



COUNCIL POLICIES - DEFINITIONS

COLAC OTWAY SHIRE COUNCIL – POLICY DEFINITIONS

Responsible Officer: Coordinator Council Business Due for Review: As required

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PURPOSE

The purpose of this document is to provide common definitions used across Colac Otway's Shires Council Policy documents.

Policy documents may have specific definitions that are relevant to that specific policy. These definitions can be found within individual policies.

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COMMON DEFINITIONS

Act – Means the Local Government Act 2020

Advisory Committee - Means any committee established by the Council, other than a delegated committee, that provides advice to the Council; or a delegated committee; or a member of Council staff who has been delegated power, duty or function of the Council under section 47 of the Local Government Act 2020

Asset - An asset is a resource with economic value that can be measured reliably that is owned or controlled by Council with the expectation that it will provide future economic benefits.

Audit and Risk Committee - Means the Audit and Risk Committee established by a Council under section 53 of the Local Government Act 2020.

Authorised Officer – Means a person appointed under section 224 of the Local Government Act 1989.

Chair – person presiding over the meeting

Chief Executive Officer or CEO – Means the Chief Executive Officer of Council

City - refers to the Colac township.

Committee of Management - Means a committee where council has been appointed under the Crown Land (Reserves) Act 1978 to manage a reserve on behalf of the Minister.

Community Asset Committee - Means a Community Asset Committee established by a Council under section 65 of the Local Government Act 2020.

Conflict of Interest - The Local Government Act 2020 defines conflicts of interest as being either general or material. In the application of this policy, conflicts may be:

- Actual: There is a real conflict between an individual's public duties and private interests.
- Potential: An individual has private interests that could conflict with their public duties. This refers to circumstances where it is foreseeable that a conflict may arise in future and steps should be taken now to mitigate that future risk.
- Perceived: The public or a third party could reasonably form the view that an individual's private interests could improperly influence their decisions or actions, now or in the future.

Council – Means Colac Otway Shire Council

Council meeting – Has the same meaning as in the Act (*Local Government Act 2020*)

Council office – The Council building and surrounding areas at 2-6 Rae Street Colac.

Council Officer – Chief Executive and staff of Council appointed by the Chief Executive.

Council staff or Council employee - is any person employed by the Council to carry out the functions of the Council, and the Council's Chief Executive Officer.

Council Website - means Council's website at www.colacotway.vic.gov.au

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Councillors – Means the individuals holding the office of a member of Colac Otway Shire Council

Delegated Committee - A committee established by a Council under section 63 of the Local Government Act 2020 or, a joint delegated committee established by two or more Councils under section 64, or a committee, other than a Community Asset Committee, exercising any power of a Council under this Act or any other Act delegated to the committee under this Act or any other Act.

Page | 3 **LGPRF** - Local Government Performance Reporting Framework

Mayor – Means the Mayor of Council

Municipal community – includes:

- (a) people who live in the municipal district of the Council; and
- (b) people and bodies who are ratepayers of the Council; and
- (c) traditional owners of land in the municipal district of the Council; and
- (d) people and bodies who conduct activities in the municipal district of the Council.

Municipal District – Means the district under the local government of a Council.

Officer - means a member of Council staff and includes the Chief Executive Officer.

Resolution - means a resolution of Council made at a Council meeting

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