

Planning and Consultation Committee Meeting

to be held at the Civic Centre, Civic Drive, Greensborough
on Tuesday 11 May 2021 commencing at 7:00pm.

Agenda

Carl Cowie
Chief Executive Officer

Thursday 6 May 2021

Distribution: Public

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Planning and Consultation Committee Meeting seating plan

<p>Cr Natalie Duffy Edendale Ward</p> <p>Cr Karen Egan Bunjil Ward</p> <p>Cr Richard Stockman Blue Lake Ward</p>				<p>Cr Peter Perkins (Mayor) Ellis Ward</p> <p>Cr Frances Eyre (Deputy Mayor) Swipers Gully Ward</p> <p>Cr Geoff Paine Wingrove Ward</p>
<p>Emma Christensen Acting Governance Lead</p>	<p>Katia Croce Acting Executive Manager Governance, Communications and Engagement</p>	<p>Cr Ben Ramcharan (Chairperson Consultation Matters) Sugarloaf Ward</p>	<p>Carl Cowie Chief Executive Officer</p>	

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Nillumbik Shire Council

**Agenda of the Planning and Consultation Committee Meeting to be held
Tuesday 11 May 2021 commencing at 7:00pm.**

1. Welcome by the Chair

Members of the public are advised the meeting will be recorded and a recording of the meeting will be made publicly available on YouTube and Council's website.

2. Acknowledgement of Country

The Acknowledgement of Country to be read by the Chairperson

Nillumbik Shire Council acknowledges the Wurundjeri people who are the Traditional Custodians of this Land. We would also like to pay respect to the Elders both past and present and extend that respect to other Indigenous Australians present.

3. Apologies

Recommendation

That the apologies be noted.

4. Confirmation of minutes

Confirmation of minutes of the Planning and Consultation Committee Meeting held on Tuesday 13 April 2021.

Recommendation

That the minutes of the Planning and Consultation Committee Meeting held on Tuesday 13 April 2021 be confirmed (**Attachment 1**).

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5. Disclosure of conflicts of interest

Committee members should note that any conflicts of interest should also be disclosed immediately before the relevant item.

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6. Officers' reports

PCC.005/21 2021-2022 Budget Submissions

Item: Consultation Matter
Distribution: Public
Manager: Vince Lombardi, Chief Financial Officer
Author: Robert Malignaggi, Business Services Lead
 Melika Sukunda, Finance Manager

Summary

This report considers submissions received from the public regarding the draft Budget 2021-2022 (**Attachment 1**).

Council adopted the draft Budget 2021-2022 at the Council Meeting on 23 March 2021 for the purpose of community consultation. The draft Budget was exhibited for 32 days in line with statutory requirements with 13 submissions received. These submissions are attached to this report (**Attachment 1**).


It is proposed that the Committee considers the submissions on the draft Budget 2021-2022 and that the matter then be considered by Council on 25 May 2021.

Recommendation

That the Committee (acting under delegation from Council):

1. Recommends the adoption of the 2021-2022 Budget at the 25 May 2021 Council Meeting.
2. Receives and notes the submissions received in respect of the draft Budget 2021-2022, in accordance with the section 96 of the *Local Government Act 2020*.
3. Considers the matters contained in the submissions and the Committee's report during finalisation of the Budget.

Attachments

1.  2021-2022 Submissions

Discussion

1. The *Local Government Act* provides that a council must:
 - Prepare a budget for each financial year – section 94(1) of the *Local Government Act 2020*.
 - Ensure that the budget contains financial statements, description of services and major initiatives and a statement as to how these will contribute to achieving the strategic objectives specified in the Council Plan, indicators of service performance that are required to be reported against in the performance statement and any other details required by the regulations– section 94(2).
 - Give public notice of a proposed budget and undertake public consultation.
 - Adopt the budget and submit a copy to the Minister - section 130 of the *Local Government Act 1989*.

6. Consultation Matters

PCC.005/21 2021-2022 Budget Submissions

2. Council adopted the draft Budget 2021-2022 at the 23 March 2021 Council Meeting for the purpose of community consultation.

Submissions

3. In response to the public exhibition of the draft Budget 2021-2022, 13 submissions were received from the community.
4. These Submissions are listed in **Attachment 1**.
5. Submitters have been invited to attend this meeting of the Planning and Consultation Committee to speak to their submissions.
6. Once the Committee has considered the submissions, the Committee must present a report to the next Council meeting. Council is required to consider the Committee's report on submissions prior to finalising the Budget.

