

► GOVERNANCE RULES REVIEW 2022
SUMMARY OF PROPOSED CHANGES

CHANGE PROPOSED	RATIONALE
That Council continue to have the option to meet virtually, and councillors continue to have the option to attend virtually for in-person meetings	This will allow council meetings to continue as they have for the most of 2022, and allow greater flexibility for Councillors to attend virtually as required. This approach will reduce absenteeism when a councillor is unable to attend in person, and provide a modern, flexible working approach for councillors.
That those submitting public questions may: <ul style="list-style-type: none">- Read their questions themselves, virtually or in person, if they wish.- Request that the Mayor read their question on their behalf.	This will allow council meetings to continue as they have for the most of 2022, and allow the community greater flexibility in how they would like to engage with the public participation time process. It will also allow community member who aren't able to attend the meeting to ask a question and receive a response.
That the CEO or the Mayor to be able to disallow questions in line with Governance Rules.	This administrative change will allow the CEO to assess questions against the Governance Rules and provide more time for officers to communicate with questioner before the meeting commences. The guidelines for what questions may be accepted have not changed.
That those requesting to address Council may: <ul style="list-style-type: none">- Address in person or virtually for in person Council Meetings.	This will allow council meetings to continue as they have for the most of 2022, and allow the community greater flexibility in how they would like to engage with the public participation time process, depending on the format of the meeting.

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- Address virtually only for virtual meetings.

That the deadline for the submission of petitions be aligned with the public participation deadline of 10am the day before the meeting

This administrative change will allow officers time to assess petitions and prepare advice to councillors so that petitions may be considered appropriately at the subsequent council meeting.

That requirements for petitions be amended so that those signing no longer need to provide a full home address, and some electronic petitions may be accepted

This change is aimed at addressing privacy concerns with requiring people to include their home address, and to modernise the petition process to make it simpler for community members. Research is underway to determine what electronic petition platforms will be accepted, based on their terms and conditions, and what data each captures and makes available.

That the deadline for Councillors to submit a Notice of Motion be made clearer

At present the deadline is based on the distribution of the agenda, which is a movable time, this administrative change sets the deadline to a fixed point – the council meeting - for greater clarity.

That Councillors will be required to submit their written report before the Council Meeting, so that it may be included in the agenda

This change is aimed at promoting greater awareness and transparency for Councillor reports and activities by including Councillor reports in the agenda for the Council Meeting, rather than only including them in the minutes.

That the provisions for the foreshadowing of motions

At any time during debate a Councillor may foreshadow a motion so as to inform *Council of*

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be amended to note that a subsequent motion can still be put even when it has not been foreshadowed

their intention to move a motion at a later stage in the meeting.

This change simply clarifies that foreshadowing is *not required* and If a motion lapses or is defeated, the Chair may still call for a new motion before moving to the next item, even when none has been foreshadowed.

That the minutes will include:

- A timestamp of the council meeting recording to enable the community to readily watch the debate for that item
- How each councillor voted against each motion.

This change will make it easier for the community to access and view the debate for a particular item heard at a council meeting. Recording the voting outcome of each motion will provide greater transparency in how decision are made and the views of individual councillors. Councillors will still have the option to call for a division.

That applicants and objectors be invited to address Councillors at a Councillor Briefing for those applications requiring a Council Decision, and current provisions for planning applicants and objectors to address Council Meeting be removed.

This change will allow the views and concerns of applicants and objectors to planning applications to be determined by Council to be heard by Councillors much earlier in the decision process, enabling Councillors the opportunity to receive and consider all relevant planning information well prior to a report being presented to a Council Meeting.

This approach would also allow those who are not comfortable addressing council in the public, formal meeting setting to comfortably participate in the process.

This approach is common practice at other Council's across Victoria.

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There will be no change for applications that are decided under officer delegation.

That binary language throughout the rules be amended in line with Council's Gender Equity Action Plan

Currently, the Rules include references to Mr/Ms/Sir/Madam. This change will modernise the rule and ensure they are inclusive, inline with Council Gender Equity Action Plan.

That minor amendments as proposed by Council's lawyers be incorporated, including:

This changes are recommended by Council's lawyers and ensure that the Rules are current and compliant.

- Updated requirements regarding the recording of conflicts of interest,
- make it clear that the Mayor can only be elected with an absolute majority of votes,
- the repeal of certain provisions in the Local Government Act 1989

That the provisions relating to the common seal from Local Law no. 1 be incorporated

The only provision of Local Law no. 1 still in effect is the provision governing the use of the Common Seal. Incorporating this into the Rules will remove confusion associated with both documents still being in effect, and allow the Local Law no. 1 to be revoked.