

Shire of Koorda

AGENDA

Notice is hereby given that an Ordinary Meeting of Council will be held in Council Chambers, 10 Haig Street, Koorda commencing at 5.00pm on Wednesday, 19 August 2020.



Darren Simmons
Chief Executive Officer



DISCLOSURE OF INTEREST

✦ WRITTEN

- Prior to meeting
- CEO to advise Presiding Person
- Reported to meeting immediately before item discussed
- Standard form may be used

✦ VERBAL

- No round robin at start of meeting
- Advise immediately before item discussed

✦ TO BE DISCLOSED

- Nature of interest
- Extent if vote on participation held.



SHIRE OF KOORDA

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Koorda for any act, omission or statement or intimation occurring during Council or Committee meetings.

The Shire of Koorda disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings.

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 person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a license, and statement or intimation of approval made by a member or officer of the Shire of Koorda during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Koorda.

The Shire of Koorda warns that anyone who has any application lodged with the Shire of Koorda must obtain and should only rely on **written confirmation** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Koorda in respect of the application.

To be read aloud if any member of the public is present.

Signed

DJ Simmons
CHIEF EXECUTIVE OFFICER

CONTENTS

1	DECLARATION OF OPENING	5
2	ANNOUNCEMENT OF VISITORS	5
3	RECORD OF ATTENDANCE	5
	3.1 <i>Record of Attendance:</i>	5
	3.2 <i>Apologies:</i>	5
	3.3 <i>Approved Leave of Absence:</i>	5
4	QUESTION TIME FOR THE PUBLIC	5
	4.1 <i>Response to Previous Public Questions Taken on Notice</i>	5
	4.2 <i>Public Question Time Open</i>	5
	4.3 <i>Public Question Time Closed</i>	5
5	APPLICATIONS FOR LEAVE OF ABSENCE	5
6	DECLARATIONS OF INTEREST	5
7	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS	5
8	CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS	5
	8.1 <i>ORDINARY MEETING HELD 22 July 2020</i>	5
9	ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION	5
10	REPORTS OF COMMITTEES	5
11	CHIEF EXECUTIVE OFFICERS REPORT	6
	11.1 <i>Governance and Administration</i>	6
	11.1.1 NEWTRAVEL MEETING.....	6
	11.2 <i>Finance</i>	8
	11.2.1 MONTHLY FINANCIAL STATEMENTS	8
	11.2.2 ACCOUNTS PAID AS LISTED	10
	11.2.3 MONTHLY FINANCIAL POSITION	12
	11.3 <i>Law, Order & Public Safety</i>	14
	11.4 <i>Health and Building</i>	14
	11.5 <i>Education & Welfare</i>	14
	11.6 <i>Housing</i>	14
	11.7 <i>Community Amenities</i>	14
	11.8 <i>Recreation and Culture</i>	14
	11.9 <i>Transport</i>	14
	11.10 <i>Economic Services</i>	14
	11.11 <i>Other Property & Services</i>	14
	11.12 <i>Reserves</i>	14
12	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	14
13	NEW BUSINESS OF AN URGENT NATURE INTRODUCED.....	14
14	MATTERS FOR WHICH MEETING MAY BE CLOSED	15
	14.1 STAFF MATTER	15
15	DATE OF NEXT MEETING.....	15
16	CLOSURE.....	15
	PORTFOLIO'S	16

1 DECLARATION OF OPENING

2 ANNOUNCEMENT OF VISITORS

3 RECORD OF ATTENDANCE

- 3.1 *Record of Attendance:*
- 3.2 *Apologies:*
- 3.3 *Approved Leave of Absence:*

**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 22 July 2020

OFFICER RECOMMENDATION

That the Minutes of the Koorda Shire Council Ordinary Meeting held on the 22 July 2020, as circulated be confirmed and certified as a true and accurate record.

9 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

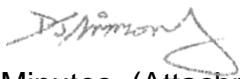
10 REPORTS OF COMMITTEES

11 CHIEF EXECUTIVE OFFICERS REPORT

11.1 Governance and Administration

11.1.1 NEWTRAVEL MEETING
23 July 2020

Section 5.23 – Applicability

Location: NEWROC Regions
Portfolio: **Governance, Administration and Finance**
Cr JM Stratford
File Reference: ADM 0105
Disclosure of Interest: No Interest declared by CEO
Author: Darren Simmons, Chief Executive Officer
Signature of CEO

Attachment: Minutes (Attachment Pages 2 – 17)

Background:

Minutes of the NEWTRAVEL Meeting held on 23 July 2020 at Koorda.

