

City of Karratha

Public Briefing

AGENDA

Notice is hereby given that a **Public Briefing** will be held at **6pm** on **Day, Date Month Year** at **Council Chambers, Welcome Road, Karratha**.

Virginia Miltrup
Chief Executive Officer

About this Meeting

The purpose of the Public Briefing is for elected members to ask questions, and obtain additional information, relating to items for consideration at the next Ordinary Council Meeting. No decisions are made at Public Briefings.

Public Question Time

An opportunity is available at Council meetings for members of the public to ask a question about any issue relating to the City. Public question time will be limited to two minutes per person, with a limit of two verbal questions or five written questions per person. This time is available only for asking questions and not for making statements. Complex questions requiring research should be submitted prior to the meeting to allow the City time to prepare a response.

The Presiding Member will direct the question to the Chief Executive Officer who will either respond to the question, redirect it to the relevant City employee or take the question on notice. Where a question is taken on notice, a written response will be provided and be included in the agenda of the next Council meeting.

For more information, please visit Public Participation | City of Karratha.

Declaration of Interests

A member who has a financial, proximity or impartiality interest in any matter to be discussed at a Council or Committee meeting, which will be attended by the member, must disclose the nature of the interest:

(a) in a written notice given to the Chief Executive Officer before the meeting or;
(b) at the meeting, immediately before the matter is discussed.

A member, who makes a disclosure in respect to a financial or proximity interest, must not:

(a) preside at the part of the meeting, relating to the matter or;
(b) participate in, or be present during, any discussion or decision-making procedure relative to the matter, unless to the extent that the disclosing member is allowed to do so under sections 5.68 or 5.69 of the *Local Government Act 1995*.

A member who makes a disclosure in respect to an interest affecting impartiality may remain present and participate in the discussion and decision-making procedure.

Disclaimer

No responsibility whatsoever is implied or accepted by the City of Karratha (the City) for any act, omission, statement or intimation made by any member or City employee during a Council or Committee meeting.

The City warns that anyone who has any application lodged with the City must obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attached to the decision. Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that persons or legal entity's own risk.

Artificial intelligence tools may have been used in the preparation of this agenda.

