



**South Gippsland**  
Shire Council

*Come for the beauty, Stay for the lifestyle*

# COUNCIL MINUTES

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**SPECIAL (STATUTORY) MEETING OF COUNCIL  
WEDNESDAY 4 NOVEMBER 2015  
COUNCIL CHAMBERS, LEONGATHA  
COMMENCED AT 2PM**

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## **ELECTION OF MAYOR, DEPUTY MAYOR AND COUNCILLOR APPOINTMENTS TO COMMITTEES AND EXTERNAL BODIES**

Mr Tim Tamlin, Chief Executive Officer, presided over the Meeting in the role of Temporary Chair in accordance with Clause 7 of the South Gippsland Shire Council Local Law No 3. 2010 – Processes of Municipal Government until after the election of the Mayor.

### **PRESENT:**

**COUNCILLORS:** James Fawcett, Jeanette Harding, Mohya Davies, Kieran Kennedy, Robert Newton, Lorraine Brunt, Nigel Hutchinson-Brooks, Andrew McEwen and Don Hill.

### **OFFICERS:**

Mr Tim Tamlin	Chief Executive Officer
Anthony Seabrook	Director Engineering Services
Jan Martin	Director Community Services
June Ernst	Director Corporate Planning and Council Business
Natasha Berry	Corporate & Council Business Officer

### **MISSION**

***To effectively plan and provide for the social, built, economic and natural environments that ensure the future wellbeing of South Gippsland Communities.***

# **SOUTH GIPPSLAND SHIRE COUNCIL**

## **SPECIAL (STATUTORY) MEETING OF COUNCIL WEDNESDAY 4 NOVEMBER 2015 COUNCIL CHAMBERS, LEONGATHA COMMENCED AT 2PM**

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**Tim Tamlin**  
**Chief Executive Officer**

## **SECTION A - PRELIMINARY MATTERS**

### **A.1 WELCOME**

**Mr Tim Tamlin, Chief Executive Officer, welcomed the Councillors and people in the public gallery to the Special (Statutory) Meeting of Council.**

**The Chief Executive Officer explained that he would preside as Temporary Chair at the Meeting until the Mayor is elected as provided for in Local Law No 3. 2010 – Processes of Municipal Government – Clauses 6 and 7.**

**The Temporary Chair advised that the election of the Mayor, and if resolved by Council, a Deputy Mayor, will be supervised by Sheryl Bruce, Returning Officer from the Victorian Electoral Commission, who has been appointed by the Chief Executive Officer to act as the Returning Officer.**

### **A.2 OPENING PRAYER**

We pray to God to guide us so that the thoughts we have and the decisions made this day, are in the best interests of the people of the South Gippsland Shire.

Amen

### **A.3 ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS**

The South Gippsland Shire Council respectfully acknowledges the Traditional Custodians of this Land, Elders past and present, their Spirits and Ancestors.

### **A.4 REQUESTS FOR LEAVE OF ABSENCE**

**MOVED: Cr Kennedy**

**SECONDED: Cr Hutchinson-Brooks**

**THAT COUNCILLOR KENNEDY REQUEST LEAVE OF ABSENCE FOR COUNCIL MEETING 25 NOVEMBER 2015.**

**CARRIED UNANIMOUSLY**

### **A.5 APOLOGIES**

**Nil**

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## A.6 DECLARATION OF CONFLICT OF INTEREST FOR COUNCILLORS

Any interest that a Councillor or staff member has deemed to be significant and has disclosed as either a direct or an indirect interest is now considered to be a conflict of interest. Conflict of interest legislation is in sections 77A, 77B, 78, 78A-D and 79 of the Local Government Act 1989. This legislation can be obtained by contacting the Council's Corporate Services Directorate (Governance Services) or by accessing the Victorian Legislation and Parliamentary Documents website at [www.legislation.vic.gov.au](http://www.legislation.vic.gov.au). An interest may be by close association, financial, conflicting duties or receipt of gifts.

If a Councillor or staff member discloses any interest in an item discussed at any Council Meeting (whether they attend or not) they must:

- Complete a disclosure of interest form prior to the Meeting (forms are available from the Organisational Development Department – Governance).
- Advise the Chair of the interest immediately before the particular item is considered (if attending the Meeting).
- Leave the Council Chamber or Meeting room while the item is being discussed and during any vote taken (if attending the Meeting).

The Councillor or staff member will be advised to return to the Council Chamber or Meeting room immediately after the item has been considered and the vote is complete.

Councillors should check the Minutes of the Council Meeting to ensure their disclosure is recorded accurately.

Councillors are not required to disclose conflict of interest in relation to matters only considered at Meetings they do not attend.

Detailed information is available in Conflict of Interest – A Guide for Councillors June 2011.

