



Murrindindi
Shire Council

Scheduled Meeting of Council

Agenda

Wednesday 16 November 2022
Alexandra Council Chambers
Perkins Street
6:00 PM

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The Scheduled meeting is to be chaired by the Chief Executive Officer until the Mayor is elected in accordance with section 25 (3) of the *Local Government Act 2020*.

1 ACKNOWLEDGEMENT OF COUNTRY AND COUNCILLORS' PLEDGE

1.1 Acknowledgement of Country

The meeting will be opened with the Chief Executive Officer reading the following on behalf of the Murrindindi Shire Council:

“Murrindindi Shire Council is proud to acknowledge the Taungurung and Wurundjeri people as the traditional custodians of the land we now call Murrindindi Shire.

We pay our respects to their Elders past, present and emerging, who are the keepers of history, traditions, knowledge and culture of this land.”

1.2 Councillors' Pledge

“The Councillors, democratically elected to represent our community as the Murrindindi Shire Council, are committed to working together in the best interests of the people who live in our municipality, those who conduct business here and those who visit.”

2 PROCEDURAL MATTERS

2.1 Privacy Note

This public meeting is being streamed live via our Facebook page and made available for public access on our website along with the official Minutes of this meeting.

2.2 Apologies and Request for Planned Leave

3 REFLECTION ON THE PAST YEAR

3.1 Reflection on the Past Year

The Chief Executive Officer will invite Cr S Carpenter to reflect on the year as Mayor.

4 ELECTION OF THE MAYOR & DEPUTY MAYOR

4.1 Term of the Mayor

Attachment(s)	Nil
Presenter	L Bonazzi, Chief Executive Officer
Approved by	Director Corporate & Shared Services
Purpose	For decision

Section 26 (3) of the *Local Government Act 2020* requires the Council to determine by resolution whether the Mayor is to be elected for a one year or two year term.

The Chief Executive Officer will call for a motion from the Council as to whether the Mayor will be elected for a one year or two year term.

MOTION

That the term of the Mayor is to be for a year period.

4.2 Office of Deputy Mayor

Attachment(s)	Nil
Presenter	L Bonazzi, Chief Executive Officer
Approved by	Director Corporate & Shared Services
Purpose	For decision

Section 20A of the *Local Government Act 2020* states that Council may establish an office of Deputy Mayor. Council has previously elected a Deputy Mayor for the same period of time as the term of the Mayor (as per item 4.1).

MOTION

That the office of Deputy Mayor be established for a year period.

4.3 Election of the Mayor

Attachment(s)	Nil
Presenter	L Bonazzi, Chief Executive Officer
Approved by	Director Corporate & Shared Services
Purpose	For decision

Section 25 of the *Local Government Act 2020* and Part 5 of the Murrindindi Shire Council Governance Rules provide that the election of the Mayor must be held on a day that is as close to the end of the previously appointed term as reasonably practicable. The Mayor was last appointed on 17 November 2021 for a one year term. The term for which the Mayor is to be appointed is as resolved in item 4.2.

The Chief Executive Officer will conduct the election of the Mayor in accordance with Council's Governance Rules. The Chief Executive Officer will call for nominations for the office of Mayor, confirm acceptance with the nominee and then call for a seconder. A nomination for the office of Mayor must be seconded.

If only one Councillor is nominated for Mayor, the meeting must declare that Councillor to be duly elected as Mayor. If there is more than one Councillor nominated for Mayor, then the Chief Executive Office will conduct an election and the Mayor must be elected by an absolute majority of Councillors.

The voting will be held via a show of hands. Once elected the Mayor will take the Chair to preside over the remainder of the Meeting.

MOTION

That Councillor be elected as the Mayor of Murrindindi Shire Council.

Following the election the newly elected Mayor will take the Chair.

4.4 Election of Deputy Mayor

Attachment(s)	Nil
Presenter	L Bonazzi, Chief Executive Officer
Approved by	Director Corporate & Shared Services
Purpose	For decision

If Council establishes the role of Deputy Mayor as part of item 4.2 then the newly elected Mayor will conduct the election of the Deputy Mayor in accordance with section 27 of the *Local Government Act 2020* and part 5 of the Governance Rules.

