



CONFIRMED MINUTES
ANNUAL ELECTORS' MEETING
8 MARCH 2023

I certify that the minutes of the meeting of the Annual Electors Meeting held on Wednesday 8 March 2023 were confirmed on 13 March 2024.



Presiding Person

CONTENTS

1.0	OPENING PROCEDURES	3
1.1	OPENING OF THE MEETING	3
1.2	RECORD OF ATTENDANCE	3
2.0	ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION	5
3.0	ITEMS TAKEN ON NOTICE FROM MEETING OF 9 MARCH 2022	5
4.0	CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING HELD 9 MARCH 2022.....	6
	<i>AEM2023.03.01</i>	<i>6</i>
5.0	ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2022	6
5.1	RECEIVING OF ANNUAL REPORT	6
	<i>AEM2023.03.02</i>	<i>6</i>
6.0	GENERAL BUSINESS	6
6.1	ELECTORS QUESTIONS	6
1.	<i>ROSS BOUGHTON – MUNDARING R&RPA</i>	<i>6</i>
2.	<i>JOHN BELL – MT. HELENA.....</i>	<i>7</i>
3.	<i>POUL DAHL - DARLINGTON</i>	<i>8</i>
4.	<i>WENDY MCKAAY - MUNDARING.....</i>	<i>9</i>
6.2	ELECTORS MOTIONS.....	11
6.2.1	<i>Creating a community focussed placemaking strategy for the SoM.....</i>	<i>11</i>
	<i>AEM2023.03.03</i>	<i>11</i>
6.2.2	<i>Architecture and Urban Design Competition for the proposed Mundaring Cultural Precinct.</i>	<i>11</i>
	<i>AEM2023.03.04</i>	<i>11</i>
6.2.3	<i>That Council considers adopting an Access to Records and Information Policy</i> <i>12</i>	
	<i>AEM2023.03.05</i>	<i>12</i>
6.2.4	<i>Advocate for an Audit or WALGA by the Office of the Auditor General.....</i>	<i>13</i>
	<i>AEM2023.03.06</i>	<i>13</i>
6.2.5	<i>Shire of Mundaring remove the LED sign recently installed at Morgan John Morgan Reserve</i>	<i>13</i>
	<i>AEM2023.03.07</i>	<i>13</i>
6.2.6	<i>Material and Administrative changes to the Hills Community Nursing Home at 90 Mucciarone Lane, Parkerville.....</i>	<i>13</i>
	<i>AEM2023.03.08</i>	<i>13</i>
6.2.7	<i>Develop directions on policy regarding display cabinets for sporting clubs. .</i>	<i>14</i>
	<i>AEM2023.03.09</i>	<i>14</i>

6.2.8	<i>Investigate putting public WIFI access in all shire halls and pavilions.</i>	14
	<i>AEM2023.03.10</i>	14
6.2.9	<i>Improve resident’s lifestyle by reducing man-made noise, in particular, machinery audible alarms.</i>	14
	<i>AEM2023.03.11</i>	14
6.2.10	<i>Community and Wellbeing Informing Strategy</i>	15
	<i>AEM2023.03.12</i>	15
6.2.11	<i>Digitisation in the Shire of Mundaring</i>	15
	<i>AEM2023.03.13</i>	15
6.2.12	<i>Digital Signage in our Community Parks</i>	15
	<i>AEM2023.03.14</i>	15
6.2.13	<i>Access and Inclusion Strategy Potential</i>	16
	<i>AEM2023.03.15</i>	16
6.2.14	<i>LED Signage</i>	16
	<i>AEM2023.03.16</i>	16
7.0	CLOSURE	16
7.1	CLOSURE OF THE MEETING	16

**ANNUAL ELECTORS MEETING
COUNCIL CHAMBER / CIVIC AREA – 6.30 PM**

1.0 OPENING PROCEDURES

Acknowledgement of Country

Shire of Mundaring respectfully acknowledges the Whadjuk people of the Noongar Nation, who are the traditional custodians of this land. We acknowledge Elders past, present and emerging and respect their continuing culture and the contribution they make to the region.

Recording of Meeting

Members of Council and members of the gallery are advised that this meeting will be livestreamed and audio-recorded.

1.1 Opening of the Meeting

The Presiding Person declared the meeting open at 6.32pm.

