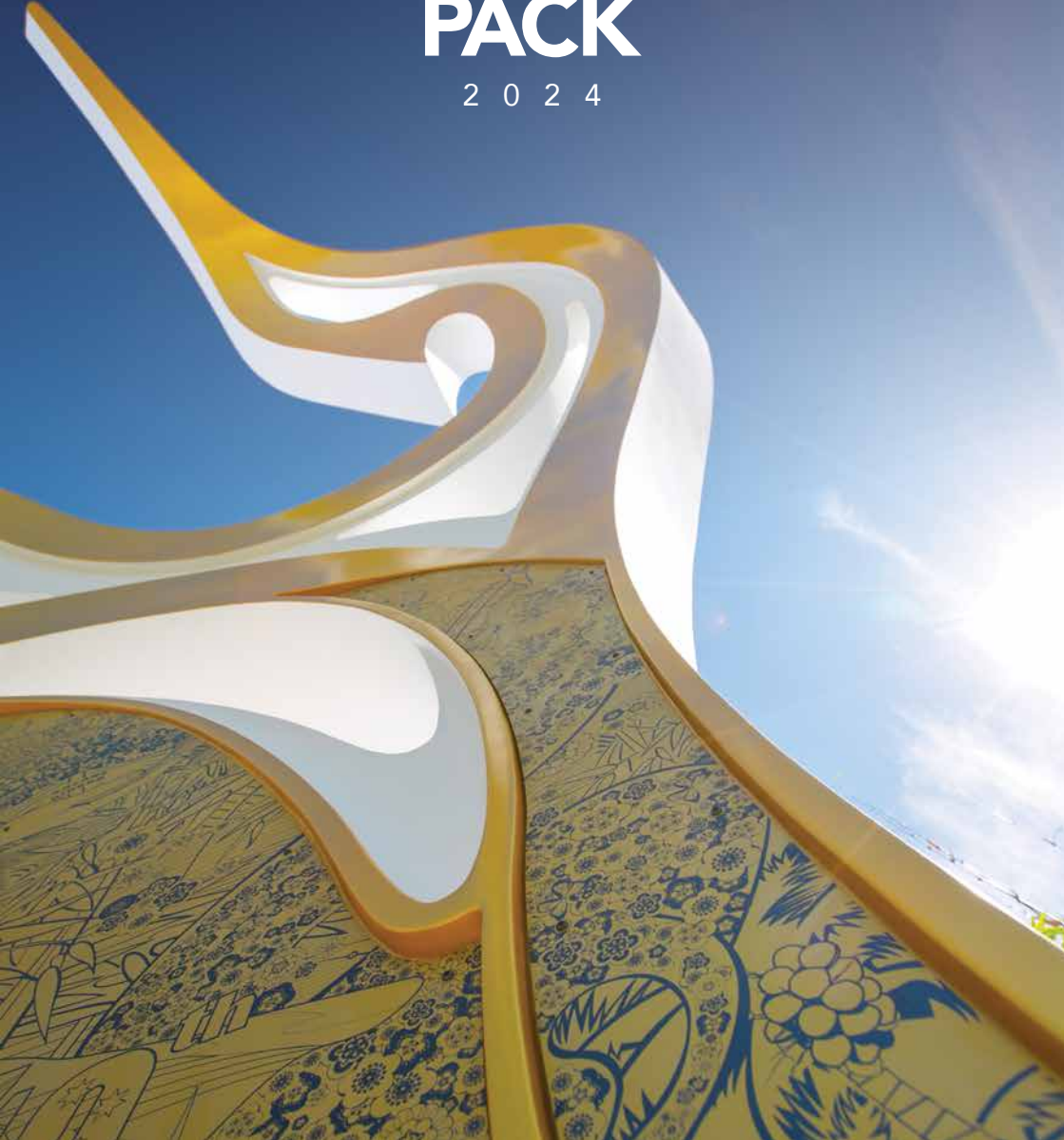




Maribyrnong
CITY COUNCIL

CANDIDATE
INFORMATION
PACK

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About the City of Maribyrnong

Located in Melbourne's western suburbs approximately seven kilometres from Melbourne's central business district, Maribyrnong is a 32 square kilometre thriving hub of arts, culture, cuisine, retail, education and innovation.

