

# COUNCIL MEETING

## MINUTES



(Open to the public)

**Monday 20 November 2023**

Council Chamber, 8 Inglesby Road, Camberwell.

**Commencement** 6.30pm

**Attendance**

Councillor Lisa Hollingsworth (Mayor)  
Councillor Jim Parke  
Councillor Felicity Sinfield  
Councillor Victor Franco  
Councillor Wes Gault  
Councillor Di Gillies  
Councillor Jane Addis  
Councillor Cynthia Watson  
Councillor Susan Biggar  
Councillor Garry Thompson  
Councillor Nick Stavrou

**Apologies** Nil

**Officers**

Phillip Storer	Chief Executive Officer
Daniel Freer	Director Places and Spaces
Kate McCaughey	Director Community Support
Scott Walker	Director Urban Living
Mans Bassi	Director Customer and Transformation
Amy Montalti	Chief Financial Officer
Kirstin Ritchie	Acting Manager Governance and Legal
Elizabeth Manou	Senior Governance and Integrity Officer

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*The outgoing Mayor, Councillor Sinfield, assumed the position of Chair and opened the meeting at 6.30pm.*

*Councillor Sinfield vacated the Chair and joined her Councillor colleagues at 6.32pm.*

*The Chief Executive Officer assumed the position of Chair in accordance with section 25 of the Local Government Act 2020 at 6.32pm.*

## **1. Apologies**

Nil

## **2. Declaration of conflicts of interest of any councillor or council officer**

No conflicts of interest were declared by any councillors or council officer.

Under section 129(g) of the *Local Government Act 2020* and the *Local Government (Governance and Integrity) Regulations 2020* the nomination of a Councillor for election to the office of Mayor or Deputy Mayor are prescribed to be exempt from conflict-of-interest requirements.

## **3. Mayoral Term**

In accordance with section 26(3) of the *Local Government Act 2020*, Council must determine by resolution whether the Mayor and Deputy Mayor are to be elected for a one-year or two-year term.

## **MOTION**

**Moved Councillor Addis**

**Seconded Councillor Biggar**

**That Council determine the Mayor and Deputy Mayor be elected for a one-year term.**

## **CARRIED**

## **4. Election of Mayor for 2023-2024**

The Mayor must be elected by an absolute majority of the Councillors. If an absolute majority of the Councillors cannot be obtained at the meeting, the Council may resolve to conduct a new election at a later time and date.

The role of the Mayor is to:

- chair Council meetings; and
- be the principal spokesperson for the Council; and
- lead engagement with the municipal community on the development of the Council Plan;
- report to the municipal community, at least once each year, on the implementation of the Council Plan; and

- promote behaviours among Councillors that meets the standards of conduct set out in the Councillor Code of Conduct; and
- assist Councillors to understand their role; and
- take a leadership role in ensuring the regular review of the performance of the CEO; and
- provide advice to the CEO when the CEO is setting the agenda for Council meetings; and
- perform civic and ceremonial; duties on behalf of Council.

*The Chief Executive Officer called for nominations for the office of Mayor for the 2023/2024 term.*

*Councillor Thompson nominated Councillor Watson and Councillor Addis seconded the nomination. Councillor Watson accepted the nomination.*

*Councillor Biggar nominated Councillor Gault and Councillor Franco seconded the nomination. Councillor Gault accepted the nomination.*

*Councillor Parke nominated Councillor Stavrou and Councillor Hollingsworth seconded the nomination. Councillor Stavrou accepted the nomination.*

*Councillor Hollingsworth self-nominated and Councillor Sinfield seconded the nomination.*

Candidates were each allocated three minutes to address the meeting.

Votes for the four candidates were taken in the order of nominations received:

Councillor Watson	A total of four (4) votes were received for Councillor Watson
Councillor Gault	A total of two (2) votes were received for Councillor Gault
Councillor Stavrou	A total of two (2) votes were received for Councillor Stavrou
Councillor Hollingsworth	A total of three (3) votes were received for Councillor Hollingsworth

An absolute majority of votes was not achieved. As there were two candidates (Councillor Gault and Councillor Stavrou) with the same lowest number of votes (two votes each), the Chief Executive Officer advised that before proceeding to the next round of voting, the candidate to be eliminated would be determined by lot.

