

Agenda

Special (Statutory) Meeting of Council

Monday, 7th November 2016

Commencing at 7.00pm

Council Chamber
1230 Nepean Highway, Cheltenham

kingston.vic.gov.au

John Nevins
Chief Executive Officer
Kingston City Council

community inspired leadership



City of
KINGSTON

**City of Kingston
Special (Statutory) Meeting of Council**

Agenda

7 November 2016

Notice is given that a Special (Statutory) Meeting of Kingston City Council will be held at 7.00pm at Council Chamber, 1230 Nepean Highway, Cheltenham, on Monday, 7 November 2016.

1. **Appointment of Acting Chairperson**
2. **Apologies**
3. **Disclosures by Councillors, Officers of Contractors of any Conflict of Interest**
4. **Election of Mayor for 2016/17**
5. **Election of Deputy Mayor for 2016/17**
6. **Appointment of Councillors to Committees and Organisations**
7. **Setting of Ordinary Council, Planning Committee and Special (Statutory) Meeting Dates for 2017**

Special (Statutory) Meeting of Council

7 November 2016

Agenda Item No: 6

2017 COUNCILLOR APPOINTMENTS TO COMMITTEES AND ORGANISATIONS

Contact Officer: Angela Granter, Governance Officer - Policy & Compliance

Purpose of Report

The purpose of this report is to appoint Councillors to the various committees and organisations requiring Councillor representation for 2017.

Disclosure of Officer / Contractor Direct or Indirect Interest

No Council officer/s and/or Contractor/s who have provided advice in relation to this report have declared a Conflict of Interest regarding the matter under consideration.

OFFICER RECOMMENDATION

That Council resolves to appoint the Councillors named in the table below to each of the committees for 2017:

Legislative Committees	2017 Appointee
Planning Committee	
Audit Committee	
Municipal Emergency Planning Committee	

Advisory Committees	2017 Appointee
Access and Equity	
Audit Committee	
Arts and Culture	
Business and Economic Development	
Community Safety	
Festivals and Events	
Public Spaces and Environment	
Sport and Recreation	
Youth	

Consultative Committees	2017 Appointee
LF Payne Hall Usage Committee	
Kingston Charitable Fund (KCF) Community Grants Panel	
Kingston Interfaith Network	
Kingston Historic Network	

External committees/organisations	2017 Appointee
Association of Bayside Municipalities	
Friends of Manatuto Committee	

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Inter Council Aboriginal Consultative Committee	
Local Government Waste Management Forum	
Metropolitan South Eastern Region MAV Representatives and Mayors	
Metropolitan Transport Forum	
Moorabbin Airport Consultative Committee	
Municipal Association of Victoria	
Municipal Association of Victoria Strategic Environment Advisory Group	
Victorian Local Governance Association	

1. Executive Summary

Council annually appoints Councillors to various committees and organisations as representatives. These appointments are important as they provide a consultative link between Council and the committees and organisations.

The committees and organisations comprise:

- Legislative Committees;
- Advisory Committees;
- Consultative committees that include Council officers and/or community representatives; and
- External committees/organisations that require Councillor representation.

2. Current Memberships

The current members of each of the committees, networks and external organisations are detailed in Appendix 1.

3. Discussion

3.1 Council Plan Alignment

Goal 5 - An Effective Voice

Outcome 5.2 - Representative and inclusive of diverse views and communities

4. Conclusion

All committees will be notified of the Councillors appointments.

Appendices

Appendix 1 - Council's Committees Structures - Overview (Trim No 16/145126) [↓](#)

Author/s: Angela Granter, Governance Officer - Policy & Compliance

Reviewed and Approved By: Phil De Losa, Manager Governance

Paul Franklin, General Manager Corporate Services

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Overview of Council's Committees Structures

Introduction

Council annually appoints Councillors to various committees and organisations as representatives. These appointments provide a consultative link between Council and these various bodies. The committees and organisations comprise of:

- Legislative Committees
- Advisory Committees
- Consultative committees that include Council officers and/or community representatives
- External committees/organisations that require Councillor representation.

