

**2019**

# MINUTES

**Shire of Koorda**

**18/12/2019**

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# SHIRE OF KOORDA MINUTES

**FOR THE ORDINARY MEETING OF COUNCIL**  
Held in the Council Chambers, 10 Haig Street,  
Koorda, Wednesday 18 December at 6.01pm

## 1 DECLARATION OF OPENING

The Presiding Person declared the meeting open at 6.01pm

## 2 ANNOUNCEMENT OF VISITORS

## 3 RECORD OF ATTENDANCE

### 3.1 Record of Attendance:

CR FJ Storer	President
CR GL Boyne	Councillor (6.02 pm)
CR BG Cooper	Councillor
CR PL McWha	Councillor (6.02 pm)
CR LC Smith	Councillor
CR RDG Storer	Councillor
Mr Darren Simmons	CEO
Miss Lana Foote	DCEO

### 3.2 Apologies:

### 3.3 Approved Leave of Absence:

Cr JM Stratford

**PRESIDENT TO DRAW THE DISCLAIMER TO THE PUBLIC'S ATTENTION  
(If members of the public present)**

## 4 QUESTION TIME FOR THE PUBLIC

### 4.1 Response to Previous Public Questions Taken on Notice

### 4.2 Public Question Time Open

### 4.3 Public Question Time Closed

## 5 APPLICATIONS FOR LEAVE OF ABSENCE

## 6 DECLARATIONS OF INTEREST

## 7 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

## **8 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS**

### **8.1 ORDINARY MEETING HELD 20 November 2019**

#### **COUNCIL DECISION**

**Moved CR BG Cooper**

**Seconded CR LC Smith**

**That the Minutes of the Koorda Shire Council Ordinary Meeting held on the 20 November 2019, as circulated be confirmed and certified as a true and accurate record.**

**PUT & CARRIED: 6/0  
RESOLUTION NO: 011219**

## **9 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

On behalf of Council, condolences are offered to;  
Ronni Tilbrook and her family on the passing of her mother, Maureen;  
Jane Tozer and extended family on the passing of Geoff, and  
Darren Simmons and his family on the passing of his grandmother, Jean Brennan.

Congratulations to Lana on her recent promotion to Deputy CEO.

## **10 REPORTS OF COMMITTEES**

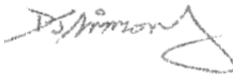
Nil.

## 11 CHIEF EXECUTIVE OFFICERS REPORT

### 11.1 Governance and Administration

#### 11.1.1 **NEWROC EXECUTIVE & COUNCIL MEETING** 26 November 2019 at Trayning & 10 December at Wyalkatchem

##### **Section 5.23 – Applicability**

<b>Location:</b>	NEWROC Regions
<b>Portfolio:</b>	<b>Governance, Administration and Finance</b> Cr JM Stratford
<b>File Reference:</b>	ADM 0105
<b>Disclosure of Interest:</b>	No Interest declared by CEO
<b>Author:</b>	Darren J Simmons, Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	Minutes (Attachments page 2 – 40)

##### **Background:**

Minutes of the NEWROC Executive Meeting held on 26 November 2019 at Trayning and NEWROC Council Meeting held on 10 December at Wyalkatchem.

##### **Comment:**

The following issues were discussed:

##### Executive Meeting – 26 November 2019

- Item 6.1 Income and Expenditure
- Item 6.2 NEWROC Audit
- Item 7.1 NEWROC Strategic Planning – Project Updates
- Item 7.2 Telecommunications Project
- Item 7.3. NEWTravel
- Item 9.1 Elected Member Training
- Item 9.2 Local Business Programs

##### Council Meeting- 10 December 2019

- Item 6.1 Income and Expenditure
- Item 6.2 NEWROC Audit
- Item 7.1 NEWROC Strategic Planning – Project Updates
- Item 7.2 Telecommunications Project
- Item 7.3. NEWROC End Of Year Review
- Item 9.3 Grant Guru
- Item 9.4 Telstra
- Item 9.5 NEWROC Health Forum Update

##### **Consultation**

Nil

##### **Statutory Environment:**

Nil

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

Shire of Koorda Strategic Community Plan

4.1.7 - Develop successful and collaborative partnerships

4.2.2 - Facilitate resource sharing on a regional basis

**Voting Requirement:**

Simple majority

**COUNCIL DECISION**

**Officer Recommendation**

**Moved CR PL McWha**

**Seconded CR G Storer**


**That Council note and endorse the recommendations of the NEWROC Executive meeting held at Trayning on 26 November 2019 and the NEWROC Council meeting held at Wyalkatchem on 10 December 2019.**

**PUT & CARRIED: 6/0  
RESOLUTION NO: 021219**

11.1.2

**GREAT EASTERN COUNTRY ZONE MEETING**  
**28 November 2019**

**Section 5.23 – Applicability**

<b>Location:</b>	GECZ Regions
<b>Portfolio:</b>	<b>Governance, Administration and Finance</b> Cr JM Stratford
<b>File Reference:</b>	ADM 0092
<b>Disclosure of Interest:</b>	No Interest declared by CEO
<b>Author:</b>	Darren J Simmons, Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	Minutes (Attachments page 41 – 68)

**Background:**

Minutes of the GECZ Meeting held on 28 November 2019 at Merredin.

