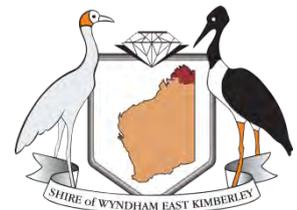


I hereby certify that the Minutes of the Special Council Meeting held are a true and accurate record of the proceedings contained therein.

\_\_\_\_\_  
Shire President

\_\_\_\_\_  
Date



SHIRE OF WYNDHAM | EAST KIMBERLEY

# MINUTES SPECIAL COUNCIL MEETING

4 November 2014



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**SHIRE OF WYNDHAM EAST KIMBERLEY  
MINUTES OF THE SPECIAL COUNCIL MEETING  
KUNUNURRA COUNCIL CHAMBERS  
HELD ON TUESDAY 4 NOVEMBER 2014, AT 4:30 PM**

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**1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

The Shire President declared the meeting open at 4.36pm

**2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE)  
PREVIOUSLY APPROVED**

**ATTENDANCE**

Cr J Moulden	Shire President
Cr R Dessert	Deputy Shire President
Cr D Learbuch	Councillor
Cr K Wright	Councillor
Cr B Robinson	Councillor
Cr D Spackman	Councillor
Cr S Cooke	Councillor
Cr G King	Councillor
K Hannagan	A/Chief Executive Officer
N Octoman	Director Corporate Services
L Gee	Director Community Development
M Tonkin	Executive Assistant (Minute Taker)

**GALLERY**

Nil

**APOLOGIES**

Cr G Taylor                      Councillor

**LEAVE OF ABSENCE PREVIOUSLY APPROVED**

Nil

**3. DECLARATION OF INTEREST**

- **Financial Interest**

Nil

- **Impartiality Interest**

Cr K Wright declares an impartiality interest in item 12.1 Board Nomination for East Kimberley Marketing Group as he is a member of the Group.

- **Proximity Interest**

Nil

**4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**5. PUBLIC QUESTION TIME**

Nil

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**7. PETITIONS**

Nil

**8. CONFIRMATION OF MINUTES**

**8.1 CONFIRMATION OF MINUTES OF SPECIAL COUNCIL MEETING OF 23 OCTOBER 2014**

**COUNCIL DECISION**

**Minute No. 10642**

**Moved: Cr B Robinson**

**Seconded: Cr S Cooke**

**That Council confirms the Minutes of the Special Council Meeting held on 23 October 2014.**

**Carried Unanimously 8/0**

K Hannagan left the Chambers at 4.38pm

**9. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION**

Nil

**10. MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

Nil

**11. DEPUTATIONS / PRESENTATIONS / SUBMISSIONS / NOTICES OF MOTIONS**

Nil

**12. REPORTS**

## 12.1 BOARD NOMINATION FOR EAST KIMBERLEY MARKETING GROUP

<b>DATE:</b>	4/11/2014
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Shire of Wyndham East Kimberley
<b>AUTHOR:</b>	Monika Tonkin, Executive Assistant
<b>REPORTING OFFICER:</b>	Kevin Hannagan, Acting Chief Executive Officer
<b>FILE NO:</b>	N/A
<b>DECLARATION OF INTERESTS:</b>	Nil

### **PURPOSE**

For the Council to nominate one (1) Councillor, to be a representative on the East Kimberley Marketing Group Board.

### **BACKGROUND**

The East Kimberley Marketing Group was formed as a result of industry forums held in Kununurra during late 2014 and early 2014 when tourism operators came together to try and work out the best way of giving tourism a 'boost' in the region. The East Kimberley Marketing Group's focus is on delivering actions aligned with the SWEK East Kimberley Tourism Action Plan 2022 and more specifically Part B – Operational Marketing Plan.

Council has received notification from the East Kimberley Marketing Group that they are seeking one Shire of Wyndham East Kimberley representative to join the Board.

The nominee is required to complete the nomination form and submit it to the East Kimberley Marketing Group by Friday 7 November 2014.

