



Glenelg Shire Council

**Minutes of the Special Council Meeting held on
Tuesday, 29 October 2013, at
Glenelg Shire Municipal Offices – Council Chamber
71 Cliff Street, Portland**

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TIME:

6.00pm

PRESENT:

Cr Robert Halliday, Cr John Northcott, Cr Max Oberlander, Cr Anita Rank, Cr Karen Stephens, Cr Gilbert Wilson and Cr Geoff White.

Also in attendance were the Chief Executive Officer (Ms Sharon Kelsey), Group Manager Corporate Services (Mr Greg Burgoyne), Group Manager Assets and Infrastructure (Mr Paul Healy), Group Manager Community Development (Ms Adele Kenneally), Council Support Coordinator (Mrs Kylie Walford) and Senior Administration Officer Corporate Services (Mrs Tanya Flockhart).

OPENING PRAYER:

Cr Stephens opened the Meeting with the Council Prayer.

ABORIGINAL ACKNOWLEDGEMENT:

Cr Stephens read the Aboriginal Acknowledgement.

RECEIPT OF APOLOGIES:

Nil.

DECLARATIONS OF CONFLICT OF INTEREST:**CONFLICT OF INTEREST**

'The Local Government Act contains mandatory requirements for both direct and indirect conflict of interest. The objective of the provisions is to enhance good governance in Victorian local government and to improve public confidence in the probity of decision making at Victoria's 79 Councils. Councillors are responsible for ensuring that they comply with the relevant provisions contained in Part 4 – Division 1A of the Act.

An online copy of the Local Government Act is available at www.localgovernment.vic.gov.au select – legislation. Alternatively, a printed copy is available for Councillors upon request'.

Nil.

A. GENERAL BUSINESS:**A1. MAYORAL REPORT 2012/2013**

The October 2012 Local Government Election saw the swearing in of the newly formed Glenelg Shire Council, consisting of five returning Councillors and two new Councillors. My subsequent election to serve as the Mayor of Glenelg for the 2012/13 year has been both an honour and privilege.

It has been pleasing to work with a professional and dedicated group of fellow Councillors to build a cohesive team working together for the benefit of the entire Glenelg community.

Council Plan

Council's legislative requirement was to establish its own Council Plan 2013-17 that reflected the vision and aspirations of all Councillors for the term of this Council prior to the 30 June 2013. Council achieved this through a series of ongoing briefings with Councillors, community input and with feedback through the public exhibition period.

The Council Plan and our Strategic Resource Plan are both key documents giving clear guidance to the Chief Executive Officer and staff of the outcomes Council has agreed to achieve in a planned format over the next four year period.

Policy Development

Council's activities are closely monitored to balance community expectations with available resources. This ensures service delivery in accordance with our Council Plan together with the numerous policies and plans which guide the Shire operations.

During the year the following documents were created or updated;

Plans – Domestic Animal Management Plan 2013-17, Waste Management Strategy, Municipal Early Years Plan, Yarraman Park Multi Purpose Feasibility Study, Municipal Public Health and Wellbeing Plan, Casterton Saleyards Management Plan, Glenelg Shire Heritage Strategy, Sustainable Water Use Plan and Kindergarten Cluster Management Guidelines and currently on exhibition – Road Management Plan and Portland Civic Precinct Plan and under development the Aquatics Services Strategy and Bridgewater Masterplan and associated Design Works.

Policies - Councillor Code of Conduct, Councillor Support, Flying of Flag at Customer Service Centres, Planning Delegation and Decision Guidelines, Procurement, Property Leasing and Licensing, Council Acknowledgement of Bereavement or Illness of Councillors or Community Members, Recognition of Significant Birthdays and Wedding Anniversaries, Community Grants Program, International Relations, Healthy Catering Policy and the Privacy Policy.

A1. MAYORAL REPORT 2012/2013

(continued)

Terms of Reference reviews of all statutory Advisory Committees to Council were undertaken within 12 months of the formation of the new Council, in line with the requirements of the *Local Government Act*.

Budget

The 2013-14 budget is in keeping with the previous Council's commitment to responsible financial management principles, taking into account existing and future community needs. In developing the budget, Council committed to maintaining existing service levels that meet the needs of today's community whilst not compromising those of future generations. Council approved an overall rate income increase of 4.88 per cent - one of the lowest in Victoria.

