



Ararat Rural City

# MINUTES

## STATUTORY MEETING

**Tuesday 08 November 2022**

Held in the Council Chambers, Shire Offices  
(Livestreamed)

Commenced at 6.01pm

Council:

Cr Jo Armstrong (Mayor)

Cr Gwenda Allgood

Cr Rob Armstrong

Cr Peter Beales

Cr Henry Burridge

Cr Bob Sanders

Cr Bill Waterston

**A recording of this meeting is being made for the purpose of verifying the accuracy of the minutes of the Council Meeting.**

**The recording is being streamed live via Facebook, to improve transparency between council and the community and give more people the opportunity to view what decisions are being made. You do not require a Facebook account to watch the live broadcast, simply enter [www.facebook.com/aratruralitycouncil](http://www.facebook.com/aratruralitycouncil) into your address bar.**

**Recordings of Council Meetings (excluding closed sessions) are made available on Council's website.**

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**PRESENT:**

Cr Jo Armstrong (Mayor), Cr Gwenda Allgood, Cr Rob Armstrong, Cr Henry Burridge, Cr Bob Sanders, Cr Bill Waterston, Mr Tim Harrison, Chief Executive Officer, Chandra Willmott, Governance & Risk Lead, and Josie Frawley, Executive Assistant.

The Chief Executive Officer, Dr Tim Harrison will open the meeting.

**SECTION 1 – PROCEDURAL MATTERS**

**1.1 LIVE STREAMING**

Council is keen to engage with members of the community and live streams the formal Council Meetings to make them accessible. The stream is available to view on Council’s Facebook page from 6pm and on Council’s website following the Council Meeting.

**1.2 TRADITIONAL ACKNOWLEDGEMENT/OPENING PRAYER/COUNCILLORS PLEDGE**

***Traditional acknowledgement- CR WATERSTON***

We acknowledge the traditional owners of the land on which we meet today, and pay our respects to their elders, past, present and emerging.

***Opening Prayer- CR ALLGOOD***

Almighty God, we humbly ask you to help us, as elected Councillors of the Ararat Rural City Council. Guide our deliberations. Prosper what is your will for us, to your honour and glory and for the welfare and benefit of the people whom we serve in the Ararat Rural City.

***Councillors Pledge- CR WATERSTON***

We will faithfully and impartially carry out and exercise the functions, powers, authorities and discretions invested in us under the *Local Government Act 2020* and any other Act to the best of our skill and judgement.

**1.3 APOLOGIES**

*RECOMMENDATION (if required)*

*That the apology of Cr be accepted.*

**MOVED CR BURRIDGE  
SECONDED CR WATERSTON**

**That the apology of Cr Beales be accepted.**

**CARRIED 4740/22**

## ITEM 2 – ELECTION OF MAYOR

**RESPONSIBLE OFFICER:** CHIEF EXECUTIVE OFFICER  
**DEPARTMENT:** CEO'S OFFICE  
**REFERENCE:** 7205

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The process of election of the Mayor will take place in accordance with the section 25 of the Local Government Act 2020 and Chapter 2 – Part B of Council's Governance Rules. The Governance Rules state that any nominations for the office of Mayor must be, in writing in the form prescribed by the Chief Executive Officer and seconded by a Councillor.

Nominations were invited for the position of Mayor on 2 November 2022 and are to be returned to the Chief Executive Officer by 5:00pm Monday 7 November 2022.

In accordance with section 26(3) of the Local Government Act 2020, before a Mayor is elected, the Council must determine by resolution whether the Mayor is to be elected for a 1 year or a 2 year term.

The Mayor must be elected by an absolute majority of the Councillors to be declared.

### 2.1 MAYORAL TERM

#### RECOMMENDATION

*That Council adopt a Mayoral Term of 1 year.*

**MOVED CR SANDERS  
SECONDED CR J ARMSTRONG**

**That Council adopt a Mayoral Term of 1 year.**

**CARRIED 4728/22**

### 2.2 ELECTION OF MAYOR

#### RECOMMENDATION

*That Council elect Cr \_\_\_\_\_ as Mayor.*

**MOVED CR SANDERS  
SECONDED CR WATERSTON**

**That Council elect Cr Jo Armstrong as Mayor.**

**CARRIED 4729/22**

### ITEM 3 – ELECTION OF DEPUTY MAYOR

**RESPONSIBLE OFFICER:** CHIEF EXECUTIVE OFFICER  
**DEPARTMENT:** CEO'S OFFICE  
**REFERENCE:** 7206

The process of election of the Deputy Mayor will take place in accordance with the section 27 of the Local Government Act 2020 and Chapter 2 – Part B of Council's Governance Rules. The Governance Rules state that any nominations for the office of Deputy Mayor must be, in writing in the form prescribed by the Chief Executive Officer and seconded by a Councillor.

