



Annual Meeting Agenda

**The Annual Meeting of
Bayside City Council will be held on
Thursday 1 December 2011 at 7pm
in the Council Chambers Civic Centre, Brighton
for the purpose of transacting the following business:**

Business of Meeting

1. Apologies
2. Fixing of Mayoral and Councillor Allowances for 2011/12
3. Receipt of Nominations for the Election of Mayor
4. Election of Mayor
5. Election of Deputy Mayor (Acting Mayor)
6. Appointment of Committees
7. Determining the Meeting Cycle of Council and Committee Meetings
8. Appointment of Councillor Representatives
9. Appointment of Council's Official Publications

Annual Meeting of Council

Thursday 1 December 2011
at 7pm

Agenda and Order of Proceedings

In accordance with Local Law No 1 – Meeting Procedures, the Chief Executive is Chairperson (Pro-tem).

Declarations of Interest

1. Apologies

The Chief Executive calls for apologies for non-attendance at the meeting.

2. Fixing of Allowances

2.1 Councillors Allowance

Moved Cr

Seconded Cr

That in accordance with Section 73B of the Local Government Act 1989, Council notes the annual adjustment factor applied to the Councillor allowance as gazetted on 29 September 2011, and notes the allowance is fixed at \$21,859 per annum payable by quarterly instalments in advance.

2.2 Mayoral Allowance

Moved Cr

Seconded Cr

1. That in accordance with Section 73B of the Local Government Act 1989, Council notes the annual adjustment factor applied to the Mayoral allowance as gazetted on 29 September 2011, and notes the allowance is fixed at \$67,634 per annum payable by quarterly instalments in advance.
2. That it be noted that a Mayoral vehicle is provided in accordance with the Section 4.8 of the Councillor Support, Use of Information Technology and Expenses Policy.

3. Receipt of Nominations for the Election of Mayor

The Chief Executive calls for nominations for the Office of Mayor.

Nominations received from Cr

*“That **Councillor**..... be nominated as Mayor of Bayside City Council for the 2011/12 Council Year.”*

Nomination received from Cr

*“That **Councillor** be nominated as Mayor of Bayside City Council for the 2011/12 Council Year.”*

In accordance with Local Law No 1, the Chief Executive puts the nominations to the vote.

Councillor – Number of Votes

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4. Election of Mayor

The Chief Executive declares Cr elected as Mayor of Bayside City Council for the 2011/12 Council year.

- The Chief Executive invites the Mayor to be officially robed in the Chamber (if required).
- As the Mayor stands and walks towards the Chief Executive, all Councillors stand and respond by acclamation.
- The Mayor, is escorted to the Mayoral Chair by the Chief Executive.
- The Mayor takes the Chair for the remainder of the meeting and thanks Councillors for his/her election as Mayor.
- The Mayor calls for a vote of thanks to the immediate past Mayor.

Moved Cr

Seconded Cr

That a letter of appreciation be presented to the immediate past Mayor Cr Alex del Porto in recognition of the Mayoral term of office.

Presentations

- The Mayor invites immediate former Mayor to come forward to receive a presentation.
- All parties return to their seats.

5. Appointment of Deputy Mayor (Acting Mayor)

The Mayor calls for nominations for the position of Deputy Mayor (Acting Mayor).

Nomination received from Cr

That **Cr**..... be appointed as Deputy Mayor for the 2011/12 Council year and Acting Mayor in the absence of the Mayor for the purposes of Section 73(3) of the Local Government Act, unless Council resolves otherwise.

6. Appointment of Committees

6.1 Planning Committee

Moved: Cr

Seconded: Cr

1. That the Special Committee pursuant to Section 86 of the Local Government Act 1989, called the Planning Committee, for the purpose of considering all matters relating to statutory and urban planning and associated matters, be reconstituted.
2. That the members of the Committee be all of the Councillors, and that the quorum of this Committee be a majority of the Council.
3. That the delegation to the Planning Committee of all the powers, discretions and authorities described in the Instrument of Delegation dated 13 December, 1999, be continued.
4. That except as provided in the Local Government Act 1989 and subject to any local laws and any subsequent resolution of Council, meetings of the Planning Committee shall as far as is practicable be conducted as if they were meetings of the Council.