The City of Maribyrnong includes the vibrant and diverse suburbs of Maribyrnong, Braybrook, Footscray, Kingsville, Maidstone, Seddon, West Footscray and Yarraville and Tottenham.

Maribyrnong is a significant place for the tribes and clans of the Kulin Nation, and in particular the Wurundjeri Woi Wurrung and Boon Wurrung Bunurong Peoples who have gathered in 'Mirring-gnay-bir-nong', the area now known as the City of Maribyrnong, since time immemorial. The point where the Maribyrnong River and Yarra River meet is considered especially significant as it symbolises the point where different groups would also have met as they journeyed along the Maribyrnong River, and where many sacred sites have been identified.

Maribyrnong City Council delivers a wide range of services and programs including a road network and cycle and pedestrian paths, public realm and streetscapes, community centres and libraries, early years, youth and support services, sport and recreation facilities, and manages local laws for more than 91,000 residents.

Council's service delivery is underpinned by the Council Plan and Budget. The Proposed Budget for 2024/25 is \$140 million dollars. This includes proposed funding to complete the \$39 million redevelopment of the Footscray Town Hall and construction of a new civic administration building and civic park, scheduled for completion at the end of 2024.

Why consider becoming a Maribyrnong Councillor



- 1** Local government has a significant impact on the lives of all Victorians.

- 2** Councils are complex organisations that provide and maintain a wide range of buildings, amenities, programs and services.

- 3** Councillors, elected by residents and ratepayers, have an exciting and challenging role to fulfil.

- 4** You will be in touch on a daily basis with our community and balance the needs and expectations of our municipality within a legal framework of financial and environmental sustainability.

- 5** Councillors are required to make a variety of diverse and often complex decisions on a regular basis that affect people's lives.

- 6** Significantly, you will help shape the values, vision and strategic direction for Maribyrnong City Council.

- 7** It is important to note the *Local Government Act 2020* defines the very distinct and different roles of a Council and the Chief Executive Officer, which is integral to an efficient, compliant and successful Council

- 8** Becoming a councillor is a fantastic hands-on way to serve and advocate for your community, and positively influence future directions and outcomes for Maribyrnong.

- 9** Individuals with diverse backgrounds are encouraged to apply, to reflect the diversity of our Maribyrnong community.

- 10** If you're passionate about Maribyrnong and your community and are willing to learn, grow and participate, then consider nominating as a candidate.

- 11** Being a councillor may be a challenging role, but also very rewarding and fulfilling.

2024 Maribyrnong City Council Election

2024 Council Elections

The elections are managed by the Victorian Electoral Commission and will take place in October 2024.

KEY DATES INCLUDE

Close of Nominations	12pm, Tuesday 17 September 2024
Election Period	12pm, 17 September 2024 to Saturday 26 October 2024
Close of Voting	6pm, Friday 25 October 2024
Election Day	Saturday 26 October 2024
Results	Declared by 15 November 2024

2024 Local Government General Elections Timetable



DATE	ACTIVITY
Monday 15 July	Council primary enrolment data (date fixed by VEC)
Saturday 27 July	Public notice of Close of Roll Date (published during this period)
Wednesday 7 August	Close of roll at 4pm
Saturday 10 August	Publication of Election Notice (published during this period)
Thursday 15 August	
Monday 9 September	Election offices open
Monday 9 September	Certification of voters' roll Nominations open
Tuesday 17 September	Close of nominations at 12pm (ballot draw to follow)
Tuesday 17 September	Close of lodgement of candidate statements, photographs, and questionnaires at 12pm
Tuesday 18 September	Ballot draw at 10am
Monday 7 October to Thursday 10 October	Mail-out of ballot packs / uncontested ward leaflets
Friday 25 October	CLOSE OF VOTING AT 6PM
Saturday 26 October	Election Day
DATES PAST ELECTION	
Monday 28 October	Postal vote receipt period
Friday 1 November	Close of postal vote receipt period at 12pm on Friday 1 November
Friday 15 November	All elections to be declared by Friday 15 November

City of Maribyrnong ward boundaries

For the 2024 election, Maribyrnong Council will be divided into seven single councillor wards, as published in the Victorian Government Gazette on 15 February 2024.