Overview

- **Legislative Committees**

Under section 86 of the *Local Government Act 1989* (the Act) Council has established the Planning Committee as a Special Committee which is a Council decision making forum with extensive delegation. The Audit Committee is established under section 139 of the Act and has an advisory role. Under Section 21(3) of the *Emergency Management Act 1986* Council is required to appoint a Municipal Emergency Management Planning Committee which is required to prepare a draft Municipal Emergency Management Plan for the Council's consideration.

Legislative Committees	2016 Appointee/s
Planning Committee	All Councillors
Audit Committee	Mayor and Cr Peulich
Municipal Emergency Planning Committee	Cr Ronke

- **Advisory Committees**

Council's Advisory Committees are an integral part of Council's Consultation Framework providing a strong link to the Council Plan as the preeminent strategic document of the Council.

Advisory Committee	2016 Appointee/s
Access and Equity	Crs Gledhill and Staikos
Audit Committee	Mayor and Cr Peulich
Arts and Culture	Crs Bearsley and Peulich
Business and Economic Development	Crs Bearsley, Gledhill and Peulich
Community Safety	Cr Brownlees
Festivals and Events	Crs Eden, Peulich and Staikos
Public Spaces and Environment	Crs Bearsley and West
Sport and Recreation	Crs Brownlees, Gledhill and Peulich
Youth	Crs Eden and Peulich

- **Council Committees with Councillor, Officer and Community Representatives**

Council Committee	2016 Appointee/s
LF Payne Hall Usage Committee Considers issues relating to the usage of the LF Payne Hall (former Chelsea Town Hall)	Crs Bearsley, Eden and Ronke
Kingston Charitable Fund (KCF) Community Grants Panel <ul style="list-style-type: none"> • To review guidelines and application forms for the KCF Grants Panel process • To examine each Application submitted for grants using the criteria set by the KCF Grants Panel • To make recommendations to the Lord Mayor's Charitable Foundation for the allocation of funds to selected applications 	Mayor and Cr Staikos

Council Committee	2016 Appointee/s
<p>Kingston Interfaith Network</p> <ul style="list-style-type: none"> • Planning – establishing and reviewing strategic plans of the Committee in line with Council direction • Policy and decision making – establishing policies/procedures and recording decisions and actions on matters concerning the Committee • Management – making sure Committee Members carry out their roles and responsibilities and are actively involved in the activities of the group • Evaluation – monitoring all activities by the Committee with feedback contributing to the continuous improvement in governance and service delivery 	Cr Bearsley
<p>Kingston Historic Network</p> <ul style="list-style-type: none"> • To facilitate the preservation of our history and make it known to the community through the work of the societies and council • To share ideas, identify joint needs, seek solutions and facilitate joint action • To act as a sounding board for council on historical matters and a source of advice on cultural matters 	Cr West

- **External committees/organisations that require Councillor representation**

Council Committee	2016 Appointee/s
<p>Association of Bayside Municipalities</p> <p>The association was founded in 1974 to address issues of common concerns between Bayside Council's Meetings are held monthly on a rotating basis to discuss foreshore issues. One Councillor representative is required.</p>	Cr West
<p>Friends of Manatuto Committee</p> <p>Committee auspiced by Council to become a friendship city to support, raise funds and promote exchanges with the City of Manatuto (East Timor). The committee is now an incorporated body and meets on the first Wednesday of the month.</p>	Cr Barth