6.2 Appointment of Planning Committee Chairperson

Moved Cr

Seconded Cr

That **Councillor** be appointed as Chair of the Planning Committee for the 2011/12 Council year.

6.3 Audit Committee

Moved Cr

Seconded Cr

1. That an Advisory Committee pursuant to Section 139 of the Local Government Act 1989 known as the Audit Committee be reconstituted.
2. The terms of reference of the Audit Committee be those set out in the Audit Committee Charter adopted by Council on 24 May 2011, or as amended from time to time;
3. That Council re-affirm the appointments of the external independent members as follows:
 - Mr John Thomson for a term expiring on 31 December 2014.
 - Mr Michael Said for a term expiring on 17 February 2015.
 - Mr AJ John Purcell for a term expiring on 30 June 2014.
4. That the meeting fee be increased by CPI to \$1,340 per meeting for external members and the meeting fee for the Chairperson be increased by CPI to \$1,700 per meeting effective from the first meeting to be held in February 2012.
5. That Council appoints Cr and Cr to the Audit Committee for the 2011/12 Council year.

7. Determining The Meeting Cycle of Council Meetings & Committee Meetings

Moved: Cr

Seconded: Cr

1. That Council adopt the following Council and Committee Meeting Cycle:

Day	Date	Meeting Type
Tuesday	17 January 2012	Council Meeting
Tuesday	24 January 2012	Planning Committee
Tuesday	31 January 2012	Councillors Briefing
Tuesday	7 February 2012	Spare Week
Tuesday	14 February 2012	Council Meeting
Tuesday	21 February 2012	Planning Committee
Thursday	23 February 2012	Councillor Workshop
Tuesday	28 February 2012	Councillor Briefing
Tuesday	6 March 2012	Spare Week
Tuesday	13 March 2012	Council Meeting
Tuesday	20 March 2012	Planning Committee
Tuesday	27 March 2012	Councillor Briefing
Tuesday	3 April 2012	Spare Week
Monday	9 April 2012	Public Holiday - Easter Monday
Tuesday	10 April 2012	Council Meeting
Thursday	12 April 2012	Councillor Workshop
Tuesday	17 April 2012	Planning Committee
Tuesday	24 April 2012	Councillor Briefing
Tuesday	1 May 2012	Spare Week
Tuesday	8 May 2012	Council Meeting
Tuesday	15 May 2012	Planning Committee
Tuesday	22 May 2012	Councillor Briefing
Tuesday	29 May 2012	Councillor Workshop
Tuesday	5 June 2012	Spare Week
Tuesday	12 June 2012	Council Meeting
Tuesday	19 June 2012	Planning Committee
Tuesday	26 June 2012	Councillor Briefing
Tuesday	3 July 2012	Councillor Workshop
Tuesday	10 July 2012	Spare Week
Tuesday	17 July 2012	Council Meeting
Tuesday	24 July 2012	Planning Committee
Tuesday	31 July 2012	Councillor Briefing
Tuesday	7 August 2012	Councillor Workshop
Tuesday	14 August 2012	Council Meeting
Tuesday	21 August 2012	Planning Committee
Tuesday	28 August 2012	Councillor Briefing

Day	Date	Meeting Type
Tuesday	4 September 2012	Spare Week
Tuesday	11 September 2012	Council Meeting
Tuesday	18 September 2012	Planning Committee
Tuesday	25 September 2012	Councillor Briefing
Tuesday	2 October 2012	Spare Week
Tuesday	9 October 2012	Council Meeting
Tuesday	16 October 2012	Planning Committee
Tuesday	23 October 2012	Council Meeting
Saturday	27 October 2012	Local Government Election
Tuesday	30 October 2012	Induction Meeting
Thursday	1 November 2012	Annual (Statutory) Meeting
Tuesday	6 November 2012	Public Holiday
Wednesday	7 November 2012	Induction Briefing
Tuesday	13 November 2012	Council Meeting
Tuesday	20 November 2012	Planning Committee
Tuesday	27 November 2012	Councillor Briefing
Tuesday	4 December 2012	Councillor Workshop
Monday	10 December 2012	Council Meeting
Tuesday	18 December 2012	Planning Committee

2. That all Council and Committee Meetings (excluding Councillor Briefings and Workshops) be held in the Council Chamber, Civic Centre, Brighton unless otherwise determined by resolution of Council or notice given by the Mayor in accordance with Local Law No: 1.; and
3. That all meetings (excluding Councillor Briefings and Workshops) commence at 7pm.

