



MINUTES

SPECIAL MEETING OF COUNCIL

24 OCTOBER 2023



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Mark Hook
CHIEF EXECUTIVE OFFICER



SHIRE OF WAGIN

Minutes for the Special Meeting of Council held in the Council Chambers, Wagin
on Tuesday 24 October 2023 commencing at 6pm

CONTENTS

1.	OFFICIAL OPENING	4
2.	DECLARATION OF PURPOSE OF MEETING	4
3.	SWEARING IN OF COUNCILLORS	4
3.1	SHERRYL MAREE CHILCOTT	4
3.2	GEOFFREY K B WEST	4
3.3	PHILLIP JAMES BLIGHT.....	5
3.4	WADE JOSEPH LONGMUIR.....	5
4.	RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)	5
4.1	ATTENDANCE	5
4.2	APOLOGIES.....	5
4.3	VISITORS.....	5
5	DISCLOSURE OF FINANCIAL AND OTHER INTERESTS	5
5.1	DISCLOSURE OF FINANCIAL INTEREST – LOCAL GOVERNMENT ACT SECTION 5.60A.....	5
5.2	DISCLOSURE OF PROXIMITY INTEREST – LOCAL GOVERNMENT ACT SECTION 5.6B	5
5.3	DISCLOSURE OF IMPARTIALITY INTEREST – ADMINISTRATION REGULATION SECTION 34C	6
6	ELECTION OF PRESIDENT & DEPUTY PRESIDENT	6
6.1	ELECTION OF PRESIDENT	6
6.2	ELECTION OF DEPUTY PRESIDENT	7
6.3	ALLOCATION OF SEATING ARRANGEMENT	10
6.4	APPOINTMENT OF COUNCILLORS TO VARIOUS COMMITTEES	10
7	CLOSURE	14



1. OFFICIAL OPENING

The Acting Chief Executive Officer opened the meeting at 6.22pm.

2. DECLARATION OF PURPOSE OF MEETING

The purpose of this meeting is to

- Swearing in Councillors elect
- Election of President
- Election of Deputy President
- Appointment of Committees and Council representatives
- Councillor seating arrangements

3. SWEARING IN OF COUNCILLORS

In accordance with the Local Government act 1995, s2.29(1) a person elected as a Councillor has to make a declaration before acting in office.

Regulation 13 of the Local Government (Constitution) Regulation 1998 prescribes the form of declaration. This is contained in Form 7 of those regulations and is to be made before a person authorised to take statutory declarations under the Oaths, Affidavits and Statutory declarations Act 2005.

The declaration as follows:

I, _____

Of, _____

having been elected to the office of Councillor of the Shire of Wagin, declare that I take the office upon myself and will duly, faithfully, honestly, and with integrity, fulfil the duties of the office for the people in the district according to the best of my judgment and ability, and will observe the Local Government (Rules of Conduct) Regulations 2007.

3.1 SHERRYL MAREE CHILCOTT

Councillor Sherryl Maree Chilcott made the following declaration of office before Mr James Wallis, Justice of the Peace, who is approved witness to accept a statutory declaration.

3.2 GEOFFREY K B WEST

Councillor Geoffrey K B West made the following declaration of office before Mr James Wallis, Justice of the Peace, who is approved witness to accept a statutory declaration.



3.3 PHILLIP JAMES BLIGHT

Councillor Phillip James Blight made the following declaration of office before Mr James Wallis, Justice of the Peace, who is approved witness to accept a statutory declaration.

3.4 WADE JOSEPH LONGMUIR

Councillor Wade Joseph Longmuir made the following declaration of office before Mr James Wallis, Justice of the Peace, who is approved witness to accept a statutory declaration.

4. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

4.1 ATTENDANCE

Cr Phillip Blight	Elected Member
Cr Greg Ball	Elected Member
Cr Bryan Kilpatrick	Elected Member
Sherryl Chilcott	Elected Member
Wade Longmuir	Elected Member
Geoff West	Elected Member
Cr Ann O'Brien	Elected Member
Mark Hook	Acting Chief Executive Officer
John Fathers	Executive Manager of Community and Corporate
Kirsty Simkins	Executive Assistant

4.2 APOLOGIES

4.3 VISITORS

James Wallis

Justice of the Peace

5 DISCLOSURE OF FINANCIAL AND OTHER INTERESTS

5.1 DISCLOSURE OF FINANCIAL INTEREST – Local Government Act Section 5.60a

5.2 DISCLOSURE OF PROXIMITY INTEREST – Local Government Act Section 5.60b

5.3 DISCLOSURE OF IMPARTIALITY INTEREST – Administration Regulation Section 34c

6 ELECTION OF PRESIDENT & DEPUTY PRESIDENT

6.1 ELECTION OF PRESIDENT

The Acting Chief Executive Officer will call for nominations for the office of President.

