



AGENDA

SPECIAL MEETING OF COUNCIL

24 OCTOBER 2023



Agendas and Minutes are available on the Shire website www.wagin.wa.gov.au
Alternative formats are also available upon request.

SHIRE OF WAGIN
NOTICE OF MEETING

Dear President and Councillors,

The next Special Meeting of Council will be held

ON: Tuesday 24 OCTOBER 2023

WHERE: Council Chambers, Shire Office

AT: 6:00pm

Mark Hook
ACTING CHIEF EXECUTIVE OFFICER

Note: That, under section 5.65 of the Local Government Act 1995, care should be exercised by all councillors to ensure that a 'financial interest' is declared and that they refrain from voting on any matters which are considered that may come within the ambit of the Act.



DISCLAIMER

No responsibility is implied or accepted by the Shire of Wagin for any act, omission or statement or intimation occurring during Council or committee meetings.

The Shire of Wagin disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or committee meetings.

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In particular and without detracting in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the Shire of Wagin during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Wagin

The Shire of Wagin advises that anyone who has any application lodged with the Shire of Wagin shall obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Wagin in respect of the application.

Mark Hook

ACTING CHIEF EXECUTIVE OFFICER



SHIRE OF WAGIN

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

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1. OFFICIAL OPENING

The Presiding Officer opened the meeting at _____ pm.

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 officer 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 officer 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 officer 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 officer 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

Phillip Blight
Cr Greg Ball
Cr Bryan Kilpatrick
Sheryll Chilcott
Wade Longmuir
Geoff West
Cr Ann O'Brien
Mark Hook
John Fathers

Allen Hicks
Kirsty Simkins

Acting Chief Executive Officer
Executive Manager of Community and
Corporate
Manager of Works
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

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

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

Councillor _____ made the following declaration of officer 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

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

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

Councillor _____ made the following declaration of officer 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.

6.3 ALLOCATION OF SEATING ARRANGEMENT

COUNCIL DECISION

Moved Cr

Seconded Cr

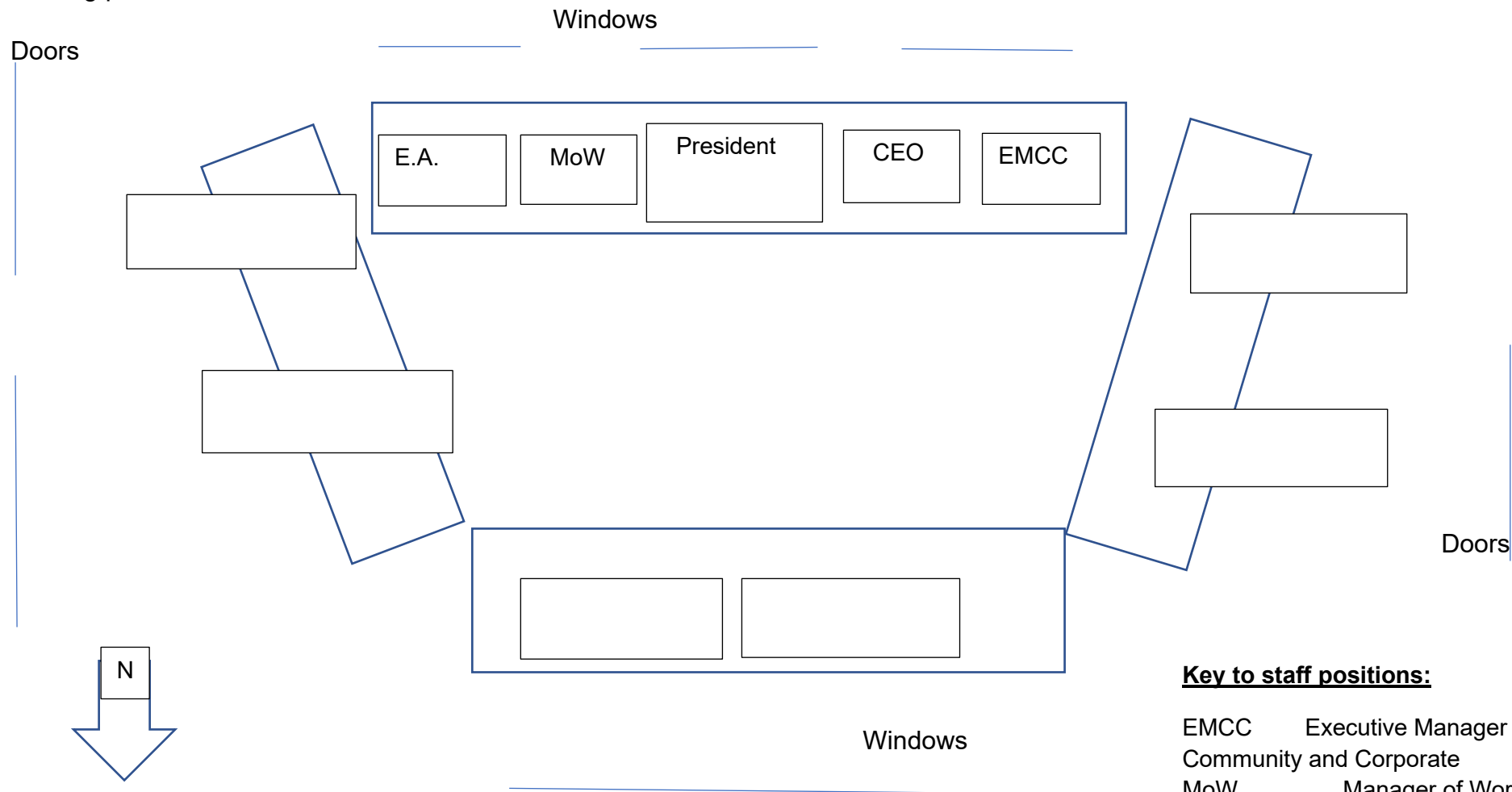
1. That Council suspend standing orders at pm.