**Comment:**

The following issues were discussed:

- Item 3 Elections
- Item 8.1 2019 Local Government Elections
- Item 8.2 Proposed alternative to the CA07 Restricted Access Vehicle Operating Condition
- Item 8.3 Future Drought Fund and the National Drought Response Resilience Plan
- Item 8.4 Grant Guru
- Item 8.5 Shire Round-Up
- Item 9 Zone Reports - Various reports presented
- Item 10 WALGA Business - State Councillors Report, WALGA Status Report, State Council Agenda Items, WALGA President's Report
- Item 11 Agency Reports

**Consultation**

Nil

**Statutory Environment:**

Nil

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

Shire of Koorda Strategic Community Plan

4.1.7 - Develop successful and collaborative partnerships

4.2.2 - Facilitate resource sharing on a regional basis

**Voting Requirement:**

Simple majority

**COUNCIL DECISION**  
**Officer Recommendation**

**Moved CR GL Boyne**

**Seconded CR PL McWha**

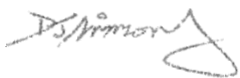
**That Council note and endorse the recommendations of the GECZ meeting held at Merredin on 28 November 2019.**

**PUT & CARRIED: 6/0**  
**RESOLUTION NO: 031219**



### 11.1.3 ANNUAL ELECTORS MEETING

#### **Section 5.23 – Applicability**

<b>Location:</b>	Shire of Koorda
<b>Portfolio:</b>	<b>Governance, Administration and Finance</b> Cr JM Stratford
<b>File Reference:</b>	ADM 0023
<b>Disclosure Of Interest:</b>	No interest declared by the CEO
<b>Author:</b>	Darren J Simmons, Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	Minutes of Annual Electors Meeting 2019 (Attachments page 69 – 72)

#### **Background:**

Minutes of the Annual Meeting of Electors held on Wednesday 4 December at the Shire Council Chambers.

#### **Comment:**

The Annual Electors Meeting was attended by 4 Elected Members, 3 staff and 4 members of the public.

All reports included in the Annual Report for 2018/2019 were accepted.

During General Business, several questions were raised by the Public. These were answered at the time or will be considered as part of processes in the future.

No matters required a decision of Council.

#### **Consultation:**

Nil

#### **Statutory Environment:**

Local Government Act 1995 – Section 5.33

- All decisions made in Electors Meetings are to be considered at the next Ordinary Meeting of Council, or; if that is not practicable;*
  - At the first Ordinary Meeting after that meeting or;*
  - Have a special meeting called for that purpose, whichever happens first.*
- If at a meeting of the Council, the Local Government makes a decision in response to a decision made at an Electors Meeting, the reason for the decision is to be recorded in the minutes of the Council Meeting.*

#### **Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

4.1.1 - Enhance open and interactive communication between Council and the community (ongoing)

**Voting Requirement:**

Simple majority

**COUNCIL DECISION**

**Officer Recommendation**

**Moved CR PL McWha**

**Seconded CR BG Cooper**

**That Council note and accept the Minutes of the 2019 Annual Electors Meeting.**

**PUT & CARRIED: 6/0  
RESOLUTION NO: 041219**

## 6.20pm **SUSPEND STANDING ORDERS**

**Moved CR PL McWha**

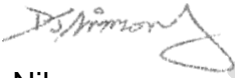
**Seconded CR BG Cooper**

**That standing orders be suspended to discuss item 11.1.4 Council Meeting Dates 2020**

**PUT AND CARRIED: 6/0  
RESOLUTION NO: 051219**

## 11.1.4 **COUNCIL MEETING DATES – 2020**

### **Section 5.23 – Applicability**

<b>Location:</b>	Koorda Shire
<b>Portfolio:</b>	<b>Governance, Administration and Finance</b> Cr JM Stratford
<b>File Reference:</b>	ADM 370
<b>Disclosure of Interest:</b>	No Interest declared by CEO
<b>Author:</b>	Darren Simmons, Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	Nil

### **Background:**

Council's long-time practice has seen its ordinary meetings held on the third Wednesday of each month, except for January (no meeting held due to a summer recess), with meetings commencing at 4.30pm for the months of February to October and 6.00pm for November and December (to allow for harvest commitments).

In accordance with Regulation 12 of the *Local Government (Administration) Regulations 1996*, the Shire is required to give local public notice of the date, times and place of ordinary council meetings.

### **Comment:**

In readiness for such notice to be given, and whilst it is recommended that Council continue its current meeting schedule, it is open to Council to consider changing meeting commencement times to better cater for elected member work finishing times or, similar to the harvest arrangements, seeding and/or spraying commitments.

### **Consultation**

Shire President

### **Statutory Environment:**

*Local Government Act 1995*

Regulation 12 of the *Local Government (Administration) Regulations 1996*

### **Policy Implications:**

Nil.

### **Financial Implications:**

Minor advertising costs.

**Strategic Implications:**

Shire of Koorda Strategic Community Plan 2018

Outcome 4.1 – To provide accountable and transparent leadership

**6.26pm RESUMPTION OF STANDING ORDERS**

**Moved CR G Storer**

**Seconded CR LC Smith**

**That standing orders be resumed with attendance as per attendance register.**

**PUT AND CARRIED: 6/0  
RESOLUTION NO: 061219**

**Voting Requirement:**

Simple majority

**COUNCIL DECISION**

**Officer Recommendation**

**Moved CR LC Smith**

**Seconded CR G Storer**

**That Council hold its 2020 Ordinary Council Meetings in Council Chambers, 10 Haig Street, Koorda in accordance with the following schedule:**

MONTH	DATE	TIME
February	19	4.30pm
March	18	4.30pm
April	15	4.30pm
May	20	4.30pm
June	17	4.30pm
July	15	4.30pm
August	19	4.30pm
September	16	4.30pm
October	21	4.30pm
November	18	6.00pm
December	16	6.00pm

**AMENDMENT TO MOTION:**

**Moved CR G Storer**

**Seconded CR GL Boyne**

**That the Ordinary Council Meetings from February to October change to 5.00pm and November and December remain at 6.00pm.**