The Mayor will call for nominations for the office of Deputy Mayor, then confirm with the nominee and call for a seconder for the nomination. A nomination for the office of Deputy Mayor must be seconded.

If only one Councillor is nominated for Deputy Mayor, then the meeting must declare that Councillor to be duly elected as Deputy Mayor. If there is more than one Councillor nominated for Mayor, then the Mayor will conduct an election and the Deputy Mayor must be elected by an absolute majority.

The voting will be held via a show of hands.

MOTION

That Councillor be elected as the Deputy Mayor of Murrindindi Shire Council.

5 COUNCIL APPOINTMENTS

5.1 Councillor Representative Appointments

Attachment(s)	Councillor Representative List 2023 [5.1.1 - 1 page]
Presenter	T Carter, Manager Governance & Risk
Approved by	Director Corporate & Shared Services
Purpose	For decision

Executive Summary

The purpose of this report is to enable Council to appoint Councillors as representatives to various internal committees and external bodies.

Appointment of Councillors to committees provides an opportunity for open and responsive communication between Councillors and local community groups and Local Government organisations.

RECOMMENDATION

That Council:

1. appoint the following Councillors as Council's representatives to the committees and organisations listed in Attachment 5.1.1 for the next 12 months (appointments to be read)
2. record the list of appointments in the minutes of this meeting.

Background

Councillors represent the interests of Council on a number of Committees. These include Council Committees that may perform a statutory or advisory function, and committees formed by other organisations for a variety of purposes. These range from state wide committees, through to regional or sub regional committees that support a particular program or activity.

Council needs to determine each year which Councillor(s) or senior officers it wishes to appoint as its formal representative(s) to the range of internal and external bodies.

Discussion

Attached to this agenda is the list of committees and organisations for which Council has current appointments (refer Attachment 5.1.1). The list has been divided into those which are Council committees and those external bodies with which Council has a relationship. It is recommended that Council appoint representatives to these committees and bodies for a twelve month period and that the appointments be recorded in the Minutes of this meeting.

Council Plan/Strategies/Policies

This report supports the *Council Plan 2021-2025 Transparency, Inclusion and Accountability* strategy to "maintain transparent, inclusive and accountable governance practices".

Relevant Legislation

Representing Council on committees within the sector and the community is consistent with the principles of the *Local Government Act 2020* and the role of a Councillor.

Financial Implications and Risk

There are no financial or budget implications associated with this report. However, Council pays a membership fee to Local Government peak bodies such as Municipal Association of Victoria, Rural Council's Victoria and the Victorian Local Governance Association.

Conflict of Interest

There are no declared conflicts of interest by Council officers in relation to this report.

Community and Stakeholder Consultation

No external community or stakeholder consultation was required for this matter.

5.2 Councillor Portfolios

Attachment(s)	Nil
Presenter	T Carter, Manager Governance & Risk
Approved by	Director Corporate & Shared Services
Purpose	For decision

Executive Summary

The purpose of this report is to seek Council's endorsement of the Councillor Portfolio Structure for 2023.

RECOMMENDATION

That Council:

1. Establishes the following portfolios and Councillor appointments:
 - a. Corporate and Governance –
 - b. Circular Economy and Environment –
 - c. Community Assets and Emergency Management –
 - d. Planning and Compliance –
 - e. Community Engagement and Wellbeing –
 - f. Economic Development and Business Support –

Background

Council has historically had in place a portfolio system to enable Councillors to focus on specific areas of Council, have input into the strategic and policy development on portfolio issues and to better inform Council. The Portfolio Councillor Policy (adopted June 2021) articulates the role of, and support to be provided to, Portfolio Councillors.

Discussion

Council has indicated a preference for a Portfolio structure to be put in place for the 2023 year, in alignment with the Council Portfolio Policy. The Portfolio subject areas and appointed Councillors are reviewed and established on an annual basis for the coming year.

Once the portfolios are established each Councillor will have the opportunity to work with the relevant Director to ensure that they remain informed and engaged in that subject area.

Councillors are encouraged to report on their Portfolios as part of their monthly report to Council in an effort to keep the community informed.

