



Minutes

Special Council Meeting

25 June 2024

Confirmation of Minutes

I hereby certify that the Minutes and Attachments of the Special Council Meeting held on 25 June 2024 are a true and accurate record of the proceedings contained therein.

Shire President

Date

SNAPSHOT

Strategic Community Plan 2023-2033



Your Choice. Our Future.

VISION

A globally recognised community of guardians for our unique environment and culture as we pursue innovations for sustainable growth.

GOALS

The goals are organised in five strategic pillars: Social, Natural Environment, Built Environment, Economy, and Governance and Leadership.

SOCIAL

Nurture a friendly, safe and inclusive community spirit.

- Improve local community and visitor experiences.
- Ensure a full suite of services to meet the needs of families and individuals at all ages and stages of life.
- Build community cohesion and connectedness.



GOVERNANCE & LEADERSHIP

Foster open, transparent & accountable leadership, working collaboratively & in partnership with our community & stakeholders.

- Forward-thinking leadership for efficient & sustainable operations.
- Continued focus on transparent, accountable leadership & community & stakeholder engagement.
- Council & administration plan & lead with good governance.



ECONOMY

Enhance a robust, resilient & diversified economy that champions innovation.

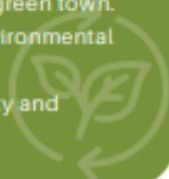
- Increase opportunities for smart and sustainable business ideas.
- Establish Exmouth as a vibrant, welcoming and environmentally aware destination.
- Promote Exmouth as a thriving economy based on its regional strength as a global environmental hotspot.



NATURAL ENVIRONMENT

Embrace natural sensitivities and promote positive change.

- Establish Exmouth as a clean and green town.
- Prepare Exmouth for changing environmental conditions.
- Increase awareness of sustainability and environmental issues.



BUILT ENVIRONMENT

Enable sustainable development and infrastructure that meets the needs of the community, visitors and industry.

- Infrastructure and assets are well-managed and maintained.
- Plan and cater for increased population growth.
- Revitalisation and expansion of airport services.



MINUTE INDEX

1.	DECLARATION OF OPENING AND ANNOUNCEMENTS.....	5
2.	ATTENDANCE, APOLOGIES AND APPROVED LEAVE OF ABSENCE	5
3.	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	5
4.	PUBLIC QUESTION TIME	5
5.	DECLARATIONS OF INTEREST.....	5
6.	APPLICATIONS FOR LEAVE OF ABSENCE	5
7.	CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS.....	5
8.	ANNOUNCEMENTS/ REPORTS OF ELECTED MEMBERS.....	5
9.	ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION	5
10.	PETITIONS/ DEPUTATION/PRESENTATIONS/ SUBMISSIONS	5
11.	MATTERS ARISING FROM COMMITTEES OF COUNCIL.....	6
12.	REPORTS OF OFFICERS.....	7
12.1.1	COUNCIL MEMBER MEETING ATTENDANCE FEES	7
13.	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....	10
14.	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING ...	11
15.	MATTERS TO BE CONSIDERED BEHIND CLOSED DOORS.....	11
16.	CLOSURE OF MEETING	11

1. Declaration of Opening and Announcements

The Presiding Member declared the meeting open at 3.30pm.

The Shire President and Deputy Shire President were unavailable to attend this Special Council meeting, therefore in accordance with section 5.35 *Local Government Act 1995* the Chief Executive Officer, with the agreement of the Councillors in attendance, performed the functions of the Shire President for the duration of the meeting.

In accordance with regulation 14CA (2)(5) of the *Local Government (Administration) Regulations 1996*, Councillor Lucas confirmed he was suitably located in a room to effectively and confidentially participate in the meeting via electronic means.

