



# **STATUTORY MEETING**

## **MINUTES**

**Election of Mayor and Deputy Mayor,**

**Appointment of Council Delegates and**

**Adoption of Council Meeting Schedule 2023 – 2024**

**Wednesday 8 November 2023**

**Commencing at 6:00pm**

**Wycheproof Supper Room**

**367 Broadway, Wycheproof**

**Wayne O'Toole  
Chief Executive Officer  
Buloke Shire Council**

## **TABLE OF CONTENTS**

<b>1.</b>	<b>OPENING OF THE MEETING</b>	
<b>2.</b>	<b>WELCOME</b>	
<b>3.</b>	<b>RECEIPT OF APOLOGIES</b>	
<b>4.</b>	<b>ELECTION OF MAYOR</b>	
4.1	MAYORAL TERM OF OFFICE	4
4.2	ELECTION OF MAYOR REPORT	6
<b>5.</b>	<b>STATEMENT FROM ELECTED MAYOR</b>	
<b>6.</b>	<b>MOTION OF THANKS TO PREVIOUS MAYOR</b>	
<b>7.</b>	<b>OTHER BUSINESS</b>	
7.1	DEPUTY MAYORAL TERM OF OFFICE	10
7.2	ELECTION OF DEPUTY MAYOR REPORT	12
7.3	REPORT OF APPOINTMENT OF DELEGATES	15
7.4	REPORT OF COUNCIL MEETING SCHEDULE 2023/2024	20
<b>8.</b>	<b>MEETING CLOSE</b>	



## 4. ELECTION OF MAYOR

### 4.1 MAYORAL TERM OF OFFICE

**Author's Title:** Executive Assistant

**Department:** Office of the CEO

**File No:** GO/07/06

**Relevance to Council Plan 2021 - 2025**

**Strategic Objective:** Our Council and Community Leadership

#### PURPOSE

Council is to determine the Mayoral Term as per the Council's Governance Rules 2022 – Part 2 (Clause 7 and 8) adopted 10 August 2022 in accordance with the *Local Government Act 2020*.

#### SUMMARY

Council, at its Statutory Meeting 9 November 2022, pursuant to section 26 of the *Local Government Act 2020*, determined to elect the Mayor for a one-year term and not a two-year term.

With the forthcoming Victorian Local Government Elections to be held in October 2024, in this instance Council can only nominate the election of the Mayor for a one-year term.

#### MOTION:

That Council, in accordance with section 26 of the *Local Government Act 2020*, Council elects the Mayor for a one-year term.

**MOVED:** CR BRONWYN SIMPSON

**SECONDED:** CR ALAN GETLEY

**CARRIED.**

**Attachments:** Nil

#### DISCUSSION

Section 26 of the *Local Government Act 2020* 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, however with the forthcoming Victorian Local Government Council Elections scheduled to be held in October 2024, in this instance a one-year term is the only option.

Following the Elections in October 2024, a Mayor will then need to be elected no later than one month after the date of the general election.

#### RELEVANT LAW

This report enables Council to meet its obligations under the Council's Governance Rules 2022 – Part 2 (Clause 7 and 8) and the *Local Government Act 2020*.

**RELATED COUNCIL DECISIONS**

At this same Council Meeting, following consideration of this report, Council will then be required to elect the Mayor for the one-year term.

**OPTIONS**

There is no further option for Council consideration, as Council is to determine the Mayoral Term as per the Council's Governance Rules 2022 – Part 2 (Clause 7 and 8) in accordance with the *Local Government Act 2020*.

**SUSTAINABILITY IMPLICATIONS**

Not applicable to this report.

**COMMUNITY ENGAGEMENT**

Not applicable to this report.

**INNOVATION AND CONTINUOUS IMPROVEMENT**

Not applicable to this report.

**COLLABORATION**

Not applicable to this report.

**FINANCIAL VIABILITY**

Not applicable to this report.

**REGIONAL, STATE AND NATIONAL PLANS AND POLICIES**

Not applicable to this report.

