

SHIRE OF BROOMEHILL-TAMBELLUP

Minutes of the Special Meeting of the Council of the Shire of Broomehill-Tambellup
held in the Tambellup Council Chambers on Monday 19th October 2009
commencing at 6.00pm.

1. ATTENDANCE AND APOLOGIES

Present:

Cr BG Webster	
Cr GM Sheridan	
Cr MR Turner	
Cr M Sadler	
Cr SJF Thompson	
Cr EK Schlueter	
Cr DCN Kempin	
JM Trezona	Chief Executive Officer
KP O'Neill	Finance Officer
TW Prout	JP

Apology:

Cr KW Crosby

Absent:

Cr MJ Bowman

The Chief Executive Officer took the chair and declared the meeting open at 6.05pm.

2. SWEARING IN OF COUNCILLORS

Program: Governance
Attachment: Copy of Declaration by Elected Member of Council
File Ref: ADM0109
Author: JM Trezona Chief Executive Officer
Date: 16th October 2009
Disclosure of Interest: Nil

Summary: All newly elected Councillors must be sworn in.

Background: Section 2.29 of the Local Government Act 1995 requires that all Councillors have to make a declaration stating that they will undertake the duties of Councillors fairly and honestly before they can act in the office. Councillors must also agree to observe the *Local Government (Rules of Conduct) Regulations 2007*.

Comment: A copy of the declaration is included for Councillors information. A copy of the Rules of Conduct Regulations has been provided to each Councillor.

Consultation: Nil

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: This issue has no financial implications for Council

Strategic Implications: This issue is not dealt with in the Plan.

Voting Requirements: Simple Majority

Officer Recommendation:

Council Resolution: *Councillors Kempin, Turner, Sadler and Webster read aloud the Declaration of Elected Member of Council before Trevor Prout JP.*

Reason For Change to Recommendation:

3. ELECTION OF PRESIDENT

Program:	Governance
Attachment:	Copy of Nomination form for the position of President
File Ref:	ADM0109
Author:	JM Trezona Chief Executive Officer
Date:	16th October 2009
Disclosure of Interest:	Nil

Summary: Members are required to elect a President from amongst themselves.

Background: Schedule 2.3 of the Local Government Act 1995 sets out the process for the election of President of the Council:

- The office is to be the first matter to be dealt with;
- The CEO is to preside until the office is filled and conduct the election;
- The Councillors elect the President;
- Nominations for the position are to be in writing and given to the CEO;
- If a Councillor is nominated by another Councillor, the CEO cannot accept the nomination unless the nominee has advised the CEO that they are willing to be nominated. This advice can be given in writing or orally;
- If there is more than one nomination, voting is by secret ballot;
- Under the current legislation, the count for such elections is to be conducted in a preferential basis;
- If there is a tied vote at the first ballot, the count is to be discontinued and the meeting is to be adjourned for not more than seven days. Any nomination for the office may be withdrawn and further nominations may be made, before or when the meeting resumes. When the meeting resumes, the Councillors are to vote again;
- If, when votes are cast a second time, there is an equality of votes between two candidates who are the only candidates in, or remaining in the count, lots are to be drawn to determine who is elected. The candidate whose name is drawn out is elected.

Comment:

Consultation: Nil

Statutory Environment: Local Government Act 1995 Schedule 2.3

Policy Implications: Nil

Financial Implications: This issue has no financial implications for Council

Strategic Implications: This issue is not dealt with in the Plan.

Voting Requirements: Simple Majority

Officer

Recommendation:

Council Resolution: *The CEO stated that one nomination had been received for the position of Shire President.
Cr Crosby nominated Cr Webster, who accepted the nomination.*

There being no further nominations, the CEO declared Cr Webster elected to the position of Shire President.

Cr Webster read aloud the Declaration by Elected Member of Council before Trevor Prout JP.

Cr Webster took the chair.

**Reason For Change to
Recommendation:**

4. ELECTION OF DEPUTY PRESIDENT

Program:	Governance
Attachment:	Copy of nomination form for the position of Deputy President
File Ref:	ADM0109
Author:	JM Trezona Chief Executive Officer
Date:	16th October 2009
Disclosure of Interest:	Nil

Summary: Members are required to elect a Deputy President from amongst themselves.

