

**2020**

# MINUTES

**Shire of Koorda**

**15/04/2020**

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# SHIRE OF KOORDA MINUTES

## FOR THE ORDINARY MEETING OF COUNCIL

Held via Teleconference, Wednesday 15 April 2020  
at 5.04 pm

### 1 DECLARATION OF OPENING

Prior to the commencement of the meeting, the Presiding Member advised Councillors and staff that the meeting would be digitally voice recorded to assist with minute taking and requested the CEO to commence such recording via the teleconferencing system. (Pursuant to clause 5.15 of the Shire of Koorda Standing Orders Local Law 2017).

The Presiding Person declared the meeting open at 5.04pm and, as the meeting was being held via teleconference in accord with Regulation 14D of the *Local Government (Administration) Regulations 1996* (due to the COVID-19 pandemic state of emergency arrangements), conducted a verbal roll call of attendees with the result as listed under item 3.1 below.

### 2 ANNOUNCEMENT OF VISITORS

### 3 RECORD OF ATTENDANCE

As the COVID-19 pandemic has seen a change in their personal circumstances, the leave of absence previously granted by Council to Councillors Boyne and Cooper at its meeting held on 18 March 2020 has been superseded and, hence, their attendance at this meeting.

#### 3.1 *Record of Attendance:*

CR JM Stratford	President
CR PL McWha	Deputy President
CR GL Boyne	Councillor
CR BG Cooper	Councillor
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:*

**PRESIDENT TO DRAW THE DISCLAIMER TO THE PUBLICS' 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 18 March 2020**

**COUNCIL DECISION  
Officer Recommendation**

**Moved CR LC Smith**

**Seconded CR BG Cooper**

**That the Minutes of the Koorda Shire Council Ordinary Meeting held on the 18 March 2020, as circulated be confirmed and certified as a true and accurate record.**

**PUT & CARRIED: 6/0  
RESOLUTION NO: 010420**

**8.2 SPECIAL MEETING HELD 23 March 2020**

**COUNCIL DECISION  
Officer Recommendation**

**Moved CR BG Cooper**

**Seconded CR GL Boyne**

**That the Minutes of the Koorda Shire Council Special Meeting held on the 23 March 2020, as circulated be confirmed and certified as a true and accurate record.**

**PUT & CARRIED: 6/0  
RESOLUTION NO: 020420**

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

WALGA Quarterly Report from January to March 2020

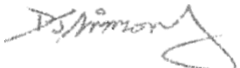
**10 REPORTS OF COMMITTEES**

## 11 CHIEF EXECUTIVE OFFICERS REPORT

### 11.1 Governance and Administration

#### 11.1.1 NEWROC COUNCIL MEETING 12 March 2020 at Trayning

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

<b>Location:</b>	NEWROC Regions
<b>Portfolio:</b>	<b>Governance, Administration and Finance</b> <b>Cr JM Stratford</b>
<b>File Reference:</b>	ADM 0105
<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>	Minutes (Attachments Page 2 – 7)

##### **Background:**

Minutes of the NEWROC Council Meeting held on 12 March 2020 at Trayning.

##### **Comment:**

The following issue was discussed:

Item 3.1 NEWROC Membership – Shire of Dowerin

##### **Consultation**

Nil

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

Nil

##### **Policy Implications:**

Nil

##### **Financial Implications:**

Nil

##### **Strategic Implications:**

4.1.7 - Develop successful and collaborative partnerships (ongoing)

4.2.2 - Facilitate resource sharing on a regional basis (medium term, in progress, ongoing)

**Voting Requirement:**

Simple majority

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

**Moved CR BG Cooper**

**Seconded CR GL Boyne**

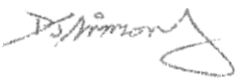
**That Council note and endorse the recommendations of the NEWROC Council Meeting held at Trayning on 12 March 2020.**

**PUT & CARRIED: 6/0**  
**RESOLUTION NO: 030420**

CONFIRMED

## 11.1.2 COVID-19 FINANCIAL HARDSHIP POLICY

### Section 5.23 – Applicability

<b>Location:</b>	Shire of Koorda
<b>Portfolio:</b>	<b>Governance, Administration and Finance</b> <b>Cr JM Stratford</b>
<b>File Reference:</b>	ADM 323
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Darren Simmons, Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	Nil

### Background

In response to existing and future adverse financial impacts on many of the Shire's customers emanating from the COVID-19 pandemic, it is suggested that Council consider adopting WALGA's template 'COVID-19 Financial Hardship Policy'.