**COUNCIL PLANS AND POLICIES**

Council is to determine the Mayoral Term as per the Council's Governance Rules 2022 – Part 2 (Clause 7 and 8) adopted 10 August 2022 in accordance with the *Local Government Act 2020*.

**TRANSPARENCY OF COUNCIL DECISIONS**

This item will be addressed at a Council Meeting that is open to the public.

**CONFLICTS OF INTEREST**

I, Yvonne Keane, have no Conflicts of Interest in the matter being addressed.

## 4.2 ELECTION OF MAYOR REPORT

**Author's Title:** Executive Assistant

**Department:** Office of the CEO

**File No:** GO/07/06

**Relevance to Council Plan 2021 - 2025**

**Strategic Objective:** Our Council and Community Leadership

### PURPOSE

In accordance with Council's Governance Rules 2022 – Part 2 (Clause 7), Council is required to elect a Mayor within one month after any vacancy in the office of Mayor occurs.

### SUMMARY

It is recommended that Council elect a Mayor as per the Council's Governance Rules 2022 – Part 2 (Clause 7 and 8) adopted 10 August 2022 in accordance with the *Local Government Act 2020* (the Act).

### Call for Nominations

**Nomination - Cr Warren by self; Seconded by Cr Simpson;**

**Nomination – Cr Getley by Cr Hogan; seconded by Cr Milne;**

**All nominations accepted by nominees.**

### Show of Hands

2 hands for Cr Warren;

3 hands for Cr Getley;

**No absolute majority. No Mayor elected.**

**MOTION:** That Council immediately re-undertake the election of the Mayor.

**MOVED:** CR GRAEME MILNE

**SECONDED:** CR BERNADETTE HOGAN

**CARRIED.**

### Recall for Nominations:

**Nomination – Cr Warren by self; seconded by Cr Simpson;**

**Nominations – Cr Getley by Cr Hogan; seconded by Cr Milne;**

**All nominations accepted by nominees.**

### Show of Hands

1 hand for Cr Warren

4 hands for Cr Getley

**Absolute majority for Cr Getley – Cr Getley elected and declared as Mayor.**

**MOTION:**

That Council re-elects Councillor Alan Getley as Mayor of the Shire of Buloke for a one-year term commencing 8 November 2023.

**MOVED: CR BERNADETTE HOGAN**

**SECONDED: CR GRAEME MILNE**

**CARRIED.**

**Attachments:** Nil

**DISCUSSION**

At its Statutory Meeting on 9 November 2022, Council elected Cr Alan Getley as its Mayor for a one-year term. In accordance with the Act and the Governance Rules 2022, this mayoral term expires after one year and a mayoral election must occur.

The Governance Rules 2022 – Part 2 (Clause 8) states the Election of Mayor Meeting and process is to be conducted as follows:

- 1) At a Council meeting that is open to the public, the Councillors must elect a Councillor to be the Mayor of the Council.
- 2) Subject to section 167 of the Act, any Councillor is eligible for election or re-election to the office of Mayor.
- 3) The election of the Mayor must be chaired by the Chief Executive Officer.
- 4) The Chief Executive Officer must open the Meeting at which the Mayor is to be elected and invite nominations for the office of Mayor.
- 5) Every nomination shall require a seconder.
- 6) Any Councillor nominated may refuse nomination.
- 7) If only one Councillor is nominated, the meeting must declare that Councillor to be duly elected as Mayor.
- 8) If there is more than one nomination, the Councillors present must vote for one of the candidates, and the method of voting will be by show of hands.
- 9) The Mayor must be elected by an absolute majority of the Councillors. If an absolute majority of the Councillors cannot be obtained at the meeting, the Council may resolve to conduct the election of the Mayor at a later specified time and date.
- 10) In this clause, 'absolute majority' means the number of Councillors which is greater than half the total number of the Councillors of a Council.
- 11) If no candidate receives an absolute majority of votes where there are 3 or more candidates, the candidate with the least number of votes must be eliminated as a candidate and a further poll conducted between the remaining candidates.
- 12) If there are several candidates, the procedure must be repeated until a candidate receives an absolute majority of votes and that candidate shall be declared Mayor.
- 13) If, for the purpose of eliminating the candidate with the least number of votes, two or more candidates have the same least number of votes, the candidate to be eliminated shall be determined by simple majority vote.

