



A Fortunate Place

Shire of Wickepin

Minutes

# Australia Day Committee

Council Chambers, Wickepin

Content of these minutes is confidential until the Community Award winners are announced on 26 January 2022

# 15 DECEMBER 2021



## Notice of an Australia Day Committee Meeting

Please note that the next Australia Day Committee Meeting of the Shire of Wickepin will be held on 15 December 2021 at Council Chambers, Wickepin, commencing at 1.00pm.

Certification: I have perused this agenda and am aware of all recommendations made to council and support each as presented.

Mark Hook  
Chief Executive Officer

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**SHIRE OF WICKEPIN  
QUESTIONS FROM THE PUBLIC**

**Any member of the public wishing to participate in Public Question Time during Council or Committee meetings is welcome to do so; however, Council requires your name, address and written questions to be provided to the meeting secretary.**

<b>NAME:</b>
<b>SIGNATURE:</b>
<b>ADDRESS:</b>
<b>TELEPHONE:</b>
<b>MEETING/DATE:</b>
<b>NAME OF ORGANISATION REPRESENTING (if applicable):</b>

<b>QUESTION:</b>

## SHIRE OF WICKEPIN QUESTIONS FROM THE PUBLIC

The Shire of Wickepin welcomes community participation during public question time. The following is a summary of procedure and a guide to completion of the required form.

- a. The person asking the question is to give their name and address prior to asking the question.
- b. Questions are to be directed through the chair, with the Presiding Member having the discretion of accepting or rejecting a question and the right to nominate a Councillor or Officer to answer.
- c. In order to provide an opportunity for the greatest portion of the gallery to take advantage of question time, questions are to be as succinct as possible. Any preamble to questions should therefore be minimal and no debating of the issue between the Gallery, Councillors or Officers is permissible.
- d. Where the Presiding Member rules that a member of the public is making a statement during public question time, then no answer is required to be given or recorded in response.
- e. Questions which are considered inappropriate; offensive or otherwise not in good faith; duplicates or variations of earlier questions; relating to the personal affairs or actions of Council members or employees; will be refused by the Presiding Member as 'out of order' and will not be recorded in the minutes.
- f. Where a member of the public submitting a question is not physically present at the meeting, those questions will be treated as an item of correspondence and will be answered in the normal course of business (and not be recorded in the minutes).
- g. Questions from members of the public that do not comply with the Rules of Question Time or do not abide by a ruling from the Presiding Member, or where the member of the public behaves in a manner in which they are disrespectful of the Presiding Member or Council, or refuse to abide by any reasonable direction from the Presiding Member, will be ruled 'out of order' and the question will not be recorded in the minutes.
- h. Answers to questions provided in good faith, however, unless reasonable prior written notice of the question is given, answers should not be relied upon as being totally comprehensive.
- i. Where a question (compliant to these rules) is raised and is unable to be answered at the meeting, the question shall be 'taken on notice' with an answer being given at the next appropriate Council Meeting.
- j. Public Question Time is set for a maximum period of 15 minutes, and will terminate earlier should no questions be forthcoming.
- k. To enable all members of the public a fair and equitable opportunity to participate in Public Question Time, each person shall be provided a maximum two minutes time limit in the first instance, in which to ask a maximum of two questions (whether these are submitted 'in writing' or 'from the floor'). A question may include a request for the tabling of documents where these are relevant to an issue before Council.
- l. Questions to be asked at the meeting will be registered, and the priority for asking questions shall be firstly 'questions on which written notice has been given prior to the meeting' (that is, prior to 12 noon on the day immediately preceding the meeting) and secondly, 'questions from the floor'.
- m. Should there be time remaining on the initial period for Public Question Time (i.e. 15 minutes) after all members of the public have posed their initial allotment of two questions, the Presiding Member will then allow members of the public to sequentially (in accordance with the register) ask a further two questions (with a two minute time limit) until the initial period for Public Question Time has expired.
- n. Any extension to the initial period for Public Question Time is to be limited to a period that will allow sufficient time for any remaining members of the public to ask their initial allotment of two questions.

