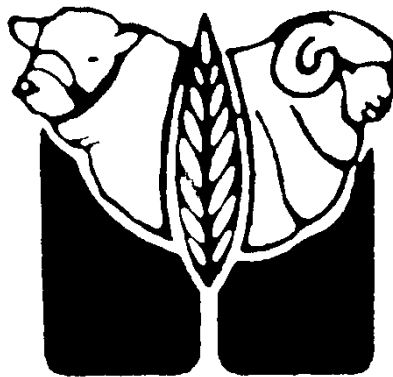


MINUTES



**SPECIAL MEETING
HELD**

**THURSDAY, 30 OCTOBER 2013
COMMENCED AT 6.10PM**

AT

**SHIRE OF BOYUP BROOK
ABEL STREET – BOYUP BROOK**

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1. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED

1.1 **Attendance**

Cr M Giles – Shire President
Cr K Moir – Deputy Shire President
Cr G Aird
Cr E Biddle
Cr J Imrie
Cr P Kaltenrieder
Cr B O’Hare
Cr T Oversby
Cr R Walker

STAFF: Mr Alan Lamb (Chief Executive Officer)
Maria Lane (Executive Assistant)

PUBLIC: Mr Terence Ginnane JP

1.2 **Apologies**

Nil

1.3 **Leave of Absence**

Nil

2. PUBLIC QUESTION TIME

2.1 **Response to Previous Public Questions Taken on Notice**

2.2 **Public Question Time**

Nil

3. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

4. MATTERS REQUIRING A DECISION

4.1 Election of Shire President and Deputy Shire President

Election of President

The Local Government Act provides that the Chief Executive Officer take the position of Presiding Person for the purposes of electing a Shire President.

Council is required by the Local Government Act 1995 to elect a Councillor as President at the first meeting after the Bi Annual Elections. The President's term of office begins after this election and continues until the next Ordinary Councillor Elections – usually (2) years.

Nominations for the position of President must be in writing and given to the Chief Executive Officer before the meeting or at the meeting itself after the Chief Executive Officer calls for nominations. Councillors may nominate themselves or be nominated by another Councillor, however when being nominated by someone else the Councillor nominated must accept the nomination either in writing or orally at the meeting.

At the time the agenda was prepared no nominations had been received.

If more than one nomination is received, ballot papers will be prepared and Councillors are to vote by secret ballot. The votes will be counted and the outcome will be decided on a first past the post system, in accordance with the Act. The Chief Executive Officer will advise those present of the result of the election and declare the successful Councillor elected.

The person elected will be required to make a declaration of office as President.

The newly elected Shire President, once the declaration is made, will then take the chair for the next part of the proceedings and the remainder of the meeting.

Cr Oversby nominated Cr Giles for Shire President.

Cr Giles accepted the position of Shire President

In the absence of any further nominations the Presiding Person declared Cr Giles elected Shire President unopposed.

Cr Giles then made the declaration of office for the position of Shire President before Mr Terence Ginnane J.P.

Election of Deputy President

Council is required by the Local Government Act 1995 to elect a Councillor as Deputy President at the first meeting after the Bi Annual Elections. The term of office for the Deputy President begins after this election and continues until the next Ordinary Councillor Elections – usually (2) years.

Nominations for the position of Deputy President must be in writing and given to the Chief Executive Officer before the meeting or at the meeting itself after the Shire President calls for nominations. Councillors may nominate themselves or be nominated by another Councillor, however when being nominated by someone else the Councillor nominated must accept the nomination either in writing or orally at the meeting.

At the time the agenda was prepared no nominations had been received for the position of Deputy President.

If more than one nomination is received, ballot papers will be prepared and Councillors are to vote by secret ballot. The votes will be counted and the outcome will be decided on a first past the post system, in accordance with the Act. The Shire President will advise those present of the result of the election and declare the successful Councillor elected.

The person elected will be required to make a declaration of office as Deputy President.

Cr Aird was nominated for the position of Deputy Shire President.

Cr Imrie nominated Cr Moir for Deputy Shire President however Cr Moir declined.

In the absence of any further nominations the Presiding Person declared Cr Aird elected Deputy Shire President unopposed.

Cr Aird then made the declaration of office for the position of Deputy Shire President before Mr Terence Ginnane J.P.