1.2 Record of Attendance

Council	Cr James Martin	South Ward
	(Shire President, Presiding Person)	
Members	Cr Paige McNeil (Deputy Shire President)	Central Ward
	Cr Luke Ellery	South Ward
	Cr Trish Cook	South Ward
	Cr Jo Cicchini	West Ward
	Cr Karen Beale	West Ward
	Cr Neridah Zlatnik	East Ward
	Cr John Daw	East Ward
	Cr Claire Hurst	East Ward
	Cr Doug Jeans	Central Ward
	Cr Amy Collins	Central Ward
Staff	Jonathan Throssell	Chief Executive Officer
	Garry Bird	Director Corporate Services
	Shane Purdy	Director Infrastructure Services
	Megan Griffiths	Director Strategic & Community Services
	Adrian Dyson	Acting Director Statutory Services
	Andrea Douglas	Minute Secretary
	Ana Fernandez	Assistant Secretary
	Mathew Biju	Information Technology
Apologies	Cr Matthew Corica	West Ward
Leave of Absence	Nil	

Electors *Eric Smith*
Robyn Jackson-Stegner
David Williams
Clare Williams
Elizabeth Dumont
Poul Dahl
Joan Quinn
Tom Burbidge
Mary Harkness
Ross Boughton
Sharon Hilman
Richard Stuart
Patricia Stuart
Robyn Rudeforth
Wendy Mackaay
Anne-Marie Keightley
Hannah Dyer
John Bell

Observers *Owen Briffa*
Christian Jackson-Stegner
Haeden Miles

Electors *Peter Brazier*
Apologies

Members of *Nil*
the Press

2.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

The Shire President referred to the new Electors Meeting Guidelines which were used to conduct the meeting.

3.0 ITEMS TAKEN ON NOTICE FROM MEETING OF 9 MARCH 2022

At the Annual Electors' meetings held 9 March 2022, Ms Jenny Johnson, President of the Mundaring & Hills Historical Society, asked the following question which was taken on notice. Below is a summary of the question and the response provided in a letter to Ms Johnson from the Director Infrastructure Services.

SUMMARY OF QUESTION	RESPONSE
<p>There are concerns in the community regarding a number of inappropriate refurbishments which have taken place on buildings listed in the Heritage List for Mundaring.</p> <p>These have been reported to staff but as yet no satisfactory reason has been given for these inappropriate works.</p> <p>These are heritage buildings. One is the old school in Parkerville which was painted in heritage colours, and is now painted in " Battleship Grey".</p> <p>The front of the Mundaring Hall was heritage colours and its now " Battleship Grey". They are inappropriate colours for heritage buildings.</p> <p>Can you please give me a reason for these works that have being carried out?</p>	<p>The Parkerville Old School was last painted in 2019. The colour used was chosen to match the existing colour on the building, which is Mission Brown, and has been this colour for at least 22 years. The building remains that colour, having been checked on Wednesday 16 March 2022 as a result of the question being raised.</p> <p>Shire of Mundaring's Planning Service advises there is no heritage value listing, either local or state, for Mundaring Hall. The hall is, however, mentioned in the Shire's Local Heritage Survey (LHS). While the LHS does advise sympathetic treatment in alterations, additions to or demolition of the building, there is no mention of paint colour schemes.</p> <p>Planning also advises there is no requirement to use an approved range of colours. The paint colour chosen for this building (repainted 2021) was selected for its aesthetic appeal and complementary match with other colours on the existing building.</p> <p>The reason for carrying out painting works is to preserve the fabric of the Shire's buildings, as a preventative maintenance measure, and to maintain their appearance.</p>

4.0 CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING HELD 9 MARCH 2022

RECOMMENDATION	AEM2023.03.01
Moved by: Eric Smith	Seconded by: John Bell

That the minutes of the meeting of the Annual Electors Meeting held 6.30pm Wednesday, 9 March 2022 be confirmed ([ATTACHMENT 1](#)).

CARRIED UNANIMOUSLY

5.0 ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2022

5.1 Receiving of Annual Report

RECOMMENDATION	AEM2023.03.02
Moved by: Joan Quinn	Seconded by: Ross Boughton

That the Annual Report, including the audited annual financial statements, for the year ended 30 June 2022 be received ([ATTACHMENT 2](#)).

