

SHIRE OF CARNARVON

MINUTES

AWARDS COMMITTEE MEETING
TUESDAY 10 NOVEMBER 2026

CONFIRMATION OF MINUTES
These minutes were confirmed by the Committee on
Type date here
as a true and accurate record

Presiding Member

Shire Council Chambers
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INFORMATION ON PUBLIC TIME

The following information is provided for members of the public wishing to participate in Ordinary or Special Council Meetings.

PUBLIC QUESTION TIME

Consistent with the Local Government Act, Administration Regulations and Shire By-Laws, the following information is provided for members of the public wishing to ask questions at Ordinary or Special Council Meetings:

- Public Question Time will be conducted for up to 15 minutes but can be extended by resolution of the Council.
- Questions at ordinary council meetings are limited to matters affecting the local government.
- Questions at special council meetings are limited to the purpose of that special council meeting.
- Members of the public are encouraged (but not required) to submit questions in advance or complete a Question Time form to assist with meeting administration.
- Questions submitted in writing prior to the meeting may assist in the preparation of a response; however, a question is only formally considered when it is asked at the meeting, unless otherwise dealt with as correspondence.
- The member of the public must first state their name and residential address, prior to asking their question.
- Each member of the public may ask up to two questions initially, after which other members of the public will be invited to ask their questions. Each member of the public has up to two minutes to ask their question(s).
- Questions must be clear, concise and asked as a question. The Presiding Member may refuse to accept questions that are:
    - defamatory, offensive, or questioning the competency of staff or Council members.
    - statements not framed as a question.
    - substantially the same as a question previously asked and answered.
- Conditional on time being availability, and an equal and fair opportunity being provided to others to ask their question(s) and receive their response(s), then Meeting Procedures Local Law 2021, 6.7(5) is interpreted as allowing the Presiding Member to permit a member of the public to ask additional questions beyond their initial two.
- The Presiding Member may nominate a Member or Officer to respond or may determine that a question be taken on notice.
- When a question is taken on notice, a written response will be provided, and a summary of that response will be included in the next Ordinary Council meeting agenda.
- If the Member or Officer allocated to answer the question has a financial or proximity interest, they must declare their interest and the question will then be responded to by another person.
- No debate or discussion is permitted in relation to any question or answer.
- A summary of each question and response will be included in the minutes of the meeting (Local Government (Administration) Regulations 1996 – r.11(e)).

PUBLIC DEPUTATION TIME

- As per Meeting Procedures Local Law 2021, Members of the public may request to make a deputation to address the Council on a matter. A deputation must be approved either:
    - in advance by the CEO; or
    - by the Presiding Member at the meeting
- The Deputation is not to exceed; five persons in total; more than two speakers; or to address the Council for more than ten minutes.
- Council may however approve; up to five persons to address the Council; and for the deputation's address to extend beyond 10 minutes.
- Deputations made at special council meetings are limited to the purpose of that special council meeting.
- The Presiding Member may rule that a delegation no longer continue if it:
    - includes defamatory remarks, offensive, language or questioning the competency of staff or Council members; or
    - diverts from the substance or direction of its deputation application.
- Where a matter is the subject of a deputation, the Council will not determine the matter until the deputation has completed its presentation.

SPECIAL MEETINGS OF COUNCIL

Members of the public are welcome to attend a Special Meeting of Council if open and may participate in Public Question Time or, with approval, make a deputation to the Council. Questions and deputations must relate to the purpose of the Special Meeting (Local Government Act 1995 – s.5.23; Local Government (Administration) Regulations 1996 – r.12(4); Meeting Procedures Local Law 2021 – cl. 6.9).

INDEX

1 ATTENDANCES AND APOLOGIES 5

2 DECLARATIONS OF INTEREST 5

3 CONFIRMATION OF MINUTES 5

3.1 Minutes of the Awards Committee Meeting - 12 August 2026 5

4 MATTERS FOR WHICH MEETING MAY BE CLOSED TO THE PUBLIC 6

4.1 Community Citizen of the Year Awards 2027 6

5 DATE OF NEXT MEETING 7

6 CLOSE 7

1 ATTENDANCES AND APOLOGIES

The Presiding Member declared the meeting open at 1.02pm

Cmm Martin Aldridge .....Commissioner
Miss Stephanie Leca ..... Executive Manager, Lifestyle & Community
Miss Helen Tipton.....Community Development Team Lead

Apologies
Nil

Leave of Absence

Public ..... 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.)

Item 4.1 – Impartiality – Miss Stephanie Leca

3 CONFIRMATION OF MINUTES

3.1 Minutes of the Awards Committee Meeting - 12 August 2026

COMMITTEE RESOLUTION AC 01/11/26

Moved: Cmm Martin Aldridge

That the minutes of Awards Committee Meeting held on 12 August 2026 be confirmed as a true record of proceedings.
FOR: Cmm Martin Aldridge
AGAINST: Nil

CARRIED BY SIMPLE MAJORITY 1/0

4 MATTERS FOR WHICH MEETING MAY BE CLOSED TO THE PUBLIC

COMMITTEE RESOLUTION AC 02/11/26

Moved: Cmm Martin Aldridge

That the Committee considers the confidential report(s) listed below in a meeting closed at 01.03pm to the public in accordance with Section 5.23(2) of the Local Government Act 1995:

4.1 COMMUNITY CITIZEN OF THE YEAR AWARDS 2027

This matter is considered to be confidential under - 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 .

FOR: Cmm Martin Aldridge
AGAINST: Nil

CARRIED BY SIMPLE MAJORITY 1/0

SUSPENSION OF MEETING PROCEDURES

COMMITTEE RESOLUTION AC 03/11/26

Moved: Cmm Martin Aldridge

A motion was moved that the Committee suspend meeting procedures at 01.03pm to discuss nominations with administration.

FOR: Cmm Martin Aldridge
AGAINST: Nil

CARRIED BY ABSOLUTE MAJORITY 1/0

RESUMPTION OF MEETING PROCEDURES

COMMITTEE RESOLUTION AC 04/11/26

Moved: Cmm Martin Aldridge

A motion was moved that the Committee resume meeting procedures at 01.25pm.

FOR: Cmm Martin Aldridge
AGAINST: Nil

CARRIED BY ABSOLUTE MAJORITY 1/0

4.1 COMMUNITY CITIZEN OF THE YEAR AWARDS 2027

OFFICER'S RECOMMENDATION

That the Awards Committee consider the nominations for the Community Citizen of the Year Awards 2027 and recommend the following recipients to Council:

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

- ***Community Citizen of the Year:***
- ***Senior Community Citizen of the Year:***
- ***Young Community Citizen of the Year:***

COMMITTEE RESOLUTION AC 05/11/26

Moved: Cmm Martin Aldridge

That the Awards Committee consider the nominations for the Community Citizen of the Year Awards 2027 and recommend the following recipients to Council:

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

FOR: Cmm Martin Aldridge
AGAINST: Nil

CARRIED BY SIMPLE MAJORITY 1/0

COMMITTEE RESOLUTION AC 06/11/26

Moved: Cmm Martin Aldridge

That the meeting be reopened to the public at 1.26pm.
FOR: Cmm Martin Aldridge
AGAINST: Nil

CARRIED BY SIMPLE MAJORITY 1/0

5 DATE OF NEXT MEETING

Date of next meeting to be confirmed.

6 CLOSE

The Presiding Member declared the meeting closed at 1.27pm.