



ATTACHMENTS

UNDER SEPARATE COVER

Ordinary Council Meeting

22 May 2018

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CITY OF GREATER GEELONG

PO Box 104,
Geelong VIC 3220
DX 22063 Geelong

P: 03 5272 5272
E: contactus@geelongcity.vic.gov.au
www.geelongaustralia.com.au



12 April 2018

Eric Braslis
CEO
Golden Plains Shire Council

Dear Eric

Invitation: Rural and Peri-Urban Advisory Committee

As you may be aware, the City of Greater Geelong is establishing a rural and Peri-Urban Advisory Committee, to provide advice to council on matters relevant to rural and peri-urban constituents within the region.

This will include:

- Transition strategies for saleyards services;
- Rural and peri-urban agricultural and environment management practices;
- Bio-security strategies; and
- Key planning strategies and structure plans.

As these matters also relate to residents in the Golden Plains Shire, we invite you to nominate one person from your organisation with appropriate skills and knowledge as a representative on the committee.

The committee will meet quarterly, although this is expected to be more frequent initially.

Please submit your nomination to governance@geelongcity.vic.gov.au by Friday 20th April, 2018.

A full description of the committee's functions and purpose can be found in the Terms of Reference at www.geelongaustralia.com.au.

For more information, please call 5272 4042.

Kind regards

per A handwritten signature in black ink, appearing to be "per" followed by a stylized signature.

COUNCILLOR JIM MASON
CHAIR, RURAL AND PERI-URBAN ADVISORY COMMITTEE

4. RURAL AND PERI-URBAN ADVISORY COMMITTEE

Source: Governance and Legal Services
Executive Manager: Rebecca Leonard
Index Reference: Advisory Committees

Purpose

To establish a Rural and Peri-Urban Advisory Committee (the Committee) and endorse the Committee's terms of reference.

Background

The Community Focus Committee, at its 13 February 2018 meeting, made the following resolution:

That the Community Focus Committee:

- 1) *recommends to Council that it establishes a Rural and Peri-Urban Advisory Committee consisting of appropriately experienced and skilled members to provide advice to Council regarding key strategic and service matters affecting the rural and peri-urban community of the municipality;*
- 2) *requests the Chief Executive Officer to draft a Terms of Reference for the Rural and Peri-Urban Advisory Committee for approval by Council at the 27 February 2018 Council Meeting. Such Terms of Reference to include an objective of considering and providing advice to Council on matters relevant to rural and peri-urban constituents, including:*
 - a) *Transition strategies for saleyards services such as:*
 - a. *Livestock exchange;*
 - b. *Information exchange;*
 - c. *Hygiene and vehicle wash-down;*
 - b) *Ongoing community advocacy and policy development for best rural and peri-urban agricultural and environmental management practices;*
 - c) *Bio-security strategies;*
 - d) *Council plan strategies;*
 - e) *Collaboration with G21 members, major and other local, State and Federal government organisations;*
 - f) *Key planning strategies and structure plans;*
 - g) *Considering past consultation, reports and decisions as well as current and new strategy documents and externally sourced technical information; and*
 - h) *Undertaking consultation to inform advice as required.*
- 3) *Appoints a Councillor as Chair of the Rural and Peri-Urban Advisory Committee.*

A further resolution of the Community Focus Committee was:

That Cr Jim Mason be appointed as Chair of the Rural and Peri-Urban Advisory Committee.

This report gives effect to those resolutions.

Key Issues

- Council is able to establish advisory committees by resolution to provide advice to Council on a particular matter. Such committees do not have delegated powers and may not allocate Council funds or resources.
- The work of the Rural and Peri-Urban Advisory Committee (the Committee) will strengthen and support the commitment of the City of Greater Geelong (the Council) to the wellbeing and sustainability of its rural and peri-urban communities.
- Terms of Reference for the Committee (**Attachment 2**) have been prepared and reflect the resolution made by the Community Focus Committee meeting on 13 February 2018 for endorsement by the Council.

Recommendation

That Council:

- 1) **Establishes a Rural and Peri-Urban Advisory Committee consisting of appropriately experienced and skilled members to provide advice to Council regarding key strategic and service matters affecting the rural and peri-urban community of the municipality;**
- 2) **Appoints a councillor to be chairperson of the Rural and Peri-Urban Advisory Committee;**
- 3) **Appoints Councillor Jim Mason to be the inaugural chairperson of the Rural and Peri-Urban Advisory Committee;**
- 4) **Endorses the Rural and Peri-Urban Advisory Committee Terms of Reference at Attachment 2 of this report.**

COMMITTEE TERMS OF REFERENCE



Rural and Peri-Urban Advisory Committee	Document No:	CTR
	Approval Date:	Draft
	Approved By:	Council
	Review Date:	February 2021
Responsible Officer: Chief Executive Officer	Version No:	
Authorising Officer:	Chief Executive Officer	

1. SUMMARY

The rural nature of the municipality and the region is changing and is characterised by an increase in smaller holdings. The number of large farms is diminishing. Regional peri-urban areas are increasingly characterised by smaller and diverse operations with not only cattle and sheep, but pigs, goats, alpacas, horses, poultry and other agricultural, viticultural, horticultural and agritourism products.

The whole municipal community has expressed the desire that the rural character of the region be maintained. There also needs to be active development of a transition strategy to support the rural and peri-urban communities following the closure of the Geelong Saleyards.

The work of the Rural and Peri-Urban Advisory Committee (the Committee) will strengthen and support the commitment of the City of Greater Geelong (the Council) to the wellbeing and sustainability of its rural and peri-urban constituency.

Advice from the Committee will help to achieve Council's objective of providing for the best outcomes for the local community having regard to the long term and cumulative effects of decisions. In doing this the Committee will have regard to the need for Council to:

- promote the social, economic and environmental viability and sustainability of the municipal district;
- improve the overall quality of life of people in the local community;
- promote appropriate business and employment opportunities; and
- ensure that services and facilities provided by Council are accessible and equitable;

Advice from the Committee will also support Council's role, which includes Council:

- taking into account the diverse needs of the local community in decision making;
- advocating the interests of the local community to other communities and governments;
- acting as a responsible partner in government by taking into account the needs of other communities; and
- advocating and promoting proposals which are in the best interests of the local community;

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Rural and Peri-Urban Advisory Committee

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- planning for and providing services and facilities for the local community.

2. OBJECTIVES AND FUNCTIONS

The objective of the Committee is to consider and provide advice to Council on matters relevant to rural and peri-urban constituents, including:

- a) Transition strategies for saleyards services such as:
 - a. Livestock exchange;
 - b. Information exchange;
 - c. Hygiene and vehicle wash-down;
- b) Rural and peri-urban agricultural and environmental management practices;
- c) Bio-security strategies;
- d) City Plan strategies; and
- e) Key planning strategies and structure plans;

The functions of the Committee include:

- a) Providing advice to Council on matters relevant to rural and peri-urban constituents referred to the Committee by Council;
- b) Providing advice to Council on ongoing community advocacy and policy development for best rural and peri-urban agricultural and environmental management practices;
- c) Providing advice to Council regarding collaboration with G21 members, major and other local, State and Federal government organisations;
- d) Considering past consultation, reports and decisions as well as current and new strategy documents and externally sourced technical information; and
- e) Undertaking consultation to inform advice as required; and
- f) Develop and implement a workplan to effectively perform its functions outlined in a) to e) herein.

3. DEFINITIONS

Municipal district means the municipal district of the Greater Geelong City Council.

4. TERMS OF REFERENCE

4.1. Term

This Committee:

- Commences on the day following the Council resolution to adopt the Committee's terms of reference; and
- Ends on the day of a Council resolution to abolish the Committee.

4.2. Membership

4.2.1. Membership & Eligibility

The Committee will comprise a membership that is appropriately experienced and skilled in matters affecting Council's rural and peri-urban community. Membership will be drawn from Council, Council officers, representatives of relevant statutory authorities and community representatives.

The Chairperson of the Committee will be a Councillor appointed by Council as the Chairperson.

The following persons will be invited to become members of the Committee:

- Five independent community representatives who are residents or ratepayers of the municipal district representing a balanced and diverse mix of rural and peri-urban interests, including but not limited to such persons who are:
 - Farmers and hobby farmers from the municipality;
 - A member of the Victorian Farmers Federation;
 - A representative of a community environmental network;
 - Residents within the Rural/Peri Urban areas; and
 - Experienced or qualified in biosecurity or agricultural best management practices.
- Four Council officers representing a balanced and diverse mix of Council functions, including:
 - Land use planning;
 - Economic development;
 - Community wellbeing; and
 - Agricultural and environmental matters.
- A representative from Agriculture Victoria; and
- A member representative from each of the following Councils:
 - Golden Plains Shire;
 - Colac Otway Shire; and
 - Surf Coast Shire.
 (Eligible Members).

4.2.2. Chairperson

4.2.2.1. Council, by resolution, will appoint a Councillor to be the chairperson of the Committee.

4.2.2.2. The chairperson will be appointed for a term of two years.

4.2.3. Nomination of Eligible Members

4.2.3.1. Council's Chief Executive Officer shall nominate Council officer representatives.

4.2.3.2. Statutory authorities will be invited by the Chief Executive Officer to nominate their own representatives.

4.2.3.3. Independent community representatives will be invited onto the Committee by a process of seeking expressions of interest. Selection will be made in accordance with the Council's Committee Representation Policy.

4.2.4. Appointment of Eligible Members

4.2.4.1. Council shall appoint a Councillor as chairperson of the Committee.

4.2.4.2. The Chief Executive Officer and the chairperson will jointly assess and decide nominations for independent community representatives.

4.2.4.3. The Chief Executive Officer shall appoint:

- Council officers;

- Statutory authority representatives; and
- Independent community representatives, to the Committee.

4.2.5. Length of Appointment

- 4.2.5.1. Eligible Members will be appointed for a period of two years.
- 4.2.5.2. Eligible Members must remain as such in order to maintain Committee membership. If an Eligible Member no longer meets the criteria to be an Eligible Member during their term, their Committee membership will be revoked and a new Eligible Member appointed in accordance with the selection process for the remainder of the term.

4.3. Neighbouring Councils

The Council acknowledges the importance of collaborating with its neighbouring Councils to understand the rural and peri-urban needs and issues of the region.

4.4. Authority

- 4.4.1. The Committee is an advisory committee for the purposes of the *Local Government Act 1989*. It does not have delegated authority, and reports to Council as required.
- 4.4.2. The Committee may appoint working groups to pursue specific projects and issues on an as needed basis.
- 4.4.3. The Committee has no financial delegation authority.

4.5. Meeting Procedure

- 4.5.1. The Committee will meet quarterly, but may meet more regularly as it deems necessary.
- 4.5.2. A meeting of the Committee will not be called with less than two weeks notice to all members, unless exceptional circumstances exist.
- 4.5.3. A quorum for a meeting shall be one more than half of the membership of the Committee.
- 4.5.4. Meeting minutes and agendas will be circulated at least one week prior to the meeting.

4.6. Reporting

The Committee will report to Council following each meeting of the Committee.

4.7. Secretariat

Council's Chief Executive Officer shall appoint a Council officer to provide secretariat services to the Committee.

4.8. Facilities & Resources

Adequate human and financial resources shall be provided to ensure the effective operation of the Committee.

4.9. Evaluation

The Committee will review its objectives, activities and participation annually.