8. Appointment of Councillor representatives

8.1 Commitment 1 – Lifestage wellbeing of our people

Moved: Cr

Seconded: Cr

That Council appoints the nominated Councillor shown below as Council's representative to the Black Rock House Committee of Management.

<i>No: of Appointees Required</i>	<i>2010/11 Councillor Appointment</i>	<i>2011/12 Councillor Appointment</i>
1	Cr Norris	

8.2 Commitment 2 – Advocacy for and with our community

8.2.1 Municipal Association of Victoria (Representative)

Moved Cr

Seconded Cr

That Council appoints the following nominated Councillor as Council's representative to the Municipal Association of Victoria:

<i>No: of Appointees Required</i>	<i>2010/11 Councillor Appointment</i>	<i>2011/12 Councillor Appointment</i>
1 Representative	Cr Long (Representative)	Cr (Representative)

8.2.2 Municipal Association of Victoria (Substitute Representative)

Moved Cr

Seconded Cr

That Council appoints the following nominated Councillor as Council's substitute representative to the Municipal Association of Victoria:

<i>No: of Appointees Required</i>	<i>2010/11 Councillor Appointment</i>	<i>2011/12 Councillor Appointment</i>
1 Substitute Representative	Cr Hayes (Substitute Rep)	Cr (Representative)

8.2.3 Municipal Association of Victoria (MAV) Environment Committee

Moved Cr

Seconded Cr

That Council appoints the following nominated Councillors as Council's representatives to the MAV Environment Committee:

<i>No: of Appointees Required</i>	<i>2010/11 Councillor Appointment</i>	<i>2011/12 Councillor Appointment</i>
1 Representative and 1 Substitute Representative	Cr Hayes (Representative)	Cr (Representative)
	Cr Norris (Substitute Rep)	Cr (Substitute Rep)

8.2.4 Metropolitan Transport Forum

Moved Cr

Seconded Cr

That Council appoints the following nominated Councillors as Council's representatives to the Metropolitan Transport Forum:

<i>No: of Appointees Required</i>	<i>2010/11 Councillor Appointment</i>	<i>2011/12 Councillor Appointment</i>	
1 Representative and 1 Substitute Representative	Cr Russell (Representative)	Cr	(Representative)
	Director Infrastructure Services (Substitute Rep)	Cr	(Substitute Rep)

8.2.5 Metropolitan Waste Management Forum

Moved Cr

Seconded Cr

That Council appoints the following nominated Councillors as Council's representatives to the Metropolitan Waste Management Forum:

<i>No: of Appointees Required</i>	<i>2010/11 Councillor Appointment</i>	<i>2011/12 Councillor Appointment</i>	
1 Representative and 1 Substitute Representative	Cr Long (Representative)	Cr	(Representative)
	Director City Strategy (Substitute Rep)	Cr	(Substitute Rep)

8.2.6 Victorian Local Governance Association

Moved Cr

Seconded Cr

That Council appoints the following nominated Councillors as Council's representatives to the Victorian Local Governance Association:

<i>No: of Appointees Required</i>	<i>2010/11 Councillor Appointment</i>	<i>2011/12 Councillor Appointment</i>	
1 Representative and 1 Substitute Rep	Cr Norris (Representative)	Cr	(Representative)
	Cr Frederico (Substitute)	Cr	(Substitute)

8.2.7 Association of Bayside Municipalities

Moved Cr

Seconded Cr

That Council appoints the following nominated Councillors as Council's representatives to the Association of Bayside Municipalities:

No: of Appointees Required	2010/11 Councillor Appointment	2011/12 Councillor Appointment	
1 rep	Cr Norris (Representative)	Cr	(Representative)
1 sub rep	Cr Hayes (Substitute Rep)	Cr	(Substitute Rep)

