

The logo for the Shire of Dardanup features a stylized, flowing line in shades of green and blue, resembling a landscape or a wave.

Shire of Dardanup

MINUTES

UNCONFIRMED

ANNUAL ELECTORS MEETING

Held

23 January 2019

At

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

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COUNCIL ROLE

| | |
|---------------------|---|
| Advocacy | When Council advocates on its own behalf or on behalf of its community to another level of government / body /agency. |
| Executive/Strategic | The substantial direction setting and oversight role of the Council eg. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets. |
| Legislative | Includes adopting local laws, town planning schemes and policies. |
| Review | When Council reviews decisions made by Officers. |
| Quasi-Judicial | <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 (eg: 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."

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SHIRE OF DARDANUP

MINUTES OF THE SHIRE OF DARDANUP ANNUAL ELECTORS MEETING HELD ON WEDNESDAY – 23 JANUARY 2019, COMMENCING AT 6.00PM AT THE SHIRE OF DARDANUP – ADMINISTRATION CENTRE EATON.

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member, Cr. M T Bennett declared the meeting open at 6.04pm, welcomed those in attendance and referred to the Acknowledgement of Country, Emergency Procedures, 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 by recognising the strength, resilience and capacity of Wardandi people in this land.

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.

Committee members acknowledge that only the Chief Executive Officer or a member of the Shire of Dardanup staff appointed by the Chief Executive Officer is to have contact with consultants and suppliers that are appointed under contract to undertake the development and implementation of projects.

The exception to this Policy is when there is a meeting of the committee or working group with the consultant and the Chief Executive Officer or the Chief Executive Officer's representative is present.

Members of committees acknowledge that a breach of this Policy may result in a request to Council to have them removed from the committee.

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, please proceed to the muster point located at the front of the building where we will meet (and complete a roll call).

2 RECORD OF ATTENDANCE/APOLOGIES

2.1 Attendance

| | | |
|----------------------|---|---|
| Cr. Michael Bennett | - | Shire President (Chairperson) |
| Cr. Peter Robinson | - | Deputy Shire President |
| Cr. Carmel Boyce | - | Elected Member |
| Cr. Tyrrell Gardiner | - | Elected Member |
| Cr. Luke Davies | - | Elected Member |
| Cr. Janice Dow | - | Elected Member |
| Cr. Patricia Perks | - | Elected Member |
| Cr. James Lee | - | Elected Member |
| Mr John Attwood | - | Acting Chief Executive Officer |
| Mr Phil Anastasakis | - | Director Corporate & Community Services |
| Mr Luke Botica | - | Director Engineering & Development Services |
| Ms Cathy Lee | - | Manager Governance & HR |
| Mrs Gaylene Godfrey | - | PA to Chief Executive Officer & Shire President |
| Mrs Natalie Hopkins | - | Manager Financial Services |
| Ms Lee Holben | - | Manager Community Services |

2.2 Apologies

None.

2.3 Members of the Public

None.

3 CONFIRMATION OF MINUTES – 24 JANUARY 2018

3.1 Annual Electors Meeting Held 24 January 2018

The Minutes of the Annual Electors Meeting held on the 24 January 2018 provided for confirmation as follows:

MINUTES OF THE SHIRE OF DARDANUP ANNUAL ELECTORS MEETING HELD ON WEDNESDAY – 24 JANUARY 2018, COMMENCING AT 6.00PM AT THE SHIRE OF DARDANUP – ADMINISTRATION CENTRE EATON.

RECEIVED

**ANNUAL ELECTORS MEETING RESOLUTION
& COUNCIL RESOLUTION**

AEM 01-19 MOVED - Cr. P S Robinson SECONDED - Cr. P R Perks

THAT the Minutes of the Annual Electors Meeting held on 24 January 2018, be confirmed as true and correct subject to no corrections.CARRIED
8/03.2 Matters Arising from the Minutes

None.

4 RECEIPT OF ANNUAL REPORTS - 2017/184.1 Annual Report Document**ANNUAL ELECTORS MEETING RESOLUTION
& COUNCIL RESOLUTION**

AEM 02-19 MOVED - Cr. M T Bennett SECONDED - Cr. L Davies

THAT the contents of the Council's Annual Report for 2017/18, inclusive of the Presidents Report, Chief Executive's Report, Auditors Report and Annual Financial Statements, be received.CARRIED
8/0**5. QUESTIONS FROM THE PUBLIC AT THE PRESIDENT'S DISCRETION**

None.

6. CLOSE

Shire President, Cr. M T Bennett thanked Director Corporate & Community Services, Mr Phil Anastasakis and Director Engineering & Development Services, Mr Luke Botica for all their work in preparing Council's Annual Report.

There being no further business, Chairman Cr. M T Bennett declared the meeting closed at 6.08pm.