**Mayor to Take Chair**

After the election of the Mayor is determined, the Mayor must take the Chair.

**RELEVANT LAW**

This report enables Council to meet its obligations under the Council's Governance Rules 2022 – Part 2 (Clause 7 and 8) and the *Local Government Act 2020*.

**RELATED COUNCIL DECISIONS**

At this same Council Meeting, prior to this report, Council will confirm the term of office for the Mayor to be elected.

With the Victorian Local Government Elections scheduled to be held in October 2024, this term will only be able to be considered for one year.

**OPTIONS**

There is no further option as Council is required to elect a Mayor as per the Council's Governance Rules 2022 (Clause 7 and 8) adopted 10 August 2022 in accordance with the *Local Government Act 2020*.

**SUSTAINABILITY IMPLICATIONS**

Not applicable to this report.

**COMMUNITY ENGAGEMENT**

No community engagement was necessary for compiling this report.

**INNOVATION AND CONTINUOUS IMPROVEMENT**

Not applicable to this report.

**COLLABORATION**

Not applicable to this report.

**FINANCIAL VIABILITY**

Not applicable to this report.

**REGIONAL, STATE AND NATIONAL PLANS AND POLICIES**

Not applicable to this report.

**COUNCIL PLANS AND POLICIES**

This report enables Council to meet its obligations under Council's Governance Rules 2022 – Part 2 (Clause 7 and 8), adopted 10 August 2022.

**TRANSPARENCY OF COUNCIL DECISIONS**

This report is being tabled in a Council Meeting that is open to the public.

**CONFLICTS OF INTEREST**

I, Yvonne Keane, do not have a conflict of interest in this item to be addressed.

**5. STATEMENT FROM ELECTED MAYOR**

Cr Getley made a statement as elected Mayor.

**6. MOTION OF THANKS TO PREVIOUS MAYOR**

Not applicable.

## 7. OTHER BUSINESS

### 7.1 DEPUTY MAYORAL TERM OF OFFICE

**Author's Title:** Executive Assistant

**Department:** Office of the CEO

**File No:** GO/07/06

**Relevance to Council Plan 2021 - 2025**

**Strategic Objective:** Our Council and Community Leadership

#### PURPOSE

Council is to determine and confirm the Deputy Mayoral Term as per the Council's Governance Rules 2022 (Clause 7, 8 and 9) adopted 10 August 2022 in accordance with the *Local Government Act 2020*.

#### SUMMARY

Council, at its Statutory Meeting 9 November 2022, pursuant to section 26 and 27 of the *Local Government Act 2020*, determined to elect a Deputy Mayor for a one-year term and not a two-year term.

With the forthcoming Victorian Local Government Elections to be held in October 2024, in this instance Council can only nominate the election of the Deputy Mayor for a one-year term.

#### MOTION:

That Council, in accordance with section 26 and 27 of the *Local Government Act 2020*, elect the Deputy Mayor for a term of one year.

**MOVED:** CR BERNADETTE HOGAN

**SECONDED:** CR BRONWYN SIMPSON

**CARRIED.**

**Attachments:** Nil

#### DISCUSSION

Section 26 and 27 of the *Local Government Act 2020* requires that Council must elect a Councillor to be the Deputy Mayor of the Council.

The Act also provides that before a Deputy Mayor is elected, the Council may resolve to elect a Deputy Mayor for a term of one or two years, however with the forthcoming Victorian Local Government Council Elections scheduled to be held in October 2024, in this instance a one-year term is the only option.

Following the Elections in October 2024, a Deputy Mayor will then need to be elected no later than one month after the date of the general election.

**RELEVANT LAW**

This report enables Council to meet its obligations under the Council's Governance Rules 2022 – Part 2 (Clause 7, 8 and 9) and the *Local Government Act 2020*.

