



**SPECIAL COUNCIL MEETING MINUTES**  
**SWEARING IN CEREMONY**  
**MONDAY, 22<sup>nd</sup> OCTOBER, 2007**

MINUTES OF THE SPECIAL COUNCIL MEETING HELD IN THE COUNCIL CHAMBERS, 6 PATERSON STREET MUNDIJONG MONDAY 22<sup>ND</sup> OCTOBER, 2007. THE CHIEF EXECUTIVE OFFICER DECLARED THE MEETING OPEN AT 9.02 AM AND WELCOMED MEMBERS OF THE GALLERY, COUNCILLORS AND STAFF.

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**1. ATTENDANCE & APOLOGIES:**

IN ATTENDANCE:

**COUNCILLORS:** DL Needham  
JE Price  
AW Wigg  
WJ Kirkpatrick  
KR Murphy  
EE Brown  
MJ Geurds  
M Harris  
C Randall  
C Buttfield

**OFFICERS:** .... Ms J Abbiss ..... Chief Executive Officer  
Mr Brad Gleeson ..... Director Development Services  
Mrs S van Aswegen ..... Director Strategic Community  
Planning  
Mr M Botte ..... Director Engineering  
Mrs S Langmair ..... Minute Secretary

**GUEST:** Mr E Senior ..... Justice of the Peace

**APOLOGIES:** Mr D Long Director Corporate Services

**2. PUBLIC QUESTION TIME**

Nil

**3. PUBLIC STATEMENT TIME**

Nil

**4. PETITIONS & DEPUTATIONS**

Nil

**5. SWEARING IN OF ELECTED COUNCILLORS - by Mr. F. Senior**

The Chief Executive Officer thanked Councillors for attending this Special Council Meeting and welcomed Mr F Senior to the meeting.

Under the witnessing hand of Mr F Senior, JP, the newly elected Councillors took the oath and affirmation and made the declaration in the following order:

Cr WJ Kirkpatrick  
Cr MJ Geurds  
Cr S Twine  
Cr C Buttfield  
Cr C Randall

6. DECLARATION BY ELECTED COUNCILLORS – by Mr F Senior  
To satisfy S2.29 of the *Local Government Act 1995* as a result of the new *Local Government (Official Conduct) Amendment Act 2007*.

Under the witnessing hand of Mr F Senior, JP, the following Councillors made the declaration in accordance and as a result of the new *Local Government (Official Conduct) Amendment Act 2007* in the following order:

Cr M Harris  
Cr JE Price  
Cr DL Needham  
Cr KR Murphy  
Cr EE Brown

7. ELECTION OF PRESIDENT FOR TWO YEARS

The Chief Executive Officer (CEO) requested nominations for the office of President for a two (2) year term and distributed nomination forms.

The Chief Executive Officer received two (2) nominations in writing for President, one for Cr Needham and Cr Needham accepted the nomination the second nomination was for Cr Price and Cr Price declined the nomination.

There being no further nominations Cr DL Needham was declared Shire President for a two (2) year term – until October 2009.

7.1 Declaration by President

Cr Needham made the declaration of office of President witnessed by Mr F Senior, JP.

The Chief Executive Officer vacated from the Chair of the meeting and Cr Needham took the Chair.

8. ELECTION OF DEPUTY PRESIDENT FOR TWO YEARS

The Presiding Member requested nominations for the office of Deputy Shire President for a two (2) year term.

The Presiding Member received four (4) nominations in writing for Deputy Shire President for Cr WJ Kirkpatrick, Cr Kirkpatrick declined the nomination; Cr Harris, Cr Harris declined the nomination; Cr Murphy – Cr Murphy declined the nomination; and Cr Price, Cr Price accepted the nomination.

There being no further nominations Cr JE Price was declared Deputy Shire President for a two (2) year term – until October 2009.

8.1 Declaration by Deputy President

Cr JE Price made the declaration of office of Deputy Shire President witnessed by Mr F Senior, JP.