### Comment

To assist customers adversely affected financially by and as a result of COVID-19 and provide staff with a Council policy position, it is recommended that Council adopt the following COVID-19 Financial Hardship Policy.

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#### Policy Objective

To give effect to our commitment to support the whole community to meet the unprecedented challenges arising from the COVID19 pandemic, the Shire of Koorda recognises that these challenges will result in financial hardship for our ratepayers.

This Policy is intended to ensure that we offer fair, equitable, consistent and dignified support to ratepayers suffering hardship, while treating all members of the community with respect and understanding at this difficult time.

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#### Policy Scope

This policy applies to:

1. Outstanding rates and service charges as at the date of adoption of this policy; and
2. Rates and service charges levied for the 2020/21 financial year.

It is a reasonable community expectation, as we deal with the effects of the pandemic that those with the capacity to pay rates will continue to do so. For this reason the Policy is not intended to provide rate relief to ratepayers who are not able to evidence financial hardship and the statutory provisions of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996* will apply.

## Policy Statement

### Payment difficulties, hardship and vulnerability<sup>1</sup>

Payment difficulties, or short term financial hardship, occur where a change in a person's circumstances result in an inability to pay a rates or service charge debt.

Financial hardship occurs where a person is unable to pay rates and service charges without affecting their ability to meet their basic living needs, or the basic living needs of their dependants. The Shire of Koorda recognises the likelihood that COVID19 will increase the occurrence of payment difficulties, financial hardship and vulnerability in our community. This policy is intended to apply to all ratepayers experiencing financial hardship regardless of their status, be they a property owner, tenant, business owner etc.

### Anticipated Financial Hardship due to COVID19

We recognise that many ratepayers are already experiencing financial hardship due to COVID-19. We respect and anticipate the probability that additional financial difficulties will arise when their rates are received.

We will write to ratepayers at the time their account falls into arrears, to advise them of the terms of this policy and encourage eligible ratepayers to apply for hardship consideration. Where possible and appropriate, we will also provide contact information for a recognised financial counsellor and/or other relevant support services.

### Financial Hardship Criteria

While evidence of hardship will be required, we recognise that not all circumstances are alike. We will take a flexible approach to a range of individual circumstances including, but not limited to, the following situations:

- Recent unemployment or under-employment
- Sickness or recovery from sickness
- Low income or loss of income
- Unanticipated circumstances such as caring for and supporting extended family

Ratepayers are encouraged to provide any information about their individual circumstances that may be relevant for assessment. This may include demonstrating a capacity to make some payment and where possible, entering into a payment proposal. We will consider all circumstances, applying the principles of fairness, integrity and confidentiality whilst complying our statutory responsibilities.

### Payment Arrangements

Payment arrangements facilitated in accordance with Section 6.49 of the Act are of an agreed frequency and amount. These arrangements will consider the following:

- That a ratepayer has made genuine effort to meet rate and service charge obligations in the past;

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<sup>1</sup> Adapted from the Ombudsman Western Australia publication, **Local government collection of overdue rates for people in situations of vulnerability: Good Practice Guidance:** <http://www.ombudsman.wa.gov.au/>



- The payment arrangement will establish a known end date that is realistic and achievable;
- The ratepayer will be responsible for informing the Shire of Koorda of any change in circumstance that jeopardises the agreed payment schedule.

In the case of severe financial hardship, we reserve the right to consider waiving additional charges or interest (excluding the late payment interest applicable to the Emergency Services Levy).

### **Interest Charges**

A ratepayer that meets the Financial Hardship Criteria and enters into a payment arrangement may request a suspension or waiver of interest charges. Applications will be assessed on a case by case basis.