These are:

- Bluestone Ward
- Braybrook Ward
- Burndap Ward
- River Ward
- Saltwater Ward
- Sheoak Ward
- Wattle Ward



Representing Maribyrnong as a Councillor



Role of a Councillor

The *Local Government Act 2020* defines the role of a councillor as:

- Participating in the decision making of the Council;
- Representing the interests of the municipal community in that decision making; and
- Contributing to the strategic direction of the Council through development and review of key strategic documents including the Council Plan.

Councillors play a key role working with officers to represent the interests of the municipality across areas including strategic planning, lawmaking and enforcement, policy development, service delivery, representation and advocacy.

Being a Maribyrnong Councillor serving and representing our community can be highly rewarding, however, it is also time consuming.

You will find a draft Councillor Activity program on pages 22 and 23 which provides an indication of the required time commitment.

Requirements

Maribyrnong Councillors are required to undertake a number of key responsibilities.

Performing the role of a Councillor

- Working together as a councillor team
- Impartial decision-making
- Considering the diversity of interests and needs of the community.
- Supporting the role of the Council
- Acting lawfully in accordance with the oath or affirmation of office
- Acting in accordance with the standards of conduct
- Supporting Council procedures for good governance.

Attendance at Meetings

- Monthly Council Meetings and Delegated Committee Meetings held monthly
- Bi-monthly Councillor Strategic Briefings

Disclosures

- Campaign gift donations
- Personal Interest Returns
- Conflict of Interest Disclosures

Representing Maribyrnong as a Councillor – cont.

Key documents and recommended reading

- Council Plan
- Financial Plan
- Asset Plan
- Revenue and Rating Plan
- Annual Report
- Annual Budget
- Governance Rules
- Councillor Code of Conduct
- Fraud and Corruption Framework

Find the above documents and recommended reading at:
maribyrnong.vic.gov.au/About/2024-Council-Elections/Resources

Mayor and Deputy Mayor

Maribyrnong Council usually elects the Mayor and Deputy Mayor each November for a one year term.

Being a Mayor has specific responsibilities as prescribed by the *Local Government Act 2020*.

This includes leading the Council, providing guidance to councillors about what is expected of a councillor, acting as the principal spokesperson for the Council, supporting good working relations between councillors, and carrying out the civil and ceremonial duties of the office of Mayor.

Allowances

The Victorian Independent Remuneration Tribunal sets the annual allowance payable to the Mayor, Deputy Mayor and councillors.

For further information, please visit:
vic.gov.au/allowances-mayors-deputy-mayors-and-councillors-annual-adjustment

Councillor Code of Conduct

The *Local Government Amendment (Governance and Integrity) Bill 2024* proposes all councillors elected in October 2024 will be required to sign the model Councillor Code of Conduct.

Induction Program

All councillors elected to the Maribyrnong City Council will be required to undertake the mandatory Councillor Induction Program within four months of election, as prescribed in the *Local Government Act 2020*.

Further details can be found on pages 22 and 23 of this Booklet.

The Mayor and Deputy Mayor will also be required to undertake mandatory training within one month of being appointed to office (subject to pending legislative amendments).

All councillors will also be required to undertake annual professional development, as prescribed by the *Local Government Amendment (Governance and Integrity) Bill 2024*.

Council Committees

Councillors may be appointed as members of our delegated and advisory committees, which play an important role in the governance, decision making and community participation in the municipality.

Council has a Chief Executive Officer Employment Matters Advisory Committee and Audit and Risk Committee to assist in its governance functions.

Along with a number of Council advisory committees, Maribyrnong also holds membership in external committees. Community interest and participation are core principles of these committees.

Nominations for councillor representation on various committees and advisory groups occurs annually every November. This includes:

- Active and Healthy Ageing Community Advisory Committee
- Arts Advisory Committee
- Brooklyn Community Reference Group
- Civic Awards Judging Panel
- Climate Emergency Community Advisory Committee
- Disability Advisory Committee
- First Nations Advisory Committee
- Gender Equity Ambassadors
- Heritage Advisory Committee
- Leadwest
- LGBTQIA+ Advisory Committee
- M9 Committee
- Maribyrnong Active Transport Advisory Committee
- Metropolitan Transport Forum
- Municipal Association of Victoria (MAV)
- Victorian Local Governance Association (VLGA)
- Western Melbourne's Tourism Board
- Youth Advisory Committee

Maribyrnong City Council organisation

Council's Chief Executive Officer, Celia Haddock, leads the Executive Leadership Team which oversees four directorates responsible for the delivery and quality of the many programs, services and activities Council provides.