Type of Interest		Example of Circumstance
<b>Direct Interest</b>		Reasonably likely that your benefits, obligations, opportunities or circumstances will be directly altered. Reasonably likely to receive a direct benefit or loss measurable in money. Reasonably likely that your residential amenity will be directly affected.
<b>Indirect Interest</b>	Close Association	A member of your family has a direct interest or an indirect interest. A relative has a direct interest. A member of your household has a direct interest.
	Indirect financial Interest	Likely to receive a benefit or loss, measurable in money, resulting from a change to another person's interest. Holding shares in a company or body that has a direct interest (subject to threshold) When a person with a direct interest owes money to you.
	Conflict of Duty	Manager or member of the governing body of an organisation with a direct interest. Trustee for a person with a direct interest. Past dealings in relation to the matter as duty to another person or body.
	Applicable Gift	Gifts valued at \$500 in previous 5 years. Election donations valued at or above \$500 in previous 5 years. Gifts other than election campaign donations that were received more than 12 months before a person became a Councillor are exempt.
	Party to the Matter	Initiated or became party to civil proceedings in relation to the matter.

## Privacy

Council is required to keep minutes of each Council meeting. The minutes contain details of proceedings which may include personal information about community members disclosed as part of presentations, submissions and questions. The minutes of Council meetings are a public record and can be inspected by members of the public.

Council undertakes audio recordings of Council Meetings as a contribution to good governance and accuracy of minutes. An audio recording of this meeting is being made for the purpose of verifying the accuracy of minutes of the meeting. In some circumstances the recording may be disclosed, such as where Council is compelled to do so by court order, warrant, and subpoena or by any other law such as the Freedom of Information Act 1982. It should be noted that other people present at the meeting may be recording the meeting and Council has limited power to regulate this. Council has developed a policy to regulate recordings, "Sound Recording of Council Meetings". A copy of this policy is located on Council's website [www.southgippsland.vic.gov.au](http://www.southgippsland.vic.gov.au). Further information or a copy of the policy or can be obtained by contacting Council's Organisational Development Department (Governance).

**Nil**

## **A.7 DECLARATION OF CONFLICT OF INTEREST FOR STAFF**

Sections 80B and 80C of the Local Government Act 1989 require members of Council staff who have delegated functions and /or provide advice to Council or a Special Committee to disclose conflicts of interest. If Council staff have written, provided information/advice or approved a Council Report and have a conflict of interest it is the responsibility of that staff member to disclose the interest. Guidance to identifying and disclosing a conflict of interest is contained in Department of Planning and Community Development in '*Conflict of Interest A Guide for Council staff*', October 2011.

**Nil**

## **A.8 END OF TERM REMARKS – MAYOR AND DEPUTY MAYOR**

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**Cr Harding addressed Council with end of term remarks regarding her term as Mayor, her comments included:**

- **Thanking Councillors nominating for previous 12 months and for their patience.**
- **Positivity around the many projects commenced in the Shire and look forward to their completion.**
- **Expressed best wishes to the Mayor and Deputy Mayor who will be elected today.**
- **Sincere thanks to the outgoing Deputy Mayor Councillor Hutchinson-Brooks especially for stepping in for her when needed.**
- **Wish today's elected Mayor the best in achieving what they set out to do and hope that all Councillors work together as a team.**
- **Thank you to staff who have supported Cr Harding in her role.**

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**The Chief Executive Officer made a presentation of flowers and framed picture to the outgoing Mayor as thanks from the Community, Councillors and staff for contributions to the community as Mayor.**

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**Cr Hutchinson-Brooks addressed Council with end of term remarks regarding his term as Mayor, his comments included:**

- **Personal opinions he made about the unsuccessful results of the Community Satisfaction Survey. Cr Hutchinson-Brooks surmised that Council/ Local Government operate differently from other levels of Government in that local Council operate more like a cabinet, a collective. Cr Hutchinson-Brooks went on further to say that Community is looking towards Council as the example and hope that with the one year left of the term that Councillors work together as a unified team, like a cabinet.**
  - **Thanked the outgoing Mayor for the opportunity to support her during the last year. Cr Hutchinson-Brooks looks forward to supporting all Councillors, the Mayor and Deputy elected today.**
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## **SECTION B - COUNCIL REPORTS**

### **B.1 ELECTION OF MAYOR**

Corporate & Community Services Directorate

#### **STAFF DISCLOSURE OF INTEREST**

Nil

#### **EXECUTIVE SUMMARY**

Section 71 of the Local Government Act (the Act) 1989, states that the Mayor is to be elected by Councillors at a meeting that is open to the public.

The purpose of this report is to facilitate the election of the Mayor.

The term of office of Mayor will commence on 4 November 2015 upon appointment by Council and become vacant at 6am on the date of the Council Election Day; currently forecast to be Saturday 22 October 2016.

#### **LEGISLATIVE/ ACTION PLANS/STRATEGIES/POLICIES**

- Local Government Act 1989, Section 71, 89 and 90
- Local Law No.3 2010 - Processes of Municipal Government (Meeting Procedures and Common Seal) – Clause 6, 7

#### **COUNCIL PLAN**

Outcome:	4.0	A Leading Organisation
Objective:	4.2	Pursue best practice in organisational development and operations of the organisation.
Strategy No:	4.2.3	We will make informed decisions and provide opportunities for the community to participate in the decision making process.