**RELATED COUNCIL DECISIONS**

At this same Council Meeting, following consideration of this report, Council will then be required to elect the Deputy Mayor for the one-year term of office.

**OPTIONS**

There is no further option for Council consideration, as Council is to determine the Deputy Mayoral Term as per the Council's Governance Rules 2022 (Clause 7, 8 and 9) in accordance with the *Local Government Act 2020*.

**SUSTAINABILITY IMPLICATIONS**

Not applicable to this report.

**COMMUNITY ENGAGEMENT**

Not applicable to this report.

**INNOVATION AND CONTINUOUS IMPROVEMENT**

Not applicable to this report.

**COLLABORATION**

Not applicable to this report.

**FINANCIAL VIABILITY**

Not applicable to this report.

**REGIONAL, STATE AND NATIONAL PLANS AND POLICIES**

Not applicable to this report.

**COUNCIL PLANS AND POLICIES**

Council is to determine the Deputy Mayoral Term as per the Council's Governance Rules 2022 – Part 2 (Clause 7, 8 and 9) adopted 10 August 2022 in accordance with the *Local Government Act 2020*.

**TRANSPARENCY OF COUNCIL DECISIONS**

This item will be addressed at a Statutory Meeting that is open to the public.

**CONFLICTS OF INTEREST**

I, Yvonne Keane, have no Conflicts of Interest in the matter being addressed.

## 7.2 ELECTION OF DEPUTY MAYOR REPORT

**Author's Title:** Executive Assistant

**Department:** Office of the CEO

**File No:** GO/07/06

**Relevance to Council Plan 2021 - 2025**

**Strategic Objective:** Our Council and Community Leadership

### PURPOSE

In accordance with Council's Governance Rules 2022 (Clause 7), Council is required to elect a Deputy Mayor within one month after any vacancy in the office of Deputy Mayor occurs.

### SUMMARY

It is recommended that Council elect a Deputy Mayor as per the Council's Governance Rules 2022 – Part 2 (Clause 7 and 8) adopted 10 August 2022 in accordance with the *Local Government Act 2020*.

### Call for Nominations

**Nomination – Cr Simpson by self; seconded by Cr Warren**

**Nominations – Cr Milne by Cr Hogan; nomination was lapsed for want of a seconder**

**With a singular candidate, Cr Simpson is elected unopposed and declared as Deputy Mayor.**

### MOTION:

That Council elects Councillor Bronwyn Simpson as Deputy Mayor of the Buloke Shire Council for a one year term commencing 8 November 2023.

**MOVED: CR BRONWYN SIMPSON**

**SECONDED: CR DARYL WARREN**

**CARRIED.**

**Attachments:** Nil

### DISCUSSION

The Deputy Mayor can take the Chair during periods of absence of the Mayor.

At its Statutory Meeting on 9 November 2022, Council elected Cr David Pollard as its Deputy Mayor for a one-year term.

The Governance Rules 2022 – Part 2 (Clause 8 and 9) states the Election of Deputy Mayor Meeting and process is to be conducted as follows:

- 1) At a Council meeting that is open to the public, the Councillors must elect a Councillor to be the Deputy Mayor of the Council;
- 2) Subject to section 167 of the Act, any Councillor is eligible for election or re-election to the office of Deputy Mayor;
- 3) Every nomination shall require a seconder.
- 4) Any Councillor nominated may refuse nomination.
- 5) If only one Councillor is nominated, the meeting must declare that Councillor to be duly elected as Deputy Mayor.
- 6) If there is more than one nomination, the Councillors present must vote for one of the candidates, and the method of voting will be by show of hands.
- 7) The Deputy Mayor must be elected by an absolute majority of the Councillors. If an absolute majority of the Councillors cannot be obtained at the meeting, the Council may resolve to conduct the election of the Deputy Mayor at a later specified time and date.
- 8) In this clause, absolute majority means the number of Councillors which is greater than half the total number of the Councillors of a Council.
- 9) If no candidate receives an absolute majority of votes where there are 3 or more candidates, the candidate with the least number of votes must be eliminated as a candidate and a further poll conducted between the remaining candidates.
- 10) If there are several candidates, the procedure must be repeated until a candidate receives an absolute majority of votes and that candidate shall be declared Deputy Mayor.
- 11) If, for the purpose of eliminating the candidate with the least number of votes, two or more candidates have the same least number of votes, the candidate to be eliminated shall be determined by simple majority vote.