4.2 Appointment of Committees and Delegates

Committees and Representatives

The local Government Act provides as follows:

5.11. Tenure of committee membership

- (1) Where a person is appointed as a member of a committee under section 5.10(4) or (5), the person's membership of the committee continues until —
 - (a) the person no longer holds the office by virtue of which the person became a member, or is no longer the CEO, or the CEO's representative, as the case may be;
 - (b) the person resigns from membership of the committee;
 - (c) the committee is disbanded; or
 - (d) the next ordinary elections day,

whichever happens first.

In accordance with Section 5.11 all Committee memberships ceased 19 October 2013 and so Council is now prompted to appoint Committees for the next two years. Council has also made a practice of dealing with delegates to other bodies at the same time and in a similar fashion to how it deals with committee membership.

In dealing with the matter of committees, Council will need to determine if it requires committees, their role, responsibilities and delegation if any. Similarly, Council needs to consider what representatives are required for community organizations for the next two years. It is important that there is a clear understanding of the purpose and role of either committees or representatives.

Council is a decision making body and so any committee appointed by Council should be for the purpose of assisting Council to make a decision. The Local Government Act sets out the following:

2.7. Role of council

- (1) *The council —*
 - (a) *governs the local government's affairs; and*
 - (b) *is responsible for the performance of the local government's functions.*
- (2) *Without limiting subsection (1), the council is to —*
 - (a) *oversee the allocation of the local government's finances and resources; and*
 - (b) *determine the local government's policies.*

[Section 2.7 amended by No. 17 of 2009 s. 4.]

2.8. Role of mayor or president

- (1) *The mayor or president —*
 - (a) *presides at meetings in accordance with this Act; and*
 - (b) *provides leadership and guidance to the community in the district; and*
 - (c) *carries out civic and ceremonial duties on behalf of the local government; and*
 - (d) *speaks on behalf of the local government; and*
 - (e) *performs such other functions as are given to the mayor or president by this Act or any other written law; and*
 - (f) *liaises with the CEO on the local government's affairs and the performance of its functions.*
- (2) *Section 2.10 applies to a councillor who is also the mayor or president and extends to a mayor or president who is not a councillor.*

2.9. Role of deputy mayor or deputy president

The deputy mayor or deputy president performs the functions of the mayor or president when authorised to do so under section 5.34.

2.10. Role of councillors

A councillor —

- (a) *represents the interests of electors, ratepayers and residents of the district; and*
- (b) *provides leadership and guidance to the community in the district; and*
- (c) *facilitates communication between the community and the council; and*
- (d) *participates in the local government's decision-making processes at council and committee meetings; and*
- (e) *performs such other functions as are given to a councillor by this Act or any other written law.*

5.2. Administration of local governments

The council of a local government is to ensure that there is an appropriate structure for administering the local government.

There are several committees that Council is required by legislation to appoint or may appoint, these include:-

- * Audit Committee (Local Government Act)
- * LEMC Committee (Emergency Management Act)
- * Bush Fire Advisory Committee (Bush Fires Act)

The following sections of the Local Government Act has relevance

Division 1A — Audit committee

[Heading inserted by No. 49 of 2004 s. 5.]

7.1A. Audit committee

- (1) A local government is to establish an audit committee of 3 or more persons to exercise the powers and discharge the duties conferred on it.
- (2) The members of the audit committee of a local government are to be appointed* by the local government and at least 3 of the members, and the majority of the members, are to be council members.
** Absolute majority required.*
- (3) A CEO is not to be a member of an audit committee and may not nominate a person to be a member of an audit committee or have a person to represent him or her as a member of an audit committee.
- (4) An employee is not to be a member of an audit committee.

[Section 7.1A inserted by No. 49 of 2004 s. 5.]

7.1B. Delegation of some powers and duties to audit committees

- (1) Despite section 5.16, the only powers and duties that a local government may delegate* to its audit committee are any of its powers and duties under this Part other than this power of delegation.
** Absolute majority required.*
- (2) A delegation to an audit committee is not subject to section 5.17.

[Section 7.1B inserted by No. 49 of 2004 s. 5.]

7.1C. Decisions of audit committees

Despite section 5.20, a decision of an audit committee is to be made by a simple majority.