#### **CONSULTATION**

Councillors have considered this report prior to this Special (Statutory) Meeting.

#### **REPORT**

##### **Background**

The Chief Executive Officer presides as Temporary Chair at the Meeting until the Mayor is elected as provided for in Council's Local Law No. 3 2010 – Clause 6 and 7.



The election of the Mayor will be supervised by Sheryl Bruce, Returning Officer from the Victorian Electoral Commission, appointed by the Chief Executive Officer to act as the Returning Officer.

Section 89 of the Act requires the election of the Mayor to be held in a meeting that is open to members of the public with the voting method for the election to be undertaken by a show of hands. With the exception of the voting method, the general provisions of Council's Local Law No 3. 2010 regarding the election of Mayor and counting of votes apply.

Section 71 of the Act requires the election of Mayor to take place after the fourth Saturday in October but no later than 30 November each year.

The term of office of Mayor will commence on 4 November 2015 upon appointment by Council and become vacant at 6 a.m. on the day of the Council Elections; currently forecast to be Saturday 22 October 2016.

The role of the Mayor, as defined in Section 73 of the Act, is to take precedence at all municipal proceedings within the municipal district and the Mayor must take the chair at all meetings of the Council at which he or she is present.

### **Proposal**

That Council call for nominations and elect a Mayor for the 2015 - 2016 term from the nominations.

### **FINANCIAL CONSIDERATIONS**

Mayoral and Councillor Allowances were set by the Minister for Local Government on 24 December 2013. They are funded in annual budgets. These allowances are currently:

Mayoral allowance \$71,058 per annum; and

Councillor allowance \$22,965 per annum.

An announcement by the Minister for Local Government regarding an annual increase to the allowances is anticipated by December 2015.

### **RISKS**

Council is required by law to elect a Mayor. Failing to appoint a Mayor would result in a breach of the Local Government Act 1989. The Special Statutory Meeting to elect a Mayor has been scheduled to ensure Council meets its legislative requirements.

### **CONCLUSION**

The purpose of this report is to facilitate the election of the Mayor.

The term of office of Mayor will commence on 4 November 2015 upon appointment by Council and become vacant at 6am on the date of the Council Election Day; currently forecast to be Saturday 22 October 2016.

### **RECOMMENDATION**

That Council proceed to elect a Mayor of the South Gippsland Shire Council for the 2015-2016 term.

**MOVED: Cr Fawcett**

**SECONDED: Cr Davies**

**THAT COUNCIL PROCEED TO ELECT A MAYOR OF THE SOUTH GIPPSLAND SHIRE COUNCIL FOR THE 2015-2016 TERM.**

**CARRIED UNANIMOUSLY**

### **ELECTION**

#### **CALL FOR NOMINATIONS AND ACCEPTANCE OF NOMINATIONS**

The Chief Executive Officer, presiding as Temporary Chair, will explain the nomination and voting process and then call for nominations and confirm acceptance of nominations.

Section 90 of the Act requires that voting be carried out by a show of hands. With the exception of the voting method, the general provisions of Council's Local Law No 3. 2010 regarding the election of Mayor and Deputy Mayor and counting of votes will apply which include:

- That nominations may be made by any Councillor for any Councillor;
- Nominations may be submitted in writing prior to this meeting;
- Councillors can nominate themselves;
- Nominations do not require a seconder;
- Nominees will be asked to clearly indicate their acceptance of the nomination;
- Any candidate can withdraw their candidature at any time during the election;
- The Chair will call for final nominations and upon receiving no further nominations will declare nominations closed; and

- If the Chair receives only one nomination, they will advise that unless there are further nominations, nominations will be declared closed and the only candidate declared duly elected.

### **VERBAL PRESENTATION BY CANDIDATES**

Each candidate (if there is more than one) will be offered an opportunity to address the other Councillors for up to 5 minutes in support of their candidature.

### **TEMPORARY CHAIRPERSON TO CONDUCT THE ELECTION**

If there is more than one candidate, the Chief Executive Officer, as Temporary Chair, will conduct the election, which will be supervised by Returning Officer, Sheryl Bruce.

The election will be conducted in accordance with Section 71, 89 and 90 of the Act and Council's Local Law No 3. Clauses 6 and 7. The process is conducted until a candidate receives an absolute majority of the votes, which if either eight or nine Councillors are present, is five votes.

### **DECLARATION OF RESULT**

Once the Chief Executive Officer determines an absolute majority of votes has been received by a single candidate, he will confirm the result with the Returning Officer and declare the results. The results will be recorded in the minutes of the Special (Statutory) Meeting.

### **ADDRESS BY NEWLY ELECTED MAYOR**

The newly elected Mayor will take the Chair of the Special (Statutory) Meeting and briefly address the Meeting if they desire, prior to proceeding to the next item.

