

# MINUTES



## Special Meeting of Council

Held via Zoom

On

Monday 31 August 2020

The Agenda for the Special Meeting of Council, Monday 31 August 2020, forms part of these Minutes and is attached in full at the end of the Minutes.

These Minutes are considered draft until adopted and confirmed at the next Meeting of Council.

The meeting commenced at 6.06pm.

Councillor Holland entered the meeting at 6.07pm

**PRESENT:**

<i>Cr N Seymour (Mayor)</i>	<i>Tirhatuan Ward</i>
<i>Cr P Lockwood</i>	<i>Baird Ward</i>
<i>Cr J Mortimore (arrived 6.15pm)</i>	<i>Chandler Ward</i>
<i>Cr M Timmers-Leitch</i>	<i>Collier Ward</i>
<i>Cr J Keogh</i>	<i>Dobson Ward</i>
<i>Cr T Holland (arrived 6.07pm)</i>	<i>Friberg Ward</i>
<i>Cr D Pearce</i>	<i>Taylor Ward</i>

*Mr T Doyle* *Chief Executive Officer*

*Mr M Hanrahan* *Acting Director – Engineering & Infrastructure*

*Ms T Scicluna* *Director – Community Services*

*Mr M Kelleher* *Director, City Development, Interim Finance and Governance*

*Ms S Stanton* *Executive Manager - Strategy, People and Culture, Interim Information Technology*

*Mr P McQue* *Manager, Governance*

The Mayor noted that the Special Council meeting was called at short notice as:

- Council is statutorily required to have its Governance Rules adopted and in operation by 1 September 2020.
- Council adopted its Governance Rules on 24 August 2020 however a rescission motion was submitted, in order to amend the Public Question Time procedure.
- This matter consequently needed to be dealt with in a timely manner to ensure Council complies with the Act.

***“Knox City Council acknowledges we are on the traditional land of the Wurundjeri and Bunurong people and pay our respects to elders both past and present.”***

**Order of Business**

1 Apologies And Requests For Leave Of Absence.....4

2 Declarations Of Conflict Of Interest.....4

3 Motions For Which Notice Has Previously Been Given .....5

    3.1 Notice of Motion 108 - Notice of Rescission - Governance Rules.....5

## 1 Apologies and Requests for Leave of Absence



Apologies were received from Councillor Cooper.

## 2 Declarations of Conflict of Interest

Nil.

### 3 Motions for Which Notice has Previously Been Given

#### 3.1 Notice of Motion 108 - Notice of Rescission - Governance Rules

Council Meeting

## Notice of Motion No 108

### Notice of Rescission – Governance Rules

I hereby give notice that it is my intention to move at a Special Council Meeting to be held prior to 1 September 2020 the following:

That Council resolve:

1. That the following decision of Council made on 24 August 2020:  

That Council:

  1. Pursuant to section 60 of the Local Government Act 2020, resolve to adopt the Governance Rules (inclusive of the Election Period Policy), as set out in Attachment 1 (subject to acceptance of the tracked changes).
  2. Note the Governance Rules come into operation on 1 September 2020.
  3. Write to all submitters to thank them for their input and inform them of Council’s decision.

be rescinded.

2. That:
  - a) Pursuant to section 60 of the Local Government Act 2020, Council adopt the Governance Rules (inclusive of the Election Period Policy), as presented to the Council Meeting on 24 August 2020 in Attachment 1 to report 6.5 Governance Rules, subject to:
    - i. Acceptance of the tracked changes shown in that attachment;
    - ii. Sub-Rule 53.4 in Chapter 2 being amended to read as follows:

53.4 Questions submitted to Council must;

53.4.1 Be lodged in writing, in English and:
      - a) electronically on the prescribed form available on Council’s website prior to 12.00pm on the day of the Council meeting; or
      - b) in hardcopy on the form prescribed by the Chief Executive Officer and available at Council’s Offices prior to 7.00pm on the day of that Meeting; and

53.4.2 include the name and address of the person submitting the question, and an email address and phone number if available.

*If the requirement to provide a question in writing and / or in English prevents or hinders participation in public question time, assistance with submitting questions can be arranged through the Governance Department, via interpreter service if required. It is recommended assistance is sought well ahead of the Council meeting.*

D. MATZ



- iii. Minor administrative changes authorised by the Chief Executive Officer to correct cross references, grammatical or formatting errors.
3. Note the Governance Rules come into operation on 1 September 2020.
4. Write to all submitters to thank them for their input and inform them of Council's decision.

Cr Seymour

A handwritten signature in blue ink, appearing to be 'Seymour'.

Cr Timmers-Leitch

A handwritten signature in black ink, appearing to be 'Timmers-Leitch'.

25 August 2020

## **RESOLUTION**

**MOVED:** Councillor Seymour

**SECONDED:** Councillor Timmers-Leitch

**1. That the following decision of Council made on 24 August 2020:**

**That Council:**

- 1. Pursuant to section 60 of the Local Government Act 2020, resolve to adopt the Governance Rules (inclusive of the Election Period Policy), as set out in Attachment 1 (subject to acceptance of the tracked changes).**
- 2. Note the Governance Rules come into operation on 1 September 2020.**
- 3. Write to all submitters to thank them for their input and inform them of Council's decision.**

**be rescinded.**

**2. That:**

**a) Pursuant to section 60 of the Local Government Act 2020, Council adopt the Governance Rules (inclusive of the Election Period Policy), as presented to the Council Meeting on 24 August 2020 in Attachment 1 to report 6.5 Governance Rules, subject to:**

- i. Acceptance of the tracked changes shown in that attachment;**
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**53.4.2 include the name and address of the person submitting the question, and an email address and phone number if available.**

**If the requirement to provide a question in writing and / or in English prevents or hinders participation in public question time, assistance with submitting questions can be arranged through the Governance Department, via interpreter eservice if required. It is recommended assistance is sought well ahead of the Council meeting.**

- iii. Minor administrative changes authorised by the Chief Executive Officer to correct cross references, grammatical or formatting errors.**

**3. Note the Governance Rules come into operation on 1 September 2020.**

**4. Write to all submitters to thank them for their input and inform them of Council's decision.**

**CARRIED**

Councillor Mortimore entered the meeting at 6.15pm before the vote on item 3.1.

**MEETING CLOSED AT 6.24pm**

Minutes of Meeting confirmed at the  
Ordinary Meeting of Council  
held on Monday, 21 September 2020

.....  
Chairperson

The Agenda for this meeting is attached in full at the end of the Minutes



# AGENDA



Special Meeting of Council

To be held via Zoom

On

Monday 31 August 2020 at 6:00 pm

**Order of Business**

1 Apologies And Requests For Leave Of Absence.....3

2 Declarations Of Conflict Of Interest.....3

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Tony Doyle  
Chief Executive Officer

1 Apologies and Requests for Leave of Absence

2 Declarations of Conflict of Interest

### 3 Motions for Which Notice has Previously Been Given

#### 3.1 Notice of Motion 108 - Notice of Rescission - Governance Rules

Council Meeting  
  
knox your city

## Notice of Motion No 108

### Notice of Rescission – Governance Rules

I hereby give notice that it is my intention to move at a Special Council Meeting to be held prior to 1 September 2020 the following:

That Council resolve:

1. That the following decision of Council made on 24 August 2020:  

That Council:

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  2. Note the Governance Rules come into operation on 1 September 2020.
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3. Note the Governance Rules come into operation on 1 September 2020.
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Cr Seymour

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Cr Timmers-Leitch

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25 August 2020