



Minutes

AGM of Electors

On: Thursday 3 December 2020
At: Calingiri Football Club
Commencing: 7.01 PM (Following the Special
Electors Meeting)

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UNCONFIRMED

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Presiding Member welcomed Residents, Elected Members and staff to the Annual General Meeting of Electors at 7.01 pm.

2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE GRANTED

- Attendees: Shire President – Cr P Bantock
Deputy Shire President – Cr D Lovelock
Cr N Clarke
Cr J Kelly
- Staff: CEO – Ms Glenda Teede
Governance Officer – Mr S Fletcher
Executive Assistant – Mrs J Klobas
Works & Services Manager – Mr J Muir
Community Emergency Services Manager – Mr N Parry
Office Manager – Ms A Prior
Rates Office – Mrs J Cook
Mr Bates, RSM, Finance Consultant for the Shire.

The Shire President acknowledged receipt of the following Apologies.

- Jenny Kelly,
- Tom & Kaye Kelly
- Neil Botha
- Hayley Pilley
- Tania & Rob Menzies; and
- Lou Witham.
- Cathy Lovelock
- Graham Nixon

3 CONFIRMATION OF MINUTES

STAFF RECOMMENDATION

Moved: Gary McGill

Seconded: Cr D Lovelock

That the minutes of the AGM of Electors held Wednesday 24 April 2019 be accepted as a true and correct record of proceedings.

CARRIED UNANIMOUSLY

3.1 Matters arising from the Minutes – Wednesday 24 April 2019

Nil

4 ANNUAL REPORT

Moved: Gary McGill

Seconded : Suzanne Woods

STAFF RECOMMENDATION

That the Annual Report for the financial year ended 30th June 2019 be received.

CARRIED UNANIMOUSLY

Annual Income Received – Department of Transport and Licensing. Question Taken on Notice.

4.1 Matters arising from the Annual Report for Financial Year ended 30th June 2019.

Nil

5 ANY OTHER GENERAL BUSINESS

Annemarie O'Byrne, Calingiri

Question at prior AGM - How much community involvement would there be by the Shire regarding the Community Strategic Plan moving forward?

Answer - The Shire is working towards a Community Engagement Policy which will require feedback from the Community.

Means of feedback include surveys and Facebook. Constructive comments are helpful and required, plus distribution of an informative monthly newsletter.

Public Question Time at Ordinary Council Meetings are a key factor for community feedback. Workshops are another way to communicate with residents.

Expenses in relation to the gym – community request for consultation and feedback.

Noted: The Long Term Financial Plan works in conjunction with the Corporate Business Plan and Strategic Business Plan.

With resourcing, budget and priorities change.

Mrs Rebecca Kelly. Gillingarra

Positive – Its positive that the Shire is bringing underpinning documents up to

speed. Noted - The District has considerable volunteer support. There is a perception of the Shire not assisting where it could, almost of resistance.

Answer: The Shire well recognises the invaluable contribution of the Districts volunteers and seeks to assist residents / volunteers where it is able to.

Mrs Naomi Purser, Piawaning

Desalination Plant Piawaning. A sense of resistance. Lack of response to emails.

Answer: The water at the Desalination Plant Piawaning is only available to residents during a declared drought or bush fire.

Mrs Rebecca Kelly, Gillingarra

Steve Mason - Pilot innovation- Grid sharing opportunity.

Answer: There are leasing obligations. Cross over of land. The Shire needs to determine land ownership. Functioning, servicing of desalination plant which requires interaction between volunteers and the Shire.

Cr J Kelly, Gillingarra

Queried whether any information has or was received regarding water / electricity funding at Piawaning.

Answer – There has been correspondence, however there are limited resources to pursue the different options.;

Mrs Naomi Purser, Piawaning

Water resourcing is an essential service. Acknowledges the work of the Elected Members and CEO. Queried whether there is water available within the Desalination Plant.

Answer: Council recently briefed on the Piawaning Desalination Plant and the Bore. Understanding that water is available in the event of a declared drought or Fire. However will follow up to ensure that emergency water is available,

Cr J Kelly, Gillingarra

Noted that the gates should not be locked.

Answer - Water access is restricted as below:

- Emergency / Fire
- Drought
- Livestock requirements

Mrs Annemarie O'Byrne

Reiterated importance of community consultation.

