

Local Government Mayoral Advisory Panel

Purpose

1. The Local Government Mayoral Advisory Panel (LGMAP) is established by the Minister for Local Government (the Minister) to provide high level advice on the range of matters which impact on local government.

Length of Term

2. The LGMAP is a non-statutory advisory committee established on an annual basis for an annual term ending 20 October.

Membership

3. The Minister will be the Chair of the LGMAP.
4. The LGMAP will consist of at least five members appointed by the Minister in their individual capacity.
5. The Minister will invite an expression of interest from the Mayors of Victorian local councils on membership of the LGMAP each year. Expressions of interest will be confidential, with only the names of the appointed members being publicly released.
6. The members will be appointed by the Minister. To ensure a diversity of views, appointments will take into account various considerations including:
 - individual experience and expertise of members;
 - gender balance; and
 - existing participation in other committees and representation of constituencies to Government.
7. To further ensure a diversity of views, the membership may include at least one Mayor, operating in their individual capacity, from each of the following council groupings:
 - metropolitan councils;
 - interface councils;
 - regional city councils;
 - large shire councils; and
 - small shire councils.
8. The list of council groupings is at the end of this document.
9. The Minister may appoint members at any time for the remainder of the term of office.
10. Should a member cease to be a Mayor, their membership of the LGMAP would also cease.

Meetings

11. The meeting schedule and venue may be adjusted by the Chair and the Chair may convene extraordinary meetings where necessary. Where possible, members will be notified of the change or extraordinary meeting at least two weeks before these meetings are to be held. In such circumstances, teleconferencing arrangements can be established to facilitate the participation of members.
12. The Chair may invite others to LGMAP meetings. Members may also request the Chair to invite other participants.
13. A record of meeting proceedings will be kept. Circulation of such records will be restricted to members.
14. Members will be reimbursed for out-of-pocket expenses such as travel, accommodation, meals and other incidental expenses associated with attendance at meetings and other work related to the LGMAP. Written claims are to be made to the secretariat in accordance with the Department of Environment, Land, Water and Planning's Travel Policy. A copy of the Travel Policy is available on request from the secretariat.

Agenda Setting

15. The Chair will set the agenda for each meeting.
16. Agenda items will be developed to enable proper consideration of:
 - a) the contribution that local government can make to the achievement of state objectives and portfolio agendas;
 - b) impacts of legislation, regulation and policies on local government;
 - c) roles and responsibility of local government in government programs and agreements;
 - d) state responses to addressing local government sector challenges; and
 - e) state support for sector-wide improvements and innovations.
17. Members may propose agenda items for the meetings for the Chair's consideration through the secretariat. Members are requested to have proposed agenda items to the Chair well in advance of upcoming meetings.

Confidentiality and Conflicts of Interest

18. It is intended that the LGMAP will be a forum for discussing proposed legislation, regulation and policies that may impact local government. It would be desirable for the LGMAP to discuss such proposals at an early stage of the proposal's development.
19. It is envisaged that members will be provided with information that is not available in the public realm. It will be critical that the LGMAP is seen as a group that can be trusted with confidential information. The LGMAP's ability to fulfil its purpose will be severely hampered if that trust is undermined in any way.
20. Members are appointed in their individual capacity on account of their insights into the operations of councils and local government views on particular issues. Members are not a representative of their region, council grouping or constituency.
21. Given the level of confidentiality that will be associated with some of the information provided to members, any discussion and consultation with non-LGMAP members are limited to information already available to the local government sector.
22. Confidential LGMAP discussions will not be disclosed without the Chair's prior approval.
23. As the LGMAP will have no decision-making powers, it is not envisioned that there would be any potential conflicts of interest concerns in regard to the Conflicts of Interest provisions in the *Local Government Act 1989*. However, members are expected to manage any conflicts that do arise appropriately.

Communication

24. Communication from the LGMAP will be undertaken through the Chair. The Chair will also be responsible for responding to any correspondence addressed to the LGMAP.
25. Any queries received about the LGMAP should be directed to the secretariat.
26. Members should limit their comments about the LGMAP to their involvement in as much as such comments are in line with the confidentiality terms described previously.

Secretariat

27. Local Government Victoria will provide secretariat support to the LGMAP. The secretariat will be responsible for assisting the Chair with meeting arrangements, correspondence, information management and financial issues related to the operations of the LGMAP.
28. The secretariat can be contacted by telephone: (03) 9948 8537 or email: local.government@delwp.vic.gov.au.

Context

29. The LGMAP is an important part of consultative and advisory arrangements to support intergovernmental relations and the local government portfolio and its objectives.

LOCAL GOVERNMENT MAYORAL ADVISORY PANEL COUNCIL GROUPINGS

Metropolitan

1. Banyule City Council
2. Boroondara City Council
3. Darebin City Council
4. Hobsons Bay City Council
5. Maribyrnong City Council
6. Melbourne City Council
7. Moonee Valley City Council
8. Moreland City Council
9. Port Phillip City Council
10. Stonnington City Council
11. Yarra City Council
12. Bayside City Council
13. Brimbank City Council
14. Frankston City Council
15. Glen Eira City Council
16. Greater Dandenong City Council
17. Kingston City Council
18. Knox City Council
19. Manningham City Council
20. Maroondah City Council
21. Monash City Council
22. Whitehorse City Council

Interface

1. Cardinia Shire Council
2. Casey City Council
3. Hume City Council
4. Melton Shire Council
5. Mornington Peninsula Shire Council
6. Nillumbik Shire Council
7. Whittlesea City Council
8. Wyndham City Council
9. Yarra Ranges Shire Council
10. Wodonga City Council

Large Shire

1. Bass Coast Shire Council
2. Baw Baw Shire Council
3. Campaspe Shire Council
4. Colac Otway Shire Council
5. Corangamite Shire Council
6. East Gippsland Shire Council
7. Glenelg Shire Council
8. Golden Plains Shire Council
9. Macedon Ranges Shire Council
10. Mitchell Shire Council
11. Moira Shire Council
12. Moorabool Shire Council
13. Mount Alexander Shire Council
14. Moyne Shire Council
15. South Gippsland Shire Council
16. Southern Grampians Shire Council
17. Surf Coast Shire Council
18. Swan Hill Rural City Council
19. Wellington Shire Council

Regional City

1. Ballarat City Council
2. Greater Bendigo City Council
3. Greater Geelong City Council
4. Greater Shepparton City Council
5. Horsham Rural City Council
6. Latrobe City Council
7. Mildura Rural City Council
8. Wangaratta Rural City Council
9. Warrnambool City Council

Small Shire

1. Alpine Shire Council
2. Ararat Rural City Council
3. Benalla Rural City Council
4. Buloke Shire Council
5. Central Goldfields Shire Council
6. Gannawarra Shire Council
7. Hepburn Shire Council
8. Hindmarsh Shire Council
9. Indigo Shire Council
10. Loddon Shire Council
11. Mansfield Shire Council
12. Murrindindi Shire Council
13. Northern Grampians Shire Council
14. Pyrenees Shire Council
15. Borough of Queenscliffe
16. Strathbogie Shire Council
17. Towong Shire Council
18. West Wimmera Shire Council
19. Yarriambiack Shire Council