. This is arguably a risky approach to infrastructure provision, given challenges associated with well publicised labour shortages and supply chain constraints within the construction industry. Has council alternatively considered developing ‘schedules’ of smaller social infrastructure projects across the municipality, and tendering these out together as bundles of work, with the aim of creating pipelines of work that may entice construction firms to choose Whittlesea LGA as their preferred place to do work?”

**The Chief Executive Officer, Craig Lloyd provided the following response:**

“Thank you for your question Mr Brain and I note you raised a similar question at the August Council Meeting earlier in the year.

Council is aware of the challenges of building timely community infrastructure right across the municipality.

Ensuring Council is able to continue to deliver on its capital works program for all areas in the City of Whittlesea has been a major driver of the recommendation to stage the delivery of the Regional Sports and Aquatic Facility at Mernda in the report presented for Council’s consideration on 18 July 2022.

Council is currently developing its Long-Term Community Infrastructure Strategy to ensure we have a pipeline of community infrastructure projects ready to deliver over the next 20 years.

The Strategy will be underpinned by several principles, including projects being equitable across Council’s established, growth and rural areas. We will review the timing of some of infrastructure delivery as we develop the strategy and adjust it where required and feasible within Council’s budget.”

#### 4.1.2 Wildlife Strategy Plan

**The Chair of Council, Lydia Wilson read out the following public question from Anna Balakas:**

“Dear Sirs / Madams / They

Seeing as our municipality is blessed to still have a healthy population of mobs within its boundaries, is council actually formulating a Wildlife Strategy plan?

If not, why not?

If so, how long before we are privileged to see it or consult on it?

Thanks for your time.”

**The Chief Executive Officer, Craig Lloyd provided the following response:**

“The Victorian Government’s Department of Environment Land Water and Planning (DELWP) is responsible for the management of Wildlife in Victoria.

In 2018 DELWP published a *Living with Wildlife Action Plan* which included a number of actions including that:

- A Victorian Kangaroo Management Strategy will be developed to inform the sustainable management of Victoria’s kangaroo populations and to guide further actions and decisions.

The development of a regional Kangaroo Management Plan is an advocacy priority for the City of Whittlesea.

In addition to this, Council is also strongly advocating for DELWP to create a 1200 hectare Grassy Eucalypt Woodland Reserve which will permanently protect kangaroo habitat into the future.”

#### **4.1.3 Kangaroo Harvesting in Whittlesea LGA**

**The Chair of Council, Lydia Wilson read out the following public question from Suzanne Teese, Doreen:**

##### **Question 1**

“Kangaroo Harvesting is happening in the LGA of Whittlesea. Over 65,000 kangaroos have been targeted for shooting in Central Region which includes Whittlesea. Ratepayers do not want this happening in our locality. Wildlife volunteers are left to pick up kangaroos who have been injured through shooting and suffer terribly until they are located and helped. Joeys are abandoned and left traumatised and often blood spattered after a shooting episode.

I understand this shooting is approved by DELWP but we want Whittlesea Council to take a stand to stop this in our locality.

What steps will Council take?

**The Chief Executive Officer, Craig Lloyd provided the following response:**

“Kangaroo management is a complex issue.

Harvesting is a program managed by the Victorian Government.

The government sets the annual quotas for different areas and while the City of Whittlesea is a small part of the geographic area that is classified as the Central Harvest Zone, harvesting is restricted to rural locations only.

The government sets out guidelines and training for those involved in kangaroo harvesting and the program is regulated.”

#### **4.1.4 Fireworks Policy**

**The Chair of Council, Lydia Wilson read out the following public question from Suzanne Teese, Doreen:**

##### **Question 2**

“When will council ban fireworks within the LGA?

Two displaced kangaroos were killed very close to the council buildings overnight as a direct result of disturbance from fireworks.

In the 21st Century this is an outdated, dangerous and unnecessary form of entertainment. There are other, less harmful ways to celebrate.

Fireworks disturbs the peace and causes trauma in a number of ways effecting people, domestic animals, farm animals and wildlife. Again, volunteers are left to pick up the pieces at both emotional and financial cost.”

**The Chief Executive Officer, Craig Lloyd provided the following response:**

“Approvals for fireworks on public and private land in metropolitan areas are granted by Fire Rescue Victoria during the fire danger period.