The following section of the Emergency Management Act 2005 has relevance

38. Local emergency management committees

- (1) A local government is to establish one or more local emergency management committees for the local government's district.
- (2) If more than one local emergency management committee is established, the local government is to specify the area in respect of which the committee is to exercise its functions.
- (3) A local emergency management committee consists of —
 - (a) a chairman and other members appointed by the relevant local government in accordance with subsection (4); and
 - (b) if the local emergency coordinator is not appointed as chairman of the committee, the local emergency coordinator for the local government district.
- (4) Subject to this section, the constitution and procedures of a local emergency management committee, and the terms and conditions of appointment of members, are to be determined by the SEMC.

39. Functions of local emergency management committees

The functions of a local emergency management committee are, in relation to its district or the area for which it is established —

- (a) to advise and assist the local government in ensuring that local emergency management arrangements are established for its district;
- (b) to liaise with public authorities and other persons in the development, review and testing of local emergency management arrangements; and
- (c) to carry out other emergency management activities as directed by the SEMC or prescribed by the regulations.

13. State Emergency Management Committee

- (1) The State Emergency Management Committee is established.
- (2) The SEMC is to consist of —
 - (a) a chairman appointed by the Minister;
 - (b) a deputy chairman appointed by the Minister;
 - (c) an executive officer of the SEMC appointed by the Minister;
 - (d) a person who is representative of local government, appointed by the Minister; and
 - (e) such other members as are provided for, and appointed in accordance with, the regulations.
- (3) The Minister is to ensure that —
 - (a) the chairman has expertise or experience that, in the Minister's opinion, is relevant to the functions of the SEMC and the State Emergency Coordination Group; and
 - (b) each other member has expertise or experience that, in the Minister's opinion, is relevant to the functions of the SEMC.
- (4) The regulations may make provision as to the constitution and procedures of the SEMC.
- (5) Subject to the regulations the SEMC may determine its own procedures.

14. Functions of the SEMC

The SEMC has the following functions —

- (a) to advise the Minister on emergency management and the preparedness of the State to combat emergencies;
- (b) to provide direction, advice and support to public authorities, industry, commerce and the community in order to plan and prepare for an efficient emergency management capability for the State;
- (c) to provide a forum for whole of community coordination to ensure the minimisation of the effects of emergencies;
- (d) to provide a forum for the development of community wide information systems to improve communications during emergencies;
- (e) to develop and coordinate risk management strategies to assess community vulnerability to emergencies;
- (f) to perform other functions given to the SEMC under this Act;
- (g) to perform any other function prescribed by the regulations for the purposes of this section.

15. Powers of the SEMC

- (1) The SEMC may do all things necessary or convenient to be done for or in connection with the performance of its functions.

- (2) Without limiting subsection (1) and any other powers conferred on the SEMC by this Act, the SEMC may —
 - (a) produce and publish information on matters related to its functions; and
 - (b) act in conjunction with another public authority or any other person.

The following sections of the Bush Fires Act 1954 have relevance.

67. Advisory committees

- (1) A local government may at any time appoint such persons as it thinks fit as a bush fire advisory committee for the purpose of advising the local government regarding all matters relating to the preventing, controlling and extinguishing of bush fires, the planning of the layout of fire-breaks in the district, prosecutions for breaches of this Act, the formation of bush fire brigades and the grouping thereof under group brigade officers, the ensuring of co-operation and co-ordination of bush fire brigades in their efforts and activities, and any other matter relating to bush fire control whether of the same kind as, or a different kind from, those specified in this subsection.
- (2) A committee appointed under this section shall include a member of the council of the local government nominated by it for that purpose as a member of the committee, and the committee shall elect one of their number to be chairman thereof.
- (3) In respect to a committee so appointed, the local government shall fix the quorum for the transaction of business at meetings of the committee and may —
 - (a) make rules for the guidance of the committee;
 - (b) accept the resignation in writing of, or remove, any member of the committee; and
 - (c) where for any reason a vacancy occurs in the office of a member of the committee, appoint a person to fill that vacancy.
- (4) A committee appointed under this section —
 - (a) may from time to time meet and adjourn as the committee thinks fit;
 - (b) shall not transact business at a meeting unless the quorum fixed by the local government is present;
 - (c) is answerable to the local government and shall, as and when required by the local government, report fully on its activities.

Council will also need to appoint (4) Councillors in accordance with the Annual Awards process policy, to consider nominations for Citizen of the Year, Young Achiever of the Year, Sports Person of the Year etc. The policy provides the panel with the authority to make the selection without any further reference to Council. Council will also need to appoint two Councillors and four members from the community for its new Town Site Committee.

