



GUIDELINES SPECIAL COMMITTEE OF COUNCIL

OBJECTIVE

To enhance the consultative process and facilitate public participation and involvement of the community in Council decision making in accordance with Council's Corporate Plan strategies – good governance.

PURPOSE OF GUIDELINES

To facilitate public participation and involvement in meetings of the Special Committee. These Guidelines complement Council's Meeting Procedures and Common Seal Local Law 2013.

PROVISION FOR PUBLIC PARTICIPATION

(The information below refers to 'General' submissions. Please refer to Page 2 of these Guidelines for information on submissions on Council's Proposed Budget 2016/17 to be heard at 14 June 2016 meeting of the Special Committee of Council).

The public has two opportunities to participate in this meeting – either by a submission which may be heard at the start of the meeting, (i.e. **Public Submissions**, refer below) or if the item is on the agenda, immediately prior to consideration of the item, 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 (ie General) Submissions:

A submission may be made on any matter, providing it is not in contravention of Council's Meeting Procedures and Common Seal Local Law 2013.

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.

Where submissions have 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 Special Committee of Council agenda.

Procedures for Public (General) Submissions:

Persons wishing to make a submission to the Special Committee on matters other than land planning matters must directly notify the Committee Clerk, Civic Services Department by 4pm on the day of the meeting and register to speak, by telephoning 9262-6337. The person who registers to speak shall be the person who will make the submission to the Special Committee.

Persons wishing to make a submission to the Special Committee on any land use planning matter must directly notify the Committee Clerk, Civic Services Department, at least five working days prior to the day of the meeting and register to speak by telephoning 9262-6337. The person who registers to speak, shall be the person who will make the submission to the Special Committee.

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 Special 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 Special Committee Meeting, a member of Council staff has contacted the person(s) whose interests are inimical to the person who has registered to speak (eg 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 Special 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. Speakers for topics not listed on the Special Committee Agenda for the meeting will be heard first, then speakers who wish to cover more than one topic (3 minutes in total, not 3 minutes per topic).

In instances where a number of persons wish to address the Special 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 Clause 48.5 of Council's Meeting Procedures and Common Seal Local Law 2013. It is not necessary for Standing Orders to be suspended to allow a person to address the Special 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 19 August 2013 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 Special Committee.

***SUBMISSIONS ON COUNCIL'S 2016-17 PROPOSED BUDGET**

A person who makes a written submission on Council's 2016-17 Proposed Budget may also request to be heard by a Committee of Council appointed to consider and hear submissions.

Council at its meeting held 27 April 2016 determined that pursuant to section 223 (1) (b) of the *Local Government Act* 1989, the Special Committee of Council hear any submissions received in relation to the Proposed Budget 2016/17 on 14 June 2016.

Eight people requested to speak in support of their written submission on Council's 2016/17 Proposed Budget; in line with statutory requirements these speakers have up to five minutes for their verbal submission.

Meeting opened at 8.00pm.

Present: Cr Daw (Mayor), Cr Bennett, Cr Carr, Cr Chong AM, Cr Davenport, Cr Ellis,
Cr Harris OAM, Cr Massoud, Cr Munroe, Cr Stennett

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

"In the spirit of reconciliation Whitehorse City Council acknowledges the Wurundjeri people as the traditional custodians of the land we are meeting on. We pay our respects to their Elders past and present"

2 WELCOME AND APOLOGIES

The Mayor welcomed all.

APOLOGIES: NIL

3 DISCLOSURE OF CONFLICT OF INTERESTS

None Disclosed

4 CONFIRMATION OF MINUTES

Minutes of the Special Committee of Council Meeting 9 May 2016.

SPECIAL COMMITTEE OF COUNCIL RESOLUTION

Moved by Cr Bennett, Seconded by Cr Ellis.

That the minutes of the Special Committee of Council Meeting 9 May 2016 having been circulated now be confirmed.

CARRIED UNANIMOUSLY

5 PUBLIC SUBMISSIONS

Interested parties who wish to address the Special Committee of Council during the Public Submissions period of the Special Committee Meeting must register with the Civic Services Department by telephoning 9262 6337 by 4pm on the day of the meeting.

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.