The President is to be elected by the Council from amongst the Councillors.

Nominations for the position of President are to be made in writing before the meeting, or during the meeting prior to the close of nominations. If a Councillor is nominated by another Councillor, the person conducting the election is not to accept the nomination unless the nominee has advised the person conducting the election, verbally or in writing, that he or she is willing to be nominated.

At the time of the agenda preparation, no nominations for President were received.

Council members are to vote on the matter by secret ballots as if they were voting at an election. The Chief Executive Officer is to declare the result and the elected President is to make a declaration pursuant to Regulation 13(3) of the Local Government (Constitution) Regulations 1998.

NOMINATIONS

Zero nomination/s were received for position of President in writing by the Acting Chief Executive Officer. The Acting Chief Executive Officer called for further nominations and allowed sufficient time for further nominations. One nomination was received at the meeting.

- *Cr G R Ball nominated P J Blight for President. Cr P J Blight accepted the nomination*

The Chief Executive Officer declared Councillor Cr Phillip Blight duly elected as President of the Shire of Wagin, term expiry October 2025.

Councillor Phillip Blight made the following declaration of office before Mr James Wallis, Justice of the Peace, who is approved witness to accept a statutory declaration.

OATHS, AFFIRMATIONS AND DECLARATIONS (S. 2.29, 2.42)

A declaration required by section 2.29 to be made by a person elected as a councillor, deputy mayor or deputy president is to be made before an authorised person.

The declaration of elected President:

I, _____

Of, _____

having been elected to the office of President of the Shire of Wagin, declare that I take the office upon myself and will duly, faithfully, honestly, and with integrity, fulfil the duties of the office for the people in the district according to the best of my judgment and ability, and will observe the Local Government (Rules of Conduct) Regulations 2007.

The Chief Executive Officer to hand the meeting over to the newly elected President.

6.2 ELECTION OF DEPUTY PRESIDENT

The President to call for nominations for the office of Deputy President.

The Deputy President is to be elected by the Council (including the President) from amongst the Councillors.

Nominations for the position of Deputy President are to be made in writing before the meeting, or during the meeting prior to the close of nominations. If a Councillor is nominated by another Councillor, the person conducting the election is not to accept the nomination unless the nominee has advised the person conducting the election, verbally or in writing, that he or she is willing to be nominated.

Council members are to vote on the matter by secret ballots as if they were voting at an election. The Chief Executive Officer is to declare the result and the elected Deputy President is to make a declaration pursuant to Regulation 13(3) of the Local Government (Constitution) Regulations 1998.

NOMINATIONS

Zero nomination/s were received for position of Deputy President in writing by the Chief Executive Officer. The President called for further nominations and allowed sufficient time for further nominations. One nomination was received at the meeting.

- *Cr G K B West nominated Cr B L Kilpatrick for Deputy President. Cr B L Kilpatrick accepted the nomination*

The President declared Councillor Bryan Kilpatrick duly elected as Deputy President of the Shire of Wagin, term expiry October 2025.

Councillor Bryan Kilpatrick made the following declaration of office before Mr James Wallis, Justice of the Peace, who is approved witness to accept a statutory declaration.

OATHS, AFFIRMATIONS AND DECLARATIONS (S. 2.29, 2.42)



A declaration required by section 2.29 to be made by a person elected as a councillor, deputy mayor or deputy president is to be made before an authorised person.

The declaration of elected Deputy President:

I, _____

Of, _____

having been elected to the office of Deputy President of the Shire of Wagin, declare that I take the office upon myself and will duly, faithfully, honestly, and with integrity, fulfil the duties of the office for the people in the district according to the best of my judgment and ability, and will observe the Local Government (Rules of Conduct) Regulations 2007.