CARRIED UNANIMOUSLY

6.0 GENERAL BUSINESS

6.1 Electors Questions

Summary of Questions		Summary of Responses Given
1. Ross Boughton – Mundaring R&RPA		
1.	<i>How much maintenance (in dollars and kilometres) has been undertaken on the pathway of the Railway Reserves Heritage Trail in the last 12 months?</i>	<i>Shire President advised that this question will be taken on notice.</i>
2.	<i>How much work (hours) has been undertaken on weed eradication and providing clear line-of-site along the Railway Reserves Heritage Trail in the last 12 months?</i>	<i>Shire President advised that this question will be taken on notice.</i>

Summary of Questions	Summary of Responses Given
2. John Bell – Mt. Helena	
<p>1. Does the Shire have a governance policy for “Buy Local” and if not, would the Shire consider one?</p>	<p>CEO advised that the Shire does not have a “Buy Local” policy. The Shire is bound by the Local Government Act 1995 in regards to procurement; and while there is provision to establish a regional price preference policy it isn’t relevant to Mundaring as we are in the metropolitan region.</p> <p>The Shire does seek quotes where possible from local tradespersons or tenderers as best the Shire can, but this is not just confined to from Mundaring.</p> <p>Within the Shire’s current Procurement Policy there are principles which include support of local businesses, value for money assessment, looking at the value of keeping the local economy prosperous and competitive thereby providing ongoing benefits. The Shire does, where it can, consider the practices, procedures and specifications so the Shire doesn’t unfairly disadvantage local businesses and considers the indirect benefits that have flow on for local suppliers.</p>

Summary of Questions	Summary of Responses Given
3. Poul Dahl - Darlington	
<p>1. <i>What is council's reactions to the WA Government's change to the Planning Laws with taking power away from councils? Should residents be concerned and how does this affect residents?</i></p>	<p><i>CEO advised that there are a number of planning changes being proposed.</i></p> <p><i>Council has previously resolved its concerns with the development assessment panel structure, particularly given that the weighting is in favour of non-elected people to make decisions that affect people in the community. E.g. on a panel of five, only two representatives are from the local government.</i></p> <p><i>Council has expressed this concern and supports WALGA's advocacy for reviewing the representation on that particular model, noting that both the major parties have both supported the development assessment panel itself, making it unlikely that this will change.</i></p> <p><i>In terms of the announcements that were advised by the Premier a couple of weeks ago, which seeks to make it easier for developers to access alternatives other than going through Council: the reality is that the numbers of applications the Shire already receives, being approximately 1-2 per year, means it is unlikely to have any significant implications.</i></p> <p><i>If the proposal to enable applications to proceed to DAPs based on a value of \$2M rather than \$5M then potentially more applications will go to the DAPs.</i></p> <p><i>Council has made it clear that it is not supportive of the fact that the Shire does not have equal representation of the community voice on the development assessment panels.</i></p>

2.	<i>What can the community do to support the Council if this is the view?</i>	<p><i>CEO advised that it would be open to community to express its views to local State members ensuring that the government is aware of the community's concerns.</i></p> <p><i>The Shire will continue to advocate with WALGA in terms of the Shire's concerns with the Development Assessment Panel model - adding community weight to this through the community's State representatives may assist.</i></p>
----	--	---

Summary of Questions		Summary of Responses Given
4. Wendy Mckaay - Mundaring		
1.	<p><i>How has it come about that the administration of the Shire of Mundaring has put up digital signing in our community parks without the approval of council and without communication engagement?</i></p> <p><i>Was there any written engagement recorded with local rate payer associations?</i></p>	<p><i>CEO advised that this was discussed at the Shire's Ordinary Council meeting of 14 February 2023.</i></p> <p><i>The signage was not put up without the approval of Council. Council had resolved in budgets past and current to undertake and implement signage to improve communications with the community.</i></p> <p><i>There was a comprehensive report discussed at the Shire's Ordinary Council Meeting of 14 February.</i> <i>Refer Item 11.1</i> <i>"Notice of Motion - LED Event Signage and Shire Notice Board Policy - Cr Doug Jeans". Council Decision C18.02.23, That Council requests community feedback regarding the three installed LED Event Signage locations be included within the scope of the Signage Strategy development.</i></p>
2.	<i>Was there any communication and discussion with the local community in any form at all?</i>	<i>CEO advised that there was communication with the local resident and rate payer associations.</i>

