



*City of*  
**Whittlesea**

# **AGENDA**

## **OF SPECIAL COUNCIL MEETING**

**HELD ON**

**TUESDAY 28 MARCH 2017**

**AT 6.30PM**

### **SUMMONS**

You are advised that a Special Meeting of Council has been called by the Chief Executive Officer on Tuesday, 28 March 2017 in Council Chamber, 25 Ferres Boulevard, South Morang at 6.30PM for the transaction of the following business.

**L THOMPSON  
ACTING CHIEF EXECUTIVE OFFICER**



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## COUNCILLORS

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RICKY KIRKHAM

MAYOR, NORTH WARD

JOHN BUTLER

NORTH WARD

EMILIA LISA STERJOVA

NORTH WARD

NORM KELLY

DEPUTY MAYOR, SOUTH EAST WARD

SAM ALESSI

SOUTH EAST WARD

ALAHNA DESIATO

SOUTH EAST WARD

MARY LALIOS

SOUTH EAST WARD

LAWRIE COX

SOUTH WEST WARD

STEVAN KOZMEVSKI

SOUTH WEST WARD

CAZ MONTELEONE

SOUTH WEST WARD

KRIS PAVLIDIS

SOUTH WEST WARD



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## SENIOR OFFICERS

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LIANA THOMPSON

ACTING CHIEF EXECUTIVE OFFICER

RUSSELL HOPKINS

DIRECTOR COMMUNITY SERVICES

KRISTEN JACKSON

ACTING DIRECTOR PLANNING AND MAJOR  
PROJECTS

NICK MANN

DIRECTOR CITY TRANSPORT & PRESENTATION

HELEN SUI

DIRECTOR CORPORATE SERVICES

BELGIN BESIM

ACTING DIRECTOR PARTNERSHIPS &  
ENGAGEMENT

MICHAEL TONTA

MANAGER GOVERNANCE



## ORDER OF BUSINESS

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**Note:**

At Council's discretion, the meeting may be closed in accordance with Section 89 of the Local Government Act 1989. The provision which is likely to be relied upon to enable closure is set out in each item. These reports are not available for public distribution.

**Question Time:**

During the meeting, Council will answer questions from residents and ratepayers. Questions should be submitted in writing before the start of the meeting unless this unreasonably prevents or hinders you from participating. A Question Time form can be downloaded from Council's website and copies of the form are available at the meeting.

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

**Large Attachments:**

Where large attachments form part of the Report, due to the size of the attachments – a copy has not been provided in the Agenda document

Copies of these attachments are available for inspection by the public at the following locations:

- a) Council offices at 25 Ferres Boulevard, South Morang; and
- b) Whittlesea City Council's internet site – [www.whittlesea.vic.gov.au](http://www.whittlesea.vic.gov.au)



1. OPENING
  - 1.1 MEETING OPENING AND PRAYER
  - 1.2 ACKNOWLEDGMENT OF TRADITIONAL OWNERS STATEMENT
  - 1.3 PRESENT
2. APOLOGIES
3. DECLARATIONS OF INTEREST



#### 4. OFFICERS' REPORTS (CORP)

##### 4.1 CORPORATE SERVICES

###### 4.1.1 ADOPTION OF DRAFT CITY OF WHITTLESEA 'SHAPING OUR FUTURE' COUNCIL PLAN 2017-21

**File No:** n/a

**Attachments:**

- 1 **Draft 'Shaping Our Future' Council Plan 2017-2021** (distributed separately - refer to p.7) [⇒](#)
- 2 **Draft Strategic Resource Plan** (distributed separately - refer to p.7) [⇒](#)
- 3 **Draft Council Action Plan 2017/18** (distributed separately - refer to p.7) [⇒](#)

**Responsible Officer:** Director Corporate Services

**Author:** Manager Corporate Accountability and Performance

### REPORT

#### EXECUTIVE SUMMARY

This report seeks:

- Adoption of the draft 'Shaping Our Future' Council Plan 2017-2021 (Attachment 1)
- Adoption of the draft Strategic Resource Plan (Attachment 2)
- Adoption of the draft Council Action Plan 2017-18 (Attachment 3)
- Establishment of an Advisory Committee of Council to consider any written submissions and hear those persons requesting to be heard in relation to the draft 'Shaping Our Future' Council Plan 2017-2021 and draft Council Action Plan 2017-18 ('the Plans')
- Determination of the format of any public consultation activities beyond the legislated requirements.

The purpose for adopting the drafts is to commence the public consultation process as required under section 125 of the *Local Government Act* 1989 (the Act).

