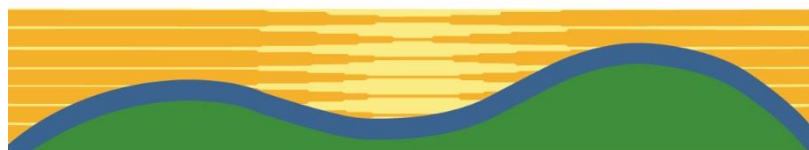


MITCHELL SHIRE COUNCIL



SPECIAL COUNCIL MEETING

AGENDA

WEDNESDAY 8 NOVEMBER 2017
7.00pm

NOTICE IS HEREBY GIVEN that **Special Council Meeting** of the Mitchell Shire Council will be held at **Mitchell Civic Centre, 113 High Street Broadford**, on **Wednesday 8 November 2017** commencing at **7.00pm**.

DAVID TURNBULL
CHIEF EXECUTIVE OFFICER

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1 WELCOME

Council's Chief Executive Officer, Mr David Turnbull will welcome Councillors, Council Officers and guests to the meeting.

2 ELECTION OF TEMPORARY CHAIRPERSON

Mitchell Shire Council *Meeting Procedure Local Law 2014* and *Mayoral Election Procedure Policy 2016* makes provision for the election of a Temporary Chairperson to chair the meeting until the Mayor is elected.

The 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 Chief Executive Officer in accordance with the *Meeting Procedure Local Law 2014*.

3 GOVERNANCE DECLARATION

4 APOLOGIES AND LEAVE OF ABSENCE

5 DISCLOSURE OF CONFLICTS OF INTEREST

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

6 MAYORAL REPORT (2016-2017 COUNCIL YEAR) – CR RHONDA SANDERSON

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

RECOMMENDATION

THAT the Mayoral Report for the 2016-2017 Council year be received and noted.

7 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 ofyear/s.

8 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 2016*. This policy was endorsed by Council at its meeting held on 19 September 2016.

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 Chief Executive Officer in accordance with the *Mayoral Election Procedure Policy 2016*.

Mayoral Address:

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

9 ELECTION OF DEPUTY MAYOR

The election procedure of the office of Deputy Mayor will be governed by the Mitchell Shire *Mayoral Election Procedure Policy 2016*. 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 2016*.

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 Chief Executive Officer in accordance with the *Mayoral Election Procedure Policy 2016*.

Deputy Mayor Address:

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

10 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*.

11 GOVERNANCE AND CORPORATE PERFORMANCE

11.1 COUNCIL MEETING SCHEDULE

Author: Lidia Harding - Governance & Corporate Accountability Coordinator

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*. Council at its meeting on 21 November 2016 adopted the meeting schedule for 2017-2018 which included the dates for December 2017 through to April 2018. The schedule below seeks adoption from Council for the meeting schedule for the period December 2017 through to June 2019.

DECEMBER 2017

DATE	MEETING TYPE	TIME
Monday 11 December	Community Questions and Hearings Committee	7pm
Monday 18 December	Ordinary Council	7pm

JANUARY 2018

No scheduled meetings

FEBRUARY 2018

DATE	MEETING TYPE	TIME
Monday 12 February	Community Questions and Hearings Committee	7pm
Monday 19 February	Ordinary Council	7pm

MARCH 2018

DATE	MEETING TYPE	TIME
**Tuesday 13 March	Community Questions and Hearings Committee	7pm
Monday 19 March	Ordinary Council	7pm

COUNCILL MEETING SCHEDULE (CONT.)

**Meeting rescheduled to avoid public holiday

APRIL 2018

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

MAY 2018

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

JUNE 2018

DATE	MEETING TYPE	TIME
Monday 4 June	<i>Special Community Questions and Hearings Committee</i>	7pm
**Tuesday 12 June	Community Questions and Hearings Committee	7pm
Monday 18 June	Ordinary Council	7pm

**Meeting rescheduled to avoid public holiday

JULY 2018

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

AUGUST 2018

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

COUNCILL MEETING SCHEDULE (CONT.)

SEPTEMBER 2018

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

OCTOBER 2018

DATE	MEETING TYPE	TIME
Monday 8 October	Community Questions and Hearings Committee	7pm
Monday 15 October	Ordinary Council	7pm

NOVEMBER 2018

DATE	MEETING TYPE	TIME
Wednesday 7 November	<i>Special Council (Statutory) Meeting</i>	7pm
Monday 12 November	Community Questions and Hearings Committee	7pm
Monday 19 November	Ordinary Council	7pm

DECEMBER 2018

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

JANUARY 2019

No scheduled meetings.

FEBRUARY 2019

DATE	MEETING TYPE	TIME
Monday 11 February	Community Questions and Hearings Committee	7pm
Monday 18 February	Ordinary Council	7pm

COUNCILL MEETING SCHEDULE (CONT.)