**PUT AND CARRIED: 6/0  
RESOLUTION NO: 071219**

**The Amendment became the substantive motion:**

**SUBSTANTIVE MOTION:**

**That Council hold its 2020 Ordinary Council Meetings in Council Chambers, 10 Haig Street, Koorda in accordance with the following schedule:**

<b>MONTH</b>	<b>DATE</b>	<b>TIME</b>
February	19	5.00pm
March	18	5.00pm
April	15	5.00pm
May	20	5.00pm
June	17	5.00pm
July	15	5.00pm
August	19	5.00pm
September	16	5.00pm
October	21	5.00pm
November	18	6.00pm
December	16	6.00pm

**PUT & CARRIED: 6/0  
RESOLUTION NO: 081219**

**Reason for Change: Council formed the view that a 5.00pm commencement time for meetings held from February to October would be more convenient for community and elected members to attend.**

**6.31pm SUSPEND STANDING ORDERS**

**Moved CR PL McWha**

**Seconded CR LC Smith**

**That standing orders be suspended to discuss item 11.1.5 Central Eastern Aged Care Alliance (CEACA).**

**PUT AND CARRIED: 6/0  
RESOLUTION NO: 091219**

**11.1.5 CENTRAL EASTERN AGED CARE ALLIANCE (CEACA)**

**Section 5.23 – Applicability**

**Location:**

**Portfolio:**

**Governance, Administration and Finance**

Cr JM Stratford

**File Reference:**

ADM 237

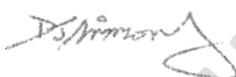
**Disclosure of Interest:**

No Interest declared by CEO

**Author:**

Darren Simmons, Chief Executive Officer

**Signature of CEO**



**Attachment:**

Nil

**Background**

During a Wheatbelt forum Aged Care was discussed and as a result eleven (11) Local Governments, Wheatbelt Development Commission and Regional Development Australia agreed to form an alliance with the view to provide a needs study and solutions to the issues surrounding Aged Care within the Central Wheatbelt with each Council contributing \$5,000 to undertake this work.

Out of this alliance a report was compiled to identify solutions for the gaps and issues pertaining to the region being the Central East Aged Care Regional Solutions as listed below;

**CENTRAL EAST AGED CARE REGIONAL SOLUTION/S (CEACRS)**

*Developed by Wheatbelt Development Commission*

Aged Care was identified as a regional priority for Local Governments in a series of Wheatbelt forums for the development of the Towards a Wheatbelt Infrastructure Plan (2010/11/12). As a result of the regional forums, the Wheatbelt Development Commission (WDC) has been working closely with Regional Development Australia: Wheatbelt (RDAW), and 11 Wheatbelt Local Governments who committed to working towards improving aged care services, infrastructure and governance structures in their respective areas.

The 11 LGAs, the WDC and RDAW formed an alliance in February 2012 known as the Central East Aged Care Alliance, to address the issues affecting Aged Care in the Central Eastern Wheatbelt. Recognising the importance of undertaking this planning from a community perspective, each LGA invested \$5,000 towards the project. This was supplemented by cash and in kind support from WDC and in kind support from RDAW.

In March 2012 RDAW advertised a tender to employ a consultant to undertake the Central East Aged Care Regional Solution/s (CEACRS) project. Melbourne based consulting firm Verso was awarded the tender and commenced work on the project in April 2012.

### **WHO'S INVOLVED IN THE CENTRAL EAST AGED CARE ALLIANCE (CEACA)?**

The CEACA is a partnership between the 11 LGAs which consist of the Shires of Bruce Rock, Kellerberrin, Koorda, Merredin, Mount Marshall, Mukinbudin, Nungarin, Yilgarn, Trayning, Westonia, Wyalkatchem, the WDC and RDAW.

After the scope of the project had been finalised by the CEACA, it was agreed that several other key stakeholders should be invited to attend future meetings as observers. These included:

- Southern Inland Health Initiative - Tim Shackleton – Community Engagement Officer
- Medicare Local - Michelle McClure – Wheatbelt Area Manager
- Western Australia Country Health Services Wheatbelt - Caroline Langston – Regional Director.

### **THE PROCESS**

The Wheatbelt Central East Aged Care Regional Solution/s (CEACRS) has been a proactive process that aimed to:

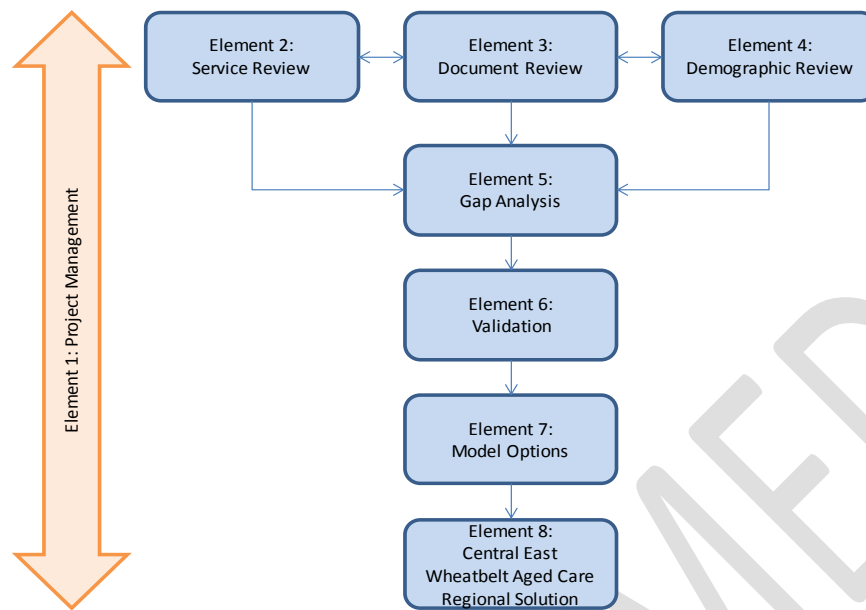
1. Identify aged care service, accommodation and governance models for a highly dispersed regional/rural population setting;
2. Build on the assets that exist in communities;
3. Provide solutions that guide sound investment in SIHI, especially Stream 2b Primary Health Care Program, Stream 3 – Primary Health Demonstration Site Program, and Stream 6 – Residential Aged and Dementia Investment Program
4. Identify services that enable locals to age 'in place' as outlined in the new National Aged Care Package Reform.

