

Template for Submissions

Members of the public are welcome to make written submissions to the Inquiry.

Submissions should address one or more of the Terms of Reference.

Terms of Reference

1. To conduct an inquiry into matters relating to the affairs of the Whittlesea City Council, including through an examination of:
 - a) The circumstances that resulted in the Councillors and the Chief Executive Officer (CEO) taking action against the then Mayor within months of both the 2024 Council elections and the election of the Council's then Mayor and Deputy Mayor.
 - b) Any matters affecting the health and safety of Councillors members of Council staff or other persons, including but not limited to:
 - I) Any Councillor conduct that is creating a risk to health and safety to such persons, and;
 - II) The effectiveness of actions taken by Councillors and the Council's CEO to address risks to health and safety at the Council.
 - c) Any matters affecting the ability of Councillors and the CEO at the Council to effectively perform their statutory roles, which include but are not limited to the following:
 - I) The role of the Mayor in accordance with section 18 of the Act; and
 - II) The role of the Deputy Mayor in accordance with section 21 of the Act; and
 - III) The role of Councillors in accordance with section 28 of the Act; and
 - IV) The conduct of the election of the Mayor and Deputy Mayor in accordance with the Council's Governance Rules and the Act's requirements; and
 - V) The role of the CEO in accordance with section 46 of the Act and any other legislative responsibilities.
 - d) Any matters affecting the Council's ability to perform its functions, including but not limited to:
 - I) Any failure by the Council to provide good governance and any steps the Council has taken to address and remedy the difficulties underlying any failure; and
 - II) Any Councillor conduct that is preventing the Council from performing its functions.
 - e) Any recommended improvements to Council policies, processes or practices to address the above matters.
 - f) Any recommended legislative reforms or non-legislative options relevant to the local government sector (such as good practice guidance) to address the above matters, including but not limited to the following:
 - I) The election process of the Mayor and Deputy Mayor, to promote more considered election outcomes and support local decision-making regarding council leadership; and
 - II) Existing mechanisms or bodies to properly address risks to occupational health and safety (including for the CEO) at councils; and
 - III) Improve council compliance with the Act.
2. To report to the Minister for Local Government in writing on the matters outlined above by 19 September 2025.
3. If the Commission of Inquiry determines to make an order for the payment of costs of the Commission of Inquiry under section 214(1) of the Act, to provide the reasons for an determination that the Council should not be responsible for all the costs.

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The Commission may make submissions public on its website or in its report, unless:

- The author requests that their submission is not made public, or
- The submission is considered to contain content which could be defamatory.

The Commission may, at its discretion, invite a submitter to speak to their submission.

Your Name	
Address	
Email	
Date	
Name of the organisation you represent (if any) Your position in the organisation	
Do you consent to your name being made public on the Commission's website or in its report.	Yes/No
Do you consent to your submission being published on the Commission's website or in its report	Yes/No

Submission to the Commission of Inquiry into the Whittlesea City Council

Use this space for your submission – remember to address the terms of reference.

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