



Special Council Meeting

8 November 2023

Minutes

To: The President and Councillors.

Here within are the Minutes of the Special Council Meeting of the Shire of Toodyay held on the above-mentioned date in the Shire of Toodyay Council Chambers, 15 Fiennes Street, Toodyay WA 6566.

A handwritten signature in blue ink, appearing to read "Suzie Haslehurst", is positioned above the printed name.

Suzie Haslehurst

CHIEF EXECUTIVE OFFICER



Our Vision, Purpose and Values

The Shire of Toodyay's Plan for the Future (Council Plan 2023-2033) is the Community's Strategic Plan outlining the direction that the Shire is undertaking to meet the needs and aspirations of its community.

Our Vision

A caring and visionary rural community, working together to preserve and enrich Toodyay's environment, character and lifestyle.

Our Purpose

The Shire of Toodyay exists to meet the needs of current and future generations through an integration of environmental protection, social advancement and economic prosperity.

Our Values

We conduct ourselves in line with values the local community cares deeply about:

- **Integrity** - we behave honestly to the highest ethical standard;
- **Accountability** – we are transparent in our actions and accountable to the community;
- **Inclusiveness** – we are responsive to the community and we encourage involvement by all people; and
- **Commitment** – we translate our plans into actions and demonstrate the persistence that will provide results.

Community Aspirations

There are five core performance areas in this plan: People, Planet, Place, Prosperity, and Performance. These areas are interrelated, and each must be satisfied to deliver excellent quality of life in the Shire of Toodyay.

For each area, there is an overarching aspirational statement and desired outcomes, summarised in the Council Plan which is available on the Shire's website at: <https://www.toodyay.wa.gov.au/documents/432/council-plan-plan-for-the-future-2023-2033>

Disclaimer

Any discussion regarding a planning matter or other application that any statement or intimation of approval made by any member or officer of the Shire of Toodyay during the course of any meeting is not intended to be and is not to be taken a notice of approval from Council. No action should be taken on any item discussed at a Council Meeting prior to written advice on the resolution of the Council being received. Any plans or documents contained in this document may be subject to copyright law provisions (*Copyright Act 1998*, as amended) and the express permission of the copyright owner(s) should be sought prior to reproduction.

Availability of Meeting Agenda and its Attachments

Information about Council Meetings is located on the website

<http://www.toodyay.wa.gov.au/Council/Council-Meetings>

Agendas & Minutes are located under the heading "Council Meetings" at

<http://www.toodyay.wa.gov.au/Council/Council-Meetings/Agendas-Minutes-and-Notes>

Public copies are available by contacting the Shire on (08) 9574 9300.



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Preface

When the Chief Executive Officer approves these Minutes for distribution they are in essence "Unconfirmed" until the following a Special Meeting of Council, where the Minutes will be confirmed subject to any amendments made by the Council.

The "Confirmed" Minutes are then signed off by the Presiding Person.

Attachments that formed part of the Agenda, in addition to those tabled at the Council Meeting are put together as a separate attachment to these Minutes with the exception of Confidential Items.

Confidential Items or attachments that are confidential are compiled as separate Confidential Minuted Agenda Items.

Unconfirmed Minutes

These minutes were approved for distribution on 13 November 2023.



Suzie Haslehurst

CHIEF EXECUTIVE OFFICER

Confirmed Minutes

These minutes were confirmed at a meeting held on 22 November 2023.

Signed: 

Note: The Presiding Member at the meeting at which the minutes were confirmed is the person who signs above.



1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Cr M McKeown, Shire President, declared the meeting open at 3.00pm and read aloud an Acknowledgement of Country:

"I acknowledge the Ballardong Noongar people, the traditional custodians of the land where we meet today and the Yued and Whadjuk people, who are traditional custodians of respective lands within the wider Shire of Toodyay. I pay my respect to their Elders, past, present and emerging."

2 RECORDS OF ATTENDANCE

Members

Cr M McKeown	Shire President
Cr S Dival	Deputy Shire President
Cr C Duri	Councillor
Cr R Madacsi	Councillor
Cr S McCormick	Councillor

Staff

Ms S Haslehurst	Chief Executive Officer
Mr C Sullivan	Executive Manager Infrastructure, Assets & Services
Ms T Bateman	Executive Manager Corporate and Community Services
Mr H de Vos	Executive Manager Development and Regulation
Mr M Werder	Project Manager
Mrs M Rebane	Executive Assistant

Visitors

Nil

2.1 APOLOGIES

Cr D Wrench	Councillor
Cr J Prater	Councillor

2.2 APPROVED LEAVE OF ABSENCE

Cr R Madacsi – 26 October 2023 to 28 November 2023 inclusive.

3 DISCLOSURE OF INTEREST

The Chief Executive Officer advised that no disclosures of interest in the form of a written notice had been received prior to the commencement of the meeting.

4 PUBLIC QUESTIONS

4.1 PUBLIC QUESTION TIME

Nil.

5 PUBLIC SUBMISSIONS

Nil.

6 OFFICER REPORTS

6.1 EXECUTIVE SERVICES

6.1.1 Community Representation on the Audit & Risk Committee and the Environmental Advisory Committee

COMMENTS AND DETAILS

Council has historically appointed community members to its advisory committees after each ordinary local government election as all membership positions cease at that time and then at the first Council Meeting held after the new councillors have been elected and sworn in; Council is requested to reappoint members to each committee.

VOTING REQUIREMENTS

Simple Majority

OFFICER'S RECOMMENDATION/COUNCIL RESOLUTION NO. SCM258/11/23

MOVED Cr S McCormick

That Council requests the Chief Executive Officer to publicly advertise for expressions of interest from community representatives to be appointed to the Audit and Risk Committee; and the Environmental Advisory Committee.

Voted For: Crs R Madacsi, C Duri, S McCormick, M McKeown and S Dival

Voted Against: Nil

MOTION CARRIED 5/0

7 CLOSURE OF MEETING

The Shire President declared the meeting closed at 3.02pm.



ATTACHMENTS MINUTES

Special Council Meeting

Wednesday, 8 November 2023

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Community Representation on the Audit & Risk Committee and the Environmental
Advisory Committee

Attachment 1 Notice to call a Special Meeting.4



MEMORANDUM

MEMO TO: Chief Executive Officer
FROM: Cr. McKeown
DATE: 8, 11, 23
FILE NO: MTG8
SUBJECT: Calling a Special Council Meeting

Administration Centre
 15 Fiennes Street
 PO Box 96
 TOODYAY WA 6566
T (08) 9574 9300
F (08) 9574 2158
E records@toodyay.wa.gov.au
W www.toodyay.wa.gov.au

Dear CEO

This memorandum is notice, in accordance with the *Local Government Act 1995 5.4(a)(ii)*, that we, the undersigned, being at least one third of the total number of Councillors, request that a Special Meeting of the Council be held as follows:

Date: 8, 11, 23 **Time:** 3 AM PM

Venue: Council Chambers, Shire of Toodyay Administration Centre, 15 Fiennes Street, Toodyay WA 6566

For the purpose of considering all matters related to the following:-

Advertising for community representation
on the Audit + Risk Committee and the
Environmental Advisory Committee

Yours sincerely

(Sign and print names below)

<u></u>	<u></u>	<u></u>
Cr. <u>McKeown</u>	Cr. <u>McCORMICK</u>	Cr. <u>MADACS</u>