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**Minutes of an Australia Day Committee Meeting held in Council Chambers, Wickepin –  
Wednesday 15 December 2021 commencing @ 2.45pm.**

The Chairperson declared the meeting open at 2.45pm.

**1. Attendance, Apologies and Leave of Absence (Previously Approved)**

Cr Wes Astbury	Member
Cr Fran Allan	Member
Cr Julie Russell	Member
Cr Alan Lansdell	Observer

Mark J Hook	Chief Executive Officer
Lara Marchei	Executive Support Officer

**Apologies**

**Leave of Absence (Previously Approved)**

**2. Public Question Time**

**3. Applications for Leave of Absence/Apologies**

**4. Petitions, Memorials and Deputations**

**4.1 Election of Chairperson**

The CEO called for nominations for Chairperson.

Cr Astbury nominated Cr Allan, Cr Allan accepted the nomination verbally.

Cr Allan was elected as Chairperson of the Australia Day Committee for the ensuing two years.

Cr Allan took the chair as the Presiding Member.

**5. Declarations of Member's and Officer's Interest**

**6. Confirmation of Minutes – 15 September 2021**

**Moved Cr Russell / Seconded Cr Astbury**

That the minutes of the Australia Day Committee meeting held on 15 September 2021 be confirmed as a true and correct record.

**Carried 3/0**

**7. Notice of Motions of Which Notice Has Been Given****8. Receipt of Reports & Consideration of Recommendations****9. Notice of Motions for the Following Meeting****10. Reports & Information****10.1 2022 Event**

- The 2022 Australia Day function and Community Awards are to be held on Wednesday 26 January 2022 at the Yealering Hall.
- Councillor's to arrive by 6.15am to prepare for breakfast at 8am.
- Function start time to be determined.

**10.2 Community Awards**

Nominations closed on Friday 26 November 2021.

Nominations received are as follows and are attached under separate cover.

**Citizen of the Year**

Elizabeth Thompson (2 x nominations received)

Sandra Podmore

**Moved Cr Russell / Seconded Cr Astbury**

That Sandra Podmore be awarded the Citizen of the Year Award for 2021.

**Carried 3/0**

**Senior Citizen of the Year**

Christopher Moore

**Moved Cr Astbury / Seconded Cr Russell**

That Chris Moore be awarded the Senior Citizen of the Year Award for 2021.

**Carried 3/0**

**Young Citizen of the Year**

Sarah Corke - **NOTE:** nomination was submitted on Sunday 28 November 2021, after the closing date.

**Moved Cr Astbury / Seconded Cr Russell**

That the late nomination not be accepted.

**Carried 3/0**

**Community Group of the Year**  
Lake Yealering Regatta Committee

**Moved Cr Russell / Seconded Cr Astbury**

That the Lake Yealering Regatta Committee be awarded the Community Group of the Year Award for 2021.

**Carried 3/0**

10.3 Master of Ceremony

- Cr Astbury to be MC for the Australia Day Ceremony.
- Cr Russell to present Community Awards.

10.4 Other matters raised by members

- Cr Fran Allan to liaise with the ESO early in the New Year to arrange food order and supplies for the ceremony.
- Shire staff to ensure gas bottles and BBQ are prepared (day prior).
- Food to be served buffet style - a hand sanitising station will be set up at the beginning of the food serving area and each food station will have its own serving utensils.
- Stephen Rose recognition of contribution towards the Bush Fire Brigade.

**Moved Cr Russell / Seconded Cr Astbury**

That a certificate of appreciation be presented to Mr Stephen Rose for his 40 years' service to the Shire of Wickepin volunteer Bush Fire Brigade.

**Carried 3/0**

**11. Urgent Business**

**12. Closure**

There being no further business the Chairperson declared the meeting closed at 3.03pm.