Council has requested that the Portfolio titles be changed slightly since they were last adopted in November 2022 to better reflect the focus of the portfolio, including replacing Resource Recovery with Circular Economy and replacing Emergencies with Emergency Management.

Council has also requested changing the title and broadening the focus of the Tourism and Events Portfolio to Economic Development and Business Support. This is to ensure the portfolio includes a focus on economic development in the Shire more broadly, in addition to its focus on tourism and events and the visitor economy.

Council Plan/Strategies/Policies

This report supports the *Council Plan 2021-2025* Transparent, Inclusive and Accountable Strategic Objective “to ensure our services, people and systems deliver the best possible outcomes for our communities now and into the future”.

Relevant Legislation

The *Local Government Act 2020* requires Council to best support Councillors in undertaking their role. Councillor Portfolios enable Councillors to be better informed regarding how Council provides services to the community.

Financial Implications and Risk

Support to Portfolio Councillors is undertaken by Council officers as part of their normal duties.

Conflict of Interest

There are no declared conflicts of interest by Council officers in relation to this report.

Community and Stakeholder Consultation

No external community or stakeholder consultation was required for this matter.

6 COUNCIL MEETINGS

6.1 Council Meeting Dates 2023

Attachment(s)	Nil
Presenter	T Carter, Manager Governance & Risk
Approved by	Director Corporate & Shared Services
Purpose	For decision

Executive Summary

The purpose of this report is to seek Council's endorsement of the monthly timetable of Council meetings for the 2023 calendar year.

RECOMMENDATION

That Council adopt the timetable of Scheduled Meetings for the 2023 calendar year as outlined in this report.

Background

As per the Governance Rules, Council is required to fix the date, time and place of all Council Meetings for the following year.

Discussion

Council must review the coming year's schedule of meetings at or before its final meeting of the year. Council considers factors such as the day of the week to have the meeting, the time and location of the meeting that is best suited to encourage community participation.

Council is committed to ensuring that its decision-making processes are open and transparent, therefore meetings are open to the public to attend and participate, whether it is via face to face or virtual means.

The meetings are proposed to alternate between the Alexandra and Yea Chambers. Both venues have been fitted with filming equipment to enable livestreaming. Council will livestream all open Council meetings.

It is not proposed to hold a meeting in January 2023 in line with the structure used in 2022.

A meeting is scheduled in November 2023 to elect the Mayor in accordance with Council's Governance Rules. The proposed schedule is outlined below:

Meeting Date	Venue	Time
Wednesday 22 February 2023	Yea – Council Chamber	6 pm
Wednesday 22 March 2023	Alexandra – Council Chamber	6 pm
Wednesday 26 April 2023	Yea - Council Chamber	6 pm
Wednesday 24 May 2023	Alexandra - Council Chamber	6 pm
Wednesday 28 June 2023	Yea - Council Chamber	6 pm
Wednesday 26 July 2023	Alexandra - Council Chamber	6 pm
Wednesday 23 August 2023	Yea - Council Chamber	6 pm
Wednesday 27 September 2023	Alexandra - Council Chamber	6 pm
Wednesday 25 October 2023	Yea - Council Chamber	6 pm
Wednesday 15 November 2023 <i>Election of Mayor</i>	Alexandra - Council Chamber	6 pm
Wednesday 22 November 2023	Yea - Council Chamber	6 pm
Wednesday 13 December 2023	Alexandra - Council Chamber	6 pm

This schedule can be amended by Council resolution, or at the direction of the Chief Executive Officer at any time so long as public notice is given.

Council Plan/Strategies/Policies

This report supports the *Council Plan 2021-2025 Transparency, Inclusion and Accountability* strategy to “maintain transparent, inclusive and accountable governance practices”.

Relevant Legislation

The *Local Government Act 2020* requires Council to have Governance Rules in place that set the way in which meetings are scheduled. Council’s Governance Rules require the following year’s meeting schedule to be adopted by Council at or before its last meeting of the year.

Financial Implications and Risk

Costs associated with Council meetings are included in the annual budget.

Conflict of Interest

There are no declared conflicts of interest by Council officers in relation to this report.

Community and Stakeholder Consultation

No external community or stakeholder consultation was required for this matter.