### **Deferment of Rates**

Deferment of rates may apply for ratepayers who have a Pensioner Card, State Concession Card or Seniors Card and Commonwealth Seniors Health Care Card registered on their property. The deferred rates balance:

- remains as a debt on the property until paid;
- becomes payable in full upon the passing of the pensioner or if the property is sold or if the pensioner ceases to reside in the property;
- may be paid at any time, BUT the concession will not apply when the rates debt is subsequently paid (deferral forfeits the right to any concession entitlement); and
- does not incur penalty interest charges.

### **Debt recovery**

We will suspend our debt recovery processes whilst negotiating a suitable payment arrangement with a debtor. Where a debtor is unable to make payments in accordance with the agreed payment plan and the debtor advises us and makes an alternative plan before defaulting on the 3<sup>rd</sup> due payment, then we will continue to suspend debt recovery processes.

Where a ratepayer has not reasonably adhered to the agreed payment plan, then for any Rates and Service Charge debts that remain outstanding on 1 July 2021, we will offer the ratepayer one further opportunity of adhering to a payment plan that will clear the total debt by the end of the 2021/2022 financial year.

Rates and service charge debts that remain outstanding at the end of the 2021/22 financial year, will then be subject to the rates debt recovery procedures prescribed in the Local Government Act 1995.

### **Review**

We will establish a mechanism for review of decisions made under this policy, and advise the applicant of their right to seek review and the procedure to be followed.

## Communication and Confidentiality

We will maintain confidential communications at all times and we undertake to communicate with a nominated support person or other third party at your request.

We will advise ratepayers of this policy and its application, when communicating in any format (i.e. verbal or written) with a ratepayer that has an outstanding rates or service charge debt.

We recognise that applicants for hardship consideration are experiencing additional stressors, and may have complex needs. We will provide additional time to respond to communication and will communicate in alternative formats where appropriate. We will ensure all communication with applicants is clear and respectful.

## Consultation

Deputy Chief Executive Officer

## Statutory Environment:

Local Government Act 1995

## Policy Implications

Creation of new policy

## Financial Implications

Nil

## Strategic Implications

Strategic Community Plan

4.3.2 Enhance the capacity and effectiveness of administrative processes

## Voting Requirement

Simple majority

## **COUNCIL DECISION**

### **Officer Recommendation**

**Moved CR BG Cooper**

**Seconded CR PL McWha**

**That Council adopts the proposed 'COVID-19 Financial Hardship Policy', as outlined within the report of the Chief Executive Officer.**

**PUT & CARRIED: 6/0  
RESOLUTION NO: 040420**

### 11.1.3 SHIRE OF KOORDA COVID-19 PANDEMIC COMMUNITY SUPPORT RESPONSE

#### **Section 5.23 – Applicability**

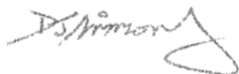
**Location:** Shire of Koorda  
**Portfolio:** Governance, Administration and Finance  
Cr JM Stratford

**File Reference:**

**Disclosure of Interest:** Nil

**Author:** Darren Simmons, Chief Executive Officer

**Signature of CEO**



**Attachment:** Nil

#### **Background**

The World Health Organization declared COVID-19 (Coronavirus) a pandemic on 11 March 2020.

On 15 March 2020, the Minister for Emergency Services declared a state of Emergency with effect from 12 a.m. on 16 March 2020 in respect of the pandemic caused by COVID-19 pursuant to section 56 of the Emergency Management Act 2005 (State of Emergency).

The State of Emergency applies to the State of Western Australia. (In addition, a COVID-19 Public Health Emergency has also been declared).

The Premier wrote to WALGA President, Mayor Tracey Roberts, on 17 March 2020, requesting that all Local Governments freeze rates fees and charges, in order to provide much needed financial support to households and businesses during the COVID-19 crisis. WALGA President, Mayor Tracey Roberts, replied to the Premier on 23 March 2020 and informed him that:

- The Local Government sector is acutely aware of the added financial pressure and uncertainty facing households, small businesses and the self-employed as a result of COVID-19; and
- In order to realise a net zero rates, fees and charges increase, the sector needs support from the State Government in relation to a range of financial, regulatory and governance considerations.

