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**Glenelg Shire Council**  
**Minutes of the Statutory Council Meeting held on**  
**Wednesday 8 November 2023 at 6:00 pm at**  
**Glenelg Shire Offices**  
**71 Cliff Street, Portland**

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**1. PRESENT**

Cr Michael Carr, Cr John Northcott, Cr Karen Stephens and Cr Gilbert Wilson.

Also in attendance were the Acting Chief Executive Officer (Mr David Hol), Director Community Services (Ms Jayne Miller), Director Assets (Mr Stuart Husband), Chief Information Officer (Ms Ann Kirkham) and Executive Assistant CEO Department (Ms Laura Van Oosten).

**2. OPENING PRAYER**

The Acting Chief Executive Officer opened the meeting with the Council Prayer.

**3. ACKNOWLEDGEMENT OF COUNTRY**

The Acting Chief Executive Officer read the Acknowledgement of Country.

**4. RECORDING OF MEETINGS**

To those present in the gallery today, by attending a public meeting of the Council you are consenting to your image, voice and comments being recorded and published. Council meetings maybe livestreamed and the Chief Executive Officer will enable a copy of the recording to the public.

**5. RECEIPT OF APOLOGIES**

Chief Executive Officer Mr Paul Phelan and Cr Scott Martin.

## **6. REPORTS**

### **6.1. MAYORAL REPORT 2022/2023**

#### Mayoral Report 2022-2023

Upon writing the Mayoral address it occurred to me this year can be summed up with 2 words. Amazing and however...

This year we addressed significant social issues which unlike assets cut to the heart of whom we are as a community, as a people, there is no more challenging issues. Issues that may get tackled once every 4 years however multiple were undertaken the year just gone.

Home and Community Care Services is how we as a community look after our elderly, our most vulnerable. Understandably there were concerns, scared friends, family that were unsure of the direction we must take. Council was dedicated to making sure no one was left behind. Meticulous planning through reports and learned events helped us provide a better outcome for users. Multiple operators specialising in those skills needed, made for a good outcome.

Indigenous issues highlight who we are as a community, as a people. The journey for Councillors through the Council started late last year. Hearing and listening from elders and various bodies, walking in the footsteps of elders past and listening to those emerging about our history within the Glenelg shire. Visiting places and listening on why that connection to country is everything.

Australia Day and what that looks like from a shire perspective went out to community consultation and received the most engagement by far for any survey. The result was it's no longer appropriate that Council undertake celebrations on that particular date. However, it is important to celebrate what it means to be an Australian. As Councillors, we are now tasked to see what that looks like.

This was the first budget where we had to change from a rebate to a differential. Something that caused significant pain in the community for which I acknowledge and again that was tackled in this period. The proverbial can could no longer be kicked down the road. It took unbelievable courage to do the right thing for the wider community now and into the future when you know the backlash that would follow. The very definition of leadership.

Planning may not be a showstopper or on the front page of the newspaper however it underpins the ability of population growth, project development and is generally at the core of most contentious issues. I am proud to say that through the CEO and Planning department, a large body of planning work was completed that will enable potential growth through out the shire.

C106gelg was the better part of a decades work in the making with the underpinning of the Rural Land Strategy, Strategic Framework Plan and the Portland Rural Living Assessment. That body of work coupled with the C108gelg Fitzroy Darlot Overlays, enables Council to better plan for the future. In particular growth areas like Narrawong, Bolwarra, Heywood and the urban fringes of Portland. Through Regional Development Victoria (RDV) and the Portland diversification fund, further planning for the Portland Industrial precinct was done that enabled commercial development to occur. Of notable mention, Bunnings lodged a building application for part of that space which was approved by Council.

In what would be the most significant announcement since Alcoa, The Hon Minister Chris Bowen visited Portland along with Minister Lily D'Ambrosio to announce a proposed offshore windfarm zone. The proposed future benefits to the shire of 100's if not 1000's of jobs is going to bring significant growth in all areas. Potentially having billions invested in local infrastructure and community projects is absolutely game changing. While it is extremely early on and there is a lot of water, so to speak, to pass under the bridge, Portland is well placed to be the Green Energy Hub of Australia.

We are now starting to hear about hydrogen and other green energy projects happening throughout the shire that will bring 100's of jobs during construction and ongoing career options for our youth. With that, there will be some significant challenges that this Council is well placed to take on over the next decade and beyond. Housing, cost of living issues, child care, education pathways and many others tie into the future of the shire.

On that note it would be remiss of me to not thank the works of former CEO's Mr Greg Burgoyne and Mr Paul Phelan who were instrumental in helping accomplish these tasks. Also, former Councillors Anita Rank, Jayden Smith and Chrissy Hawker for their service and direction of Council. I wish all of you the very best in your future endeavours.

