

SHIRE OF KOJONUP

# Kojonup



**MINUTES**

**SPECIAL COUNCIL MEETING**

**7 NOVEMBER 2023**

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MINUTES OF A SPECIAL COUNCIL MEETING HELD ON 7 NOVEMBER 2023

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The Shire of Kojonup has a set of six guiding principles it uses when making decisions. These principles are checked and enhanced every two years in line with the Strategic Community Plan review schedule.

### Leading community outcomes

community strategic direction, plus regional impact and state-wide needs are fused together when making decisions.

### Compliance

appropriate compliance and tolerable risk is considered, although not so much as to fatigue or delay growth.

### Past and Present

forward-thinking growth is encouraged, whilst we consider and celebrate the past.

6

1

5

2

4

3

## The Shire of Kojonup Decision Making Guiding Principles (2019)

Community members are encouraged to use the same six guiding principles when making local and working party decisions or recommendations.

### People First

when considering public spaces, people will be given precedence, over transport and business.

### Sharp Funding

short and long term financial implications will be considered, along with collaborative ownership options

### Analysis-based

objective and evidence-based data and insights must support decision making

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MINUTES

1 **DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS**

The Shire President declared the meeting open at 3:01pm and drew the meeting's attention to the disclaimer below:

*Disclaimer*

*No person should rely on or act on the basis of any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting.*

*The Shire of Kojonup expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any advice or information provided by a member or officer, or the content of any discussion occurring, during the course of the meeting.*

*Where an application for an approval, a license or the like is discussed or determined during the meeting, the Shire warns that neither the applicant, nor any other person or body, should rely upon that discussion or determination until written notice of either an approval and the conditions which relate to it, or the refusal of the application has been issued by the Shire.*

**Acknowledgement of Country**

*The Shire of Kojonup acknowledges the first nations people of Australia as the Traditional custodians of this land and in particular the Keneang people of the Noongar nation upon whose land we meet.*

*We pay our respect to their Elders past, present and emerging.*

**Prayer**

*Almighty God, we pray for wisdom for our reigning monarch King Charles.*

*We ask for guidance in our decision making and pray for the welfare of all the people of Kojonup.*

*Grant us grace to listen and work together as a Council to nurture the bonds of one community.*

*Amen*

**2 ANNOUNCEMENTS FROM THE PRESIDING MEMBER**

Nil

**3 ATTENDANCE**

**COUNCILLORS**

Cr Bilney	Shire President
Cr Wieringa	Deputy Shire President
Cr Radford	Councillor
Cr Egerton-Warburton	Councillor
Cr Mathwin	Councillor
Cr Mickle	Councillor

**STAFF**

Grant Thompson	Chief Executive Officer
Estelle Lottering	Project Manager and Community Services

**3.1 APOLOGIES**

Judy Stewart	Manager Governance and Administration
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**3.2 APPROVED LEAVE OF ABSENCE**

Cr Webb	Councillor
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**4 DECLARATION OF INTEREST**

Nil

**5 PUBLIC QUESTION TIME**

**5.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Not applicable

**5.2 PUBLIC QUESTION TIME**

Nil

**6 CONFIRMATION OF MINUTES**

Nil

**7 PRESENTATIONS**

7.1 PETITIONS  
Nil

7.2 PRESENTATIONS  
Nil

7.3 DEPUTATIONS  
Nil

7.4 DELEGATES' REPORTS  
Nil

**8 METHOD OF DEALING WITH AGENDA BUSINESS**

There were nil changes to the order of business.

**9 REPORTS**

9.1 KEY PILLAR 'LIFESTYLE' REPORTS  
Nil

9.2 KEY PILLAR 'ECONOMICS' REPORTS  
Nil

9.3 KEY PILLAR 'VISITATION' REPORTS  
Nil

9.4 KEY PILLAR ‘PERFORMANCE’ REPORTS

9.4.1 APPOINTMENT OF COUNCIL DELEGATES TO EXTERNAL ORGANISATIONS

<b>AUTHOR</b>	Judy Stewart – Manager Governance and Administration
<b>DATE</b>	Thursday, 2 November 2023
<b>FILE NO</b>	GO.CNM.9
<b>ATTACHMENT(S)</b>	Nil

‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 To be “ <i>The Cultural Experience Centre of the Great Southern</i> ” STRATEGIC/CORPORATE IMPLICATIONS		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.1 SoK finances and funding 12.3 SoK values and culture growth

**DECLARATION OF INTEREST**

Nil

**SUMMARY**

To appoint Council delegates for representation to external organisations following the October 2023 local government elections.