As we are currently outside the fire danger period, the event organisers from the weekend took the following steps to address key State and Council requirements including:

- Engaged a licenced pyrotechnician;
- Submitted a notification of intent to discharge fireworks to Worksafe Victoria;
- Issued resident notification letters for homes within a 200m radius of the event site- two weeks prior to the event;
- Placed a billboard on the discharge site on the corner of Findon Road and Civic Drive advertising the event (including fireworks);
- In addition, Council posted information about the event on its Facebook page (including the use of fireworks) on 12 October 2022, and there was also an article in the Star Weekly promoting the event.

Council's Fireworks policy is currently being reviewed in line with recent legislative changes which enable Fire Rescue Victoria to approve fireworks permits during the declared fire danger period.

The revised policy will be presented to Council for community consultation in the coming months, however it should be noted that Council does not have the ability to prohibit fireworks on non-Council owned land."

## 4.2 Petitions

### 4.2.1 Petition - Request for construction of footpath, Whittlesea-Yea Road, Whittlesea

A petition has been received from 19 residents requesting Council extend the footpath on Whittlesea-Yea Road from Jennifer Court to Cordell Court, Whittlesea. 14 signatures are valid signatures in accordance with the Governance Rules.

#### Motion

**THAT Council receive the petition from 14 residents, requesting construction of a footpath along Whittlesea-Yea Road from Jennifer Court to Cordell Court, Whittlesea and Officers present a final report and recommendation at the 12 December 2022 Council Meeting.**

#### COUNCIL RESOLUTION

**Moved:** Administrator Peita Duncan

**Seconded:** Chairperson Lydia Wilson

**THAT Council receive the petition from 14 residents, requesting construction of a footpath along Whittlesea-Yea Road from Jennifer Court to Cordell Court, Whittlesea and Officers present a final report and recommendation at the 12 December 2022 Council Meeting.**

**CARRIED**

## 4.3 Joint Letters

No Joint Letters

## 5 Officers' Reports

### 5.1 Connected Communities

#### 5.1.1 Epping Animal Welfare Facility Renaming

<b>Responsible Officer</b>	Director Planning & Development
<b>Author</b>	Debbie Blandford, Manager Compliance & Environmental Health
<b>In Attendance</b>	Debbie Blandford, Manager Compliance & Environmental Health

#### Purpose

To seek Council approval to raise awareness and invite feedback from the community by inviting public submissions on a proposed new name for the Epping Animal Welfare Facility (the Facility) located at 20 Companion Place, Epping (previously Lot 3, 490 Cooper Street, Epping).

#### Recommendation

##### THAT Council:

1. Invite public submissions on the proposed renaming of the Epping Animal Welfare Facility at 20 Companion Place, Epping to *wat djerring Animal Facility* for 30 days, in accordance with the *Naming Rules for Places in Victoria 2022*.
2. Consider a report from officers summarising any submissions received during the public consultation period and a recommendation on the name of the Facility.

#### COUNCIL RESOLUTION

**Moved:** Chairperson Lydia Wilson

**Seconded:** Administrator Peita Duncan

THAT Council adopt the recommendation for Epping Animal Welfare Facility Renaming.

CARRIED

## 5.2 Liveable Neighborhoods

### 5.2.1 Draft Thomastown and Lalor Place Framework

**Responsible Officer** Director Infrastructure & Environment

**Author** Jason Cahill, Senior Urban Designer

**In Attendance** Jason Cahill, Senior Urban Designer

#### Purpose

The purpose of this report is to inform Council that a draft Thomastown and Lalor Place Framework has been prepared to guide the future of Thomastown and Lalor. It is recommended that Council endorse the draft Thomastown and Lalor Place Framework for community consultation, to be conducted from 1-30 November 2022.

#### Recommendation

**THAT Council endorse the draft Thomastown and Lalor Place Framework (Attachment One) for community consultation from 1-30 November 2022.**

#### COUNCIL RESOLUTION

**Moved:** Chairperson Lydia Wilson

**Seconded:** Administrator Peita Duncan

**THAT Council adopt the recommendation for draft Thomastown and Lalor Place Framework.**

**CARRIED**

## 5.2.2 Cat Confinement and Desexing Community Transition Plan

<b>Responsible Officer</b>	Director Planning & Development
<b>Author</b>	Ben Durant, Unit Manager Animal Management
<b>In Attendance</b>	Debbie Blandford, Manager Compliance & Environmental Health

### Purpose

For Council to consider the communications and engagement plan to help the community with the transition to cat confinement regulations and mandatory desexing for newly registered cats that will come into effect from 1 August 2023.

