

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, 17 March 2021.



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

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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 17 February 2021

Officer Recommendation

That the Minutes of the Koorda Shire Council Ordinary Meeting held on the 17 February 2021, as circulated be confirmed and certified as a true and accurate record.

9 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

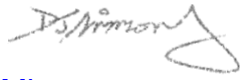
10 REPORTS OF COMMITTEES

11 CHIEF EXECUTIVE OFFICERS REPORT

11.1 Governance and Administration

11.1.1 NEWROC COUNCIL MEETING 23 February 2021 at Trayning

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](#)

Background:

Minutes of the NEWROC Council Meeting held on 23 February 2021 at Trayning.

Comment:

The following issues were discussed:

- Item 5.1 Council Meeting 8 December 2020
- Item 5.2 Out of Session Meeting 24 January 2021
- Late Item NEWROC/Town Teams
- Item 6.1 List of Income and Expenditure
- Item 6.2 NEWROC Audit 2019/20
- Item 7.1 Waste
- Item 7.2 Strategic Projects – Reds Application
- Item 7.3 Updated Item - Strategic Projects – Micro Grid
- Item 7.3 Strategic Projects – Telecommunications
- Item 7.4 Telecommunications – DPIRD Digital Farm Grant
- Item 7.5 Childcare
- Item 7.6 Integrated Planning and Reporting
- Item 8.1 Emergency Management Meetings
- Item 8.2 Regional Subsidiary

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:

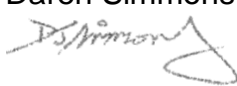
Simple majority

OFFICER RECOMMENDATION

That Council note and endorse the recommendations of the NEWROC Council meeting held at Trayning on 23 February 2021.

11.1.2 GREAT EASTERN COUNTRY ZONE MEETING
22 February 2021 at Kellerberrin

Section 5.23 – Applicability

Location: GECZ Regions
Portfolio: Governance, Administration and Finance
Cr JM Stratford
File Reference: ADM 0092
Disclosure of Interest: No Interest declared by CEO
Author: Daren Simmons, Chief Executive Officer
Signature of CEO 
Attachment: [Minutes](#)

Background:

Minutes of the GECZ Meeting held on 22 February 2021 at Kellerberrin.

Comment:

The following business issues were discussed:

- Item 4.1 Guest Speaker/Deputations: Richard Burnell – Department of Fire and Emergency
- Item 5 Minutes
- Item 6.1 Independent Review of Emergency Services Levy
- Item 6.2 Grass Roots Community Grants' program
- Item 6.3 Wheatbelt Bushfire Volunteer Support
- Item 6.4 Proposed Review of the Road Asset Preservation Model (APM)
- Item 7 Various Zone Reports
- Item 8 WALGA Business – State Councillors Report, WALGA Status Report, State Council Agenda Items, WALGA President's Report
- Item 10 Agency Reports
- Item 11.1 CEO Recruitment Standards
- Item 11.2 Federal Government National On-Farm Emergency Water Infrastructure Rebate Scheme
- Item 11.3 WALGA Transport and Roads Forum
- Item 11.4 Rural Water Council Meeting

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:

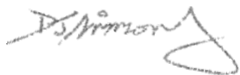
Simple majority

OFFICER RECOMMENDATION

That Council note and endorse the recommendations of the GECZ Meeting held at Kellerberrin on 22 February 2021.

11.1.3 **NEWTRAVEL MEETING**
25 February 2021 at Wyalkatchem

Section 5.23 – Applicability

Location:	NEWTRAVEL Regions
Portfolio:	Governance, Administration and Finance
	Cr JM Stratford
File Reference:	ADM 0142
Disclosure of Interest:	No Interest declared by CEO
Author:	Darren Simmons, Chief Executive Officer
Signature of CEO	
Attachment:	Minutes

Background:

Minutes of the NEWTRAVEL General Meeting held on 25 February 2021 at Wyalkatchem.

Comment:

The following issues were discussed:

- Item 5.1 Quarterly Statistics
- Item 5.1 Social Media and Marketing Report
- Item 6.1 RDA Wheatbelt & Tourism
- Item 6.2 Future of Digital Tourism Symposium
- Item 6.3 Tourism WA Unique Positioning Statement Review
- Item 6.4 Photo Competition
- Item 7.1 Member 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:

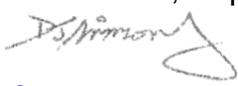
Simple majority

OFFICER RECOMMENDATION

That Council note and endorse the recommendations of the NEWTRAVEL Meeting held at Wyalkatchem on 25 February 2021.

11.1.4 LOCAL GOVERNMENT STATUTORY COMPLIANCE AUDIT RETURN 2020

Section 5.23 – Applicability

Location:	Shire of Koorda
Portfolio:	Governance, Administration and Finance
	Cr JM Stratford
File Reference:	ADM 0121
Disclosure Of Interest:	No interest declared by the CEO
Author:	Lana Foote, Deputy Chief Executive Officer
Signature of CEO	
Attachment:	Compliance Audit 2020

Background:

Each local government is to carry out a Compliance Audit return for the period 1 January to 31 December against certain requirements included within a Compliance Audit Return (CAR) provided by the Department of Local Government.

