

**ORDINARY MEETING OF COUNCIL
29 JANUARY 2008**

ORDER OF THE DAY

ORDER 2	APPOINTMENT OF COUNCILLORS TO INTERNAL AND EXTERNAL COMMITTEES AND BODIES
LOCATION/ADDRESS:	N/A
RESPONSIBLE EXECUTIVE DIRECTOR:	SALLY CALDER, EXECUTIVE DIRECTOR ORGANISATION SYSTEMS & SUPPORT
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FILE NO.:	18/04/12
ATTACHMENTS:	NIL.

1. EXECUTIVE SUMMARY

- 1.1. Council is required to appoint Councillors to internal and external committees and bodies for the coming twelve months (2008).
- 1.2. Attachment 1 provides proposed Councillor appointments to the various internal and external committees and bodies.

2. BACKGROUND AND CONTEXT

- 2.1. Council annually appoints Councillors to positions on special committee, advisory committees, internal groups and external bodies.
- 2.2. These appointments are for a calendar year (2008) and are made after the election of the Mayor and Deputy Mayor each year in December.
- 2.3. Attachment 1 outlines the various committees and bodies that Councillors were appointed to in 2007, the proposed Councillor appointee for 2008, as well as, in some cases what the terms of reference require regarding Councillor representation for each committee.
- 2.4. Councillors are aware that being a representative on a committee is a considerable commitment and means taking a strong and active interest in the committee. It may not necessarily mean attendance at every meeting.

3. RECOMMENDED OPTION

3.1. Recommendation

That Council make the appointment of Councillors to the internal and external committees and bodies as proposed in Attachment 1.

3.2. Sustainability assessment

Councillors have committed to the following principles through their representation on internal and external committees:

Social Pillar	create the conditions for people to come together and for community leadership to flourish
Economic Pillar	have the future in mind in all decision-making
Environmental Pillar	minimize the impact on our environment in every action undertaken
Cultural Pillar	actively support an inclusive city

3.3. Policy and legislative implications

The terms of reference adopted by Council with respect to internal special committees and advisory committees determine the membership of the respective committees. If Council did not want to appoint a Councillor representative to any particular internal committee they could decline to do so and at some later point amend the terms of reference.

Appointments to external committees and bodies is at the discretion of the Council, however, there is a possibility that Council would lose a significant voice in an important forum, for example, the MAV, the VLGA, Metropolitan Transport Forum, etc., if it were not represented.

3.4. Resource implications

Appointment of Councillors to committees has minor impact on budget resources and has been factored into Council's current budget structure, however, it is acknowledged that there is a considerable time commitment from Councillors to be involved in and to attend the meetings of such committees.

4. ALTERNATIVE OPTIONS

- 4.1. Council is able to determine different appointments to those proposed in the Attachment.

5. PARTICIPATION AND ENGAGEMENT

5.1. Internal

5.1.1. Councillors have had the opportunity to discuss the appointment to committees at a briefing session.

5.1.2. Councillors recognise that:

- All Councillors are to be involved in discussion on policy formulation and the approach to major strategic issues;
- Council should make more active use of the standing item on the Council agenda to report back to other Councillors on respective committee activities; and
- Being the nominated Councillor for a committee does not necessarily equate to attending every meeting of that committee. Rather it means taking a strong and active interest in the committee and being informed and involved in its activities through minutes, briefings, etc.

5.2. External

5.2.1. There has been no indication from external committees and bodies that they do not want ongoing Councillor representation.

6. IMPLEMENTATION

6.1. Council staff will:

6.1.1. Advise the relevant committee/body that they are associated with of the appointment of the selected Councillor;

6.1.2. Ensure that the respective Councillor's calendar (via the Mayor and CEO's office staff) is updated with the appropriate meeting dates; and

6.1.3. Advise the MAV and the VLGA of the respective appointments.

7. COMMUNICATION

7.1. Relevant Council staff will advise the respective committees of the appropriate Councillor appointment.

8. RECOMMENDATION

8.1. That the Council resolve to make the appointment of Councillors to the internal and external committees and bodies for 2008 as proposed below:

1. CITY OF PORT PHILLIP - SPECIAL COMMITTEES OF COUNCILLORS

COMMITTEE	MEMBERSHIP	Proposed Chair
Strategy and Policy Review Committee	All Councillors	Mayor
Statutory Planning Committee	All Councillors	Cr Klepner, noting that the Mayor will chair the meeting on 7 February 2008.

2. OTHER CITY OF PORT PHILLIP COMMITTEES - GOVERNANCE AND COMPLIANCE

COMMITTEE	Current Cr appointee	Proposed Cr appointee	Notes
Audit Committee	Mayor	Mayor	Advises Council on financial reporting, internal controls, risk management and compliance. TOR requires Mayor as appointee.
Human Resources Committee	Mayor, Deputy Mayor	Mayor, Deputy Mayor	Discusses internal high-level human resources matters.
Inner Melbourne Action Plan	Mayor	Mayor	TOR requires the Mayor to be appointee.
Neighbourhood Programs Committee	Mayor, Deputy Mayor	Mayor, Deputy Mayor	Has the discretion to make minor donations and grants to individuals, organisations or community groups. TOR requires Mayor and Deputy Mayor as council appointees.
South Melbourne Market Management Committee	Cr Logan, Cr Klepner	Cr Logan, Cr Klepner	Special committee with delegated powers established under Local Government Act s 86; manages South Melbourne Market. TOR requires a minimum of 1 and a maximum of 4 councillors.