Highlights from this year's budget –

- \$19.345 million Capital Works Program
- \$6.556 million on local roads
- \$3.289 million for parks, gardens and reserves
- \$1.323 million for buildings and facilities
- \$191,000 to new initiatives
- \$162,000 Community Grants program

Council has also experienced several significant external financial impacts and this Council recognises that the capacity of the Shires finances relies upon continued growth of Council's income to deliver existing services whilst also meeting Council's ongoing obligations.

Superannuation Contribution

Another significant contribution call of \$4.05 million was made by the Local Government Superannuation Fund, as part of the scheme's unfunded liability to be paid in full by 1st July 2013. This contribution was made from Council's liquid cash in December 2012 providing an overall 'net benefit' of \$60,000 for early payment.

Waste Management

Whilst Council welcomed approval from the Department of Environment and Primary Industries for the construction of the Nelson Transfer Station our 2013/14 Capital Works Program is dominated by the significant requirements of landfill compliance. This is a result of the 2010 Portland Landfill Licence amendment which requires operations at the landfill to comply with the EPA Best Practice Environmental Management (BPEM) standard requiring \$4 million for rehabilitation.

A1. MAYORAL REPORT 2012/2013

(continued)

Capital Works

Asset Management continues to be a priority for this Council with 63 kilometres of roads resealed, 40 kilometres of gravel roads re-sheeted and 2.6 kilometres of sealed roads rehabilitated. Works were completed on the new Scott Street Toilets in Heywood, new toilets at Apex Park in Heywood and upgraded toilets at the Casterton Caravan Park and Henty Park facilities.

A new lift was installed in the Casterton Town Hall to improve disability access. The Portland Civic Hall and the Dartmoor Kindergarten buildings were both re-roofed. Ramp installed to replace stairs at Hanlon Park to improve access to change room facilities.

Upgrades were made to the Bentinck Street/Gawler Street Roundabout in Portland, kerb and guttering installed at Murray Street, Casterton and an All Accessible Fishing Platform was constructed at the Canal Portland.

Statutory Planning

By way of an independent evaluation of the Shire's planning performance, recently in its biennial survey, the Association of Consulting Surveyors Victoria rated the Glenelg Shire Council as best planning service in south-west Victoria. Councils were assessed on efficiency, response time, understanding of the Subdivision Act and cooperation with surveyors. The Glenelg Shire Council scored at the top end of the 'good' scale.

Council has adopted the Glenelg Sustainable Settlement Strategy (amendment C73) which has been in the making for seven years. This has also been accompanied by Planning Scheme Amendments – C52 Part 1 - Introduce Significant Landscape Overlay, C55 Part 1 – adding 85 new places to the Heritage Overlay, C76 – Correct Anomalies and update land zonings. There are also several amendments on exhibition or being prepared, such as C69 – Implement Casterton Airfield Master Plan, C74 – Revise floodplain mapping and planning controls, C75 – Rewrite Clause 21 & 22 of the Glenelg Planning Scheme, C77 – Apply Rural Living Zone at Narrawong, C78 – Apply Rural Living Zone at Portland & Digby, C79 – Apply Bushfire Management Statement exemptions for Cape Bridgewater, Nelson and Dartmoor.

Local Port

A significant change to the Local Port of Portland Bay occurred in 2012/13 with the Local Port boundary extended to cover all the waters within Council's Committee of Management area. This includes the new 70 berth Portland Bay Marina which was officially opened on 11 April 2013 by the Victorian Premier, the Hon. Dr Denis Napthine.

A1. MAYORAL REPORT 2012/2013

(continued)

The new marina has changed the view of Portland Harbour with owners of yachts, charter boats, recreational cruises and even historic 'couta boats' immediately securing berths.

Construction is also on target to commence the four-lane boat ramp together with associated works including the state-of-the-art 'fish cleaning' tables recently funded to the tune of \$150,000 by the State Government. This is a key project for Council in response to the blue fin tuna season which can see up to 400 boats launching in a day chasing the prize catch.

Over the past year, the trawler wharf has seen constant usage with the commercial trawler fleet and larger Cray boats continue to operate locally. We have also seen a steady stream of visiting vessels seeking berths.