Local Government Victoria has extended the relevant timeline for submitting the approved Council Plan to the Minister to 31 August 2017.

#### BACKGROUND

The Council Plan is developed every four years by the newly elected Council in accordance with the Act. It is the key strategic document providing direction over the Council term. At a minimum, the Council Plan needs to include Council's strategic objectives, the strategies for achieving these objectives, strategic indicators for monitoring the achievement of these objectives and the four year Strategic Resource Plan (section 125 of the Act). For the 2017-21 Council Plan, Council is using the newly developed 45 indicators of the Community Wellbeing Indicator Framework as the strategic indicators to monitor progress against the strategic objectives.

The Council Action Plan is developed annually as an accompaniment to the Council Plan. It includes the major initiatives that are to be achieved each year. Progress against both the

strategic indicators as well as the major initiatives is reported in Council's Annual Report and submitted to State Government.

Over a series of workshops and Council Forums from November to February, Councillors have identified their four year and one year priorities and genuinely shaped the Plans.

### **PROPOSAL**

The draft Plans require adoption prior to commencing public consultation under section 125 of the Act. After a minimum of 28 days of advertisement, a subcommittee of Councillors will review and hear public submissions received and report back to Council.

In line with Councillor feedback, participation and engagement activities beyond the legislative requirements are proposed in the form of drop-in sessions, where a stand is established at a public location to provide the public with an opportunity to discuss the Council Plan and Council Action Plan with their elected Councillors and Council officers.

Please note the proposed dates and times scheduled below are tentative only and can be modified depending on Councillor availability.

The final '*Shaping Our Future*' Council Plan 2017-2021 and Council Action Plan 2017-18 are scheduled for adoption at the Council Meeting on 30 May 2017.

### **CONSULTATION**

A range of internal and external consultation activities took place in late 2016 and early 2017, including:

- Analysis of 85 community consultations to update the '*Shaping our Future*' Whittlesea 2030 Strategic Community Plan
- Analysis of Councillors' election campaign statements and priorities as discussed at the November workshops with the Executive Leadership Team;
- Departmental submission process to collect priority actions, themes and objectives for consideration in the Council Plan 2017-21 and Council Action Plan 2017-18.

Councillors developed the Council Plan and Council Action Plan content on this basis at three Council Forums over January and February 2017. They identified seven key priorities over the four year Council term and confirmed 31 major initiatives for the 2017/18 Council Action Plan. Councillors also identified the level of participation and engagement with the Community, seeking to engage with the community through activities from the 'Inform' and 'Consult' spectrums of the International Association for Public Participation framework (the 'IAP2 Model').

The information gained through these processes has resulted in the Council Plan 2017-21 and Council Action Plan 2017-18 drafts presented for adoption at the Council Meeting on 28 March 2017.

### **CRITICAL DATES**

Under section 125(5) of the Act, Council is required to prepare and approve a Council Plan by 30 June following a general election unless the period is extended by the Minister. With Circular 8/2017 dated 10 February 2017, the due dates for adopting the Council Plan under section 125(4) and the Strategic Resource Plan under section 126(3) of the Act have been extended to 31 August 2017.

The following timeline is scheduled to meet this legislative requirement:

<b>28 Mar 2017</b>	Special Council Meeting to adopt <ul style="list-style-type: none"> <li>○ the draft ‘<i>Shaping Our Future</i>’ Council Plan 2017-2021</li> <li>○ the draft Strategic Resource Plan</li> <li>○ the draft Council Action Plan 2017-18</li> </ul>
<b>4 Apr 2017 to 5 May 2017</b>	Public consultation and submission period under sections 125 and 223 of the Act
<b>17 May 2017</b>	Advisory Committee Hearing of Public Submissions
<b>30 May 2017</b>	Council Meeting to adopt the 2017-21 Council Plan and the 2017/18 Council Action Plan

### FINANCIAL IMPLICATIONS

The proposed Budget for 2017/18, and the Strategic Financial Plan, have been considered in conjunction with planning for the four year Council Plan. The cost for preparing the Council Plan and Council Action Plan is currently budgeted using internal resources and external design and printing.

### POLICY STRATEGY AND LEGISLATION

‘Part 6 – Planning and accountability reports’ of the *Local Government Act 1989 (Vic)*, in particular sections 125 and 126, and section 223 regarding the public participation process.

More detailed requirements are outlined in the Local Government (Planning and Reporting) Regulations 2014.

