



Shire of
Serpentine
Jarrahdale

Swearing In Ceremony and Special Council Meeting Agenda

Monday, 30 October 2023 6pm

Purpose: For the purpose of Election of the Deputy President and the allocation of seating.

Contact Us

Enquiries

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In Person

Shire of Serpentine Jarrahdale
6 Paterson Street, Mundijong WA 6123
Open Monday to Friday 8.30am-5pm (closed public holidays)



www.sjshire.wa.gov.au

**Councillor Attendance Register**

In accordance with the 11 April 2022 Ordinary Council Meeting, Council Resolution OCM067/04/22, clause 1 – “That Council requests the Chief Executive Officer maintain a Councillor Attendance Register recording Councillor Attendances at Ordinary Council Meetings, Special Council Meetings, Q & A briefings for Ordinary Council Meetings, Q & A briefings for Special Council Meetings, Councillor Workshops held for Project Briefings, Councillor Workshops held for Budget Preparations and Policy Concept Forums.”

In accordance with the 12 December 2022 Ordinary Council Meeting, Council Resolution OCM313/12/22, clause 6 – “That Council requests that the Councillor Attendance Register published in the Agenda and Minutes displays attendances for the calendar year and notes that the full Councillor Attendance Register, including previous calendar years, will continue to be published on the Shire’s website.”

Council 1 January 2023 – 21 October 2023

Date	Type	Cr Rich	Cr Atwell	Cr Byas	Cr Coales	Cr Dagostino	Cr Duggin	Cr Mack	Cr Strange	Cr Strautins
16/10/23	OCM	✓	✓	✓	✓	✓	✓	A	✓	✓
09/10/23	Q & A (OCM)	✓	✓	✓	✓	A	✓	✓	✓	A
02/10/23	PCF	✓	✓	✓	✓	✓	✓	✓	A	✓
18/09/23	OCM	✓	✓	A	✓	EP	✓	✓	✓	A
11/09/23	Q & A (OCM)	✓	✓	✓	✓	✓	✓	✓	✓	✓
11/09/23	SCM	✓	✓	✓	✓	✓	✓	✓	✓	✓
04/09/23	PCF	✓	✓	✓	A	A	✓	✓	✓	A
28/08/23	PCF	✓	A	A	✓	A	✓	✓	✓	✓
23/08/23	OCM reconvened	✓	✓	✓	✓	✓	✓	✓	✓	A
21/08/23	OCM	✓	✓	✓	✓	✓	✓	✓	✓	✓
14/08/23	PCF cont. (from 07/08/23)	✓	✓	✓	A	✓	✓	✓	A	✓
14/08/23	Q & A (OCM)	✓	✓	✓	A	✓	✓	✓	✓	✓
07/08/23	PCF	✓	✓	A	A	✓	✓	✓	✓	✓
02/08/23	WORKSHOP (CEO Employment - Presentation of self-assessment report against criteria)	✓	✓	✓	✓	A	✓	✓	A	✓
31/07/23	SCM	✓	✓	✓	✓	✓	✓	✓	✓	✓
24/07/23	PCF	✓	✓	A	✓	A	✓	A	✓	✓



Continued

Agenda - Swearing In Ceremony and Special Council Meeting – Monday, 30 October 2023