Related Council decisions

7. Not applicable.

Options

8. Council has adopted a draft Budget for 2021-2022 and exhibited this for public consultation in accordance with the *Local Government Act 1989 and 2020*.
9. Following the Committee's consideration of submissions, the matter will be further considered at the 25 May 2021 Council Meeting.

Council plans and policies

10. This report directly supports the achievement of Council Plan 2017-2021 strategy:
- Ensure responsible and efficient management of Council's financial resources.

Sustainability implications

11. Council's financial sustainability is informed by the indicators set by the Victorian Auditor General's Office (VAGO).
12. These indicators comprise of both short term and longer term measures. The indicators are calculated and considered as part of the budget process.

Community engagement

13. The draft Budget was the subject of an extensive communication and consultation program which included statutory advertising, and an online feedback form on Council's website.

Innovation and continuous improvement

14. Continuous improvement and innovation opportunities identified have been considered as part of the budget process.

Collaboration

15. The drafting of budget is conducted in consultation with managers and EMT across the organisation.

6. Consultation Matters

PCC.005/21 2021-2022 Budget Submissions

Budget implications

16. The costs of preparing and exhibiting the Budget, such as public notices, are funded from operating budget allocations.

Relevant law

17. *Local Government Act 1989.*
18. *Local Government Act 2020.*
19. The approach to the budget and the composition of the financial statements are prepared reflective of the overall compliance with the Australian Accounting Standards.

Regional, state and national plans and policies

20. Not applicable.

Conflicts of interest

21. No officer involved in the preparation of this report has declared a conflict of interest.

6. Consultation Matters

PCC.005/21 2021-2022 Budget Submissions

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6. Officers' reports

PCC.006/21 Arts and Cultural Advisory Committee Membership Endorsement 2021-2023

Item: Consultation Matter

Distribution: Public

Manager: Corrienne Nichols, Executive Manager Communities

Author: Sarah Hammond, Community Arts & Cultural Engagement Officer
 Simon Doyle, Coordinator Arts and Cultural Development
 Nichole Johnson, Manager Community Partnerships

Summary

The Arts and Cultural Advisory Committee (ACAC) provides a formal mechanism for Council to consult with key stakeholders, seek specialist advice and enable community participation in the development, implementation and evaluation of Arts and Culture.

In December 2020 two members completed their term and in March 2021 a sitting member of the Committee resigned, leaving ten sitting members.

The ACAC provides an annual nomination process, Council sought nominations for the 2021-2023 ACAC term in March 2021, 16 nominations were received and assessed.

Council endorsement of six new members, growing the ACAC to a total of sixteen members, is sought.

Recommendation

That the Committee (acting under delegation from Council):

1. Endorses the six nominees recommended for appointment to the Arts and Cultural Advisory Committee (ACAC) in the Arts and Cultural Advisory Committee Nominations 2021-23 Recommendation Report (**Attachment 1 - CONFIDENTIAL**).
2. Acknowledges and thanks all community members who submitted expressions of interest to the Arts and Cultural Advisory Committee.
3. Resolves that the Arts and Cultural Advisory Committee Nominations 2021-23 Recommendation Report (**Attachment 1 - CONFIDENTIAL**) remain confidential on the grounds specified in the definition of confidential information in section 3(1)(f) of the *Local Government Act 2020*.
4. Resolves that the successful nominees be named.

Attachments

1. Arts and Cultural Advisory Committee Nominations 2021-23 Recommendation Report - *CONFIDENTIAL*
2. Nomination Guidelines - Arts and Cultural Advisory Committee 2021-2023