I did mention the however... When key issues to the identity of whom we are as a community are tackled, there are those that are not ready to come along on those journeys. With all the good that social media brings it also brings those keyboard warriors that do not like change, that will take every opportunity to move backward not forward, see the negative not the positive. Continuous misinformation is put out to attack and to bully people to serve their agendas. Continuous misinformation is put out there to discredit Council to try and stop progress, to try and stop change. This was no more evident than in the recent Community Survey. Council had improved in many areas compared to last year, yet satisfaction went down. The report highlighted Council needed to promote itself better to combat the keyboard warriors, the naysayers. This will be the challenge we need tackle going forward.

While we may have some immediate organisational challenges ahead, we also have a very bright future. Over the next decade the identity that is currently the Glenelg Shire

will be transformed, modernised and play an integral part in Australia's future. We will be visionaries, innovationists, trend setters and most importantly leaders in local government. With any growth there comes challenges which we will need to tackle as a wider community.

I would like to thank the Executive Team and all the staff for their work over the past year, rest assured our staff are up for those challenges and will deliver for the community over the long term because those that serve the community are a part of that community and there is no greater motivation than that.

### **MOTION**

**MOVED Cr Stephens**

**That the Mayoral Report for 2022/2023 be tabled.**

**SECONDED Cr Northcott**

**CARRIED**

**FOR:** Cr Stephens, Cr Carr, Cr Northcott and Cr Wilson

**AGAINST:** Nil

## 6.2. DETERMINATION OF MAYORAL TERM OF OFFICE

Director: David Hol, Acting Chief Executive Officer

### Executive Summary

Section 26 (3) of the *Local Government Act 2020* 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 and must be determined by resolution of Council whether the Mayor is to be elected for a 1 year or 2 year term.

### Recommendation

That Council:

1. Elects a Councillor to the position of Mayor for a term of one year.

OR

2. Elects a Councillor to the position of Mayor for the term of two years.

### MOTION

**MOVED Cr Northcott**

**That Council elects a Councillor to the position of Mayor for a term of one year.**

**SECONDED Cr Carr**

**CARRIED**

**FOR:** Cr Stephens, Cr Carr, Cr Northcott and Cr Wilson

**AGAINST:** Nil

### Background/Key Information:

Clause 6.1 of the 'Glenelg Shire Council Governance Rules, 'Election of the Mayor, Deputy Mayor and appointment of Acting Mayor'. states that the term of office for the Mayor can be for either one or two years.

In addition to the above, Section 26 (3) of the *Local Government Act 2020* states '*that before the election of the Mayor, a Council must determine by resolution whether a Mayor is to be elected for a 1 year or a 2 year term.*'

Section 26 provides that:

1. The Mayor is to be elected no later than one month after the date of a general election;

If the Mayor is to be elected for a 2-year term, the next election of the Mayor must be held on a day to be determined by the Council that is as close to the end of the 2 year term as is reasonably practicable; and

A Mayor is to be elected within one month 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.

a. Council Plan and Policy Linkage

Our Voice and Action - A highly engaged and capable local government, leading Glenelg to ensure the needs and aspirations of our community are realised.

b. Legislative, Legal and Risk Management Considerations

Under section 26 (3) of the *Local Government Act 2020*, states before the election of the Mayor, a Council, other than the Greater Geelong City Council, must determine by resolution whether the Mayor is to be elected for a 1 year or a 2 year term.

c. Consultation and/or communication processes implemented or proposed

Nil.

d. Financial Implications and Collaboration

The cost of Council Meetings are included in the Glenelg Shire Councils budget.

e. Governance Principles

Council decisions are to be made and actions taken in accordance with the relevant law.

The transparency of Council decisions, actions and information is to be ensured.

**Attachment List**

Nil

### 6.3. ELECTION OF THE MAYOR FOR 2023/2024

Director: David Hol, Director Corporate Services

#### Executive Summary

Section 25 (1) of the *Local Government Act 2020* 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.' The Chief Executive Officer will invite Councillors to nominate.

Cr \_\_\_\_\_ nominated Cr \_\_\_\_\_ for the position of Mayor for the 2023/2024.

The nomination was seconded by Cr \_\_\_\_\_.