### LINKS TO THE COUNCIL PLAN

<b>FUTURE DIRECTION</b>	<b>Inclusive &amp; Engaged Community</b>
<b>Theme</b>	<b>Participation &amp; decision making</b>
<b>Strategic Objective</b>	<b>Community decision making is inclusive</b>

The Council Plan, including the annual Council Action Plan, is the main legislated strategic document guiding Council’s work for the period of four years. As such, it sets the objectives for the organisation across Council’s identified priorities and links to the seven future directions as outlined in the ‘*Shaping our Future*’ Whittlesea 2030 Strategic Community Plan. Community participation and engagement is mandatory under sections 125 and 223 of the Act to enhance inclusive decision-making.

### DECLARATIONS OF CONFLICTS OF INTEREST

Under section 80C of the *Local Government Act 1989* officers providing advice to Council must disclose any interests, including the type of interest.

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

**CONCLUSION**

The draft '*Shaping Our Future*' Council Plan 2017-2021 will be subject to a formal consultation period as required by the Act. Following receipt and consideration of community feedback the Plan will be adopted (with any amendments) and will then be ready for distribution and implementation. As specified by the Act, a copy will then be forwarded to the Minister for Local Government.

**RECOMMENDATION**

**THAT Council resolve to:**

- 1. Adopt the Draft '*Shaping Our Future*' Council Plan 2017-2021 including the Draft Strategic Resource Plan and the Draft Council Action Plan 2017-18 for the purposes of allowing consultation in accordance with sections 125 and 223 of the *Local Government Act* 1989 (as amended).**
- 2. Establish a Committee of Council comprising of Cr ....., Cr ..... and Cr ..... to consider any written submissions and hear those persons requesting to be heard in relation to the Draft '*Shaping Our Future*' Council Plan 2017-2021 and Draft Council Action Plan 2017-18 with the Committee to meet at the Municipal Offices, Ferres Boulevard, South Morang on 17 May 2017 at 6:15pm or another time and date determined by the Committee.**
- 3. Provide a copy of the Draft '*Shaping Our Future*' Council Plan 2017-2021 and the Council Action Plan 2017-18 at the following locations:**
  - a) Council Offices:**
    - i) 25 Ferres Boulevard, South Morang**
    - ii) Westfield Plenty Valley Shopping Centre.**
  - b) Libraries at:**
    - i) May Rd, Lalor;**
    - ii) Main St, Thomastown;**
    - iii) Plenty Rd, Mill Park;**
    - iv) Laurel St, Whittlesea; and**
    - v) Mobile Library.**
  - c) Website: [www.whittlesea.vic.gov.au](http://www.whittlesea.vic.gov.au)**
- 4. Seek written public submissions on the Draft '*Shaping Our Future*' Council Plan 2017-2021 including the Council Action Plan 2017-18 during the consultation period of 4 April 2017 to 5.00 pm Friday, 5 May 2017.**
- 5. Seek written public feedback at drop-in sessions:**
  - a) At Mill Park Library on Wednesday, 19 April, from 5pm – 7pm and on Friday, 21 April, from 2pm – 4pm. The first drop-in session will be attended by Cr ..... and Cr ....., the second drop-in session will be attended by Cr ..... and Cr .....**
  - b) At Mernda Villages Community Activity Centre on Thursday, 27 April, 8.30am -10.30am, and on Monday, 1 May, 2.30pm – 4.30pm. The first drop-in session will be attended by Cr ..... and Cr ....., the second drop-in session will be attended by Cr ..... and Cr .....**



- c) At Lalor Library, on Tuesday, 18 April, from 1pm – 3pm and on Thursday, 20 April, from 5pm – 7pm. The first drop-in session will be attended by Cr ..... and Cr ....., the second drop-in session will be attended by Cr ..... and Cr .....



**4.1.2 2017-18 PROPOSED BUDGET****File No:** SU195536**Attachments:** 1 **2017-18 Proposed Budget** (distributed separately - refer to p.7) [⇒](#)**Responsible Officer:** Director Corporate Services**Author:** Manager Finance & Assets**REPORT****EXECUTIVE SUMMARY**

Councillors and officers have worked together over many months in developing the 2017-18 Proposed Budget ("Budget") to ensure it meets the needs and aspirations of our community.

The Budget balances the needs for additional infrastructure and responsible expenditure, while meeting the key priorities outlined within the proposed 2017-21 Council Plan.

The Budget contains a capital works program which includes 110 new projects totalling \$47.06 million, and provides for the maintenance of existing operational service levels.

