



LeadWest Joint Delegated Committee Meeting

13 March 2024

Minutes

Title:	LeadWest Joint Delegated Committee Meeting		
Date:	13 March 2024	Time:	3:08pm – 4:27pm
Location:	Wyndham City Council & Video Conference via Teams		
Chairperson:	Cr Sophie Ramsey		
Attendees:	Brimbank City Council	Cr Jae Papalia (online) CEO Fiona Blair (online)	
	Hobsons Bay City Council	Cr Diana Grima (online) Jake Trevaskis (proxy)	
	Maribyrnong City Council	CEO Celia Haddock	
	Melton City Council	Cr Sophie Ramsey	
	Wyndham City Council	CEO Stephen Wall Cr Peter Maynard	
	LeadWest Executive Officer	Hillary Hastings	
	Pauline Hobbs Elie Khalil	Advocacy Advisor, Melton (online) Advocacy Advisor, Brimbank (online)	
Apologies:	Aaron van Egmond, Hobsons Bay Roslyn Wai, Melton Cr Bernadette Thomas, Maribyrnong		
Minute taker:	Hillary Hastings	Executive Officer, LeadWest	
	File ref 24/119563		

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Agenda Item	Topic	Key discussion points
<p>1. Welcome Acknowledgement Apologies</p>	<p>Item 1 Welcome</p> <p>The Chair opened the meeting at 3:08pm.</p> <p>The Chair acknowledged and recognised Aboriginal and Torres Strait Islander people as the first peoples and Traditional Owners and custodians of the land and waterways on which we live and paid respects to Elders past, present and future.</p> <p>The Chair thanked Stephen Ward and his team for hosting the meeting.</p> <p>The Chair welcomed LeadWest committee members and guests to the meeting. The Chair advised that Cr Diana Grima has replaced Cr Mat Tyler representing Hobsons Bay City Council. Cr Grima was the Proxy for Cr Tyler in 2023. The Chair welcomed Cr Jae Papalia as the newly appointed Councillor delegate from Brimbank, replacing Cr Bruce Lancashire. The Chair acknowledged Cr Lancashire’s valued contribution as a LeadWest delegate. The Chair also acknowledged outgoing members Cr Mat Tyler and Cr Cuc Lam and requested letters of thanks be sent.</p> <p>The Chair noted apologies were received from:</p> <ul style="list-style-type: none"> ▪ Aaron Van Egmond (CEO, Hobsons Bay) and welcomed Aaron’s proxy Jake Trevaskis, Acting Director Infrastructure and City Services ▪ Roslyn Wai (CEO, Melton) was detained but expected to join the meeting later online ▪ Cr Bernadette Thomas (Maribyrnong) <p>Action: EO to organise letters of thanks for outgoing LW members</p>	
<p>2. Conflicts of interest to be declared in accordance with the ‘Local Government Act 2020’</p>	<p>Item 2 Conflict of Interest</p> <p>No conflicts of interest were declared.</p>	

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<p>3. Minutes from the meeting held 6 December 2023</p>	<p>Item 3 Previous Minutes</p> <p>The minutes from the meeting held 6 December 2023 were adopted without amendment.</p> <p>Moved: Cr Peter Maynard Seconded: Celia Haddock Carried: Yes</p>
<p>4. Actions</p>	<p>Item 4 Actions</p> <p>The action items from the previous meeting were listed. All have been successfully actioned. There were no follow up questions</p>
<p>5. LeadWest Advocacy</p> <ul style="list-style-type: none"> 1. Bus Network Review 2. MP Meetings <ul style="list-style-type: none"> Mentions in Parliament 3. Cycle Connectivity 	<p>Item 5.1 Bus Network Advocacy</p> <p>The focus of recent advocacy has been meeting with MPs seeking their support for a review for better bus networks and services in Melbourne’s west.</p> <p>The Chair, Deputy and EO have attended meetings with 7 MPs with 4 more are booked in over the next month including the Deputy Premier Minister Ben Carroll, Minister Natalie Hutchins, and Minister Colin Brooks. Minister Melissa Horne cancelled her meeting at the last minute but rang the EO personally to apologise, discuss LW’s advocacy on buses and other 6 key priorities and promised to reschedule.</p> <p>Deputy Chair Cr Peter Maynard tabled (and spoke to) a report giving an overview of the MP meetings and responses from MPs which he said were very positive. He highlighted the meeting with Liberal MP David Southwick who believes we should be advocating for implementation and not a review and Moira Deeming who said she was more than happy to support us in any way we ask. Luba Grigorovitch asked if LW should be prioritising <i>The Ask</i> rather than calling for changes for the whole inner west.</p> <p>Cr Maynard has been invited to speak at a community forum to be held in Williams Landing on 14 March organised by Friends of the Earth Sustainable Cities <i>Better Buses for Melbourne’s West</i>. 60-100 community members are expected to attend.</p> <p>Brimbank CEO Fiona Blair shared information that she had received during a meeting with a senior official at the Department of</p>

