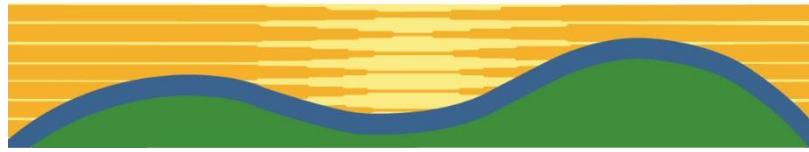


# MITCHELL SHIRE COUNCIL



## SPECIAL COUNCIL MEETING

### AGENDA

**MONDAY 25 NOVEMBER 2019  
7.00PM**

**NOTICE IS HEREBY GIVEN** that a **Special Council Meeting** of the Mitchell Shire Council will be held at **Mitchell Civic Centre, 113 High Street Broadford**, on **Monday 25 November 2019** commencing at **7.00PM**.

**MARY AGOSTINO  
ACTING CHIEF EXECUTIVE OFFICER**



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**1 WELCOME AND GOVERNANCE DECLARATION**

Council's Acting Chief Executive Officer, Ms Mary Agostino will welcome Councillors, Council Officers and guests to the meeting and conduct an acknowledgement of country.

**2 ELECTION OF TEMPORARY CHAIRPERSON**

Mitchell Shire Council *Meeting Procedure Local Law 2014* and *Mayoral Election Procedure Policy* makes provision for the election of a Temporary Chairperson to chair the meeting until the Mayor is elected.

The Acting Chief Executive Officer will invite nominations for a Temporary Chairperson.

If there is only one nomination, the candidate is deemed to be elected. If there is more than one nomination, an election will be conducted by the Acting Chief Executive Officer in accordance with the *Meeting Procedure Local Law 2014*.

**3 APOLOGIES AND LEAVE OF ABSENCE****4 DISCLOSURE OF CONFLICTS OF INTEREST**

*In accordance with section 79 of the Local Government Act 1989.*

**5 MAYORAL REPORT (2018-2019 COUNCIL YEAR) – CR BILL CHISHOLM**

The *Temporary Chairperson* will invite the outgoing Mayor to address the Council.

**RECOMMENDATION**

**THAT** the Mayoral Report for the 2018-2019 Council year be received and noted.

**6 TERM OF OFFICE OF MAYOR**

Section 71 of the *Local Government Act 1989* requires that Council must elect a Councillor to be the Mayor of the Council.

The Act also provides that before a Mayor is elected, the Council may resolve to elect a Mayor for a term of one or two years.

**RECOMMENDATION**

**THAT** Council resolve to elect a Mayor for a term of one year.

## 7 ELECTION OF MAYOR

Section 71 of the *Local Government Act 1989* requires that Council elect a Councillor to be the Mayor of the Council. The Mayor is to be elected at a meeting open to the public held after the fourth Saturday in October but no later than 30 November in each year.

Any Councillor is eligible for election to the office of Mayor.

The Mayor takes precedence at all municipal proceedings within the municipal district and must take the chair at all meetings of the Council at which he or she is present.

The *Local Government Act 1989* requires that voting at a meeting of Council open to the public must not be in secret. Voting for the election of Mayor will therefore be by a show of hands.

### **Election Process:**

The election procedure of the office of Mayor will be governed by the Mitchell Shire *Mayoral Election Procedure Policy*.

The Temporary Chairperson will invite nominations for the office of Mayor. Any nomination must be seconded. If there is only one nomination, the candidate is deemed to be elected.

If there is more than one nomination, an election will be conducted by the Temporary Chairperson with assistance from the Acting Chief Executive Officer in accordance with the *Mayoral Election Procedure Policy*.

### **Mayoral Address:**

The Temporary Chairperson will invite the elected Mayor to take the chair and address the Council.

## 8 ELECTION OF DEPUTY MAYOR

The election procedure of the office of Deputy Mayor will be governed by the Mitchell Shire *Mayoral Election Procedure Policy*. The office of Deputy Mayor is an honorary role which attracts no additional allowance.