The Alliance adopted eight guiding principles for the CEACRS:

- Principal 1- The Importance of Place
- Principal 2- Community Life
- Principal 3- Community sense of ownership
- Principal 4- Focus on the Person
- Principal 5- Choice
- Principal 6- Equitable access
- Principal 7- Practicality
- Principal 8- Viability

These principals were a key focus while developing the CEACRS and undertaking the following elements of the project:

Figure 1:



The planning process has heavily involved each community with sharing of existing local publications and documentation as well as clarification of desktop analysis compared to actual service delivery. A total of 14 community consultations were conducted across the 11 LGA's involved in the CEACA, involving nearly 200 participants.

Forming part of the gap analysis and validation elements of the project, the community consultations provided the opportunity to validate Verso's statistical findings at a ground level. Members of the community, health and aged care providers as well as Shire representatives were invited to attend the sessions.

With the completion of elements 2-6 each LGA has been provided with a Needs Study report specific to their individual Shire as well as a Central East Needs Study for the sub region. The Needs Studies include demographic characteristics of the CEACA LGAs, the emerging policy context, the findings from community forums and consultations, aged care services levels, planning & analysis of aged care levels and aged care solutions from literature collected.

The final element, element 8, saw the development of the Central East Aged Care Regional Solution/s Report which outlines the context of the project, the findings and implications, the recommendations and action plan.

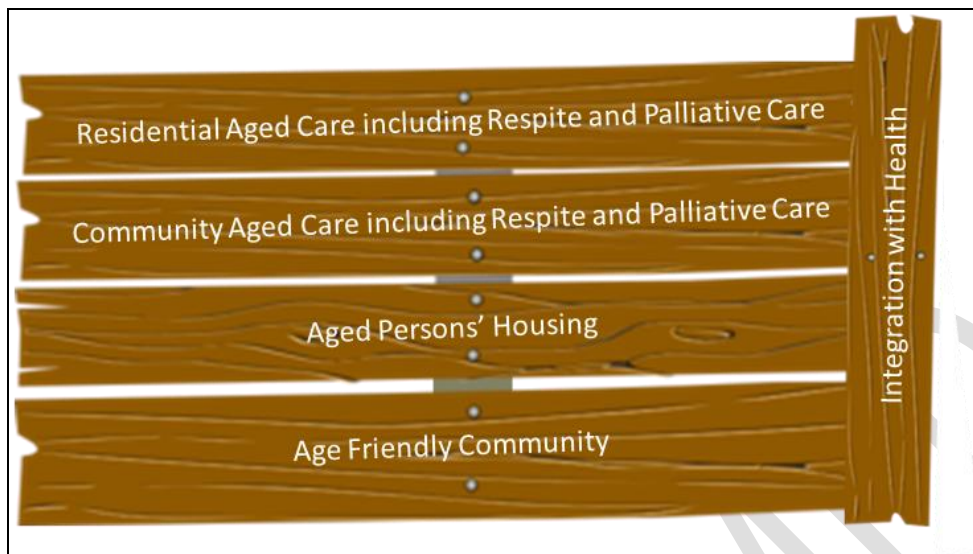
## RECOMMENDATIONS

The Central East Aged Care Regional Solution provides a clear direction to develop and implement infrastructure and service level solutions to address the urgent need for aged care accommodation, services and facilities in the Central Eastern Wheatbelt.

The Model (Figure 2) consists of the following elements required to deliver an integrated solution:



Figure 2



Aged Friendly Community is the main responsibility of LGAs in auditing and ensuring their community has addressed all the elements required to achieve an Aged Friendly Community. This includes making sure structures and services are accessible to and inclusive of older people with varying needs and capabilities such as;

- Walking and Cycling Routes
- Streets
- Local Destinations
- Open Space
- Public and Other Transport
- Supporting Infrastructure
- Fostering Community Spirit
- Strategy