Tourism

Council continues to recognise the need for a vibrant and diverse economy throughout the Glenelg Shire. Council's investment to the Portland Foreshore through the development of the new marina and boat ramp facility will provide the basis for continual strong growth in the local economy through recreational fishing, and in particular tuna fishing. A recent study on the economic value of the Recreational Southern Bluefin Tuna Fishery in Portland confirmed that \$7-9 million is injected annually into the local economy. A recent announcement by the Commission for the Conservation of Southern Bluefin Tuna to lift the tuna quota by 20 per cent, will see the annual quota rise by 967 tonnes in the next two years, the largest increase since the tuna farming industry was established in 1991.

Council has continued to make preparations for the first cruise ship visit to Portland. The State Government recently recognised the significance of Portland as a cruise ship destination with an injection of \$250,000 for upgrade works for berthing.

Council has advocated for and secured a 10-year license for commercial whale watching activities to commence in Portland and Council continues to facilitate promotion of whale watching through "Whalemail" email notification. The Federal Government has recognised the significance of Portland as the leading Victorian whale watching destination with \$25,000 funding as part of the national Whale Trail campaign.

Council purchased from Vic Track the strategic piece of land at the Casterton Railway Precinct for the development of the Kelpie Interpretative Centre which has been supported within the Council Plan.

This year, Council has installed 'dump point' facilities at Island Park, Casterton and Henty Park, Portland providing further economic growth opportunities by attracting the larger recreational vehicles to the Shire.

A1. MAYORAL REPORT 2012/2013

(continued)

Council's budget supports a diverse tourism base with \$200K for beautification works to the Portland CBD and continued upgrades to other townships around the Shire to ensure that our towns are attractive and inviting to visitors.

Council successfully worked with VicRoads to undertake an 'audit' of tourism signage across the Shire and now has in place new tourism signs in Nelson, Casterton and Portland as a result.

The three Accredited Visitor Information Centres at Portland, Nelson and Casterton received a total of 87,197 enquiries.

Advocating for Jobs in Manufacturing

Council responded to the decline and threats to jobs in the local manufacturing sector by holding the 'Advocacy for Jobs in Manufacturing Forum' on Thursday 30 May 2013 at the Portland Golf Club. The forum was held to highlight opportunities and challenges that exist within the Shire.

A successful outcome from this forum has been the establishment of the Portland Manufacturing Network supported by Council and the Committee for Portland.

Condah Hotspur Upper Road

Specific funding for Upper Condah-Hotspur Road as a strategically important regional freight route saw the State Government recognise and support Council's financial commitment with a further \$1.3million.

The timber plantation industry injected \$370K and leading up to the recent the Federal Government election a commitment of \$2.5 million by the Coalition.

Council has also advocated for the implementation of the Green Triangle Freight Action Plan with improvements delivered to the Princes Highway.

Casterton Saleyards

The heritage-listed Casterton Saleyard Stock Selling Ring was refurbished with the stock selling ring recognised for its aesthetic, architectural, historical, scientific/technical and social significance in Victoria.

Council continues to recognise the importance of the agriculture sector to the Shire's economy by maintaining this facility and providing the opportunity for local producers to market their premium livestock to the open market. This year saw 12,152 head of cattle and 30,010 head of sheep being sold in 10 sales, adding significantly to the vibrant local economy.

A1. MAYORAL REPORT 2012/2013

(continued)

Portland Airport

The Portland Airport was named the 'Regional Airport of the Year' (less than 50,000 passengers) at the Australian Airports Association awards night in Darwin on 18 September, 2013. This is wonderful recognition of Council's significant investment into the airport over the last few years.

Aged Care Services

The Home and Community Care (HACC) program provided by Council has seen changes in the way we provide the service in 2012/13. The new model is called the Active Service Model which is now embedded in practice.

In 2012/13 Council provided more than 623,704 hours of service to member of the community. Meals on Wheels service continued to be provided via contract through the Portland District Health, Casterton Memorial Hospital and Heywood Rural Health organisations to eligible clients. Two fantastic events were staged for older people during the year – the 'Senior's Great Day Out' in Portland and the 'Casterton CAN DO' in Casterton.

Both events were well attended with Council also providing access to all with bus pick-up points across the Shire.

Council has continued to provide Planned Activity Group (PAG) in Portland at the Fawthrop Centre and in Heywood at the Senior Citizens Building. Over the last 12 months, PAG has provided a variety of programs to suit the requirements of all clients.

Youth

The Glenelg L2P Driver Mentor Program has received ongoing support from Council. The program provides eligible learner drivers aged 16 and less than 21 years with the opportunity to gain driving practice with trained volunteer mentors for a minimum of one hour per week. Council appreciates the ongoing support of the volunteer's instructors for this program.