Any Councillor is eligible for election to the office of Deputy Mayor.

The *Local Government Act 1989* requires that voting at a meeting of Council open to the public must not be in secret. Voting for the election of Deputy Mayor will therefore be by a show of hands.

### **Election Process:**

The election procedure of the office of Deputy Mayor will be governed by the Mitchell Shire *Mayoral Election Procedure Policy*.

The Chairperson (Mayor) will invite nominations for the office of Deputy Mayor.

Any nomination must be seconded.

If there is only one nomination, the candidate is deemed to be elected.

If there is more than one nomination, an election will be conducted by the Chairperson (Mayor) with assistance from the Acting Chief Executive Officer in accordance with the *Mayoral Election Procedure Policy*.

**Deputy Mayor Address:**

The Chairperson (Mayor) will invite the elected Deputy Mayor to address the Council.

## **9 APPOINTMENT OF ACTING MAYOR**

Section 73(3) of the *Local Government Act 1989* provides that 'if there is a vacancy in the office of Mayor or the Mayor is absent, incapable of acting or refusing to act, the Council must appoint one of the Councillors to be the acting Mayor'. An Acting Mayor may perform any function or exercise any power conferred on the Mayor.

It is therefore recommended that the elected Deputy Mayor be appointed to be Acting Mayor for the purposes of section 73(3) of the Act. This will eliminate the need for a specific Council resolution if the Mayor is absent at any time during his or her term of office.

### **RECOMMENDATION**

**THAT** Cr ....., Deputy Mayor be appointed as Acting Mayor for the purposes of section 73(3) of the *Local Government Act 1989*.

## 10 GOVERNANCE AND CORPORATE PERFORMANCE

### 10.1 COUNCIL MEETING SCHEDULE

**Author:** Lidia Harding - Manager Governance & Corporate Accountability

**File No:** CL/04/001-03

**Attachments:** Nil

#### SUMMARY

Section 89 of the *Local Government Act 1989* requires Council to provide public notice of meetings of the Council.

Council meetings are open to the public except when Council is considering matters designated as confidential in accordance with the *Local Government Act 1989*. The schedule below seeks adoption from Council for the meeting schedule for the period December 2019 through to December 2020.

#### **DECEMBER 2019**

DATE	MEETING TYPE	TIME
Monday 9 December	Community Questions and Hearings Committee	7pm
Monday 16 December	Ordinary Council	7pm

#### **JANUARY 2020**

No scheduled meetings

#### **FEBRUARY 2020**

DATE	MEETING TYPE	TIME
Monday 10 February	Community Questions and Hearings Committee	7pm
Monday 17 February	Ordinary Council	7pm

#### **MARCH 2020**

DATE	MEETING TYPE	TIME
**Tuesday 10 March	Community Questions and Hearings Committee	7pm
Monday 16 March	Ordinary Council	7pm

\*\*Meeting rescheduled to avoid public holiday



## COUNCIL MEETING SCHEDULE (CONT.)

**APRIL 2020**

DATE	MEETING TYPE	TIME
Tuesday 14 April	Community Questions and Hearings Committee	7pm
Monday 20 April	Ordinary Council	7pm

\*\*Meeting rescheduled to avoid public holiday

**MAY 2020**

DATE	MEETING TYPE	TIME
Monday 4 May	Special Community Questions and Hearings Committee ( <i>Budget Submission</i> )	7pm
Monday 11 May	Community Questions and Hearings Committee	7pm
Monday 18 May	Ordinary Council	7pm

**JUNE 2020**

DATE	MEETING TYPE	TIME
**Tuesday 9 June	Community Questions and Hearings Committee	7pm
***Monday 22 June	Ordinary Council	7pm

\*\*Meeting rescheduled to avoid public holiday

\*\*\* 4th Monday of the month for attendance at National General Assembly in Canberra