The proposed increase in total rate revenue is 2.0% in line with the order by the Minister for Local Government on 16 December 2016 under the Fair Go Rates System. Council will not be seeking a variation to the rate cap for the 2017-18 year and is very aware of cost pressures on individuals and businesses, and has historically made every attempt to minimise rate increases.

Included in the Budget is a proposed increase to the discount on the differential farm rate from 15% to 40%.

After hearing public submissions, it is proposed that the Budget will be adopted at a Council Meeting to be held on Tuesday 30 May 2017.

**BACKGROUND**

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

This Budget, Council's Strategic Resource Plan and Strategic Long Term Financial Plan, achieve this by –

- Providing a balanced cash budget.
- Providing for capital works expenditure of \$47.06 million in 2017-18 plus ongoing capital projects carried over from 2016-17 of \$7.37 million.
- Maintenance of a strong balance sheet which enables liquidity and financial capacity into the future.

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

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

On 5 May 2005, the then State Government announced that land in Cooper Street, Epping would be acquired to facilitate the relocation of the Wholesale Market from Footscray. Part of Council's commitment to supporting the relocation of the markets to the Epping site was to agree to rate relief for a period of five years. The relocation of the markets to Epping was seen to offer a significant economic benefit to the municipality through ongoing jobs and investment. Council confirmed on 8 April 2014 its intention to provide five years' rate relief to the Wholesale Market's businesses from commencement of trading, which occurred on 1 September 2015. The 2017-18 Budget represents the second year of rate relief which totals \$1.07 million.

### **BUDGET HIGHLIGHTS**

Some key features of the budget include:

- Operating revenue of \$201.13 million (excluding developer contributions, non-monetary assets and non-recurrent capital grants)
- Operating expenditure of \$192.13 million
- Total capital works program of \$54.43 million (including \$7.37 million of works carried forward from 2016/17)
- Rates rise of 2.0% and an increase to the discount on the differential farm rate from 15% to 40%
- \$11.05 million for general maintenance of parks and open space
- Allocation of \$7.9 million to provide homecare services and enable older people to live independently in their homes
- Allocation of \$6.13 million for provision of maternal and child health services
- Allocation of \$2.13 million on supporting local youth
- Allocation of \$2.24 million for school crossing supervision
- Allocation of \$898,094 in grant money which will be distributed to community groups to assist them to provide their own programs for the wider community including:
  - Community Groups and agencies \$607,194;
  - Senior Citizens \$159,000
  - CFA and SES donations \$131,900.
- Allocation of \$4.79 million contribution to provide the Regional Library Service
- Allocation of \$3.95 million on general footpath expenditure
- Collections on behalf of the State Government:
  - EPA Waste Levy - \$3.6 million, an increase of \$171,455 on 2016/17 collection forecast
  - Domestic Animal Levy - \$97,000
  - Fire Services Levy - \$108,016 payable for Council properties.

### **New Works Budget of \$47.06 million, including:**

#### **Improving roads, footpaths and bike paths**

\$12.0 million for roads, footpaths, bike paths and road related projects. Projects include:

- \$4.27 million for footpaths and streetscape improvements including the missing links program;
- \$3.4 million for local road resurfacing and reconstruction/rehabilitation works;

- \$3.0 million to commence land acquisition and construction of Findon road extension from the Great Eastern Way to Plenty Road;
- \$480,000 to upgrade unsealed and defective sections of the Darebin Creek Trail between M80 Ring Road and Findon Road; and

**Upgrading or building new community facilities**

- \$2.0 million for the commencement of construction of pavilion and car park for the soccer facilities at Harvest Home Road;
- \$2.95 million to commence construction of two soccer pitches and pavilion at Lalor West Reserve;
- \$3.93 million to commence construction of two soccer pitches and pavilion at Doreen South Reserve;
- \$500,000 to commence the design for the Mernda Recreation and Leisure Centre;
- \$450,000 to refurbish Wollert Hall; and
- \$500,000 to commence the refurbishment of the Whittlesea Aquatic Centre.

**Parks and playgrounds**

- \$1.0 million for staged implementation of improvements to the tennis courts at Lalor Tennis Club;
- \$945,000 to commence the upgrade of existing tennis courts and pavilion at TH Hurrey Reserve;
- \$743,000 to renew playgrounds and general landscaping improvements across the municipality; and
- \$450,000 for street tree renewal across the municipality.

**PROPOSAL**

It is proposed that Council authorise the Acting Chief Executive Officer to give public notice of the Proposed Budget for the 2017-18 financial year.

**CONSULTATION**

The 2017-18 Proposed Budget will be advertised on Tuesday 30 May 2017, allowing public comments and submissions to be received up until 12pm Friday 5 May 2017.

