

**TERMS OF REFERENCE OF THE ELECTORAL REPRESENTATION ADVISORY PANELS ESTABLISHED
UNDER SECTION 16 OF THE *LOCAL GOVERNMENT ACT 2020* (Vic)**

For the purposes of Clause 1 of the instrument and Schedule 1, and without limiting the electoral representation advisory panels' functions and powers under section 16 of the Act, the panels are to:

1. Conduct reviews in relation to the electoral structure of Councils specified in Schedule 1 to this instrument.
2. Advise, subject to section 13 of the Act, on—
 - (a) The total number of Councillors to be elected for the Council;
 - (b) Whether the municipal district of the Council should be subdivided into a specified number of wards or should be un-subdivided;
 - (c) If the municipal district of the Council should be subdivided into a specified number of wards —
 - (i) the number of wards;
 - (ii) whether each of those wards should consist of a single Councillor, or an equal number of Councillors elected to represent each ward and the number of Councillors that are to represent each ward;
 - (iii) what the boundaries of the wards of the municipal district of the Council should be; and
 - (iv) the names of the wards of the municipal district of the Council, having regard to local Traditional Owner groups' interests.
3. Ensure when advising on an electoral structure that provides for the subdivision of a municipal district into wards or the specification of the boundaries of wards of a municipal district, that—
 - (a) Each ward has approximately an equal number of voters per Councillor; and
 - (b) The number of voters per Councillor in a ward does not vary from the average number of voters per Councillor for all of the wards by more than 10 per cent.
4. Advise on a criterion or a formula, agreed to by both electoral representation advisory panels, for determining the appropriate number of Councillors for a Council, that is applied in providing advice with respect to the matter in Clause 2(a) of this Schedule.
5. Advise on a criterion, agreed to by both electoral representation advisory panels, for determining whether the municipal district of a Council should be—
 - (a) Subdivided into a specified number of wards made up of an equal number of Councillors elected to represent each ward; or
 - (b) Unsubdivided,that is applied in providing advice with respect to the matters contained in Clause 2(b) and 2(c) of this Schedule.
6. All advice in respect of the matters contained in this Schedule must be provided to the Minister by no later than 1 March 2024.