Councillor Gault drew the 'Defeated' card and was eliminated from the next voting round.

Votes for the three remaining candidates were taken in the order of nominations received:

Councillor Watson	A total of four (4) votes were received for Councillor Watson
Councillor Stavrou	A total of one (1) vote was received for Councillor Stavrou
Councillor Hollingsworth	A total of six (6) votes were received for Councillor Hollingsworth

*As Councillor Hollingsworth received an absolute majority of votes, the Chief Executive Officer declared Councillor Hollingsworth as elected to the position of Mayor of the City of Boroondara for the 2023-2024 term.*

### **Procedural Motion - Adjournment**

#### **MOTION**

**Moved Councillor Parke**

**Seconded Councillor Sinfield**

**That the Council meeting be adjourned.**

#### **CARRIED**

*The Council meeting adjourned at 6.58pm and the Chief Executive Officer vacated the Chair.*

*The Mayor, Councillor Hollingsworth assumed the role of Chair at 6.58pm.*

### **Procedural Motion - Resumption**

#### **MOTION**

**Moved Councillor Parke**

**Seconded Councillor Stavrou**

**That the Council meeting be resumed.**

#### **CARRIED**

*The Council meeting resumed at 7.04pm with all councillors present.*

## **5. Election of Deputy Mayor for 2023-2024**

The Deputy Mayor must be elected by an absolute majority of the Councillors. If an absolute majority of the Councillors cannot be obtained at the meeting, the Council may resolve to conduct a new election at a later time and date.

The Deputy Mayor must perform the role of the Mayor and may exercise any of the powers of the Mayor if:

- The Mayor is unable for any reason to attend a Council meeting or part of a Council meeting; or
- The Mayor is incapable of performing the duties of the office of Mayor for any reason, including illness; or
- The office of the Mayor is vacant.

Nominations are invited for the office of Deputy Mayor for the ensuing year.

*The Mayor, Councillor Hollingsworth called for nominations for the office of Deputy Mayor for the 2023/2024 term.*

*Councillor Sinfield self-nominated and The Mayor, Councillor Hollingsworth seconded the nomination.*

*Councillor Addis nominated Councillor Gillies and Councillor Thompson seconded the nomination. Councillor Gillies accepted the nomination.*

*Councillor Franco self-nominated and Councillor Biggar seconded the nomination.*

*Councillor Parke self-nominated and Councillor Sinfield seconded the nomination.*

Votes for the four candidates were taken in the order of nominations received:

Councillor Sinfield	A total of two (2) votes were received for Councillor Sinfield
Councillor Gillies	A total of five (5) votes were received for Councillor Gillies
Councillor Franco	A total of two (2) votes were received for Councillor Franco
Councillor Parke	A total of two (2) votes were received for Councillor Parke

An absolute majority of votes was not achieved. As there were three candidates (Councillor Sinfield, Councillor Franco and Councillor Parke) with the same lowest number of votes (two votes each), the Mayor, Councillor Hollingsworth advised that before proceeding to the next round of voting, the candidate to be eliminated would be determined by lot.

Councillor Franco drew the 'Defeated' card and was eliminated from the next voting round.

Votes for the three remaining candidates were taken in the order of nominations received:

Councillor Sinfield	A total of four (4) votes were received for Councillor Sinfield
Councillor Gillies	A total of five (5) votes were received for Councillor Gillies
Councillor Parke	A total of two (2) votes was received for Councillor Parke

As an absolute majority of votes was not achieved, Councillor Parke as the candidate with the lowest number of votes was eliminated from the next voting round.

Votes for the two remaining candidates were taken in the order of nominations received:

Councillor Sinfield	A total of six (6) votes were received for Councillor Sinfield
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*As Councillor Sinfield received an absolute majority of votes, the Mayor, Councillor Hollingsworth, declared Councillor Sinfield elected as Deputy Mayor of the City of Boroondara for the 2023-2024 term.*

## **6. Election of Chairpersons to Delegated Committees of Council**

Chairpersons of the Urban Planning Delegated Committee and Services Delegated Committee are elected annually.

