

# AGENDA

Greater Shepparton City Council

## ADDITIONAL COUNCIL MEETING

**5:30PM, Thursday 27 October 2022**

Function Room, Riverlinks Eastbank

### COUNCILLORS

Cr Shane Sali (Mayor)

Cr Anthony Brophy (Deputy Mayor)

Cr Seema Abdullah

Cr Dinny Adem

Cr Geoffrey Dobson

Cr Greg James

Cr Sam Spinks

Cr Fern Summer

### VISION

**GREATER SHEPPARTON, GREATER FUTURE**

A thriving economy in the foodbowl of Victoria with excellent lifestyles, innovative agriculture a diverse community and abundant opportunities

# Values

Values reflect what we feel is important. Organisations may have core values that reflect what is important in the organisation. These values may be guiding principles of behaviour for all members in the organisation.

## **Respect first, always**

We are attentive, listen to others and consider all points of view in our decision making.

## **Take ownership**

We take pride in honouring our promises and exceeding expectations, and are transparent with and accountable for our actions.

## **Courageously lead**

We lead with integrity, and stand up and stand by what is in the best interests of the Greater Shepparton community.

## **Working together**

We work collaboratively to create higher quality outcomes that are more efficient, thoughtful, effective and responsive. We cannot accomplish all that we need to do without working together.

## **Continually innovate**

We are open to new ideas and creatively seek solutions that encourage us to do our best for our community.

## **Start the celebration**

As ambassadors for our people and place, we proudly celebrate the strengths and achievements of Council and the Greater Shepparton community.

**A G E N D A  
FOR THE  
ADDITIONAL COUNCIL MEETING  
HELD ON  
THURSDAY 27 OCTOBER 2022 AT 5:30PM**

**CHAIR  
CHIEF EXECUTIVE OFFICER  
MAYOR**

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## Risk Level Matrix Legend

**Note: A number of reports in this agenda include a section on “risk management implications”. The following table shows the legend to the codes used in the reports.**

Likelihood	Consequences				
	Negligible (1)	Minor (2)	Moderate (3)	Major (4)	Extreme (5)
<b>Almost Certain (5)</b> Would be expected to occur in most circumstances (daily/weekly)	LOW	MEDIUM	HIGH	EXTREME	EXTREME
<b>Likely (4)</b> Could probably occur in most circumstances (i.e. Monthly)	LOW	MEDIUM	MEDIUM	HIGH	EXTREME
<b>Possible (3)</b> Reasonable probability that it could occur (i.e. over 12 months)	LOW	LOW	MEDIUM	HIGH	HIGH
<b>Unlikely (2)</b> It is not expected to occur (i.e. 2-5 years)	LOW	LOW	LOW	MEDIUM	HIGH
<b>Rare (1)</b> May occur only in exceptional circumstances (i.e. within 10 years)	LOW	LOW	LOW	MEDIUM	HIGH

**Extreme** Intolerable – Immediate action is required to mitigate this risk to an acceptable level. Event/Project/Activity is not to proceed without authorisation

**High** Intolerable – Attention is needed to treat risk.

**Medium** Variable – May be willing to accept the risk in conjunction with monitoring and controls

**Low** Tolerable – Managed by routine procedures

## 1 Welcome to Country

To be presented by Cr James on behalf of the Yorta Yorta Elders Council and the 16 family groups.

## 2 Acknowledgement

We, Greater Shepparton City Council, acknowledge the Yorta Yorta Peoples of the land which now comprises Greater Shepparton, we pay our respect to their tribal elders, we celebrate their continuing culture and we acknowledge the memory of their ancestors.

## 3 Privacy Notice

This public meeting is being streamed live via our Facebook page and made available for public access on our website along with the official Minutes of this meeting.

All care is taken to maintain your privacy; however as a visitor in the public gallery, it is assumed that your consent is given in the event that your image is broadcast to the public. It is also assumed that your consent is given to the use and disclosure of any information that you share at the meeting (including personal or sensitive information) to any person who accesses those recordings or Minutes.

## 4 Governance Principles

Council considers that the recommendations contained in this Agenda gives effect to the overarching governance principles stated in Section 9(2) of the *Local Government Act 2020*. These principles are as follows:

1. Council decisions are to be made and actions taken in accordance with the relevant law;
2. priority is to be given to achieving the best outcomes for the municipal community, including future generations;
3. the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted;
4. the municipal community is to be engaged in strategic planning and strategic decision making;
5. innovation and continuous improvement is to be pursued;
6. collaboration with other Councils and Governments and statutory bodies is to be sought;
7. the ongoing financial viability of the Council is to be ensured;
8. regional, state and national plans and policies are to be taken into account in strategic planning and decision making;
9. the transparency of Council decisions, actions and information is to be ensured.

## 5 Apologies

Nil Received.

## 6 Declarations of Conflict of Interest

In accordance with section 130 (1)(a) of the Local Government Act 2020 Councillors are required to disclose any “conflict of interest” in respect of a matter to be considered at a Council Meeting.