Background: Schedule 2.3 of the Local Government Act 1995 sets out the process for the election of Deputy President of the Council:

- The office is to be the first matter to be dealt with;
- The CEO is to preside until the office is filled and conduct the election;
- The Councillors elect the Deputy President;
- Nominations for the position are to be in writing and given to the CEO;
- If a Councillor is nominated by another Councillor, the CEO cannot accept the nomination unless the nominee has advised the CEO that they are willing to be nominated. This advice can be given in writing or orally;
- If there is more than one nomination, voting is by secret ballot;
- Under the current legislation, the count for such elections is to be conducted in a preferential basis;
- If there is a tied vote at the first ballot, the count is to be discontinued and the meeting is to be adjourned for not more than seven days. Any nomination for the office may be withdrawn and further nominations may be made, before or when the meeting resumes. When the meeting resumes, the Councillors are to vote again;
- If, when votes are cast a second time, there is an equality of votes between two candidates who are the only candidates in, or remaining in the count, lots are to be drawn to determine who is elected. The candidate whose name is drawn out is elected.

Comment:

Consultation: Nil

Statutory Environment: Local Government Act 1995 Schedule 2.3

Policy Implications: Nil

Financial Implications: This issue has no financial implications for Council

Strategic Implications: This issue is not dealt with in the Plan.

Voting Requirements: Simple Majority

Officer

Recommendation:

Council Resolution: *The CEO stated that there had been one nomination received for the position of Deputy Shire President.
Cr Webster nominated Cr Crosby, who accepted the nomination prior to the meeting.*

There being no further nominations, Cr Webster declared Cr Crosby elected to the position of Deputy Shire President.

**Reason For Change to
Recommendation:**

5. ELECTION OF COMMITTEE MEMBERS

Program:	Governance	
Attachment:	Nil	
File Ref:	ADM0109	
Author:	JM Trezona	Chief Executive Officer
Date:	16th October 2009	
Disclosure of Interest:	Nil	

Summary: Council to elect members to the Standing Committees.

Background: Section 5.8 of the Local Government Act 1995 states that Council, by an absolute majority decision, may establish Committees of three or more persons.

Council at present has four Standing Committees. The Policy Manual lists the terms of reference for the committees as follows:

Audit Committee

Investigate and make recommendations, where appropriate on the following;

1. To provide guidance and assistance to the local government in the carrying out of its functions in relation to audits carried out under Part 7 of the Act;
2. Develop a process to be used to select and appoint a person to be an auditor;
3. Provide guidance and assistance to the local government on
 - Matters to be audited
 - The scope of the audits
 - Its function under Part 7 of the Act
 - The carrying out of its functions relating to other audits and other matters related to financial management
 - Administrations corrective action on matters of non-compliance.

Building Committee

Investigate and make recommendations, where appropriate on the following;

1. Building Control
2. Land suitable for housing development
3. Planning construction and maintenance of Councils housing and public buildings
4. Other matters relating to Council owned/controlled buildings
5. Aged accommodation.

Planning and Economic Services Committee

Will plan, develop and enhance the town, sport and recreation, youth, aged, health, heritage and arts matters towards the community vision. To investigate and make recommendations to Council on matters requiring decision on;

1. Economic Services
2. Town Beautification
3. All matters relating to Recreation and Sport

4. Town planning and development
5. Cemeteries
6. Cultural development
7. Protection of heritage
8. Provision of youth services
9. Tourism
10. Health
11. Other community and cultural issues

Technical Services Committee

Will plan for the future of Transport Services while maintaining a quality standard that takes into account cost effectiveness and revenue raising opportunities. To investigate and make recommendations to Council on matters requiring decision on;

1. Fire Control
2. Animal Control
3. Waste Management
4. Plant replacement
5. Road construction and maintenance
6. Maintenance and improvements to the Shires Work Depot
7. Private works
8. Other matters relating to Councils plant, works and transport services.

Each committee has a membership of four Councillors and a quorum of two members.

Section 5.10 of the Local government Act 1995 states that at any given time each Council member is entitled to be a member of at least one committee. A Councillor can nominate themselves for a committee.

The President can exercise his/her right to be a member of a particular committee.

Comment:	For Council discussion.
Consultation:	Nil
Statutory Environment:	Nil
Policy Implications:	Nil
Financial Implications:	Councillors are paid an annual meeting attendance fees which includes committee meetings.
Strategic Implications:	This issue is not dealt with in the Plan.
Voting Requirements:	Absolute Majority

Officer Recommendation: *“That Council elect members to the four standing committees of Council.”*

Council Resolution: *Audit Committee*
Cr Webster exercised his ex-officio right to sit on this Committee in accordance with Section 5.10(4) of the Local Government Act 1995.
Cr Sadler nominated himself.
Cr Kempin nominated himself.
Cr Thompson nominated Cr Bowman, subject to his approval.