Date	Type	Cr Rich	Cr Atwell	Cr Byas	Cr Coales	Cr Dagostino	Cr Duggin	Cr Mack	Cr Strange	Cr Strautins
19/07/23	WORKSHOP (Budget)	✓	✓	A	✓	✓	✓	A	✓	✓
17/07/23	OCM	✓	✓	A	✓	A	✓	A	✓	✓
10/07/23	Q & A (OCM)	✓	✓	A	A	A	A	A	✓	✓
03/07/23	PCF	✓	✓	✓	A	A	A	✓	A	✓
26/06/23	PCF	✓	✓	A	✓	A	✓	✓	A	✓
21/06/23	OCM reconvened	✓	✓	A	✓	✓	✓	✓	✓	A
19/06/23	OCM	✓	✓	✓	✓	✓	✓	✓	✓	✓
15/06/23	WORKSHOP (Budget)	✓	✓	A	✓	✓	✓	✓	✓	A
12/06/23	Q & A (OCM)	✓	✓	✓	✓	A	✓	A	A	A
07/06/23	WORKSHOP (Budget)	✓	A	A	✓	✓	✓	✓	✓	A
01/06/23	WORKSHOP (Budget)	✓	A	✓	A	✓	✓	✓	✓	A
29/05/23	PCF	✓	A	A	A	A	✓	✓	✓	A
25/05/23	WORKSHOP (Budget)	✓	✓	✓	✓	✓	✓	✓	A	✓
22/05/23	PCF	✓	✓	✓	✓	A	✓	✓	✓	A
15/05/23	OCM	✓	✓	✓	✓	✓	✓	✓	✓	✓
08/05/23	Q & A (OCM)	✓	✓	A	✓	A	✓	✓	✓	A
08/05/23	WORKSHOP (Strategic Community Plan Major Review)	✓	✓	✓	✓	A	✓	✓	✓	A
01/05/23	PCF	✓	A	✓	✓	✓	✓	✓	✓	A
26/04/23	PCF	✓	A	✓	✓	A	✓	✓	A	A
17/04/23	OCM	✓	✓	A	✓	✓	✓	✓	A	✓
17/04/23	Q & A cont. (OCM)	✓	✓	A	✓	✓	✓	✓	A	✓
11/04/23	Q & A (OCM)	✓	✓	✓	A	A	✓	✓	A	A
03/04/23	PCF	✓	✓	A	✓	A	✓	✓	✓	✓



Continued

Agenda - Swearing In Ceremony and Special Council Meeting – Monday, 30 October 2023

Date	Type	Cr Rich	Cr Atwell	Cr Byas	Cr Coales	Cr Dagostino	Cr Duggin	Cr Mack	Cr Strange	Cr Strautins
27/03/23	PCF	✓	✓	✓	✓	✓	✓	✓	✓	✓
20/03/23	OCM	✓	✓	✓	✓	✓	✓	✓	✓	✓
20/03/23	Q & A cont. (OCM)	✓	✓	✓	✓	✓	✓	✓	✓	✓
13/03/23	Q & A (OCM)	✓	A	✓	✓	✓	✓	✓	✓	A
08/03/23	WORKSHOP (Status update / report on 2022-23 CEO KPIs)	✓	A	A	A	A	A	✓	✓	A
02/03/23	SCM	✓	✓	✓	✓	✓	✓	✓	✓	✓
27/02/23	SCM	✓	✓	✓	✓	✓	✓	✓	A	✓
27/02/23	PCF	✓	✓	✓	✓	✓	✓	✓	A	✓
20/02/23	OCM	✓	✓	✓	✓	✓	✓	✓	✓	✓
20/02/23	Q & A cont. (OCM)	✓	✓	✓	✓	✓	✓	✓	✓	✓
15/02/23	WORKSHOP (Community Perception Survey)	✓	✓	✓	✓	✓	✓	✓	✓	A
13/02/23	Q & A (OCM)	✓	✓	A	✓	A	✓	A	✓	✓
06/02/23	PCF	✓	A	✓	✓	A	✓	✓	✓	✓
06/02/23	SCM	✓	A	✓	✓	A	✓	✓	✓	✓
30/01/23	SCM	✓	✓	✓	✓	✓	✓	✓	✓	✓
30/01/23	Q & A (SCM – 6 February 2023)	✓	✓	✓	✓	✓	✓	✓	✓	A
23/01/23	Q & A (SCM – 30 January 2023)	✓	✓	✓	✓	✓	✓	A	✓	✓
23/01/23	WORKSHOP (Catalyse Presentation - Community Perception Scorecard)	✓	✓	✓	✓	✓	✓	A	✓	✓

A – Apology

LoA – Leave of Absence

NA – Non Attendance

EPNG – Electronic Participation Not Granted

EP - Electronic Participation



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Dear Elected Member

A Special Council Meeting of the Shire of Serpentine Jarrahdale will be held on Monday, 30 October 2023 in the Council Chambers, Civic Centre, 6 Paterson Street, Mundijong – commencing at 6pm.

