

# Extraordinary Meeting of Council

to be held at the Civic Centre, Civic Drive, Greensborough  
on Tuesday 24 November 2020 commencing at 7:00pm.

## Agenda

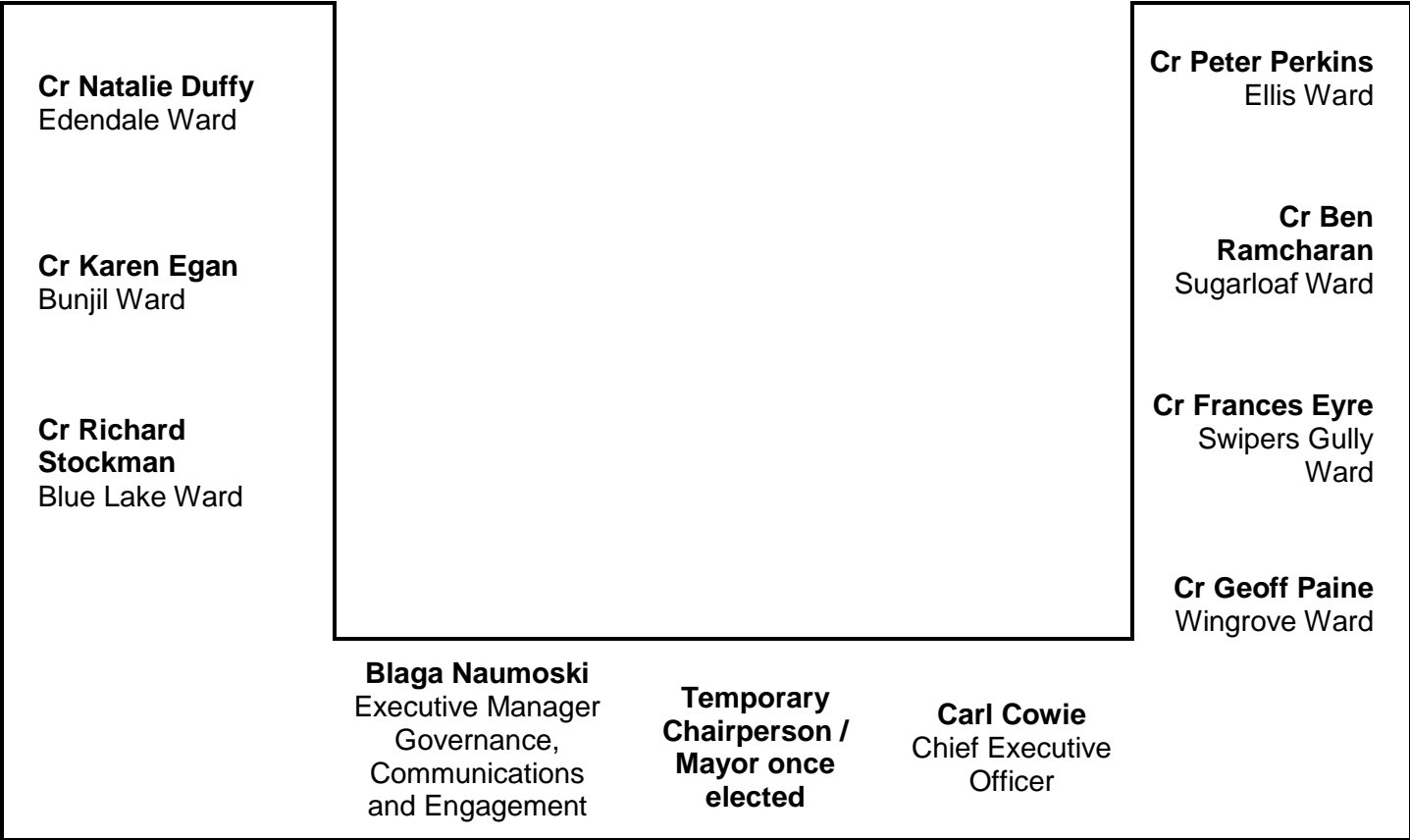
**Carl Cowie**  
**Chief Executive Officer**

Friday 20 November 2020

Distribution: Public

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# Extraordinary Meeting of Council seating plan



**Nillumbik Shire Council**

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**Nillumbik Shire Council**

**Agenda of the Extraordinary Meeting of Nillumbik Shire Council to be held  
Tuesday 24 November 2020 commencing at 7:00pm.**

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The Chief Executive Officer will chair proceedings until the election of the Temporary Chairperson.

**1. Welcome**

Members of the public are advised the meeting will be livestreamed and recorded and the live stream and video recording will be made publicly available on YouTube and Council's website.

**2. Wurundjeri Welcome to Country**

Wurundjeri Welcome to Country will be provided by local Elders Aunty Julieanne and Aunty Gail.

**3. Apologies**

To accept apologies from any Councillors not in attendance at the meeting.

**4. Disclosure of conflicts of interest**

Councillors should note that any conflicts of interest should also be disclosed immediately before the relevant item.

**5. Appointment of temporary Chairperson**

The Chief Executive Officer calls for a motion to appoint a temporary Chairperson.

**Officer Recommendation**

**That** Cr \_\_\_\_\_ be nominated as temporary Chairperson.

The temporary Chairperson assumes the Chair.

**6. Mayoral Term**

In accordance with Section 26(3) of the *Local Government Act 2020* (the Act) a Council must:

- Elect a Mayor no later than one month after the date of a general election and;
- Before the election of the Mayor, a Council must determine by resolution whether the Mayor is to be elected for a 1 year or a 2 year term.

**Officer Recommendation**

**That** Council resolves to elect the Mayor for a term of \_\_\_\_\_ year/s.

**7. Election of Mayor**

The Mayor is responsible for leading the Council and has a number of roles which are both legislative and functional. The legislative requirements are outlined in Division 3 of the *Local Government Act 2020* (the Act). The Act states that Council must elect a Mayor at a meeting that is open to the public no later than one month after the date of a general election.

The Mayoral term commences from this meeting and becomes vacant at the time and on the day of the election of the next Mayor.

The temporary Chairperson calls for nominations for the Office of Mayor.

**Officer Recommendation**

**That** Cr \_\_\_\_\_ be elected Mayor of Nillumbik Shire Council.

The temporary Chairperson vacates the Chair and the Mayor assumes the Chair.

**8. Election of Deputy Mayor**

The *Local Government Act 2020* (the Act) outlines that Council may establish an office of Deputy Mayor (s20A) and if an office of Deputy Mayor is established, the legislative requirements of the Deputy Mayor are provided in Sections 21 and 27 of the Act.

The Act states the Deputy Mayor must undertake the role of the Mayor if:

- the Mayor is unable for any reason to attend a Council meeting or part of a Council meeting; or
- the Mayor is incapable of performing the duties of the office of Mayor for any reason, including illness; or
- the office of Mayor is vacant.

Should Council not elect a Deputy Mayor, it must appoint an Acting Mayor in the above circumstances.

The term of a Deputy Mayor is identical to the term of the Mayor as resolved by Council.

The Deputy Mayor is not entitled to any additional allowance. The current provisions under the former *Local Government Act 1989* still apply even though these sections are repealed.

There is yet to be a first Determination made by the Victorian Independent Remuneration Tribunal under section 23A of the *Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019* comes into effect.

Councils will be required to review allowances within 6 months of a general election (as per the 1989 provisions).

The Mayor calls for nominations for the office of Deputy Mayor.

**Officer Recommendation**

**That** Cr \_\_\_\_\_ be elected Deputy Mayor of Nillumbik Shire Council.

**9. Appointment of Portfolios to Future Nillumbik Committee**

Future Nillumbik Committee has delegated powers from Council to determine any issue, take any action or do any act or thing as set out in the Instrument of Delegation (effective from 25 August 2020).

The scope of the Future Nillumbik Committee’s responsibilities include all matters within the following portfolio areas:

- Community Services
- Economic Development and Marketing
- Environment and Sustainability
- Finance and Governance
- Infrastructure
- Planning
- Social infrastructure

In accordance with the Future Nillumbik Committee Terms of Reference, the membership and chairperson arrangements for the Committee are as follows:

- All Councillors are members of the Future Nillumbik Committee.
- Council assigns individual portfolio responsibilities to individual Councillors and the agenda shall identify which items of business relate to the respective portfolios.
- The Chairperson for each particular item shall be the Councillor with the relevant portfolio responsibility.
- When a Councillor is in the role of Chairperson, they will have the power and authority of the Chairperson as provided in the Governance Rules - Meeting Procedure, including a casting vote.
- At the commencement of the meeting, when preliminary matters are considered (such as apologies, confirmation of minutes, and declarations of interest) the Mayor shall be the Chairperson.