Those voting for Cr \_\_\_\_\_:

#### Recommendation

*Cr \_\_\_\_\_ is duly elected to the position of Mayor 2023/2024 for a term of one/two years.*

*Mayor Cr \_\_\_\_\_ assumed the Chair.*

**Cr Wilson nominated Cr Stephens for the position of Mayor for 2023/2024.**

**The nomination was seconded by Cr Carr.**

#### **MOTION**

**MOVED Cr Wilson**

**Cr Stephens is duly elected to the position of Mayor 2023/2024 for a term of one year.**

**SECONDED Cr Carr**

**CARRIED**

**FOR:** Cr Stephens, Cr Carr, Cr Northcott and Cr Wilson

**AGAINST:** Nil

***Mayor Cr Stephens assumed the Chair.***

#### Background/Key Information:

The Departmental Procedure titled 'Election of the Mayor', included in the Governance Rules circulated with this report, specifies the way in which the Election of the Mayor is to be conducted.

Following the Election of the Mayor, the newly elected Mayor will be invited by the Chief Executive Officer to come forward to be presented with the mayoral medallion.

The Chief Executive Officer will then invite the newly elected Mayor to assume the Chair.

The newly elected Mayor will address the meeting.

a. Council Plan and Policy Linkage

Our Voice and Action - A highly engaged and capable local government, leading Glenelg to ensure the needs and aspirations of our community are realised.

b. Legislative, Legal and Risk Management Considerations

Under section 25 (1) of the *Local Government Act 2020*, states that at a Council meeting that is open to the public, the Councillors must elect a Councillor to be the Mayor of the Council.

c. Consultation and/or communication processes implemented or proposed

Nil.

d. Financial Implications and Collaboration

The cost of Council Meetings are included in the Glenelg Shire Councils budget.

e. Governance Principles

The transparency of Council decisions, actions and information is to be ensured.

### **Attachment List**

1. Glenelg Shire Council Governance Rules Adopted 27 September 2022 [6.3.1 - 82 pages]

#### 6.4. ELECTION OF THE DEPUTY MAYOR FOR 2023/2024

Director: David Hol, Acting Chief Executive Officer

##### Executive Summary

To elect a Deputy Mayor for the Glenelg Shire Council for the 2022/2023 Mayoral year and be elected in accordance with Section 25 *Local Government Act 2020* and in line with 6.1.2 of the Glenelg Shire Council Governance Rules.

If Council resolves not to appointment a Deputy Mayor, an Acting Mayor will be appointed by resolution of Council when and if required.

Cr \_\_\_\_\_ nominated Cr \_\_\_\_\_ for the position of Deputy Mayor for the 2023/2024 term.

The nomination was seconded by Cr \_\_\_\_\_.

Those voting for Cr \_\_\_\_\_:

##### Recommendation

*Cr \_\_\_\_\_ is duly elected to the position of Deputy Mayor 2023/2024 for a term of one/two years.*

#### **MOTION**

**MOVED Cr Carr**

**That no Deputy Mayor be elected for the 2023/2024 term.**

**SECONDED Cr Northcott**

**CARRIED**

**FOR:** Mayor Cr Stephens, Cr Carr, Cr Northcott and Cr Wilson

**AGAINST:** Nil

##### Background/Key Information:

Section 20A (1) of the *Local Government Act 2020* provides that a Council may establish an office of Deputy Mayor and provides provisions relating to the office of the Deputy Mayor.

The Governance Rules, separately circulated with this report, specifies the way in which the Election of the Mayor is to be conducted. The Election of the Deputy Mayor will follow the same procedure.

a. Council Plan and Policy Linkage

Our Voice and Action - A highly engaged and capable local government, leading Glenelg to ensure the needs and aspirations of our community are realised.

b. Legislative, Legal and Risk Management Considerations

The *Local Government Act 2020* section 20A (1), Council may establish an office of Deputy Mayor.

c. Consultation and/or communication processes implemented or proposed

Not Applicable.

d. Financial Implications and Collaboration

The cost of Council Meetings are included in the Glenelg Shire Councils budget.

e. Governance Principles

Council decisions are to be made and actions taken in accordance with the relevant law.

The transparency of Council decisions, actions and information is to be ensured.

**Attachment List**

Nil

## 6.5. ARRANGEMENTS FOR THE COUNCIL MEETINGS 2023/2024 FOR THE MAYORAL YEAR

Director: David Hol, Acting Chief Executive Officer

### Executive Summary

In accordance with Glenelg Shire Council's Governance Rules section 2.2.1, Council must fix the date, time and place of all Council Meetings for a (12) twelve-month period at a meeting of Council which is to be held no earlier than the fourth Saturday in October and no later than 30 November in each year.

The date, time and place of all Council Meetings are to be made available to the public. Council may change the date, time and place of, or cancel, any Meeting which has been fixed and must provide notice of the change to the public.