**Disclosure must occur immediately before the matter is considered or discussed.**

## 7 Corporate Services Directorate

### 7.1 Councillors Statement of Expectations for the role of Mayor of Greater Shepparton City Council

Author	Team Leader Governance
Approved by	Director Corporate Services
Purpose	For Decision by Council

#### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020*, officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

#### RECOMMENDATION

**That the Council adopt the Councillors Statement of Expectations for the role of Mayor of Greater Shepparton City Council, as attached.**

#### Executive Summary

The purpose of this report is to review and adopt the Councillors Statement of Expectations (SOE) for the role of Mayor of Greater Shepparton City Council.

The Mayor is the leader of the Council and has a number of roles which are both legislative and functional.

The functions of the Mayor are defined in legislation under Section 18 and 19 of the *Local Government Act 2020*.

The SOE has been developed in addition to the functions outlined in the legislation to provide clarity on the Mayor's key responsibility areas, skills, knowledge, qualifications and experience. The role extends well beyond officiating council meetings or other municipal proceedings and includes providing leadership, promoting positive relationships, and modelling good governance.

#### Report Detail

A SOE is presented for adoption to provide clarity on the role, prior to conducting the election of the Mayor and Deputy Mayor.

This document sets out the objectives and accountabilities for the position, to enable the Council and the community to assess the Mayor's performance in these areas.

The SOE is reviewed prior to each Mayoral election to ensure that it continues to reflect the legislative and other requirements of the position, as well as the expectations that the Council has of the incumbent.

The *Local Government Act 2020* states that the functions of the Mayor include:

- Chairing Council Meetings.
- Acting as the principal spokesperson for the Council.
- Leading engagement with the municipal community on the development of the Council Plan.
- Helping promote behaviour among Councillors that meets the standards of conduct set out in the Councillor Code of Conduct.
- Assisting Councillors to understand their role.
- Providing advice to the Chief Executive Officer in relation to setting the agenda for Council meetings.
- Carrying out civic and ceremonial duties on behalf of the Council.

The Councillors Statement of Expectations for the role of the Mayor was reviewed by all Councillors in September 2022 and no changes were required to be made.

### Council Plan/Key Strategic Activity

#### LEADERSHIP AND GOVERNANCE

Provide strong civic leadership, advocacy and good governance in the operation of Greater Shepparton City Council.

1.3 Council demonstrates strong leadership and sound decision making in the best interests of the community.

### Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Mayor not adhering to the SOE	Unlikely	Moderate	Low	Councillor induction training is provided. Support and advice will be available from the CEO and Council officers.
Elected Councillor not understanding the increased responsibility and time commitments arising from Mayoral appointment	Unlikely	Moderate	Low	These responsibilities are clearly outlined in the SOE which is provided to all Councillors.

### Policy Considerations

The SOE is consistent with the principles outlined in the Councillor Code of Conduct.

### Financial Implications

There are no financial implications arising from this proposal.

### Legal/Statutory Implications

There are no legal or statutory implications arising from this proposal.

### Environmental/Sustainability Impacts

There are no environmental or sustainability impacts arising from this proposal.

### Social Implications

There are no social implications arising from this proposal.



## Economic Impacts

There are no economic impacts arising from this proposal.

## Consultation

Councillors have been briefed on the roles and responsibilities of the Mayor as part of the induction program. Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

## Strategic Links

### a) Greater Shepparton 2030 Strategy

- There are no direct links to the *Greater Shepparton 2030 Strategy*.

### b) Other strategic links

- There are no other strategic links.

## Conclusion

The SOE is reflective of the current legislative responsibilities associated with the role of Mayor. It is recommended that Council approve its adoption.

## Attachments

1. M20 98727 Councillors Statement of Expectations for the role of Mayor of Greater Shepparton City Council - Adopted 23 November 2020 [7.1.1 - 5 pages]

## 7.2 Election of Mayor

Author                    Team Leader Governance  
Approved by            Director Corporate Services  
Purpose                   For Decision by Council

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020* officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

### RECOMMENDATION

**That the Mayoral term be set for a period of one year.**

### NOMINATION

**In accordance with Section 20(a) of the Local Government Act 2020, the positions of Mayor and Deputy Mayor now become vacant and the Chief Executive Officer will call for nominations to fill the position of Mayor.**

### Executive Summary

The purpose of this report is to facilitate the election of a Councillor to be the Mayor of Greater Shepparton City Council.

### Report Detail

In accordance with Section 25 of the *Local Government Act 2020*, Councillors must elect a Councillor to be the Mayor of the Council. Traditionally Council has appointed Mayors for one-year terms. However, under section 26(3) of the Act Council may resolve to elect a Mayor for a term of two years.

The process for the election of the Mayor is to be undertaken in accordance with Part 2 of Council's Governance Rules.

### Council Plan/Key Strategic Activity

#### COMMUNITY LEADERSHIP

We will prioritise leadership in the community to celebrate our cultures, people and places that makes Greater Shepparton a unique, vibrant, diverse and liveable region.