**BACKGROUND**

All appointments to committees, whether the person is an elected member, employee or community member, expired on 21 October 2023 in line with the local government election.

Since March 2004, the Council has dispensed with the structure of standing committees reporting to the Council each month in favour of a process where everything comes before the Council. Appointment of delegates to external organisations now needs to be considered.

**COMMENT**

Representation on committees should be considered on the basis of equitable distribution amongst Councillors, utilisation of specific skills where appropriate, or to add diversity to existing groups to ensure the appropriate mix of skills are present.

Individual Councillors are entitled to be members of at least one committee, which comprises elected members only or elected members and employees. Therefore, Council needs to determine how many members should comprise each committee.

The *Local Government Act 1995 (Act)* does not specifically mention anything about deputies or proxies other than Deputy President and Deputy Presiding members. One of the pillars upon which the *Act* is built is for better decision-making and more efficient and effective local government (s. 1.3 (2)). Consequently, there is nothing that precludes Council from appointing one or two deputies for each committee.

This report deals only with appointment of Council delegates to external organisations as these organisations either have meetings scheduled to occur before Council's next Ordinary Meeting on 21 November 2023 or require advice of delegates prior to that date.

Delegation to Council's formal and other committees is anticipated to occur at Council's 21 November 2023 Ordinary Meeting.

#### **DELEGATES TO LOCAL & REGIONAL ORGANISATIONS**

This category lists the external organisations and committees that the Shire of Kojonup (Shire) is either:

- A member of and, therefore, needs representatives to attend meetings; or
- Invited to have a delegate to represent the Shire.

The following local and regional organisations were appointed Council and Employee delegates for the 2021 to 2023 term as follows:

- (a) **GREAT SOUTHERN ZONE OF WA LOCAL GOVERNMENT ASSOC.**  
Members Cr Gale and Cr Egerton-Warburton  
Deputies Cr Radford and Cr P Webb
- (b) **SOUTHERN LINK VROC (Voluntary Regional Organisation of Councils)**  
Members Cr Singh and Cr P Webb  
Deputy Cr Gale
- (c) **GREAT SOUTHERN JOINT DEVELOPMENT ASSESSMENT PANEL**  
(\* subject to approval of the Minister for Planning)  
Members Cr Singh and Cr Egerton-Warburton  
Deputy Cr Gale and Cr Radford
- (d) **GREAT SOUTHERN REGIONAL ROAD GROUP**  
Member Cr Gale  
Deputy Cr P Webb
- (e) **KOJONUP HOMES FOR THE AGED COMMITTEE**  
Member Cr Singh  
Deputy Cr Wieringa
- (f) **GREAT SOUTHERN RECREATION ADVISORY GROUP**  
Member Manager Corporate and Community Services  
Deputy Cr Gale
- (g) **GREAT SOUTHERN TREASURES**  
Member Cr Wieringa  
CEO or nominated delegate
- (h) **KODJA PLACE COMMUNITY FUND INC**  
Member Shire President (Cr Radford)  
Member Deputy Shire President (Cr P Webb)



- (i) **KOJONUP HISTORICAL SOCIETY** (no longer in operation as a community group)  
Member Cr Egerton-Warburton

As the Kojonup Historical Society has disbanded and transferred its assets to the Shire (as per the Council decision below), officers will include, in a report regarding delegation to its formal and other committees for Council's 21 November 2023 Ordinary Meeting, a recommendation for the creation of an advisory committee of Council with associated terms of reference for the purpose of advising Council on matters relevant to the assets of the now defunct Kojonup Historical Society:

*116/22*

*That Council agrees to the transferral of asset ownership of the Kojonup Historical Society Inc. (KHS) to the Shire of Kojonup in the event the KHS winds up.*

#### **CONSULTATION**

Nil

#### **STATUTORY REQUIREMENTS**

The appointment of members to committees and their operation is set out in *Sections 5.8 to 5.25 of the Act and Regulations 14 to 14B of the Local Government (Administration) Regulations, 1995.*

A local government may, by absolute majority, establish committees comprising of 3 or more persons, be they elected members, employees and/ or other persons, to exercise the powers and discharge the duties of the local government that can be delegated to committees.

*Section 5.10* allows the Shire President to be a member on any committee that has an elected member and also the Chief Executive Officer (or their representative) to be on any committee that has an employee as a member.