During National Youth Week Council held a photographic exhibition 'Out & About – Glenelg Places and Spaces, with young people asked to send in a photo of their favourite place in the Shire and to explain why they loved this place.

Council continue to fund the successful FReeZA program, three skate, scooter and MBX competitions with the February event in Heywood having 34 participants and attracting 300 spectators.

A1. MAYORAL REPORT 2012/2013

(continued)

Children's Services

The development of the Casterton Child and Family Complex has been a wonderful milestone for Council and the Casterton community and families this year. Throughout the last eight years of planning Council has worked closely with the Casterton Child Care Action Group which has raised \$84,000 towards to 'fit out' of the centre and together with Council I applaud these ladies and their outstanding fund-raising efforts.

Council has officially named this building the Kathleen Millikan Centre in recognition of the women who originally advocated to Council and the State Government back in the 1950's for the need for Child and Maternal Health Services in Casterton.

Council's Kindergarten programs at Heywood and Dartmoor were both assessed under the National Quality Framework, with Heywood receiving an overall rating of 'exceeding national quality standard' and Dartmoor assessed as 'meeting national quality standard'. These are excellent outcomes for our services.

Council this year has also reviewed and developed the new Kindergarten Cluster Management Framework Guidelines to give Council and the community a clear framework going forward into the future.

Libraries and Information Services

Council not only provided our usual high standard of library and information services across Glenelg which saw 49.6 per cent of resident's as members, but ran a number of programs as well.

A snapshot of these were - The Children's Book Week event, A Summer Feast of Reading including lunch with featured author Kerry Greenwood, a short story competition received 25 heart-wrenching stories reflecting the theme 'What Makes Me Cry?', Internet training programs for adults and 110 local works of art were submitted for the library open art program.

Arts and Culture

Throughout the year, Council has had 12 exhibitions presented in the Portland Arts Centre with the Anne Frank – A History for Today' being the show-piece of the region was also displayed at the Casterton Town Hall.

Another 10 exhibitions drawn from materials in the Glenelg Shire Cultural Collection were displayed in various locations, including two displayed in the Casterton Town Hall foyer. A display celebrating the 75th anniversary of the official opening of the Town Hall and a further recent display celebrating 150th year of the Portland Town Hall were all received by the community.

A1. MAYORAL REPORT 2012/2013

(continued)

A further 28 performance events presented in various venues in the Shire, including five presented in Casterton.

Deborah Cheetham conducted a successful series of singing workshops for Indigenous children, and was also joined by Jonathon Welch to present a very successful Community Choral workshop.

The two Thomas Clarke paintings owned by the Glenelg Shire Council are currently on temporary loan to the Hamilton Art Gallery, as part of the 'Exposing Thomas Clarke: A Colonial Artist in Western Victoria' exhibition on display until 17 November, 2013.

Aboriginal Partnership Agreement

As agreed, Council continued working with its Aboriginal Partners - Winda Mara Aboriginal Corporation, Gunditj Mirring and Dhauwurd–Wurrung Elderly and Community Health Service - and undertook an independent audit of the implementation plan.

In partnership with local Aboriginal organisations, Council hosted another successful event to celebrate Reconciliation Week 2013. More than 300 people attended the event held at the Portland Civic Hall on Friday 31 May 2013.

Council has recently established a new scholarship for the 2014 school year to support an Aboriginal student to undertake further study relation to local government.

In partnership with the local community, Council continues to actively support the Buji Bum Sustainable Development Partnership and the claim for World Heritage status of this unique landscape.

Advancing Country Towns Project Heywood

The aim of the program is to improve links between local, regional and rural services to ensure they respond to local needs. This project is funded by the State Government and is being led by Council. Initiatives developed in the project plan include – Early Years support for families, nature-based tourism development, new business growth and retention of students at Years 6, 7, 8, and 9.

These initiatives are underway with the Heywood Standing Tall school based mentoring project and the Heywood and District Nature-Based Tourism Strategy currently being developed.

A1. MAYORAL REPORT 2012/2013

(continued)

Emergency Management

Council has taken a lead role in the formalising the establishment of two Emergency Management Committees in the last year. These are the Glenelg Municipal Fire Management Planning Committee and the Glenelg Municipal Emergency Planning Committee.

Council has partnered with state agencies over the past 12 months through the response and recovery for the - Pitch Spill at the Port of Portland and the Casterton, Kentbruck and Cashmore fires.