## **ELECTION OF MAYOR**

**The Temporary Chairperson called for nominations.**

**Cr Robert Newton was nominated by Cr Harding.**

**The nomination was accepted by the nominee.**

**Cr Davies nominated herself.**

**The Temporary Chair called for further nominations for Mayor there were none forthcoming.**

**The Temporary Chair invited the nominees to speak in support of their nominations.**

**Councillor Newton addressed Councillors in support of his nomination.**

**Councillor Davies addressed Councillors in support of her nomination.**

**The Temporary Chair asked the Councillors to vote, the result which was:**

**Councillors Kennedy, Brunt, Newton, Harding, Hill, Hutchinson-Brooks and McEwen voted for Councillor Robert Newton.**

**Councillors Davies and Fawcett voted for Councillor Mohya Davies.**

**The Temporary Chair confirmed the result with Sheryl Bruce, Returning Officer and declared Councillor Robert Newton Mayor for the 2015 – 2016 term.**

**The Mayor, Councillor Robert Newton addressed Council by extending commiserations to Cr Davies and thanked Councillors for his support.**

**Cr Fawcett left the Meeting at 2.33pm.**

## **B.2 DECISION TO ELECT A DEPUTY MAYOR**

Corporate and Community Services Directorate

### **STAFF CONFLICT OF INTEREST**

Nil

### **EXECUTIVE SUMMARY**

Councillors are required to elect a Mayor of the Council as required under Section 71 of the Local Government Act 1989.

Council's Local Law No 3. 2010 also provides for the election of a Deputy Mayor, if desired by Council.

This report recommends that Council resolve to elect a Deputy Mayor for a one year term to allow an increased opportunity for Councillors to nominate for this role as both a development opportunity and to share the associated workload.

### **LEGISLATIVE / ACTION PLANS / STRATEGIES / POLICIES**

- Local Government Act 1989, Section 71, 90
- Local Law No. 3 2010 - Processes of Municipal Government (Meeting Procedures and Common Seal) – Clause 6, 7

### **COUNCIL PLAN**

Outcome:	4.0	A Leading Organisation
Objective:	4.2	Pursue best practice in organisational development and operations of the organisation.
Strategy No:	4.2.3	We will make informed decisions and provide opportunities for the community to participate in the decision making process.

### **CONSULTATION**

Councillors have considered this report prior to this Special (Statutory) Meeting.

### **REPORT**

#### **Background**

Council's Local Law No 3. 2010 provides for the election of a Deputy Mayor. This role is to deputise for the Mayor in providing a leadership and formal representational presence at civic, ceremonial and public engagements; and chair Council Meetings on occasions when the Mayor is unable to do so.

Council has traditionally elected a Deputy Mayor and for the past 5 years has elected a Deputy Mayor for a one year term.

**Proposal**

That Council resolve to elect a Deputy Mayor for a one year term to deputise for the Mayor.

**FINANCIAL CONSIDERATIONS**

Councillor allowances are currently funded in annual budgets. No additional allowance is paid to a Deputy Mayor beyond the Councillor allowance.

**RISKS**

Nil

**RECOMMENDATION**

That Council resolve to elect a Deputy Mayor of the South Gippsland Shire Council for the 2015-2016 term.

**MOVED: Cr Kennedy**

**SECONDED: Cr McEwen**

**THAT COUNCIL RESOLVE TO ELECT A DEPUTY MAYOR OF THE SOUTH GIPPSLAND SHIRE COUNCIL FOR THE 2015-2016 TERM.**

**CARRIED UNANIMOUSLY**

**Cr Fawcett returned to the Meeting at 2.34pm.**

### **B.3 ELECTION OF DEPUTY MAYOR**

Corporate and Community Services Directorate

#### **STAFF DISCLOSURE OF INTEREST**

Nil

#### **EXECUTIVE SUMMARY**

The purpose of this report is to facilitate the election of Deputy Mayor, if Council has decided to elect a Deputy Mayor in Item B.2 - Decision to Elect a Deputy Mayor. The term of Deputy Mayor will commence on 4 November 2015 upon appointment by Council and become vacant at 6am on the date of the Council Election Day, currently forecast to be Saturday 22 October 2016.

The election of Deputy Mayor will be chaired by the newly elected Mayor in accordance with Council's Local Law No. 3 2010 Clauses 6 and 7.

The election of the Deputy Mayor will be supervised by Sheryl Bruce, Returning Officer from the Victorian Electoral Commission.

#### **LEGISLATIVE / ACTION PLANS / STRATEGIES / POLICIES**

- Local Government Act (the Act) 1989, Section 71, 89 and 90
- Local Law No.3 2010 - Processes of Municipal Government (Meeting Procedures and Common Seal) – Clause 6, 7

#### **COUNCIL PLAN**

Outcome:	4.0	A Leading Organisation
Objective:	4.2	Pursue best practice in organisational development and operations of the organisation.
Strategy No:	4.2.3	We will make informed decisions and provide opportunities for the community to participate in the decision making process.

#### **CONSULTATION**

Councillors have considered this report prior to this Special (Statutory) Meeting.

#### **REPORT**

##### **Background**

The election of the Deputy Mayor will be chaired by the newly elected Mayor and supervised by Sheryl Bruce, from the Victorian Electoral Commission Acting as the Returning Officer.

