



8 December 2016

NOTICE OF MEETING

Dear Member,

The Australia Day Citizenship Awards Committee meeting will be held on Tuesday 13 December 2016 at 5pm in the Councillor's Room at Shire of Mundaring Administration Centre, Mundaring.

Yours sincerely

A handwritten signature in black ink, appearing to read "Jonathan Throssell".

Jonathan Throssell
CHIEF EXECUTIVE OFFICER

AGENDA

AUSTRALIA DAY CITIZENSHIP AWARDS COMMITTEE

13 DECEMBER 2016

The purpose of this Committee Meeting is to discuss and make recommendations to Council about items appearing on the agenda and other matters for which the Committee is responsible. The Committee has no power to make any decisions which are binding on the Council or the Shire of Mundaring unless specific delegation of authority has been granted by Council. No person should rely on or act on the basis of any advice or information provided by a Member or employee, or on the content of any discussion occurring, during the course of the Committee Meeting.

The Shire of Mundaring expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any advice or information provided by a Member or employee, or the content of any discussion occurring during the course of the Committee Meeting.

LEGEND

Item	Example	Description
Page Numbers	ADCAC1.DECEMBER 2016	Sequential page numbering of ADCAC Agenda or Minutes for December 2016
Report Numbers	8.1 (8.2, 8.3 etc)	Sequential numbering of reports under the heading "8.0 Reports of Officers"
Committee Recommendation Reference	ADCAC2.12.16	Committee Recommendation number 2 from ADCAC meeting December 2016
Committee Decision Reference	DADCAC7.12.16	Committee Decision number 7 from ADCAC meeting December 2016

AUSTRALIA DAY CITIZENSHIP AWARDS COMMITTEE
Councillor's Room, 5 pm

1.0 OPENING PROCEDURES

1.1 Record of Attendance/Apologies

Members	Cr Fox	East Ward
	Cr Cuccaro	West Ward
	Cr Martin	South Ward
	Cr Perks	Central Ward
Staff	Kirk Kitchin	A/Director Strategic and Community Services
	Giulia Censi	Personal Assistant
Apologies		Director Strategic and Community Services

1.2 Election of Presiding Member

2.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

(Includes the granting of permission to speak for members of the public present).

3.0 CONFIRMATION OF MINUTES

That the minutes of the Australia Day Citizenship Awards Committee Meeting held Tuesday 10 December 2015 be confirmed.

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4.0 PUBLIC QUESTION TIME (LIMIT OF 15 MINUTES)

Procedures for asking and responding to questions are determined by the Person Presiding. Questions must relate to a function of the Committee.

Note: This is not a verbatim record of questions asked and answers given. It is a summary only.

5.0 PRESENTATIONS

Nil

6.0 DISCLOSURE OF INTERESTS

6.1 Disclosure of Financial Interest and Proximity Interests

Members must disclose the nature of their interest in matters to be discussed at the meeting. (Sections 5.60B and 5.65 of the Local Government Act 1995).

Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting. (Sections 5.70 and 5.71 of the Local Government Act 1995).

6.2 Disclosure of Interest Affecting Impartiality

Members and staff must disclose their interest in matters to be discussed at the meeting in respect of which the member or employee has given or will give advice. (Shire of Mundaring Code of Conduct, Local Government (Admin) Reg. 34C).

7.0 MATTERS BEHIND CLOSED DOORS

Meeting Closed to Public

The Local Government Act 1995, Part 5, Section 5.23 states in part:

- (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; and
 - (b) the personal affairs of any person; and
 - (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; and
 - (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; and
 - (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (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; and
 - (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; or
 - (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; and
 - (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.

RECOMMENDATION

That the Committee closes the meeting to members of the public in order to consider confidential report/s as detailed below:

- Agenda Item 7.1 pursuant to the Local government Act 1995, Section 5.23(2)(b);

7.1 Australia Day Citizenship Awards 2016

Date of Report	8 December 2016
Location / Address	N/A
Applicant	N/A
Author	Giulia Censi, Personal Assistant Director Strategic and Community Services
Senior Officer	Megan Griffiths, Director Strategic and Community Services
Disclosure of Any Interest	Nil

SUMMARY

To determine the winners of Shire of Mundaring's Citizenship Awards 2016.

BACKGROUND

As part of the Australia Day celebrations, the recipients of the following categories of award need to be determined –

- Shire of Mundaring Citizenship Award for a Person under 25 Years (youth)
- Shire of Mundaring Citizenship Award for a Person

Council at the Special Council Meeting on 21 October 2015 resolved to:

1. *Appoints one elected member from each ward to the Australia Day Citizenship Awards Committee:*

Cr Tony Cuccaro (West Ward)
Cr Stephen Fox (East Ward)
Cr Bob Perks (Central Ward)
Cr James Martin (South Ward); and

2. *Delegates authority to the Australia Day Citizenship Awards Committee to select winners of the Australia Day Citizenship Awards for the Shire of Mundaring.*

STATUTORY / LEGAL IMPLICATIONS

Section 5.23 of the Local Government Act (the Act) sets out the circumstances in which a council or committee meeting may be closed in whole or part to members of the public.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

SUSTAINABILITY IMPLICATIONS

Nil

CONSULTATION

Nil

COMMENT

Recommendations from the committee for each of the categories have been distributed under separate confidential cover (refer **CONFIDENTIAL ATTACHMENT #1**).

VOTING REQUIREMENT

Simple majority

<h2>OFFICER RECOMMENDATION</h2>
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That -

1. Shire of Mundaring Citizenship Award – under 25 years be awarded to [-];
2. Shire of Mundaring Citizenship Award be awarded to [-];
3. The names remain confidential until after the Australia Day Ceremony on Thursday 26 January 2017.

8.0 CLOSE OF MEETING

8.1 Date, Time and Place of the next Australia Day Citizenship Awards Committee Meeting.

The date of the next meeting of the Australia Day Citizenship Awards Committee. is to be confirmed.