### **STATUTORY IMPLICATIONS**

Nil

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

Nil

### **STRATEGIC IMPLICATIONS**

Strategic Community Plan 2012-2022

Goal 2: Greater returns from regional investment to ensure sustainable provision of appropriate physical and social infrastructure

Objective 2.2: Maintenance of economic diversity and greater community returns from investment in the region

Strategy 2.2.4: Enhance and expand tourism opportunities in the East Kimberley and improve access to significant tourism destinations

**COMMUNITY CONSULTATION**

Not required.

**COMMENT**

It would be beneficial for the Shire to have Councillor representation on the Board to ensure active participation in tourism planning and decision making for the region and to be an advocate for the interests of Council at a broader level.

Nominating Councillors must be able to attend meetings during business hours.

If more than one Councillor would like to nominate for the East Kimberley Marketing Group Board, a secret ballot will need to take place for all Councillors to select one (1) nominee.

**ATTACHMENTS**

Attachment 1 - Communication from the East Kimberley Marketing Group and Nomination Form

**VOTING REQUIREMENT**

Simple Majority

**OFFICER'S RECOMMENDATION**

That Council nominates Cr ..... to be the Shire of Wyndham East Kimberley representative on the Board of the East Kimberley Marketing Group.

K Hannagan entered the Chambers at 4.39pm

**COUNCIL DECISION**

**Minute No. 10643**

**Moved: Cr D Spackman**

**Seconded: Cr G King**

**That Council nominates Cr K Wright to be the Shire of Wyndham East Kimberley representative on the Board of the East Kimberley Marketing Group and that Cr B Robinson is the nominated proxy.**

**Carried Unanimously 8/0**

## Attachment 1 - Communication from East Kimberley Marketing Group and Nomination Form

**From:** [Kevin Hannagan](#)  
**To:** [Monika Tonkin](#)  
**Subject:** FW: EKMGM Annual General Meeting  
**Date:** Tuesday, 28 October 2014 1:52:12 PM  
**Attachments:** [EKMGM Board Nomination Form.pdf](#)

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**From:** Brook Project Management [<mailto:brookpm@westnet.com.au>]  
**Sent:** Monday, 27 October 2014 4:15 PM  
**To:** Narelle Brook  
**Subject:** EKMGM Annual General Meeting

Hello all

As previously advised, we would now like to confirm that the details of the inaugural AGM for the EKMGM are as follows:

**\*\*\*Please mark your diaries now!\*\*\***

**ANNUAL GENERAL MEETING**  
**FRIDAY 14 NOVEMBER, 2014**  
**5.30PM – 6.30PM**  
**PINCTADA KIMBERLEY GRANDE**

**Drinks will be available for purchase from the bar at the end of the AGM.**

**\*\*\*Please mark your diaries now!\*\*\***

All positions, per our Constitution, are declared vacant. A nomination form has been attached should you wish to nominate for a position on our inaugural Board.

Positions available include:

Chairman  
Vice Chairman  
Secretary  
Treasurer  
General Committee member  
Shire of Wyndham East Kimberley Representative  
Shire of Halls Creek Representative  
Australia's North West Tourism Representative  
Kununurra Visitor Centre Representative

The total number on the committee is to be between 11 and 13 members.

A copy of the final Constitution will be forwarded with the Agenda at a later date.

**NOMINATION FORMS MUST BE RETURNED TO ME NO LATER THAN 4PM ON FRIDAY 7 NOVEMBER, 2014.**

## Attachment 1 - Communication from East Kimberley Marketing Group and Nomination Form

Please do not hesitate to contact me if you have any queries.

For ease of entry into calendars, a calendar meeting request will follow this email.

Kind regards, Narelle

Narelle Brook  
Cooperative Marketing Strategy Coordinator  
**EAST KIMBERLEY MARKETING GROUP**



c/- PO Box 863 Kununurra WA 6743

M | 0407 478 406

E | [brookpm@westnet.com.au](mailto:brookpm@westnet.com.au)

W | [www.visitkununurra.com](http://www.visitkununurra.com)



