



## MINUTES

Boyup Brook Shire Council Annual Awards Committee held in the Boyup Brook Council Chambers on Thursday, 17<sup>th</sup> November 2022 commenced at 7.38pm.

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

#### Committee

Cr Darren King – Presiding Member  
Cr Helen O’Connell – Deputy Presiding Member  
Cr Sarah Alexander  
Cr Steele Alexander

#### Staff

Dale Putland – Chief Executive Officer  
Maria Lane - Executive Assistant

#### Apology

Cr Kevin Moir

#### 1.1 Shire of Boyup Brook Annual Awards Committee Meeting – 18<sup>th</sup> November 2021.

#### COMMITTEE RECOMMENDATION - Item 1.1

**MOVED:** Cr Steele Alexander

**SECONDED:** Cr Helen O’Connell

**That the minutes of the Annual Awards Committee Meeting held on 18<sup>th</sup> November 2021 be confirmed as an accurate record.**

**CARRIED 4/0**

**Res 22/11/155**

### 2 REPORTS / GENERAL BUSINESS

#### 2.1 Australia Day Awards – Meeting Process

Council passed the following motion at its Special Council meeting held on 21 October 2021:

*That Cr Helen O’Connell, Cr Kevin Moir, Cr Sarah Alexander, Cr Darren King and Cr Steele Alexander be appointed to Council’s Annual Awards Committee.*

#### 2.2 Discuss the layout of the nomination form.

**Meeting closed to the public to deal with a confidential matter.**

**5.23. Meetings generally open to the public**

- (1) *Subject to subsection (2), the following are to be open to members of the public —*
  - (a) *all council meetings; and*
  - (b) *all meetings of any committee to which a local government power or duty has been delegated.*
  
- (2) *If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —*
  - (a) *a matter affecting an employee or employees;*
  - (b) *the personal affairs of any person;*
  - (c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;*
  - (d) *legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;*
  - (e) *a matter that if disclosed, would reveal —*
    - (i) *a trade secret;*
    - (ii) *information that has a commercial value to a person; or*
    - (iii) *information about the business, professional, commercial or financial affairs of a person,*  
*where the trade secret or information is held by, or is about, a person other than the local government;*
  - (f) *a matter that if disclosed, could be reasonably expected to —*
    - (i) *impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;*
    - (ii) *endanger the security of the local government's property; or*
    - (iii) *prejudice the maintenance or enforcement of a lawful measure for protecting public safety;*
  - (g) *information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971; and*

*(h) such other matters as may be prescribed.*

*(3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.*

**2.3 Confidential item**

**Australia Day Awards for 2023**

Award Nominations closed on the 14<sup>th</sup> November 2022.

**COMMITTEE RECOMMENDATION - Item 2.3**

**MOVED: Cr Sarah Alexander**

**SECONDED: Cr Helen O'Connell**

**1 That Michael Burgess be awarded Citizen of the Year for 2023.**

**2 That Lee Holland be awarded the Kevin Henderson Memorial Award for 2023.**

**CARRIED 4/0**

**Res 22/11/156**

**Note: The Presiding Member to be responsible for writing up the speeches.**

3. There being no further business Presiding Member thanked all for attending and declared the meeting closed at 7.44pm