After the election of the Deputy Mayor is determined, the Deputy Mayor can take the Chair during any periods of absence of the Mayor.

#### **RELEVANT LAW**

This report enables Council to meet its obligations under the Council's Governance Rules 2022 – Part 2 (Clause 7, 8 and 9) and the *Local Government Act 2020*.

#### **RELATED COUNCIL DECISIONS**

At this same Council Meeting, prior to this report, Council will confirm the term of office for the Deputy Mayor to be elected.

With the Victorian Local Government Elections scheduled to be held in October 2024, in this instance it will be for a one-year term.

**OPTIONS**

There is no further option as Council is required to elect a Deputy Mayor as per the Council's Governance Rules 2022 – Part 2 (Clause 7 and 8) adopted 10 August 2022 in accordance with the *Local Government Act 2020*.

**SUSTAINABILITY IMPLICATIONS**

Not applicable to this report.

**COMMUNITY ENGAGEMENT**

No community engagement was necessary for compiling this report.

**INNOVATION AND CONTINUOUS IMPROVEMENT**

Not applicable to this report.

**COLLABORATION**

Not applicable to this report.

**FINANCIAL VIABILITY**

Not applicable to this report.

**REGIONAL, STATE AND NATIONAL PLANS AND POLICIES**

Not applicable to this report.

**COUNCIL PLANS AND POLICIES**

This report enables Council to meet its obligations under Council's Governance Rules 2022 – Part 2 (Clause 7, 8 and 9), adopted 10 August 2022.

**TRANSPARENCY OF COUNCIL DECISIONS**

This report is being tabled in a Council Meeting that is open to the public.

**CONFLICTS OF INTEREST**

I, Yvonne Keane, do not have a conflict of interest in this item to be addressed.

### 7.3 REPORT OF APPOINTMENT OF DELEGATES

**Author's Title:** Executive Assistant

**Department:** Office of the CEO

**File No:** GO/06/06

**Relevance to Council Plan 2021 - 2025**

**Strategic Objective:** Our Council and Community Leadership

#### PURPOSE

To review Council's appointed Delegates to external organisations.

#### SUMMARY

Council is represented on a diverse range of community, state, regional and local organisations.

At each Statutory Meeting, Councillors are required to revisit the list of appointed delegates to ensure the needs of the organisations continue to be met by the support of Council delegates, as well as confirming Council delegates' continued ability to partake in the delegated role.

A list of proposed Council Delegates to organisations is provided for consideration of Council.

#### MOTION:

That Council

1. Adopts and formally appoints the agreed list of Council Delegates to community groups and other organisations for the next twelve months as identified at the Statutory Meeting 8 November 2023; and
2. Notes the addition of WycheAlive Community Forum to the list of organisations and approves a Council delegate to this organisation as identified at the Statutory Meeting 8 November 2023.

Organisation	Representative(s)
Audit and Risk Committee	Mayor, Cr Hogan
Australian Livestock Saleyards Association Inc.	Cr Pollard, Cr Milne as proxy if required
Birchip Housing Co-operative Committee	Cr Warren
Buloke & Northern Grampians Landcare Network	Cr Hogan
Buloke Tourism Board	Cr Milne
Calder Highway Improvement Committee	Cr Pollard, Cr Getley as proxy if required
Central Murray Regional Transport Forum	Cr Getley
Central Vic Greenhouse Alliance	Cr Pollard, Cr Warren as proxy if required
Charlton Park Committee of Management	Cr Getley
Charlton Stadium Committee	Cr Pollard, Cr Getley as proxy if required
Donald 2000 Inc	Cr Warren
Library Advisory Committee	Cr Hogan
Municipal Association of Victoria	Mayor
Municipal Flood Management Committee	Cr Warren, Cr Pollard