City of Karratha

Council Chambers
SEATING CHART

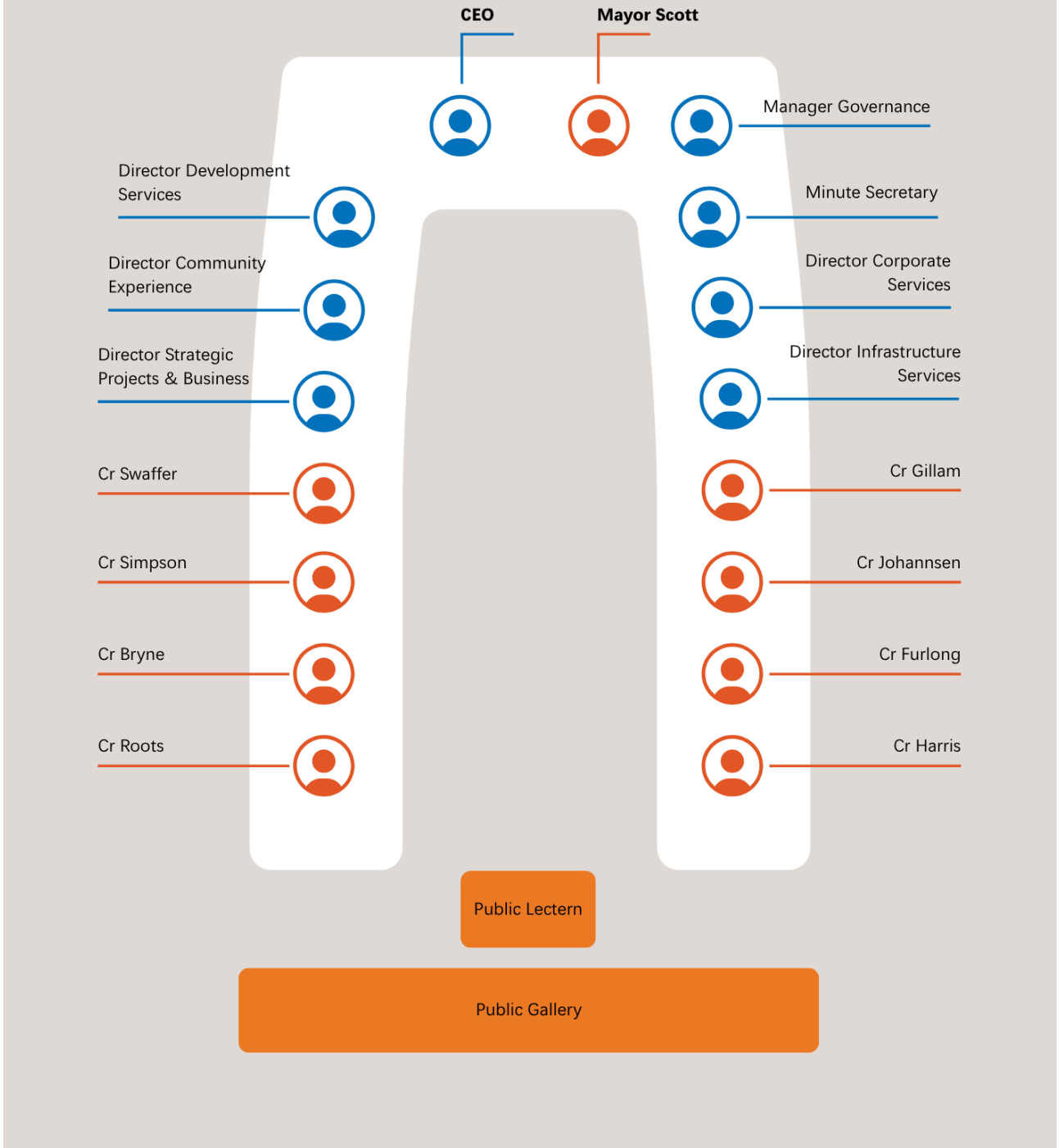


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1 Official opening

The meeting opened at _____.

Mayor Scott provides the following introduction to the meeting.

> *The City of Karratha acknowledges and pays tribute to the Ngarluma people and their Elders past and present as the Traditional Custodians of the Ngurra (Country) on which we live and work.*
>
> *We recognise that the Pilbara region has always been a place of cultural, spiritual, social and economic significance to the Ngarda-ngarli (community).*
>
> *We are committed to reconciliation and working in partnership with Aboriginal and Torres Strait Islander peoples to shape a shared future for the benefit of all communities within the City of Karratha and beyond.*
>
> *This meeting will be live streamed and a recording of the meeting will be available. Meeting recordings are copyright material and cannot be used without written permission of the CEO.*
>
> *Your attendance at this meeting may involve the collection of personal information, including your image, voice, opinions, and any statements you make. All personal information collected through this meeting will be managed in accordance with relevant legislation and the City's Privacy Policy.*

2 Record of attendance

2.1 Present

Mayor:	Daniel Scott	
Councillors:	Cr Jodie Swaffer	Deputy Mayor
	Cr Martin Byrne	
	Cr Gillian Furlong	
	Cr Daiva Gillam	
	Cr Geoff Harris	
	Cr Brenton Johannsen	
	Cr Sarah Roots	
Employees:	Virginia Miltrup	Chief Executive Officer
	Emma Landers	Director Community Experience
	Chloe Morris	Director Corporate Services
	Lee Reddell	Director Development Services
	Michael Bunting	Director Infrastructure Services
	Simon Kot	Director Strategic Projects and Business
	Jasmine Bray	Manager Governance
	Pieta Bloxsom	Minute Secretary

Members of Public:

Members of Media:

2.2 Apologies

2.3 Approved leave of absence

3 Announcements by the Presiding Member without discussion

4 Declarations of interest

Mayor Scott will invite Councillors to declare Financial, Impartiality and Proximity Interests relevant to items on the agenda.

5 Public question time

Mayor Scott provides the following introduction to Public Question Time.

> *You are required to state your name and suburb prior to asking your question.*
>
> *Questions are to be directed to the Mayor and shall be asked politely, in good faith, and are not to be framed in such a way as to reflect adversely or be defamatory to particular Council Members or City employees.*

5.1 Responses to previous questions taken on notice

5.2 Public questions

6 Petitions / deputations / presentations

6.1 Petitions

6.2 Deputations

6.3 Presentations

7 Requests for leave of absence

This item will be dealt with at the Ordinary Council Meeting.

8 Confirmation of minutes

This item will be dealt with at the Ordinary Council Meeting.

9 Chief Executive Officer reports

10 Community Experience reports

11 Corporate Services reports

12 Development Services reports

13 Infrastructure Services reports

14 Strategic Projects and Business reports

15 Information reports

16 Motions of which previous notice has been given

17 Questions by members of which due notice has been given

This item will be dealt with at the Ordinary Council Meeting.

18 Urgent business approved by the Presiding Member or by decision

This item will be dealt with at the Ordinary Council Meeting.

19 Matters behind closed doors

20 Closure

The meeting closed at _____.

The next **Ordinary Council Meeting** is to be held at **6pm** on **Day, Date Month Year** at **Council Chambers, Welcome Road, Karratha**.