

## *Shire of Narrogin*

### **MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBER 43 FEDERAL STREET, NARROGIN, ON THURSDAY, 19<sup>th</sup> DECEMBER 2013; COMMENCING AT 9.45 A.M.**

#### **1. DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS**

The President, Richard Chadwick, welcomed all Councillors to the meeting.

#### **2. ATTENDANCE APOLOGIES AND LEAVE OF ABSENCE GRANTED**

Councillors	Cr R.E. Chadwick (President) Cr T.R. Wiese Cr K.M. Quartermaine Cr B.G. Hardie Cr J.M. Sieber
Chief Executive Officer	Mr G.R. McKeown
Visitors	Mr G. Rasmussen – Works Manager (from 10.06 am)
Apologies	Cr A.G. Borthwick Cr G.D. Ballard

The Chief Executive Officer explained that an issue had arisen with regard to the timing of declarations made by the newly elected Councillors.

The *Local Government Act 1995* states that an extraordinary election shall be held if an elected member does not make a declaration in the prescribed form within 2 months of being declared elected. As the three newly elected councillors were declared elected unopposed on the 12th September 2013, they needed to have made their declarations prior to the 12th November 2013. The declarations were made at the first Council Meeting following the Election Day on the 14th November 2013.

To rectify this situation the Department of Local Government and Communities has provided a briefing note to the Minister for Local Government seeking his approval to instruct Parliamentary Counsel to draft the Governor's Order, which will vary the provisions in the Act to overcome this problem.

The Council will still be able to conduct business at this meeting with the four existing Councillors providing the quorum. Unfortunately the newly elected Councillors, being Crs Quartermaine, Borthwick and Ballard will not be able to vote on any matter until such time as the Governor's Order takes effect.

The Chief Executive Officer indicated that a number of local governments had been similarly affected.

**3. PUBLIC QUESTION TIME**

Nil

**4. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**5. CONFIRMATION OF MINUTES**

**Moved Cr Wiese**

**Seconded Cr Hardie**

**The Minutes of the Ordinary Meeting of Council held on the 14<sup>th</sup> November 2013, be confirmed as a true and correct record.**

**CARRIED 4/0**

**PREMIER'S AUSTRALIA DAY ACTIVE CITIZENSHIP AWARD**

There was general discussion regarding nominations for the 2014 Premier's Australia Day Active Citizen Award for the Shire of Narrogin. The Council discussed a number of nominees for the Award which will be presented at the Australia Day Function to be held on the 26<sup>th</sup> January 2014.

**Moved Cr Wiese**

**Seconded Cr Sieber**

**Mr Philip Porter be awarded the 2014 Premier's Australia Day Active Citizen Award for the Shire of Narrogin to be presented at the Australia Day Function on the 26<sup>th</sup> January 2014.**

**CARRIED 4/0**

**8. REPORTS OF OFFICERS**

**MR GARY RASMUSSEN ATTENDED THE MEETING AT 10.06 AM**

**Works Unit Report**

Gary Rasmussen presented his Works Unit Report.

**CR QUARTERMAINE LEFT THE MEETING AT 11.03 AM**

The President thanked Gary Rasmussen for his efforts in managing the Works Unit over the previous year.

**MR GARY RASMUSSEN LEFT THE MEETING AT 11.30 AM**

**6. ANNOUNCEMENTS BY THE PRESIDENT AND COUNCILLORS**

Councillors advised of their attendance at the following meetings and functions:

1. Cr Sieber attended the Year 7 Graduation at the Narrogin Primary School and presented an award.
2. Cr Wiese also attended the Year 7 Graduation at the Narrogin Primary School and presented an award.

The President reported on his attendance at the following meetings and functions:

1. Attended the Western Australian Local Government Association Central Country Zone Meeting in Quairading.
2. Attended a meeting with the Main Roads Managing Director to discuss the future of the Wheatbelt South Region.

**7. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

Nil

**8. REPORTS OF OFFICERS (Continued)**

Information Report

The Chief Executive Officer presented his Information Report.