Cr Needham thanked Councillors for the nomination as Shire President. We now have a very new Council with an enormous amount of work to be done over the next two years. She advised that the camaraderie amongst Councillors is great. Councillors will be given the opportunity to attend training courses and new Councillor induction will be conducted in the near future. She encouraged the new Councillors to attend the training that is available to

them. Cr Needham briefly explained about declaring interest in items that come to Council for a decision and encouraged new Councillors to declare any interest they might have and to ask the CEO or Shire President if they require any assistance or have any questions.

Cr J Price supported of the Shire Presidents comments. He emphasised that the role of Councillor is both encouraging and challenging. There will be new challenges facing us in the next two years and beyond. This is probably first time that almost five new councillors have been sworn in. He encourage all Councillors to ask as many questions as they feel appropriate, the earlier the better, this will assist in them being better informed. This also gives satisfaction to the process and in the decision making.

SCM010/10/07		APPOINTMENT OF COMMITTEES, MEMBERS & DEPUTIES (A1080)
Proponent:	Shire of Serpentine Jarrahdale	In Brief  To elect Members and Deputies to Council's Standing Committees for 2007-2009 following the Local Government Elections on 20 <sup>th</sup> October, 2007.
Owner:	Joanne Abbiss, Chief Executive Officer	
Officer:	Joanne Abbiss, Chief Executive Officer	
Signatures Author:		
Senior Officer:		
Date of Report	17 <sup>th</sup> October, 2006	
Previously	SCM05/10/06; SCM03/09/06	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
<b>Delegation</b>	<b>Council</b>	

### **Background**

At the Local Government Elections held on 20<sup>th</sup> October, 2007 the following Councillors retired Cr Joan Scott (Byford Ward), Cr Jan Star (Central Ward) and Cr Athol Wigg (South Ward). Cr John Kirkpatrick (Central Ward) and Cr Mike Geurds (Byford Ward) ran for election for another term.

The following person was elected unopposed to Council to represent the South Ward :

- Councillor elect Carey Buttfeld

The following persons were elected unopposed to Council to represent the Central Ward :

- Councillor elect John Kirkpatrick
- Councillor elect Sheila Twine

There are two (2) vacancies for the Byford Ward, with four (4) nominations received and with an election being held on Saturday 20<sup>th</sup> October, 2007.

The Standing Committees of Council are as follows:

- Sustainable Development (7 members and 3 deputies)
- Corporate Services (7 members and 3 deputies)
- Audit Committee (5 members and 2 deputies)

Council is now requested to consider the appointment of Councillors, by resolution, to the Standing Committees, to fill all positions.

***A copy of the Committees – Members and Deputies – 2006-2007 is with attachments marked SCM010.1/10/07 (E06/4650).***

**Sustainability Statement** Not applicable

**Statutory Environment:** Local Government Act 1995, Council's Standing Orders  
Local Law 2002.

S5.10 (2) "Appointment of committee members" states - *at any given time each council member is entitled to be a member of at least one committee referred to in section 5.9 (2) (a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to include that council member in the persons appointed under subsection (1) (a) to at least one of those committees as the local government decides.*

S5.10 (4) "Appointment of committee members" further states – *If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.*

**Policy/Work Procedure Implications:** CSWP11 – Disclaimer & Terms of Reference for use of Delegation by Committee – Committee Meetings

**Financial Implications:** Annual sitting fee allowances will be incurred by Council in relation to the members appointed and attending Committee meetings, in accordance with Local Government Act 1995.

**Strategic Implications:** This proposal relates to the following Key Sustainability Result Areas:-

#### **4. Governance**

*Objective 1: An effective continuous improvement program*

Strategies:

1. Identify and implement best practice in all areas of operation.
2. Promote best practice through demonstration and innovation.
4. Balance resource allocation to support sustainable outcomes.

*Objective 3: Compliance to necessary legislation*

Strategies:

3. Comply with State and Federal policies and Legislation and the Local Government Act in the most cost-effective way.

**Community Consultation:**

Not required.