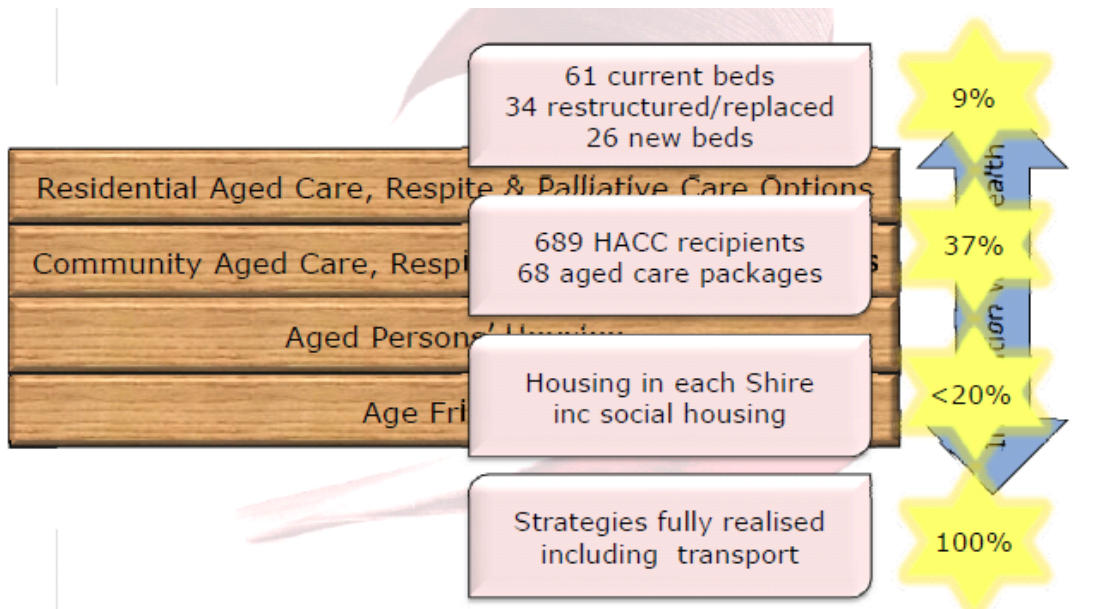
Aged Persons' Housing is seen as a coordinated responsibility of the CEACA, LGAs and potential housing providers to see how current stock meets requirements, the development of a coordinated approach to common development, ownership, design and integration. However land and capital needs are seen as a primary concern for LGAs, with the possible assistance of funding from peak bodies.

Community Aged Care including Respite and Palliative Care has been identified as the responsibility of health care funders and providers such as Department of Health and Ageing (DoHA), WA Country Health Service (WACHS), HACC and other Aged Care providers. Community Aged Care is a relatively new concept to communities in the Central East but is one that will become more prominent in the future with policy changes around the sector. This element is seen as a longer term project and not something that will be addressed in the short term; however it will require a strong advocacy role from the CEACA and LGAs.

Residential Aged Care including Respite and Palliative Care has also been considered as a longer term strategy, with the main responsibility residing with DoHA, WACHS and other Aged Care providers. Again, this element will require a strong advocacy role from the CEACA and LGAs.

Figure 2 presents a clear picture of the strategies and the importance they will play in communities in relation to the rate older community members will be impacted, if the CEACRS is implemented correctly.

The pale boxes identify current and future needs, and the yellow stars indicate the percentage of population over 75 years impacted by this element of the model.



### WHERE TO FROM HERE?

- Step 1: It has been recommended that the Central East Aged Care Alliance continue to operate to ensure the successful implementation of the Central East Aged Care Regional Solution/s.
- Step 2: All Shire Councils of the Central East Aged Care Alliance to formally adopt the CEACRS and Needs Studies relating to the sub region and their individual Shires.
- Step 3: The boards of WDC and RDAW formally accept the reports.
- Step 4: The CEACA sends the reports to the following stakeholders and requests a formal response. DoHA, WACHS, HACC, Department of Housing
- Step 5: WDC and RDAW coordinate responses from the above key stakeholders on behalf of the CEACA.
- Step 6: The CEACRS is publicly released with a launch, political presentations to all parties and awareness of the report recommendations through such things as presentations at conferences.

### RECOMMENDATIONS FOR LOCAL GOVERNMENTS

1. That the six steps for adoption and implementation of the two CEACA Reports be endorsed; and specifically:
2. That Council adopt the CEAC Needs Study and Central East Wheatbelt Aged Support and Care Regional Solution/s Reports.
3. Each of the CEACA Councils make provision of up to \$5000 in their 2013/14 budgets to fund ongoing advocacy and research in order to implement the recommendations of the CEACRS Report.
4. That endorsement of the Report is sought from the respective ROC's with a view to seeking funding to implement the recommendations of the CEACRS Report on a regional basis.

## Comment

The CEACA Councils adopted the recommendations listed above and worked together to progress the Aged Persons Housing platform as this was seen the easiest platform that Local Government had the capacity to influence.

CEACA is now in a position wherein it has completed the construction of seventy one (71) units within the eleven (11) Councils being located at;

Locality	Local Government	Number of Units
Bruce Rock	Bruce Rock	8
Kellerberrin	Kellerberrin	13
Koorda	Koorda	4
Merredin	Merredin	27
Bencubbin	Mount Marshall	1
Beacon	Mount Marshall	2
Nungarin	Nungarin	2
Mukinbudin	Mukinbudin	4
Kununoppin	Trayning	2
Westonia	Westonia	2
Wyalkatchem	Wyalkatchem	4
Yilgarn	Yilgarn	2
TOTAL	TOTAL	71

In the construction of new Independent Living Units and retaining/attracting aged members to our communities there are additional requirements on the community to ensure these members are cared for appropriately. This may include Community Care Packages, access to transport, hospital, doctor and ambulance services and possibly Residential Care all of which are platforms of the VERSO report that haven't been researched nor explored for improvement by CEACA.

It has been requested by CEACA that each individual Council as a member review the VERSO report to familiarise themselves with the recommendations.

From the report and the abovementioned information consider Councils appetite to progress researching/actioning the platforms of the report through the CEACA or if Council want to progress this individually through their own communities and Councils.

It is always viewed by both State and Federal Governments that a Regional solution is always seen in a positive light rather than individual piecemeal approaches, however this is a decision of each Council.

## Financial Implications

Should Council's wish to progress with the continuation of CEACA researching and progressing the other platforms and solutions through the VERSO report it is suggested in the first year to leave the current \$20,000 levy as is.

