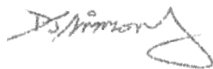


# Shire of Koorda

## AGENDA

**Please Note: The Councillor Swearing In Ceremony will begin from 4.45pm.**

**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, 20 October 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.

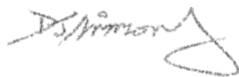
Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

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

In accordance with the provisions of the *Local Government Act 1995*, the Chief Executive Officer will declare the meeting open and preside until the election of the Shire President.

## 2 ANNOUNCEMENT OF VISITORS

Mr Bruno Luers JP for the swearing in of Councillors-elect, President and Deputy President.

## 3 RECORD OF ATTENDANCE

### 3.1 *Record of Attendance:*

Cr GL Boyne  
Cr LC Smith  
Cr-elect GW Greaves\*  
Cr-elect JM Stratford\*  
Cr-elect NJ Chandler\*

Darren Simmons	CEO
Lana Foote	DCEO

\*From 4.45pm, prior to the commencement of the meeting, the Councillors-elect will be provided an opportunity to publicly sign a 'Form 7- Declaration by elected member of Council' before Mr Bruno Luers JP before assuming office as a Councillor for the Shire of Koorda in accordance with the provisions of the *Local Government Act 1995*.

### 3.2 *Apologies:*

### 3.3 *Approved Leave of Absence:*

CR BG Cooper

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

## 4 2021 ORDINARY ELECTION

### 4.1 PRESIDENT AND DEPUTY PRESIDENT ELECTIONS 2021

*If a ballot is required to decide the position of President or Deputy President, it will be conducted as if a normal Council Election (as per Schedule 2.3. of the Local Government Act 1995).*

#### 4.1.1 ELECTION OF SHIRE PRESIDENT (SCHEDULE 2.3)

Nominations are to be lodged in writing to the CEO, indicating consent of the nominee if made by another Councillor, prior to or at the Meeting. ([Proforma nomination form attached](#)).

? nominations for Shire President were received; Cr ??

Ballot

Results

*Name*                    ?  
*Name*                    ?

The Chief Executive Officer declared Cr ??? duly elected to the position of Shire President for the next two (2) year period.

Cr ??? made the declaration of Office of President before JP.....

The Chief Executive Officer to vacate the chair.  
Shire President to take the chair

#### **4.1.2           ELECTION OF DEPUTY SHIRE PRESIDENT (SCHEDULE 2.3)**

Nominations are to be lodged in writing, indicating consent of the nominee if made by another Councillor, to the CEO prior to the meeting or the Shire President at the meeting. [\(Proforma nomination form attached\).](#)

? nominations for Shire President were received; Cr ??

<u>Ballot</u>		<u>Results</u>
<i>Name</i>	?	
<i>Name</i>	?	

The Shire President declared Cr ??? elected to the position of Deputy Shire President for the next two (2) year period.

Cr ??? made the declaration of the Office of Deputy Shire President before JP.....

#### **4.2           DETERMINATION OF COUNCILLOR SEATING ARRANGEMENTS**

Except for the President and Deputy President seats, the CEO is to allot by random draw a position at the Council table for each Councillor as per Clause 7.1 of the Shire of Koorda Standing Orders Local Law 2017.

### 4.3 APPOINTMENT OF COMMITTEES AND DELEGATES

#### Appointment of Committee Members

***That Council resolve, by an absolute majority vote, that the following Councillors, as listed, be appointed as Committee Members and that each Committee consist of three members and a deputy.***

- **Works Committee** – three (3) members

<b><i>Currently</i></b>	<b><i>Appointed</i></b>
Cr G Storer	Cr
Cr BG Cooper	Cr
Cr JM Stratford	Cr
Deputy GL Boyne	Deputy Cr

- **Building/Recreation/Town Planning Committee** – three (3) members

<b><i>Currently</i></b>	<b><i>Appointed</i></b>
Cr LC Smith	Cr
Cr GL Boyne	Cr
Cr JM Stratford	Cr
Deputy Cr G Storer	Deputy Cr