**Comment:**

To ensure compliance with section 5.9, 5.10 and 5.11 of the Local Government Act 1995 and Part 17 of the Council's Standing Orders Local Law 2002, the membership of each committee is to be seven (7) elected members and three (3) elected members as deputies.

Council is required to consider the appointment of elected councillors to the various standing committee's of Council.

**Voting Requirements:                      ABSOLUTE MAJORITY**

**SCM010/10/07 Officer Recommended Resolution:**

That in accordance with Section 5.10 of the Local Government Act 1995, Council makes the following appointments to Councils Standing Committees:

Sustainability Development Committee

- Member: Cr.....  
Cr.....  
Cr.....  
Cr.....  
Cr.....  
Cr.....  
Cr.....  
Deputy: Cr.....(1)  
Cr.....(2)  
Cr.....(3)

Corporate Governance & Asset Management Committee

- Member: Cr.....  
Cr.....  
Cr.....  
Cr.....  
Cr.....  
Cr.....  
Cr.....  
Deputy: Cr.....(1)  
Cr.....(2)  
Cr.....(3)

Audit Committee:

- Member: Cr.....  
Cr.....  
Cr.....  
Cr.....  
Cr.....  
Deputy: Cr.....(1)  
Cr.....(2)

**COUNCIL DECISION**

Moved Cr Kirkpatrick seconded Cr Price  
To suspend Standing Orders 9.5, 9.6, 10.7 at 9.45am to discuss the nominations for Council's Standing Committees.  
CARRIED 10/0

**COUNCIL DECISION**

Moved Cr Needham seconded Cr Murphy  
To reinstate Standing Orders 9.5, 9.6, 10.7 at 9.55am  
CARRIED 10/0

**SCM010/10/07 COUNCIL DECISION**

Moved Cr Kirkpatrick seconded Cr Harris  
That in accordance with Section 5.10 of the Local Government Act 1995, Council makes the following appointments to Council's Standing Committees:

**Sustainable Development Committee**

Member: Cr Kirkpatrick  
Cr Price  
Cr Randall  
Cr Brown  
Cr Geurds  
Cr Murphy  
Cr Twine  
Deputy: Cr Harris (1)  
Cr Needham (2)  
Cr Buttfield (3)

**Corporate Governance & Asset Management Committee**

Member: Cr Needham  
Cr Kirkpatrick  
Cr Harris  
Cr Murphy  
Cr Brown  
Cr Geurds  
Cr Price  
Deputy: Cr Buttfield (1)  
Cr Twine(2)  
Cr Randall (3)

**Audit Committee:**

Member: Cr Kirkpatrick  
Cr Needham  
Cr Brown  
Cr Murphy  
Cr Harris  
Deputy: Cr Geurds (1)  
Cr Buttfield (2)

CARRIED 10/0

**COUNCIL DECISION**

**Moved Cr Kirkpatrick seconded Cr Price  
To adjourn the meeting at 9.56am.  
CARRIED 10/0**

The meeting was reconvened at 10.22am.

SCM011/10/07		APPOINTMENT OF DELEGATES TO WORKING GROUPS AND ORGANISATIONS (A1080 )
Proponent:	Shire of Serpentine Jarrahdale	In Brief  To elect Councillor delegates to Council working groups and other organizations following the Local Government Elections on 20 <sup>th</sup> October 2007.
Owner:	Joanne Abbiss, Chief Executive Officer	
Officer:	Joanne Abbiss, Chief Executive Officer	
Signatures Author:		
Senior Officer:		
Date of Report	18 <sup>th</sup> September, 2006	
Previously	SCM06/10/06; SCM04/09/06	
Disclosure of Interest	No officer involved in the preparation of this report is required to declare an interest in accordance with the provisions of the Local Government Act	
<b>Delegation</b>	<b>Council</b>	

### **Background**

At the Local Government Elections held on 20<sup>th</sup> October, 2007 the following Councillors retired Cr Joan Scott (Byford Ward), Cr Jan Star (Central Ward) and Cr Athol Wigg (South Ward). Cr John Kirkpatrick (Central Ward) and Cr Mike Geurds (Byford Ward) ran for election for another term.

