

Agenda

Special (Statutory) Meeting of Council

Wednesday, 15th November 2017

Commencing at 7.30pm

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

15 November 2017

Notice is given that a Special (Statutory) Meeting of Kingston City Council will be held at 7.30pm at Council Chamber, 1230 Nepean Highway, Cheltenham, on Wednesday, 15 November 2017.

- 1. Appointment of Acting Chairperson**
- 2. Apologies**
- 3. Disclosures by Councillors, Officers of Contractors of any Conflict of Interest**
- 4. Election of Mayor for 2017/18**
- 5. Election of Deputy Mayor for 2017/18**
- 6. Appointment of Councillors to Committees and Organisations**
- 7. Setting of Ordinary Council, Planning Committee and Special (Statutory) Meeting Dates for 2018**

3. Corporate Services Reports

Special (Statutory) Meeting of Council

15 November 2017

Agenda Item No: 3.1

2018 COUNCILLOR APPOINTMENTS TO COMMITTEES AND ORGANISATIONS

Contact Officer: Phil De Losa, Manager Governance

Purpose of Report

The purpose of this report is to appoint Councillors to the various committees and organisations requiring Councillor representation for 2018.

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 make the following Councillor appointments to each of the committees listed below for 2018:

Legislative Committees	2018 Appointee
Planning Committee	
Audit Committee	
Municipal Emergency Planning Committee	

Advisory Committees	2018 Appointee
Access and Equity	
Arts and Culture	
Business and Economic Development	
Community Safety	
Festivals and Events	
Public Spaces and Environment	
Sport and Recreation	
Youth	

Consultative Committees	2018 Appointee
LF Payne Hall Usage Committee	
Kingston Charitable Fund (KCF) Community Grants Panel	
Kingston Interfaith Network	
Kingston Historic Network	

External Committees/Organisations	2018 Appointee
Association of Bayside Municipalities	
Friends of Manatuto Committee	
Inter Council Aboriginal Consultative Committee	

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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	
Municipal Association of Victoria Planning Committee	
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

Direction 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 2017 (Trim No 17/176081) [↓](#)

Author/s: Phil De Losa, Manager Governance

Reviewed and Approved By: Paul Franklin, General Manager Corporate Services

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2018 COUNCILLOR APPOINTMENTS TO COMMITTEES AND ORGANISATIONS

1	Council's Committees Structures Overview 2017	9
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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	2017 Appointee/s
Planning Committee	All Councillors
Audit Committee	Mayor and Cr Oxley
Municipal Emergency Planning Committee	Cr Gledhill

- **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	2017 Appointee/s
Access and Equity	Cr Barth
Arts and Culture	Cr Bearsley
Business and Economic Development	Crs Gledhill and Hua
Community Safety	Cr Brownlees
Festivals and Events	Cr Staikos
Public Spaces and Environment	Cr West
Sport and Recreation	Crs Brownlees, Gledhill and Hua
Youth	Crs Eden and Oxley

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

Council Committee	2017 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 Oxley
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 Bearsley

Council Committee	2017 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 Gledhill

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

Council Committee	2017 Appointee/s
<p>Association of Bayside Municipalities</p> <p>The Association was founded in 1974 to address issues of common concern between Bayside Councils. Meetings are held monthly on a rotating basis to discuss foreshore issues. One Councillor representative is required.</p>	<p>Cr West</p> <p>Cr Gledhill (alternate)</p>
<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 Staikos

Council Committee	2017 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>	<p>Cr Barth</p> <p>Cr West (alternate)</p>
<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 	<p>Cr Barth</p> <p>Cr West (alternate)</p>
<p>Metropolitan South Eastern Region MAV Representatives and Mayors</p>	<p>Mayor</p>
<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>	<p>Cr Gledhill</p> <p>Cr West (alternate)</p>
<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>	<p>Cr West</p>

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>	Mayor
<p>Municipal Association of Victoria Committee</p> <p>To inform and help progress MAV work on environmental priorities identified by the sector in the MAV Strategic Plan, Council resolutions and as nominated by the Board. No more than two representatives.</p>	Cr West
<p>Municipal Association of Victoria Planning Committee</p> <p>To engage member Councils and inform and progress land use planning issues impacting on local government as prioritised by the MAV Strategic Plan and through State Council. No more than two representatives.</p>	Cr West
<p>Victorian Local Governance Association</p> <p>The VLGA is a peak body supporting Councils, Councillors and the community. The VLGA supports the local government sector through leadership, advocacy and professional development with metropolitan, regional and rural Mayors, Councillors, CEOs and Council officers.</p>	Cr Staikos

Special (Statutory) Meeting of Council

15 November 2017

Agenda Item No: 3.2

2018 COUNCIL MEETING DATES

Contact Officer: Phil De Losa, Manager Governance

Purpose of Report

The purpose of this report is to set the 2018 meeting dates for Ordinary Meetings of Council, Planning Committee Meetings and the 2018 Special (Statutory) 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 sets the following dates for Ordinary Meetings of Council, Planning Committee Meetings and the Special (Statutory) Meeting of Council for 2018 to be held at 7.00pm at the City of Kingston Offices, 1230 Nepean Highway, Cheltenham:

Ordinary Meetings of Council

Monday 5 February
Monday 26 February
Monday 26 March
Monday 23 April
Monday 28 May
Monday 25 June
Monday 23 July
Monday 27 August
Monday 24 September
Monday 22 October
Monday 26 November
Monday 10 December

Planning Committee Meetings

Wednesday 21 February
Wednesday 21 March
Wednesday 18 April
Wednesday 23 May
Wednesday 20 June
Wednesday 18 July
Wednesday 22 August
Wednesday 19 September
Wednesday 17 October
Wednesday 21 November
Wednesday 12 December

Special (Statutory) Meeting of Council

Wednesday 14 November

1. Executive Summary

Council sets dates for the forthcoming twelve months for Ordinary meetings, Planning Committee meetings and the Special (Statutory) Meeting.

2. Discussion

2.1 Council Plan Alignment

Goal 5 - An Effective Voice

Direction 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: Phil De Losa, Manager Governance

Reviewed and Approved By: Paul Franklin, General Manager Corporate Services