Carried 0/0



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



COUNCIL DECISION

Moved Cr

Seconded Cr

1. That Council resume standing orders at pm.

Carried 0/0

6.4 APPOINTMENT OF COUNCILLORS TO VARIOUS COMMITTEES

AUTHOR OF REPORT:	Executive Officer
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	12 October 2021
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 1

Moved Cr

Seconded Cr

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

- Cr
- Cr
- Cr
- Cr

Bushfire Advisory Committee

- Cr
- Cr (Proxy)

CEO Review Committee

- Cr
- Cr
- Cr
- Cr

Finance and General-Purpose Committee

- Cr
- Cr



- Cr
- Cr

Local Emergency Management Committee

- Cr (President)
- Cr (Proxy)

Sportsground Advisory/Recreation Centre Management Committee

- Cr
- Cr
- Cr (Proxy)

Sportsground Precinct Redevelopment Committee

- Cr
- Cr

Works and Services Committee

- Cr
- Cr
- Cr
- Cr

Carried 0/0

OFFICER RECOMMENDATION 2

Moved Cr

Seconded Cr

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

4WDL VROC

- Cr
- Cr

Civic Awards Committee

- Cr (President)
- Cr (Deputy President)
- Cr (Proxy)
- Chief Executive Officer

Community Assisted Transport Stakeholder Reference Group

- Cr
- Cr (Proxy)



Community Centre Committee

- Cr

Community Resource Centre Committee

- Cr

Cottage Homes Committee

- Cr

Developments Assessment Panel

- Cr
- Cr
- Cr (Proxy)
- Cr (Proxy)

Frail Aged Homes Committee/Waratah (Removed as now Juniper)

Historical Village Committee

- Cr

Parents & Citizens Association

- Cr

Piesseville Hall

- Cr

Regional Road Group

- Cr
- Cr (Proxy)
- Chief Executive Officer

School Bus Committee

- Cr

Townscape, Tourism and Promotion Committee (Wagin Chamber of Commerce)

- Cr
- Cr

Wagin/Woodanilling Landcare Zone

- Cr
- Chief Executive Officer

WALGA Central Country Zone

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



Woolarama Committee

- Cr
- Cr (Proxy)

Carried 0/0

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

7 CLOSURE