Nominations are invited for the Chairperson roles for the Urban Planning Delegated Committee and Services Delegated Committee for 2023-2024.

### Urban Planning Delegated Committee

*The Mayor, Councillor Hollingsworth called for nominations for the Chairperson of the Urban Planning Delegated Committee.*

### **MOTION**

**Moved Councillor Gault**

**Seconded Councillor Hollingsworth**

**That until such time as Council resolves otherwise, Councillor Gault be appointed Chairperson of the Urban Planning Delegated Committee.**

### **CARRIED**

### Services Delegated Committee

*The Mayor, Councillor Hollingsworth called for nominations for the Chairperson of the Services Delegated Committee.*

### **MOTION**

**Moved Councillor Stavrou**

**Seconded Councillor Sinfield**

**That until such time as Council resolves otherwise, Councillor Stavrou be appointed Chairperson of the Services Delegated Committee.**

### **CARRIED**

## **7. Audit and Risk Committee Membership 2023-2024**

Council must establish an Audit and Risk Committee. The Committee must include members who are Councillors of the Council and consist of a majority of members who are not Councillor of the Council.

The Committee currently consists of two Councillors and three independent members.

The City of Boroondara appoints councillors to the Audit and Risk Committee on an annual basis.

Nominations are invited for the two Councillor positions available on the Audit and Risk Committee.

## **MOTION**

**Moved Councillor Parke**

**Seconded Councillor Sinfield**

**That Council resolve that, until such time as Council resolves otherwise, one of the Councillor members for the Audit and Risk Committee shall be Councillor Parke.**

**CARRIED**

## **MOTION**

**Moved Councillor Stavrou**

**Seconded Councillor Watson**

**That Council resolve that, until such time as Council resolves otherwise, one of the Councillor members of the Audit and Risk Committee shall be Councillor Stavrou.**

**CARRIED**

## **8. Councillor Assignments to Advisory Committees for 2023-2024**

### Purpose

This report is for councillors to be appointed to a range of internal and external advisory committees as well as external management committees and boards.

### Background

Each year Councillors nominate and are appointed to a variety of internal and external committees.

These committees provide an important mechanism for consultation with the community and key stakeholders. Internal committees and networks provide advice to Council but do not make formal decisions.

At the February 2023 Council meeting Council resolved to limit the maximum Councillor representation on any single committee to five councillors.

### Key Issues

The committees are outlined in detail in **Attachment 1**.

The appointments take into account the committees' terms of reference which govern how the group is comprised and how they operate. The appointments are typically made for a period aligned to the Mayoral term.



### Next Steps

Once the appointments to advisory committees have been adopted by Council, they will be published on the Council website.

The appointments will be reviewed annually with the committees terms of reference being reviewed by officers as required.

## **MOTION**

**Moved Councillor Parke**

**Seconded Councillor Sinfield**

**That Council resolve to appoint Councillors to the various committees as set out in Attachment 1 (as annexed to the minutes) until such time as Council resolve otherwise.**

## **CARRIED**

## **9. Council and Committee Meeting Schedule 2024**

### Purpose

The purpose of this report to give consideration to adopting the attached Council and Committee meeting schedule for 2024 (**Attachment 1**).

### Background

The Council and Committee Meeting schedule is set annually in advance, based on a regular monthly cycle. This ensures that Council complies with its Governance Rules and gives Council a timetable of meetings to duly consider Council business.

### Key Issues

The schedule for 2024 is based around the same monthly cycle adopted for 2023 with some variations to accommodate for public holidays and statutory deadlines.

Historically, deviations from the usual cycle occur:

- at the start and end of each year to account for the Christmas break
- where a public holiday falls on a Monday
- to accommodate specific needs.

Changes are made by the Chief Executive Officer, if required, in consultation with the Mayor or Chairpersons of the Delegated Committees.

### Next Steps

Once adopted the schedule of meetings is communicated to the community by Council's website and a public notice in the Age newspaper.

