

Draft Governance Rules – Table of proposed changes

Subject	Meeting Procedure Local Law (MPLL) clause and effect ** Note descriptions and clause references are only made to items that are proposed to be changed	Proposed rule and effect
Introduction	N/A	New – Provides a purpose and outlines the overarching Governance Principles of the Local Government Act 2020
Context	<p>Section 1 Preliminary</p> <p>Provides the objectives of the local law as providing:</p> <p>Procedures governing conduct of meeting</p> <p>How the election of the mayor / deputy mayor will be elected</p> <p>The rules of conduct for those participating and present at a meeting</p> <p>For the appointment of Councillors to Committees and Councillors Responsible For</p> <p>For the use of the Common Seal</p>	<p>Addresses the rights and interests of people who will be affected by Council decisions – ensuring they will have an opportunity to express their views and provides a diagram of Moreland's Governance Setting and all the contributors to Council decision making.</p> <p>The context also aligns the Governance Rules with other relevant policies and legislation and includes definitions of terms included in the Governance Rules.</p>
Meeting Procedure		<p>3.1 Purpose of Council Meetings</p> <p>Provides the purpose of Council meetings and outlines when a meeting may be closed to the public in alignment with the provisions of the Act.</p>
Roles at meetings	<p>Section 5 Role of the Chairperson</p> <p>Provides for the role of the chairperson</p>	<p>Meeting Roles</p> <p>Outlines the roles for Chairperson, Councillors and the CEO at meetings.</p> <p><i>Note: A Delegated Committee is what we used to know as a "Special" Committee (Moreland previously had UPC).</i></p> <p>This section also provides an overview of the community 'role' at a meeting and the expectation of Councillors in relation to apologies and absences.</p>

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Notice of Meetings and Agenda	<p>Section 6 Notice of Meetings</p> <p>Provides for setting dates of meetings and Special Meetings and the notice required.</p> <p>Includes emergency postponement of meetings</p>	<p>3.3 Notice of Meetings and Availability of Agenda</p> <p>Expands on existing provisions</p> <p>Increases minimum notice period</p> <p>Deletes postponement as it is covered by the provisions for cancelling a meeting</p> <p>Establishes how Special Meetings and Call of the Council Meetings may be called as there is no longer provision for these in the Act.</p>
Election of the Mayor and Deputy Mayor	<p>Section 2 Election of the Mayor</p> <p>Provides the process for the election of the Mayor</p>	<p>Modified to remove provision for a mayoral election to be determined by lot in the event of a tied vote as is required by the new Act.</p>
Business of Meetings	<p>Section 8 Business of Meetings</p> <p>Provides for the CEO to set the Agenda and sets the order of business for Meetings</p>	<p>Conflict of Interest disclosure provision moved to stand alone chapter</p> <p>Modifies how the order of business may be changed during a meeting in accordance with current practice.</p> <p>Allows the CEO to withdraw an item from the agenda after it has been published.</p>
Community Questions and Submissions	<p>Section 9 Community Questions and Submissions</p> <p>Provides for:</p> <p>Public Question Time at meetings not designated to consider Planning and Related Matters</p> <p>Petitions and Joint Letters</p> <p>Submissions to Meetings designated for Planning and Related Matters</p> <p>Orderly conduct required and the Chairperson's power to remove a disorderly person/adjourn a meeting</p> <p>Offences for disorderly conduct</p>	<p>3.7 Community Questions and Submissions</p> <p>Seeks questions to be submitted by noon on the day of a Council meeting</p> <p>Introduces Community Statements where a community member may address the Council for up to two minutes following submission of the subject of the statement by 4 pm on the day of the meeting</p> <p>Provides for a future resolution for questions and community statements via electronic means (eg zoom etc)</p> <p>Specifically allows electronic petitions</p> <p>Specifies prohibited items for security purposes</p>

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Voting	Section 10 Voting Provides voting must be by show of hands, how divisions work, casting vote	3.8 Voting Introduces a provision for electronic voting by Councillors if the votes can be seen by those in attendance and watching on livestream
Notices of Motion	Clause 63 Notices of Motion Sets out how a Notice of Motion may be submitted and what may be accepted/rejected by the CEO	3.10.14 Notices of Motion Retains existing provisions and with the inclusion of: A Notice of Motion must call for a report if it proposes to impact the rights of any person who has not had the opportunity to express their views; The motion moved at the meeting must not be substantially different to the motion published in the agenda however may be amended (by resolution)
Closing a meeting to the public	Not included	Specifies when a meeting will be closed to the public and the transparency mechanisms if a meeting is closed for reasons of security or disorder
Delegated Committees	Section 18 Committees Provides for the application of the MPLL to Special Committees and Advisory Committees	Chapter 4 Delegated Committees Applies the Governance Rules to Delegated Committees Advisory Committees are addressed in a separate section (Chapter 9)
Conflicts of Interest	Clause 30 – A councillor must disclose conflicts of interest at the time specified in the Agenda and in accordance with the Act.	Chapter 5 Delegations Sets out the procedures for the disclosures of conflicts of interest by Councillors, Members of Delegated Committees, Council Staff and Contractors
Delegations	N/A	Chapter 6 Delegations Sets out requirements for Council staff with delegated powers, duties or functions
Joint Council Meetings	N/A	Chapter 8 Joint Council Meetings Provides for Council to participate in Joint Council meetings (with other Councils)

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What Informs Decision Making	<p>Application of MPLL to Advisory Committees by Council resolution</p> <p>Section 3 Appointment of Councillor Office Holders</p> <p>Appointment of Councillors to Committees and Councillor Responsible for</p>	<p>9.1 Advisory Committees</p> <p>Governs the term and broad operation of Advisory Committees to be established in each new term of Council.</p> <p>9.1.2, 9.1.3 and 9.1.4 substantively replicate the provisions of the MPLL</p> <p>9.2 Hearing Committees</p> <p>Provides for the establishment of committees of Council to hear from members of the community on specific issues</p> <p>9.3 Council Reports</p> <p>Requires the CEO to determine the form of Council reports and sets minimum standard headings.</p>
Council Records	N/A	<p>Chapter 10 Council Records</p> <p>Provides for record keeping of meetings held under the auspices of Council in order to ensure conflicts of interest are recorded and reported</p> <p>10.2 Attendance Records</p> <p>In accordance with Council's resolution, records of Councillor attendance will be published on Council's website</p>
Community Asset Committees	N/A	Sets a framework for the establishment of Community Asset Committees as contemplated by the Act
Election Periods	The Election Period Policy was adopted by Council in September 2019. It is now required to form part of the Governance Rules	<p>Chapter 12 Election Periods</p> <p>Sets out what the Election Period Policy will cover and includes the election period policy updated to reflect the requirements of the Act</p>