This is to ensure funds are available to undertake work and progress forward, however should the funds exceed the requirements going forward the opportunity is then to review this and possibly reduce the fee going forward.

Should member Councils not wish to progress the VERSO report there is no figure provided as an Annual Fee for being a member of CEACA at this point in time. This discussion will take place after Council have reviewed this item and made a definite position on where they see themselves progressing.

## **Consultation**

CEACA  
CEACA Delegates  
Chief Executive Officer

## **Statutory Implications**

### **Local Government Act 1995 (as amended)**

#### **6.2. Local government to prepare annual budget**

- (1) During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt\*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.

*\* Absolute majority required.*

- (2) In the preparation of the annual budget the local government is to have regard to the contents of the plan for the future of the district made in accordance with section 5.56 and to prepare a detailed estimate for the current year of —
  - (a) the expenditure by the local government;
  - (b) the revenue and income, independent of general rates, of the local government; and
  - (c) the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.
- (3) For the purposes of subsections (2)(a) and (b) all expenditure, revenue and income of the local government is to be taken into account unless otherwise prescribed.
- (4) The annual budget is to incorporate —
  - (a) particulars of the estimated expenditure proposed to be incurred by the local government;
  - (b) detailed information relating to the rates and service charges which will apply to land within the district including —
    - (i) the amount it is estimated will be yielded by the general rate; and
    - (ii) the rate of interest (if any) to be charged by the local government on unpaid rates and service charges;
  - (c) the fees and charges proposed to be imposed by the local government;
  - (d) the particulars of borrowings and other financial accommodation proposed to be entered into by the local government;
  - (e) details of the amounts to be set aside in, or used from, reserve accounts and of the purpose for which they are to be set aside or used;
  - (f) particulars of proposed land transactions and trading undertakings (as those terms are defined in and for the purpose of section 3.59) of the local government; and

- (g) such other matters as are prescribed.
- (5) Regulations may provide for —
  - (a) the form of the annual budget;
  - (b) the contents of the annual budget; and
  - (c) the information to be contained in or to accompany the annual budget.

*[Section 6.2 amended by No. 49 of 2004 s. 42(8) and 56.]*

### **Policy Implications**

Nil (not known at this time)

### **Strategic Implications**

4.1.7 - Develop successful and collaborative partnerships

4.2.2 - Facilitate resource sharing on a regional basis

2.1.3 - Support processes that will enhance local business access to professional services and advice

### **7.00pm RESUMPTION OF STANDING ORDERS**

**Moved CR G Storer**

**Seconded CR BG Cooper**

**That standing orders be resumed with attendance as per attendance register.**

**PUT AND CARRIED: 6/0  
RESOLUTION NO: 101219**

**Voting Requirement:**

Simple majority

### **OFFICER RECOMMENDATION**

**That Council commits to CEACA's progression of the VERSO report to review;**

- i. Community Care Packages**
- ii. Transport**
- iii. Residential Aged Care**

**OR**

**That Council declines the opportunity to progress the VERSO report however remains a member of CEACA.**

**OR**

**That Council declines the opportunity to progress the VERSO report and wishes to withdraw from CEACA.**

**COUNCIL DECISION**

**Moved CR PL McWha**

**Seconded CR GL Boyne**

**That Council commits to CEACA's progression of the VERSO report to review;**

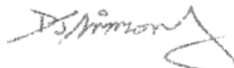
- i. Community Care Packages**
- ii. Transport**
- iii. Residential Aged Care**

**PUT & CARRIED: 6/0  
RESOLUTION NO: 111219**

**11.2 Finance**

**11.2.1 MONTHLY FINANCIAL STATEMENTS  
As at 30 November 2019**

**Section 5.23 – Applicability**

<b>Location:</b>	Shire of Koorda
<b>Portfolio:</b>	<b>Governance, Administration and Finance</b> Cr JM Stratford
<b>File Reference:</b>	ADM 0488
<b>Disclosure Of Interest:</b>	No interest declared by CEO
<b>Author:</b>	Lana Foote, Deputy Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	Monthly Financial Statement (Attachments page 73 – 100)

**Background:**

Submission of monthly Financial Statements for period ended 30 November 2019.

**Comment:**

Monthly Financial Statements for the period ended 30 November 2019 for Council's information and acceptance. The explanations for variances are in Note 7 of the Financial Monthly Report.

**Consultation:**

Nil

**Statutory Environment:**

Local Government Act 1995, Section 6.4

Local Government (Financial Management) Regulations 1996 34.1(2) as amended 2005

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

Shire of Koorda Strategic Community Plan

4.3.3 - Provide reporting processes in a transparent, accountable and timely manner

**Voting Requirement:**

Simple majority

**COUNCIL DECISION**  
**Officer Recommendation**

**Moved CR G Storer**

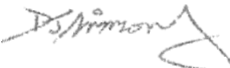
**Seconded CR BG Cooper**

**That the monthly Financial Statements for the period ended 30 November 2019, as presented, be received and adopted.**

**PUT & CARRIED: 6/0**  
**RESOLUTION NO: 121219**



**11.2.2**                      **ACCOUNTS PAID AS LISTED**  
**As at 11 December 2019**

<b>Section 5.23 – Applicability</b>	
<b>Location:</b>	Shire of Koorda
<b>Portfolio:</b>	<b>Governance, Administration and Finance</b>
	Cr JM Stratford
<b>File Reference:</b>	ADM 0488
<b>Disclosure Of Interest:</b>	No interest declared by CEO
<b>Author:</b>	Lana Foote, Deputy Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	Monthly Report List (Attachments page 101 – 103)

**Background:**

Regulatory requirement to advise Council of payments made, since the previous meeting.