Council continued to brief the community during the Telstra Outrage in November 2012 and throughout each fire, Council provided regular 'community briefings' to ensure that local residents were fully informed and had good reliable information of that specific emergency event.

Website

Council rolled out a new modern and 'user-friendly' website with improved accessibility, menus, layouts, quick links and slide shows.

Environmental Sustainability

In partnership with Victorian Adaptation and Sustainability Partnership, Council completed a photovoltaic solar installation project on the Portland Maritime Centre, Heywood Customer Service Centre and the Casterton Depot. The total installation of 22 kilowatts will save Council approximately \$4,000 and save 30 tonnes of CO₂ annually.

Australia Day Celebrations

Council hosted community celebrations in Casterton, Heywood and Portland and financially supported community-based events in Merino and Nelson. This year's Ambassador for Portland and Heywood was Mr Shane Hills and Casterton hosted Australia Day Ambassador Ms Emily Burke.

An important part of Council's Australia Day celebrations is to recognise outstanding citizens in our community. This year's Citizen of the Year was jointly awarded to Mr Rawson Orchard and Mr Stephen Zippel. The Young Citizen of the Year Miss Sarah Davey and the Community Group of the Year being awarded to the Friends of the Great South West Walk.

Anzac Day Commemorations

Services were held in many locations across the Shire this year at Casterton, Dartmoor, Digby, Heywood, Merino, Narrawong and Portland.

A1. MAYORAL REPORT 2012/2013

(continued)

The floral tribute in Portland is the only one of its kind in Australia and has been a part of the RSL's ANZAC Day service since the 1930s.

Council continued to assist the RSL with this spectacular display by growing large numbers of dahlias, marigolds and blue salvia at the Portland Botanic Gardens. This year commemorated 100 years of the Australia Navy as it was fitting that our Guest Speaker in Portland was Lieutenant Commander Robert Lightbody, from the Royal Australian Navy.

Volunteers

Council continued to recognise the important contribution that volunteers make to our community in May during National Volunteer Week. Functions were held in Casterton with 40 people in attendance, in Heywood we welcomed the Victorian Premier, the Hon Dr Denis Napthine, in attendance with 48 locals. Portland saw 122 people attend and in Nelson we had 35 volunteers.

Inclusive Business Awards

At a presentation on Friday 23 August Council's biannual 'Glenelg Shire Council 2013 Inclusive Business Awards recognised and promoted businesses, organisations and individuals delivering best practice in access and inclusion for people with a disability.

Citizenship

The Glenelg Shire Council is authorised to conduct Australian Citizenship Ceremonies on behalf of the Australian Government Minister responsible for citizenship matters. A total of six citizenship ceremonies were held during the 2012/13 Mayoral year. Five ceremonies were held in Portland and one ceremony was held in Casterton on Australia Day, which included nine clients.

A total of 41 individuals from countries such as Afghanistan, Belgium, Britain, France, Germany, India, New Zealand, Nigeria, Nepal, Papua New Guinea, Philippines, South Africa, Switzerland, Ukraine, United Kingdom, United States and Zimbabwe, became new citizens of Australia.

Recognition of Significant Anniversary's and Birthdays

Council is proud to recognise Shire residents who have reached an important milestone. This year, Council recognised thirteen 90th birthdays and two 100th birthdays. Council also acknowledge twelve 50th and 60th wedding anniversaries.

A1. MAYORAL REPORT 2012/2013

(continued)

Joint Meeting of Councils

Council hosted the City of Mount Gambier, District Council of Grant, Wattle Range Council and the Southern Grampians Shire Council on Thursday, 25 July 2013. This meeting enables Councils to foster closer links by interaction and exchange of views and information on items of regional interest.

Great South Coast Group

The Glenelg Shire continues to a partner in the Great South Coast Group, an independent board supported by Glenelg, Southern Grampians, Moyne, Warrnambool, Corangamite and Colac-Otway Shires. This group was awarded \$1.4 million in Federal Funding to upgrade public street lighting to energy efficient lighting. It is anticipated that over the duration of the project Council will upgrade 1430 public street lights to energy efficient luminaries. This is expected to result in significant saving in electricity costs and carbon emissions. Stage One – Portland project has been completed.

