



# **MINUTES**

## **ANNUAL ELECTORS MEETING**

Held

**25<sup>th</sup> of January 2023**

At

**Shire of Dardanup  
ADMINISTRATION CENTRE EATON  
1 Council Drive - Eaton**

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Upon request.

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## VISION STATEMENT

“The Shire of Dardanup is a healthy, self-sufficient and sustainable community, that is connected and inclusive, and where our culture and innovation are celebrated.”

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**COUNCIL ROLE**

<b>Advocacy</b>	When Council advocates on its own behalf or on behalf of its community to another level of government / body /agency.
<b>Executive/Strategic</b>	The substantial direction setting and oversight role of the Council e.g. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
<b>Legislative</b>	Includes adopting local laws, town planning schemes and policies.
<b>Review</b>	When Council reviews decisions made by Officers.
<b>Quasi-Judicial</b>	<p>When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.</p> <p>Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g.: under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</p>

**DISCLAIMER**

"Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity that has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request."

**RISK ASSESSMENT**

<b>Inherent Risk</b>	The level of risk in place in order to achieve the objectives of the Council and before actions are taken to alter the risk's impact or likelihood.
<b>Residual Risk</b>	The remaining level of risk following the development and implementation of Council's response.
<b>Strategic Context</b>	These risks are associated with achieving Council's long term objectives.
<b>Operational Context</b>	These risks are associated with the day-to-day activities of the Council.
<b>Project Context</b>	<p>Project risk has two main components:</p> <ul style="list-style-type: none"><li>• Direct refers to the risks that may arise as a result of project, which may prevent the Council from meeting its objectives.</li><li>• Indirect refers to the risks which threaten the delivery of project outcomes.</li></ul>

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**SHIRE OF DARDANUP**

**MINUTES OF THE SHIRE OF DARDANUP ANNUAL ELECTORS MEETING HELD ON WEDNESDAY, THE 25<sup>TH</sup> OF JANUARY 2023, AT SHIRE OF DARDANUP - ADMINISTRATION CENTRE EATON, COMMENCING AT 6.00PM.**

**1      DECLARATION OF OPENING/ANNOUNCEMENTS OF VISITORS**

The Presiding Member, Cr. M T Bennett declared the meeting open at 6.00pm, welcomed those in attendance, referred to the Disclaimer, Acknowledgement of Country, Emergency Procedure and the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers:

*Acknowledgement of Country*

*The Shire of Dardanup wishes to acknowledge that this meeting is being held on the traditional lands of the Noongar people. In doing this, we recognise and respect their continuing culture and the contribution they make to the life of this region and pay our respects to their elders, past, present and emerging. The Shire of Dardanup also respects and celebrates all cultures of all our residents and visitors to our Shire.*

*Emergency Procedure*

*In the event of an emergency, please follow the instructions of the Chairperson who will direct you to the safest exit route. Once outside, you will be directed to an appropriate Assembly Area where we will meet (and complete a roll call).*

*Affirmation of Civic Duty and Responsibility*

*Councillors and Officers of the Shire of Dardanup collectively declare that we will duly, faithfully, honestly and with integrity fulfil the duties of our respective office and positions for all the people in the district according to the best of our judgement and ability. We will observe the Shire's Code of Conduct and Standing Orders to ensure efficient, effective and orderly decision making within this forum.*

## 2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED

### 2.1 Attendance

Cr. Michael Bennett	-	Elected Member
Cr. Tyrrell Gardiner	-	Elected Member
Cr. Peter Robinson	-	Elected Member
Cr. Janice Dow	-	Elected Member
Cr. Stacey Gillespie	-	Elected Member
Cr. Mark Hutchinson	-	Elected Member
Cr. Ellen Lilly	-	Elected Member
Mr André Schönfeldt	-	Chief Executive Officer
Mr Phil Anastasakis	-	Deputy Chief Executive Officer
Ms Susan Oosthuizen	-	Director Special Projects & Community
Mr Theo Naudé	-	Director Infrastructure
Ms Cathy Lee	-	Manager Governance & HR
Mrs Gabriella Hayward	-	Executive Support Officer

Members of the Public x 4

### 2.2 Apologies

None.

### 2.3 Leave of Absence

Cr. Luke Davies	-	Elected Member (Resolution 315-22)
Cr. Patricia Perks	-	Elected Member (Resolution 316-22)

## 3 CONFIRMATION OF MINUTES – 25<sup>th</sup> OF JANUARY 2022

### 3.1 Annual Electors Meeting Held on the 25th of January 2022

The Minutes of the Annual Electors Meeting held on the 25<sup>th</sup> of January 2022 are provided in [Appendix AEM: 3.1] for confirmation.

#### **ANNUAL ELECTORS MEETING RESOLUTION & COUNCIL RESOLUTION**

AEM 01-23      MOVED -      Cr. T G Gardiner      SECONDED -      Cr. M R Hutchinson

**THAT the minutes of the Annual Electors Meeting [Appendix AEM: 3.1] held on the 25<sup>th</sup> of January 2022, be confirmed as true and correct subject to no corrections.**

CARRIED  
7/0

**4 RECEIPT OF ANNUAL REPORTS – 2021/22****4.1 Annual Report Document****ANNUAL ELECTORS MEETING RESOLUTION & COUNCIL RESOLUTION**

AEM 02-23      MOVED -      Cr. S L Gillespie      SECONDED -      Cr. E P Lilly

**THAT the contents of the Council's Annual Report for 2021/22 [Appendix AEM: 4.1], inclusive of the President's Report, Chief Executive's Report, Auditors Report and Annual Financial Statements, be received.**

CARRIED  
7/0

**5 QUESTIONS OR MOTIONS FROM THE PUBLIC AT THE PRESIDENT'S DISCRETION**

None.

**6 CLOSURE OF MEETING**

Cr. M T Bennett thanked Chief Executive Officer, Mr André Schönfeldt and Staff for their work over the past year. Cr. M T Bennett noted the considerable volume of work that is undertaken to prepare the Annual Report. The positive feedback from Council's auditors was noted.

Cr. M T Bennett thanked the public for their attendance. There being no further business, the Presiding Officer declared the meeting closed at 6.04pm.