Persons wishing to make a submission to the Special Committee on any land use planning matter must directly notify the Committee Clerk, Civic Services Department, at least five working days prior to the day of the meeting and register to speak by telephoning 9262-6337.

5.1 General Submission (Other Speakers – up to 3 minutes each submitter)

- 5.1.1 Mr Ken Chamberlain from Vermont South spoke in opposition to planning application WH2015/1090 proposed development at 464 Burwood Highway, Vermont South.
- 5.1.2 Mr Damien Iles, from Hansen Partnership spoke on behalf of the applicant for a proposed development at 464 Burwood Highway Vermont South Planning Application WH2015/1090.
- 5.1.3 Mr Dennis Cavagna from Vermont South spoke in opposition to planning application WH2015/1090 proposed development at 464 Burwood Highway, Vermont South.
- 5.1.4 Mr Keith Vaz spoke in opposition to planning application WH2015/1090 proposed development at 464 Burwood Highway, Vermont South.
- 5.1.5 Mr Philip Minto from Vermont South spoke in opposition to planning application WH2015/1090 proposed development at 464 Burwood Highway, Vermont South.
- 5.1.6 Ms Pauline Robertson from Blackburn South spoke in opposition to planning application for 220 Middleborough Road Blackburn South.
- 5.1.7 Ms Diane McKern from South Blackburn spoke in opposition to planning application for 220 Middleborough Road Blackburn South.
- 5.1.8 Mr Sheldon Dyer from Blackburn South spoke in opposition to planning application for 220 Middleborough Road Blackburn South.
- 5.1.9 Mr Andrea Pagliaro from Urbis spoke on behalf of permit applicant for 220 Middleborough Road Blackburn South.

5.2 2016-17 Proposed Budget Submissions (Speakers – up to 5 minutes each submitter)

Refer to Report Item 6.1 and Attachment 1

The following speakers were heard by the Special Committee of Council:

- **Ms Ria Smit**
Submission 1
- **Mr Rhys Thomas – St Francis Xavier Primary School**
Submission 5
- **Mr Kenneth Weeks**
Submission 6
- **Mr Glen Thiele**
Submission 8
- **Mr Colin Carter – Spokesperson Whitehorse Ratepayers & Residents Association**
Submission 10
- **Mr Roy Lloyd**
Submission 11
- **Ms Gay Gallagher**
Submission 12

The following speaker registered to be heard by the Special Committee of Council but made no appearance.

- **Mr Craig Smith- Blackburn Junior Football Club**
Submission 4

6 REPORTS FROM OFFICERS

6.1 2016/17 Annual Budget Consultation

ATTACHMENT

SUMMARY

Council resolved on 27 April 2016 to endorse and advertise its proposed budget and to call for submissions under Section 223 of the Local Government Act 1989. A public notice was placed in The Age on Saturday 30 April 2016, with additional advertising in the Whitehorse Column in the Leader Newspaper. Copies of the Proposed Budget were available at the three Council service centres (Nunawading, Forest Hill and Box Hill), Libraries and on Council's website. Council received 12 written submissions on the Proposed Budget 2016/17.

SPECIAL COMMITTEE OF COUNCIL RESOLUTION

Moved by Cr Munroe, Seconded by Cr Ellis.

That the Special Committee:

- 1. Hear those who wish to speak in support of their written submission.***
- 2. Having heard those who wished to speak in support of their written submission, consider all written submissions as part of Council's deliberations in adopting the Annual Budget 2016/17 at the Ordinary Council meeting to be held on 27 June 2016.***

CARRIED UNANIMOUSLY

BACKGROUND

The budget document has been carefully prepared following community consultation throughout the year and is guided by priorities outlined in key strategic documents including the *Council Vision 2013-2023*, the current four year *Council Plan*, *Strategic Resource Plan* and other major plans and strategies.

A number of Council consultations on key Council strategies and plans were held throughout the year influencing the development of the budget including two community budget information sessions in April 2016 to discuss the development of Whitehorse's Proposed Budget 2016/17.

Councillors and officers also held a number of meetings to develop this fiscally responsible budget and longer term strategic resource plan in a time of significant external and internal pressures and challenges.