It will be noted that the officer recommendation includes the name and functions of each committee. Council should consider the need, if any, for committees, what it wants them to do and what, if any, powers it wants to give them. The following recommendation is based on the current position and it is important to note that this is a suggestion only for Council's consideration. There is no restriction on the timing of the appointment of committees or on the winding up of committees other than what Council sets (except that appointments to committee expire every two years unless Council sets an early expiry date). The following recommendation includes a similar provision.

It should be noted that Council may set the quorum for committee meetings as provided for in the local Government Act as follows;

5.15. Reduction of quorum for committees

The local government may reduce the number of offices of committee member required for a quorum at a committee meeting specified by the local government if there would not otherwise be a quorum for the meeting.*

However this option has been lost by the following clause in Council's Standing Orders Local Law;

3.1 Quorum at Meetings

In accordance with the Act, the quorum at all meetings of Council and its committees shall be a minimum of 50% of the total number of places whether vacant or not.

With respect to the Local Emergency Management Committee recommended membership that includes Council staff, it is noted that the Local Government Act (5.10) provides as follows;

- (5) *If at a meeting of the council a local government is to make an appointment to a committee that has or will have an employee as a member and the CEO informs the local government of his or her wish —*
- (a) *to be a member of the committee; or*
 - (b) *that a representative of the CEO be a member of the committee,*

the local government is to appoint the CEO or the CEO's representative, as the case may be, to be a member of the committee.

It should be noted that a similar provision exists for the President as is as follows (5.10);

- (4) *If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.*

There are several industry organisations that Council will need to appoint delegates for. These include:-

- * South West Zone W A Local Government Association
- * Main Roads Regional Road Group

OFFICER RECOMMENDATION

That the following Committee/Representatives be appointed:-

- 1. Audit and Finance Committee – (3) Councillors.**
The function/role of the Audit and Finance Committee be as follows:-
 - a) to provide guidance and assistance to the Council-**
 - i. as to the carrying out of its functions in relation to audits;**
 - ii. as to the development of a process to be used to select and appoint a person to be the auditor; and**
 - b) may provide guidance and assistance to the Council as to-**
 - i. matters to be audited;**
 - ii. the scope of the audit;**
 - iii. its functions under Part 6 of the Local Government Act 1995 that relate to financial management; and**
 - iv. the carrying out of its functions relating to other audits and other matters related to financial management.**

c) is to conduct budget reviews and report to Council.

That Cr.....
That Cr.....
That Cr.....
be appointed to Council’s Audit and Finance Committee.

2. Citizen of the Year, Young Achiever of the Year, Sports Person of the Year Committee and Promoting Boyup Brook – 4 Councillors, the function of the committee to be as set out in Council’s Annual Awards process policy.

That Cr.....
That Cr.....
That Cr.....
That Cr.....

be appointed to Council’s Annual Awards Committee.

3. Local Emergency Management Committee-

Comment

It should be noted that Council endorsed the current Emergency Management Plan in February 2010 as follows:

That Council endorse the amended Shire of Boyup Brook Recovery Plan 2008 as provided and that plan now be known as the Shire of Boyup Brook Recovery Plan 2010.

The Plan provides that “the Chairman appointed by the Shire Council is Shire President”. Also at the membership of the committee is as set out in the Plan (factors such as individual’s names and contact details change with staff changes but the agency representation remains static). As this committee is set up under legislation other than the Local Government Act, and so not bound by its provisions. The Emergency Management Act provides that the constitution and procedures of a local emergency management committee, and the terms and conditions of appointment of members, are to be determined by the SEMC.

It is also recommended that, unless the Shire President does not want to be the Council representative and committee chairman, in which case we should amend the Plan, Council nominate the Shire President as its representative.

OFFICER RECOMMENDATION

The roles and responsibilities of this committee are to be as set out in the Emergency Management Act 2005

That Cr.....(the Councillor elected as Shire President) be appointed as the Council Representative on the LEMC Committee. That the Chief Executive Officer, Manager of Works and Senior Administration Officer be appointed as Council staff representatives.