## **MOTION**

**Moved Councillor Parke**

**Seconded Councillor Thompson**

**That Council resolve to:**

- 1. Adopt the Council and Committee Meeting Schedule for 2024 as annexed to the minutes.**
- 2. Authorise the Chief Executive Officer to amend the Council and Committee Meeting Schedule as necessary, in consultation with the Mayor and as required the Committee chairpersons, in accordance with the requirements of the Governance Rules.**

**CARRIED****The meeting concluded at 7.34pm****Confirmed****Chairperson**

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**Date**

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# MINUTES ATTACHMENTS



## Council

**Monday 20 November 2023**

**Attachments annexed to the minutes for the following items:**

8. Councillor Assignments to Advisory Committees for 2023-2024
9. Council and Committee Meeting Schedule 2024

## 1. Internal Advisory Committees

Committee Name	Purpose of Committee	Member(s)
1. Waste Management Reference Group (WMRG)	To provide insights and feedback across a broad range of waste related matters to help inform and enhance the delivery of waste related services to the community	Cr Gillies Cr Biggar Cr Sinfield Cr Gault
2. Kew Recreation Centre Steering Committee	To act as a sounding board for the project team during the redevelopment (planning, design, implementation and commissioning) of the Kew Recreation Centre	Cr Parke Cr Stavrou Cr Sinfield Cr Gault
3. Canterbury Community Precinct Steering Committee	<p>To provide advice and feedback on the coordination of various projects in Canterbury and the implementation of the Maling Road Place Plan.</p> <p>The Steering Committee also assist to identify emerging issues and opportunities associated with these projects.</p>	Cr Watson Cr Addis Cr Hollingsworth
4. Civic Awards Assessment Panel	To assess nominations for the Boroondara Citizen of the Year, Boroondara Young Citizen of the Year, Boroondara Volunteer of the Year, and Boroondara Volunteer Program Innovation Award.	Cr Biggar Cr Sinfield Cr Parke
5. Transforming Boroondara Steering Committee	<p>To monitor the progress of the Transforming Boroondara program against the delivery of the Program milestones and budget.</p> <p>To act as a sounding board for the Team responsible for the implementation and provide feedback throughout the course of the Program</p>	Cr Parke Cr Gillies Cr Stavrou Cr Addis Cr Hollingsworth
6. Glenferrie Precinct Development Plan Advisory Committee	The Glenferrie Precinct Development Plan Advisory Committee (GPDPA) provides advice and feedback on the form, prioritisation and coordination of various projects in the Glenferrie Road Precinct area of Hawthorn and the implementation of Council's plans for the precinct, including the Glenferrie Place Plan. The Committee will also assist to identify emerging issues and opportunities associated with these projects.	Cr Thompson Cr Biggar Cr Sinfield Cr Stavrou Cr Gault

Committee Name	Purpose of Committee	Member(s)
7. Climate Action Plan Advisory Committee	To provide advice and support for the delivery of the Boroondara Climate Action Plan.	Cr Addis Cr Franco Cr Biggar Cr Gault Cr Stavrou
8. Cycling Advisory Committee	To discuss and seek feedback on current and future proposals regarding bicycle projects and initiatives.	Cr Biggar Cr Franco
9. Heritage Advisory Committee	To provide advice to Council on heritage matters including Boroondara's natural, built and cultural heritage.	Cr Gillies Cr Hollingsworth Cr Sinfield Cr Gault
10. Gardiners Creek Masterplan Advisory Committee	To provide advice and support to the development and implementation of collaborative opportunities about the Gardiners Creek Corridor	Cr Thompson Cr Biggar Cr Franco
11. Boroondara Reconciliation Advisory Committee	<p>To oversee the development and implementation of the Boroondara Reconciliation Strategy (BRS).</p> <p>To provide feedback and advice to assist Council officers in relation to the development and implementation of the BRS after considering data, research and community inputs, firstly from the Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation and then advice from external Aboriginal and Torres Strait Islander organisations and individuals and local community agencies</p>	Cr Gillies Cr Thompson Cr Biggar Cr Stavrou Cr Franco
12. Camberwell Junction Precinct Advisory Committee (CJPAC)	<p>To provide advice and feedback on the form, prioritisation and coordination of various projects in the Camberwell Junction area and the implementation of Council's plans for the precinct, including the Camberwell Junction Place Vision and Plan.</p> <p>The Committee will also assist to identify emerging issues and opportunities associated with these projects.</p>	Cr Gillies Cr Thompson Cr Watson Cr Stavrou Cr Franco