- **Management Review Committee** – three (3) members

<b><i>Currently</i></b>	<b><i>Appointed</i></b>
Shire President Cr JM Stratford, by policy	Shire President Cr ?, by policy/convention/s.5.10(4)
Deputy President Cr PL McWha, by policy	Deputy President Cr ??, by policy/convention
Cr G Storer, by election	Cr ?? by appointment
Cr BG Cooper, by election (Deputy)	Cr ?? by appointment (Deputy)

- **Audit Committee** – three (3) members

<b><i>Currently</i></b>	<b><i>Appointed</i></b>
Shire President Cr JM Stratford, by policy	Shire President Cr ?, by policy/convention/s.5.10(4)
Cr G Storer	Cr ??
Cr PL McWha	Cr ??
Cr LC Smith (Deputy)	Cr ?? by election (Deputy)

**ELECTION OF DELEGATES:**

***Council resolve that the following delegates be APPOINTED;***

	<b>CURRENT DELEGATES</b>	<b>APPOINTED DELEGATES</b>
1) NEWROC (usually President) 1 Delegate	<i>Cr JM Stratford (Deputy) Cr PL McWha</i>	Cr Deputy
2) Regional Road Sub Group 1 Delegate	<i>Cr G Storer (Deputy) Cr</i>	Cr Deputy
3) GECZ WALGA 2 Delegates (President & Deputy President Policy)	<i>Cr JM Stratford Cr PL McWha (Deputy) CEO DJ Simmons</i>	Cr Cr Deputy
5) CEACA 1 Delegates	<i>CEO DJ Simmons</i>	Cr
6) RURAL WATER COUNCIL 1 Delegate	<i>CEO DJ Simmons</i>	Cr Deputy
7) WHEATBELT NATURAL RESOURCE MANAGEMENT 1 Delegate	<i>CEO</i>	Cr/CEO Deputy
8) LEMC Chair	<i>Cr JM Stratford (Deputy) Cr G Storer CEO DCEO</i>	Cr Deputy
9 BUSH FIRE BOARD REGIONAL	<i>Cr G Storer Deputy CEO DJ Simmons</i>	Cr Deputy
10) BUSH FIRE ADVISORY	<i>Cr G Storer Deputy CEO DJ Simmons</i>	Cr <b>Deputy</b>
11) MID-WEST/WHEATBELT JOINT DEVELOPMENT ASSESSMENT PANEL	<i>Cr JM Stratford Cr G Storer Cr GL Boyne Cr BG Cooper</i>	Cr Cr Deputy



**Election of Portfolios:-**

***Council resolved that the following Councillors be elected to portfolios as follows;***

***Election of Portfolios***

**Delegates:**

<b>Portfolio</b>	<b>Current Holder</b>	<b>Elected</b>
1) Governance, Administration and Finance	Cr JM Stratford	Cr
2) Law, Order, Health and Building	Cr BG Cooper	Cr
3) Education, Welfare and Property	Cr GL Boyne	Cr
4) Community Amenities, Environment, Recreation, Culture and Youth	Cr LC Smith	Cr
5) Transport and Communication	Cr G Storer	Cr
6) Economic and Other Property and Services	Cr PL McWha	Cr

**5 QUESTION TIME FOR THE PUBLIC**

- 5.1 *Response to Previous Public Questions Taken on Notice*
- 5.2 *Public Question Time Open*
- 5.3 *Public Question Time Closed*

**6 APPLICATIONS FOR LEAVE OF ABSENCE**

**7 DECLARATIONS OF INTEREST**

**8 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

**9 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS**

- 9.1 **ORDINARY MEETING HELD 15 September 2021** ([Click here to view](#))

**OFFICER RECOMMENDATION**

**That the Minutes of the Koorda Shire Council Ordinary Meeting held on the 15 September 2021, as circulated be confirmed and certified as a true and accurate record.**

**10 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

[WALGA Quarterly Report](#) and [Preferred Supplier Program 20/21 Annual Report](#)

