



SHIRE OF CARNARVON

MINUTES

AWARDS COMMITTEE MEETING

WEDNESDAY 19 NOVEMBER 2025

CONFIRMATION OF MINUTES

These minutes were confirmed by the Council on
25 November 2025
as a true and accurate record

Chairman

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To be noted that, in accordance with Regulation 11 of the Local Government (Administration) Regulations 1996, the minutes of the Council Meeting are a record of the decisions of the Council, any additional officers' advice, and explanatory notes as required. The minutes contain a summary of questions asked by members of the public and the answers given. The minutes are not a transcript of the proceedings of the meetings.

INFORMATION ON PUBLIC QUESTION TIME

The following information is provided should you wish to ask a question of Council at the Ordinary Meetings held on a monthly basis.

Please note that questions that have not been filled out on the Submission Form will not be accepted.

- The Local Government Act 1995 allows members of the public to ask questions in regard to any issue relating to the Shire.
- A maximum of 15 minutes will be allowed for public question time and the Presiding Member will allow a maximum of three (3) verbal/written questions per person.
- Prior to asking a question, the speaker must state his/her name and address.
- Members of the public are discouraged from asking questions which contain defamatory remarks, offensive language or questioning the competency of staff or Council members.
- The Presiding Member may nominate a member or officer to answer the question and may also determine that any complex questions requiring research be taken on notice and answered in writing.
- No debate or discussion is allowed to take place on any question or answer.
- A summary of each question asked and the response given will be included in the minutes of the meeting –

Local Government (Administration) Regulations 1996 – Pt 2, r.11 – (in part reads -)

11. Minutes, content of (Act s.5.25(1)(f))

The content of minutes of a meeting of a council or a committee is to include –

(e) a summary of each question raised by members of the public at the meeting and a summary of the response to the question.

Responses to questions that are taken on notice will be responded to as soon as possible.

- If you wish to ask a question, please complete the Public Question Time Submission Form at the back of this information sheet. Alternatively, questions can be submitted in writing to the Shire of Carnarvon 3 days prior to the meeting.

SPECIAL MEETINGS OF COUNCIL

Members of the public are welcome to attend a Special Meeting of Council if open, and ask questions of the Council within the allotted public question time **subject to the questions being asked only relating to the purpose of the Special Meeting** (s5.23 of the Act and regulation 12 (4) of the Local Government (Administration) Regulations 1996, the Department of Local Government and Communities Guide to Meetings and Governance Bulletin April 2014 and Guideline No. 3 Managing Public Question Time.)

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1 ATTENDANCES AND APOLOGIES

The Presiding Member declared the meeting open at 1.00pm

Cr Luke SkenderCouncillor, Town Ward
Cr Paul KellyCouncillor, Town Ward
Miss Stephanie Leca Executive Manager, Lifestyle & Community
Miss Helen Tipton.....Community Development Team Lead

Apologies

Cr Merome BeardCouncillor, Town Ward

Leave of Absence

Nil

Press Nil

Observers Nil

2 DECLARATIONS OF INTEREST

(Elected Members and Officers are reminded of the requirements of Section 5.65 of the Local Government Act 1995, to disclose any interest during the meeting or when the matter is to be discussed.)

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Awards Committee Meeting - 15 April 2025

COMMITTEE RESOLUTION AC 01/11/25

Moved: Cr Paul Kelly

Seconded: Cr Luke Skender

That the minutes of Awards Committee Meeting held on 15 April 2025 be confirmed as a true record of proceedings.

FOR: Cr Luke Skender and Cr Paul Kelly

AGAINST: Nil

ABSENT: Cr M Beard

CARRIED BY SIMPLE MAJORITY 2/0

4 MATTERS FOR WHICH MEETING MAY BE CLOSED TO THE PUBLIC

COMMITTEE RESOLUTION AC 02/11/25

Moved: Cr Paul Kelly

Seconded: Cr Luke Skender

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 5.23(2) of the Local Government Act 1995:

4.1 COMMUNITY CITIZEN OF THE YEAR AWARDS 2025

This matter is considered to be confidential under Section 5.23(2) - (b) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with the personal affairs of any person.

FOR: Cr Luke Skender and Cr Paul Kelly

AGAINST: Nil

ABSENT: Cr M Beard

CARRIED BY SIMPLE MAJORITY 2/0

SUSPENSION OF STANDING ORDERS

COMMITTEE RECOMMENDATION

Moved: Cr Paul Kelly

Seconded: Cr Luke Skender

A motion was moved that Council suspend standing orders.

FOR: Cr Luke Skender and Cr Paul Kelly

AGAINST: Nil

ABSENT: Cr M Beard

RESUMPTION OF STANDING ORDERS

COMMITTEE RESOLUTION AC 03/11/25

Moved: Cr Paul Kelly

Seconded: Cr Luke Skender

A motion was moved that Council resume standing orders.

FOR: Cr Luke Skender and Cr Paul Kelly

AGAINST: Nil

ABSENT: Cr M Beard

CARRIED BY SIMPLE MAJORITY 2/0

4.1 COMMUNITY CITIZEN OF THE YEAR AWARDS 2025

OFFICER'S RECOMMENDATION

That the Awards Committee Meeting consider the nominations for the Community Citizen of the Year Awards 2026 and recommend the following recipients to Council:

- *Community Citizen of the Year:*
- *Senior Community Citizen of the Year:*
- *Young Community Citizen of the Year:*
- *Active Citizen of the Year – Group or Event:*

COMMITTEE RESOLUTION AC 04/11/25

Moved: Cr Paul Kelly

Seconded: Cr Luke Skender

That the Awards Committee Meeting consider the nominations for the Community Citizen of the Year Awards 2026 and recommend the following recipients to Council:

- *Community Citizen of the Year: Wayne & Jeanette Taylor*
- *Senior Community Citizen of the Year: Jana Eastwood*
- *Young Community Citizen of the Year: (no nominations received)*
- *Active Citizen of the Year – Group or Event: Church of Christ*

FOR: Cr Luke Skender and Cr Paul Kelly

AGAINST: Nil

ABSENT: Cr M Beard

CARRIED BY SIMPLE MAJORITY 2/0

COMMITTEE RESOLUTION AC 05/11/25

Moved: Cr Paul Kelly

Seconded: Cr Luke Skender

That the meeting be reopened to the public at 1.28pm

FOR: Cr Luke Skender and Cr Paul Kelly

AGAINST: Nil

ABSENT: Cr M Beard

CARRIED BY SIMPLE MAJORITY 2/0

5 DATE OF NEXT MEETING

Date of next meeting to be confirmed.

6 CLOSE

The Presiding Member declared the meeting closed at 1.30pm.