4. Town Site Strategy Steering Committee-

Comment

This committee was originally set up to oversee the preparation of the Town Site Strategy however its purpose could be extended to look at the Town Planning Scheme review as well as both activates are aligned. If so perhaps the name of the committee should be amended to include the added function and so the new name might be Town Planning Scheme

Review and Town Site Strategy Steering Committee. The committee membership was 4 Councillors.

Officer Recommendation

Town Planning Scheme Review and Town Site Strategy Steering Committee.

The purpose of this committee be to oversee the review of Town Planning Scheme and preparation of the Town Site Strategy and report back to Council. The membership of this committee shall be four Council members.

That Cr.....

That Cr.....

That Cr.....

That Cr.....

Be appointed to the Town Planning Scheme Review and Town Site Strategy Steering Committee.

5. Bush Fire Advisory Committee-

Comment

It is noted that the Bush Fires Act provides that the Local Government shall set a quorum and so it is recommended that this be 50% of the committee membership. The Act also does not appear to preclude the use of positions for appointment of committee membership (i.e. in the way the Local Government Act does) and the following recommendation is drafted accordingly.

Officer Recommendation

That Cr.....be appointed as the Council Representative on the Bush Fire Advisory Committee.

That the Bush Fire Advisory Committee consist of:

- The Council representative
- Chief Bush Fire Control Officer
- Deputy Chief Bush Fire Control Officer
- Communications Officer
- Fire Weather Officer
- Deputy Fire Weather Officer
- Training Officer
- Two delegates from each Brigade

6. Forward Planning Committee-

The purpose of this committee is to review forward planning (including asset management, financial and strategic plans, and options for working with other Local Governments through Regional Organizations of Councils, or the like, to achieve greater efficiencies in operation and greater benefits for the community) and report back to Council. The Committee membership will be all Councillors and the Chief Executive Officer and the Committee will meet once per quarter. The quorum for this committee will be five members.

That all members of Council and the Chief Executive Officer be appointed to Council’s Forward Planning Committee.

7 Town Site Committee.

Council set, by resolution, the purpose of this committee is to:

- serve as a “ community engagement strategy and provide opportunities for community participation” [Boyup Brook Strategic Community Plan, May (?), 2013, p15]
- Improve resident enjoyment, convenience and comfort
- Stimulate civic pride and involvement
- Encourage and facilitate a “Buy Local” campaign
- Impress and engage visitors, encouraging them to stay longer, and spend more

Its responsibilities would include recommendations and advice on:

- Median strips
- Footpaths and undeveloped road reserves
- Reserves, parks, gardens, cemeteries
- Entrance statements
- Signage
- Parking
- River banks
- Streetscape

Officer Recommendation

Town Site Committee -

- That Cr.....
- That Cr.....
- That Mr/Ms.....
- That Mr/Ms.....
- That Mr/Ms.....
- That Mr/Ms.....

Be appointed to the Town Site Committee.

- 8 That Cr.....be appointed as the Council Representative on the Main Road Regional Road Group.
- 9 That Cr.....be appointed as the Council Delegate and That Cr.....be appointed as the Deputy Delegate for the South West Zone Western Australian Local Government Association.
- 10 That Cr.....be appointed as the Council Delegate/Representatives on the Rylington Park Management Committee (inc).
- 11 That Cr.....be appointed as the Council Delegate/Representative on the Blackwood River Valley Marketing Association.
- 12 That Cr.....be appointed as the Council Delegate/Representative on the Boyup Brook Tourism Association
- 13 That Cr.....be appointed as the Council Delegate/Representative on the Boyup Brook Community Resource Centre Management Committee.
- 14 That Cr.....be appointed as the Council Delegate/Representative on the Boyup Brook Museum Committee

COUNCIL DECISION

MOVED: Cr Aird

SECONDED: Cr Kaltenrieder

That the Council adopts the following en bloc:

- 1. Audit and Finance Committee – (3) Councillors.
The function/role of the Audit and Finance Committee be as follows:-**
 - a) to provide guidance and assistance to the Council-**
 - i. as to the carrying out of its functions in relation to audits;**
 - ii. as to the development of a process to be used to select and appoint a person to be the auditor; and**
 - b) may provide guidance and assistance to the Council as to-**
 - i. matters to be audited;**
 - ii. the scope of the audit;**
 - iii. its functions under Part 6 of the Local Government Act 1995 that relate to financial management; and**
 - iv. the carrying out of its functions relating to other audits and other matters related to financial management.**
 - c) is to conduct budget reviews and report to Council.**

That Cr Aird,

That Cr Walker

That Cr Giles

be appointed to Council's Audit and Finance Committee.