### Recommendation

- a. That the Council Meetings for the 2023/2024 Mayoral Year be held on the following dates:
  - Tuesday 28 November 2023
  - Tuesday 12 December 2023
  - Tuesday 23 January 2024
  - Tuesday 27 February 2024
  - Tuesday 26 March 2024
  - Tuesday 23 April 2024
  - Tuesday 28 May 2024
  - Tuesday 25 June 2024
  - Tuesday 23 July 2024
  - Tuesday 27 August 2024
  - Tuesday 24 September 2024
  - Tuesday 22 October 2024 (to be held in Election Period)
2. That a Statutory Council Meeting be held on Wednesday 6 November 2024 commencing at 6.00pm in accordance with Section 25 (1) of the *Local Government Act 2020* for the purpose of electing a new Mayor.
3. That the March and September Council Meeting be held at \_\_\_\_\_ and \_\_\_\_\_.
4. That Council Meetings commence at 7.00pm on the dates specified in item 1 of this recommendation unless resolved otherwise.
5. That the venue of Council Meetings be at the Portland Council Chamber unless resolved otherwise, as specified in Item 3 of this recommendation.
6. That public notice of the dates, times and location for the Council Meetings be placed in the Portland Observer, Casterton News and on Council's website.

**MOTION****MOVED Cr Northcott**

1. That the Council Meetings for the 2023/2024 Mayoral Year be held on the following dates:

**Tuesday 28 November 2023**

**Tuesday 12 December 2023**

**Tuesday 23 January 2024**

**Tuesday 27 February 2024**

**Tuesday 26 March 2024**

**Tuesday 23 April 2024**

**Tuesday 28 May 2024**

**Tuesday 25 June 2024**

**Tuesday 23 July 2024**

**Tuesday 27 August 2024**

**Tuesday 24 September 2024**

**Tuesday 22 October 2024 (to be held in Election Period)**

2. That a Statutory Council Meeting be held on Wednesday 6 November 2024 commencing at 6.00pm in accordance with Section 25 (1) of the *Local Government Act 2020* for the purpose of electing a new Mayor.
3. That the March Council Meeting be held at Merino, and the September Council Meeting be held at Casterton.
4. That Council Meetings commence at 5.30pm on the dates specified in item 1 of this recommendation unless resolved otherwise.
5. That the venue of Council Meetings be at the Portland Council Chamber unless resolved otherwise, as specified in Item 3 of this recommendation.
6. That public notice of the dates, times and location for the Council Meetings be placed in the Portland Observer, Casterton News and on Council's website.

**SECONDED Cr Wilson****CARRIED**

**FOR:** Mayor Cr Stephens, Cr Carr, Cr Northcott and Cr Wilson

**AGAINST:** Nil

**Background/Key Information:**

In accordance with previous Council decisions, 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 Council Meetings and Statutory Council Meeting for the 2023/2024 year.

In previous years Council meetings have been held in two locations around the Shire other than the Municipal Offices in Portland, as follows:

- 2013 (September) – Digby
- 2014 (February) Dartmoor - (September) Merino
- 2015 (March) Casterton - (September) Nelson
- 2016 (March) Digby - (September) Casterton
- 2017 (March) Narrawong - (August) Casterton
- 2018 (March) Heywood – (September) Casterton
- 2019 (March) Dartmoor – (September) Bridgewater
- 2020 – Due to COVID-19 Pandemic the meetings were held in Portland only
- 2021 – (March) - Dartmoor and due to COVID-19 Pandemic the Casterton meeting was held in Portland or via Microsoft Teams meeting.
- 2022 - (March) Casterton and (September) Heywood.
- 2023 – (March) Nelson and (September) Casterton

Council may consider continuing this practice in order to give easier access to residents of the Shire to attend the Council meetings in the Mayoral Year 2023/2024. Livestreaming began in January 2023 and has continued throughout the remainder of 2023.

a. Council Plan and Policy Linkage

Our Voice and Action - A highly engaged and capable local government, leading Glenelg to ensure the needs and aspirations of our community are realised.

b. Legislative, Legal and Risk Management Considerations

Not Applicable.

c. Consultation and/or communication processes implemented or proposed

Not Applicable.

d. Financial Implications and Collaboration

Council Meetings are included in the Glenelg Shire Councils adopted Budget each year.

e. Governance Principles

The transparency of Council decisions, actions and information is to be ensured.

**Attachment List**

Nil

**7. CLOSURE OF COUNCIL MEETING**

THERE BEING NO FURTHER BUSINESS, THE MAYOR DECLARED THE MEETING CLOSED AT 6:10 pm.

**I HEREBY CERTIFY THAT PAGES 1 TO 17 CONFIRMED AND ARE A TRUE AND CORRECT RECORD.**

CR KAREN STEPHENS  
MAYOR

28 November 2023

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