Paul Martin

Chief Executive Officer

26 October 2023

Swearing In Ceremony

1. Introduction and welcome

Mr Paul Martin, Chief Executive Officer to welcome attendees, acknowledge Traditional Owners, Elders Past, Present and Emerging; Distinguished Guests, and provide an overview of the evening's programme.

Tonight's meeting is in two parts, firstly the Declaration by the newly elected President and Councillors, and secondly, the Special Council Meeting will commence, which includes the election of the Deputy President and determining Councillor seating allocations.

In accordance with clause 3 of schedule 2.3 of the *Local Government Act 1995*, the Chief Executive Officer shall preside at the commencement of the Swearing In Ceremony until the President-elect has declared an Oath of Office.

2. Declaration of President and Councillors

In accordance with section 2.29 of the *Local Government Act 1995*, the President-elect and Councillors-elect will declare an Oath of Office and sign the Councillors Code of Conduct in the presence of Athol Wigg, JP.

3. Welcome to Country and Smoking Ceremony

President Rob Coales will invite Councillors, staff and members of the community to the front of the Civic Centre for a Welcome to Country and Smoking Ceremony conducted by Mr George Walley - who is a Traditional Owner of the region.



Special Council Meeting Agenda

Opening of the Special Council Meeting

1. Election of Deputy President

Nominations for the position of Deputy President to be called. Nominations can be made in writing prior to the meeting, or made during the meeting.

If more than one nomination is received, a ballot will be undertaken with all Elected Members required to cast a secret vote.

If more than one nomination is received, nominating Councillors may make a statement in support of their candidature.

Optional preferential voting

In 2023, optional preferential voting will be applied to all local government elections, including elections for:

- mayor or president election by the council;
- deputy mayor or president; and
- committee presiding and deputy presiding members.

Under the optional preferential voting system, voters number candidates in the order of their preference. The available choices are to:

- vote for one candidate - by putting a 1 next to their name;
- vote for some candidates - by numbering several candidates in the order of your preference;
- vote for all candidates - by numbering all the candidates in the order of your preference.

Under the optional preferential voting system, a candidate will need the support of a majority of voters to be elected. In order to achieve this, if no candidate has a majority of the first preferences, the lowest placed candidate would be eliminated and their preferences would be distributed to the voter's next most preferred candidate.

