

Annual Statutory Council Meeting

Minutes

Monday 7 November 2022

Commenced at 7:00 PM

**Council Chambers
20 Siding Avenue, Officer
Victoria**

Members: Cr Jeff Springfield
Cr Graeme Moore
Cr Kaye Cameron
Cr Collin Ross
Cr Tammy Radford
Cr Brett Owen
Cr Stephanie Davies
Cr Carol Ryan
Cr Jack Kowarzik

Officers: Carol Jeffs Chief Executive Officer
Doug Evans Manager Governance

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1 Opening And Prayer

Meeting opened at 7:00pm by the Chief Executive Officer acting as Chairperson and Returning Officer until the election of the mayor

2 Acknowledgements

Cardinia Shire Council acknowledges that we are on the traditional land of the Bunurong and Wurundjeri people and pay our respects to their elders past, present and emerging.

3 Apologies

Nil.

4 Declaration Of Interests

Nil.

5 Ordinary Business

5.1 Election of the Mayor

Responsible GM: Debbie Tyson
Author: Doug Evans

Recommendation(s)

That Council proceed to elect the Mayor in accordance with the Cardinia Shire Council Governance Rules to serve for a period of one year, until the Annual Statutory Meeting to be held on 13 November 2023.

Attachments

Nil

Executive Summary

To elect a Councillor to the position of Mayor for the forthcoming year.

Background

The procedures to be followed for the Election of the Mayor are set out in the Council's Governance Rules, are as follows:

3.67 Procedure for election of Mayor

3.67.1 Councillors must elect a Councillor to be the Mayor.

3.67.2 The Mayor is to be elected at the Annual Statutory Meeting, and held:

3.67.2.1 after the fourth Saturday in October but not later than 30 November in each year; or

3.67.2.2 as soon as possible after there occurs a vacancy in the office of the Mayor.

3.67.3 Any Councillor is eligible for election or re-election to the office of Mayor.

3.67.4 Until the Mayor is elected, the Chief Executive Officer will be the temporary Chairperson and Returning Officer of the meeting at which the election of Mayor is to be conducted but will have no voting rights.

3.67.5 The election of Mayor is to be in accordance with the following procedure:

3.67.5.1 The Returning Officer must invite nominations for the office of Mayor.

3.67.5.2 If there is only one nomination (which must be seconded), the candidate nominated is deemed to be elected.

3.67.5.3 If there is more than one nomination (each of which must be seconded), the Councillors present at the meeting must vote by show of hands for one of the candidates.

3.67.5.4 If a candidate receives an absolute majority of the votes, that candidate is declared to have been elected.

3.67.5.5 If no candidate receives an absolute majority of the votes, the candidate with the fewest number of votes is declared to be a defeated candidate. The Councillors present at the meeting must then vote for one of the remaining candidates by a further show of hands. This procedure shall continue until one of the candidates has an absolute majority.

3.67.5.6 In the event of two or more candidates having an equality of votes and one of them having to be declared:

3.67.5.6.1 a defeated candidate; or

3.675.6.2 duly elected

the result must be determined by lot.

3.67.5.7 If a lot is conducted, the Returning Officer has the conduct of the lot

Policy Implications

The election of the Mayor s undertaken in accordance with the Governance Rules.

Relevance to Council Plan

5.1 We practise responsible leadership

5.1.5 Champion the collective values of the community through the Councillors' governance of the shire.

Climate Emergency Consideration

There is no Climate Emergency consideration as part of this process

Consultation/Communication

No consultation is required as part of this statutory process.

Financial and Resource Implications

There are no financial or resource implication as part of this report

Conclusion

Council is required to elect a Mayor for the coming year to serve until the Annual Statutory Meeting to be held on 13 November 2023.

Resolution

The Chief Executive Officer called for nominations for the position of Mayor.

Cr Owen nominated Cr Radford for the position of Mayor, seconded by Cr Kowarzik

There being no further nominations the Chief Executive Officer declared Cr Tammy Radford elected as Mayor to serve for a period of one year, until the Annual Statutory Meeting to be held on 13 November 2023

The previous Mayor, Cr Springfield then assisted the new Mayor adorn the Mayoral Robes following which the Mayor assumed the Chair and thanked her colleagues for electing her to the role.

5.2 Election of the Deputy Mayor

Responsible GM: Debbie Tyson
Author: Doug Evans

Recommendation(s)

That Council elect a Deputy Mayor in accordance with the Cardinia Shire Council Governance Rules to serve for a period of one year, until the Annual Statutory meeting to be held on 13 November 2023.

Attachments

Nil

Executive Summary

To elect a Councillor to the position of Deputy Mayor.

Background

Under Clause 3.69 of the Governance Rules, the procedures to be followed for the Election of the Deputy Mayor are the same procedures to elect the Mayor, other than Clause 3.67.5.1 where the newly elected Mayor will call for nominations for the Office of Deputy Mayor rather than the Chief Executive Officer acting as Returning Officer.