**JULY 2020**

DATE	MEETING TYPE	TIME
Monday 13 July	Community Questions and Hearings Committee	7pm
Monday 20 July	Ordinary Council	7pm

**AUGUST 2020**

DATE	MEETING TYPE	TIME
Monday 10 August	Community Questions and Hearings Committee	7pm
Monday 17 August	Ordinary Council	7pm

**SEPTEMBER 2020**

*Caretaker period commences on Tuesday 22 September 2020 and ceases at 6.00pm on Election Day Saturday 24 October 2020*

DATE	MEETING TYPE	TIME
Monday 14 September	Community Questions and Hearings Committee	7pm
Monday 21 September	Ordinary Council	7pm

## COUNCIL MEETING SCHEDULE (CONT.)

**OCTOBER 2020**

<b>DATE</b>	<b>MEETING TYPE</b>	<b>TIME</b>
Monday 12 October	Community Questions and Hearings Committee	7pm
Monday 19 October	Ordinary Council	7pm

**NOVEMBER 2020**

<b>DATE</b>	<b>MEETING TYPE</b>	<b>TIME</b>
Monday 9 November	<i>Special Council (Statutory) Meeting</i>	7pm
Monday 16 November	Community Questions and Hearings Committee	7pm
Monday 23 November	Ordinary Council	7pm

**DECEMBER 2020**

<b>DATE</b>	<b>MEETING TYPE</b>	<b>TIME</b>
Monday 7 December*	Community Questions and Hearings Committee	7pm
Monday 14 December*	Ordinary Council	7pm

\*(week earlier to avoid Christmas period)

**RECOMMENDATION**

**THAT** the schedule of Community Questions and Hearings Committee and Council meetings for the period December 2019 through to December 2020 be adopted.

## 10.2 APPOINTMENT OF REPRESENTATIVES TO COMMITTEES AND ORGANISATIONS FOR THE 2019-2020 COUNCIL YEAR

**Author:** Lidia Harding - Manager Governance & Corporate Accountability

**File No:** CL/04/001-03

**Attachments:** Nil

### SUMMARY

Appointments are to be made to the following Committees and Organisations for the 2019-2020 Council year. Appointments to the Goulburn Valley Waste and Resource Recovery Group Board are not required on an annual basis as these are ongoing appointments.

### REGIONAL, STATE-WIDE AND LOCAL ORGANISATIONS

Organisation	Representation	Proposed 2020 Nominations
Municipal Association of Victoria	Two Councillors	Mayor Deputy Mayor
Victorian Local Governance Association	One Councillor	Cr Lowe
Rural Council Victoria	One Councillor	Mayor
Melbourne Northern Metropolitan Forum	One Councillor	Mayor
Interface Council Group	One Councillor CEO	Mayor CEO
Hume Region Local Government Network (HRLGN)	Mayor CEO	Mayor CEO
Goulburn Valley Waste and Resource Recovery Group Forum (GVWRRG)	One Councillor	Cr TBA
Roadsafe Goulburn Valley	One Councillor Director Development and Infrastructure or delegate	Cr Stevens Director Development and Infrastructure or delegate
Goulburn Broken Greenhouse Alliance	One Councillor	Cr Atkinson
Municipal Emergency Management Planning Committee	One Councillor	Cr Chisholm
Municipal Fire Management Planning Committee	One Councillor (Substitute)	Cr Goble Cr Chisholm

## APPOINTMENT OF REPRESENTATIVES TO COMMITTEES AND ORGANISATIONS FOR THE 2019-2020 COUNCIL YEAR (CONT.)

Australian Local Government Women's Association – Victorian Branch	One Councillor	Cr Sanderson
Merri Creek Management Committee Inc.	One Councillor	Cr Eldridge
Mitchell Honbetsu Sister City Association Inc	One Councillor	Cr Goble
Mitchell Shire Pest Plant and Animal Taskforce	One Councillor	Cr Chisholm