Council was required under Sections 126 and 127 of the Local Government Act 1989 to seek written public comment on the Proposed Budget 2016/17. Council was required to give public notice that the proposed document will be made available for inspection for 28 days and that Council will receive submissions made under Section 223 of the *Local Government Act 1989* in respect of the budget. A person who has made a written submission may also request to be heard by a Committee of Council appointed to consider and hear submissions.

A public notice advising that the Proposed Budget 2016/17 was available for inspection was placed in The Age on Saturday 30 April 2016. Advertisements giving advance notice of the availability of the Proposed Budget 2016/17 document were placed in Council's column in the Whitehorse Leader. Copies of the Proposed Budget document were placed in three Council Service Centres (Nunawading, Forest Hill and Box Hill), each of the libraries, and on Council's website on 28 April 2016. In addition, there was coverage in Council's weekly column in the Whitehorse Leader plus a special feature on the Proposed Budget in the May 2016 Whitehorse News and various other press releases.

6.1

(cont)

Council at its meeting of 27 April 2016 gave notice that it had prepared a Proposed Budget and invited written submissions. Council also resolved that the Special Committee of the Council hear anyone who wishes to speak in support of their written submission in accordance with Section 223 of the *Local Government Act 1989*. The closing date for submissions was Sunday 29 May 2016.

DISCUSSION

Public submissions – Proposed Budget 2016/17

Council has received 12 formal submissions/comments on the Proposed Budget 2016/17. There are 8 people that have requested to speak in support of their submission at the Special Committee meeting.

Submissions were received from the following:

	Name	Issue(s) Raised
1	Ms R. Smit	Cycling expenditure
2	Mrs G. Chambers	Rate increase
3	Mrs R. Farr	School crossing for Orchard Grove Primary School
4	Blackburn Junior Football Club	Improving facilities for female football at Eley Park
5	St Francis Xavier Primary School	Improving pedestrian safety around school
6	Mr K. Weeks	Elgar Park pond restoration
7	Blackburn Sporting Club	Funding for redevelopment of Morton Park facilities
8	Mr G. Thiele	Rate increase/cost savings
9	Mrs K. Cummings	Various issues mainly relating to cost savings and non-essential services/works
10	Whitehorse Ratepayers and Residents Association	Various issues mainly relating to cost savings, efficiencies and non-essential services
11	Mr R. Lloyd	Rate increase/surplus
12	Ms G. Gallagher, Yarran Dheran Advisory Committee	Proposed improvements for Yarran Dheran

For submissions refer to Attachment 1.

The following people have requested to speak to their submissions:

	Name
1	Ms Ria Smit
2	Mr Craig Smith Spokesperson Blackburn Junior Football Club
3	Mr Rhys Thomas Chairperson, Education Board St Francis Xavier Primary School
4	Mr Kenneth Weeks
5	Mr Glenn Thiele
6	Mr Colin Carter Spokesperson Whitehorse Ratepayers and Residents Association
7	Mr Roy Lloyd
8	Ms Gay Gallagher Yarran Dheran Advisory Committee

7 OTHER BUSINESS

7.1 Implementing Broader Social Media Platforms

Moved by Cr Harris, Seconded by Cr Massoud.

That Council:

1. ***Request Council officers to prepare a report outlining the next steps towards implementing broader social media platform/s and report back to Council by February 2017. The Report to include:***
 - ***An assessment of Council's current social media applications***
 - ***Suggested platforms and applications and an assessment of their value to achieving councils goals***
 - ***Financial and human resources required to support expanded applications***
 - ***An assessment of longer term cost implications***
 - ***A draft social media policy that reflects any recommendations in the report***
2. ***Upon receiving the recommendations from the report, consider available funding options from within the parameters of the 2016/2017 budget"***

CARRIED

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.

- 8.1 Mr Kenneth Weeks spoke on Item 7.1 Implementing Broader Social Media Platforms and communicating with older residents via radio and television.
- 8.2 Ms Ria Smit spoke on Item 7.1 Implementing Broader Social Media Platforms and on the use of social media.
- 8.3 Mr Gary Haley spoke on spoke on Item 7.1 Implementing Broader Social Media Platforms and the use of narrowcast broadcasting to communicate with residents/ratepayers.

9 CONFIDENTIAL ITEMS

Nil

10 CLOSE MEETING

Meeting closed at 9.35pm

Confirmed this 11th day of July, 2016.

CHAIRPERSON