**Comment:**

The payments on the attached schedule have been made for the period 15 November 2019 to 11 December 2019 and are generally within budget guidelines and are of an operational nature.

V350	BGC Quarries	\$20,658.53
V365	Quality Builders Pty Ltd	\$189,906.86
V393	Western Rural Earthmoving	\$8,497.50
V394	WCS Concrete Pty Ltd	\$4,161.30
V429	Quality Builders Pty Ltd	\$37,877.84

**Consultation:**

Nil

**Statutory Environment:**

Local Government Act 1995, Section 5.42

Local Government (Financial Management) Regulations 1996 12(1) (a), 13(1), 13(3).

**Policy Implications:**

Nil

**Financial Implications:**

Budget guidelines and constraints

Need to authorise unbudgeted expenditure (if any)

**Strategic Implications:**

Shire of Koorda Strategic Community Plan

4.3.3 - Provide reporting processes in a transparent, accountable and timely manner

**Voting Requirement:**

Simple majority

**COUNCIL DECISION**  
**Officer Recommendation**

**Moved CR GL Boyne**

**Moved CR PL McWha**


**That accounts as listed being for period 15 November 2019 to 11 December 2019.**

<b>Municipal Vouchers No's V330 to V443</b>	<b>Totalling</b>	<b>\$606,056.40</b>
<b>Credit Card (V399)</b>	<b>Totalling</b>	<b>\$1,578.20</b>
	<b>Total</b>	<b>\$607,634.60</b>

**To be endorsed or passed for payment**

**PUT & CARRIED: 6/0**  
**RESOLUTION NO: 131219**

## 11.2.3 **MONTHLY FINANCIAL POSITION** As at 11 December 2019

<b>Section 5.23 – Applicability</b>	
<b>Location:</b>	Shire of Koorda
<b>Portfolio:</b>	<b>Governance, Administration and Finance</b> Cr JM Stratford
<b>File Reference:</b>	ADM 0488
<b>Disclosure Of Interest:</b>	No interest declared by CEO
<b>Author:</b>	Lana Foote, Deputy Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	Financial Position (Attachments page 104)

### **Background:**

Current Monthly Financial position as at 11 December 2019 on the various accounts.

### **Comment:**

The Municipal Account's financial position as at 11 December 2019 indicated at this time.

Monthly Financial Position	Municipal Account	\$1,001,194.68
	Reserve Account	\$5,652,177.02
	Trust Account	\$5,604.46

### **Consultation:**

Monthly advice

### **Statutory Environment:**

Local Government Act 1995, Section 6.4

### **Policy Implications:**

Regulation

### **Financial Implications:**

Shows current financial position

### **Strategic Implications:**

Shire of Koorda Strategic Community Plan

4.3.3 - Provide reporting processes in a transparent, accountable and timely manner

**Voting Requirement:**

Simple majority

**COUNCIL DECISION**  
**Officer Recommendation**

**Moved CR G Storer**

**Seconded CR BG Cooper**

**That the Financial Position, as at 11 December 2019, as presented, be noted, received and adopted.**

**PUT & CARRIED: 6/0**  
**RESOLUTION NO: 141219**

<b>11.3</b>	<b>Law, Order &amp; Public Safety</b>
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*No items this month*

<b>11.4</b>	<b>Health and Building</b>
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*No items this month*

<b>11.5</b>	<b>Education &amp; Welfare</b>
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*No items this month*

<b>11.6</b>	<b>Housing</b>
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*No items this month*

<b>11.7</b>	<b>Community Amenities</b>
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*No items this month*

<b>11.8</b>	<b>Recreation and Culture</b>
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*No items this month*

<b>11.9</b>	<b>Transport</b>
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*No items this month*

<b>11.10</b>	<b>Economic Services</b>
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*No items this month*

<b>11.11</b>	<b>Other Property &amp; Services</b>
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*No items this month*

<b>11.12</b>	<b>Reserves</b>
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*No items this month*

<b>12</b>	<b>ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</b>
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**13 NEW BUSINESS OF AN URGENT NATURE INTRODUCED**

**COUNCIL DECISION  
Officer Recommendation**

**Moved CR LC Smith**


**Seconded CR PL McWha**

**That Late Item 13.1.1: Proposed Delegation of Authority to CEO – Powers Under the Bush Fires Act 1954 be accepted to the Agenda for consideration.**

**PUT & CARRIED: 6/0  
RESOLUTION NO: 151219**

**13.1 PROPOSED DELEGATION OF AUTHORITY TO CEO – POWERS UNDER THE BUSH FIRES ACT 1954**

**Section 5.23 – Applicability**

**Location:** Koorda  
**Portfolio:** Law, Order and Public Safety  
Cr BG Cooper  
**File Reference:** ADM 0119  
**Disclosure of Interest:** No Interest declared by CEO  
**Author:** Darren Simmons, Chief Executive Officer  
**Signature of CEO**   
**Attachment:** Nil

**Background:**

Under the *Bush Fires Act 1954*, the Shire has numerous duties and responsibilities associated with the prevention of, response to and recovery from bush fires within its district.

It is suggested that in a contemporary context these duties and responsibilities may be considered more operational in nature as decisions are usually required on an urgent, as needed, day-to-day basis and thus not fit within Council meeting schedules or processes.

In effect, the Shire's Bush Fire Control Officers exercise their powers, authorities and duties under the *Bush Fires Act 1954* to ensure fire safety in the districts for which their appointments may relate.

Section 5.42 of the *Local Government Act 1995* prescribes that Council may delegate its powers or duties to the Chief Executive Officer (CEO), Section 5.43 outlines the limitations on such delegations. Delegations to the CEO is also prescribed within other legislation.