Mrs Suzanne Woods

Agreed with the importance of the Community Engagement Policy being brought forward to Council and queried staff turnover.

Shire President

On a strategic level, The Shire's Workforce Plan plays a key role in helping the Shire bridge the gap between the skills and knowledge level of its current workforce and meeting the requirements set out under the Strategic Community Plan. The CEO informed council that a structure review was conducted of the workforce to identify inefficiencies in the function/structure of areas such as the works department, and improvements were recommended. The Shire has made changes to area such as Outside Workforce to improve the Shires operations over the next 12 – 24 months. That includes the proposed level of service set in the budget and how the shire works towards delivering key road projects such as the Ag-Lime Route Upgrade. This hasn't been an easy process for CEO, however, the Shire has made changes on an agreed basis. Naturally, the details of those agreements are employment matters and are therefore confidential.

Shire President

Noted Capital Infrastructure eg Aglime Route is an ongoing project. Agreed process is between Council and the CEO.

Mr Hamish Purser, Piawaning

What is the best way to communicate with the Shire?

Answer – CEO advised emails to date have been responded to, however the CEO is agreeable to meeting in person to discuss issues. Appointments can be made to discuss matters.

Mrs Suzanne Woods, Calingiri

What is an acceptable response time to email queries?

Answer : In line with the Council's Customer Service Charter, 10 days is the prescribed time frame for a response.

Mrs Naomi Purser, Piawaning

Do we have an accounting officer is RSM on top of ? Or instead of? What is the process?

Shire President

Noted that the CEO has highlighted the need for an external independent financial accountant which the Council is supportive of noting that many smaller Shires outsource higher level financial management.

Mr G McGill, Calingiri

Understands community concerns in relation to community consultation.

Acknowledged he had issues with the War Memorial and that he sought an opportunity to speak with the CEO, met with the CEO and the issue was resolved in a very satisfactory manner.

Mr M Palmer,

Would RSM raise any issues it observed with finances with the Shire?

Answer: RSM currently undertakes weekly meetings with the CEO. Highly involved in budgetary setting process. RSM highlights any issues and keeps the CEO and Council informed.

Shire President

In setting priorities for the Strategic Plan, it is the Community's Priorities which drive the Strategic Plan, whilst remaining mindful that the Shire must firstly undertake its legal obligations, such as those associated with the Financial Report.

Cr J Kelly, Gillingarra

When people are living 50 or 60km's from the CEO, meeting in person is not always practical and in matters such as the Piawaning water supply, there must be priority given for protection against drought, fire and livestock.

6 DECLARATION OF CLOSURE

There being no further business, the Presiding Member thanked Residents, Elected Members and staff for attending and declared the meeting closed at 7.50 pm.

MEETING OF ELECTORS GUIDELINES

Purpose

In accordance with the *Local Government Act 1995* a general meeting of electors must be held each financial year after a local government accepts the annual report.

The matters to be discussed at the general electors' meeting are in accordance with Regulation 15 of the *Local Government (Administration) Regulations 1996*: firstly, the contents of the annual report for the previous financial year and then any other general business.

Procedures

The procedure to be followed at a general or special meeting of electors is to be determined by the presiding member (this also includes specific regard to the Shire of Victoria Plains Meeting Procedures Local Law).

Each elector who is present at a general or special meeting of electors is entitled to one vote on each matter to be decided at the meeting but does not have to vote. All decisions at a general or special meeting of electors are to be made by a simple majority of votes. Voting at a general or special meeting of electors is to be conducted so that no voter's vote is secret.

All decisions made at an electors meeting are to be considered at the next ordinary council meeting or, if that is not practicable at the first ordinary council meeting after that meeting or at a special meeting called for that purpose, whichever happens first.

An elector is someone on the State Electoral Roll for the District of Victoria Plains or an Owner/Occupier in the Shire of Victoria Plains.

Minutes

Minutes of the proceedings at an electors' meeting are to be kept and preserved. They are published on the Shire's website for a period of not less than 5 years and are also made available for inspection by members of the public.

Shire of Victoria Plains Meeting Procedures Local Law

Specific clauses to be observed regarding a Meeting of Electors are:

18.8 Participation of non-electors

A person who is not an elector of the local government shall not take part in any discussion at an electors' meeting unless the meeting, by resolution, permits the person do so.