



# AGENDA

## Special Meeting of Electors

to be held

**Monday, 11 November 2019**  
**commencing at 5.00pm**

in the

**Council Chambers**  
11-13 Waldeck Street, Dongara

# AGENDA & BUSINESS PAPERS

*Note: The following Notice of Meeting was advertised in the Dongara Denison Local Rag on 23 October 2019. In addition, the notice is displayed on the Shire of Irwin website and on the public noticeboard at the Shire of Irwin Library.*



## SPECIAL ELECTORS MEETING

***A Special Electors Meeting will be held on Monday, 11 November 2019 at 5.00pm in the Shire of Irwin Council Chambers, 11-13 Waldeck Street, Dongara.***

In accordance with section 5.28 and 5.29 of the *Local Government Act 1995*, the purpose of the Special Electors Meeting is as per the request received with 271 elector's signatures on 8 October 2019 – *"to explain the proposal being developed by the Irwin District Historical Society (IDHS) and Dongara Professional Fishermen's Association (DPFA).*

If you have any enquiries or wish to submit any questions please contact Danika Chandler, Governance & Executive Coordinator on 9927 0000 or email [dchandler@irwin.wa.gov.au](mailto:dchandler@irwin.wa.gov.au).

**Shane Ivers**  
**Chief Executive Officer**

SHIRE OF IRWIN | PMB 21, DONGARA WA 6525 | 11-13 WALDECK STREET, DONGARA | T: 9927 0000 | F: 9927 1453 | E: [reception@irwin.wa.gov.au](mailto:reception@irwin.wa.gov.au)

Note: The meeting procedure is prescribed by Section 5.31 of the *Local Government Act 1995* and Regulation 18 of the *Local Government (Administration) Regulations 1996*, with regard to the *Shire of Irwin Meeting Procedures Local Law 2016*.

The Presiding Member will Chair the meeting in accordance with Section 5.30(1) of the *Local Government Act 1995*.

Peter Traylen  
**(Acting) CHIEF EXECUTIVE OFFICER**

1 November 2019

# Guidelines for the Special Meeting of Electors

## Registration and Sign In

In order to be able to ask a question and/or move/second a motion and/or vote, all Electors in attendance must be on the current Shire of Irwin Electoral Roll. Shire officers will be verifying this on arrival, so in order to commence the meeting on time, members of the public who wish to be part of the voting process are encouraged to arrive at least fifteen minutes prior to the meeting.

Electors will be marked off the Shire's Electoral Roll as they enter the meeting. If a member of the public is not on the current electoral roll he/she must provide identification/proof of enrolment (being on the Federal and/or State Roll) within the Shire of Irwin. The burden of proof is the responsibility of the Elector in order to prove that they are an elector of the district. Should members of the public not be found on the roll, they will have the opportunity to sit in on the meeting and speak but will not be entitled to vote.

## Opening

The opening will include an outline of the meeting procedures and the Presiding Member will read the text of the petition received.

## Minute Taking

In accordance with Section 5.31 of the *Local Government Act 1995* and Regulation 18 of the *Local Government (Administration) Regulations 1996*, minutes of the Special Meeting of Electors will be taken. Minutes will be made available to the public following the meeting on the Shire's website [www.irwin.wa.gov.au](http://www.irwin.wa.gov.au) or at the Shire of Irwin Administration Centre on Waldeck Street, Dongara.

## Questions from Electors

Only questions related to the business item listed on the agenda for the meeting will be accepted. The Presiding Member will allow four minutes for questions from electors on each item. The Presiding Member will ask for show of hands, let each person ask two questions, move onto the next elector and if there is enough time go back to the first person, should this person have another question to ask. Electors asking questions are requested to stand up and state their name and address prior to asking a question.

## Voting

Only Electors are entitled to vote at the meeting. The Presiding Member will only accept motions on matters listed on the agenda. Motions from the floor will be accepted only after the administration has presented on the item. The mover may speak for up to three minutes then the seconder will be invited to speak for up to three minutes. The Presiding Member will allow for speakers for and speakers against the motion and the mover will then have the right of reply. Voting will only take place after a motion that has been moved and seconded has been provided to the minute taker in full. The mover and seconder of a motion must state their name and address prior to moving or seconding a motion.

All decisions are to be made by simple majority (via way of a show of hands) and secret voting is not permitted.

## Rules of Conduct and Recording of Meeting

All elected members and Shire of Irwin staff will have to abide by the Shire of Irwin's Code of Conduct. All members of the public attending the electors' meeting must be fair and respectful before, during and after the meeting. The use of any electronic visual or vocal recording or transmitting device or instrument to record or transmit the proceedings of the meeting is prohibited.

## Consideration by the Council

In accordance with the *Local Government Act 1995*, decisions made at a Special Meeting of Electors are required to be considered by Council at the next Ordinary Council Meeting. If this is impracticable, the decisions are to be considered at the subsequent meeting. It should be noted that any decisions made at a Special Meeting of Electors are not binding on the Council. If at a meeting of the Council a local government makes a decision in response to a decision made at an electors' meeting, the reasons for the decision is to be recorded in the minutes of the council meeting.

