



## **SHIRE OF RAVENSTHORPE**

### **MINUTES**

**Special Meeting of Council held in the Council Chambers,  
Ravensthorpe, on Monday,  
23 October, 2017 Commencing at 4.00pm**

**SPECIAL MEETING OF COUNCIL**

HELD IN THE COUNCIL CHAMBERS, RAVENSTHORPE,  
MONDAY 23 OCTOBER, 2017 AT 4.00PM

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**EXTRACT FROM LOCAL GOVERNMENT ACT 1995**

**5.5. CONVENING COUNCIL MEETINGS**

- (1) The CEO is to convene an ordinary meeting by giving each council member at least 72 hours' notice of the date, time and place of the meeting and an agenda for the meeting.
  
- (2) **The CEO is to convene a special meeting by giving each council member notice, before the meeting, of the date, time, place and purpose of the meeting.**

**1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

4:00 pm CEO Ian Fitzgerald declared the meeting open

**2. RECORD OF ATTENDANCE**

MEMBERS: Cr Keith Dunlop  
Cr Jules Belli  
Cr Tom Major  
Cr Ian Goldfinch  
Cr Kerry Dickinson  
Cr Graham Richardson  
Cr Peter Smith

STAFF:	Ian Fitzgerald	Chief Executive Officer
	Jenny Goodbourn	Manager Corporate & Community Services
	Darryn Watkins	Manager Engineering Services
	Hanneke Coetzee	Executive Assistant

APOLOGIES:

ON LEAVE OF ABSENCE:

ABSENT:

VISITORS:

Peter Belli, Keith Rowe, Liz Richardson, Marie-Ann Smith & Jan Fitzgerald.

**3. SWEARING IN OF NEWLY ELECTED COUNCILLORS**

The following Councillors elect were sworn in by Mr Keith Rowe JP prior to the commencement of the meeting:

Cr Jules Belli  
Cr Tom Major  
Cr Graham Richardson

#### 4. PUBLIC QUESTION TIME

Nil

#### 5. DISCLOSURE OF INTEREST

Nil

#### 6. ELECTION OF PRESIDENT

##### CEO to preside

- The CEO is to preside at the meeting until the office is filled.

##### How the Shire President is elected

- The council is to elect a councillor to fill the office.
- The election is to be conducted by the CEO in accordance with the procedure prescribed.
- **Nominations for the office are to be given to the CEO in writing before the meeting or during the meeting before the close of nominations.**
- Nominations close at the meeting at a time announced by the CEO, which is to be a sufficient time after the announcement by the CEO that nominations are about to close to allow for any nominations made to be dealt with.
- If a councillor is nominated by another councillor the CEO is not to accept the nomination unless the nominee has advised the CEO, orally or in writing, that he or she is willing to be nominated for the office.
- The councillors are to vote on the matter by secret ballot as if they were electors voting at an election.
- Subject to clause 5(1), the votes cast under subclause (5) are to be counted, and the successful candidate determined, in accordance with Schedule 4.1 (which deals with determining the result of an election) as if those votes were votes cast at an election.
- As soon as is practicable after the result of the election is known, the CEO is to declare and give notice of the result in accordance with regulations, if any.

Votes may be cast a second time

- If when the votes cast under clause 4(5) are counted there is an equality of votes between 2 or more candidates who are the only candidates in, or remaining in, the count, the count is to be discontinued and the meeting is to be adjourned for **not more than 7 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 on the matter by secret ballot as if they were electors voting at an election.
- The votes cast under subclause (3) are to be counted, and the successful candidate determined, in accordance with Schedule 4.1 as if those votes were votes cast at an election.

*Cr Keith Dunlop was nominated for the position of Shire President.*

*Cr Keith Dunlop was elected and was sworn in by Mr Keith Rowe JP.*

## **7. ELECTION OF DEPUTY PRESIDENT**

**NOTE: In the advent that the current Deputy President nominates for the Shire President position and is unsuccessful they automatically retain the Deputy Shire President position. (Deputy does not need to resign to contest the President position.)**

### **How the deputy mayor or deputy president is elected**

- The council is to elect a councillor (other than the mayor or president) to fill the office.
- The election is to be conducted in accordance with the procedure prescribed by the mayor or president, or if he or she is not present, by the CEO.
- Nominations for the office are to be given to the person conducting the election in writing before the meeting or during the meeting before the close of nominations.
- Nominations close at the meeting at a time announced by the person conducting the election, which is to be a sufficient time after the announcement by that person that nominations are about to close to allow for any nominations made to be dealt with.

- 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, orally or in writing, that he or she is willing to be nominated for the office.
- The council members are to vote on the matter by secret ballot as if they were electors voting at an election.
- Subject to clause 9(1) the votes cast under subclause (5) are to be counted, and the successful candidate determined, in accordance with Schedule 4.1 as if those votes were votes cast at an election.
- As soon as is practicable after the result of the election is known, the person conducting the election is to declare and give notice of the result in accordance with regulations, if any.

#### **Votes may be cast a second time**

- If, when the votes cast under clause 8(5) are counted, there is an equality of votes between 2 or more candidates who are the only candidates in, or remaining in, the count, the count is to be discontinued and, not more than 7 days later, a special meeting of the council is to be held.
- Any nomination for the office may be withdrawn, and further nominations may be made, before or when the special meeting is held.
- When the special meeting is held the council members are to vote again on the matter by secret ballot as if they were voting at an election.
- The votes cast under subclause (3) are to be counted, and the successful candidate determined, under Schedule 4.1 as if those votes were votes cast at an election.

*Cr Peter Smith and Cr Jules Belli were nominated for the position of Deputy Shire President.*

*An election was conducted by the CEO, Cr Jules Belli was declared elected and was sworn in by Mr Keith Rowe JP.*

**8. ELECTION OF DELEGATES****File Ref:****Applicant:** Not applicable**Location:** Not applicable**Disclosure of Officer Interest:** None**Date:** 21 October, 2017**Author:** Ian Fitzgerald – Chief Executive Officer**Authorising Officer:** Not applicable**Attachments:** None

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**Summary:**

Council appoints delegates to local groups and organisations every two years (election year).

This report recommends continuation of this practice.

**Background:**

Nil

**Comment:**

Current appointments are as per the attachment.

Each councillor is entitled to sit or represent Council on at least one committee

Council is required to determine delegates and formally adopt the appointments with a Council resolution.

**Consultation:**

Not applicable.

**Statutory Obligations:**

Local Government Act 1995

**Policy Implications:**

Nil

**Budget / Financial Implications:**

Nil

**Strategic Implications:**

Nil

**Sustainability Implications:**

- **Environmental:**

There are no known significant environmental considerations.



- **Economic:**  
There are no known significant economic considerations.
- **Social:**  
There are no known significant social considerations.

**Voting Requirements:**

Simple majority

OFFICER RECOMMENDATION	ITEM 8.1.1
Moved: Cr Dickinson	Seconded: Cr Smith
That delegates to Committees, and Community Groups and Organisations, as listed in the attached schedule, be adopted.	
Carried: 7/0	Res: 117/17

**9. MATTERS BEHIND CLOSED DOORS**

Nil

**10. CLOSURE OF MEETING – 4.25PM**

These minutes were confirmed at the meeting of the 16 November 2017

Signed:   
(Presiding Person at the meeting of which the minutes were confirmed.)

Date: 16 November 2017