On 23 March 2020, WALGA President, Mayor Tracey Roberts, wrote to all Councils and informed them of the above correspondence.

On 24 March 2020, a State and Local Government Partnership Agreement meeting was held. At this meeting, the Premier informed attendees that the COVID-19 situation had escalated, with expectations that the economic impact would be without precedent. The Premier urged the sector to consider the immediate implementation of any initiatives that would provide relief and economic stimulus for local economies, including the provision of financial support and relief to households and businesses.

WALGA State Council resolved on Friday, 27 March to support a suite of actions for Councils to consider in supporting their communities through the COVID-19 pandemic. A summary of measures endorsed by WALGA include:

- Consider not increasing rates for the 2020-21 financial year.
- Adoption of the WALGA template rates hardship policy by Local Governments that do not currently have a policy (Listed separately within this agenda).
- Consider rate relief options to support small businesses affected by the COVID-19 pandemic.
- Review fees and charges considering whether fees can be reduced, waived or deferred during the COVID-19 pandemic.
- Bring forward capital works and infrastructure spending with aggressive application of reserves and borrowing.
- Prioritise Local Government spending with businesses and contractors located within the Local Government.
- Implement business friendly payment terms to support business cash flow.
- Consider supporting Community sporting and cultural groups by either establishing grant programs or waiving fees and charges.
- Redeploy staff affected by facility closures to tasks that support the community.

Both the Minister for Local Government and WALGA would like to hear from individual Local Governments that have adopted Council-endorsed proposals aligning with the State Council's resolution, and any other actions and initiatives intended to ease the financial burden within your community.

### **Comment**

Whilst informal email-based consultation has commenced between elected members and staff, on Monday, 6 April 2020, the Shire President invited all Councillors to participate in a special Council Forum teleconference (in order to meet social distancing and limits on public gatherings) at 5.00pm on Thursday, 9 April 2020 to discuss/workshop suitable COVID-19 community relief measures.

As this special Council Forum will be conducted after the release of the agenda papers for Council's ordinary meeting scheduled for 15 April 2020 (due to the Easter public holidays), the Shire President and CEO have agreed that this initial agenda report will not include any recommendations however an addendum report that will take into account the Council Forum discussions will be provided to Councillors prior to the Council meeting on 15 April 2020. (The Shire President has authorised the meeting to be held on 15 April 2020 to be conducted electronically via teleconference in accordance with Regulation 14D of the Local Government (Administration) Regulations 1996).

### **Additional Comment**

Following the special Council Forum teleconference held on Thursday, 9 April 2020, the CEO and DCEO have distilled from the discussion held with Councillors, the community support measures identified as being appropriate for Council to consider and adopt at this time.

These measures are included in the Officer recommendation below.

### **Consultation**

Special Council Forum teleconference held on 9 April 2020

## **Statutory Environment**

Local Government Act 1995

## **Policy Implications**

Nil

## **Financial Implications**

To be determined

## **Strategic Implications**

Strategic Community Plan

4.3.2 Enhance the capacity and effectiveness of administrative processes

## **Voting Requirement**

Simple majority

### **COUNCIL DECISION**

#### **Officer Recommendation**

**Moved CR LC Smith**

**Seconded CR BG Cooper**

**That Council endorse the following actions in response to the COVID-19 pandemic:**

**a. Not increase rates for the 2020-21 financial year;**

**b. Notes Council's consideration and adoption of the WALGA template rates hardship policy;**

**c. As part of Council's 2020/21 budget preparation process, review fees and charges that can be reduced, waived or deferred and/or consider offering free services and community grant programs implemented during or because of the COVID-19 pandemic;**

**d. Consider additional capital works and infrastructure spending during preparation and adoption of the 2020/21 budget;**


**e. Continue, and enhance where possible, spending with businesses and contractors located within the Shire of Koorda, as a first priority, and the NEWROC local governments, as a second priority;**