Council Committee	2016 Appointee/s
<p>Inter Council Aboriginal Consultative Committee</p> <p>ICACC is a partnership between the local Aboriginal community and Local Government. The aim is to support Aboriginal development and raise Community awareness. Meets 3rd Thursday of February, May, June & November.</p>	Cr Gledhill
<p>Local Government Waste Management Forum</p> <p>The Forum has the following functions;</p> <ul style="list-style-type: none"> • To nominate four Local Government representatives to the Board of the Metropolitan Waste Management Group • To advise the Board on matters and issues affecting the role of Councils to manage waste • To act as a conduit between MWMG and metropolitan Councils • To develop operating guidelines on how the Forum will deliver on its functions 	Cr Barth
<p>Metropolitan South Eastern Region MAV Representatives and Mayors</p>	Mayor and Cr Brownlees
<p>Metropolitan Transport Forum</p> <p>The Metropolitan Transport Forum (MTF) is an advocacy group comprising members from Melbourne metropolitan local government, associate members representing transport companies, and participants from the State Government and environment groups. The Forum meets monthly at the City of Melbourne – first Wednesday of the month. Councillor represents Council and the Team Leader Traffic and Transport also attends as required</p>	Cr Eden
<p>Moorabbin Airport Consultative Committee</p> <p>Consultative committee established to enable residents to discuss airport issues with the Melbourne Airport Corporation. Generally meets on a Friday 6-8 times per year.</p>	Crs Brownlees, Gledhill, West and Staikos

Council Committee	2016 Appointee/s
<p>Municipal Association of Victoria</p> <p>The Municipal Association of Victoria is the peak representative and advocacy body for Victoria's 79 councils. Meetings are held biannually.</p>	<p>Mayor</p>
<p>Municipal Association of Victoria Strategic Environment Advisory Group</p> <p>To provide strategic advice to the MAV on environment issues of importance to local government and the needs and issues of members in delivery of environmental outcomes. One Councillor is required to be nominated to the group.</p>	<p>Cr West</p>
<p>Victorian Local Governance Association</p> <p>Its role is to assist local governments to maintain peace, order and good government in the municipal districts of Victoria.</p>	<p>Cr Staikos</p>

Special (Statutory) Meeting of Council

7 November 2016

Agenda Item No: 7

2017 COUNCIL MEETING DATES

Contact Officer: Angela Granter, Governance Officer - Policy & Compliance

Purpose of Report

The purpose of this report is to set the 2017 meeting dates for Ordinary meetings of Council, Planning Committee meetings and the 2017 Statutory (Special) Meeting.

Disclosure of Officer / Contractor Direct or Indirect Interest

No Council officer/s and/or Contractor/s who have provided advice in relation to this report have declared a Conflict of Interest regarding the matter under consideration.

OFFICER RECOMMENDATION

That Council set the following dates for Ordinary Meetings of Council, Planning Committee Meetings and the Special (Statutory) Meeting of Council for 2017 to be held at 7.00pm at the City of Kingston Offices, 1230 Nepean Highway, Cheltenham:

Ordinary Meetings of Council

Monday 30 January
Monday 27 February
Monday 27 March
Wednesday 26 April
Monday 22 May
Monday 26 June
Monday 24 July
Monday 28 August
Monday 25 September
Monday 23 October
Monday 27 November
Monday 11 December

Planning Committee Meetings

Wednesday 22 February
Wednesday 22 March
Wednesday 19 April
Wednesday 17 May
Wednesday 21 June
Wednesday 19 July
Wednesday 23 August
Wednesday 20 September
Wednesday 18 October
Wednesday 22 November
Wednesday 13 December

Special (Statutory) Meeting of Council

Wednesday 15 November

**City of Kingston
Special (Statutory) Meeting of Council**

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7 November 2016

1. Executive Summary

Council annually sets meeting dates for the forthcoming 12 months for Ordinary meetings, Planning Committee meetings and the annual Statutory (Special) Meeting.

2. Discussion

2.1 Council Plan Alignment

Goal 5 - An Effective Voice

Outcome 5.2 - Representative and inclusive of diverse views and communities

3. Conclusion

All meeting dates will be advertised on Council's website and a public notice published pursuant to section 89(4) of the *Local Government Act 1989*.

Author/s: Angela Granter, Governance Officer - Policy & Compliance
Reviewed and Approved By: Phil De Losa, Manager Governance
Paul Franklin, General Manager Corporate Services