The following person was elected unopposed to Council to represent the South Ward :

- Councillor elect Carey Buttfeld

The following persons were elected unopposed to Council to represent the Central Ward :

- Councillor elect John Kirkpatrick
- Councillor elect Sheila Twine

There are two (2) vacancies for the Byford Ward, with four (4) nominations received and with an election being held on Saturday 20<sup>th</sup> October, 2007.

Council is now requested to consider the appointment of Councillors, by resolution, to the various Working Groups and also appointment of delegates to other organisations.

***A copy of the Appointment of Delegates to Working Groups – 2006 and Appointment of Delegates to Organisations – 2006 is with attachments marked SCM011.1/10/07 (E06/4838).***

**Sustainability Statement**                      Not Applicable

**Statutory Environment:**                      Not Applicable



**Policy/Work Procedure**

**Implications:** Not Applicable

**Financial Implications:** Not Applicable

**Strategic Implications:** Not Applicable

**Community Consultation:** Not Required.

**Comment:**

The appointment of delegates will ensure a smooth transition of representation on the various organisational bodies within the district and region that Council interacts with.

**Voting Requirements:** Simple Majority

**SCM011/10/07 Officer Recommended Resolution:**

That the following appointments be made:

Council Working Groups:

- That (2) Elected Members Cr ....., Cr ..... be appointed as Council delegates to the Trails Working Group and (1) Deputy Cr .....
- That (4) Elected Members Cr ....., Cr ....., Cr ....., Cr ..... be appointed as Council delegates to the Staff Management Working Group

Other Organizations:

That Cr ..... be appointed as Council delegate to the Agricultural Protection Board Harvey Regional ZCA and Cr ..... be appointed the deputy.

That Cr ..... be appointed as Council delegate to the Armadale Home Help and Cr ..... be appointed the deputy.

That Cr .....be appointed as Council delegate to the Armadale Hospital Community Advisory Council and Cr ..... be appointed the deputy.

That Cr .....be appointed as Council delegate to the Bush Fire Advisory Committee and Cr ..... be appointed the deputy.

That Cr .....be appointed as Council delegate to the Byford Community Forum

That Cr .....and Cr ..... be appointed as Council delegates to the Byford Progress Association

That Cr .....be appointed as Council delegate to the Cemeteries Management Committee and Cr ..... be appointed the deputy.

That Cr ....., Cr ..... and Cr ..... be appointed as Council delegates to the Community Events Committee

That Cr .....and Cr ..... be appointed as Council delegates to the Darling Downs Management Committee

That Cr .....and Cr ..... be appointed as Council delegates to the Darling Range Regional Park Committee

That Cr .....be appointed as Council delegate to the Emergency Management Committee and Cr ..... as deputy.

That Cr .....be appointed as Council delegate to the Jandakot Regional Park Committee and Cr ..... as deputy.

That Cr .....be appointed as Council delegate to the Jarrahdale Community Association and Cr ..... as deputy.

That Cr .....be appointed as Council delegate to the Jarrahdale Townscape Committee and Cr ..... as deputy.

That Cr .....be appointed as Council delegate to the Landcare SJ Inc (Board)

That Cr ..... be appointed as Council delegate to the Landcare Centre Management Committee (formerly Natural Heritage Trust Management Committee) and Cr ..... as deputy.

That Cr .....be appointed as Council delegate to the Mundijong Community Forum and Cr ..... as deputy.

That Cr .....be appointed as Council delegate to the Oakford/Oldbury Association Inc. and Cr ..... as deputy.

That Cr .....be appointed as Council delegate to the Peel Economic Development Unit Executive Group Inc and Cr ..... as deputy.

That Cr .....be appointed as Council delegate to the Peel Trails Group (formerly Peel Trails Taskforce) and Cr ..... as deputy.

That Cr .....be appointed as Council delegate to the Peel Region Advisory Body - Peel Community Foundation

That Cr .....and Cr ..... be appointed as Council delegates to the South East Metropolitan Regional Council

That Cr .....and Cr ..... be appointed as Council delegates to the South East Regional Energy Group

That Cr .....be appointed as Council delegate to the Roadside Care Volunteers and Cr ..... As deputy.