**f. Note and endorse the implementation by Shire staff of business-friendly payment terms to support business cash flow; and**

**g. Note and endorse the CEO's actions in increasing public amenity cleaning regimes, implementing 'work from home' arrangements for office staff and continuing the adopted 2019/20 works program in order to keep all staff employed, engaged and supporting the community.**

**PUT & CARRIED: 6/0  
RESOLUTION NO: 050420**

## 11.1.4 DELEGATION OF AUTHORITY TO CEO – DEVELOPMENT APPROVALS/PLANNING DETERMINATIONS

<b>Section 5.23 – Applicability</b>	
<b>Location:</b>	Koorda
<b>Portfolio:</b>	<b>Governance, Administration and Finance</b> Cr JM Stratford
<b>File Reference:</b>	ADM 0147
<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:

In order to assist town planning applicants in an efficient and effective manner and to improve customer service generally, numerous local governments have used powers conferred under the *Planning and Development (Local Planning Schemes) Regulations 2015* and specifically Clause 82, Part 10 of Schedule 2 of the Deemed Provisions for Local Planning Schemes, to delegate authority to their CEO to approve or refuse applications for development approval made under their Local Planning Schemes.

### Comment:

Similar to the experience of numerous local governments, and as Council has set the local town planning framework through the Shire of Koorda Local Planning Scheme No. 3 and its associated Local Planning Strategy, it is suggested that the Shire's town planning customers would receive significant time benefits if the process of development approvals/planning determinations could be streamlined by delegating authority to the CEO to undertake this task on behalf of Council.

### Consultation

Nil

### 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 5.42 amended: No. 1 of 1998 s. 13; No. 28 of 2010 s. 70.]

*Planning and Development (Local Planning Schemes) Regulations 2015* and specifically Clause 82, Part 10 of Schedule 2 of the Deemed Provisions for Local Planning Schemes:

82. Delegations by local government

- (1) The local government may, by resolution, delegate to a committee or to the local government CEO the exercise of any of the local government's powers or the discharge of any of the local government's duties under this Scheme other than this power of delegation.
- (2) A resolution referred to in subclause (1) must be by absolute majority of the council of the local government.
- (3) The delegation must be in writing and may be general or as otherwise provided in the instrument of delegation.

**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 GL Boyne**

**That Council, pursuant to Clause 82, Part 10 of Schedule 2 of the Deemed Provisions for Local Planning Schemes under the *Planning and Development (Local Planning Schemes) Regulations 2015*, delegates authority for planning determinations to the Chief Executive Officer in order to approve or refuse applications for development approval made under Shire of Koorda Local Planning Scheme No. 3 (the Scheme) as follows:**

**In the case of development applications involving use which is classified as “P” or “D” use in the Local Planning Scheme text, the Chief Executive Officer has delegated authority to approve such applications subject to relevant conditions if necessary;**

**In the case of development applications involving a use which is classified as “A” use in the Scheme text, the Chief Executive Officer has delegated authority to approve each application subject to the application being advertised in accordance with the Scheme, no substantive objections being received;**

**The Chief Executive Officer has delegated authority to refuse development applications in cases where such applications do not comply with the provisions of the Scheme and could not comply without significantly altering the proposal;**

**The Chief Executive Officer has delegated authority to consider and determine applications for patios, pergolas, verandas, car ports, shade structures and/or other minor additions in all zones provided that, where appropriate, advertising/consultation with likely affected adjoining landowners has been undertaken and submissions adequately addressed.**

**All approvals and refusals processed shall be submitted monthly to Council for information.**

**PUT & CARRIED BY AN ABSOLUTE MAJORITY: 6/0  
RESOLUTION NO: 060420**



**11.2 Finance**

**11.2.1 MONTHLY FINANCIAL STATEMENTS  
As at 31 March 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 Page 8 – 31)

**Background:**

Submission of monthly Financial Statements for period ended 31 March 2020

**Comment:**

Monthly Financial Statements for the period ended 31 March 2020 for Council's information and acceptance. The variances are mentioned on Note 14 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:**