- 2. Annual Awards Committee – 4 Councillors, the function of the committee to be as set out in Council's Annual Awards process policy.
That Cr Biddle
That Cr Imrie
That Cr O'Hare
That Cr Kaltenrieder
be appointed to Council's Annual Awards Committee.**

- 3. Local Emergency Management Committee-**

The roles and responsibilities of this committee are to be as set out in the Emergency Management Act 2005.

That Cr Giles, Shire President, be appointed as the Council Representative on the LEMC Committee. That the Chief Executive Officer, Manager of Works and Senior Administration Officer be appointed as Council staff representatives.

- 4. Town Planning Scheme Review and Town Site Strategy Steering Committee-**

The purpose of this committee be to oversee the review of Town Planning Scheme and preparation of the Town Site Strategy and report back to Council. The membership of this committee shall be four Council members.

That Cr Kaltenrieder

That Cr Moir

That Cr Biddle

That Cr Walker

Be appointed to the Town Planning Scheme Review and Town Site Strategy Steering Committee.

5. Bush Fire Advisory Committee-

That the Bush Fire Advisory Committee consist of:

- **The Council representative**
- **Chief Bush Fire Control Officer**
- **Deputy Chief Bush Fire Control Officer**
- **Communications Officer**
- **Fire Weather Officer**
- **Deputy Fire Weather Officer**
- **Training Officer**
- **Two delegates from each Brigade**

That Cr Giles be appointed as the Council Representative on the Bush Fire Advisory Committee.

6. Forward Planning Committee-

The purpose of this committee is to review forward planning (including asset management, financial and strategic plans, and options for working with other Local Governments through Regional Organizations of Councils, or the like, to achieve greater efficiencies in operation and greater benefits for the community) and report back to Council. The Committee membership will be all Councillors and the Chief Executive Officer and the Committee will meet once per quarter. The quorum for this committee will be five members.

That all members of Council and the Chief Executive Officer be appointed to Council's Forward Planning Committee.

7. Town Site Committee.

The purpose of this committee is to:

- **serve as a " community engagement strategy and provide opportunities for community participation" [Boyup Brook Strategic Community Plan, May (?), 2013, p15]**
- **Improve resident enjoyment, convenience and comfort**
- **Stimulate civic pride and involvement**
- **Encourage and facilitate a "Buy Local" campaign**
- **Impress and engage visitors, encouraging them to stay longer, and spend more**

Its responsibilities would include recommendations and advice on:

- **Median strips**
- **Footpaths and undeveloped road reserves**
- **Reserves, parks, gardens, cemeteries**
- **Entrance statements**
- **Signage**
- **Parking**
- **River banks**
- **Streetscape**

That Cr Kaltenrieder

That Cr Cr Biddle

Be appointed to the Town Site Committee.

Note: Cr Biddle will come back to Council with names of people who would be interested in being on the Town Site Committee.

8. That Cr Giles be appointed as the Council Representative on the Main Road Regional Road Group.

- 9 That Cr Giles be appointed as the Council Delegate and That Cr Aird be appointed as the Deputy Delegate for the South West Zone Western Australian Local Government Association.
- 10 That Cr Aird be appointed as the Council Delegate/Representatives on the Rylington Park Management Committee (inc).
- 11 That Cr Oversby be appointed as the Council Delegate/Representative on the Blackwood River Valley Marketing Association.
- 12 That Cr Biddle be appointed as the Council Delegate/Representative on the Boyup Brook Tourism Association
- 13 That Cr O'Hare be appointed as Council Delegates/Representatives on the Boyup Brook Community Resource Centre Management Committee.
- 14 That Cr Oversby and Cr Imrie be appointed as Council Delegates/Representatives on the Boyup Brook Museum Committee.
- 15 That Cr Biddle be appointed as the Council Delegate/Representative on the Boyup Brook District High School Board.
- 16 That all appointments expire on the date of the next ordinary election of Councillors which will be held in 2015.

Carried 9/0

Res 150/13

Note: The CEO to contact the Country Music Club to see if they require a Council Delegate/Representative to be apart of their Committee and will report back to Council.

5 CLOSURE OF MEETING

There being no further business the Shire President declared the meeting closed at 6.54pm.