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FORM - Declaration of Interest

# SPECIAL MEETING OF ELECTORS

to be held

**Monday 11 November 2019**

at 5.00pm

## **AGENDA**

- 1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**
- 2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE**

### **Elected Members**

Councillor M T Smith	Shire President
Councillor B Wyse	Deputy Shire President
Councillor G S Eva	
Councillor A J Gillam	
Councillor M Leonard	
Councillor I Scott	
Councillor H M Wells	
Councillor I F West	

### **Shire Staff**

Mr S D Ivers	Chief Executive Officer
Mrs D K Chandler	Governance & Executive Coordinator

### **Electors and Members of the Public (Non electors)**

**[Please ensure you record your name on the attendance register at the entrance to the Council Chambers]**

### **Apologies**

- 3. REQUEST FOR SPECIAL MEETING OF ELECTORS – BUSINESS TO BE DISCUSSED**

A request for a Special Meeting of Electors was lodged on 8 October 2019, by Mr John Fitzhardinge, together with 271 signatures in accordance with Regulation 16 of the *Local Government (Administration) Regulations 1996*. The details of the matter to be discussed at the special meeting are –

*“To explain the proposal being developed by the Irwin District Historical Society (IDHS) and Dongara Professional Fishermen’s Assoc. (DPFA). The intention being to return the appearance of the Hall to the original structure. The total cost (sic) of this work would be funded by the DPFA.*

*Included in this refurbishment will be the creation of a Maritime Museum reflecting the historical uses such as a Bond Store, Community Hall, a Bank and over the past 50 years being the home of the DPFA. Over this long time the DPFA have been responsible for the upkeep of the building including a \$200,000 refurbishment. It is proposed that the museum would be operated by IDHS.*

*We wish to discuss the refusal by Council at the recent Council meeting to give sufficient time for the joint proposal for the future of the Hall by the IDHS and DPFA to be developed and urge the Council to re-consider this decision.*

*Finally, we wish to allow the public to express their views in regard to this proposal, as it is our view that the Council has not been willing to accept previous consultations, which overwhelmingly supported retention of this Historical building.*

#### **4. PUBLIC QUESTIONS**

Only questions relating to the business item/s listed on the agenda for the meeting will be accepted. If you would like to ask a question at the meeting, you are asked to send your questions via email to [dchandler@irwin.wa.gov.au](mailto:dchandler@irwin.wa.gov.au), or in person to 11-13 Waldeck Street, Dongara, by 4.30pm the previous business day (Friday 8 November 2019). This will assist in the preparation of an appropriate response.

During the meeting, members of the public will be invited to ask their question. Members of the public who have registered their question/s will be called in the order of they have registered. Any person who has not registered will have an opportunity to ask a question after those registered.

When the Presiding Member invites you to ask your question, please stand, state your name and street / locality of residence and then proceed to ask one question at a time.

All questions are to be directed to the Presiding Member who may invite a response from the Chief Executive Officer or other senior staff members.

Maximum speaking time per person is four (4) minutes.

#### **5. MOTIONS**

Please refer to the Guidelines for the Special Meeting of Electors at the beginning of this agenda document.

#### **6. VOTING (if required)**

<b>SPECIAL MEETING OF ELECTORS' RECOMMENDATION:</b>
That...

#### **7. CLOSURE**

There being no further business, the Presiding Member will declare the meeting closed.

## Declaration of Interest

This form is provided to enable members and officers to disclose an interest in a matter in accordance with the requirements of the Local Government Act 1995 and Local Government (Rules of Conduct) Regulations 2007.

*Note: Use one form per declaration of interest*

### To: Chief Executive Officer

I hereby declare my interest in the following matter/s included on the Agenda paper for the Council/Committee meeting to be held on: [Click here to enter the Council/Committee meeting date](#)

Agenda Item No.	Subject	Type of Interest Impartial/Financial
<a href="#">Click here to enter the Agenda Item number</a>	<a href="#">Click here to enter the Agenda item subject.</a>	<input type="checkbox"/> Financial pursuant to Section 5.60A of the Local Government Act 1995 <input type="checkbox"/> Proximity pursuant to Section 5.60B of the Local Government Act 1995 <input type="checkbox"/> Indirect Financial pursuant to Section 5.61 of the Local Government Act 1995 <input type="checkbox"/> Impartiality pursuant to Regulation 11 of the Local Government (Rules of Conduct) Regulations 2007.

*Extent of Interest only has to be declared if the Councillor also requests to remain present at a meeting, preside, or participate in discussions of the decision making process. Employees must disclose extent of interest if the Council or Committee requires them to.*

The extent of my interest is: <a href="#">Click or tap here to enter the extent of interest.</a>
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<a href="#">Click here to enter your name.</a>		<a href="#">Click here to enter the date.</a>
<b>Name (Please Print)</b>	<b>Signature</b>	<b>Date</b>

- NB:**
- This notice must be given to the Chief Executive Officer prior to the meeting or at the meeting immediately before the matter in which you have declared an interest is discussed.
  - The responsibility to declare an interest rests with individual Councillors/Employees. If in any doubt seek legal opinion or, to be absolutely sure, make a declaration.

Office Use Only:	Date/Initials
Particulars of declaration given to meeting	
Particulars recorded in the minutes	
Signed by Chief Executive Officer	