



Murrindindi
Shire Council

Scheduled Meeting of Council

Agenda

Wednesday 15 November 2023
Alexandra Council Chambers
Perkins Street
6:00 PM

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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 Chief Executive Officer will invite Cr J Walsh to read the following on behalf of Council:

“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 website. A recording of the meeting along with the official Minutes of the meeting will also be published on our website.

2.2 Apologies and Request for Planned Leave

2.3 Disclosure of Interest or Conflict of Interest

In accordance with section 130 (1)(a) of the *Local Government Act 2020* Councillors are required to disclose any “conflict of interest” in respect of a matter to be considered at a Council Meeting.

Disclosure must occur immediately before the matter is considered or discussed.

3 REFLECTION ON PAST YEAR

3.1 Reflection on the Past Year

The Chief Executive Officer will invite Cr J Walsh to reflect on the year as Mayor.

4 ELECTION OF MAYOR & DEPUTY MAYOR

4.1 Office of Deputy Mayor

Attachment(s)	Nil
Presenter	L Bonazzi, Chief Executive Officer
Approved by	Director People & Corporate Performance
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 term as the Mayor. As this is the fourth year of the Council's four-year term the office of Mayor and Deputy Mayor will be for a one-year term.

MOTION

That the office of Deputy Mayor be established for a one-year term.

4.2 Election of the Mayor

Attachment(s)	Nil
Presenter	L Bonazzi, Chief Executive Officer
Approved by	Director People & Corporate Performance
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 16 November 2022 for a one-year term.

As this is the final year of the four-year Council term, the term of the Mayor will be for one year, which is consistent with the previous Mayoral terms under this Council.

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 for a one-year term.

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

4.3 Election of Deputy Mayor

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

If Council establishes the role of Deputy Mayor as part of item 4.1 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 for a one-year term.

5 COUNCIL APPOINTMENTS

5.1 Councillor Portfolios

Attachment(s)	Nil
Presenter	Director People & Corporate Performance
Approved by	Director People & Corporate Performance
Purpose	For decision

Purpose

The purpose of this report is to seek Council's endorsement of the Councillor Portfolio Structure for 2024.

RECOMMENDATION

That Council:

1. Endorse the following portfolios and Councillor appointments:
 - a. Governance and Corporate Services –
 - b. Sustainability, Assets and Emergency Management –
 - c. Planning and Compliance –
 - d. Community Wellbeing and Economic Development –
 - e. Operations and Maintenance –
 - f. Service Experience and Communications –

Background

Council has historically adopted a portfolio system to enable individual Councillors to focus on specific functions of Council, have input into the strategic and policy development on portfolio issues and to better inform Council decisions. The Portfolio Councillor Policy (adopted June 2021) articulates the role of, and support provided to, Portfolio Councillors. The Portfolio subject areas and appointed Councillors are reviewed on an annual basis.

Discussion

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.

Some Portfolio titles have been changed slightly since they were last adopted in November 2022 to better reflect the focus of the portfolio and the priorities of Council.

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.

5.2 Councillor Representative Appointments

Attachment(s)	1. Councillor Committee Representation 2024 [5.2.1 - 1 page]
Presenter	Director People & Corporate Performance
Approved by	Director People & Corporate Performance
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.

6 COUNCIL MEETINGS

6.1 Council Meeting Dates 2024

Attachment(s)	Nil
Presenter	Director People & Corporate Performance
Approved by	Director People & Corporate Performance
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 2024 calendar year.

RECOMMENDATION

That Council adopt the timetable of Scheduled Meetings for the 2024 calendar year as outlined in this report.

Background

As outlined in 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 are 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 in person or virtually.

It is proposed to alternate meetings between Alexandra and Yea. Venues will enable livestreaming of all open Council meetings.

In addition, the Council General Election Day occurs on Saturday 26 October 2024 (election result to be declared by VEC no later than 15 November 2024), with the election period (caretaker) commencing at noon on Tuesday 24 September 2024. It is proposed to hold one Council meeting during the election period.

A meeting is scheduled for 13 November 2024 for the swearing in of Councillors and the election of the Mayor. This date is subject to change pending the progress of the VEC in determining the election result.

The proposed schedule is outlined below:

Meeting Date	Venue	Time
Wednesday 21 February 2024	Yea – Council Chamber	6 pm
Wednesday 27 March 2024	Alexandra – Council Chamber	6 pm
Wednesday 24 April 2024	Yea - Council Chamber	6 pm
Wednesday 22 May 2024	Alexandra - Council Chamber	6 pm
Wednesday 26 June 2024	Yea - Council Chamber	6 pm
Wednesday 24 July 2024	Alexandra - Council Chamber	6 pm
Wednesday 28 August 2024	Yea - Council Chamber	6 pm
Wednesday 18 September 2024	Alexandra - Council Chamber	6 pm
Election Period (Caretaker) Commences Tuesday 24 September		
Wednesday 23 October 2024	Yea - Council Chamber	6 pm
Wednesday 13 November 2024 DATE TO BE CONFIRMED <i>Swearing in of Councillors and Election of Mayor</i>	Alexandra - Council Chamber	6 pm
Wednesday 27 November 2024	Yea - Council Chamber	6 pm
Wednesday 11 December 2024	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.