**CRITICAL DATES**

It is proposed that the final Budget be adopted by Council at a Council Meeting to be held on Tuesday 30 May 2017 following consideration of any submissions by a Committee of Councillors.

**FINANCIAL IMPLICATIONS**

In 2017-18 Council will spend \$247 million to deliver more than 100 community services and invest in essential new infrastructure.

This includes a \$47.06 million new capital works program, with 110 projects to build and upgrade community centers, sporting fields and tennis courts, playgrounds, roads, bikepaths and footpaths across our new and established areas.

**POLICY STRATEGY AND LEGISLATION**

Council prepares its annual Budget under the provisions of the Local Government Act 1989 and the Local Government (Planning and Reporting) Regulations 2014.

**LINKS TO THE COUNCIL PLAN**

<b>FUTURE DIRECTION</b>	<b>Good Governance</b>
<b>Theme</b>	<b>Resource Management</b>
<b>Strategic Objective</b>	<b>Council is financially sustainable for the long term</b>

The Annual Budget is one of the key components of the planning and accountability framework, which guides Council in identifying and resourcing community needs and aspirations. Together with the Council plan and Strategic Resource Plan, one of the framework's underlying guiding principles is ensuring long term financial sustainability.

**DECLARATIONS OF CONFLICTS OF INTEREST**

Under section 80C of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

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

**CONCLUSION**

Council has developed a responsible Budget which reflects community needs and is closely aligned to the proposed Council Plan. The 2017-18 Proposed Budget continues Council's efforts to deliver its capital expenditure obligations and day to day service delivery challenges.

As Council looks to the future with limited opportunities to broaden its revenue base, meeting these obligations will require added financial discipline, monitoring, and continuous improvement to ensure that Council is delivering services in a cost-effective manner.

Residents and other interested members of our community are invited to make comments and submissions on the 2017-18 Proposed Budget.

**RECOMMENDATION**

**THAT Council resolve to:**

- 1. Authorise the Acting Chief Executive Officer to give public notice of the 2017-18 Proposed Budget attached to this report, which makes provision for two rate rebates (a \$1.07 million rebate relating to the Melbourne Wholesale Markets, and a \$200,000 allocation for Sustainable Land Management Rebates) and is the Budget prepared for the purposes of section 127 of the *Local Government Act 1989* ('the Proposed Budget').**
- 2. Establish an Advisory Committee comprising Cr \_\_\_\_\_; Cr \_\_\_\_\_; and Cr \_\_\_\_\_ ('the Advisory Committee') to consider submissions, and hear from any person who requests to speak in support of their submission on the Proposed Budget.**
- 3. Require the Advisory Committee to report to Council, with any recommendations, at the Council Meeting to be held at 6.00 pm on Tuesday, 30 May 2017.**

4. **Make copies of the Proposed Budget available for inspection at the following locations:**
  - a. **Council Offices at –**
    - i. **25 Ferres Boulevard, South Morang**
    - ii. **Westfield Plenty Valley Shopping Centre**
  - b. **Libraries at –**
    - i. **May Road, Lalor**
    - ii. **Main Street, Thomastown**
    - iii. **Plenty Road, Mill Park**
    - iv. **Laurel Street, Whittlesea**
    - v. **The Mobile Library.**
  - c. **Whittlesea City Council's website – [www.whittlesea.vic.gov.au](http://www.whittlesea.vic.gov.au).**
5. **Provide the following information in respect of the Proposed Budget:**
  - a. **The total amount of borrowings by Council as at 30 June 2017 is \$28,096,338.**
  - b. **The amount proposed to be borrowed by Council during the 2017-18 financial year is \$12,300,000.**
  - c. **The total amount of loans projected to be redeemed during the 2017-18 financial year is \$2,658,423 plus repayment provisions of \$580,300.**
  - d. **The projected total amount of borrowings as at 30 June 2018 is \$37,737,915.**
  - e. **The projected cost of servicing the borrowings during the 2017-18 financial year is \$2,112,707.**
  - f. **Council intends to calculate its general rates by using the Net Annual Value system of valuation (NAV) in respect of all rateable land within the municipal district to be applied differentially as follows:**
    - i. **In respect of residential and commercial use land (of a non farm nature) the rate applicable shall be 0.06532185 cents in the NAV dollar.**
    - ii. **In respect of farmland the rate applicable with be 0.03919311 cents in the NAV dollar.**
6. **Not give incentives under Section 168(1) of the Act for the payment of rates before the due date for payment.**





5. CLOSURE