

Agenda

Hearing of Submissions Committee
Monday 6 May 2024 at 6pm

You are advised that a Hearing of Submissions committee meeting has been called by resolution of Council dated 19 March 2024 at the Scheduled Council Meeting for Monday 6 May 2024 at 6pm, for the purpose of hearing submissions related to the Draft Budget 2024-25 and Draft Community Plan Action Plan 2024-25.

This meeting will be held in the Council Chamber at Civic Centre, 25 Ferres Boulevard, South Morang and will be [livestreamed via Council's website](#).

Attendance

Administrators

Lydia Wilson, Chair of Council

Peita Duncan, Administrator

Christian Zahra AM, Administrator

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

Janine Morgan, Executive Manager Public Affairs

Jacinta Stevens, Executive Manager Office of Council & CEO

Apologies

Nil

Acknowledgement of Traditional Owners Statement

The Chair of Council will open the meeting by reading the following Acknowledgement of Traditional Owners 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."

Disclosure of Conflicts of Interest

The Chair of Council will ask those in attendance the following question: *"Does any Administrator or Officer have a conflict of interest in any matter on the agenda today?"*

Matters in Discussion

1 Reports from Officers

1.1 Proposed Budget 2024-25 and Proposed Community Plan Action Plan 2024-25 Submissions **6:00PM**

Responsible Officer: Director Customer & Corporate Services **Page 4**

Author: Unit Manager Financial Development &
Accountability

Attendees: Chief Financial Officer
Manager EPMO & Change
Unit Manager Financial Development &
Accountability
Unit Manager Financial Strategy & Performance

2 Close Meeting

1 Reports from Officers

1.1 Proposed Budget 2024-25 and Proposed Community Plan Action Plan 2024-25 Submissions

Director/Executive Manager: Director Customer & Corporate Services

Report Author: Unit Manager Financial Development & Accountability

In Attendance: Chief Financial Officer
Manager EPMO & Change
Unit Manager Financial Development & Accountability
Unit Manager Financial Strategy & Performance

The attachments have been designated as confidential in accordance with sections 66(5) and 3(1) of the *Local Government Act 2020* on the grounds that they contain personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

Executive Summary

The purpose of this report is for the Hearing of Submissions Committee (the Committee) to hear all the submitters that wish to speak and want to elaborate on their written submission to the submissions Council has received regarding the Proposed Budget 2024-25 (Proposed Budget) and the Proposed Community Plan Action Plan 2024-25 (Proposed Plan).

The Committee also has the opportunity ask questions to the submitter to seek clarification if required.

Officers' Recommendation

THAT the Hearing of Submissions Committee:

1. Hear from two submitters wanting to provide a verbal submission relating to the Proposed Budget 2024-25.
2. Note all submissions made regarding the Proposed Budget 2024-25 (Attachment 3) and the Proposed Community Plan Action Plan 2024-25 (Attachment 4).
3. Refer all submissions received to the Scheduled Council Meeting on 21 May 2024 for consideration as part of the Proposed Budget 2024-25 and the Proposed Community Plan Action Plan 2024-25.

Background / Key Information

At the Council meeting held on 19 March 2024, Council endorsed the Proposed Budget 2024-25 and Proposed Community Plan Action Plan 2024-25 to be advertised for community consultation and submissions from Thursday 21 March 2024 until 5pm Friday 5 April 2024.

- 14 submissions have been received in relation to the Proposed Budget and Proposed Plan.
- Nine submitters wish to be contacted regarding their submissions, and two submitters have confirmed they wish to speak in support of their submission at the scheduled Hearing of Submissions Committee meeting.
- Responsible Officers have been provided with the submissions and were requested to provide an officer comment and submission recommended outcome. A summary of these submissions, including submission recommended outcome, is provided in Attachment 3 and Attachment 4.

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 of *Local Government Act (2020)* Principles

Financial Management

No implications.