The Executive Leadership Team includes:

- Chief Executive Officer
- Director Community Services
- Director Corporate Services
- Director Infrastructure Services
- Director Planning and Environment Services

Community Services

Led by the Director Community Services, this Directorate focuses on providing quality services in the areas of positive ageing, maternal and child health including immunisation programs, community learning programs, library services, raising diversity and inclusion awareness and implementing community policy.

It supports the City's growing arts and culture community and endeavours to ensure families and young people have access to quality services.

The Departments that make up our Community Services directorate include:

- Libraries, Arts and Culture
- Community Services and Social Infrastructure Planning
- Inclusive Communities

Corporate Services

Led by the Director Corporate Services, this Directorate provides services that ensure a well-managed, financially sustainable and accountable organisation. It is responsible for engaging our community on key strategies and policies and supports Council in its decision making role, and in meeting its various statutory obligations.

The departments that make up our Corporate Services Directorate include:

- People and Capability
- Customer Engagement
- Governance and Commercial Services
- Finance
- Information Technology Services

Infrastructure Services

Led by the Director Infrastructure Services, this Directorate manages and maintains the City's built and natural environments in the public domain, including maintenance of our many parks and gardens.

It is responsible for essential services such as waste management, road maintenance and traffic management.

The Departments that make up our Infrastructure Services Directorate include:

- Assets and Capital
- Engineering and Transport
- Operations and Maintenance
- Recreation and Open Space

Planning and Environment Services

Led by the Director Planning and Environment Services, this Directorate delivers our Festival City program and develops visitation opportunities for our City.

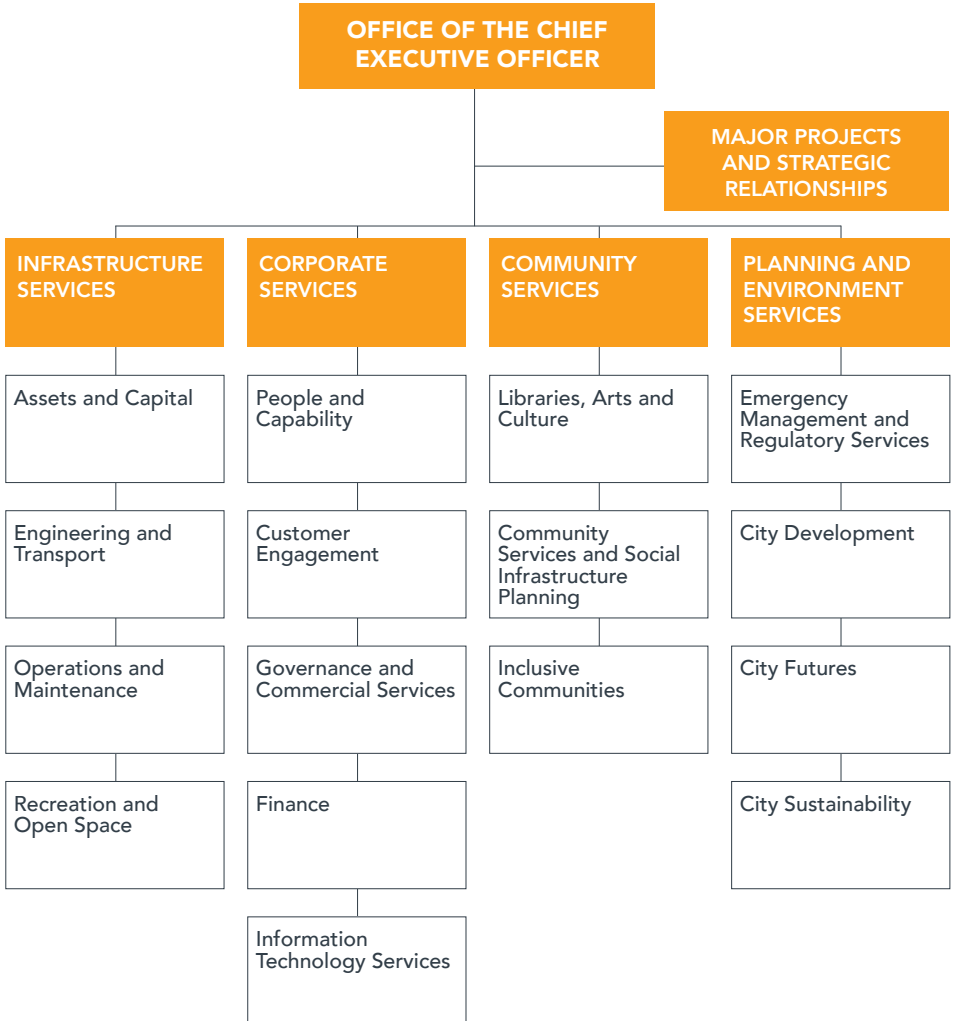
It also has responsibility for urban planning to ensure appropriate building and planning outcomes that contribute to the liveability of our City. Many of Council's regulatory services are led by the Planning and Environment Services directorate.