That Cr ..... be appointed as Council delegate to the Roadwise Committee and Cr ..... as deputy.

That Cr .....and Cr ..... be appointed as Council delegates to the Serpentine & Districts Community Forum

That Cr .....be appointed as Council delegate to the Serpentine Sports Reserve Management Committee and Cr ..... as deputy.

That Cr ..... be appointed as Council delegate to the Serpentine Jarrahdale Land Conservation District Committee and Cr ..... as deputy.

That Cr ..... be appointed as Council delegate to the Serpentine Jarrahdale Ratepayers & Residents Association and Cr ..... as deputy.

That Cr ..... and Cr ..... be appointed as Council delegates to the Serpentine Jarrahdale Community Recreation Centre Management Group

That Cr .....be appointed as Council delegate to the Serpentine Jarrahdale State Emergency Services Committee and Cr ..... as deputy.

That Cr .....be appointed as Council delegate to the Serpentine Jarrahdale Tourist Information Centre

That Cr ..... be appointed as Council delegate to the South East District Planning Committee and Cr ..... As deputy.

That Cr ..... be appointed as Council delegate to the Telecentre Committee and Cr ..... as deputy.

That Cr ..... be appointed as Council delegate to the WA Blue Metal Community Committee and Cr ..... as deputy.

That Cr ..... and Cr ..... be appointed as Council delegates to the Western Australian Local Government Association – South East Metropolitan Zone and Cr ..... as deputy.

That Cr .....and Cr ..... be appointed as Council delegate to the Western Australian Local Government Association - Peel Zone (non voting) and Cr ..... as deputy.

### **COUNCIL DECISION**

**Moved Cr Kirkpatrick seconded Cr Price  
To suspend Standing Orders 9.5, 9.6 and 10.7 at 10.23am.  
CARRIED 10/0**

### **COUNCIL DECISION**

**Moved Cr Kirkpatrick and Cr Twine  
To reinstate Standing Orders 9.5, 9.6 and 10.7 at 10.54am.  
CARRIED 10/0**

### **SCM011/10/07 COUNCIL DECISION:**

**Moved Cr Kirkpatrick seconded Cr Harris  
That the following appointments be made for 2007 - 2009:**

#### **Council Working Groups:**

- That (2) Elected Members Cr Brown, Cr Murphy be appointed as Council delegates to the Trails Working Group and (1) Deputy Cr Twine.
- That (4) Elected Members Cr Needham, Cr Harris, Cr Geurds, Cr Kirkpatrick be appointed as Council delegates to the Staff Management Working Group

#### **Other Organizations:**

**That Cr Needham be appointed as Council delegate to the Agricultural Protection Board Waroona Regional ZCA and Cr Buttfeld be appointed the deputy.**

**That Cr Brown be appointed as Council delegate to the Armadale Home Help and Cr Harris be appointed the deputy.**

**That Cr Brown be appointed as Council delegate to the Armadale Hospital Community Advisory Council and Cr Twine be appointed the deputy.**

**That Cr Brown be appointed as Council delegate to the Bush Fire Advisory Committee and Cr Harris be appointed the deputy.**

**That Cr Harris be appointed as Council delegate to the Byford Community Forum.**

**That Cr Randall and Cr Geurds be appointed as Council delegates to the Byford Progress Association.**

**That Cr Murphy be appointed as Council delegate to the Cemeteries Management Committee and Cr Kirkpatrick be appointed the deputy.**