China Delegation

Council continued to support our 'Friendly Relations' with the Chinese City of Zhangjiagang by welcoming a delegation of four representatives of the Zhangjiagang City Government and together with 22 members of the Zhangjiagang City Student Exchange Delegation and seven students of the Zhangjiagang High School and one teacher, Jiyang Senior High School 11 students and one teacher, Chang Qing Teng High School one student and Nanjing Industry University was also represented by one student.

Committees

I have represented Council on the following Council Committees: - Delegated Planning Committee; Aboriginal Partnership Agreement Committee; Audit Committee; Australia Day and Citizens Awards Committee; Casterton Railway Precinct Advisory Committee; Casterton Saleyards Advisory Committee; CEO Review Committee; Child and Family Complex Committee; Community Grants Advisory Committee; Municipal Emergency Management Planning Committee; Municipal Fire Management Planning Committee; Tourism Advisory Committee. External committees include: - Budj Bim Sustainable Development Leadership Group; Committee for Portland; Great South Coast Group; Green Triangle Regional Plantation Committee; MAV Planning Advisory Committee; National Timber Councils Taskforce Inc., and Timber Towns Victoria.

A1. MAYORAL REPORT 2012/2013

(continued)

Thank You

I have aimed to represent the whole Shire so have travelled widely during the year attending close to 450 engagements and meetings in addition to around 200 media interviews.

Thanks to the many organisations who have invited both Owen and I to the many functions throughout the Shire, we have been well received and treated with the highest respect on all occasions.

I thank and sincerely appreciate the dedication and determination of our CEO Sharon Kelsey and the Senior Management Team consisting of Adele Kennedally, Syd Deam, Paul Healy and Greg Burgoyne and all Council staff that provide over 150 different services to the Glenelg community each day with commitment and professionalism I say a big thank you.

A special thanks to Kylie Walford for her professionalism and dedication in assisting me in my role and your support to the whole Councillor team.

I also thank my fellow Councillors for their contribution and support during the past year their diverse range of experience, views and community knowledge has provided healthy debate on the broad range of issues that Council deals with.

I also wish to recognise Hilary, Helen, Chris, Aileen, Shirley and Malcolm and your respective families for your support.

Special thanks must go to my husband Owen and children, Prue and Troy, Patrick, Rachel, William, Sara, Samantha and Terry for their unconditional support, assistance and patience throughout the year.

Cr Karen Stephens, Mayor 2012/13

Expressions of appreciation were provided by fellow Councillors.

Cr Wilson made a presentation to the Mayoral Partner, Mr Owen Stephens.

A2. APPOINTMENT OF A TEMPORARY CHAIRPERSON

Group Manager: Greg Burgoyne, Group Manager Corporate Services
Author: Greg Burgoyne, Group Manager Corporate Services

Background

In accordance with the Glenelg Shire Council Meeting Procedure any Councillor may be appointed as a Temporary Chairperson to deal with the receipt of nominations for the Election of Mayor and the formal election of Mayor.

Alternatively, the Council has the discretion to authorise the Chief Executive Officer to conduct the Statutory Meeting until the Mayor is appointed.

Report

The Chief Executive Officer will call for nominations from Councillors for the appointment of a Temporary Chairperson.

Officer Recommendation

That Cr _____ be appointed as the Temporary Chairperson to conduct the meeting until the Mayor is elected.

or

That Council authorises the CEO to conduct the meeting until the Mayor is elected.

MOTION**MOVED Cr White**

That Cr Halliday be appointed as the Temporary Chairperson to conduct the meeting until the Mayor is elected.

SECONDED Cr Oberlander

CARRIED

A3. DETERMINATION OF MAYORAL TERM OF OFFICE

Group Manager: Greg Burgoyne, Group Manager Corporate Services
Author: Greg Burgoyne, Group Manager Corporate Services

Background

Section 71(1) of the *Local Government Act 1989* provides that: 'At a meeting of the Council that is open to the public, the Councillors must elect a Councillor to be the Mayor of the Council.'

Report

In addition to the above, Section 71(2) of the *Local Government Act 1989* states 'that before a Mayor is elected the Council may resolve to elect a Mayor for a term of 2 years' and Section 71(3) provides that:

- (3) The Mayor is to be elected-
- (a) after the fourth Saturday in October but not later than 30 November in each year; or
 - (ab) if under subsection (2), the Mayor is elected for a term of 2 years, the next election of Mayor is 2 years after the fourth Saturday in October but not later than 30 November in the second year after the election; or
 - (b) as soon as possible after any vacancy in the office of Mayor occurs.