2. Attendance, Apologies and Approved Leave of Absence

Councillor D (David) Gillespie

Councillor T (Todd) Bennett

Councillor K (Kristy) Devereux

Mr Ben Lewis

Chief Executive Officer

Via Electronic Means

Councillor M (Mark) Lucas

Apology

Shire President M (Matthew) Niikkula

Councillor J (Jackie) Brooks

Deputy Shire President

Councillor D (Darlene) Allston

Ms Michelle Head

3. Response to Previous Public Questions Taken on Notice

Nil

4. Public Question Time

Nil

5. Declarations of Interest

Nil

6. Applications for Leave of Absence

Nil

7. Confirmation of Minutes of Previous Meetings

Nil

8. Announcements/ Reports of Elected Members

Nil

9. Announcements by the Presiding Person without Discussion

Nil

10. Petitions/ Deputation/Presentations/ Submissions

Nil

11. Matters Arising from Committees of Council

Nil

12. Reports of Officers

EXECUTIVE SERVICES

12.1.1 COUNCIL MEMBER MEETING ATTENDANCE FEES

File Reference	GV.AU.0
Reporting Officer	Chief Executive Officer
Responsible Officer	As above
Date of Report	25 June 2024
Applicant/Proponent	Nil
Disclosure of Interest	Nil
Attachment(s)	1. Confidential attachment

Purpose

1. That Council consider setting the annual meeting attendance fees within the ranges as determined by the Salaries & Allowances Tribunal (SAT).

Background

2. SAT establishes a scale of payments and provisions for reimbursement of expenses in accordance with the *Local Government Act 1995* and the *Local Government (Administration) Regulations 1996* for council members of a Local Government.
3. In establishing a framework for the payment of fees, allowances and expenses, SAT has adopted a banding model to differentiate between the responsibilities carried by Councillors, Mayors, Presidents and their deputies in local governments throughout the State. Provision has been made for reimbursement of expenses properly incurred in enabling council members to properly fulfil their duties.
4. The levels of remuneration for attending meetings and allowances for council members are not intended to be salaries but do take into account the responsibilities and commitments of council members serving as representatives of the community.
5. At the Ordinary Council meeting held 27 June 2019 Council resolved the following resolution:

COUNCIL RESOLUTION

ITEM 12.1.2

Res No: 03-0619

MOVED: Cr Niikkula

SECONDED: Cr Lucas

That Council ENDORSE the:

1. Annual Sitting Fee (Councillors) will be 80% of the maximum allocation for a band 3 in accordance with Salaries and Wages Allowances Tribunal April 9th, 2019.
2. Annual Sitting Fee (Shire President) will be 80% of the maximum allocation for a band 3 in accordance with Salaries and Wages Allowances Tribunal April 9th, 2019.
3. The Shire Presidents annual allowance will be 80% of the maximum for a band 3 in accordance with Salaries and Wages Allowances Tribunal April 9th, 2019.

Cr Dixon moved the following alternate motion

1. Annual Sitting Fee (Councillors) will be 80% of the maximum allocation for a band 3 in accordance with Salaries and Wages Allowances Tribunal April 9th, 2019.

2. *Annual Sitting Fee (Shire President) will be 100% of the maximum allocation for a band 3 in accordance with Salaries and Wages Allowances Tribunal April 9th, 2019.*
3. *The Shire Presidents annual allowance will be 100% of the maximum for a band 3 in accordance with Salaries and Wages Allowances Tribunal April 9th, 2019.*

Seconded the alternate motion: Cr Lake

Cr Niikkula spoke against the alternate motion.

3/3

Cr Niikkula advised his casting vote

ALTERNATE MOTION LOST 3/4

That Council ENDORSE the:

1. ***Annual Sitting Fee (Councillors) will be 80% of the maximum allocation for a band 3 in accordance with Salaries and Wages Allowances Tribunal April 9th, 2019.***
2. ***Annual Sitting Fee (Shire President) will be 80% of the maximum allocation for a band 3 in accordance with Salaries and Wages Allowances Tribunal April 9th, 2019.***
3. ***The Shire Presidents annual allowance will be 80% of the maximum for a band 3 in accordance with Salaries and Wages Allowances Tribunal April 9th, 2019.***