### Recommendation

That Council endorse implementation of the Community Transition Plan to assist cat owners to transition to a cat curfew and mandatory cat desexing for newly registered cats that comes into effect from 1 August 2023.

### COUNCIL RESOLUTION

**Moved:** Administrator Peita Duncan

**Seconded:** Chairperson Lydia Wilson

#### THAT Council:

- 1. Endorse implementation of the Community Transition Plan to assist cat owners to transition to a cat curfew and mandatory cat desexing for newly registered cats that comes into effect from 1 August 2023.**
- 2. Request the CEO to write to his counterparts at all abutting Local Government Authorities advising them of Council's Community Transition Plan and offering to work with them on common cat confinement and community education approaches.**

**CARRIED**



### 5.3 Strong Local Economy

#### 5.3.1 Draft Epping Central Structure Plan - Endorsement for Community Consultation

<b>Responsible Officer</b>	Director Planning & Development
<b>Author</b>	Fiona Ryan, Senior Strategic Planner Liam Wilkinson, Unit Manager Strategic Planning
<b>In Attendance</b>	Fiona Ryan, Senior Strategic Planner

#### Purpose

The purpose of this report is to inform Council that a 'refreshed' Epping Central Structure Plan (the Structure Plan) has now been prepared. It is recommended that Council endorse the draft Epping Central Structure Plan for the purposes of community consultation and engagement, which is to be conducted between 24 October to 4 December 2022.

#### Recommendation

##### THAT Council:

1. **Endorse the draft Epping Central Structure Plan at Attachment 3, for the purposes of community and stakeholder engagement between 24 October and 4 December 2022.**
2. **Note that the outcomes of the community and stakeholder engagement will be reported back to Council as part of the proposed finalisation of the plan by mid 2023.**

#### COUNCIL RESOLUTION

**Moved:** Administrator Peita Duncan

**Seconded:** Chairperson Lydia Wilson

**THAT Council adopt the recommendation for Draft Epping Central Structure Plan – Endorsement for Community Consultation.**

**CARRIED**

## 5.5 High Performing Organisation

### 5.5.1 Unconfirmed Minutes of Audit and Risk Committee Meetings

<b>Responsible Officer</b>	Executive Manager Governance and Strategy
<b>Author</b>	Nicole North-Vanner, Internal Assurance and Governance Advisor

#### Purpose

To enable Council to have oversight and understanding of the Audit and Risk Committee operations and as required under Council's Audit and Risk Committee Charter, this report presents the unconfirmed Minutes of the Audit and Risk Committee meetings held on 1 and 12 September 2022.

#### Recommendation

**THAT Council note the unconfirmed minutes of the Audit and Risk Committee meetings held on 1 and 12 September 2022.**

#### COUNCIL RESOLUTION

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

**THAT Council adopt the recommendation for unconfirmed minutes of the Audit and Risk Committee meetings.**

**CARRIED**

## 5.5.2 2021-2022 Annual Report

**Responsible Officer** Chair of Council

**Author** Janine Morgan, Executive Manager Public Affairs

### Purpose

The purpose of this report is to present the City of Whittlesea Annual Report 2021-22 for endorsement.

### Recommendation

**THAT Council:**

1. Endorse the 2021-22 Annual Report in accordance with section 98 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.

### COUNCIL RESOLUTION

**Moved:** Administrator Peita Duncan

**Seconded:** Chairperson Lydia Wilson

**THAT Council extend the speaking time for Chair of Council, Lydia Wilson for a further two minutes.**

**CARRIED**

### COUNCIL RESOLUTION

**Moved:** Chairperson Lydia Wilson

**Seconded:** Administrator Peita Duncan

**THAT Council adopt the recommendation for the 2021-2022 Annual Report.**

**CARRIED**

### 5.5.3 Joint Letter - Removal of Angophora Trees - University Hill, Bundoora

<b>Responsible Officer</b>	Director Infrastructure & Environment
<b>Author</b>	Will Jones, Senior Arborist Planning and Risk, Mark Corea, Unit Manager Parks & City Forest Management
<b>In Attendance</b>	Will Jones, Senior Arborist Planning and Risk

#### Purpose

The purpose of this report is to outline Council's response to a joint letter received from five residents, requesting Council replace the "Eucalyptus" trees from a section of Queens Gardens in Bundoora.