Section 89 of the Act requires the election of the Mayor to be held in a meeting that is open to members of the public with the voting method for the election to be undertaken by a show of hands. With the exception of the voting method, the general provisions of Council's Local Law No 3. 2010 regarding the election of Mayor and counting of votes apply. Council will follow the same transparent procedure for the election of the Deputy Mayor and the counting of votes.

The term of Deputy Mayor will commence on 4 November 2015 upon appointment by Council and become vacant at 6am on the date of the Council Election Day; currently forecast to be Saturday 22 October 2016.

### **Proposal**

That Council elect a Deputy Mayor for the 2015-2016 term.

### **FINANCIAL CONSIDERATIONS**

Councillor allowances are currently funded in annual budgets. No additional allowance is paid to a Deputy Mayor beyond the Councillor allowance.

### **RISKS**

Nil

### **RECOMMENDATION**

That Council proceed to elect a Deputy Mayor of the South Gippsland Shire Council for the 2015-2016 term.

### **ELECTION OF DEPUTY MAYOR**

#### **CALL FOR NOMINATIONS AND ACCEPTANCE OF NOMINATIONS**

The Mayor, presiding as Chair, will explain the nomination and voting process and then call for nominations and confirm acceptance of nominations.

Section 90 of the Act requires that voting be carried out by a show of hands. With the exception of the voting method, the general provisions of Council's Local Law No 3. 2010 regarding the election of Mayor and Deputy Mayor and counting of votes will apply which include:

- That nominations may be made by any Councillor for any Councillor;
- Nominations may be submitted in writing prior to this meeting;
- Councillors can nominate themselves;



- Nominations do not require a seconder;
- Nominees will be asked to clearly indicate their acceptance of the nomination;
- Any candidate can withdraw their candidature at any time during the election;
- The Chair will call for final nominations and upon receiving no further nominations will declare nominations closed; and
- If the Chair receives only one nomination, they will advise that unless there are further nominations, nominations will be declared closed and the only candidate declared duly elected.

### **VERBAL PRESENTATION BY CANDIDATES**

Each candidate (if there is more than one) will be offered an opportunity to address the Mayor and other Councillors for up to 5 minutes in support of their candidature.

### **MAYOR TO CONDUCT THE ELECTION**

If there is more than one candidate, the Mayor will conduct the election, which will be supervised by Returning Officer, Sheryl Bruce.

The election will be conducted in accordance with Section 71, 89 and 90 of the Act and Council's Local Law No 3. 2010 Clauses 6 and 7. The process is conducted until a candidate receives an absolute majority of the votes, which if either eight or nine Councillors are present, is five (5) votes.

### **DECLARATION OF RESULT**

Once the Mayor determines an absolute majority of votes has been received by a single candidate, they will confirm the result with the Returning Officer and declare the results. The results will be recorded in the minutes of the Special (Statutory) Meeting.

### **ADDRESS BY NEWLY ELECTED DEPUTY MAYOR**

The Mayor will then invite the newly elected Deputy Mayor to briefly address the Special (Statutory) Meeting if they desire, prior to proceeding to the next item.

### **ELECTION OF DEPUTY MAYOR**

**The Mayor, Cr Newton called for nominations.**

**Cr Lorraine Brunt was nominated by Cr Harding.**

**The nomination was accepted by the nominee.**

**Cr Davies nominated herself.**

**The Mayor called for further nominations for Deputy Mayor there were none forthcoming.**

**The Mayor invited the nominees to speak in support of their nominations.**

**Councillor Brunt addressed Councillors in support of her nomination.**

**Councillor Davies addressed Councillors in support of her nomination.**

**The Mayor asked the Councillors to vote, the result which was:**

**Councillors Brunt, Newton, Harding and Hutchinson-Brooks voted for Councillor Lorraine Brunt.**

**Councillors Fawcett, Kennedy, Hill, Davies and McEwen voted for Councillor Mohya Davies.**

**The Mayor confirmed the result with Sheryl Bruce, Returning Officer and declared Councillor Mohya Davies the Deputy Mayor for the 2015 – 2016 term.**

**The Deputy Mayor, Councillor Mohya Davies addressed Council by extending commiserations to Cr Brunt and thanked Councillors for the opportunity to support the Mayor and Council as Deputy Mayor.**

**The Mayor adjourned the Meeting for 10 minutes.**

## **B.4 COUNCILLOR APPOINTMENT TO COMMITTEES 2015 - 2016**

Corporate and Community Services Directorate

### **STAFF CONFLICT OF INTEREST**

Nil

### **EXECUTIVE SUMMARY**

Council has traditionally appointed Councillors to a range of Internal and External Committees for the period of one year.

These appointments are reviewed annually at each Special (Statutory) Meeting of Council to ensure appropriate representation and contribution. This Report provides a schedule (refer **Attachment 1**) of the recommended appointments of Councillors to Committees for the period commencing 4 November 2015 until the end of the Council term in October 2016.

Appointment to these Committees ensures Council is represented and involved in key discussion and planning both with the community, and at State and Federal levels.

The Committees include:

- Council Internal Advisory and Steering Committees
- Council Special (Section 86) Committees
- External Community Based Committees
- Peak Local Government Bodies
- Industry Bodies

*Document/s pertaining to this Council Report*

- **Attachment 1** - List of internal and external committees and recommended appointments for 2015-2016

### **LEGISLATIVE / ACTION PLANS / STRATEGIES / POLICIES**

Local Government Act (1989), section 3D, section 139

### **COUNCIL PLAN**

Strategic Goal:	4.0	A Leading Organisation
Outcome:	4.2	Pursue best practice in organisational development and operations of the organisation.
Strategy No:	4.2.3	We will make informed decisions and provide opportunities for the community to participate in the decision making process.

## **CONSULTATION**

Councillors have considered and discussed potential appointments at a Briefing to Council conducted on Wednesday 21 October 2015. The Committees are those which were relevant at the time of discussion and can be reviewed as required throughout the year.

## **REPORT**

### **Background**

Council has traditionally appointed Councillors to provide leadership, advocacy, support and active engagement with the community and to have access to strategic advice and information.

During the year Council may nominate to form internal Council Committees or receive additional requests for representation on external Committees.

### **Proposal**

It is proposed that Council appoint Councillors to Committees for the term commencing 4 November 2015 until 6am on Council Election Day, currently forecast for Saturday 22 October 2016, when the term of Councillors ends.

Councillors may decide to make amendments prior to adopting the schedule in **Attachment 1**.

Councillors may consider additional requests for representation on Committees throughout the year; it is recommended that appointments be referred to Council for adoption.

There are a number of committees without nominated Councillors allocated and a couple that Council needs to determine if representation is no longer required. These are listed in the recommendations and require Council to determine allocation prior to completion of the full list. Councillors may self-nominate for these committees and voting will be in accordance with the process used for the election of the Mayor, with a majority vote determining the membership.

## **FINANCIAL CONSIDERATIONS**

Funds are allocated in current and forward budgets where appropriate for membership fees and any subscriptions required as part of the memberships.

## **RISKS**

The investment of Councillor time and resources returns positive outcomes and opportunities for Council and the community through access to strategic information, and Councillors providing advocacy and leadership for the advantage of the community.

## RECOMMENDATION

That Council:

1. Appoint the Mayor, Deputy and 1 Councillor <insert name> to Council's Audit Committee.
2. Appoint 1 Councillor <insert name> and 1 Substitute Councillor <insert name> to South Gippsland Swimming Pool and Sport Hub (SPLASH) Advisory Committee.
2. Determine to <discontinue the Financial Sustainability Steering Committee and streamline reporting through the briefing schedule> OR <appoint all Councillors to the Financial Sustainable Steering Committee>.
4. Appoint Councillor <insert name> and 1 Substitute Councillor <insert name> to Council's Recreation Advisory Committee.
5. Appoint 1 Councillor <insert name> OR request Officer representation to the Municipal Association of Victoria (MAV) Planning Committee.
6. Determine to <cease> OR <continue and appoint 1 Councillor > to the Tarwin Valley Development Group.
7. Determine to <cease> OR <continue and appoint up to 2 Councillors> to the Alliance of Councils for Rail Freight Development.
8. Appoint Councillors to Committees in Attachment 1 and those listed in the Committees above for a term commencing 4 November 2015 until 6am of Council Election Day, currently forecast for Saturday 22 October 2016, when the term of Councillors ends; and
9. Consider future appointments to new Committees and/ or changes to Committee appointments made in Attachment 1 be reported to Council for adoption.

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**Cr Brunt nominated as Councillor representative for COUNCIL'S AUDIT COMMITTEE.**

**Cr Davies nominated as Councillor representative substitute for COUNCIL'S AUDIT COMMITTEE.**

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**Councillor Representative Nominations**

**Cr Brunt and Cr Hill nominated as Councillor representative for the SOUTH GIPPSLAND SWIMMING POOL AND SPORT HUB (SPLASH) ADVISORY COMMITTEE.**

**Cr Fawcett nominated as Councillor representative substitute.**

**Crs Brunt and Hill spoke in support of their nomination.**

**The Mayor called for a vote by show of hands and the result which was:**

**Crs Fawcett, Brunt, Newton, Davies and Hutchinson-Brooks voted for Cr Brunt.**

**Crs McEwen, Hill, Harding and Kennedy voted for Cr Hill.**

**Cr Brunt was declared the nominated Councillor to the South Gippsland Swimming Pool and Sport Hub (SPLASH).**

**Councillor Representative Substitute Nomination**

**Cr Fawcett and Hill nominated as Councillor representative substitute.**

**Crs Fawcett, Brunt, Newton, Davies and Hutchinson-Brooks voted for Cr Fawcett as representative substitute.**

**Crs Kennedy, Harding, Hill and McEwen voted for Cr Hill as representative substitute.**

**Cr Fawcett was declared the Councillor representative substitute to the South Gippsland Swimming Pool and Sport Hub (SPLASH).**

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**MOVED: Cr Fawcett**

**SECONDED: Cr Davies**

**3. DETERMINE TO DISCONTINUE THE FINANCIAL SUSTAINABILITY STEERING COMMITTEE AND STREAMLINE REPORTING THROUGH THE BRIEFING SCHEDULE.**

**CARRIED**

**For: Crs Fawcett, Brunt, Newton, Davies and Hutchinson-Brooks.  
Against: Crs Kennedy, Harding, Hill and McEwen.**

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**Cr Brunt nominated as Councillor representative for COUNCIL'S RECREATION ADVISORY COMMITTEE.**

**Cr Harding nominated as Councillor representative substitute for COUNCIL'S RECREATION ADVISORY COMMITTEE.**

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**MOVED: Cr Hutchinson-Brooks                      SECONDED: Cr Kennedy**

- 5.    REQUEST OFFICER REPRESENTATION TO THE MUNICIPAL ASSOCIATION OF VICTORIA (MAV) PLANNING COMMITTEE AS APPROPRIATE.**

**CARRIED UNANIMOUSLY**

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**MOVED: Cr Hill    SECONDED: Cr McEwen**

- 6.    DETERMINE TO CONTINUE AND APPOINT COUNCILLOR MCEWEN AS COUNCILLOR REPRESENTATIVE AND CR HILL COUNCILLOR REPRESENTATIVE SUBSTITUTE TO THE TARWIN VALLEY DEVELOPMENT GROUP.**

**CARRIED UNANIMOUSLY**

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**MOVED: Cr McEwen                                      SECONDED: Cr Fawcett**

- 7.    DETERMINE TO CONTINUE AND APPOINT COUNCILLOR MCEWEN AS COUNCILLOR REPRESENTATIVE AND CR HARDING AS COUNCILLOR REPRESENTATIVE SUBSTITUTE TO THE ALLIANCE OF COUNCILS FOR RAIL FREIGHT DEVELOPMENT.**

**CARRIED UNANIMOUSLY**

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**MOVED: Cr McEwen                                      SECONDED: Cr Kennedy**

- 8.    APPOINT COUNCILLORS TO COMMITTEES IN ATTACHMENT 1 AND THOSE LISTED IN THE COMMITTEES ABOVE FOR A TERM COMMENCING 4 NOVEMBER 2015 UNTIL 6AM OF COUNCIL ELECTION DAY, CURRENTLY FORECAST FOR SATURDAY 22 OCTOBER 2016, WHEN THE TERM OF COUNCILLORS ENDS; AND**
- 9.    CONSIDER FUTURE APPOINTMENTS TO NEW COMMITTEES AND/ OR CHANGES TO COMMITTEE APPOINTMENTS MADE IN ATTACHMENT 1 BE REPORTED TO COUNCIL FOR ADOPTION.**

**CARRIED UNANIMOUSLY**

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**Attachment 1**

**Schedule of Councillor Appointments to Committees**

<b>Internal Committees</b>	<b>For Appointment</b>	<b>2015/16 Appointment</b>
<b>Access and Inclusion Advisory Committee (AIC)</b>	1 Councillor and 1 Substitute	Councillor Newton Councillor Brunt (substitute)
<b>Audit Committee</b>	Mayor and 1 Councillor	Cr Newton, The Mayor Councillor Brunt Cr Davies (substitute)
<b>Australia Day Awards</b>	Mayor, Deputy Mayor and 1 Councillor	Cr Newton, The Mayor Cr Davies, Deputy Mayor
<b>Chief Executive Officer Review Committee</b>	Mayor, Deputy Mayor and 1 Councillor	Cr Newton, The Mayor Cr Davies, Deputy Mayor Cr Fawcett
<b>Combined Pools Advisory Committee</b>	3 Councillor	Councillor Hill Councillor Davies Councillor Brunt
<b>Mossvale Park Advisory Committee</b>	1 Councillor	Councillor Hill
<b>Municipal Public Health and Wellbeing Plan</b>	2 Councillors	Councillor Brunt Councillor Harding
<b>South Gippsland Swimming Pool and Sports Hub (SPLASH) Advisory Committee</b>	1 Councillor and 1 Substitute	Councillor Brunt Councillor Fawcett (substitute)
<b>South Gippsland Youth Council</b>	1 Councillor and 1 Substitute	Councillor McEwen Councillor Davies (substitute )
<b>Toora Railway Reserve Park Advisory Committee</b>	1 Councillor	Councillor Harding
<b>Economic Development and Tourism Steering Committee</b>	6 Councillors	Councillor Hutchinson- Brooks Councillor Davies Councillor McEwen Councillor Harding Councillor Hill Councillor Kennedy