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Transport and Planning. Fiona advised that the State Government is currently running a tender process for the new bus contracts which may offer a further opportunity for advocacy.

The members discussed holding a roundtable with MPs, consider whether to invite a representative of the Department and looked at dates around the next meeting in June or closer to the September scheduled meeting before we move into election period.

Item 5.2 Better Buses Parliamentary Mentions

Western Metro MP Trung Luu raised the buses issue in Parliament on 7 February – his focus was predominantly on bus services for workers to the Airport district. On 6 March he again mentioned bus issues in the west in parliament. This followed LW’s meeting with him on 19 February. It was pleasing to note that he focussed on many of the issues we raised with him.

Action: Circulate Trung Luu MP’s Hansard excerpts related to better to LW members.

Action: EO to investigate potential dates and format for an MP roundtable

Action: Cr Maynard requested his speech notes for the Friends of the Earth Sustainable Cities Community Forum on 14 March be circulated.

Item 5.3 Cycle Connectivity Update

The EO updated the group on work around the cycle connectivity project. This project is being led by Maribyrnong. All member councils are involved in the working group. The EO commended their expertise and willingness to engage with LW on this project. The scope is not yet defined beyond a need to collaborate and advocate for regional value cycling infrastructure with regard to the many positive outcomes from cycling be it sport, recreation, tourism, transport or health. There is no overarching body re bike paths (each Council is responsible for its own planning) and no mandate to connect. Agreement “fixing the Gaps” is an advocacy priority.

There is a strong connection and fit with Bus Review advocacy – as they “need to share the same road”- and both could reduce road congestion. The working group meets again next month.



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<p>6. LeadWest Position Statements</p>	<p>Item 6 – Position Statements</p> <p>The Chair reminded members that at our last meeting we discussed preparing a suite of position statements. Once approved, these statements form a toolkit and the basis for media enquiries and other communications. Each can be quickly tweaked according to specific need. The prepared suite of statements will create efficiencies and consistent messaging.</p> <p>The EO advised the suite of LeadWest position statements were drafted in by the Advocacy Advisers from each of the member councils and were circulated to the CEOs for further comment before being attached to the agenda papers.</p> <p>A communications process and the draft statements were included in the agenda papers.</p> <p>The group endorsed the position statements. Cr Ramsey requested they be reviewed every 2 months to ensure they are current and relevant.</p> <p>The chair remains spokesperson on all our advocacy matters and the issue expert CEO can sign off on any changes.</p> <p>Action: Include review of position statements as a standing agenda item.</p>
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<p>7.Strategic Plan 2021-2025 (Review)</p>	<p>Item 7 Strategic Plan Review</p> <p>LW Advocacy Officers have spent considerable time reviewing and updating the 2021-2025 Strategic Plan, which was then circulated for feedback. The revised plan reflects external changes that have occurred in our fast moving environment. For example North West City Deal is no longer active.</p> <p>At the last meeting it was proposed to endorse the revised</p>
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LeadWest Strategic Plan at this meeting. However, we are looking at a different, easier to follow format which includes a summary brochure (which would be a public document) and an accompanying action plan. The provided copy is in word format and not presented in what would eventually be a graphic design layout.

This document is not yet being provided for endorsement and is just a work-in-progress doc to give the committee a look and feel of what is proposed.

There will be a workshop with the advocacy advisor officers in April to work more on the document and then finalise it for circulation and approval ahead of the next LeadWest meeting in June.

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At the last meeting it was proposed to endorse the revised LeadWest Strategic Plan at this meeting. However, we are looking at a different, easier to follow format which includes a summary brochure (which would be a public document) and an accompanying action plan. The provided copy is in word format and not presented in what would eventually be a graphic design layout.