Committee Name	Purpose of Committee	Member(s)
13. Kew Library Redevelopment Steering Committee	To act as a sounding board for the project team and provide feedback during the redevelopment (planning, design, implementation, and commissioning) of Kew Library.	Cr Stavrou Cr Gault Cr Sinfield Cr Thompson

## 2. External Advisory Committees

Committee Name	Purpose of Committee	Member(s)
1. Community Disability Advisory Committee	To advise Council on strategies for identifying and addressing disability access and inclusion issues within the City of Boroondara	Cr Gillies
2. Boroondara Eisteddfod Advisory Committee	To provide feedback in determining the direction, planning and operation of the Boroondara Eisteddfod	Cr Watson Cr Addis
3. Boroondara Community Safety Advisory Committee	To foster a partnership approach to enhance safer communities by responding, and providing feedback and information on community safety issues of concern to the community	Cr Hollingsworth Cr Sinfield
4. Boroondara Public Health and Wellbeing Advisory Committee	To provide feedback on current and emerging health and wellbeing issues and trends for all life stages  To provide advice on external stakeholder health and wellbeing projects, and opportunities for advocacy	Cr Gillies Cr Addis
5. Marketplace Development Fund (MDF)	To advise and make recommendations to Council on the allocation of funds (raised by Rotary) to promote Camberwell on Sundays and associated infrastructure.	Cr Gillies
6. Boroondara Community Strengthening Grants Review Panel	To review officer assessments of applications received through the Annual Community Strengthening Grants and Boroondara Triennial Operational Grants categories and to provide feedback on officer recommendations	Cr Parke Cr Sinfield Cr Hollingsworth
7. Boroondara Arts Advisory Committee	To provide strategic advice to support the promotion and delivery of arts and cultural programs in Boroondara	Cr Watson Cr Addis Cr Hollingsworth Cr Thompson Cr Stavrou

### 3. External Management Committees/Boards

Committee/Board	Purpose of Committee/Board	Member(s)
1. The Municipal Association of Victoria (MAV)	To represent and advocate the interests of local government, lobby for a 'fairer deal' for councils, raise the sector's profile, ensure its long-term security and provide policy advice, strategic advice, capacity building programs and insurance services to local government	Cr Franco
2. Metropolitan Waste Management Group Forum	Forum established to provide input into the Metropolitan Waste Management Group	Cr Gault
3. Metropolitan Transport Forum	The Metropolitan Transport Forum (MTF) works towards effective, efficient and equitable transport in metropolitan Melbourne by providing a forum for debate, research and policy development, and sharing and disseminating information to improve transport choices	Cr Franco
4. Eastern Alliance for Greenhouse Action	The Eastern Alliance for Greenhouse Action (EAGA) is a formal collaboration of eight Councils in Melbourne's east, working together on regional programs that reduce greenhouse gas emissions and facilitate regional adaptation.	Cr Gault



## 5. Partnership Groups

Partnership Group	Purpose of External Group	Member(s)
1. Boroondara Family Violence Network	To provide a forum for planning and development of community awareness strategies addressing family violence in Boroondara	Cr Gillies
2. Electrify Boroondara	To drive community action to reduce emissions by encouraging electrification. This will support Council achieve the aspirational community targets for emission reductions set in the Climate Action Plan.	Cr Hollingsworth Cr Biggar Cr Gault Cr Franco

# MINUTES ATTACHMENTS



## **Council**

**Monday 20 November 2023**

Attachments as annexed to the resolution:

9. Council and Committee Meeting Schedule 2024

Meeting Date	Meeting
<b>FEBRUARY 2024</b>	
Monday, 29 January 2024	<b>Standby night</b>
Monday, 5 February 2024	UPDC
Monday, 12 February 2024	SDC
Monday, 12 February 2024	CB&D
Thursday, 15 February 2024	<b>Standby night</b>
Monday, 19 February 2024	UPDC
Monday, 26 February 2024	Council
Monday, 26 February 2024	CB&D
<b>MARCH 2024</b>	
Monday, 4 March 2024	UPDC
Monday, 4 March 2024	CB&D
Wednesday, 13 March 2024	Audit and Risk Committee
Thursday, 14 March 2024	<b>Standby night</b>
Monday, 18 March 2024	UPDC
Monday, 25 March 2024	Council
Monday, 25 March 2024	CB&D
<b>APRIL 2024</b>	
Monday, 8 April 2024	SDC
Monday, 8 April 2024	CB&D
Monday, 15 April 2024	UPDC
Thursday, 18 April 2024	<b>Standby night</b>
Monday, 22 April 2024	Council
Monday, 22 April 2024	CB&D
Thursday, 29 April 2024	<b>Standby night</b>
<b>MAY 2024</b>	
Monday, 6 May 2024	UPDC
Monday, 13 May 2024	SDC
Monday, 13 May 2024	CB&D
Thursday, 16 May 2024	<b>Standby night</b>
Monday, 20 May 2024	UPDC
Monday, 27 May 2024	Council
Monday, 27 May 2024	CB&D
<b>JUNE 2024</b>	
Monday, 3 June 2024	UPDC
Monday, 3 June 2024	CB&D
Wednesday, 12 June 2024	Audit and Risk Committee
Thursday, 13 June 2024	<b>Standby night</b>
Monday, 17 June 2024	UPDC
Monday, 24 June 2024	Council
Monday, 24 June 2024	CB&D
<b>JULY 2024</b>	
Monday, 1 July 2024	UPDC
Monday, 8 July 2024	SDC
Monday, 8 July 2024	CB&D
Thursday, 11 July 2024	<b>Standby night</b>
Monday, 15 July 2024	UPDC
Monday, 22 July 2024	Council
Monday, 22 July 2024	CB&D
Monday, 29 July 2024	<b>Standby night</b>

Meeting Date	Meeting
<b>AUGUST 2024</b>	
Monday, 5 August 2024	UPDC
Monday, 12 August 2024	SDC
Monday, 12 August 2024	CB&D
Thursday, 15 August 2024	<b>Standby night</b>
Monday, 19 August 2024	UPDC
Monday, 26 August 2024	Council
Monday, 26 August 2024	CB&D
<b>SEPTEMBER 2024</b>	
Monday, 2 September 2024	UPDC
Monday, 9 September 2024	SDC
Monday, 9 September 2024	CB&D
Wednesday, 11 September 2024	Audit and Risk Committee
Thursday, 12 September 2024	<b>Standby night</b>
Monday, 16 September 2024	UPDC
Monday, 23 September 2024	Council
Monday, 23 September 2024	CB&D
Monday, 30 September 2024	<b>Standby night</b>
<b>OCTOBER 2024</b>	
Monday, 7 October 2024	UPDC
Monday, 14 October 2024	SDC
Monday, 14 October 2024	CB&D
Thursday, 17 October 2024	<b>Standby night</b>
Monday, 21 October 2024	UPDC
Monday, 28 October 2024	Council
Monday, 28 October 2024	CB&D
<b>NOVEMBER 2024</b>	
Monday, 4 November 2024	<b>Standby night</b>
Monday, 11 November 2024	SDC
Monday, 11 November 2024	CB&D
Thursday, 14 November 2024	<b>Standby night</b>
Monday, 18 November 2024	Council Meeting (Councillor Assignments 2024-25 including election of Mayor & Chairpersons of Delegated Committees)
Monday, 25 November 2024	Council
Monday, 25 November 2024	CB&D
<b>DECEMBER 2024</b>	
Monday, 2 December 2024	UPDC
Wednesday, 4 December 2024	Audit and Risk Committee
Monday, 9 December 2024	SDC
Monday, 9 December 2024	CB&D
Thursday, 12 December 2024	<b>Standby night</b>
Monday, 16 December 2024	Council