**9. MATTERS WHICH REQUIRE DECISIONS**

**9.F FINANCE**

**9.F.243 FINANCIAL STATEMENT**

Moved Cr Hardie

Seconded Cr Sieber

That Council,

1. Endorse cheques numbered; 20327, 20328, 20383 to 20396 and 20398, 20399; (inclusive) as paid under delegated authority, totalling \$653,067.05;
2. Approve cheques numbered; 20400 to 20462; (inclusive) as creditors to be paid, totalling \$601,523.72;
3. Endorse electronic transaction payments for other expenses totalling \$93.36;
4. Endorse electronic transaction payments for salaries and wages expenses totalling \$66,776.94; and
5. Adopt the Financial Statement to the 30<sup>th</sup> November, 2013 as presented.

**CARRIED 4/0**

**9.F.244 REGIONAL DEVELOPMENT AUSTRALIA FUND**

Moved Cr Hardie

Seconded Cr Wiese

The sporting and community groups that have been identified for financial support, from the Shire of Narrogin's proposed allocation from Round Five of the Regional Development Australia Fund, be advised that the Shire will continue to support their projects despite the Federal Government withdrawing the funding. Further, the value of this contribution will be sourced from savings to be identified within the current Budget.

**CARRIED BY ABSOLUTE MAJORITY 4/0**

**9.F.245 TOWN OF NARROGIN – OFFICE EXTENSION**

Moved Cr Wiese

Seconded Cr Sieber

The Town of Narrogin be advised that the Shire of Narrogin will share the cost of engaging Alexander Planning Consultants to provide a preliminary concept design for the expansion and refurbishment of the Town Offices.

**CARRIED 4/0**

**9.A ADMINISTRATION**

**9.A.288 PROVISION OF AUDIT SERVICES**

Moved Cr Hardie

Seconded Cr Sieber

The quote submitted by Gregory Froomes Wyllie for the provision of audit services to the Shire of Narrogin for a one year term commencing on the 1<sup>st</sup> July 2013 and concluding on the 30<sup>th</sup> June 2014 be accepted.

**CARRIED BY ABSOLUTE MAJORITY 4/0**

**9.A.289 POLICY – PERSONAL PROTECTIVE EQUIPMENT**

Moved Cr Wiese

Seconded Cr Sieber

Council endorses the rescinding of Policy 7.8 – Protective Clothing – Outside Workers and replacing it with a new policy titled Personal Protective Equipment & Clothing.

**CARRIED BY ABSOLUTE MAJORITY 4/0**

**9.A.290 INTEGRATED WORKFORCE PLAN**

Moved Cr Hardie

Seconded Cr Wiese

That Council endorse the Shire of Narrogin Integrated Workforce Plan 2013 – 2017.

**CARRIED BY ABSOLUTE MAJORITY 4/0**

**LUNCHEON ADJOURNMENT FROM 12.40 PM TO 1.35 PM**

**9.A.291 MEETING DATES**

**Moved Cr Hardie** **Seconded Cr Sieber**  
**The Ordinary Council Meeting dates for the period February 2014 to December 2014, as agreed to by Council, be advertised in the local newspaper.**

**CARRIED 4/0**

**9.A.292 LEASES ON CROWN LAND**

**Moved Cr Wiese** **Seconded Cr Hardie**  
**Council endorses the action to prepare documents for the renewal of leases for the Narrogin Clay Target Club, Narrogin Sporting Shooters Club and the Narrogin Speedway Club.**

**CARRIED 4/0**

**9.A.293 ASSET MANAGEMENT PLAN**

**Moved Cr Wiese** **Seconded Cr Sieber**  
**That Council notes the information contained in the Asset Management Plan prepared as part of the Integrated Planning Framework.**

**CARRIED BY ABSOLUTE MAJORITY 4/0**

**THERE BEING NO FURTHER BUSINESS, THE PRESIDENT THANKED COUNCILLORS FOR THEIR ATTENDANCE AND CLOSED THE MEETING AT 1.51 PM.**