3.	<p><i>Why is that aspect of the inclusion strategy and policy; why doesn't it include the unvaccinated?</i></p>	<p><i>Director Strategic and Community Services advised that the Access and Inclusion Informing Strategy was adopted by Council in December 2022 and it was developed through extensive consultation with community. There was a stakeholder reference group that was also involved in this.</i></p> <p><i>This strategy was based on the Shire's legislative requirements and feedback received from community.</i></p> <p><i>Council has endorsed this plan and whilst it is "silent" on vaccination status, it does not exclude anyone based on vaccination status and is about improving access and inclusion for everyone. Council has adopted the plan and it now due for review in five years.</i></p>
4.	<p><i>So is this all inclusive?</i></p>	<p><i>Director Strategic and Community Services advised that it provides specific strategies that the Shire will address to enhance access and inclusion.</i></p>

6.2 Electors Motions

6.2.1 Creating a community focussed placemaking strategy for the SoM

MOTION	AEM2023.03.03
Moved by: Poul Dahl	Seconded by: Liz Dumont

The Darlington Residents and Ratepayers Association RRA propose that the Shire of Mundaring:

- 1) *Allocate funds for the development of a comprehensive placemaking strategy for the Shire.*
- 2) *Adopt a community-focused approach to the design of public spaces, taking into account the unique cultural, historical, and social characteristics of the Perth hills and its residents.*
- 3) *For public places, follow a design process that prioritises aesthetic beauty as a goal and, where possible, uses locally sourced materials, labour, craftspeople, and construction techniques.*

CARRIED

6.2.2 Architecture and Urban Design Competition for the proposed Mundaring Cultural Precinct.

MOTION	AEM2023.03.04
Moved by: Poul Dahl	Seconded by: Liz Dumont

The Darlington Residents and Ratepayers Association RRA propose that the Shire of Mundaring:

- 1) *Allocate funds for the organisation of an Architecture and Urban Design Competition for the proposed Mundaring Cultural Precinct*
- 2) *Prioritise the celebration and preservation of the rich history, cultural heritage, & character of the Perth Hills.*
- 3) *Prioritise a holistic design solution for the Mundaring Cultural Precinct which will enhance and build upon the heritage of the Hills and generate significant community engagement.*

CARRIED

6.2.3 That Council considers adopting an Access to Records and Information Policy

MOTION			AEM2023.03.05
Moved by:	John Bell	Seconded by:	Eric Smith

That Council considers adopting an Access to Records and Information Policy.

That the Policy developed will ensure:

- *Elected Members Statutory access to records is quite clear and it will implement the objectives of the Local Government Act to have greater community participation in the decisions and affairs of Local Governments.*
- *greater accountability for Local Government to Elected Members and their communities*
- *that no contracts will be entered into where the supplier attempts to impose Commercial in Confidence clauses that would hinder community access to the terms and conditions of any awarded contract (This may be included in the Procurement Policy)*
- *that all records held by the Council are public records, unless decided otherwise by Council, noting that the CEO can mark a document confidential but that decision must be sent to Council for review.*
- *all the Local Government records and information are accessible by Elected Members unless access is restricted by a Court, Tribunal or Council absolute majority or express written law.*
- *all Local Government Contracts are accessible by Elected Members without fetter as prescribed by the Local Government Act. S5.92(2)*
- *requests for access to records by the Community will only be refused by the CEO if the information requested is not a Public Record by written law or Court or Tribunal order or Council resolution.*
- *that Council requires a monthly summary of requests received and the decision made by the CEO and the reasons for any refusal.*
- *that where the CEO requires an application for a record to make a FOI request then the CEO must first comply with this Policy as to the public release of a record.*
- *refunded any fees charged where Council or other decision maker decides the record or information is a public record.*

CARRIED

6.2.4 Advocate for an Audit or WALGA by the Office of the Auditor General

MOTION	AEM2023.03.06
Moved by: John Bell	Seconded by: Eric Smith

That the Shire of Mundaring Council supports:

1. Financial and performance audits being carried out annually on WALGA
2. And advocates for WALGA to request the Office of the Auditor General to undertake financial audits of WALGA and any related activities.
AND THAT the Shire of Mundaring WALGA zone representatives represent and support the Council position in these matters at any WALGA zone meeting. That the delegates report back to Council any outcomes or discussion about these matters to the following Council meeting.
That, if the Electors Motion is supported by Council, that the Shire of Mundaring CEO conveys in writing the specific contents of the Council resolution to the WALGA State Council and the WALGA CEO as a matter of urgency.