Nominations were invited for the position of Mayor on 2 November 2022 and are to be returned to the Chief Executive Officer by 5:00pm Monday 7 November 2022.

In accordance with section 26(3) of the Local Government Act 2020, before a Deputy Mayor is elected, the Council must determine by resolution whether the Deputy Mayor is to be elected for a 1 year or a 2-year term.

The Deputy Mayor must be elected by an absolute majority of the Councillors to be declared.

#### 3.1 DEPUTY MAYORAL TERM

##### RECOMMENDATION

*That Council adopt a Deputy Mayoral Term of 1 year.*

**MOVED CR BURRIDGE  
SECONDED CR R ARMSTRONG**

**That Council adopt a Deputy Mayoral Term of 1 year.**

**CARRIED 4730/22**

#### 3.2 ELECTION OF DEPUTY MAYOR

##### RECOMMENDATION

*That Council elect Cr \_\_\_\_\_ as Deputy Mayor.*

**MOVED CR J ARMSTRONG  
SECONDED CR R ARMSTRONG**

**That Council elect Cr Bob Sanders as Deputy Mayor.**

**CARRIED 4731/22**

## SECTION 4 – REPORTS REQUIRING COUNCIL DECISION

### 4.1 APPOINTMENT OF COUNCIL DELEGATES TO COMMITTEES/ORGANISATIONS

RESPONSIBLE OFFICER: CHIEF EXECUTIVE OFFICER  
DEPARTMENT: CEO'S OFFICE  
REFERENCE: 7207

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#### EXECUTIVE SUMMARY

This report provides clarity on Council representation on the various Council Committees and external bodies that Council will be represented for 2022/2023.

#### DISCUSSION

Council is represented on a range of committees, which are convened by external bodies and on various internal committees.

It is important to have a consistent representation on these Committees and Organisations during the Council term.

#### KEY CONSIDERATIONS

##### *Alignment to Council Plan Strategic Objectives*

6 Strong and effective governance

##### *Budget Implications*

Costs for Councillors attending (travel expenses) are included in the current budget allocations.

##### *Policy/Relevant Law*

Council is required to have delegates on various bodies and committees, this report will outline those delegations.

##### *Sustainability Implications*

Economic, social and environment matters were taken into account when preparing this report.

##### *Risk Assessment*

A definitive list will clarify who is the Council appointed representatives/s to any particular body or Committee.

##### *Innovation and Continuous Improvement*

Representation on these Committees and Organisation will ensure that Council is kept up to date with relevant legislative and sector changes.

##### *Stakeholder Collaboration and Community Engagement*

Councillors and Chief Executive Officer will discuss the proposed Councillor Delegates on Committees and Organisations.

**RECOMMENDATION**

That Council determine the appointment of Council Delegates to Committees and Organisations for the Council term 2022/2023 as listed below:

<i>Committee or Organisation with Council Representation</i>	<i>Basis of Representation</i>	<i>Council Delegate</i>
<i>National/State/Regional Bodies</i>		
<i>Municipal Association of Victoria</i>	<i>One Councillor</i>	<i>Mayor Deputy Mayor (Sub)</i>
<i>Central Highlands Councils Victoria (Mayor and CEO's Forum)</i>	<i>Mayor</i>	<i>Mayor</i>
<i>Western Highway Action Committee</i>	<i>One Councillor</i>	
<i>Council Committees</i>		
<i>Audit Committee</i>	<i>Two Councillors</i>	
<i>CEO Employment and Recruitment Advisory Committee</i>	<i>Mayor, Deputy Mayor and One Councillor</i>	

**MOVED CR SANDERS  
 SECONDED CR WATERSTON**

That Council determine the appointment of Council Delegates to Committees and Organisations for the Council term 2022/2023 as listed below:

<b>Committee or Organisation with Council Representation</b>	<b>Basis of Representation</b>	<b>Council Delegate</b>
<i>National/State/Regional Bodies</i>		
<b>Municipal Association of Victoria</b>	<b>One Councillor</b>	<b>Mayor Deputy Mayor (Sub)</b>
<b>Central Highlands Councils Victoria (Mayor and CEO's Forum)</b>	<b>Mayor</b>	<b>Mayor</b>
<b>Western Highway Action Committee</b>	<b>One Councillor</b>	<b>CR J ARMSTRONG</b>
<i>Council Committees</i>		
<b>Audit Committee</b>	<b>Two Councillors</b>	<b>CR J ARMSTRONG &amp; CR BURRIDGE</b>
<b>CEO Employment and Recruitment Advisory Committee</b>	<b>Mayor, Deputy Mayor and One Councillor</b>	<b>CR J ARMSTRONG, CR SANDERS &amp; CR BEALES</b>

**CARRIED 4732/22**



#### 4.2 FIXING OF MEETING DATES 2022/2023

**RESPONSIBLE OFFICER:** CHIEF EXECUTIVE OFFICER  
**DEPARTMENT:** CEO'S OFFICE  
**REFERENCE:** 7209

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#### **EXECUTIVE SUMMARY**

The purpose of this report is to set Council Meeting dates for 2022/2023 Council term.

It is proposed to keep the scheduling of future Council meetings to the last Tuesday of each month.

This report outlines the proposed dates for the ensuing 12 months and is presented to Council for consideration.

#### **DISCUSSION**

The proposed Council Meetings dates outlined in the recommendation are to be considered for the ensuing twelve months.

Further proposed changes to the schedule are as follows:

- There will be no December Council Meeting

#### **KEY CONSIDERATIONS**

##### ***Alignment to Council Plan Strategic Objectives***

The report supports the strategic objective of the Council Plan 2021-2025:

6 Strong and effective governance

##### ***Budget Implications***

Advertising of Council Meeting dates is allocated in the Annual Budget 2022/2023.

##### ***Policy/Relevant Law***

Schedule set for Council Meetings, meetings advertised and placed on Council website as required under the Governance Rules.

##### ***Risk Assessment***

None identified.

##### ***Stakeholder Collaboration and Community Engagement***

The Chief Executive Officer briefed Council on proposed Council Meeting dates.

Following adoption of this report an advertisement will be placed in a local newspaper and on Council's website advising the community of the Council Meeting schedule for 2022/2023.

**RECOMMENDATION**

*That Council:*

- 1 *Adopts the Council Meeting dates for 2022/2023 as follows:*
  - 6.00pm - Tuesday 29 November 2022;
  - 6.00pm - Tuesday 31 January 2023;
  - 6.00pm - Tuesday 28 February 2023;
  - 6.00pm - Tuesday 28 March 2023;
  - 6.00pm - Tuesday 25 April 2023;
  - 6.00pm - Tuesday 30 May 2023;
  - 6.00pm - Tuesday 27 June 2023;
  - 6.00pm - Tuesday 25 July 2023;
  - 6.00pm - Tuesday 29 August 2023;
  - 6.00pm - Tuesday 26 September 2023;
  - 6.00pm - Tuesday 31 October 2023;
  - 6.00pm - Tuesday 7 November 2022 (Statutory Meeting); and
- 2 *Advertises the dates and times of the Council Meeting dates for 2022/2023 in a local newspaper and on Council's website.*

**MOVED CR BURRIDGE  
SECONDED CR SANDERS**

*That Council:*

- 1 *Adopts the Council Meeting dates for 2022/2023 as follows:*
  - 6.00pm - Tuesday 29 November 2022;
  - 6.00pm - Tuesday 31 January 2023;
  - 6.00pm - Tuesday 28 February 2023;
  - 6.00pm - Tuesday 28 March 2023;
  - 6.00pm - Tuesday 25 April 2023;
  - 6.00pm - Tuesday 30 May 2023;
  - 6.00pm - Tuesday 27 June 2023;
  - 6.00pm - Tuesday 25 July 2023;
  - 6.00pm - Tuesday 29 August 2023;
  - 6.00pm - Tuesday 26 September 2023;
  - 6.00pm - Tuesday 31 October 2023;
  - 6.00pm - Tuesday 7 November 2022 (Statutory Meeting); and
- 2 *Advertises the dates and times of the Council Meeting dates for 2022/2023 in a local newspaper and on Council's website.*

**CARRIED 4733/22**

**ITEM 5 - CLOSURE OF MEETING**

I HEREBY CERTIFY THAT PAGES 6176 TO 6184 ARE CONFIRMED AND ARE A TRUE AND CORRECT RECORD.

**MAYOR – CR JO ARMSTRONG**

**Meeting closed at 6:12 pm.**