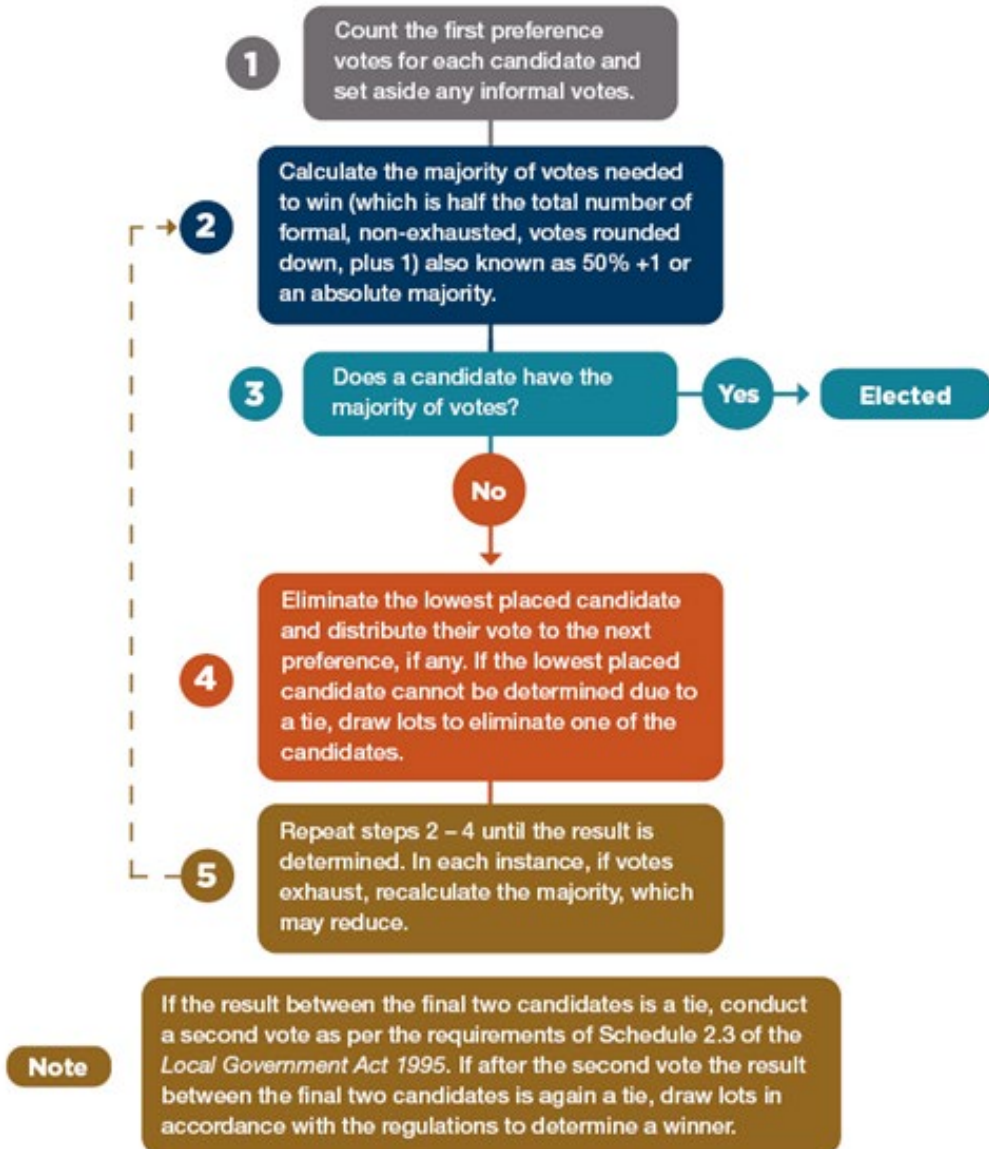
The process for conducting a council count for the election of the deputy president using optional preferential voting is detailed below:



Where there are two candidates

The candidate with the most votes wins.
If there is a tie, hold another meeting, conduct a second vote after adjournment (as per Schedule 2.3), if it is tied again, draw lots to determine the winner.

Where there are more than two candidates



As a result, the elected candidate is the most preferred candidate of a majority of voters.

At the conclusion of the vote counting, the President or Chief Executive Officer will declare the result and announce the Deputy President.

2. Declaration of the Deputy President

In accordance with the *Local Government Act 1995* and Regulation 13(1)(c) of the *Local Government (Constitution) Regulations 1998*, the Deputy President is to make their declaration in the presence of Athol Wigg, JP.



3. Allocation of seating

In accordance with Clause 8.2 of the Shire's *Standing Orders Local Law 2002 (as amended)*, the Chief Executive Officer will conduct a random draw for the allocation of Councillor seat positions in the Chambers. These are the positions for seating for Councillors at Council and Committee Meetings.

Following the seating allocation of Councillors, the Shire of Serpentine Jarrahdale's Directors will take their seats.

4. Attendances and apologies (including leave of absence)

President to introduce Councillors, Chief Executive Officer and Directors.

5. Public question time:

6. Public statement time:

7. Petitions and deputations:

8. Declaration of Elected Members and Officers interest:

9. Motions of which notice has been given:

10. Chief Executive Officer reports:

11. Urgent business:

12. Elected Members questions of which notice has been given:

13. Closure: