

# MINUTES

## LEADWEST SECTION 86 COMMITTEE

### MEETING DETAILS

<b>Title:</b>	LeadWest Section 86 Committee Meeting		
<b>Date:</b>	13 May 2020	<b>Time:</b>	3.30pm – 4.48pm
<b>Location:</b>	Maribyrnong City Council 'Go to Meetings'		
<b>Chairperson:</b>	Jim Williamson		
<b>Attendees:</b>	Chairperson	Jim Williamson	
	Executive Officer	Sue La Greca	
	Brimbank City Council	CEO Helen Morrissey	
	Hobsons Bay City Council	Cr Sandra Wilson	
		Aaron van Egmond	
	Maribyrnong City Council	Cr Mia McGregor	
		CEO Stephen Wall	
	Melton City Council	Cr Sophie Ramsey	
		CEO Kelvin Tori	
	Moonee Valley City Council	Cr Andrea Surace	
		CEO Bryan Lancaster	
	Wyndham City Council	Cr Peter Maynard	
		Kelly Grigsby	
<b>Conflict of interest:</b>	Jim Williamson	On the board of WoMEDA	
	Stephen Wall	On the board of WoMEDA	
	Kelly Grigsby	On the board of WoMEDA	
	Cr Sandra Wilson	On the Executive of Hobsons Bay Wetlands Centre	
<b>Guests:</b>			
<b>Other Attendees:</b>	Cr Margaret Giudice	Proxy – Brimbank City Council	
<b>Apologies:</b>	Cr Andrea Surace	Moonee Valley City Council	
	Cr Virginia Tachos	Brimbank City Council	
<b>Minute taker:</b>	Marnie Giles	LeadWest	

## MEETING ITEMS

No.	Topic	Key discussion points
1.	Welcome, acknowledgement of traditional owners & apologies	The chair welcomed all in attendance and opened the meeting at 3.36pm. The chair acknowledged the traditional owners of the land and paid respects to the elders past, present and emerging.
2.	Conflicts of interest to be declared in accordance with the Local Government Act 1989	The Chair, Stephen Wall and Kelly Grigsby declared that they sit on the board of WoMEDA  Cr Wilson advised that she is on the Executive of Hobsons Bay Wetlands Centre  Kelly Grigsby advised of her resignation from the board of the Gordon Institute in November 2019 and requested that be noted on the record.
3.	Adoption of minutes of 19 February 2020	Minutes of the meeting held, 19 February 2020 were confirmed without amendment.  <i>Moved: Cr Peter Maynard</i> <i>Seconded: Cr Sophie Ramsey</i>
4.	Executive Officer's Report	<p>The following points were noted and discussed in an overview provided by the Executive Officer:</p> <ul style="list-style-type: none"> <li> <p><u>Development of the LeadWest Strategic Plan</u></p> <p>The EO and Chair provided some background on the development of the draft Strategic Plan. It was reported that the previous draft of the strategic plan needed to be revised and simplified. It was noted that both the strategic plan and the North West Melbourne City Deal (NWMCD) needed to be consistent with one another and more time needs to be taken on each document.</p> <p>During discussion, 2 options arose for the distribution of the draft strategic plan for feedback and consideration.</p> <p>Option 1 – Draft strategic plan to be circulated with a survey to each councillor of all six member councils with individual feedback provided directly to the LeadWest EO.</p> <p>Option 2 – The draft strategic plan to be circulated to each CEO and they will have discussions with their councillors. Comments and observations to be collated by the CEOs and forwarded to the LeadWest EO.</p> <p>The committee agreed to have the EO send the final draft strategic plan to each CEO. CEOs will have further discussions with councillors and their responses and feedback will be collated and forwarded to the EO by 1 June 2020.</p> </li> <li> <p><u>North/West Melbourne City Deal</u></p> <p>The EO advised that contact had been made with Chris Eddy who has advised that North/West Melbourne City Deal (NWMCD) is currently at draft number 14. The NWMCD is underpinned by the themes</p> <ul style="list-style-type: none"> <li>- Future Economy</li> <li>- Transport &amp; Connectivity</li> <li>- Health &amp; Wellbeing</li> <li>- Livability</li> </ul> <p>The final draft of the NWMCD will be distributed to the project steering group on 25 May 2020, and then will be circulated to councils. The NWMCD original deadline was the 31 May 2020 but this has now been extended to 30 June 2020.</p> </li> </ul>