MARCH 2019

DATE	MEETING TYPE	TIME
**Tuesday 12 March	Community Questions and Hearings Committee	7pm
Monday 18 March	Ordinary Council	7pm

**Meeting rescheduled to avoid public holiday

APRIL 2019

DATE	MEETING TYPE	TIME
Monday 8 April	Community Questions and Hearings Committee	7pm
Monday 15 April	Ordinary Council	7pm

MAY 2019

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

JUNE 2019

DATE	MEETING TYPE	TIME
Monday 3 June	<i>Special Hearings Committee</i>	7pm
**Tuesday 11 June	Community Questions and Hearings Committee	7pm
Monday 17 June	Ordinary Council	7pm

**Meeting rescheduled to avoid public holiday

RECOMMENDATION

THAT the schedule of Community Questions and Hearings Committee and Council meetings for the period December 2017 through to June 2019 be adopted.

11.2 APPOINTMENT OF REPRESENTATIVES TO COMMITTEES AND ORGANISATIONS FOR THE 2017-2018 COUNCIL YEAR

Author: Lidia Harding - Governance & Corporate Accountability Coordinator

File No: CL/04/001-03

Attachments: Nil

SUMMARY

Appointments are to be made to the following Committees and Organisations for the 2017-2018 Council year.

REGIONAL, STATE-WIDE AND LOCAL ORGANISATIONS

Organisation	Representation	Proposed 2018 Nominations
Municipal Association of Victoria	Two Councillors	Mayor Deputy Mayor
Victorian Local Governance Association	One Councillor	Deputy Mayor
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 Humm
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 Advisory Group	One Councillor (Substitute)	Cr Humm Cr Chisholm (Substitute)
L2P	One Councillor	Cr Stevens

APPOINTMENT OF REPRESENTATIVES TO COMMITTEES AND ORGANISATIONS FOR THE 2017-2018 COUNCIL YEAR (CONT.)

Australian Local Government Women's Association – Victorian Branch	One Councillor	Cr Sanderson
Merri Creek Management Committee Inc.	One Councillor	Cr Eldridge

INCORPORATED ASSOCIATIONS

North Ward		
Organisation	Representation	Proposed 2018 Nominations
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

Central Ward		
Organisation	Representation	Proposed 2018 Nominations
JJ Clancy Reserve Committee of Management Inc.	One Councillor	Cr Humm
Broadford Land Management Group Inc.	One Councillor	Cr Atkinson
Kilmore Soldiers Memorial Hall Inc.	One Councillor	Cr Humm
Harley Hammond Reserve Association Inc.	One Councillor	Cr Atkinson

APPOINTMENT OF REPRESENTATIVES TO COMMITTEES AND ORGANISATIONS FOR THE 2017-2018 COUNCIL YEAR (CONT.)

Broadford Living & Learning Centre	One Councillor	Cr Goble
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South Ward		
Organisation	Representation	Proposed 2018 Nominations
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 Eldridge
Wandong Public Hall Inc.	One Councillor	Cr Lowe
Greenhill Social Club Inc.	One Councillor	Cr Eldridge

COUNCIL AND ADVISORY COMMITTEES

Council has established three formal Committees to assist the Council in decision making on specific areas of Council's functions and responsibilities.

Depending on their role and the need for delegated powers, these Committees are either special committees or advisory committees as defined in the *Local Government Act 1989*. Each of these Committees has a Charter adopted by Council resolution and their meetings are governed by Council's *Meeting Procedures Local Law 2014*.

Council Committees		
Committee	Representation	Proposed 2018 Nominations
Audit (Advisory) Committee	Two Councillors	Cr Lowe Cr Atkinson
Community Questions and Hearings Committee	All Councillors	All Councillors
CEO Performance Review Advisory Committee	Mayor Past Mayor One Councillor	Mayor Cr Sanderson

APPOINTMENT OF REPRESENTATIVES TO COMMITTEES AND ORGANISATIONS FOR THE 2017-2018 COUNCIL YEAR (CONT.)

Advisory Committees		
Committee	Representation	Proposed 2018 Nominations
Mitchell Environment Advisory Committee	One Councillor	Cr Eldridge
Mitchell Early Years Advisory Committee	One Councillor One substitute	Cr Stevens Cr Cornish (Substitute)
Mitchell Heritage Advisory Committee	One Councillor	Cr Humm
Mitchell Fire Consultative Forum	One Councillor	Cr Humm Cr Chisholm (Substitute)
Mitchell Youth Advisory Meeting	One Councillor	Cr Cornish
Social Justice Advisory Committee	One Councillor	Cr Goble Cr Cornish (Substitute)
Australia Day Awards Committee	Four Councillors	Mayor Cr Chisholm Cr Cornish Cr Goble

CONSULTATION

Members of the Executive Leadership Team, Mayor, Councillors and relevant Managers have been consulted in preparing for the framework of committees and organisations for the 2017-2018 Council Year and recommend appointments.

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 Organisation for the 2017-2018 Council year.

12 DATE OF NEXT MEETING

The next Ordinary meeting of Council is scheduled to be held on Monday 20 November 2017 at the Mitchell Shire Council Chambers, 113 High Street, Broadford, commencing at 7.00pm.

13 CLOSE OF MEETING