CARRIED BY ABSOLUTE MAJORITY 6/0

Comment

6. As part of the budget workshop process, the administration discussed the option of increasing the meeting fees to 100% of the allocated band set by SAT. In order for this to happen, a council resolution is required.
7. As part of the budget process, it was identified by the finance team that there was an administrative error associated with the payment of the meeting fees in the previous years. Please refer to the confidential attachment.
8. Moving forward, the recommendation is that Council resolve to increase the meeting fees to 100% of the band for all council members in recognition of the volume of work required to be undertaken associated with the role.

Consultation

9. Nil

Statutory Environment

10. *Local Government Act 1995 Part 5, Division 8 s.5.98 - Fees etc, for council members*
11. *Salaries and Allowances Act 1975 Part 1, Division3, s.7B (2) – Determination as to fees and allowance for local government councillors*

Policy Implications

12. Nil

Financial Implications

13. The additional cost associated with the increase in meeting fees has been allocated in the draft budget for consideration.

Risk Management

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Performance – The of attendance by the elected members might decline as a result of not increasing meeting fees	Unlikely	Minor	Low	Increase the meeting fees and educate the elected members that the role is essentially community based and that the meeting fees are

				essentially a nominal amount to cover the time required to adequately prepare for meetings
Financial – There will be an increased cost to the budget	Almost Certain	Insignificant	Moderate	Ensure the associated cost is considered in the balanced budget
Financial – There will be an increased out of pocket expenses to the council members	Possible	Insignificant	Low	The increase in meeting fees will help cover any out of pocket expenses
Reputational – That the community object to the increased payments to council members	Unlikely	Minor	Low	Be transparent in the process of determination
Reputational – That future election cycles may see a decline in nominations due to volume of work associated with the role and limited remuneration	Possible	Moderate	Moderate	Increasing the meeting fees and advocacy around the role of an council member will assist in providing correct information for prospective candidates

Risk Matrix

Consequence \ Likelihood	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
Almost Certain (5)	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely (4)	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible (3)	Low (3)	Moderate (5)	Moderate (9)	High (12)	High (15)
Unlikely (2)	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare (1)	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Alternate Options

- Council could resolve to recover the overpayment.
- Council could resolve to not increase the sitting fees to 100% of the band.

Strategic Alignment

16. This item is relevant to the Council’s approved Strategic Community Plan and Corporate Business Plan 2023 – 2033.

Governance & Leadership	<p>Foster open, transparent & accountable leadership, working collaboratively and in partnership with our community and stakeholders</p> <p>5.1 Forward-thinking leadership for efficient and sustainable operations</p> <p>5.2 Continued focus on transparent, accountable leadership and community stakeholder engagement</p> <p>5.3 Council and administration plan and lead with good governance</p>
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Voting Requirements

- Absolute Majority

Officers Recommendation	Item 12.1.1
<p>That Council:</p> <ol style="list-style-type: none"> Approve increasing the annual meeting attendance fee for all council members to 100% of the band as determined by the State Administrative Tribunal; and Approve to write off the overpayments identified in confidential attachment 1. 	

COUNCIL RESOLUTION

ITEM 12.1.1

Res No: 01-0624

MOVED: Cr Gillespie

SECONDED: Cr Bennett

That Council:

- 1. Approve increasing the annual meeting attendance fee for all council members to 100% of the band as determined by the State Administrative Tribunal; and**
- 2. Approve to write off the overpayments identified in confidential attachment 1.**

CARRIED by ABSOLUTE MAJORITY 4/0

For: Cr Bennett, Cr Devereux, Cr Gillespie, Cr Lucas

13. Elected Members Motions of which Previous Notice has Been Given

Nil

14. New Business of an Urgent nature introduced by Decision of Meeting

Nil

15. Matters to be considered Behind Closed Doors

Nil

16. Closure of Meeting

The Presiding Member declared the meeting closed at 3.42 pm.