The term of office for previous Mayors of the Glenelg Shire Council has traditionally been a one year term. Council must resolve to appoint the Mayor for either a one or two year term, the resolution must be passed prior to electing the Mayor.

Officer Recommendation

That Council elects a Councillor to the position of 'Mayor' for a term of one year from 29 October 2013 to 28 October 2014 (inclusive).

OR

That Council elects a Councillor to the position of 'Mayor' for the term of two years from 29 October 2013 to 27 October 2015 (inclusive).

A3. DETERMINATION OF MAYORAL TERM OF OFFICE

(continued)

MOTION

MOVED Cr Wilson

That Council elects a Councillor to the position of 'Mayor' for a term of one year from 29 October 2013 to 28 October 2014 (inclusive).

SECONDED Cr Northcott

CARRIED

A4. ELECTION OF THE MAYOR

(Separate circulation to Councillors and Group Managers)
(DocSetID: 804908)

Group Manager: Greg Burgoyne, Group Manager Corporate Services
Author: Greg Burgoyne, Group Manager Corporate Services

Background

Section 71(1) of the *Local Government Act 1989* provides that: 'At a meeting of the Council that is open to the public, the Councillors must elect a Councillor to be the Mayor of the Council.'

Report

The Departmental Procedure titled 'Election of the Mayor', separately circulated with this report, refer Separate Circulation – Item A5, specifies the way in which the Election of a Mayor is to be conducted and is outlined in summary below:

1. Procedure for voting for the election of Mayor – “Show of Hands”
 - a. Temporary Chairperson calls for nominations for the position of Mayor.
 - b. All nominations must be moved and seconded to be accepted by the Temporary Chairperson, viz;
 1. That Cr _____ be nominated for the position of Mayor.
 2. That Cr _____ be nominated for the position of Mayor.
(etc)
 - c. If only two nominations are received, the Temporary Chairperson proceeds by asking the Council to vote on the first nominated candidate and then the second nominated candidate. If one candidate has a majority of votes, that candidate is duly elected as the Mayor. If both candidates have the equal number of votes, the candidate to be duly elected is determined by lot (see item no. 2 of this report).
 - d. If more than two nominations are received, the Temporary Chairperson proceeds by asking the Council to vote on each candidate in the order of the nominations received.

A4. ELECTION OF THE MAYOR

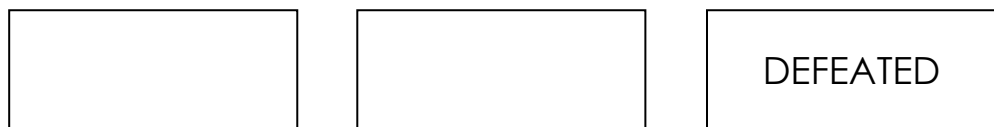
(continued)

- e. When item d. is completed, the candidate with the fewest number of votes cast must be eliminated (and if more than one of the candidates have the same amount of the least number of the votes cast, the candidate for exclusion is determined by lot (see item no. 2 of this report)).
- f. The names of the remaining candidates must be put to the vote again. This "exclusion process" must continue until there are only two candidates remaining.
- g. When there are only two candidates remaining, the same procedure is conducted as specified in item c, d and e.

2. Procedure for Draw of Lot

- a. Three or more candidates in Draw of Lot - conducted to determine who will not progress
 1. Each candidate gets one draw.
 2. Candidates will draw in alphabetical order of surnames. If two surnames are in identical order those candidates first names will determine order of the draw.
 3. Identical pieces of paper for the number of candidates are to be placed in the voting receptacle. One of these pieces of paper is to have 'DEFEATED' written on it.

Example

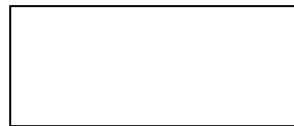


4. The candidates each draw their piece of paper. The candidate who draws the paper with the word 'DEFEATED' on it shall be declared as defeated.
5. A further vote shall then be conducted by show of hands on the remaining candidates.

A4. ELECTION OF THE MAYOR

(continued)

- b. Two candidates only in Draw by Lot - conducted to determine who will be elected
1. Each candidate gets one draw.
 2. Candidates will draw in alphabetical order of surnames. If two surnames are in identical order those candidates first names will determine order of the draw.
 3. Identical pieces of paper for the number of candidates are to be placed in the voting receptacle. One of these pieces of paper is to have 'ELECTED' written on it.