6. Consultation Matters

**PCC.006/21 Arts and Cultural Advisory Committee Membership Endorsement
2021-2023**

3 Arts and Cultural Advisory Committee Terms of Reference 2020 -2022



6. Consultation Matters

PCC.006/21 Arts and Cultural Advisory Committee Membership Endorsement
2021-2023

Discussion

1. The term of an ACAC membership is two years.
2. In 2020 the ACAC moved to an annual nomination process and increased the size of its membership.
3. The ACAC membership terms are split into two groups, with each group's term expiring on alternate years.
4. These changes ensure that there are always experienced sitting members on the ACAC, assists the ACAC in achieving quorum, and provides a greater depth of candidates for Council to draw on for arts and culture activities.
5. In December 2020, two ACAC members completed their term on the Committee and in March 2021 one sitting member of the Committee resigned.
6. Sixteen nominations were received and assessed for the 2021 -2023 ACAC term. The ACAC Selection Panel recognise the high standard of applications received and commend all applicants on their applications, passion and commitment to supporting arts and culture in Nillumbik.
7. All nominees were individually evaluated by the selection panel against the assessment criteria outlined in the Nomination Guidelines - Arts and Cultural Advisory Committee 2021-23 (**Attachment 2**).
8. The ACAC Selection Panel included Cr Geoff Paine (ACAC Chair), Mayor Cr Peter Perkins (ACAC Deputy Chair) and sitting ACAC Committee members Rebecca Davies, Brian Gilkes, and Emma Roussel.
9. Nominations were evaluated against the following criteria:
 - An understanding of the arts and cultural aspects of the Nillumbik community (25%)
 - Level of expertise/experience in an arts and culture stream (25%)
 - Consideration of the diversity and expertise across the Committee (25%)
 - Level of contribution and connection to the arts and culture community (25%).
10. Six nominees are recommended for ACAC membership for the 2021-2023 term as outlined in the Arts and Cultural Advisory Committee Nominations 2021-23 Recommendation Report (**Attachment 1 - CONFIDENTIAL**).
11. The recommended nominations to the Committee will provide new and complimentary expertise to the ACAC and add to the diversity of industry knowledge and community representation for local arts and culture practices in Nillumbik.

6. Consultation Matters

PCC.006/21 Arts and Cultural Advisory Committee Membership Endorsement 2021-2023

Related Council decisions

12. At the 24 March 2020 Ordinary Council Meeting, Council endorsed the updated Terms of Reference for the Arts and Cultural Advisory Committee, allowing for an increase in the number of sitting representatives at Council's discretion. At this meeting Council also endorsed the recommendations for the new members of the 2020-22 committee. The current Arts and Cultural Advisory Committee Terms of Reference 2020-2022 (**Attachment 3**) are provided for Council's information.

Options

13. That Council formally endorses the six recommended members for the 2021-2023 ACAC term.
14. That Council formally acknowledges and publicly thank all community members who nominated for the 2021-2023 Arts and Cultural Advisory Committee .

Council plans and policies

15. This report directly supports the achievement of Council Plan 2017-2021 strategy:
- Ensure that community services, programs and facilities are inclusive and respond to current and emerging needs.
16. This report directly supports the goals of the Arts and Culture Plan 2018 – 2022:
- Goal 2: Develop and grow creative and cultural industries
 - Goal 3: Support and promote arts and cultural activities that maximise access.

Sustainability implications

17. Not applicable.

Community engagement

18. Expressions of interest were sought via multiple channels including:
- a) Online: via Council website and social media platforms.
 - b) The Arts & Culture E-News, other Council department e-newsletters and hard copy publications.
 - c) Community newsletters and noticeboards.
 - d) Living & Learning Nillumbik networks.
 - e) Yarra Plenty Regional Library networks.
 - f) Yarra Plenty Heritage Network.
 - g) Nillumbik Artists Open Studios.
 - h) Targeted invitations were sent to Nillumbik Community Fund grant recipients and local arts and culture community group networks.
 - i) Word of mouth: phone calls, emails and video meetings to local artists and local arts and culture groups.
 - j) Standing committee members were encouraged to share the opportunity with their networks and peers.

6. Consultation Matters

**PCC.006/21 Arts and Cultural Advisory Committee Membership Endorsement
2021-2023**

Innovation and continuous improvement

19. The process for selection of the 2020-22 ACAC was reviewed and improved through the redevelopment of the guidelines for nominees to include clearer information and evaluation criteria. All evaluation scoring was completed through SmartyGrants prior to the selection meeting and included a conflict of interest declaration.

Collaboration

20. Not applicable.

Budget implications

21. There are no significant budget implications arising from the recommendations in this report.
22. Administrative support for the Committee is provided through existing resources.

Relevant law

23. Not applicable.

Regional, state and national plans and policies

24. Not applicable.

Conflicts of interest

25. All officers involved in the preparation of this report have made a declaration that they do not have a conflict of interest in the subject matter of this report.

- 7. Supplementary and urgent business**
- 8. Confidential reports**
- 9. Close of Meeting**