1.8 Good governance and sustainable financial management.

## Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Elected Councillor not understanding the increased responsibilities and time commitments arising from Mayoral appointment.	Unlikely	Moderate	Low	A Mayoral Statement of Expectations that details the responsibilities of the Mayor will be adopted.

## Policy Considerations

This proposal does not conflict with existing Council policies.

## Financial Implications

There are no financial implications arising from this proposal. Provision has been provided for the payment of a Mayoral Allowance in the 2022/2023 Budget.

## Legal/Statutory Implications

Section 25 of the *Local Government Act 2020* states that the Council must elect a Councillor to be the Mayor of the Council at a meeting of the Council that is open to the public. The process for electing a Mayor is provided for in Section 25 of the *Local Government Act 2020*.

## Environmental/Sustainability Impacts

There are no environmental or sustainability impacts arising from this proposal.

## Social Implications

There are no social implications arising from this proposal.

## Economic Impacts

There are no economic impacts arising from this proposal.

## Consultation

Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

## Strategic Links

Greater Shepparton 2030 Strategy

There are no direct links to the *Greater Shepparton 2030 Strategy*.

## Conclusion

In accordance with section 25 of the *Local Government Act 2020*, the Councillors must appoint one of their members to serve as Mayor of the Greater Shepparton City Council.

## Attachments

Nil

## 7.3 Election of Deputy Mayor

Author                    Team Leader Governance  
 Approved by            Director Corporate Services  
 Purpose                   For Decision by Council

### Disclosures of Conflict of Interest in Relation to this Report

Under section 130 of the *Local Government Act 2020*, officers, delegates and persons engaged under a contract providing advice to Council must disclose any conflicts of interests.

No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

### RECOMMENDATION

**That the Council:**

1. **elect a Deputy Mayor for the Mayoral Term; and**
2. **if during the Mayoral Term, there is a vacancy in the office of the Mayor or the Mayor is absent, incapable of acting or refusing to act, then provided the Deputy Mayor is available, the Council hereby appoints the Deputy Mayor to be the Acting Mayor in accordance with Sections 20B(1) of the *Local Government Act 2020*.**

### NOMINATION

**In accordance with Section 20(a) of the Local Government Act 2020, the Mayor will call for nominations for a Councillor to fill the position of Deputy Mayor.**

### Executive Summary

The purpose of this report is to enable Council to elect a Deputy Mayor to serve during the Mayoral term of office.

### Report Detail

Pursuant to Section 20A of the Local Government Act, a Council may establish an office of Deputy Mayor. This position serves to act as the Chair in the absence of the Mayor at Council meetings or when the Mayor is required to vacate the chair. It also allows the Deputy Mayor to receive the pledge of commitment at citizenship ceremonies and to act as spokesperson in the Mayor's absence. An additional allowance is payable for recognition of the requirements of the role of Deputy Mayor. There is no position description for the role of Deputy Mayor, as the Mayoral position description applies on all occasions that the Deputy Mayor acts in that role and there are no separate and distinct duties or responsibilities assigned to the position of Deputy Mayor.

In accordance with Council's *Governance Rules* the election of a Deputy Mayor will follow the same procedure as that used for the election of Mayor.

### Council Plan/Key Strategic Activity

#### COMMUNITY LEADERSHIP

We will prioritise leadership in the community to celebrate our cultures, people and places that makes Greater Shepparton a unique, vibrant, diverse and liveable region.

1.8 Good governance and sustainable financial management.

### Risk Management

Risks	Likelihood	Consequence	Rating	Mitigation Action
Councillor appointed to the role of Deputy Mayor not understanding their responsibilities when deputising for the Mayor.	Unlikely	Moderate	Low	A Mayoral position description will be adopted. Advice and support will also be available from the Mayor and Council officers.

### Policy Considerations

There are no conflicts with existing Council policies.

### Financial Implications

There are no financial implications arising from this proposal. Provision has been provided for the payment of a Deputy Mayoral Allowance in the 2022/2023 Budget.

### Legal/Statutory Implications

Section 20A of the Local Government Act provided for a Council to elect a Deputy Mayor. The process for electing a Deputy Mayor is provided for in Section 27 of the *Local Government Act 2020*.

### Environmental/Sustainability Impacts

There are no environmental or sustainability impacts arising from this proposal.

### Social Implications

There are no social implications arising from this proposal.

### Economic Impacts

There are no economic implications arising from this proposal.

### Consultation

Officers believe that appropriate consultation has occurred and the matter is now ready for Council consideration.

### Strategic Links

Greater Shepparton 2030 Strategy

There are no direct links to the *Greater Shepparton 2030 Strategy*.

## Conclusion

In accordance with section 20A of the *Local Government Act 2020*, the Councillors must appoint one of their members to serve as Deputy Mayor of the Greater Shepparton City Council.

## Attachments

Nil



## 8 Close of Meeting