



Special Council Meeting

# Agenda

1 November 2023



## *Our Vision*

Where environment, lifestyle and opportunity meet

## *Community Aspirations*



### KEY THEME 1 **Environment**

An environment that is valued, conserved and enjoyed by current and future generations.



### KEY THEME 2 **Lifestyle**

A place that is relaxed, safe and friendly, with services and facilities that support positive lifestyles and wellbeing.



### KEY THEME 3 **Opportunity**

A vibrant City with diverse opportunities and a prosperous economy.



### KEY THEME 4 **Leadership**

A Council that connects with the community and is accountable in its decision making.

**NOTICE OF MEETING**

**TO: THE MAYOR AND COUNCILLORS**

**NOTICE** is given that a Special Council Meeting will be held in the Council Chambers, Administration Building, Southern Drive, Busselton on 1 November 2023, commencing at 5:00pm.

Your attendance is respectfully requested.

**DISCLAIMER**

Statements or decisions made at Council meetings or briefings should not be relied on (or acted upon) by an applicant or any other person or entity until subsequent written notification has been given by or received from the City of Busselton. Without derogating from the generality of the above, approval of planning applications and building permits and acceptance of tenders and quotations will only become effective once written notice to that effect has been given to relevant parties. The City of Busselton expressly disclaims any liability for any loss arising from any person or body relying on any statement or decision made during a Council meeting or briefing.



**TONY NOTTLE**

**CHIEF EXECUTIVE OFFICER**

31 October 2023

## BEHAVIOUR PROTOCOLS

The City of Busselton values are:

- Listening
- Considered Decision Making
- Appreciation
- Respect
- Teamwork

In accordance with these values, the following outlines the behaviour expectations while attending a Council meeting, Community Access Session, or Public Agenda Presentation:

- Listen respectfully through the meeting or presentation
- Respect the Council process and comply with directions from the Presiding Member
- Use respectful language when addressing Council, staff, and other members of the public
- Behave in a manner that is respectful and non-confrontational
- Do not use offensive language or derogatory language towards others

The City values the diverse input of the community and seeks to ensure that all members of the community can attend a meeting and have their say.

Council members, Committee members and Candidates are bound by the City's Code of Conduct and agree to uphold the values of the City of Busselton and principles of good behaviour, maintaining and contributing to a harmonious, safe, and productive environment.

Anyone who does not behave in accordance with the above values and behaviours may be asked by the Presiding Member to leave the gallery.

**CITY OF BUSSELTON**

Agenda for the Special Council Meeting to be held on 1 November 2023

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## 1. OFFICIAL OPENING

The City of Busselton welcomes Councillors, staff, guests and members of the public to the Special Council Meeting of 1 November 2023.

The City of Busselton acknowledges the Wadandi and Bibbulmun people as the traditional custodians of this region and pay respects to Elders past and present.

This meeting will be audio recorded for minute taking purposes.

## 2. PURPOSE OF MEETING

The purpose of this meeting is for consideration of a commercial proposal - Busselton Margaret River Airport.

## 3. ATTENDANCE

### APOLOGIES

APOLOGIES	

### LEAVE OF ABSENCE

LEAVE OF ABSENCE	

### APPLICATION FOR LEAVE OF ABSENCE

APPLICATION FOR LEAVE OF ABSENCE	
Cr Jodie Richards	

## 4. DISCLOSURES OF INTEREST

Councillors and employees are reminded of the requirements of s. 5.65 of the *Local Government Act 1995*, to disclose any interest during the meeting when a matter is discussed.

### DISCLOSURES OF FINANCIAL INTEREST

A declaration under this section requires that the nature of the interest must be disclosed. An elected member or employee who has made a declaration must not preside, participate in, or be present during any discussion or decision-making procedure relating to the matter the subject of the declaration.

Other members may allow participation of the declarant if the member further discloses the extent of the interest and the other members decide that the interest is trivial or insignificant or is common to a significant number of electors and ratepayers.

## DISCLOSURES OF IMPARTIALITY INTEREST

Elected members and employees are required, in addition to declaring any financial interest, to declare any interest that might cause a conflict. The elected member or employee is also encouraged to disclose the nature of the interest, the nature and extent of the interest, and whether it will affect impartiality. If the elected member or employee declares that their impartiality will not be affected then they may participate in the decision-making process.

## 5. PUBLIC QUESTION TIME

Public question time allows members of the public to participate in local government by asking questions of the Council in relation to issues affecting the City.

### 5.1. QUESTION TIME FOR PUBLIC

#### Public question time procedures and guidance

- The City will allocate a minimum of 15 minutes and a maximum of 30 minutes per Council meeting for public question time.
- Members of the public should register their intent to ask a question at a Council meeting by completing and submitting the [Public Question Time form](#) before 4pm the day prior to the relevant meeting.
- Members of the public will be invited to ask their question in order of registration.
- Questions will be limited to three per person. Additional questions may be permitted by the Presiding Member where time permits.
- Where a person is not present to ask their submitted question it will be responded to administratively as general correspondence.
- Questions may be taken on notice, to be responded to at a later time by the CEO in accordance with clause 6.7 of the Standing Orders.
- Public question time is for the tabling of questions, not for members of the community to make statements. For context, the Presiding Member may allow a short preamble.
- Questions containing defamatory remarks or offensive language, or that question the competency or personal affairs of Elected Members or employees may be ruled inappropriate by the Presiding Member subject to the Presiding Member taking reasonable steps to assist the member of the public to rephrase the question.
- There will be no debate or discussion on the response provided.

For further information, please see the [Meetings, Information Sessions and Decision Making Processes Policy](#).

## 6. PRESENTATIONS BY PARTIES WITH AN INTEREST

## 7. CONFIDENTIAL MATTERS

### OFFICER RECOMMENDATION

That the meeting is closed to members of the public to discuss the following item which is confidential for the reasons as shown.

#### **7.1 Route Development - Busselton Margaret River Airport**

This item is confidential in accordance with section 5.23(2) (c) of the *Local Government Act 1995*, as it contains information relating to a contract entered into, or which may be entered into, by the local government.

## 8. CLOSURE