

Heritage Advisory Committee

Meeting Minutes

Meeting Name	Heritage Advisory Committee	Meeting No.	D-24-070690
Meeting Date	06 June 2024		
Meeting Time	4:00pm		
Meeting Location	The Greenough Room		
Attendees	DM Natasha Colliver (Presiding Member) Mayor Jerry Clune (Deputy) Cr Simon Keemink Fiona Norling CGG Bec Edwards CGG Farnaz Bairaghi CGG Shauni Norman (Minutes)	By Invitation	
		Apologies	Lorin Cox CGG Cr Kim Parker
		Leave of Absence	
		Distribution	As Listed
Purpose of Committee	Refer to Committee Book		

All Committee Members, including external members, are subject to the same rules as a Council Meeting concerning confidentiality, public statements, conflicts of interest and behaviours of members, pursuant to the [Local Government \(Model Code of Conduct\) Regulations 2021](#).

The Presiding Member is to refer to the following Policy, Meeting Procedures and Regulations when chairing a meeting.

[Meeting Procedures Local Law 2011](#)

[Council Policy 4.4. Operation of Advisory Committees-V4](#)

[Council Policy 4.2 Code of Conduct for Council Members, Committee Members and Candidates](#)

1 Declaration Of Opening

The Presiding Member declared the meeting open at 3:58pm.

2 Acknowledgement of Country

I would like to respectfully acknowledge the Yamatji people who are the Traditional Owners and First People of the land on which we meet. I would like to pay my respects to the Elders past, present and future for they hold the memories, the traditions, the culture and hopes of Yamatji people.

3 Welcome and Apologies

The Presiding Member welcomed the members with apologies noted from Cr K Parker and L Cox.

4 Disclosure of Interests

Nil

5 Applications for Leave of Absence

Nil

6 Minutes of Previous Meeting – 11 March 2024

Committee Recommendation:

RECOMMENDED that the minutes of the Heritage Advisory Committee Meeting held on 11 March 2024 as previously circulated, be adopted as a true and correct record of proceedings.

**COMMITTEE DECISION:
MOVED Mayor, SECONDED Cr Keemink**

CARRIED 3/0

Not Voted: 1
Against Votes: 0
For Votes: 3

Name	Vote (For or Against)
DM Colliver	For
Mayor Clune	For
Cr Keemink	For
Cr Parker	NOT PRESENT

7 Expression of Interest (EOI) Representatives Assessment

7.1 Alteration to Terms of Reference (TOR)

The Committee members raised concerns around the constraints the TOR has in regard to “other persons” and their appointment to the Committee. The Presiding member requested a recommendation to alter the TOR to allow for a broader approach in gaining members who expressed interest.

Committee Recommendation:

RECOMMENDED that the TOR for the Heritage Advisory Committee have the wording “must meet the selection criteria” changed to “should meet the selection criteria”.

MOVED: Cr Keemink SECONDED: Mayor

CARRIED 3/0

Not Voted: 1
Against Votes: 0
For Votes: 3

Name	Vote (For or Against)
DM Colliver	For
Mayor Clune	For
Cr Keemink	For
Cr Parker	NOT PRESENT

Committee Recommendation:

RECOMMENDED that the EOI's for the two (2) Community Representatives and the two (2) Organisational Representatives as evaluated by the members of the Committee be submitted to Council for formal consideration for their appointment to the Committee for the term of October 2023 to October 2025.

COMMITTEE DECISION:

MOVED Cr Keemink, SECONDED Mayor

CARRIED 3/0

Not Voted: 1
Against Votes: 0
For Votes: 3

Name	Vote (For or Against)
DM Colliver	For
Mayor Clune	For
Cr Keemink	For
Cr Parker	NOT PRESENT

8 Date of next meeting

Next meeting called as business arises, with potential in September to provide updates and pull the entire Committee together to welcome the new members.

9 Close

The Meeting closed at 4:05pm

Signed: _____