

Special Meeting of Council

Notice of Meeting | 18th October 2021

Dear Councillors

Pursuant to Section 5.4(a)(i) and 5.5(2) of the Local Government Act 1995 and Regulations of the *Local Government (Administration) Regulation 1996*, notice is hereby given that a Special Meeting of Council will be held on Monday 18th October 2021 in the Shire Council Chambers commencing at 6.00 pm.

Immediately prior to the Commencement of the Special Meeting, the newly elected Councillors will be Sworn In and make their Declarations of Office before Justice of the Peace, Mrs Shirley Stacey.

The purpose of the Meeting is to conduct the Election of the Council's Shire President and Deputy Shire President.

The Meeting is open to the Public and Councillors are able to invite partners / guests to attend and observe the Swearing In Ceremony and the Meeting.

Refreshments will be served at the conclusion of the Meeting.

The Dress Code is Semi Formal (Jacket and Tie for men).

MEETING AGENDA ATTACHED

Graeme Fardon

GRAEME FARDON
Chief Executive Officer

Date: 12th October 2021

Disclaimer

Members of the public should note that in any discussion regarding any planning or other application that any statement or intimation of approval made by any member or officer of the Shire of Quairading during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Quairading. No action should be taken on any item discussed at a Council meeting prior to written advice on the resolution of the Council being received.

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SHIRE OF QUAIRADING

Special Meeting of Council

Swearing in of New Elected Members

Before the commencement of the Meeting the Chief Executive Officer will oversee and conduct the Swearing In, of the four (4) Councillors elected unopposed for the 2021 Local Government Elections.

Justice of the Peace, Mrs Shirley Stacey, will be in attendance to witness the Declarations on the Evening.

ITEM 1 OPENING & ANNOUNCEMENTS

In accordance with Schedule 2.3 (3) of the *Local Government Act 1995*, the CEO is to preside at the Meeting until the Office of Shire President is filled.

The Chief Executive Officer opened the Meeting at _____ pm.

"Before we start our Meeting, I would like to acknowledge that we are meeting on Noongar / Ballardong land and we pay respect to the original custodians...past, present and future and welcome you all here today for this Meeting".

ITEM 2 ATTENDANCE AND APOLOGIES

Councillors

Cr E Cheang
 Cr BR Cowcill
 Cr JC Hayes
 Cr JN Haythornthwaite
 Cr JR Hippiisley
 Cr B McGuinness
 Cr PD Smith
 Cr TJ Stacey

Council Officers

Mr GA Fardon	Chief Executive Officer
Mrs LM Horton	Executive Manager of Corporate Services
Mr A Rourke	Executive Manager of Works & Services
Mr RM Bleakley	Executive Manager of Community, Projects and Strategy

Justice of the Peace

Mrs Shirley Stacey

Observers/Visitors

Apologies

Leave of Absence Previously Granted

Nil

ITEM 3 DECLARATIONS OF INTEREST

Elected Members in accordance with section 5.61 and 5.65 of the *Local Government Act 1995* and the Local Government (Model Code of Conduct) Regulations 2021 Schedule 1 Division 4 regulation 22:

A member who has an interest in any matter to be discussed at a Council or Committee meeting that will be attended by the member must disclose the nature of the interest -

- (a) in a written notice given to the CEO before the meeting; or
- (b) at the meeting immediately before the matter is discussed.

Local Government employees in accordance with section 5.70 or 5.71 of the *Local Government Act 1995* and the Local Government (Administration) Regulations 1996 Part 4A Division 2, regulation 19AD:

An employee who has an interest in any matter to be discussed at a council or committee meeting attended by the local government employee disclose the nature of the interest –

- (a) in a written notice given to the CEO before the meeting; or
- (b) at the meeting immediately before the matter is discussed.

ITEM 4 ELECTION OF SHIRE PRESIDENT

The Chief Executive Officer will oversee and conduct proceedings for the Call for Nominations and the Election of the Shire President.

Blank Proforma Nomination Forms will be provided separately to the Agenda and must be completed by the Nominator and handed or emailed to the Chief Executive Officer before the meeting or during the meeting before the close of nominations.

Election and Declaration of Shire President

If more than one (1) nomination, the Election of the Shire President shall be by Secret Ballot.

Pursuant to the *Local Government Act 1995* (s2.29) the person elected by the Council as Shire President is required to make a declaration in the prescribed form before Acting in the office.

Justice of the Peace, Mrs Shirley Stacey to witness the Declaration.

New Shire President to take the Chair and make any Announcements.

ITEM 5 ELECTION OF DEPUTY SHIRE PRESIDENT

Blank Proforma Nomination Forms will be provided separately to the Agenda and must be completed by the Nominator and handed or emailed to the Chief Executive Officer before the meeting or during the meeting before the close of nominations.

Election and Declaration of Deputy Shire President

If more than one (1) nomination, the Election of Deputy Shire President shall be by Secret Ballot.

Pursuant to the *Local Government Act 1995* (s2.29) the person elected by the Council as Deputy Shire President is required to make a declaration in the prescribed form before Acting in the office.

Justice of the Peace, Mrs Shirley Stacey to witness the Declaration.

ITEM 6 PUBLIC QUESTION TIME

Questions only to relate to the Items of Business listed for this Special Council Meeting.

ITEM 7 CLOSURE

There being no further business, the Chairperson closed the Meeting at _____ pm.



Local Government Act 1995

**NOMINATION FORM FOR ELECTION OF
SHIRE PRESIDENT**

To the Chief Executive Officer

I,(full name) hereby nominate

..... (full name of nominee) for the office of
Shire President of the Shire of Quairading commencing 18th October 2021.

Note:

- 1) The term of office will be a period expiring upon the next election of this office following Council's next ordinary election (i.e. October 2023)
- 2) The nomination will not be accepted unless the nominee advises the Chief Executive Officer in writing or orally that he/she is willing to be nominated for the office of Shire President.

Signed (Person nominating)

Dated



Local Government Act 1995

**NOMINATION FORM FOR ELECTION OF
DEPUTY SHIRE PRESIDENT**

To the Chief Executive Officer

I,(full name) hereby nominate

..... (full name of nominee) for the office of
Deputy Shire President of the Shire of Quairading commencing 18th October 2021.

Note:

- 1) The term of office will be a period expiring upon the next election of this office following Council's next ordinary election (i.e. October 2023)
- 2) The nomination will not be accepted unless the nominee advises the Chief Executive Officer in writing or orally that he/she is willing to be nominated for the office of Deputy Shire President.

Signed (Person nominating)

Dated