North Central Local Learning Employment Network	Cr Simpson
North-West Municipalities Association	Mayor
Rail Freight Alliance	Cr Milne
Recreational Water Users Alliance	Cr Hogan, Cr Milne
Rural Councils Victoria	Cr Pollard, Cr Hogan as proxy if required
Sunraysia Highway Improvement Committee	Cr Milne
Watchem Progress Association	Cr Milne
Wimmera Mallee Tourism Association	Cr Milne, Cr Simpson (Deputy)
Wimmera Southern Mallee Development Ltd	Mayor
Wimmera Southern Mallee Transport Group	Cr Getley
Workspace Australia	Cr Warren
Wycheproof Recreation Reserve Committee of Management	Cr Pollard, Cr Simpson as proxy if required
WycheAlive Community Forum	Cr Hogan

**MOVED: CR GRAEME MILNE**

**SECONDED: CR BERNADETTE HOGAN**

**CARRIED.**

**Attachments:** Nil

## DISCUSSION

Council is represented on a diverse range of community, state, regional and local organisations. Some of these organisations are established by state statute, or under the *Associations Incorporation Reform Act 2012* or are effectively informal gatherings of individuals.

The distinctions are important in terms of the status of a Councillor as a member of the respective organisation, the nature of the appointment and their powers to commit Council to expenditure or other action.

The role of Councillors at these Committees is to represent Council, share information and contribute to the success of both the committees and Council.

Below for review, is the current list of Council Delegates initially adopted at its Statutory Meeting held 9 November 2022, with a recent update resolved at the 13 September 2023 Council Meeting, to include the Wimmera Southern Mallee Development Ltd and its appointed Delegate.

### Existing List of Council Delegates as appointed at Statutory Meeting 9 November 2022

Organisation	Representative(s)
Audit and Risk Committee	Mayor, Cr Hogan
Australian Livestock Saleyards Association Inc.	Cr Pollard
Birchip Housing Co-operative Committee	Cr Warren

Buloke and Northern Grampians Landcare Network	Cr Getley
Buloke Tourism Board	Cr Milne
Calder Highway Improvement Committee	Cr Pollard
Central Vic Greenhouse Alliance	Cr Pollard
Charlton Park Committee of Management	Cr Stewart
Charlton Stadium Committee	Cr Pollard
Donald 2000 Inc	Cr Warren
Library Advisory Committee	Cr Hogan
Municipal Association of Victoria	Mayor
Municipal Flood Management Committee	Crs Pollard and Warren
North Central Local Learning Employment Network	Cr Simpson
North West Municipalities Association	Mayor
Rail Freight Alliance	Cr Milne
Recreational Water Users Alliance	Crs Hogan and Milne
Rural Councils Victoria	Cr Pollard
Sunraysia Highway Improvement Committee	Cr Milne
Watchem Progress Association	Cr Milne
Wimmera Mallee Tourism Association	Cr Milne, Cr Simpson (Deputy)
Wimmera Southern Mallee Development Ltd	Mayor
Wimmera Southern Mallee Transport Group	Cr Getley
Workspace Australia	Cr Warren
Wycheproof Recreation Reserve Committee of Management	Cr Pollard

Council is to consider appointments of its Councillor Delegates to the organisations noted below, for the next twelve-month period. It has been identified that the WycheAlive Community Forum group does not have a formally appointed Council delegate. As such it is proposed to add this group to Council's delegate list and appoint a Council delegate as proposed below.

