

# Minutes

## LeadWest Joint Delegated Committee



### Meeting Details

Title:	LeadWest Joint Delegated Committee	
Date:	15 June 2022	Time: 3:34pm – 5:25pm
Location:	Wyndham City Council Wyndham Civic Centre, Councillors Meeting Room 45 Princess Hwy, Werribee 3030	
Chairperson:	Mayor - Cr Peter Maynard	
Invitees:	Brimbank City Council	Deputy Mayor, Cr Thuy Dang CEO, Fiona Blair
	Hobsons Bay City Council	Cr Matt Tyler CEO, Aaron van Egmond
	Maribyrnong City Council	Cr Bernadette Thomas CEO, Celia Haddock
	Melton City Council	Cr Sophie Ramsey CEO, Roslyn Wai
	Wyndham City Council	Mayor, Cr Peter Maynard CEO, Stephen Wall
	Premier Strategy	Secretariat Lead, Dina Jones
Conflict of interest:	No conflicts of interest declared.	
Guests:	Fran MacDonald	Executive Officer, Western Alliance for Greenhouse Action
Other Attendees:	Cr Virginia Tachos Andrew McLeod Joanna Stevens Kara Douglas	Councillor, Brimbank City Council Acting CEO, Hobsons Bay City Council CEO, Premier Strategy Director of Communications and Corporate Affairs, Premier Strategy
Apologies:	Deputy Mayor, Cr Thuy Dang Cr Matt Tyler Aaron van Egmond	Deputy Mayor, Brimbank City Council Councillor, Hobsons Bay City Council CEO, Hobsons Bay City Council
Minute Taker:	Marnie Giles	Administration Officer, LeadWest

## Meeting Items

No.	Topic	Key discussion points
1.	Welcome and Apologies	The Chair welcomed all in attendance and opened the meeting at 3:34pm.
2.	Conflicts of interest to be declared in accordance with the 'Local Government Act 2020'	No conflicts of interest were declared.
3.	Minutes from the meeting held 30 March 2022	<p>The minutes from the meeting held on the 30 of March 2022 were adopted without amendment.</p> <p><i>Moved: Cr Sophie Ramsey</i> <i>Seconded: Cr Bernadette Thomas</i></p>
4.	Matters arising from the meeting held 30 March 2022	<p>The Committee noted the completed matters arising from the meeting held on the 30 March 2022.</p> <p><i>Moved: Cr Bernadette Thomas</i> <i>Seconded: Cr Sophie Ramsey</i></p>
5.	Finance Subcommittee Workshop – Briefing Note	<p>Cr Bernadette Thomas directed Committee members to the briefing note provided by the LeadWest Finance Subcommittee and gave an update on the workshop held on 22 April 2022. The following discussions were held:</p> <ul style="list-style-type: none"> <li>• The LeadWest operational budget and four year forecast have been reviewed and updated to reflect the contract commencement of Premier Strategy and the changes to the staffing structure.</li> <li>• As a result of this review, the 2021/2022 operational budget has converted from a \$23k deficit to a \$24k surplus.</li> <li>• The predicted increase to member contributions of approximately \$80k per annum is no longer required but in line with the cost of inflation, an increase to contributions will be significantly less.</li> <li>• The reserve fund is expected to be depleted by 2023/2024 which is in line with the previous recommendation made by the LeadWest Committee.</li> <li>• Project funds required after 2023/2024 will be considered as an opt-in structure and will be discussed with member councils as advocacy projects are agreed to.</li> </ul> <p>The Committee recognised the assistance by Brimbank City Councils Director, Shane Marr in reviewing the LeadWest operational and project budget and forecast.</p> <p><i>The Committee resolved to adopt the following recommendations:</i></p> <ol style="list-style-type: none"> <li>1. <i>Note the updated LeadWest operational budget and four year forecast.</i></li> <li>2. <i>Increase the 2022/2023 LeadWest member contributions by \$2k per council, per annum.</i></li> </ol> <p><i>Moved: Cr Bernadette Thomas</i> <i>Seconded: Stephen Wall</i></p>
6.	Western Alliance for Greenhouse Action Presentation	<p>The Chair welcomed Fran MacDonald, Executive Officer (EO) of the Western Alliance for Greenhouse Action (WAGA), to the meeting.</p> <p>The EO directed Committee members to the attached WAGA presentation and provided background information and detailed key issues regarding the Victorian Climate Resilient Council (VCRC) and the Planning for a Safe Climate projects.</p> <p>It was noted that there was no mention of addressing climate changes within the current LeadWest Strategic Plan.</p>

7. Review of LeadWest Strategic Plan	<p>The Chair introduced Dina Jones, Kara Douglas and Joanna Stevens from Premier Strategy to the Committee.</p> <p>The following discussions were held regarding the review of the LeadWest Strategic Plan and the outcomes of the introductory meetings held between Premier Strategy and member councils.</p> <ul style="list-style-type: none"> <li>Over the past month, Premier Strategy have been working towards gaining an understanding of the purpose and the goals of LeadWest. Currently the core purpose and focus of LeadWest is unclear.</li> <li>The focus of the LeadWest Strategic Plan is too broad and incorporates a large number of priority projects. This complicates the ability to select top three main priority projects to commence strategic advocacy work.</li> <li>The value add of LeadWest has been questioned and the level of interest to attend Government meetings and ownership across the Committee.</li> <li>The current LeadWest Committee is composed of a number of new members which provides an opportunity to refresh the objectives, goals and purpose of LeadWest.</li> </ul> <p>A discussion was held to begin brainstorming the core purpose statement of LeadWest.</p> <ul style="list-style-type: none"> <li>The final purpose statement should include terms such as advocate/advocacy, Melbourne's west/western region, a great place to live, liveability, collaboration, culture and include the population numbers of the region.</li> </ul> <p>Premier Strategy advised the Committee that preparation for the State Election 2022 will commence once the priority projects have been identified. Given the timeframe, these projects will need to be achievable and feasible for a successful strategic advocacy strategy.</p> <p>Premier Strategy advised the Committee that an assessment tool will be circulated to members to submit priority projects for the advocacy strategy. This tool will assist in evaluating the regional benefits, political alignment and project readiness which will result in the final selected priority projects for the LeadWest strategic advocacy works.</p>
8. Future Meeting Details	<p>The Chair directed Committee members to attached 'Future LeadWest Meeting Details' document and informed the Committee that future meetings will be rotated between member councils. The Chair also advised members that the LeadWest Administration Officer will circulate location details prior to each meeting.</p>
9. Other Business	<p>No other business discussed.</p>
10. Closure of meeting	<p>The Chair thanked all in attendance and closed the meeting at 5:25pm.</p>

Next meeting:	<p>Wednesday, 21 September 2022  3:30pm – 5:30pm  Melton City Council  Melton Civic Centre, Woodlands Room  232 High Street, Melton 3337</p>
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