CARRIED

6.2.5 Shire of Mundaring remove the LED sign recently installed at Morgan John Morgan Reserve

MOTION	AEM2023.03.07
Moved by: Sharon Hillman	Seconded by: Liz Dumont

That the Shire of Mundaring remove the LED sign recently installed at Morgan John Morgan Reserve.

CARRIED

6.2.6 Material and Administrative changes to the Hills Community Nursing Home at 90 Mucciarone Lane, Parkerville

MOTION	AEM2023.03.08
Moved by: Richard Stuart	Seconded by: David Williams

That the proposed change of use at the property at 90 Mucciarone Lane, Parkerville is referred back to the shire's planning process.

CARRIED

6.2.7 Develop directions on policy regarding display cabinets for sporting clubs.

MOTION	AEM2023.03.09
Moved by: Joan Quinn	Seconded by: Wendy Clark-Mackaay

To develop directions on policy regarding display cabinets for the sporting club trophies or for memorabilia. Eg. Elsie Austin where two walls are all windows, the closets take up the third wall and the kitchen window takes up a good portion of the other wall.

CARRIED

6.2.8 Investigate putting public WIFI access in all shire halls and pavilions.

MOTION	AEM2023.03.10
Moved by: Joan Quinn	Seconded by: Sharon Hillman

That the Shire of Mundaring investigates putting in free public WIFI access in all Shire Halls and Pavilions in line with the free WIFI access at the Libraries, Arena and the Hub. A password would be given to each group or individual booking a Shire facility to access the free public WIFI.

CARRIED

6.2.9 Improve resident's lifestyle by reducing man-made noise, in particular, machinery audible alarms.

MOTION	AEM2023.03.11
Moved by: Ross Boughton	Seconded by: Tom Burbidge

MRRPA asks that the Shire create an 'instrument' (policy/plan/regulation/law) to arrange that all reversing alarms fitted to vehicles and machinery operating on Shire business and shire approved operations (i.e. building, construction, earthworks, roadworks, businesses in the Mundaring Industrial Precinct for example, and so on) whether by Shire owned vehicles, or privately owned, and whether operating on public or private land, be of the "broadband reversing alarm" type, with a period of three years from the 'start date' of the 'instrument'.

All contracts, activities, tenders, etc, not yet entered into, must have this 'broadband' alarm requirement specified as a necessary condition of acceptance and engagement to do work in the Shire as of immediately or at the next work opportunity.

CARRIED

6.2.10 Community and Wellbeing Informing Strategy

MOTION	AEM2023.03.12
Moved by: Robyn Jackson-Stegner	Seconded by: Mary Harkness

To request that the Community and Wellbeing Informing Strategy be revisited and adjusted.

CARRIED

6.2.11 Digitisation in the Shire of Mundaring.

MOTION	AEM2023.03.13
Moved by: Robyn Jackson-Stegner	Seconded by: Mary Harkness

If the shire could make a commitment to of course continue working on digital improvements but also keep the option for people to continue to receive letters in the mail, notifications in the mail so that everybody can have equal access to the things that are going on within the shire.

CARRIED

6.2.12 Digital Signage in our Community Parks

MOTION	AEM2023.03.14
Moved by: Wendy Clark-Mackaay	Seconded by: Sharon Hillman

That the shire respectfully consider moving the LED sign currently in place in Sculpture Park to a more appropriate and less disruptive location within the shire.

CARRIED

6.2.13 Access and Inclusion Strategy Potential

MOTION	AEM2023.03.15
Moved by: Wendy Clark-Mackaay	Seconded by: Anne-Marie Keightley

That the council respectfully consider adding a statement within the current access and inclusion strategy that is a vaccination inclusion policy, whereby regardless of someone's vaccination status they will still be welcomed and included in all shire activities and premises.

CARRIED

6.2.14 LED Signage

MOTION	AEM2023.03.16
Moved by: Eric Smith	Seconded by: John Bell

That council commissions an independent, arms length review of the process that resulted in LED signs being installed in Pioneer Park, Sculpture Park and Morgan John Morgan reserve.

That such a forensic review does not involve any member of Administration so as to avoid any perceived conflicts of interest.

That the review will be carried out by a reputable independent consultant qualified in Governance matters.

CARRIED

7.0 CLOSURE

7.1 Closure of the Meeting

The Presiding Person declared the meeting closed at 7.55pm.