**INCORPORATED ASSOCIATIONS**

<b>North Ward</b>		
<b>Organisation</b>	<b>Representation</b>	<b>Proposed 2020 Nominations</b>
Seymour Tennis Complex Committee	One Councillor	Cr Stevens
Kings Park Recreation Reserve Committee	One Councillor	Cr Sanderson
Tallarook Mechanics Institute Committee	One Councillor	Cr Chisholm
Australian Light Horse Memorial Park	One Councillor	Cr Sanderson
Seymour Old Courthouse Committee	One Councillor	Cr Stevens
Seymour Bushland Park Committee	One Councillor	Cr Sanderson
Tallarook Recreation Reserve Committee	One Councillor	Cr Stevens
Tooborac Mechanics Hall and Reserve Committee	One Councillor	Cr Chisholm
Pyalong Recreation Reserve Committee	One Councillor	Cr Chisholm

<b>Central Ward</b>		
<b>Organisation</b>	<b>Representation</b>	<b>Proposed 2020 Nominations</b>
JJ Clancy Reserve Committee of Management Inc.	One Councillor	Cr Humm
Broadford Land Management Group Inc.	One Councillor	Cr Atkinson

## APPOINTMENT OF REPRESENTATIVES TO COMMITTEES AND ORGANISATIONS FOR THE 2019-2020 COUNCIL YEAR (CONT.)

Kilmore Soldiers Memorial Hall Inc.	One Councillor	Cr Humm
Harley Hammond Reserve Association Inc.	One Councillor	Cr TBA
Broadford Living & Learning Centre	One Councillor	Cr Goble

<b>South Ward</b>		
<b>Organisation</b>	<b>Representation</b>	<b>Proposed 2020 Nominations</b>
Committee of Management RB Robson Stadium Inc.	One Councillor	Cr Cornish
Beveridge Recreation Reserve Committee Inc.	One Councillor	Cr Cornish
WHJ Sports and Community Inc. (at LB Davern Reserve, Wandong)	One Councillor	Cr Lowe
Wandong Public Hall Inc.	One Councillor	Cr Lowe
Greenhill Social Club Inc.	One Councillor	Cr Eldridge

**COUNCIL AND ADVISORY COMMITTEES**

<b>Council Committees</b>		
<b>Committee</b>	<b>Representation</b>	<b>Proposed 2020 Nominations</b>
Audit (Advisory) Committee	Two Councillors	Cr Humm Cr TBA
Community Questions and Hearings Committee	All Councillors	All Councillors
CEO Performance Review Advisory Committee	Mayor Past Mayor One Councillor	Mayor Cr Chisholm Cr TBA

APPOINTMENT OF REPRESENTATIVES TO COMMITTEES AND ORGANISATIONS FOR THE 2019-2020 COUNCIL YEAR (CONT.)

<b>Advisory Committees</b>		
<b>Committee</b>	<b>Representation</b>	<b>Proposed 2020 Nominations</b>
Mitchell Environment Advisory Committee	One Councillor	Cr Eldridge
Mitchell Early Years Advisory Committee	One Councillor	Cr Cornish
Mitchell Heritage Advisory Committee	One Councillor	Cr Humm
Mitchell Fire Consultative Forum	One Councillor (Substitute)	Cr Goble Cr Chisholm
Mitchell Youth Advisory Meeting	One Councillor	Cr TBA
Social Justice Advisory Committee	One Councillor	Cr Goble
Australia Day Awards Committee	Mayor Three Councillors (one from each Ward)	Mayor Cr Sanderson Cr TBA Cr TBA

### RECOMMENDATION

**THAT** the Councillor and Council Officer nominations for Regional, State-Wide and Local Organisations, Incorporated Associations and Council and Advisory Committees be appointed as Council representatives to the relevant Committees and Organisations for the 2019-2020 Council year.

**11 DATE OF NEXT MEETING**

The next Ordinary meeting of Council is scheduled to be held on Monday 16 December 2019 at the Mitchell Shire Council Chambers, 113 High Street, Broadford, commencing at 7.00pm.

**12 CLOSE OF MEETING**