

**WAGAIT SHIRE COUNCIL
AGENDA
ORDINARY COUNCIL MEETING
COUNCIL CHAMBERS**

**LOT 62, WAGAIT TOWER ROAD
7PM**

16 May 2017



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1.0 PRESENT

1.1 OPENING OF MEETING and chaired by:.....

1.2 APOLOGIES AND LEAVE OF ABSENCE:

<p>Resolution No. 2017/..... That the apology of Cr and approved. Moved: Seconded: Vote:</p>	<p>be accepted</p>
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2.0 DECLARATION OF INTERESTS

3.0 CONFIRMATION OF MINUTES

3.1 Confirmation of 18 April 2017 Council Meeting

<p>Resolution No. 2017/..... That the minutes of the Monthly Meeting of 18 April 2017, as amended be confirmed by council as a true and correct record. Moved: Seconded: Vote:</p>
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3.2 Matters arising from 18 April 2017 Minutes

4.0 QUESTIONS AND FEEDBACK FROM THE PUBLIC

4.1 Claim for Broken Window

5.0 INWARDS AND OUTWARDS CORRESPONDENCE - April 2017

5.1 Inwards April 2017

5.2 Outwards April 2017

Resolution No. 2017/.....

That council receive and note the correspondence as detailed in the agenda for the month of April 2017.

Moved:

Seconded:

Vote:

6.0 COUNCILLORS REPORTS

6.1 President's report

7.0 OFFICERS REPORTS

7.1 CEO's report

7.2 Sports and Recreation Officer's Report

Resolution No. 2017/.....

That the Councillor's reports and Officer's reports for the month of April 2017 be received and accepted.

Moved:

Seconded:

Vote:

8.0 FINANCIAL REPORT

8.1 Cash Income and Expenditure Report – 30 April 2017

8.2 Financial Report for year ended 30 April 2017

8.3 Rate Payers

8.4 Supplier Payment History – April 2017

Resolution No. 2017/.....

That the financials for the month of April 2017 be received and accepted.

Moved:

Seconded:

Vote:

9.0 BUSINESS ARISING FROM PREVIOUS MINUTES

9.1 2013/14 to 2017/18 Strategic Plan

- 9.2 **Electoral Review and Election Preparations** – waiting to confirmation in writing to reduce numbers of councillors from 7 to 5.
- 9.3 **½ Yearly Community Meeting**
- 9.5 **RUA at end of Wagait Tower Road – Mission Grass**
- 9.4 **Green Waste**
- 10.0 **AGENDA ITEMS**
- 10.1 **CEO Recruitment Report**

Resolution No. 2017/.....

That Council:

1. **Note the completion of the current CEO recruitment campaign and process;**
2. **Receive and note the CEO Recruitment Report dated 8 May 2017;**
3. **Note the appointment of Mark Sidey to the position of the CEO for the Council effective 1 June 2017;**
4. **Note that while Mark Sidey will not take up the responsibilities of CEO until 01 June 2017, his employment will start on 22 May 2017 in order to facilitate a hand over from the outgoing CEO;**
5. **Note that although the CEO’s probation appraisal will take place six months from the employment commencement date, any performance issues will be raised immediately with the Officer during the six months’ period and mentoring support provided if required.**
6. **Authorise the use of the Wagait Shire Council Common Seal on the Contract of Employment for the new CEO Mark Sidey.**

Moved:

Seconded:

Vote:

- 10.2 **President – Press Release**

- 10.3 **CEO Position resolutions**

Resolution No. 2017/.....

That Wagait Shire Council revoke all delegations previously assigned to outgoing Chief Executive Officer Deborah Allen effective 1 June 2017.

Moved:

Seconded:

Vote:

Resolution No. 2017/.....

The Wagait Shire Council in order to provide for the expedient exercise and performance of its powers and duties and the efficient management of its business and responsibilities delegates Mark Sidey as Chief Executive Officer pursuant to Section 32 of the Local Government Act to exercise Council’s powers, functions, duties and authorities contained in legislation subject to the limitations specified in section 32 (3) effective 01 June 2017. This delegation shall remain in force until specifically altered or revoked in writing.

Moved:

Seconded:

Vote:

Resolution No. 2017/.....

IAW Wagait Shire Council Policy 26 – Delegations Manual, the Wagait Shire Council delegates the following financial expenditure on goods and services including plant and quipment provided that expenditure and those purchases have been provided for in the budget; and to pay accounts for goods and services including plant and equipment purchased on behalf of the Council: Credit Card \$10,000; Approving Orders \$100,000 and Purchasing Orders \$30,000.

Moved:

Seconded:

Vote:

Resolution No. 2017/.....

IAW Wagait Shire Council Policy 26 – Delegations Manual, the Wagait Shire Council delegates Chief Executive Officer Mark Sidey to write off any fees or charges other than rates and charges raised pursuant to Chapter 11 of the Local Government Act to a maximum value of \$400 (subject to compliance with the requirements of Regulation 27 of the Local Government (Accounting) Regulations (this requires a specific resolution of Council to write off unpaid rates or some other debt owed to the Council); and to approve an extension of time to pay any debtor account due to Council including rates and charges raised pursuant to Chapter 11.

Moved:

Seconded:

Vote:

Resolution No. 2017/.....

Update signatories for all Wagait Shire Council accounts held at the Commonwealth Bank to include President Peter Clee, Deputy President Brad Irvine, CEO Mark Sidey, Administration Officer Pamela Wanrooy and remove out going CEO Deborah Allen effective 01 June 2017.

Moved:

Seconded:

Vote:

Resolution No. 2017/.....

That Council close all Wagait Shire Council accounts (including credit cards) held at Westpac Bank.

Moved:

Seconded:

Vote:

10.4 Purchase of Samsung Tablet

10.5 Policies – Ongoing Review

P01 – Policy Framework

P02 – Election of President

P03 – Casting Vote of President

P04 – Signing of Cheques and Expenditure Certifications

P06 – Vehicular Crossovers and Drainage

P07 – Internal Audit Committee

- P08 – Human Resource Management
- P10 – Council Records
- P11 – Complaints against Council, Employees and Work Practices
- P12 – Asset Management
- P13 – Use of Council Firearms
- P14 – Use of Sportsground
- P15 – Meeting Procedure – Guidelines
- P17 – Borrowing Policy
- P18 - Wage and Salary Increase
- P19 – Donations and Contributions Policy
- P20 – Fraud Protection

11.0 UPCOMING EVENTS

11.1 Walk to School – Friday 19 May 2017

11.2 Territory Day – 1 July 2017

12.0 LATE ITEMS AND GENERAL BUSINESS

13.0 IN-CAMERA ITEMS

14.0 DATE OF NEXT MEETING

The next Council Meeting is to be held on Tuesday 20 June 2017 in the Council Chambers, 62 Wagait Tower Road, Wagait Beach.

15.0 CLOSE OF MEETING

The Chair declared the meeting closed at pm.