**Officer Recommendation**

**That** Council assigns a Councillor to a portfolio in the Future Nillumbik Committee for the 2020/2021 Council year as follows:

<b>Portfolio</b>	<b>Councillor appointed</b>
Community Services	
Economic Development and Marketing	
Environment and Sustainability	
Finance and Governance	
Infrastructure	
Planning	
Social Infrastructure	

**10. Councillor appointments to advisory committees**

Council has a range of advisory committees which provide an important mechanism for consultation with the community and key stakeholders. Advisory committees provide advice to Council but do not make formal decisions.

Council appoints Councillors as representatives on its advisory committees and reviews these appointments annually.

Following consultation with Councillors, the appointments listed in the table below are recommended.

**Officer Recommendation**

**That** Council appoints Councillors as listed below as its representatives on advisory committees for the 2020/2021 Council year:

<b>Advisory Committee</b>	<b>Councillor(s) appointed</b>
Arts Advisory Committee	
Audit and Risk Committee	
CEO Employment Matters Committee	
Economic Development Advisory Committee	
Environment and Sustainability Advisory Committee	
Health and Wellbeing Plan Advisory Committee	
Inclusion Advisory Committee	
Living and Learning Advisory Committee	
Panton Hill Bushland Reserves System User Group Advisory Committee	
Positive Ageing Advisory Committee	
Recreational Trails Advisory Committee	

**11. Councillor appointments to external organisations**

Council is a member or participant in a range of external organisations at a local, regional or sector level.

Councillors are appointed to represent Council as delegates to those organisations. In some cases, an alternate is also appointed who can attend if the primary Councillor is not available.

Following consultation with Councillors, the appointments listed in the table below are recommended for 2020/2021 Council year.

<b>Officer Recommendation</b>
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**That** Council appoints Councillors as listed below as its delegates to external organisations for the 2020/2021 Council year:

<b>External Organisation</b>	<b>Councillor(s) appointed</b>
Diamond Creek Traders' Association	
Eltham Chamber of Commerce and Industry	
Hurstbridge Traders' Association	
Interface Councils Group	
Metropolitan Transport Forum Inc.	
Metropolitan Local Government Waste Forum	
Municipal Association of Victoria	
Nillumbik Tourism and Business	
Northern Alliance for Greenhouse Action	
Northern Council Alliance	
Victorian Local Governance Association	
Yarra Plenty Regional Library Board	

## 12. Delegated Committee(s) and Council meeting schedule for 2021

It is recommended the arrangements for the 2021 meeting cycle be as follows:

- Meetings occur on Tuesday nights throughout the year unless otherwise notified.
- The Delegated Committee(s) will commence at 7.00pm, usually on the second Tuesday of the each month.
- Council meetings will commence at 7.00pm, usually on the fourth Tuesday of each month.
- Unless otherwise notified, meetings will be held at the Civic Centre, Civic Drive, Greensborough.
- At least one week of each school holidays has been left free of meetings.

Following consultation with Councillors, the 2020/2021 meeting schedule listed in the table below is recommended.



**Officer Recommendation**

**That** Council adopts and advertises the Delegated Committee(s) and Council meeting schedule for the 2020/2021 Council year as listed below:

<b>Delegated Committee(s)</b>	<b>Council meetings</b>
8 December 2020	15 December 2020
9 February 2021	27 January 2021
9 March 2021	23 February 2021
13 April 2021	23 March 2021
11 May 2021	27 April 2021
8 June 2021	25 May 2021
13 July 2021	22 June 2021
10 August 2021	27 July 2021
14 September 2021	24 August 2021
12 October 2021	28 September 2021
16 November 2021	26 October 2021
	30 November 2021
	14 December 2021

**13. Address by the Mayor**

The Mayor will address the meeting.

**14. Close of meeting**