**NOMINATION FORM  
EAST KIMBERLEY MARKETING GROUP INC.**

NAME:								
PHONE:		MOBILE:		FAX:				
EMAIL:					PO BOX:			
LOCAL GOVERNMENT AREA:								
OCCUPATION:								
ORGANISATION:								
COMMUNITY INVOLVEMENT/OTHER CURRENT COMMITTEES/BOARDS/CLUBS:								
SPECIALIST SKILLS (eg. accountant, pilot, director etc):								
I WISH TO BE INVOLVED WITH THE EKMG BECAUSE:								
I WISH TO NOMINATE FOR THE POSITION OF (please tick relevant box or boxes. ie. in the case of being one of the REPs but also wanting to hold a committee position, you are able to select two boxes):								
CHAIR	VICE-CHAIR	SECRETARY	TREASURER	GENERAL COMMITTEE MEMBER	SWEK REP	KUNUNURRA VISITOR CENTRE REP	AUSTRALIA'S NORTH WEST REP	SHIRE OF HALLS CREEK REP
SIGNED:					DATE:			

**ENDORSEMENT FROM EXISTING EKMG PARTICIPANT**

NAME:			
SIGNED:		DATE:	

**Please forward completed form to:**  
Coordinator, East Kimberley Marketing Group  
Email: [brookpm@westnet.com.au](mailto:brookpm@westnet.com.au)

**NOMINATIONS DUE NO LATER THAN 4PM FRIDAY 7 NOVEMBER, 2014**

**13. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**14. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

Nil

**15. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION**

Nil

**16. MATTERS BEHIND CLOSED DOORS**

**COUNCIL DECISION**

**Minute No. 10644**

**Moved: Cr S Cooke**

**Seconded: Cr K Wright**

**That Council moves behind closed doors to consider confidential items.**

**Carried Unanimously 8/0**

K Hannagan, N Octoman & L Gee leave the Chambers at 4.43pm

## 16.1 ACTING CHIEF EXECUTIVE OFFICER REMUNERATION

<b>DATE:</b>	4/11/2014
<b>PROPONENT:</b>	Shire of Wyndham East Kimberley
<b>LOCATION:</b>	Shire of Wyndham East Kimberley
<b>AUTHOR:</b>	Monika Tonkin, Executive Assistant
<b>REPORTING OFFICER:</b>	Cr John Moulden, Shire President
<b>FILE NO:</b>	N/A
<b>DECLARATION OF INTERESTS:</b>	Nil

This part of the meeting is of a confidential nature. The item will be discussed Behind Closed Doors in accordance with the *Local Government Act 1995*, Section 5.23 (2) as this item deals with:

- a) a matter affecting an employee or employees;

### **PURPOSE**

To consider the Total Remuneration Package (TRP) for the Acting Chief Executive Officer.

### **ATTACHMENTS**

The report and all associated attachments are provided under separate cover.

### **VOTING REQUIREMENT**

Simple Majority

### **MOTION**

Cr D Spackman moves to adjourn the meeting for 10 minutes so further information can be obtained.

### **COUNCIL DECISION**

**Minute No. 10645**

**Moved: Cr D Spackman  
Seconded: Cr B Robinson**

**That Council adjourn the meeting for 10 minutes so further information can be obtained.**

**Carried 7/1**

**For: Cr B Robinson, Cr R Dessert, Cr J Moulden, Cr D Learbuch, Cr K Wright,  
Cr D Spackman, Cr G King  
Against: Cr S Cooke**

The meeting was adjourned at 4.51pm

All those present when the meeting was adjourned were present in the room after the adjournment. The meeting reconvened at 4.59pm

**COUNCIL DECISION**

**Minute No. 10646**

**Moved: Cr B Robinson  
Seconded: Cr S Cooke**

**That Council:**

- a) Approves the TRP for the Acting Chief Executive Officer to be \$270,000.00 as per Attachment 1 – Proposed TRP for the Acting Chief Executive Officer, effective 24 September 2014;**
- b) Confirms that the total remuneration package will be for a maximum period of 12 months (commencing 24 September 2014) or until a new Chief Executive Officer is appointed.**

**Carried 6/2**

**For: Cr B Robinson, Cr R Dessert, Cr J Moulden, Cr K Wright, Cr S Cooke,  
Cr D Learbuch  
Against: Cr D Spackman, Cr G King**

**COUNCIL DECISION**

**Minute No. 10647**

**Moved: Cr S Cooke  
Seconded: Cr K Wright**

**That Council moves out from behind closed doors.**

**Carried 8/0**

**17. CLOSURE**

The Shire President declares the meeting closed at 5:05pm.