3.67 Procedure for election of Mayor

3.67.1 Councillors must elect a Councillor to be the Mayor.

3.67.2 The Mayor is to be elected at the Annual Statutory Meeting, and held:

3.67.2.1 after the fourth Saturday in October but not later than 30 November in each year; or

3.67.2.2 as soon as possible after there occurs a vacancy in the office of the Mayor.

3.67.3 Any Councillor is eligible for election or re-election to the office of Mayor.

3.67.4 Until the Mayor is elected, the Chief Executive Officer will be the temporary Chairperson and Returning Officer of the meeting at which the election of Mayor is to be conducted but will have no voting rights.

3.67.5 The election of Mayor is to be in accordance with the following procedure:

3.67.5.1 The Returning Officer must invite nominations for the office of Mayor.

3.67.5.2 If there is only one nomination (which must be seconded), the candidate nominated is deemed to be elected.

3.67.5.3 If there is more than one nomination (each of which must be seconded), the Councillors present at the meeting must vote by show of hands for one of the candidates.

3.67.5.4 If a candidate receives an absolute majority of the votes, that candidate is declared to have been elected.

3.67.5.5 If no candidate receives an absolute majority of the votes, the candidate with the fewest number of votes is declared to be a defeated candidate. The Councillors present at the meeting must then vote for one of the remaining candidates by a further show of hands. This procedure shall continue until one of the candidates has an absolute majority.

3.67.5.6 In the event of two or more candidates having an equality of votes and one of them having to be declared:

3.67.5.6.1 a defeated candidate; or

3.67.5.6.2 duly elected

the result must be determined by lot.

3.67.5.7 If a lot is conducted, the Returning Officer has the conduct of the lot

Policy Implications

The process to elect a Deputy Mayor is set out in Councils Governance Rules.

Relevance to Council Plan

5.1 We practise responsible leadership

5.1.5 Champion the collective values of the community through the Councillors' governance of the shire.

Climate Emergency Consideration

There are no Climate Emergency considerations as part of this process

Consultation/Communication

No consultation is required for this statutory process

Financial and Resource Implications

There are no financial or resources implications as part of this report

Conclusion

Council is required to elect a Deputy Mayor to serve until the Annual Statutory Meeting to be held on 13 November 2023.

Resolution

The Mayor called for nomination for the position of Deputy Mayor

Cr Davies nominated Cr Kowarzik Seconded Cr Owen.

Cr Ross nominated Cr Ryan Seconded Cr Cameron.

The Mayor then called for a vote for the position of Deputy Mayor and declared Cr Kowarzik elected

Cr Ryan called for a division.

For: Cr Kowarzik - Crs Springfield, Owen, Kowarzik, Moore, Davies and Radford

For Cr Ryan - Crs Ross, Cameron and Ryan

5.3 Meeting dates for 2023

Responsible GM: Debbie Tyson
Author: Doug Evans

Recommendation(s)

That the following meeting timetable for 2023 be adopted with all meetings to commence at 7pm to be held in the Council Chamber, Civic Centre, Siding Avenue Officer, unless otherwise notified:

Town Planning Committee Meeting	General Council Meeting
January No Meetings	
February 6	February 20
March 6	March 20
April 3	April 17
May 1	May 15
June 5	June 19
July 3	July 17
August 7	August 21
September 4	September 18
October 2	October 16
No meeting due to Melbourne Cup Eve	November 21
Statutory Council Meeting November 13	
December 4	December 11

Attachments

Nil

Executive Summary

This report sets out the schedule of meetings for the Calendar year of 2023, and requests Councillors consider and adopt the timetable of dates for the forthcoming calendar year.

Background

Council is required to set a schedule of meetings for the forthcoming calendar year.

It is recommended that the same meeting and briefing protocol of convening a Town Planning Committee meeting on the first Monday of each month and a General Council meeting on the third Monday of each month with Briefing Sessions on Mondays be adopted for the coming year.

Policy Implications

There are no policy implications as part of this report

Relevance to Council Plan

5.1 We practise responsible leadership

5.1.5 Champion the collective values of the community through the Councillors' governance of the shire.

Climate Emergency Consideration

There are no Climate Emergency considerations as part of this report

Consultation/Communication

No consultation is required for this statutory process.

Financial and Resource Implications

There are no financial or resource impacts for Council as part of this report.

Conclusion

It is appropriate for Council to settle on a preferred Meeting and Briefing cycle for 2023 and it is recommended that the same meeting and briefing protocol previously adopted be continued.

Resolution

Moved Cr Stephanie Davies, seconded Cr Carol Ryan.

That the following meeting timetable for 2023 be adopted with all meetings to commence at 7pm to be held in the Council Chamber, Civic Centre, Siding Avenue Officer, unless otherwise notified:

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No meeting due to Melbourne Cup Eve	November 21
Statutory Council Meeting November 13	
December 4	December 11

Carried

6 Urgent Business

There was no urgent business.

7 Meeting Closure

Meeting closed at 7:19pm.

Minutes confirmed
Chairman