#### **POLICY IMPLICATIONS**

Nil

#### **FINANCIAL IMPLICATIONS**

Nil

#### **RISK MANAGEMENT IMPLICATIONS**

Nil

#### **ASSET MANAGEMENT IMPLICATIONS**

Nil

#### **SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS**

Nil, although this report does appoint Council's delegates to this Committee.

#### **VOTING REQUIREMENTS**

Absolute Majority

OFFICER RECOMMENDATION

That Council appoints delegates to local and regional organisations as follows:

GREAT SOUTHERN ZONE OF WA LOCAL GOVERNMENT ASSOC.

Members President and Deputy President

Deputies Cr \_\_\_\_\_ and Cr \_\_\_\_\_

SOUTHERN LINK VROC (Voluntary Regional Organisation of Councils)

Members President and Deputy President

Deputy Cr \_\_\_\_\_

GREAT SOUTHERN JOINT DEVELOPMENT ASSESSMENT PANEL

(\* subject to approval of the Minister for Planning)

Members Cr \_\_\_\_\_ and Cr \_\_\_\_\_

Deputy Cr \_\_\_\_\_ and Cr \_\_\_\_\_

GREAT SOUTHERN REGIONAL ROAD GROUP

Member Cr \_\_\_\_\_

Deputy Cr \_\_\_\_\_

GREAT SOUTHERN RECREATION ADVISORY GROUP

Member Cr \_\_\_\_\_

Deputy Cr \_\_\_\_\_

GREAT SOUTHERN TREASURES

Member Cr \_\_\_\_\_

CEO or the nominated delegate

KOJONUP HOMES FOR THE AGED COMMITTEE

Member Cr \_\_\_\_\_

Deputy Cr \_\_\_\_\_

KODJA PLACE COMMUNITY FUND INC.

Member Shire President

Member Deputy Shire President

COUNCIL DECISION

121/23 Moved Cr Wieringa

Seconded Cr Mickle

That Council appoints delegates to local and regional organisations as follows:

GREAT SOUTHERN ZONE OF WA LOCAL GOVERNMENT ASSOC.

Members President and Deputy President

Deputies Cr Egerton-Warburton and Cr Mathwin

SOUTHERN LINK VROC (Voluntary Regional Organisation of Councils)

Members President and Deputy President

Deputy Cr Mathwin

GREAT SOUTHERN JOINT DEVELOPMENT ASSESSMENT PANEL

(\* subject to approval of the Minister for Planning)

Members Cr Bilney and Cr Egerton-Warburton

Deputy Cr Mickle and Cr Radford

GREAT SOUTHERN REGIONAL ROAD GROUP

Member Cr Webb

Deputy Cr Radford

GREAT SOUTHERN RECREATION ADVISORY GROUP

Member Cr Mickle

Deputy -

GREAT SOUTHERN TREASURES

Member Cr Wieringa

CEO or the nominated delegate

KOJONUP HOMES FOR THE AGED COMMITTEE

Member Cr Mathwin

Deputy Cr Mickle

KODJA PLACE COMMUNITY FUND INC.

Member Shire President

Member Deputy Shire President

Proxy Cr Egerton-Warburton

CARRIED BY ABSOLUTE MAJORITY 6/0

For: Cr Bilney, Cr Wieringa, Cr Radford, Cr Egerton-Warburton, Cr Mathwin, Cr Mickle

10 APPLICATIONS FOR LEAVE OF ABSENCE  
Nil

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN  
Nil

12 QUESTIONS FROM MEMBERS WITHOUT NOTICE

12.1 CR EGERTON-WARBURTON – UNITED WAY AUSTRALIA – DOLLY PARTON'S  
IMAGINATION LIBRARY

Promotion of early literacy skills through the initiative of Read, Learn, Succeed. This initiative provides one book per month to each child for the five years prior to the start of schooling and requires 50 children to open a new programme. Applications close 5 December 2023. Can the Shire investigate its feasibility?

12.2 CR WIERINGA – BUSH FIRE ADVISORY COMMITTEE

Cr Wieringa asked which Cr will attend the Bush Fire Advisory Committee Meeting - 7 November 2023? It was confirmed that Cr Radford is to attend until new delegates are appointed.

13 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING  
Nil

14 MEETING CLOSED TO THE PUBLIC

14.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED  
Nil

14.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC  
Nil

15 CLOSURE

There being no further business to discuss, the President thanked the members for their attendance and declared the meeting closed at 3:28 pm.

16 ATTACHMENTS (SEPARATE)

Nil

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