4. The candidates each draw a piece of paper. The candidate who draws the paper with the word 'ELECTED' on it shall be declared duly elected.

Cr Stephens nominated Cr Northcott for the position of Mayor.

The nomination was seconded by Cr White.

DIVISION

For: Crs Halliday, Northcott, Oberlander, Stephens, White and Wilson

Against: Cr Rank

The Temporary Chairperson declared Cr Northcott elected to the position of Mayor for the period 29 October 2013 to 28 October 2014 (inclusive).

Cr Stephens presented Cr Northcott with the Mayoral Regalia.

Mayor Cr Northcott thanked the Council and addressed the meeting.

**A5. ARRANGEMENTS FOR ORDINARY COUNCIL MEETINGS 2013/2014
MAYORAL YEAR**

Group Manager: Greg Burgoyne, Group Manager Corporate Services
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Background

Section 83 of the *Local Government Act 1989* provides that:

The Council may hold-

- (a) ordinary meetings at which general business of the Council may be transacted; and
- (b) special meetings at which the business specified in the notice calling the meeting may be transacted.

Report

In accordance with previous Council decisions, Ordinary Council Meetings have been held on the fourth Tuesday of each month except for December and subject to public holidays. Therefore it is recommended that Council adopt the following dates for the monthly Ordinary Council Meetings for the 2013/2014 year.

**A5. ARRANGEMENTS FOR ORDINARY COUNCIL MEETINGS 2013/2014
MAYORAL YEAR**

(continued)

Officer Recommendation

1. That the Ordinary Council Meetings be held on the following dates.

Tuesday, 26 November 2013
Tuesday, 17 December 2013
Tuesday, 28 January 2014
Tuesday, 25 February 2014
Tuesday, 25 March 2014
Tuesday, 22 April 2014
Tuesday, 27 May 2014
Tuesday, 24 June 2014
Tuesday, 22 July 2014
Tuesday, 26 August 2014
Tuesday, 23 September 2014
Tuesday, 21 October 2014

2. That a Special Council Meeting be held on Tuesday, 28 October 2014 commencing at 6.00pm in accordance with Section 71(3) of the *Local Government Act 1989* for the purpose of electing a new Mayor for 2014/2015 year.
3. That Council hold one Council Meeting per Mayoral year, around the Shire at a venue set by Council.
4. That the <months> Council Meeting be held at <locations>.
3. That Ordinary Council Meetings commence at 7.00pm on the dates specified in item 1 of this recommendation unless resolved otherwise.
3. That the venue of Council Meetings be at the Portland Council Chamber unless resolved otherwise.
4. That public notice of the dates, times and location for the Ordinary Meetings of Council be placed in the Portland Observer, Casterton News and on Council's website.

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MAYORAL YEAR**

(continued)

MOTION

MOVED Cr Stephens

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2. That a Special Council Meeting be held on Tuesday, 28 October 2014 commencing at 6.00pm in accordance with Section 71(3) of the *Local Government Act 1989* for the purpose of electing a new Mayor for 2014/2015 year.
3. That Council hold one Council Meeting per Mayoral year, around the Shire at a venue set by Council.
4. That the February Council Meeting be held in Dartmoor and the September Council meeting be held in Merino.
5. That Ordinary Council Meetings commence at 7.00pm on the dates specified in item 1 of this recommendation unless resolved otherwise.
- . That the venue of Council Meetings be at the Portland Council Chamber unless resolved otherwise.
4. That public notice of the dates, times and location for the Ordinary Meetings of Council be placed in the Portland Observer, Casterton News and on Council's website.

SECONDED Cr Rank

CARRIED

INDEX – SEPARATE CIRCULATIONS TO REPORTS

Separate Circulation to Councillors, Group Managers and Available to the Public

Nil.

Separate Circulation to Councillors and Group Managers

A3. Election of the Mayor for 2013/2014

Separate Circulation to Councillors

Nil.

'IN CAMERA' Separate Circulation to Councillors and Group Managers

Nil.

Officer Recommendation

That the documents separately circulated to Councillors, CEO and Group Managers, as listed above, be received.

MOTION

MOVED Cr Stephens

That the documents separately circulated to Councillors, CEO and Group Managers as listed above, be received.

SECONDED Cr Wilson

CARRIED

CLOSURE OF SPECIAL COUNCIL MEETING: 7.03PM