- Note Mr James Wallis left the meeting at 6.34 pm and did not return

6.3 ALLOCATION OF SEATING ARRANGEMENT

5064 COUNCIL DECISION

Moved Cr G K B West

Seconded Cr W J Longmuir

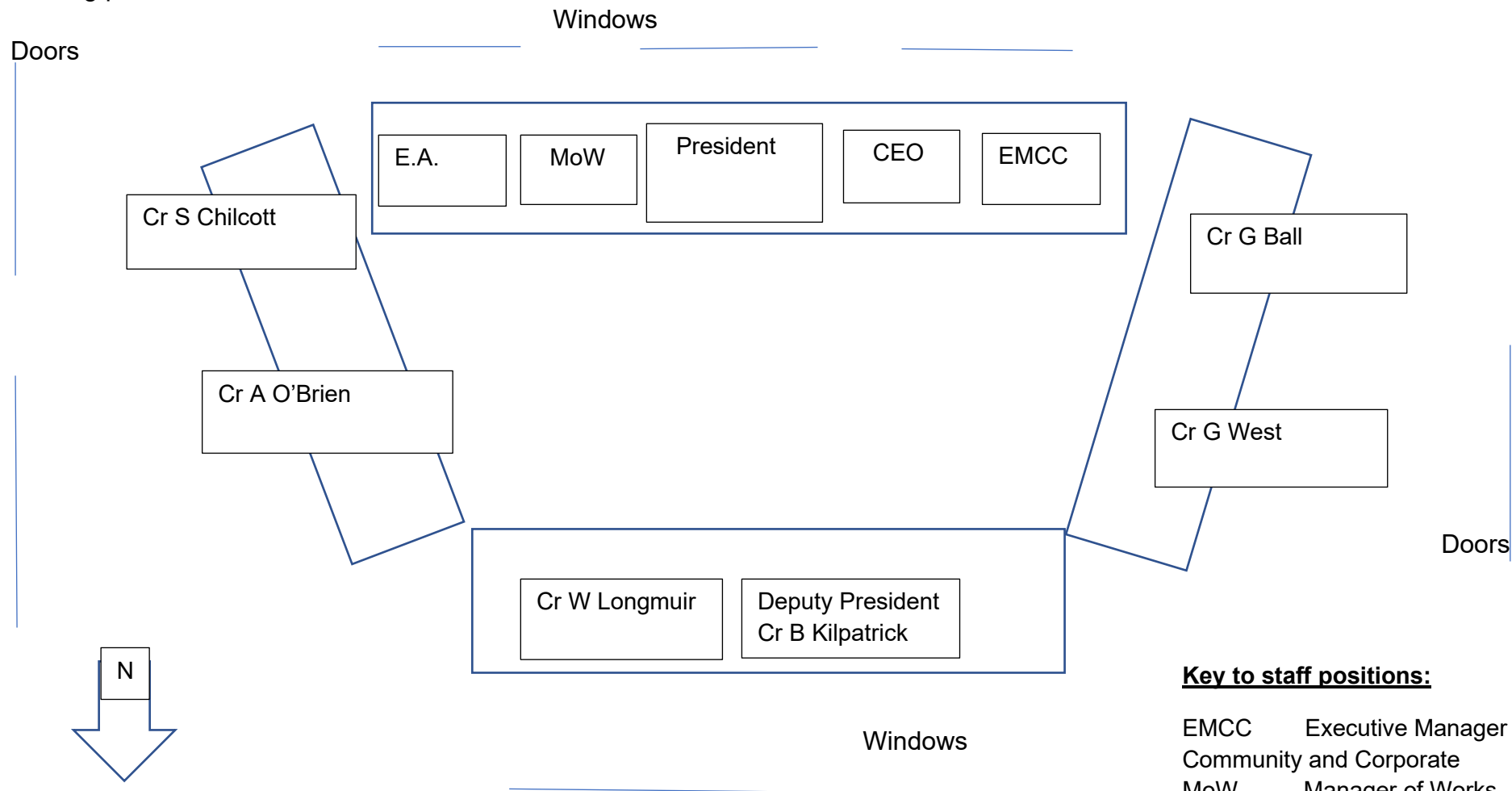
1. That Council suspend standing orders at 6.35 pm.

Carried 7/0



Seating positions Council Chambers

October 2023



Key to staff positions:

- EMCC Executive Manager Community and Corporate
- MoW Manager of Works
- CEO Chief Executive Officer
- EA Executive Assitstant



5065 COUNCIL DECISION

Moved Cr G K B West

Seconded Cr M A O'Brien

1. That Council resume standing orders at 6.40 pm.

Carried 7/0

6.4 APPOINTMENT OF COUNCILLORS TO VARIOUS COMMITTEES

AUTHOR OF REPORT:	Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	12 October 2023
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CM.PO.1
ATTACHMENTS:	<ul style="list-style-type: none">• Committee Delegates 2023 – 2025

OFFICER RECOMMENDATION /5066 COUNCIL RESOLUTION

Moved Cr W J Longmuir

Seconded Cr G R Ball

1. That Council appoint the following elected members to these eight 'Committees of Council', which are to attract sitting fees, additional to Ordinary Council Meeting and Special Council Meeting, for these committees only.