The departments that make up our Planning and Environment Services Directorate include:

- Emergency Management and Regulatory Services
- City Development
- City Futures
- City Sustainability



Organisation chart



Local Government Elections 2024

Election Day

Saturday 26 October 2024 is Election Day.

Enrolling to Vote

In a Victorian local body election there are two types of voters:

1. State-enrolled
2. Council-enrolled

State-enrolled voters

You must enrol and vote if you:

- Are 18 years or older
- Are an Australian citizen
- Have lived at your address for longer than one month.

Council-enrolled voters (ratepayers)

Some ratepayers can apply to become council-enrolled voters if they are:

- A property owner, occupier or represent a corporation.
- 18 years or older
- Not already a State-enrolled voter.

Voting

All voting in council elections is by post. Ballot packs will be sent to all enrolled voters to complete and return via post.

The voting system for all Victorian local councils is set by the Minister for Local Government.

Candidates

Qualifications

To be a candidate for a council election, you must:

- Be an Australian citizen
- Be aged 18 years of age or over
- Be enrolled on the voters' roll for the council in which you wish to stand
- Have completed the mandatory local government candidate training
- Not be disqualified from being a Councillor.

Disqualifications

You may be disqualified as a candidate if:

- You are an undischarged bankrupt
- You have a property that is subject to control under the law relating to bankruptcy
- You are a member of Council staff of the Council you wish to be nominated for
- You have been convicted of any of the criminal offences referred to in section 34(2) of the Act
- You are a councillor with another council, including interstate councils
- You are a member of an Australian Parliament, including the Federal Parliament or a Member of Parliament in any state or territory of the Commonwealth of Australia
- You are employed by a Federal or State Member of Parliament as a Ministerial Officer, a Parliamentary Adviser or an Electorate Officer
- You are otherwise incapable of becoming or continuing to be a councillor.

Mandatory Candidate Training

- The Victorian Government provides compulsory training for all Victorians who wish to nominate as a candidate in a council election.
- The training will help you understand the role and responsibilities of being a councillor.
- Under the *Local Government Act 2020* you will not be able to nominate as a candidate unless you have completed the mandatory training.
- Local Government Victoria has advised they will release the online training module in mid-June 2024.

Visit Candidate Training for more information: localgovernment.vic.gov.au

Conduct of Councillors

Councillor Conduct Framework

The Councillor Conduct Framework is outlined in Schedule 1 of the *Local Government (Governance and Integrity) Regulations 2020*.

Schedule 1—Standards of conduct

1. Treatment of others

A Councillor must, in performing the role of a Councillor, treat other Councillors, members of Council staff, the municipal community and members of the public with dignity, fairness, objectivity, courtesy and respect, including by ensuring that the Councillor:

- (a) takes positive action to eliminate discrimination, sexual harassment and victimisation in accordance with the *Equal Opportunity Act 2010*; and
- (b) supports the Council in fulfilling its obligation to achieve and promote gender equality; and
- (c) does not engage in abusive, obscene or threatening behaviour in their dealings with members of the public, Council staff and Councillors; and
- (d) in considering the diversity of interests and needs of the municipal community, treats all persons with respect and has due regard for their opinions, beliefs, rights and responsibilities.