No.	Topic	Key discussion points
		<ul style="list-style-type: none"> <li> <p><u>Western Melbourne Metropolitan Virtual Tour</u> The EO advised that the original plan for a regional bus tour of the Western Metropolitan region had been reassessed due to COVID-19. It was decided that a virtual tour would take place instead and video company C3X was engaged to create a virtual tour of Melbourne's west. In addition to the video, a regional tour report was produced to further outline in detail the projects and desired outcomes of the NWMCD. Currently the Northern Councils Alliance is still in progress with their virtual tour video.</p> <p>The Committee resolved that the video needs to be circulated within all member councils prior to it being sent to the Federal and State Governments.</p> <p><i>Moved: Kelly Grigsby</i> <i>Seconded: Helen Morrissey</i></p> </li> </ul>
		<ul style="list-style-type: none"> <li> <p><u>External Stakeholder Meetings</u> The EO reported that meetings had been conducted with - Dr Marilyn Oriff, Cr Sandra Wilson and Jacque Bramwell from Hobsons Bay Wetlands Centre for a briefing on the proposed \$5 million wetlands center - Australian Multicultural Community Services regarding funding being sought for the renovation of Millennium House in Nicholson Street, Footscray - Jim Round from the Department of Jobs, Precincts and Regions (DJPR) to consider local government participation in the 'Work for Victoria Fund'</p> </li> </ul>
		<ul style="list-style-type: none"> <li> <p><u>West of Melbourne Economic Development Alliance &amp; LeadWest</u> The EO reported that Wade Noonan from WoMEDA, and LeadWest, are currently in negotiations to create a new memorandum of understanding which will outline the project work that WoMEDA will cover for the western region. This will extend over a 12 month period to May 2021.</p> </li> </ul>
		<ul style="list-style-type: none"> <li> <p><u>Finance Report</u> The financial report for 2019/2020 was tabled and discussed. Update provided that all member councils had paid their 2019/2020 membership fees and associated overhead costs. The budget for 2019/2020 is currently forecast at \$6,517 under income. It was reported that for the 2020/2021 financial year, estimated expenditure is \$43k below income and this forecast does not include project funds. Stephen Wall recommended that the additional funds for the 2020/2021 financial year be retrieved from LeadWest reserve account. This was previously decided by the LeadWest Ltd finance subcommittee. The agreement around project funds was, each council would contribute to upcoming projects based on their involvement and the direct impact each project would have on their council area. For projects that have a regional impact for all six councils, funding would be provided from the LeadWest reserve account. If projects were deemed to only impact some of the councils, then each of these councils would contribute directly to the project cost.</p> <p>The LeadWest committee resolved to form a finance subcommittee to meet regularly to advise on LeadWest funds management. As Brimbank City Council are the LeadWest funds holder, BCC should have a representative on the committee.</p> <p><i>Moved: Stephen Wall</i> <i>Seconded: Kelvin Tori</i></p> </li> </ul>
		<ul style="list-style-type: none"> <li> <p><u>LeadWest Ltd</u> The EO reported that deregistration of LeadWest Ltd has been submitted to ASIC. This is advertised on the ASIC website until 9 June 2020. ASIC will then advise the outcome of the deregistration process. It was reported that the 2018/2019 and the 2019/2020 annual reports are currently being prepared. These documents will be distributed with a letter of appreciation from the LeadWest Ltd Chair to all previous LeadWest Ltd board</p> </li> </ul>

No.	Topic	Key discussion points
		<p>members.</p> <p>Mention was made of the new Local Government Act 2020—and the requirements around the independent chairperson of special committees to council. The EO advised that this new legislative requirement would be investigated in relation to the LeadWest Committee</p> <p>Kelvin mentioned the Terms of Reference (TOR), delegation and schedule that had previously been completed by Wyndham City Council, to which Kelly agreed to assist in development of the new TOR, delegation and schedule.</p> <p>The committee resolved that each CEO will discuss the resources available within each council to assist LeadWest in creating the new TOR, delegation and schedule.</p> <p><i>Moved: Cr Sophie Ramsey</i> <i>Seconded: Stephen Wall</i></p>
5.	Other Business	<p>Cr Peter Maynard enquired about the progress and outcome of the \$50k contribution paid to WoMEDA.</p> <p>The EO reported that the contribution has gone into the works of:</p> <ul style="list-style-type: none"> <li>- WoMEDA's work on the NWMCD</li> <li>- The Economic Development Strategy for the West of Melbourne (including modeling of jobs needed 2020 – 2050)</li> <li>- Research and draft reporting on the Werribee precinct</li> <li>- Draft Melton Hospital Development report</li> <li>- Sunshine Priority Precinct report (Sunshine Daring to be Great)</li> <li>- Unemployment Amongst Young Adults in the West</li> <li>- Investing in a Health Cluster in Footscray</li> </ul> <p>The EO will send out an updated report of WoMEDA's progress with the circulation of the committee meeting minutes.</p>
6.	Closure of meeting:	The chair thanked all in attendance and Maribyrnong City Council for hosting the video conference meeting and closed the meeting at 4.48pm

**Next meeting:**

**12 August 2020**  
**Melton City Council**  
**232 High Street, Melton**