Audit Committee

- Full Council

Bushfire Advisory Committee

- Cr Blight
- Cr Kilpatrick (Proxy)

CEO Review Committee

- Cr Blight
- Cr Kilpatrick
- Cr Chilcott

Finance and General-Purpose Committee

- Cr Blight
- Cr Ball
- Cr Longmuir
- Cr Kilpatrick

Local Emergency Management Committee

- Cr Blight (President)
- Cr Kilpatrick (Proxy)

Sportsground Advisory/Recreation Centre Management Committee

- Cr Chilcott
- Cr Longmuir

Sportsground Precinct Redevelopment Committee

- Cr Blight
- Cr Longmuir

Works and Services Committee

- Cr Ball
- Cr West
- Cr O'Brien
- Cr Kilpatrick

2. That Council appoint the following elected members to the below working groups/external committees as Council representatives:

4WDL VROC

- Cr Blight
- Cr Chilcott
- Cr West

Civic Awards Committee

- Cr Blight (President)
- Cr Kilpatrick (Deputy President)
- Chief Executive Officer

Community Assisted Transport Stakeholder Reference Group

- Cr Chilcott
- Cr O'Brien (Proxy)

Community Centre Committee

- Cr Longmuir

Community Resource Centre Committee

- Cr O'Brien

Cottage Homes Committee

- Cr West

Developments Assessment Panel

- Cr Ball
- Cr West
- Cr Kilpatrick (Proxy)

Historical Village Committee

- Cr Chilcott

Parents & Citizens Association

- Cr Longmuir

Piesseville Hall

- Cr Blight

Regional Road Group

- Cr Ball
- Cr Kilpatrick (Proxy)
- Chief Executive Officer

Wagin/Woodanilling Landcare Zone

- Cr O'Brien
- Cr Kilpatrick (Proxy)
- Chief Executive Officer

WALGA Central Country Zone

- Cr Blight
- Cr Kilpatrick
- Cr Ball (Proxy)
- Chief Executive Officer

Woolorama Committee

- Cr O'Brien
- Cr West (Proxy)

Carried by Absolute Majority 7/0

BRIEF SUMMARY

Following the ordinary council election held on 21 October 2023, Council is required to appoint elected members to committees.

BACKGROUND/COMMENT

In accordance with section 5.8, 5.9 and 5.10 of the *Local Government Act 1995* Council has established the following Committees with a tenure of members due to expire on the date of the Local Government Elections, October 2025;

- Finance and General-Purpose Committee
- Works and Services Committee
- Audit Committee
- CEO Review Committee
- Bushfire Advisory Committee
- Local Emergency Management Committee

- Sportsground Precinct Redevelopment Committee
- Sportsground Advisory Committee

These eight committees, along with Ordinary Council Meetings and Special Council Meetings will attract sitting fees as set by Council. For other external committees or working groups, elected members will be reimbursed for travel costs (only) in line with the Salaries and Allowances Tribunal as stated in Council Policy C.2 – Councillors Out of Pocket Expenses.

As some Committees of Council include Community Members (“other Persons” as defined in the Act), the tenure of these members, expires either at the end of the tenure of appointment or on the date of the next ordinary election.

As these new committee appointments are made, it is a requirement that Council calls for new appointments of ‘Other Persons’ once the committees are formed. This process will take place after the Special Council Meeting.

CONSULTATION/COMMUNICATION

Nil

STATUTORY/LEGAL IMPLICATIONS

- *Local Government Act 1995*
- *Salaries and Allowances Tribunal*

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

5067 COUNCIL DECISION

Moved Cr S M Chilcott

Seconded Cr M A O’Brien

1. That the Acting Chief Executive Officer draw up terms of reference for:
 - a) Health Providers Committee
 - b) Townscape, Tourism and Promotion Committee.


Carried 7/0



7 CLOSURE

With no further business to be discussed the Presiding Member closed the meeting at 6.59 pm

I certify that this copy of the Minutes is a true and Correct records of the meeting held on 24 October 2023

Signed 

Presiding Elected Member

Date: 28/11/2023