**PROPOSED List of Council Delegates for consideration at Statutory Meeting 8 November 2023**

<b>Organisation</b>	<b>Representative(s)</b>
Audit and Risk Committee	Mayor, Cr Hogan
Australian Livestock Saleyards Association Inc.	Cr Pollard, Cr Milne as proxy if required
Birchip Housing Co-operative Committee	Cr Warren
Buloke & Northern Grampians Landcare Network	Cr Hogan
Buloke Tourism Board	Cr Milne
Calder Highway Improvement Committee	Cr Pollard, Cr Getley as proxy if required
Central Murray Regional Transport Forum	Cr Getley
Central Vic Greenhouse Alliance	Cr Pollard, Cr Warren as proxy if required
Charlton Park Committee of Management	Cr Getley
Charlton Stadium Committee	Cr Pollard, Cr Getley as proxy if required
Donald 2000 Inc	Cr Warren
Library Advisory Committee	Cr Hogan

<b>Organisation</b>	<b>Representative(s)</b>
Municipal Association of Victoria	Mayor
Municipal Flood Management Committee	Cr Warren, Cr Pollard
North Central Local Learning Employment Network	Cr Simpson
North-West Municipalities Association	Mayor
Rail Freight Alliance	Cr Milne
Recreational Water Users Alliance	Cr Hogan, Cr Milne
Rural Councils Victoria	Cr Pollard, Cr Hogan as proxy if required
Sunraysia Highway Improvement Committee	Cr Milne
Watchem Progress Association	Cr Milne
Wimmera Mallee Tourism Association	Cr Milne, Cr Simpson (Deputy)
Wimmera Southern Mallee Development Ltd	Mayor
Wimmera Southern Mallee Transport Group	Cr Getley
Workspace Australia	Cr Warren
Wycheproof Recreation Reserve Committee of Management	Cr Pollard, Cr Simpson as proxy if required
WycheAlive Community Forum	Cr Hogan

#### **RELATED COUNCIL DECISIONS**

Council reviews and appoints its delegates to these committees on an annual basis.

#### **OPTIONS**

Council can choose which groups to send delegates to and which individual councillors it wishes to appoint to each committee.

#### **SUSTAINABILITY IMPLICATIONS**

Not applicable to this report.

#### **COMMUNITY ENGAGEMENT**

Not applicable to this report.

#### **INNOVATION AND CONTINUOUS IMPROVEMENT**

Not applicable to this report.

#### **COLLABORATION**

Council delegation and representation to these organisations is fundamental to Council's communication, collaboration and effective alliance with such community, regional and state stakeholder groups.

#### **FINANCIAL VIABILITY**

Not applicable to this report.

#### **REGIONAL, STATE AND NATIONAL PLANS AND POLICIES**

*Local Government Act 2020*

**COUNCIL PLANS AND POLICIES**

This report enables Council to meet its obligations under the *Council's Governance Rules* adopted 10 August 2022, and the *Local Government Act 2020*.

**ENVIRONMENTAL SUSTAINABILITY**

Not applicable to this report.

**TRANSPARENCY OF COUNCIL DECISIONS**

Councillors report back to Council Meetings on activities surrounding the operations of these committees and are tasked with providing the organisation with updates.

**CONFLICTS OF INTEREST**

I, Yvonne Keane, as author of the report, have no Conflicts of Interest in the matter being addressed.

## 7.4 REPORT OF COUNCIL MEETING SCHEDULE 2023/2024

**Author's Title:** Executive Assistant

**Department:** Office of the CEO

**File No:** GO/05/02

**Relevance to Council Plan 2021 - 2025**

**Strategic Objective:** Our Council and Community Leadership

### PURPOSE

The Council's Governance Rules 2022 adopted 10 August 2022 in accordance with the Local Government Act 2020, states that at the Council Meeting to elect the Mayor, Council must fix the date, time and place of all Meetings of Council and Delegated Committees for the following year, which may be amended where the circumstances require.

### SUMMARY

The proposed Council Meeting Schedule for the following year is tabled for Council review and consideration.