Community Consultation and Engagement

In July and August 2023 Council consulted with people who live, work, study or visit the municipality to understand what was important to them. More than 500 people shared their thoughts both online and at 14 community-based pop-ups during the first phase of engagement. Council checked in with the community during September and October in 2023 to confirm the priorities identified. The feedback gathered through phase one and two of the engagement was used to help shape Council's Proposed Budget and the Proposed Plan. On 19 March 2024 both proposed documents were endorsed for a further phase of consultation and to allow the community the opportunity to provide submissions.

Phase 3

Final stage of consultation was open for community comment from 21 March to 5 April 2024. Community feedback was sought online through Council's Engage Whittlesea platform and through direct conversation and activities at community-based pop-ups.

Overall, we have received 14 community contributions regarding the Proposed Budget and Proposed Plan engagement. Of the 14 written submissions received, nine requested a response and two submitters confirmed they wish to talk in support of their submission at the Hearing of Submissions Committee meeting on 6 May 2024.

On the website's Engage page, participants were invited to read the Proposed Budget 2024-25 and the Proposed Community Plan Action Plan 2024-25 and were given the opportunity to participate by giving feedback on the projects, making a submission and participating in the quick poll to indicate whether they were supportive of the City of Whittlesea's Proposed Budget 2024-25 and the Proposed Community Plan Action Plan 2024-25.

The Engage Whittlesea platform utilises an accessibility add-on ensuring that it is as accessible as possible for all users. The platform also has an in-built translation tool to mitigate any language barriers to participation, allowing the page to be translated into the top ten languages spoken within the municipality.

As part of the final stage of consultation the project team hosted two community-based pop-up stalls at targeted high foot traffic locations within the municipality. The in-person consultation activity mirrored the information being sought through the digital consultation survey activity; specifically, "do you support Proposed Budget 2024-25 and the Proposed Community Plan Action Plan 2024-25" with participants to place a sticky dot on their choice. There was also opportunity for them to add additional suggestions.

The community pop-ups were held on the following dates at the following locations:

- Wednesday 27 March, 11am – 1pm at Whittlesea Community House Community Neighbour Day event in Whittlesea township
- Thursday 28 March, 2 – 5pm at Westfield Plenty Valley.

Other Principles for Consideration

Overarching Governance Principles and Supporting Principles

- (b) Priority is to be given to achieving the best outcomes for the municipal community, including future generations.

Public Transparency Principles

- (a) Council decision making processes must be transparent except when the Council is dealing with information that is confidential by virtue of the *Local Government Act* or any other Act.

Council Policy Considerations

Environmental Sustainability Considerations

No Implications

Social, Cultural and Health

No Implications

Economic

No Implications

Legal, Resource and Strategic Risk Implications

No Implications

Implementation Strategy**Communication**

Submitters who wish to speak to Council have been contacted by Governance prior to the meeting being held on Monday 6 May 2024 to arrange attendance. All submitters that wish to receive a written response will be informed of the decision by Governance after the Council meeting on 21 May 2024.

Critical Dates

7 May 2024 – Council Briefing

21 May 2024 - Council Meeting

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.

Attachments

1. CONFIDENTIAL REDACTED - Attachment 1 - Speak in support of submissions [1.1.1 - 3 pages]
2. CONFIDENTIAL REDACTED - Attachment 2 - Support Document - Northern Auslions Inc - Souvenir [1.1.2 - 20 pages]
3. CONFIDENTIAL REDACTED - Attachment 3 – All submissions regarding the Proposed Budget 2024-25 [1.1.3 - 10 pages]
4. CONFIDENTIAL REDACTED - Attachment 4 – All submissions regarding the Proposed Community Plan Action Plan [1.1.4 - 4 pages]
5. CONFIDENTIAL REDACTED - Attachment 5 - Support Document - Whittlesea Courthouse Visitor Information Centre [1.1.5 - 2 pages]

2 Close Meeting