



# City of Whitehorse

## AGENDA

### Virtual Delegated Committee of Council Meeting

To be held via Zoom  
on

**Monday 13 September 2021**

at 7:00pm

**Members:** Cr Andrew Munroe (Mayor), Cr Blair Barker, Cr Raylene Carr (Deputy Mayor), Cr Prue Cutts, Cr Andrew Davenport, Cr Mark Lane, Cr Tina Liu, Cr Amanda McNeill, Cr Denise Massoud, Cr Trudy Skilbeck, Cr Ben Stennett

**Mr Simon McMillan**  
Chief Executive Officer

#### Recording of Meeting and Disclaimer

*Please note every Delegated Committee of Council Meeting (other than items deemed confidential under section 3 (1) of the Local Government Act 2020) is being recorded and streamed live on Whitehorse City Council's website in accordance with Council's Live Streaming and Recording of Meetings Policy. A copy of the policy can also be viewed on Council's website.*

*The recording will be archived and made publicly available on Council's website within 48 hours after the meeting on [www.whitehorse.vic.gov.au](http://www.whitehorse.vic.gov.au) for a period of three years (or as otherwise agreed to by Council).*

*Live streaming allows everyone to watch and listen to the meeting in real time, giving you greater access to Council debate and decision making and encouraging openness and transparency. All care is taken to maintain your privacy; however, as a visitor in the public gallery, your presence may be recorded. By remaining in the public gallery, it is understood your consent is given if your image is inadvertently broadcast.*

*Opinions expressed or statements made by individual persons during a meeting are not the opinions or statements of Whitehorse City Council. Council therefore accepts no liability for any defamatory remarks that are made during a meeting.*



### OBJECTIVE

To enhance the consultative process and facilitate public participation and involvement of the municipal community in Council decision making in accordance with the *Local Government Act 2020* (the Act) and Council's Governance Rules.

### PURPOSE OF GUIDELINES

To facilitate public participation and involvement in meetings of the Delegated Committee (Committee). These Guidelines complement Council's Governance Rules.

### PROVISION FOR PUBLIC PARTICIPATION

The public has two opportunities to participate in a Committee meeting - either by a submission which may be heard at the start of the meeting, i.e. **Public Submissions** (refer below) and by **Public Comment** later in the meeting. There is no public interjection during the meeting and speakers are heard in an orderly manner.

#### Public Submissions:

A submission may be made on any matter, providing it is not in contravention of Council's Governance Rules.

A maximum of 10 speakers will be permitted to make a submission and they will be determined in order of registration.

No individual submission shall exceed three minutes (i.e. each speaker has 3 minutes in total, not 3 minutes per topic).

Where submissions have already been made under the provisions of any statutory process, further submissions shall not be heard, unless the matter is listed as an item of business on the Committee agenda.

#### Procedures for Public Submissions:

Persons wishing to make a submission to the Committee on matters **other than land planning matters** must directly notify the Civic Services Department by **4pm on the day of the meeting and register** to speak, by telephoning 9262-6338. The person who registers to speak shall be the person who will make the submission to the Committee.

Persons wishing to make a submission to the Committee on any **land use planning matter** must directly notify the Civic Services Department, at least five working days prior to the day of the meeting and register to speak by telephoning 9262-6338. The person who registers to speak, shall be the person who will make the submission to the Committee.

Submissions may also be registered online. An online registration form must be completed and submitted, with registrations determined in order of receipt. Online public submission registration is to be made via Council's website [www.whitehorse.vic.gov.au](http://www.whitehorse.vic.gov.au) (type **Public Submissions Registration** in the website search function); alternatively access is available via the following link <https://www.whitehorse.vic.gov.au/public-submissions-registration>

An online submission on any **land use planning matter** must be completed by **4.00pm at least five working days prior to the Committee meeting.**

An online submission for matters other than land planning matters must be received by **4.00pm on the day of the meeting.**

At the time of registering to speak, that person must indicate whether he or she will be speaking in support of or opposition to any planning permit application or Planning Scheme Amendment (or proposed planning permit application or proposed Planning Scheme Amendment). The Committee must not listen to or read anything said by that person unless it is satisfied that, at least four working days before the day of the Committee Meeting, a member of Council staff has contacted the person(s) whose interests are contrary to the person who has registered to speak (e.g. has contacted the planning permit applicant if the person who has registered to speak has indicated that he or she will speak in opposition to the grant of a planning permit application) and invited the first-mentioned person (or a person authorised by him or her) to also register by 4pm on the day of the meeting to attend the Committee Meeting and speak.

Persons wishing to table written material must provide 15 copies to the Committee Clerk prior to the commencement of the meeting to enable distribution to Councillors prior to the start of the meeting. No material will be distributed during the meeting by any person, including Council staff. Requests to speak will be registered strictly in the order of receipt.

In instances where a number of persons wish to address the Committee on the same matter, the Chairperson at his or her discretion may request they nominate a speaker/speakers to represent them.

In accordance with Council's Governance Rules, it is not necessary for Standing Orders to be suspended to allow a person to address the Committee, subject to compliance with these Guidelines.