Building Committee
Cr Webster exercised his ex-officio right to sit on this Committee in accordance with Section 5.10(4) of the Local Government Act 1995.
Cr Kempin nominated himself.
Cr Turner nominated herself.
Cr Schlueter nominated herself.

Planning & Economic Services Committee
Cr Webster exercised his ex-officio right to sit on this Committee in accordance with Section 5.10(4) of the Local Government Act 1995.
Cr Turner nominated herself.
Cr Sheridan nominated himself.
Cr Schlueter nominated herself.

Technical Services Committee
Cr Sheridan nominated himself.
Cr Thompson nominated himself.
Cr Crosby was nominated by Cr Webster.
Cr Bowman was nominated by Cr Kempin.

Reason For Change to Recommendation:

6. ELECTION OF COUNCILLORS TO ADVISORY AND OCCASIONAL COMMITTEES

Program:	Governance	
Attachment:	Nil	
File Ref:	ADM0109	
Author:	JM Trezona	Chief Executive Officer
Date:	16th October 2009	
Disclosure of Interest:	Nil	

Summary: Council is required to elect members to Advisory and Occasional Committees.

Background: There are a number of Advisory and Occasional Committees that the Council provide one or more delegates to.

Following is the list of committees that Council had delegates and proxies to:

- Bush Fire Advisory Committee
- Great Southern Regional Recreational Advisory Committee
- Great Southern Regional Road Group
- Great Southern Zone of WALGA
- Road Wise Committee
- Senior Citizens Unit Management Committee
- Tambellup Telecentre Management Committee

Following is the list of committees that Council only had a delegate to:

- Broomehill Recreational Complex and Management Committee
- Crime Prevention Committee
- Local Emergency Management Committee
- Nurse Turner / Snowy Wilson Awards Committee

In the past the delegate to the Great Southern Regional Road Group and the Great Southern Zone of WALGA has been the presiding member of Council.

Comment:

Consultation: Nil

Statutory Environment: Nil

Policy Implications: Nil

Financial Implications: This issue has no financial implications for Council

Strategic Implications: This issue is not dealt with in the Plan.

Voting Requirements: Simple Majority

Officer Recommendation: “That Council nominates delegates and proxies for the Advisory and Occasional Committees.”

Council Resolution:	<i>Delegate</i>	<i>Proxy</i>
<u><i>Bushfire Advisory Committee</i></u>	<i>Cr Sheridan</i>	<i>Cr Thompson</i>
<u><i>Great Southern Regional Recreational Advisory Committee</i></u>	<i>Cr Sheridan</i>	<i>Cr Kempin</i>
<u><i>Great Southern Regional Road Group</i></u>	<i>Cr Bowman</i>	<i>Cr Thompson</i>
<u><i>Great Southern Zone WALGA</i></u>	<i>Cr Webster</i>	<i>Cr Crosby & Cr Turner</i>
<u><i>Road Wise Committee</i></u>	<i>Cr Thompson</i>	<i>Cr Sadler</i>
<u><i>Senior Citizens Unit Management Committee</i></u>	<i>Cr Schlueter</i>	
<u><i>Tambellup Telecentre Management Committee</i></u>	<i>Cr Webster</i>	<i>Cr Turner</i>
<u><i>Broomehill Recreational Complex & Management Committee</i></u>	<i>Cr Turner</i>	<i>Cr Kempin</i>
<u><i>Crime Prevention Committee</i></u>	<i>Cr Turner</i>	<i>Cr Schlueter</i>
<u><i>Local Emergency Management Committee</i></u>	<i>Cr Webster</i>	<i>Cr Bowman</i>
<u><i>Nurse Turner / Snowy Wilson Awards Committee</i></u>	<i>Cr Schlueter</i>	

Reason For Change to Recommendation:

Cr Webster thanked Trevor Prout for his assistance in swearing in the Councillors and the positions of President and Deputy President.

Trevor Prout congratulated the members on becoming Councillors and to their commitment to the community and wished them every success for the coming years.

7. CLOSURE

There being no further business, the President thanked Councillors and Staff and declared the meeting closed at 6.28pm.