COMMITTEE	Current Cr appointee	Proposed Cr appointee	Notes
St Kilda's Edge Committee	Mayor, Cr Gross, Cr Sait	Mayor, Cr Gross, Cr Sait	Special committee established under s.86 of the Local Government Act, with delegated powers; facilitates delivery of the St Kilda's Edge project as set out in the Urban Design Framework. TOR requires up to 3 councillors as appointees.

3. OTHER CITY OF PORT PHILLIP COMMITTEES - POLICY AND PLANNING

3.1 Policy & Planning - Advisory Committees

COMMITTEE	Current Cr appointee	Proposed Cr appointee	Notes
Arts Advisory Committee	Cr Sait	Cr Sait	Advises Council on arts policy and the implementation of the Arts Plan from an expert/community perspective. Under review as part of work on Creative Futures Strategy. TOR requires 1 councillor as appointee.
Indigenous Forum	Mayor	Mayor	Discusses Indigenous issues, advises officers and Council on Indigenous policy. TOR requires Mayor as appointee.
Multicultural Forum	Cr Klepner	Cr Klepner	Acts as resource for multicultural representatives, ensures effective communication between Council & community. TOR requires 1 councillor as appointee.
Older Persons Consultative Committee	Cr Cribbes	Cr Cribbes (Cr Klepner reserve)	Advice and advocacy about wellbeing issues affecting older people and policies, plans & services impacting on older people. TOR requires 1 councillor as appointee.

AGENDA - ORDINARY MEETING OF COUNCIL - 29 JANUARY 2008

COMMITTEE	Current Cr appointee	Proposed Cr appointee	Notes
Sustainable Environment Forum	Cr Bolitho Cr Logan	Cr Logan (Cr Klepner reserve)	Forum for community consultation and action in line with Sustainable Environment Strategy. Appoint one or two councillors.
Urban History Consultative Committee	Cr Logan (Cr Bolitho reserve)	Cr Bolitho (Cr Logan reserve)	Advises on local history and heritage services, particularly Urban History Centre. TOR requires 1 councillor as appointee
Young Persons Forum	Cr Klepner		No longer a formal Advisory Committee however a councillor is to be nominated for young people forum events should they be held.

3.2 Policy & Planning - Taskforces and Working Groups

COMMITTEE	Current Cr appointee	Proposed Cr appointee	Notes
Civic Projects and Citizens of the Year Panel	Cr Logan	Cr Bolitho	Convenes annually to recommend awards
Community Grants Assessment Panel	Cr Klepner, Cr Cribbes	Cr Logan Cr Bolitho	Assesses community grant applications received according to selection criteria, makes recommendation to Council. TOR requires 2 councillor appointees.
External Relations Taskforce	Mayor, Deputy Mayor	Mayor, Deputy Mayor	Develops strategy to influence government and stakeholders to realise high priority Council projects
Healthy & Safer Cities Alliance	Cr Klepner	Cr Klepner	includes range of agencies, supports implementation of Healthy & Safer Cities Plan, also serves as local priority policing committee
Friends of Suai Community Taskforce	Cr Sait	Cr Sait	Promotes Friends of Suai program across City of Port Phillip, and promotes community links with Suai. TOR requires 1 councillor appointee.

COMMITTEE	Current Cr appointee	Proposed Cr appointee	Notes
South Melbourne Town Hall Redevelopment Community Reference Panel	Cr Logan, Cr Klepner	Cr Logan, Cr Klepner	Short-term group; deals with redevelopment of South Melbourne Town Hall

4. COUNCIL-APPOINTED REPRESENTATIVES TO EXTERNAL BODIES

BODY	Current Cr appointee	Proposed Cr appointee	Notes
Association of Bayside Municipalities	Cr Bolitho	Cr Bolitho	Group of the 10 councils with coastal frontage to Port Phillip Bay. Any councillor can be appointed.
Drugs Round Table	Cr Klepner	Cr Klepner	includes representatives from various agencies and services
Inner Melbourne Community Road Safety Council	Cr Sait	Cr Sait	Addresses road safety programs in Yarra, Melbourne, Port Phillip areas.
Inner South Metropolitan Mayors Forum	Mayor	Mayor	Forum for inner south councils.
Melbourne Sports and Aquatic Centre Advisory Committee	Cr Logan Cr Klepner	Cr Logan Cr Klepner	Provides advice and meets with MSAC
Strategic Environment Action Group	Cr Bolitho, Cr Logan	Cr Bolitho	Forum for councils of greater metropolitan Melbourne to promote action, advocacy, analysis and policy development on environmental issues.
Metropolitan Transport Forum	Cr Cribbes (Cr Gross reserve)	Cr Bolitho (Cr Gross reserve)	Advocates effective, efficient and equitable transport in metropolitan Melbourne
MAV Melbourne 2030 Reference Group	Cr Bolitho (Cr Ray reserve)	Cr Bolitho (Cr Ray reserve)	One councillor to be appointed.
Municipal Association of Victoria	Cr Gross (Cr Cribbes sub & additional)	Cr Cribbes	One representative to be appointed to attend MAV state council on behalf of CoPP.

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BODY	Current Cr appointee	Proposed Cr appointee	Notes
Port Environs Stakeholder Forum	Cr Bolitho	Cr Bolitho	Forum established by state Govt to provide advice on environs planning around the Port of Melbourne. A councillor to be appointed. Note: this group has not met since 2006.
Port Phillip Housing Association Ltd – Board of Directors	Cr Ray	Cr Ray	Trustee company to fund, develop, own and manage community housing under the Port Phillip Housing Trust
Victorian Local Governance Association	Cr Klepner (Cr Ray reserve)	Cr Klepner (Cr Ray reserve)	One representative to be appointed.
Metropolitan Waste Management Group	Cr Gross	Cr Gross	One representative to be appointed.