#### **Public Comment:**

After the 'Other Business' Section of the meeting has concluded, the Mayor will invite members of the gallery to indicate by show of hands if they wish to make a comment. *Only matters pertaining to this evening's meeting are to be commented on, (i.e. a Council Officer report or presentation, and any "Other Business" matters)* and a 3 minute period per speaker applies. A maximum period of 15 minutes shall be provided for public comment. The Mayor will call individuals forward to be heard and they should begin by clearly stating their name. This is a period for comment, not questions or debate and there is no opportunity for any further Public Submissions.

#### **ADOPTION AND AMENDMENT OF THESE GUIDELINES**

These guidelines were adopted by resolution of Council dated 24 August 2020 and may be further amended by resolution of Council from time to time. The Chairperson at his or her discretion may vary procedures under these Guidelines, at any meeting of the Committee.

*A Delegated Committee is a committee established by the Council under section 63 of the Act. Under the Act, the formation of, appointment to, and administration of delegated committees is highly controlled given their ability to exercise statutory functions and powers on behalf of the Council.*

*A Delegated Committee exercises the powers, duties or functions of Council. Therefore, the Committee is subject to the same Governance Rules as Council (section 60 of the Act). A resolution of a Delegated Committee holds the same weight as a resolution of Council - provided it falls within the delegated powers of the Committee.*

***In accordance with the COVID-19 Omnibus (Emergency Measures) Bill 2020 – Amendment of Local Government Act 2020 our Council Meetings remain open to the public via Live stream only, please do not attend in person. Meetings can be viewed via Council's live stream platform <https://webcast.whitehorse.vic.gov.au/video.php>***

***Members of the public are invited to register a submission on any issue or matter that they would like to present to Council at <https://www.whitehorse.vic.gov.au/about-council/what-we-do/meetings/public-submissions-questions-petitions/public-submissions>.***

**1 PRAYER**

**1a Prayer for Council**

*We give thanks, O God, for the Men and Women of the past whose generous devotion to the common good has been the making of our City.*

*Grant that our own generation may build worthily on the foundations they have laid.*

*Direct our minds that all we plan and determine, is for the wellbeing of our City.*

***Amen.***

**1b Aboriginal Reconciliation Statement**

*“Whitehorse City Council acknowledges the Wurundjeri Woi Wurrung people of the Kulin Nation as the traditional owners of the land we are meeting on and we pay our respects to their Elders past, present and emerging and Aboriginal and Torres Strait Islanders from communities who may be present today.”*

**2 WELCOME AND APOLOGIES**

Cr Davenport has sought a leave of absence for tonight’s Delegated Committee of Council meeting Monday 13 September 2021.

**RECOMMENDATION**

***That the apology from Cr Davenport be received and leave of absence be granted for tonight’s Delegated Committee of Council meeting 13 September 2021.***

**3 DISCLOSURE OF CONFLICT OF INTERESTS**

**4 CONFIRMATION OF MINUTES**

Minutes of the Delegated Committee of Council Meeting 09 August 2021.

**RECOMMENDATION**

***That the minutes of the Delegated Committee of Council Meeting 09 August 2021 having been circulated now be confirmed.***

## **5 PUBLIC SUBMISSIONS**

***In accordance with the COVID-19 Omnibus (Emergency Measures) Bill 2020 – Amendment of Local Government Act 2020 our Council meetings remain open to the public via live stream only, please do not attend in person. Meetings can be viewed via Council’s live stream platform <https://webcast.whitehorse.vic.gov.au/video.php>***

***Interested parties who wish to submit to the Delegated Committee of Council during under the Public Submissions section of the Delegated Committee Meeting must register online at [www.whitehorse.vic.gov.au/about-council/what-we-do/meetings/public-submissions-questions-petitions/public-submissions](http://www.whitehorse.vic.gov.au/about-council/what-we-do/meetings/public-submissions-questions-petitions/public-submissions) by 4pm on the day of the meeting.***

***Persons wishing to make a submission to the Delegated Committee on any land use planning matter must register online by 4:00pm [www.whitehorse.vic.gov.au/about-council/what-we-do/meetings/public-submissions-questions-petitions/public-submissions](http://www.whitehorse.vic.gov.au/about-council/what-we-do/meetings/public-submissions-questions-petitions/public-submissions), at least five working days prior to the day of the meeting.***

***In completing the online public submission form a member of Council staff will inform you whether your registration was successful and the submission will then be read out at the meeting.***

***The submission, name and suburb will then form part of the Delegated Committee of Council minutes and become part of a permanent record of the Council.***

- 5.1 General Submissions (Other Speakers who have registered an online written submission, will have their submission read out at the meeting up to 3 minutes per submitter)**

**6 REPORTS FROM OFFICERS**

None submitted

**7 OTHER BUSINESS**

**8 PUBLIC COMMENT**

*Persons speaking will be identified and recorded for Council Minutes and become part of a permanent record of the Council. Please indicate if you do not wish your name to be recorded.*

**NB.** Public Comment will not be available due to COVID-19 restrictions.

**9 CONFIDENTIAL ITEMS**

None submitted

**10 CLOSE MEETING**