

SCHEDULE 2

TERMS OF REFERENCE OF APPOINTMENT OF THE MUNICIPAL MONITORS TO GREATER GEELONG CITY COUNCIL APPOINTED UNDER SECTION 179 OF THE LOCAL GOVERNMENT ACT 2020

Having regard to the confidential recommendation of the Chief Municipal Inspector and without limiting the Municipal Monitors' functions and powers under sections 180 and 181, respectively, of the Act, the Municipal Monitors are:

1. To monitor the governance processes and practices of the Council, with specific regard to the following matters –
 - a. the Council's policies, processes and practices related to the recruitment, appointment, and proposed employment conditions of an ongoing Chief Executive Officer, including but not limited to materials developed and advice used to inform the processes and practices of the Council's CEO Employment and Remuneration Committee;
 - b. the establishment of an effective working relationship between the ongoing Chief Executive Officer and the Council;
 - c. the Council's meeting procedures and decision making, including the use of Notices of Motion and the adequacy of the Council's Governance Rules
 - d. any processes and practices identified by the Commission of Inquiry into the Council requiring improvement to address poor governance practices;
 - e. the Council's policies, processes and practices related to the management of conflicts of interest;
 - f. the Council's Councillor Code of Conduct;
 - g. the Chief Executive Officer's policies and practices that manage the interactions between Councillors and Council staff and contractors, and compliance with those policies and practices;
 - h. any advice or recommendations made by the Local Government Inspectorate arising from its investigation at the Council; and
 - i. any other Council governance policies, processes and practices.
2. To advise, and provide any relevant assistance and support, to the Council in relation to the improvement of the Council's governance processes and practices, with specific regard to the matters raised in clause 1.
3. To report to the Minister for Local Government, with respect to the matters in clause 1, on:
 - a. any steps or actions taken by the Council to improve its governance and the effectiveness of those steps or actions;
 - b. any recommendations in relation to the exercise of any Ministerial power under the Act; and
 - c. any advice in relation to the continued operation or alternatively the revocation of the Minister's written direction to Council not to employ or re-employ a Chief Executive Officer.