Comment:

The following issues were discussed:

- Item 3 Financial Report
- Item 4 NEWROC Tourism Officer March – July 2020 Report
- Item 5.1 Wheatbelt Way Visitor Statistics
- Item 5.2 Social Media and Marketing Report
- Item 6.1 2020-2021 Marketing Plan
- Item 6.2 Curtin Uni – MOU and Accommodation
- Item 6.3 NEWTRAVEL Forward Plan – Develop a Visiting Friends and Relatives Program – Review
- Item 6.5 Starry Weekend in the Wheatbelt Way with Gingin Observatory
- Item 7 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

OFFICER RECOMMENDATION

That Council note and endorse the recommendations of the NEWTravel meeting held in Koorda on 23 July 2020.

11.2.1

MONTHLY FINANCIAL STATEMENTS

As at 31 July 2020

Section 5.23 – Applicability

Location:

Shire of Koorda

Portfolio:**Governance, Administration and Finance**

Cr JM Stratford

File Reference:

ADM 0448

Disclosure Of Interest:

No interest declared by CEO

Author:

Lana Foote, Deputy Chief Executive Officer

Signature of CEO

Attachment:

Monthly Financial Statement (Attachments Pages 18 – 40)

Background:

Submission of monthly Financial Statements for period ended 31 July 2020.

Comment:

Monthly Financial Statements for the period ended 31 July 2020 for Council's information and acceptance. The explanations for variances of \$10,000 and 10% or more are noted in the Monthly Financial Statements.

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

OFFICER RECOMMENDATION

That the monthly Financial Statements for the period ended 31 July 2020, as presented, be received and adopted.

ACCOUNTS PAID AS LISTED
As at 12 August 2020

Section 5.23 – Applicability	
Location:	Shire of Koorda
Portfolio:	Governance, Administration and Finance
	Cr JM Stratford
File Reference:	ADM 0448
Disclosure Of Interest:	No interest declared by CEO
Author:	Lana Foote, Deputy Chief Executive Officer
Signature of CEO	
Attachment:	Monthly Report List (Attachments Page 41 – 42)

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 from 16 July 2020 to the 12 August 2020 and are generally within budget guidelines and are of an operational nature. Payments for capital assets expenditure are:

V080	RB Motors	\$31,411.50
------	-----------	-------------

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

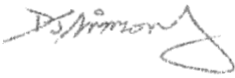
OFFICER RECOMMENDATION

That accounts as listed being for period from 16 July 2020 to 12 August 2020.

Municipal Vouchers No: V027 to V081	Totalling	\$358,568.23
Credit Card Transactions		\$1,523.74
	Total	\$360,091.97

To be endorsed or passed for payment

MONTHLY FINANCIAL POSITION
As at 12 August 2020

Section 5.23 – Applicability	
Location:	Shire of Koorda
Portfolio:	Governance, Administration and Finance Cr JM Stratford
File Reference:	ADM 0448
Disclosure Of Interest:	No interest declared by the CEO
Author:	Lana Foote, Deputy Chief Executive Officer
Signature of CEO	
Attachment:	Financial Position (Attachments Page 43)

Background:

Current Monthly Financial position as at 12 August 2020 on the various accounts.

Comment:

The Municipal Account's financial position as at 12 August 2020 indicated at this time.

Monthly Financial Position	Municipal Account	\$579,125.06
	Reserve Account	\$6,114,376.12
	Trust Account	\$0.00

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

OFFICER RECOMMENDATION

That the Financial Position, as at 12 August 2020, as presented, be noted, received and adopted.

11.3 Law, Order & Public Safety

No items this month

11.4 Health and Building

No items this month

11.5 Education & Welfare

No items this month

11.6 Housing

No items this month

11.7 Community Amenities

No items this month

11.8 Recreation and Culture

No items this month

11.9 Transport

No items this month

11.10 Economic Services

No items this month

11.11 Other Property & Services

No items this month

11.12 Reserves

No items this month

12 **ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

13 **NEW BUSINESS OF AN URGENT NATURE INTRODUCED**

14 MATTERS FOR WHICH MEETING MAY BE CLOSED

14.1 STAFF MATTER

15 DATE OF NEXT MEETING

Wednesday 16 September 2020 @ 5.00pm

16 CLOSURE

PORTFOLIO'S

- ***Governance, Administration and Finance - Cr JM Stratford***

- ***Law, Order, Health and Building - Cr BG Cooper***

- ***Education, Welfare and Property – Cr GL Boyne***

- ***Community Amenities, Environment, Recreation and Culture - Cr LC Smith***

- ***Transport and Communication - Cr G Storer***

- ***Economic, Other Property and Services and Reserves - Cr PL McWha***