

Minutes

LeadWest Joint Delegated Committee



Meeting Details

Title:	LeadWest Joint Delegated Committee	
Date:	8 June 2023	Time: 3:00pm – 5:02pm
Location:	Video Conference via ZOOM	
Chairperson:	Cr Sophie Ramsey	
Attendees:	Brimbank City Council	Mayor, Cr Bruce Lancashire CEO, Fiona Blair
	Hobsons Bay City Council	Cr Matt Tyler CEO, Aaron van Egmond
	Maribyrnong City Council	CEO, Celia Haddock
	Melton City Council	Cr Sophie Ramsey CEO, Roslyn Wai
	Wyndham City Council	Acting CEO, Liana Thompson
	LeadWest Executive Officer	Secretariat Lead, Hillary Hastings
Guests:	Georgie Hill	Director Planning, People & Performance, Brimbank City Council
	Pauline Hobbs	Advocacy Advisor, Melton City Council
	Laura-Jo Mellan	Director Planning and Environment Services, Maribyrnong City Council
Apologies:	Stephen Wall Cr Peter Maynard	Wyndham City Council Wyndham City Council
Minute taker:	Hillary Hastings	Executive Officer, LeadWest
Conflict of interest:	No conflicts of interest declared.	

Meeting Items

No.	Topic	Key discussion points
1.	Welcome, Acknowledgement and Apologies	<p>The Chair welcomed all in attendance and opened the meeting at 3:36pm.</p> <p>The Chair welcomed and introduced Hillary Hastings who was recently appointed Executive Officer LeadWest. Hillary thanked the Chair and members for their welcome and outlined her recent work experience.</p> <p>The Chair advised apologies were received from Cr Peter Maynard and Stephen Wall</p>
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 29 March 2023	<p>The minutes from the meeting held 29 March 2023 were adopted without amendment.</p> <p><i>Moved: Cr Matt Tyler</i> <i>Seconded: Fiona Blair</i></p>
4.	Update LeadWest event at Parliament House 21 June	<p>Noted that The Hon Melissa Horne MP (Member for Williamstown and Minister for Local Government, Minister for Casino, Gaming and Liquor Regulation Minister for Roads and Road Safety Minister for Ports and Freight is speaking representing the Premier who is unable to attend</p> <ul style="list-style-type: none"> • Minister Horne has received briefing papers • Minister will speak for 7-10 minutes • The leader of the Opposition leader John Pesutto has accepted the invitation • Hillary gave an update on MPs attending (18 MPs) • All event details have been confirmed • Wurundjeri Elder booked for a welcome (Aunty Di Kerr) • Media wall is in production • Lectern banners have been produced • Guests will be reminded about strict security protocols at Parliament House and provided with parking information and venue access. <p>The chair reminded the members of their role on the night re networking and advocating on our priorities. A comprehensive briefing pack will be provided to assist members.</p> <p>Clarification was sought on the event budget. Some members thought a contribution from each Council was required. Hillary advised she was unaware of any such agreement and the costs were coming from LeadWest's operational budget.</p> <p>The Chair requested Council Advocacy Officers attend to support their CEOs and Mayors</p> <p>Action: Circulate speaking notes on key priorities Action: Include a MP photos and Bios and running sheet in a brief Action: Brief to be provided for the photographer individual and group shots Action: Post event send brochure and advocacy asks requesting a follow up meeting</p>
5.	LeadWest promotional material and video	Hillary thanked Wyndham City Council for providing the contact of a trusted videographer. The video will be approximately 4.5minutes in length. Content is

around the 6 key advocacy asks and also reflects the Brochure content. The first cut of the video was played for feedback

- Members provided feedback including:
 - Summary slide at the end
 - Numbered questions
 - Middle section on Sunshine precinct was a little long, streamline the airport rail section to shorten
 - Might be need for an abridged version
 - Wetland centre –more imagery

Action: Feedback or requested changes to Hillary no later than noon on Wednesday 14 June

6.	LeadWest Advocacy Brochure	<ul style="list-style-type: none">• Brochure update• Hillary asked all members for any changes required. Brimbank made changes re Sunshine Precinct; Melton made changes to OMR Maribyrnong made changes to language to include Footscray Precinct• Premier Strategy hold the graphic design and will make the changes as requested.• 100 copies to be printed• An insert – From the Chair to be included
7.	ALGA	The Secretariat circulated a table of motions to the advocacy teams
8.	Federal MPs Roundtable & State MP requests	<p>The Chair asked the question – Where to from here (following Parliament House event)?</p> <p>The suggestion of a roundtable event with federal MPs was accepted</p> <ul style="list-style-type: none">• State Liberal MPs have been pushing to meet with LeadWest – during a set meeting or separately. The members suggested pushing them back to September/October Zoom meetings are good for working meetings, strong element of building rapport• Preference for face to face if possible• Engage with opposition once we have a sense of where government is at with our Asks. Strategic about opportunities given availability.• Considering options to include in meeting or separate <p>Action: CEOs and advocacy officers to determine how to proceed.</p>
9.	Current Advocacy Plan Priorities	<p>Hillary asked if the advocacy priorities were still current. The Chair asked CEOs to discuss with their advocacy officers if there are more issues to include and report back to next meeting.</p> <p>Action: CEOs and advocacy officers to determine if the list is current or any additions required.</p>
10.	Delivery on LeadWest Workplan	<p>Georgie Hill discussed delivering on the LeadWest workplan</p> <p>Transition, less resources but keen to get processes systems and outcomes....</p>

The secretariat is currently in transition, with less resources but keen to get processes systems in place and delivering outcomes.

The workplan for 2023 will include:

- Establishment of operational advocacy group – advocacy managers from each Council
 - Refresh of advocacy asks and associated promotional material (April – June)
 - Position Paper - to be developed that will summarise what Lead West can offer to be used to invite Moonee Valley back to Lead West (May / June)
 - Parliament House event – 21 June
 - Trip to Canberra (later in the year)
 - Possible pre-budget submissions for 24/25 state and federal budget (Oct / Nov)
- This workplan will be reassessed over the next 6 months to see if any further campaigns or strategies will be required to generate traction on priority issues.
 - Keen to ensure that the approach moving forward delivers benefits for all member Councils and is recognised by key stakeholders as a strong and organised advocacy group representing the priority interests of the west
 - Option to explore mapping cycling connections across the western region.

The Chair and members thanked Fiona Blair and Brimbank for their work on the transition.

11. Other Business

Finance Committee

- The Chair asked if there was a need for a finance committee now there is a new structure?

Motion: Wind up finance committee

Moved Cr Ramsey

Seconded Cr Tyler

Vote: Passed/Resolution

12. Closure of meeting

The Chair thanked all in attendance and closed the meeting at 5:02pm.

Next meeting:

Weds 27 September 2023

3:00pm – 5:00pm

Wyndham City Council Conference Room 1 – Hybrid Zoom Available