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<p>8. Finance and Operations Update</p>	<p>Item 8 Operations & Finance</p> <p>The Executive Officer provided an update for the purpose of performance and financial position. This included:</p> <ul style="list-style-type: none"> Operational Account details YTD (31 October 2023) Trust Account transactions and balance Advised that membership contributions were invoiced in December and all have been paid <p>Cr Maynard requested that in future a note on variances be included.</p> <p>Motion: That the committee accepts the Finance report as included in agenda papers.</p> <p>Mover: Cr Maynard Seconded: Stephen Wall Carried: Yes Action: Include Variance notes in future financial reports</p>
<p>9. Other Business</p>	<p>Item 9 ALGA</p> <p>Should LW attend Australian Local Government Association’s National General Assembly of Local Government (NGA) to be held in Canberra 2-4 July 2024?</p> <p>LW has attended this in the past, but the members agreed this is not an ideal advocacy opportunity as each Council (from across Australia) is heavily engaged with its own activities and advocacy. Stephen Wall suggested if meeting MPs in Canberra was considered necessary a targeted delegation, perhaps towards the end of the year would be a better option.</p> <p>Decision: LeadWest will not attend ALGA in 2024.</p>
<p>CLOSE</p>	<p>Close of Meeting</p> <p>The Chair thanked all in attendance and closed the meeting for general business at 4:27pm.</p>

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Special Meeting - Election

Special Meeting: Election

The Executive Officer officiated as Temporary Chair of LeadWest for a special meeting for the purpose of electing the 2024 Chair and Deputy Chair. The meeting was declared opened at **4:28pm**.

The Temporary Chair reminded members that the LeadWest Terms of Reference state:

8.1 The Chairperson (and deputy) of the Committee will be appointed:

8.1.1 annually at the first Committee meeting after all

Member Councils appoint their Councillor delegate

(typically at the committee meeting held in December);

8.1.2 from the Councillor members appointed under clause 7.2; and

8.1.3 by resolution of the Committee.

The Motion Tabled:

That, on the declaration of the result of the Election of the LeadWest Chairperson, and the LeadWest Deputy Chair Person, the successful candidates are elected into these positions until the date of the next election to be held in accordance with the Terms of Reference.

The Motion Was Amended To:

That, on the declaration of the result of the Election of the LeadWest Chairperson, and the LeadWest Deputy Chair Person, the successful candidates are elected into these positions until 6am on Saturday 26 October 2024, being the date of the next general election to be held in Victoria under the *Local Government Act 2020*.

Amended Motion Moved by: Stephen Wall

Seconded: Celia Haddock

Carried: Yes

Nominations for the position of Chair

Cr Sophie Ramsey

Nominated by: Stephen Wall

Seconded By: Cr Peter Maynard

The Temporary Chair stated: "as there is only one candidate, I declare Cr Sophie Ramsey to be duly elected Chairperson of LeadWest Joint Delegated Committee."



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	<p>Congratulations were offered to Cr Ramsey</p> <p>Nominations for the position of Deputy Chair Cr Peter Maynard Nominated by: Stephen Wall Seconded by: Cr Sophie Ramsey The Temporary Chair stated: “as there is only one candidate, I declare Cr Peter Maynard to be duly elected Deputy Chairperson of LeadWest Joint Delegated Committee.”</p> <p>Congratulations were offered to Cr Maynard. Cr Ramsey also wanted her appreciation noted of Cr Maynard’s work, commitment and support to her in his role as Deputy during the previous term. Committee members also thanked Cr Ramsey for her dedication and work as chair in the previous term.</p> <p>Cr Sophie Ramsey (Melton) was re-elected as Chair of LeadWest and Cr Peter Maynard (Wyndham) was re-elected Deputy Chair.</p> <p>The special meeting was declared closed at 4:38pm</p>
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Actions Summary

Item 5

Action: Circulate Trung Luu MP's Hansard excerpts related to better to LW members.

Action: EO to investigate potential dates and format for an MP roundtable

Action: Cr Maynard requested his speech notes for the Friends of the Earth Sustainable Cities Community Forum on 14 March be circulated

Item 6

Action: Include review of position statements as a standing agenda item

Item 8

Action: Include Variance notes in future financial reports