8.2.8 Inner South Metropolitan Mayor's Forum

Moved Cr

Seconded Cr

That Council appoints the following nominated Councillor as Council's representative to the Inner South Metropolitan Mayors' Forum:

No: of Appointees required	2011/12 Councillor Appointment
1	The Mayor of the Day

8.3 Commitment 3 – Managing our built environment

8.3.1. Bayside Tourism Network

Moved: Cr

Seconded: Cr

That Council appoints the nominated Councillor shown below as Council's representatives to the Bayside Tourism Network:

<i>No: of Appointees Required</i>	<i>2010/11 Councillor Appointment</i>	<i>2011/12 Councillor Appointment</i>
1	Cr Frederico	

8.3.2 Bayside Business Network and Economic Development Annual Summit

Moved: Cr

Seconded: Cr

That Council appoints the nominated Councillor shown below as Council's representative to the Bayside Business Network and Economic Development Annual Summit:

<i>No: of Appointees Required</i>	<i>2010/11 Councillor Appointment</i>	<i>2011/12 Councillor Appointment</i>
1	Cr Cooper-Shaw	

8.3.3 Built Environment Awards Committee

Moved: Cr

Seconded: Cr

That Council appoints the nominated Councillors shown below as Council's representatives to the Built Environment Awards Committee:

<i>No: of Appointees Required</i>	<i>2010/11 Councillor Appointment</i>	<i>2011/12 Councillor Appointment</i>
2	Cr Cooper-Shaw Cr Long	

8.4 Commitment 4 – Natural environment, open space and biodiversity

8.4.1. Open Space Steering Committee

Moved: Cr

Seconded: Cr

That Council appoints the nominated Councillors shown below as Council's representatives to the Open Space Steering Committee:

<i>No: of Appointees Required</i>	<i>2010/11 Councillor Appointment</i>	<i>2011/12 Councillor Appointment</i>
3. (one Councillor from each Ward)	Cr Hayes (Northern Ward) Cr Frederico (Central Ward) Cr Norris (Southern Ward)	Cr Cr Cr

8.5 Commitment 5 – Community engagement and having real conversations

8.5.1. Communications Committee

Moved Cr

Seconded Cr

That Council appoints the nominated Councillors shown below as Council's representatives to the Communications Committee:

No: of Appointees Required	2010/2011 Councillor Appointment	2011/2012 Councillor Appointment
2	The Mayor Cr Frederico	

8.5.2. Bayside Community Engagement Forums

Moved Cr

Seconded Cr

That in accordance with Council resolution 10.6 of 2 August 2011, Council notes and re-confirms the following Councillor representatives to the Community Engagement Forums until the remainder of the current Council term:

Community Engagement Forum	Councillor Appointment
Arts and Culture Community Engagement Forum	Cr Alex del Porto
Environment Community Engagement Forum	Cr Clifford Hayes
Recreation and Open Space Community Engagement Forum	Cr Michael Norris Cr Felicity Frederico (substitute representative)

8.6 Commitment 6 – Stewardship, governance and leadership

8.6.1. Bayside Sister Cities Association

Moved: Cr

Seconded: Cr

That Council appoints the nominated Councillor shown below as Council's representatives to the Sister Cities Association:

No: of Appointees Required	2010/11 Councillor Appointment	2011/12 Councillor Appointment
1	The Mayor of the Day	The Mayor of the Day

9. Appointment of Council's Official Publications

Moved: Cr

Seconded: Cr

1. That Council, pursuant to Section 3 of the *Local Government Act 1989*, nominates:
 - 1.1 the "Bayside Leader" newspaper as the newspaper generally circulating in the City of Bayside for the purpose of the publication of statutory public notices under Sections 189 and 190 of the Local Government Act 1989 (Sales and Leases) as a minimum; and
 - 1.2 "The Age" newspaper as the newspaper generally circulating in the City of Bayside for the purpose of the publication of statutory public notices under Section 186 of the Local Government Act 1989 (Tenders & Expressions of Interest) as a minimum, and all other statutory public notices.
2. That in addition to the official statutory public notices being placed in the Age newspaper, a notice also be placed in the Bayside Leader for information purposes.
3. That in addition, all of Council's statutory public notices be published on the Bayside City Council website.