<b>Internal Committees</b>	<b>For Appointment</b>	<b>2015/16 Appointment</b>
<b>Review of Caravan Parks Steering Committee</b>	9 Councillors	All Councillors
<b>Financial Sustainability Steering Committee</b>	9 Councillors	Determined to discontinue steering committee.
<b>Korumburra Round Table Steering</b>	3 Councillors	Councillor McEwen Councillor Newton Councillor Brunt
<b>Municipal Emergency Management Planning Committee</b>	1 Councillor	Councillor Hutchinson - Brooks
<b>Recreation Advisory Committee</b>	1 Councillor and 1 Substitute	Councillor Brunt Councillor Harding (substitute)
<b>T P Taylor Reserve Special Committee</b>	1 Councillor and 1 Substitute	Councillor Davies Councillor Harding (substitute)
<b>John Terrill Park Special Committee</b>	1 Councillor	Councillor Hutchinson - Brooks
<b>Walter J Tuck Special Committee</b>	1 Councillor	Councillor Hill
<b>Foster Showgrounds Special Committee</b>	1 Councillor	Councillor Davies
<b>Foster War Memorial Special Committee</b>	1 Councillor	Councillor Davies
<b>Korumburra Recreation Reserve Special Committee</b>	1 Councillor	Councillor Newton
<b>Meeniyah Sports Stadium Special Committee</b>	1 Councillor	Councillor Newton
<b>Leongatha Courthouse Special Committee</b>	1 Councillor	Councillor Hutchinson – Brooks
<b>Stockyard Gallery Special Committee</b>	1 Councillor	Councillor Davies

<b>Internal Committees</b>	<b>For Appointment</b>	<b>2015/16 Appointment</b>
<b>Allambee South Community Hall Special Committee</b>	1 Councillor	Councillor Hill

<b>External Committees</b>	<b>For Appointment</b>	<b>2015/16 Appointment</b>
<b>Gippsland Regional Waste Management Group (GRWGMG) - statutory appointment</b>	1 Councillor	Councillor McEwen
<b>Gippsland Local Government Waste Forum</b>	1 Councillor	Councillor McEwen
<b>Leongatha Recreation Reserve Committee</b>	1 Councillor	Councillor Fawcett
<b>Municipal Association of Victoria (MAV) Environment Committee</b>	1 Councillor	Councillor Kennedy
<b>Prom Country Regional Tourism Committee</b>	2 Councillors (1 vote per Council)	Councillor Harding Councillor Davies
<b>Municipal Association of Victoria (MAV)</b>	Mayor and Deputy as Substitute	Cr Newton, The Mayor Cr Davies, Deputy Mayor (substitute)
<b>South East Australian Transport Strategy Inc. (SEATS)</b>	1 Councillor and 1 Substitute	Councillor Harding Councillor Kennedy (substitute)
<b>West Gippsland Regional Library Board</b>	1 Councillor and 1 Substitute	Councillor Newton Councillor Davies (substitute)
<b>Gippsland Local Government Network (GLGN)</b>	Mayor and Deputy Mayor as Substitute	Cr Newton, The Mayor Cr Davies, Deputy Mayor (substitute)
<b>South Gippsland Community Weeds Taskforce</b>	2 Councillors	Councillor Newton Councillor Hill
<b>Great Southern Rail Trail Committee of Management - statutory appointment</b>	1 Councillor	Councillor Davies
<b>Leongatha Education Precinct (LEP) - Governance Board</b>	1 Councillor	Councillor Hutchinson – Brooks

<b>External Committees</b>	<b>For Appointment</b>	<b>2015/16 Appointment</b>
<b>Regional Aboriginal Justice Advisory Committee (RAJAC) Gippsland Region</b>	1 Councillor and 1 Substitute	Councillor Kennedy Councillor Davies (substitute)
<b>Roadsafe Gippsland</b>	1 Councillor and 1 Substitute	Councillor Newton Councillor Harding (substitute)
<b>Port Welshpool Long Jetty Redevelopment Project Control Group</b>	1 Councillor	Councillor Harding
<b>South West Gippsland Transport Users</b>	3 Councillors	Councillor McEwen Councillor Harding Councillor Brunt
<b>Coastal Agency Liaison Group</b>	2 Councillors	Councillor Harding Councillor Davies
<b>Tarwin Lower Recreation Reserve Committee – statutory appointment</b>	1 Councillors	Councillor Kennedy
<b>Rural Finance Counselling Service</b>	1 Councillor	Councillor Newton
<b>Municipal Association of Victoria (MAV) Planning Committee</b>	1 Councillor	Council Officer representation as appropriate.
<b>MAV Transport and Infrastructure Committee</b>	1 Councillor and 1 Substitute	Councillor McEwen Councillor Harding (substitute)
<b>Tarwin Valley Development Group Committee</b>	1 Councillor	Councillor McEwen Councillor Hill (substitute)
<b>Alliance of Councils for Rail Freight Development</b>	2 Councillors	Councillor McEwen Councillor Harding (substitute)

## **SECTION C - MEETING CLOSED**

### **NEXT MEETING**

The next Ordinary Council Meeting open to the public will be held on Wednesday, 25 November 2015 commencing at 2pm in the Council Chambers, Leongatha.

**The Meeting closed at 3.32 pm.**

**CONFIRMED:.....**

**COUNCILLOR ROBERT NEWTON – MAYOR**

**Date:.....**