



# **BOGAN SHIRE COUNCIL**

Minutes

Extraordinary Meeting

**24 December 2021**



**General Manager's Report to the Extraordinary Meeting of Council  
held in the Council Chambers on 24 December 2021 at 8.00am**

**PRESENT:** Councillors VJ Boag, WG Deacon, JL Douglas, AJ Elias, GN Jackson, DJ Menzies, R Milligan and GRJ Neill.

Also present were Mr Derek Francis (General Manager), Mrs Cathy Black (Director of Development & Environmental Services, Mr Graeme Bourke (Director of Engineering Services), Mrs Debb Wood (Director of People and Community Services), Mrs Stephanie Waterhouse (Director of Finance and Corporate Services), and Mrs Melissa Salter (Executive Officer).

The General Manager took the chair.

**340/2021 APOLOGY: RESOLVED** that the apology received from Councillor KJ Bright be received and he be granted leave from the meeting. **(Neill/Jackson)**

**DECLARATIONS OF INTEREST:** Nil

## **OATH AND AFFIRMATION FOR COUNCILLORS**

### **1 OATH AND AFFIRMATION FOR COUNCILLORS**

The Local Government Act 1993 (Section 233A) requires all Councillors to take an Oath of Office or make an Affirmation of Office at or before the first meeting of Council following the election.

All Councillors present took the Oath or made the Affirmation.

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**REPORT TO THE EXTRAORDINARY MEETING OF COUNCIL – GENERAL  
MANAGER'S REPORT**

**1 ELECTION OF MAYOR AND DEPUTY MAYOR**

***Summary:***

*The purpose of this report is to outline the provisions for the election of the Mayor along with the Deputy Mayor prescribed by the Local Government Act and Regulations.*

**341/2021 RESOLVED** that the length of office for the Deputy Mayor be the same as the Mayor. **(Douglas/Jackson)**

**Mayor:** The General Manager, as Returning Officer, announced that there had only been one nomination for the office of Mayor. Accordingly, Councillor Glen Neill was declared elected to the office of Mayor.

**Deputy Mayor:** The General Manager, as Returning Officer, announced that there had only been one nomination for the office of Deputy Mayor. Accordingly, Councillor Victoria Boag was declared elected to the office of Deputy Mayor.

Mayor Glen Neill took the Chair.

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## 2 FILLING OF CASUAL VACANCIES

**Summary:**

*The purpose of this report is for Council to consider a resolution to fill any casual vacancies in the office of Councillor by way of the countback of vote's method.*

**342/2021 RESOLVED** that Pursuant to section 291A(1)(b) of the Local Government Act 1993 (the Act) Bogan Shire Council declares that casual vacancies occurring in the office of a councillor within 18 months after the last ordinary election of councillors for the Council on 4 December 2021 are to be filled by a countback of votes cast at that election for the office in accordance with section 291A of the Act and directs the general manager to notify NSW Electoral Commissioner of the Council's decision within 7 days of the decision. **(Jackson/Elias)**

## 3 DELEGATION OF AUTHORITY

**Summary:**

*The purpose of this report is for Council to consider its Delegations of Authority to the Mayor, Deputy Mayor and General Manager.*

**343/2021 RESOLVED** that the delegations to the Mayor, Deputy Mayor and General Manager be adopted, Policy AP005. **(Jackson/Deacon)**

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#### 4 REGULAR MEETING DATES AND TIMES

**Summary:-**

*The purpose of this report is for Council to give consideration to dates and times for its regular ordinary meetings.*

It was **MOVED** that the regular ordinary Council Meeting be held, on the fourth Thursday of every month, commencing at 9:30am. **(Jackson/Boag)**

Clr Jackson withdrew the motion.

It was **MOVED** that the regular Council Meeting be held on the fourth Thursday of every month commencing at 5.30pm. **(Douglas/Milligan)**

**344/2021 RESOLVED** that the regular Council meeting be held on fourth Thursday of every month commencing at 5.30pm. **(Douglas/Milligan)**

#### 5 COMMITTEE / ORGANISATION DELEGATES REPRESENTATIVES

**Summary:**

*The purpose of this report is for Council to consider the appointment of delegates / representatives to committees and other bodies.*

**345/2021 RESOLVED** that:

1. The Committee/Organisation Delegates Representatives, be deferred for consideration at the Ordinary Meeting of Council on 24 February 2022.
2. The Standing Committees of Finance and Works, and Planning, Development and General Purpose be the whole Council on both Committees.

**(Milligan/Douglas)**

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## 6 COUNCILLOR INDUCTION AND REFRESHER TRAINING

**Summary:-**

*The purpose of this report is to inform Councillors of a scheduled induction and refresher training workshop and to provide key Council information.*

It was **MOVED** that the Councillor Induction and Refresher Training information report be received and noted with the Councillor Induction Training Session be held on Thursday 17 February 2022, commencing at 1.30pm (**Boag/Elias**)

An **AMENDMENT** was **MOVED** that that the Councillor Induction and Refresher Training information report be received and noted with the Councillor Induction Training Session be held on Thursday 17 February 2022, commencing at 3.30pm

The **AMENDMENT** was **PUT** to Council and **CARRIED**.

**346/2021 RESOLVED** that:

1. The Councillor Induction and Refresher Training information report be received and noted, inclusive of the following documents: Code of Conduct, Code of Meeting Practice, Councillor and Staff Interaction Policy and Departmental Responsibility.
2. The Councillor Induction Training Session be held on Thursday 17 February 2022, commencing at 3.30pm.

**(Milligan/Douglas)**



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There being no further business the meeting closed at 8.50am.

These minutes were confirmed by resolution at a meeting held on

.....and were signed as a true record

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**GENERAL MANAGER**

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**MAYOR**