2. Performing the role of Councillor

A Councillor must, in performing the role of a Councillor, do everything reasonably necessary to ensure that the Councillor performs the role of a Councillor effectively and responsibly, including by ensuring that the Councillor:

- (a) undertakes any training or professional development activities the Council decides it is necessary for all Councillors to undertake in order to effectively perform the role of a Councillor; and
- (b) diligently uses Council processes to become informed about matters which are subject to Council decisions; and
- (c) is fit to conscientiously perform the role of a Councillor when acting in that capacity or purporting to act in that capacity; and

- (d) represents the interests of the municipal community in performing the role of a Councillor by considering and being responsive to the diversity of interests and needs of the municipal community.

3. Compliance with good governance measures

A Councillor, in performing the role of a Councillor, to ensure the good governance of the Council, must diligently and properly comply with the following:

- (a) any policy, practice or protocol developed and implemented by the Chief Executive Officer in accordance with section 46 of the Act for managing interactions between members of Council staff and Councillors;
- (b) the Council expenses policy adopted and maintained by the Council under section 41 of the Act;
- (c) the Governance Rules developed, adopted and kept in force by the Council under section 60 of the Act;
- (d) any directions of the Minister issued under section 175 of the Act.

4. Councillor must not discredit or mislead Council or public

- (1) In performing the role of a Councillor, a Councillor must ensure that their behaviour does not bring discredit upon the Council.
- (2) In performing the role of a Councillor, a Councillor must not deliberately mislead the Council or the public about any matter related to the performance of their public duties.

5. Standards do not limit robust political debate

Nothing in these standards is intended to limit, restrict or detract from robust public debate in a democracy.





Draft Maribyrnong Councillor Activity Timetable

MONTH	ACTIVITY	DATE
November 2024	Last day for Declarations	Friday 15 November 2024
	Swearing in of new Council	Monday 18 November 2024
	Council Meeting: Election of Mayor and Deputy Mayor, and Council Committee Appointments	Tuesday 19 November 2024
	Induction Session #1: <ul style="list-style-type: none"> • Introduction to Maribyrnong City Council • Directorates Overview • 2024/25 Budget • Council Plan 2021-2025 	Monday 25 November 2024
	Induction Session #2: <ul style="list-style-type: none"> • Governance Rules • Council Meeting Procedures 	Tuesday 26 November 2024
	Induction Session #3: <ul style="list-style-type: none"> • Town Planning Foundations 	Wednesday 27 November 2024
	Mayoral and Deputy Mayor: Mandated Training* <small>*Governance & Integrity Bill 2024</small>	TBC
December 2024	Induction Session #4: Councillor Tour of Maribyrnong	TBC
	Induction Session #5: <ul style="list-style-type: none"> • Governance • Model Councillor Code of Conduct • <i>Local Government Act 2020</i> 	Monday 2 December 2024
	Strategic Briefing Session	Tuesday 3 December 2024

MONTH	ACTIVITY	DATE
	Induction Session #6: Councillor Only Cultural Workshop (Values and Behaviours)	Monday 9 December 2024
	Council Meeting	Tuesday 10 December 2024
	City Development Delegated Committee	Wednesday 11 December 2024
January 2025	Induction Session #7: Governance and Integrity Bill 2024 Mandated Training	Tuesday 28 January 2025
February 2025	Induction Session #8: Governance and Integrity Bill 2024 Mandated Training	Monday 3 February 2025
	Strategic Briefing Session	Tuesday 4 February 2024
	Strategic Briefing Session	Tuesday 11 February 2024
	Councillor Strategic Planning Weekend: <ul style="list-style-type: none"> • Council Vision • Council Plan • 2025-26 Budget 	Friday 14 & Saturday 15 February 2025
	Council Meeting	Tuesday 18 February 2025
	2025/26 Budget Briefing #1	Monday 24 February 2025
	City Development Delegated Committee	Tuesday 25 February 2025

Please note the draft schedule is indicative only and subject to change.



Maribyrnong City Council offices

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TIS 131 450



If you are deaf, hearing-impaired, or speech-impaired,
please use the National Relay Service



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Speak and listen 1300 555 727
www.relayservice.com.au

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