In this respect, under section 48 the *Bush Fires Act 1954*, local governments may, in writing, delegate its powers to its CEO the performance of any of its functions under this Act.

**Comment:**

As bush fire prevention and response has become specialised and operational in nature, it is considered prudent and appropriate for Council to delegate its powers and the discharge of its duties to its CEO in accordance with section 48 of the *Bush Fires Act 1954*.

However, whilst Council is legally restricted to delegating its powers and duties to the CEO, it is also considered appropriate that a condition be placed on the CEO's exercise of the delegated authority to include the requirement that the Shire's incumbent Chief Bush Fire Control Officer be consulted prior to any decision being made.

### **Consultation**

Shire President  
Chief Bush Fire Control Officer George Storer

### **Statutory Environment:**

Section 5.42 of the Local Government Act 1995:

#### **5.42. Delegation of some powers and duties to CEO**

(1) A local government may delegate\* to the CEO the exercise of any of its powers or the discharge of any of its duties under —

- (a) this Act other than those referred to in section 5.43; or
- (b) the *Planning and Development Act 2005* section 214(2), (3) or (5).

\* *Absolute majority required.*

(2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

Section 48 of the Bush Fire Act 1954:

#### **48. Delegation by local governments**

(1) A local government may, in writing, delegate to its chief executive officer the performance of any of its functions under this Act.

(2) Performance by the chief executive officer of a local government of a function delegated under subsection (1) — (a) is taken to be in accordance with the terms of a delegation under this section, unless the contrary is shown; and (b) is to be treated as performance by the local government.

(3) A delegation under this section does not include the power to subdelegate.

(4) Nothing in this section is to be read as limiting the ability of a local government to act through its council, members of staff or agents in the normal course of business.

### **Policy Implications:**

Nil

### **Financial Implications:**

Nil

### **Strategic Implications:**

Shire of Koorda Strategic Community Plan 2018

Outcome 4.1 – To provide accountable and transparent leadership

**Voting Requirement:**

Absolute majority

**COUNCIL DECISION**  
**Officer Recommendation**

**Moved CR G Storer**

**Seconded CR LC Smith**

**That Council, by an absolute majority vote, delegates its powers and the discharge of any of its duties under any provision of the Bush Fires Act 1954 and Bush Fires Regulations 1954 to the Chief Executive Officer (CEO) of the Shire of Koorda, subject to the CEO consulting with the incumbent Shire of Koorda Chief Bush Fire Control Officer prior to any decision being made.**

**PUT & CARRIED BY ABSOLUTE MAJORITY: 6/0**  
**RESOLUTION NO: 161219**



**14 MATTERS FOR WHICH MEETING MAY BE CLOSED**

**COUNCIL DECISION  
Officer Recommendation**

**Moved CR PL McWha**

**Seconded CR BG Cooper**

**That the Meeting be closed to the public in accordance with section 5.23 (2) (b) and (e) of the Local Government Act 1995 to consider 14.1.1: Citizen of the Year Nomination at 7.06pm.**

**PUT & CARRIED: 6/0  
RESOLUTION NO: 171219**

**14.1.1 CITIZEN OF THE YEAR NOMINATION**

**Section 5.23 – Applicability**

**Location:**

Shire of Koorda

**Portfolio:**

**Recreation & Culture**

Cr LC Smith

**File Reference:**

ADM 0099

**Disclosure Of Interest:**

No interest declared by CEO

**Author:**

Darren J Simmons, Chief Executive Officer

**Signature of CEO**



**Attachment:**

Nominations (Attachments page 105 – 108) CONFIDENTIAL

**\*\*CONFIDENTIAL ITEM \*\***

**5.23. Meetings generally open to public**

- (1) Subject to subsection (2), the following are to be open to members of the public —
  - (a) all council meetings; and
  - (b) all meetings of any committee to which a local government power or duty has been delegated.
- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —
  - (e) a matter that if disclosed, would reveal —
    - (i) a trade secret; or
    - (ii) information that has a commercial value to a person; or
    - (iii) information about the business, professional, commercial or financial affairs of a person,

where the trade secret or information is held by, or is about, a person other than the local government; and

- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

**Background:**

Every year at the Australia Day Function, it is common for a Citizen of the Year Award to be presented to a person who has contributed to the local community.

**Comment:**

This year a nomination has been received for Citizen of the Year. Please note that nominations are to be kept confidential.

**Consultation:**

Nil

**Statutory Environment:**

Nil

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

4.1.1 - Enhance open and interactive communication between Council and the community

**Voting Requirement:**

Simple majority

**COUNCIL DECISION  
Officer Recommendation**

**Moved CR BG Cooper**

**Seconded CR GL Boyne**

**That the nomination for Citizen of the Year for the 2020 Australia Day Celebrations be accepted and awarded as presented.**

**PUT & CARRIED: 6/0  
RESOLUTION NO: 181219**

**COUNCIL DECISION  
Officer Recommendation**

**Moved CR PL McWha**

**Seconded CR LC Smith**

**That the Meeting be re-opened to the public at 7.08pm.**

**PUT & CARRIED: 6/0  
RESOLUTION NO: 191219**

**15** **DATE OF NEXT MEETING**

Wednesday 19 February 2020 @ 5.00pm

**16** **CLOSURE**

The President thanked Councillors and Staff for their attendance and participation, wished everyone a Merry Christmas and Happy New year and is looking forward to a very prosperous 2020, and closed the meeting at 7.10pm.

Signed .....

Presiding person at the meeting at which the minutes were confirmed

Date: 19 February 2020

UNCONFIRMED