The CAR, once completed, is to be presented to the Audit Committee and then a report is to be presented to Council for adoption of the return. A copy of the completed CAR is included as an attachment for this item.

The Audit Committee has been requested to review the CAR for 2020 at a meeting immediately preceding Council's March 2021 Ordinary Meeting and, if so resolved, present to Council for adoption so the CAR may be submitted prior to 31 March 2021.

Comment:

The Compliance Audit Return for 2020 has been completed as required;

- Care was taken when completing the Compliance Audit Return to endeavour to ensure all items were adequately addressed in accordance with the 'Audit of Compliance' per Section 7.13(i) of the Local Government Act 1995.

The Compliance Audit Return is:-

- Now presented to Council for adoption,
- Should be received by the Department of Local Government by 31 March 2021.

The Compliance Audit Return has endeavoured to cover various aspects of Statutory Compliance as required by the Local Government Act and various regulations, to include statutory requirements listed in the Local Government (Audit) Regulations in the return.

There is a possible interpretation on completion of the "Compliance Audit" and the requirement that a Local Government is to complete this Compliance Audit Return. These are matters that still remain the responsibility of the Auditor to verify compliance. It is noted that the Compliance Audit Return does not contain a number of the provisions of the Local Government (Financial Management) Regulations 1996.

Consultation:

Darren Simmons, Chief Executive Officer

Statutory Environment:

Local Government Act 1995, Section 7.13(i)
Audit Regulations 13, 14, 15.

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

4.2.4 - Operate in a financially sustainable manner (ongoing)

4.3.3 - Provide reporting processes in a transparent, accountable and timely manner (short term, in progress)

Voting Requirement:

Absolute majority


COMMITTEE RECOMMENDATION

That the Compliance Audit Return for the 2020 calendar year, as presented, be adopted.

11.2	Finance
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11.2.1	MONTHLY FINANCIAL STATEMENTS As at 28 February 2021
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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

Background:

Submission of monthly Financial Statements for period ended 28 February 2021.

Comment:

Monthly Financial Statements for the period ended 28 February 2021 for Council's information and acceptance. The variances are mentioned on Note 13 of Statement of Financial Activity.

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

4.2.4 - Operate in a financially sustainable manner (ongoing)

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

Voting Requirement:

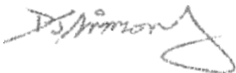
Simple majority

OFFICER RECOMMENDATION

That the monthly Financial Statements for the period ended 28 February 2021, as presented, be received and adopted.

11.2.2 **ACCOUNTS PAID AS LISTED**
As at 8 March 2021

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](#)

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 to 8 March 2020 and are generally within budget guidelines and are of an operational nature. Payments for capital assets expenditure are:

V527	Western Power	\$1,320.00
V542	WCS Concrete Pty Ltd	\$3,256.00
V547	Bendigo Credit Card	\$4,905.41
V550	Bendigo Credit Card	\$958.65
V560	Bendigo Credit Card	\$4,824.60
V573	Elders Ltd	\$53.78
V576	Joondalup Designs	\$560.00
V578	KTY Electrical Services	\$668.25
V579	MW Grant	\$10,208.00

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

4.2.4 - Operate in a financially sustainable manner

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 11 February 2021 to 8 March 2021.

Municipal Vouchers No's V524 to V583

Totalling \$182,992.35

February Credit Card Transactions (V547 & V555)

Totalling \$ 5,864.06

March Credit Card Transactions (V560)

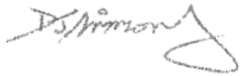
Totalling \$ 4,824.60

Total \$281,336.13

To be endorsed or passed for payment

11.2.3 **MONTHLY FINANCIAL POSITION**
As at 8 March 2021

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](#)

Background:

Current Monthly Financial position as at 8 March 2021 on various accounts.

Comment:

The Municipal Account's financial position as at 8 March 2021 indicated at this time.

Monthly Financial Position	Municipal Account	\$495,804.44
	Reserve Account	\$5,748,350.90
	Trust Account	\$0.00

Consultation:

Monthly advice

Statutory Environment:

Local Government Act 1995, Section 6.4

Policy Implications:

Nil

Financial Implications:

Shows current financial position

Strategic Implications:

Shire of Koorda Strategic Community Plan

4.2.4 - Operate in a financially sustainable manner (ongoing)

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 8 March 2021, as presented, be noted, received and adopted.

11.3	Law, Order & Public Safety
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No items this month

11.4	Health and Building
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No items this month

11.5	Education & Welfare
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No items this month

11.6	Housing
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No items this month

11.7	Community Amenities
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No items this month

11.8	Recreation and Culture
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No items this month

11.9	Transport
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No items this month

11.10	Economic Services
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No items this month

11.11	Other Property & Services
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No items this month

11.12	Reserves
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No items this month

12	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN
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13	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING
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14	MATTERS FOR WHICH MEETING MAY BE CLOSED
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15	DATE OF NEXT MEETING
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Wednesday 21 April 2021 @ 5.00pm

16	CLOSURE
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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***