### MOTION:

That Council adopts the following Council Meeting Schedule for the following year:

Month	Briefing - 5pm	Council Meeting - 7pm	Briefing - 5pm
November 2023			Wycheproof (15)
December 2023	Berriwillock (6)	Wycheproof (13)	-
January 2024	-	-	-
February 2024	Sea Lake (7)	Wycheproof (14)	Donald (21)
March 2024	Nandaly (6)	Wycheproof (13)	Charlton (20)
April 2024	Birchip (3)	Wycheproof (10)	Watchem (17)
May 2024	Wycheproof (1)	Wycheproof (8)	Sea Lake (15)
June 2024	Culgoa (5)	Wycheproof (12)	Birchip (19)
July 2024	Charlton (3)	Wycheproof (10)	Donald (17)
August 2024	Nullawil (7)	Wycheproof (14)	Charlton (21)
September 2024	Wycheproof (4)	Wycheproof (11)	Birchip (18)
October 2024 NB: LG Elections in late Oct	Donald (2)	Wycheproof (9)	Sea Lake (16)
November 2024	Wycheproof (6)	Wycheproof (13) <i>(Statutory Meeting commencing 6.00pm on this same night)</i>	

**MOVED:** CR DARYL WARREN

**SECONDED:** CR GRAEME MILNE

**CARRIED.**

**Attachments:** Nil

### **DISCUSSION**

The proposed Schedule continues to list a Council Meeting on the second Wednesday of each month and a Councillor Briefing on the first and third Wednesday.

Councillor Briefings are held for Councillors to be briefed on future Council Meeting Agenda items, obtain clarification on projects/matters from staff, consider strategic ideas and issues, and to be addressed by key stakeholders, regional and community organisations and individuals.

Councillors cannot make decisions at Councillor Briefings

### **RELATED COUNCIL DECISIONS**

Section 60 of the *Local Government Act 2020* (the Act) requires Council to adopt and apply Rules which describe the way it will conduct Council meetings and make decisions.

Council adopted its Governance Rules 2022 on 10 August 2022.

### **OPTIONS**

There is no other option as Council is required to adopt its Meeting Schedule in accordance with the Governance Rules 2022 and Local Government Act 2020.

### **SUSTAINABILITY IMPLICATIONS**

Not applicable to this report.

### **COMMUNITY ENGAGEMENT**

The adopted Council Meeting Schedule will be published in the "Community Matters" in the local papers and placed on Council's website.

The Governance Rules 2022 states that Council must provide at least 7 days' notice on Council's website of meetings of the Council and Delegated Committees, unless urgent or extraordinary circumstances prevent Council from doing so, in which case Council must give notice that is practicable for the circumstances which includes advice of the reasons why the 7 days' notice of the meeting could not be given.

Community presentations at the Councillor Briefings allows key stakeholders, individuals, regional and community organisations to address or present to Councillors on new initiatives, matters before Council, comment on draft policies, strategies, local laws, etc.

### **INNOVATION AND CONTINUOUS IMPROVEMENT**

Not applicable to this report.

### **COLLABORATION**

Not applicable to this report.

**FINANCIAL IMPLICATIONS**

Not applicable to this report.

**REGIONAL, STATE AND NATIONAL PLANS AND POLICIES**

*Local Government Act 2020*

**COUNCIL PLANS AND POLICIES**

This report enables Council to meet its obligations under the Council's Governance Rules 2022 and the *Local Government Act 2020*.

**ENVIRONMENTAL SUSTAINABILITY**

Not applicable to this report.

**TRANSPARENCY OF COUNCIL DECISIONS**

Council Meetings where decisions are made, are meetings open to the public.

Pursuant to section 66(1) and (2)(a) of the *Local Government Act 2020* the meeting can be closed to the public to consider matters which contain confidential information on the grounds provided in section 3(1) of the *Local Government Act 2020*.

**CONFLICT OF INTEREST CONSIDERATIONS**

I, Yvonne Keane, as author of the report, have no Conflicts of Interest in the matter being addressed.

**CONCLUSION**

It is recommended that Council adopts its Council Meeting Schedule as listed for the next twelve months.

## **8. MEETING CLOSE**

Meeting closed at 6:13pm.

## **NEXT MEETING**

The next Council Meeting will be held at 7.00pm of Wednesday 8 November 2023 in the Wycheproof Supper Room.