#### Recommendation

In response to the joint letter received from five residents on 15 July 2022, requesting Council replace the *Angophora costata* in Queens Gardens, Bundoora,

THAT Council resolve:

1. That Council Officers advise the signatories of the Joint Letter that the trees will be retained and continue to be monitored and maintained as part of Council's biennial inspection program and street sweeping program.
2. That as a result of the onsite meeting comprising of two signatories, Unit Manager Parks & City Forest Management, Manager Maintenance & Operations and Senior Arborist – Planning and Risk, two trees will be pruned back from the resident's property line. Works will be completed prior to the end of the calendar year.

#### COUNCIL RESOLUTION

**Moved:** Administrator Peita Duncan

**Seconded:** Chairperson Lydia Wilson

THAT Council adopt the recommendation for the Joint Letter – Removal of Angophora Trees – University Hill, Bundoora.

**CARRIED**

## **6 Notices of Motion**

Nil Notices of Motion

## **7 Urgent Business**

Nil Urgent Business

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

### **8.1 Administrator Peita Duncan Report**

Administrator Duncan's report was provided verbally at the 17 October 2022 Scheduled Council Meeting. Since the last Council Meeting, Administrator Duncan attended:

- Two citizenship ceremonies of 150 conferees at each ceremony.

### **8.2 Chair of Council Lydia Wilson Report**

Chair Administrator Wilson's report was provided verbally at the 17 October 2022 Scheduled Council Meeting. Since the last Council Meeting Chair of Council, Lydia Wilson attended:

- Advocacy showcase held at PRACC, candidates for the forthcoming state government election were invited to this event. Council presented key advocacy priorities to the candidates.
- Conversation with local Aboriginal Community leaders.
- Monthly coffee with council at Epping.
- The opening of the Riverside Community Centre 21<sup>st</sup> anniversary celebration and park refurbishment on 16 October 2022.
- Two citizenship ceremonies of 150 conferees at each ceremony.
- The Seniors' Festival and signed the Every Age Counts pledge.

## 8.2 Chief Executive Officer Craig Lloyd Update 17 October 2022

The Chief Executive Officer's report was provided verbally at the 17 October 2022 Scheduled Council Meeting.

- Council's Emergency Management team together with a number of partner agencies including SES, Victoria Police, Yarra Valley Water and Ambulance Victoria made preparations on Tuesday 11 October in anticipation of the expected rain and flood event which commenced on the Wednesday 12 October and continued through to Friday 14 October.
- No serious issues were reported. Six houses in Mernda were surrounded with water and one had sand bagging but no water entered the house.
- 16 roads required closure. 14 roads have since been reopened, however two roads remain closed. Wildwood road has been damaged and repairs will commence tomorrow - 18 October.
- Neighboring municipalities have been more effected by the flooding and City of Whittlesea is providing assistance in the effected areas in Murrundindi Shire. Wishing safe travel and thanks to Council Staff who are continuing to offer their assistance.
- Council is running a survey to help understand our communities readiness to manage natural emergencies. The survey will be open until 11 November and there is also a draw to win 1 of 10 home emergency kits. Visit the website for further information. [Help us, help you! - Whittlesea Council](#)
- The 26<sup>th</sup> annual Blessing of the Fleet was held on 8 October 2022 where representatives from the municipalities diverse faiths blessed the fleet prior to the commencement of the fire season.
- Epping Animal Welfare Facility – City of Whittlesea, together with Merri-bek and Darebin Councils took over management of the facility on 16 October 2022. Adoption will be offered directly from the facility and additional partnerships with a range of rescue groups and animal welfare groups will offer further adoption opportunities.

### COUNCIL RESOLUTION

**Moved:** Chairperson Lydia Wilson

**Seconded:** Administrator Peita Duncan

**THAT Council extend the speaking time for the Chief Executive Officer, Craig Lloyd for a further three minutes.**

**CARRIED**

## **9 Confidential Business**

No Confidential Business

### **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**

There being no further business the Chair of Council closed the 17 October 2022 Scheduled Council Meeting at 7:51pm.

Confirmed this 21<sup>st</sup> day of November 2022.

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**Lydia Wilson**  
Chair of Council