**11 REPORTS OF COMMITTEES**

**12 CHIEF EXECUTIVE OFFICERS REPORT**

**12.1 Governance and Administration**

**12.1.1 CEACA MEETING  
11 October 2021 via Zoom**

**Section 5.23 – Applicability**

**Location:**

**Portfolio:**

**Governance, Administration and Finance**

Cr JM Stratford

**File Reference:**

ADM 0237

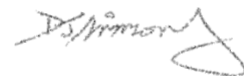
**Disclosure of Interest:**

No Interest declared by CEO

**Author:**

Darren Simmons, Chief Executive Officer

**Signature of CEO**



**Attachment:**

Private Minutes

**Background:**

Minutes of the CEACA Meeting held via Zoom on 11 October 2021.

**Comment:**

The following business issues were discussed:

Item 1 Financial Statements 2020/2021

Item 2 Age Care Service Options

**Consultation**

Members of CEACA

**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

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

**Voting Requirement:**

Simple majority

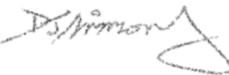
**OFFICER RECOMMENDATION**

**That Council note and endorse the recommendations of the CEACA meeting held via Zoom on 11 October 2021.**

<b>12.2</b>	<b>Finance</b>
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**12.2.1 UNPRESENTED MONTHLY FINANCIAL STATEMENTS**

**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 0448
<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>	Nil

**Background:**

Due to the implementation of the new finance system, the preparation of the monthly financial statements has been delayed.

**Comment:**

As Councillors are aware, since 1 July 2021, Staff have been actively engaged in implementing the Shire's new financial management system, assumed responsibility of the monthly financial reporting (instead of external Accountants), and established new banking arrangements due to Bendigo Bank's withdrawal.

As critical information has only been finalised and uploaded to the system last week, Staff have been unable to prepare Monthly Financial Statements to date, and it is requested a Special Meeting of Council be held Thursday 28<sup>th</sup> October 2021 to consider these reports.

**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:**

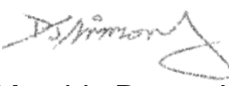
Simple majority

**OFFICER RECOMMENDATION**

**That Council hold a Special Council Meeting on Thursday 28<sup>th</sup> October 2021, to consider the statutory Monthly Financial Statements for 2021/2022.**

**12.2.2**                      **ACCOUNTS PAID AS LISTED**  
**As at 14 October 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 15 September 2021 to 14 October 2021 and are generally within budget guidelines and are of an operational nature. Payments for capital assets expenditure are:

V153	Koorda Ag Parts	\$11,766.70
V191	BGC Quarries	\$19,609.55
V198	BTR Haulage	\$15,987.63
V208	BGC Quarries	\$22,114.53
V209	BTR Haulage	\$17,478.04

**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 15 September 2021 to 14 October 2021.**

**Municipal Vouchers No's V127 to V210  
Bendigo Bank Card (Included in Total) V171**

**Totalling \$ 417,385.81  
\$ 7,782.51  
Total \$ 425,168.32**

**To be endorsed or passed for payment**



**12.3 Law, Order & Public Safety**

*No items this month*

**12.4 Health and Building**

*No items this month*

**12.5 Education & Welfare**

*No items this month*

**12.6 Housing**

*No items this month*

**12.7 Community Amenities**

*No items this month*

**12.8 Recreation and Culture**

*No items this month*

**12.9 Transport**

*No items this month*

**12.10 Economic Services**

*No items this month*

**12.11 Other Property & Services**

*No items this month*

**12.12 Reserves**

*No items this month*

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

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

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

<b>16</b>	<b>DATE OF NEXT MEETING</b>
-----------	-----------------------------

Wednesday 17 November 2021 @ **6.00pm (Harvest schedule)**

<b>17</b>	<b>CLOSURE</b>
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## **PORTFOLIO'S**

- ***Governance, Administration and Finance - Cr***
  
- ***Law, Order, Health and Building - Cr***
  
- ***Education, Welfare and Property – Cr***
  
- ***Community Amenities, Environment, Recreation and Culture - Cr***
  
- ***Transport and Communication - Cr***
  
- ***Economic, Other Property and Services and Reserves - Cr***