**That Cr Price, Cr Twine and Cr Brown be appointed as Council delegates to the Community Events Committee.**

**That Cr Brown and Cr Murphy be appointed as Council delegates to the Darling Downs Management Committee.**

**That Cr Randall and Cr Harris be appointed as Council delegates to the Darling Range Regional Park Committee.**

**That Cr Brown be appointed as Council delegate to the Emergency Management Committee and Cr Kirkpatrick as deputy.**

**That Cr Murphy be appointed as Council delegate to the Jandakot Regional Park Committee and Cr Brown as deputy.**

**That Cr Twine be appointed as Council delegate to the Jarrahdale Community Association and Cr Kirkpatrick as deputy.**

**That Cr Twine be appointed as Council delegate to the Jarrahdale Multi Purpose Facility Working Group and Cr Kirkpatrick and Cr Price as deputies.**

**That Cr Kirkpatrick be appointed as Council delegate to the Jarrahdale Townscape Committee and Cr Twine as deputy.**

**That Cr Needham be appointed as Council delegate to the Landcare SJ Inc (Board)**

**That Cr Randall be appointed as Council delegate to the Landcare Centre Management Committee (formerly Natural Heritage Trust Management Committee) and Cr Needham as deputy.**

**That Cr Price be appointed as Council delegate to the Mundijong Community Forum and Cr Kirkpatrick as deputy.**

**That Cr Murhpy be appointed as Council delegate to the Oakford/Oldbury Association Inc. and Cr Brown as deputy.**

**That Cr Price be appointed as Council delegate to the Peel Economic Development Unit Executive Group Inc and Cr Harris as deputy.**

**That Cr Brown be appointed as Council delegate to the Peel Trails Group (formerly Peel Trails Taskforce) and Cr Twine as deputy.**

**That Cr Price be appointed as Council delegate to the Peel Region Advisory Body - Peel Community Foundation.**

**That Cr Murphy and Cr Kirkpatrick be appointed as Council delegates to the South East Metropolitan Regional Council.**

**That Cr Harris and Cr Needham be appointed as Council delegates to the South East Regional Energy Group**

**That Cr Randall and Cr Geurds be appointed as Council delegates to the South West Highway Enhancement Committee and Cr Harris as a deputy.**

**That Cr Randall be appointed as Council delegate to the Reserves Advisory Committee and Cr Twine as deputy.**

**That Cr Randall be appointed as Council delegate to the Roadside Care Volunteers and Cr Twine as deputy.**

**That Cr Brown be appointed as Council delegate to the Roadwise Committee and Cr Buttfild as deputy.**

**That Cr Needham and Cr Buttfild be appointed as Council delegates to the Serpentine & Districts Community Forum.**

**That Cr Buttfild be appointed as Council delegate to the Serpentine Sports Reserve Management Committee and Cr Needham as deputy.**

**That Cr Twine be appointed as Council delegate to the Serpentine Jarrahdale Land Conservation District Committee and Cr Buttfield as deputy.**

**That Cr Price be appointed as Council delegate to the Serpentine Jarrahdale Ratepayers & Residents Association and Cr Harris as deputy.**

**That Cr Geurds and Cr Kirkpatrick be appointed as Council delegates to the Serpentine Jarrahdale Community Recreation Centre Management Group.**

**That Cr Brown be appointed as Council delegate to the Serpentine Jarrahdale State Emergency Services Committee and Cr Harris as deputy.**

**That Cr Price be appointed as Council delegate to the Serpentine Jarrahdale Tourism Association.**

**That Cr Price be appointed as Council delegate to the South East District Planning Committee and Cr Murphy as deputy.**

**That Cr Price be appointed as Council delegate to the Telecentre Committee and Cr Buttfield as deputy.**

**That Cr Kirkpatrick be appointed as Council delegate to the WA Blue Metal Community Committee and Cr Twine as deputy.**

**That Cr Needham and Cr Price be appointed as Council delegates to the Western Australian Local Government Association – South East Metropolitan Zone and Cr Brown as deputy.**

**That Cr Needham and Cr Geurds be appointed as Council delegate to the Western Australian Local Government Association - Peel Zone (non voting) and Cr Brown as deputy.**

**CARRIED 10/0**

4. CLOSURE

There being no further business, the Presiding Member closed the Special Council Meeting at 10.57am.

I certify that these minutes were confirmed at the ordinary council meeting held on 26 November, 2007

.....  
Presiding Member

.....  
Date