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:**

Simple majority

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

**Moved CR BG Cooper**


**Seconded CR LC Smith**

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

**PUT & CARRIED: 6/0**  
**RESOLUTION NO: 070420**

CONFIRMED

**11.2.2**                      **ACCOUNTS PAID AS LISTED**  
**As at 9 April 2020**

<b>Section 5.23 – Applicability</b>	
<b>Location:</b>	Shire of Koorda
<b>Portfolio:</b>	<b>Governance, Administration and Finance</b> <b>Cr JM Stratford</b>
<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>	Monthly Report List (Attachments Page 32 – 34)

**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 9 April 2020 and are generally within budget guidelines and are of an operational nature. Payments for capital assets expenditure are:

V648	Avon Valley Nissan/Toyota	\$14,270.00
V670	WSC Concrete Pty Ltd	\$37,309.25
V677	Western Stabilisers	\$87,340.00
V683	Boekman Machinery	\$30,668.30

**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:**

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:**

Simple majority

**COUNCIL DECISION**

**Officer Recommendation**

**Moved CR PL McWha**

**Seconded CR GL Boyne**

**That accounts as listed being for period 10 March 2020 to 9 April 2020.**


<b>Municipal Vouchers No's V609 to V706</b>	<b>Totalling</b>	<b>\$ 473,240.11</b>
<b>Credit Card Transactions (V674)</b>	<b>Totalling</b>	<b>\$ 3,500.68</b>
	<b>Total</b>	<b>\$ 476,740.79</b>

**To be endorsed or passed for payment**

**PUT & CARRIED: 6/0  
RESOLUTION NO: 080420**

CONFIDENTIAL

## 11.2.3 **MONTHLY FINANCIAL POSITION** As at 9 April 2020

<b>Section 5.23 – Applicability</b>	
<b>Location:</b>	Shire of Koorda
<b>Portfolio:</b>	<b>Governance, Administration and Finance</b> <b>Cr JM Stratford</b>
<b>File Reference:</b>	ADM 0448
<b>Disclosure Of Interest:</b>	No interest declared by the CEO
<b>Author:</b>	Lana Foote, Deputy Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	Financial Position (Attachments Page 35)

### **Background:**

Current Monthly Financial position as at 9 April 2020 on various accounts.

### **Comment:**

The Municipal Account's financial position as at 9 April 2020 indicated at this time.

Monthly Financial Position	Municipal Account	\$ 400,259.44
	Reserve Account	\$ 5,697,191.15
	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:**

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:**

Simple majority

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

**Moved CR BG Cooper**


**Seconded CR LC Smith**

**That the Financial Position as at 9 April 2020 as presented, be noted, received and adopted.**

**PUT & CARRIED: 6/0**  
**RESOLUTION NO: 090420**

CONFIRMED

**11.2.4 INVESTMENT OF COUNCIL FUNDS**  
**1 January 2020 - 31 March 2020**

<b>Section 5.23 – Applicability</b>	
<b>Location:</b>	Shire of Koorda
<b>Portfolio:</b>	<b>Governance, Administration and Finance</b> <b>Cr JM Stratford</b>
<b>File Reference:</b>	ADM 0448
<b>Disclosure Of Interest:</b>	No interest declared by the CEO No interest declared by Councillors
<b>Author:</b>	Lana Foote, Deputy Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	Quarterly Report (Attachments Page 36 – 37)

**Background:**

Quarterly Report for the period ended 31 March 2020.

The Quarterly Report to Council gives details of all current investments showing place of investment, term of investment, interest rate, name of funds invested and transactions for the period.

**Comment:**

The attached breakdown is for your information and the position as at 31 March 2020.

**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:**

Finance Policy No. 1

**Financial Implications:**

Budgetary considerations, amendments and cash flow requirements.

**Strategic Implications:**

Will assist in Councils longer term financial planning strategies and meet 'compliance' issues as required.

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

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

**Moved CR GL Boyne**

**Seconded CR PL McWha**

**That the Quarterly Report to Council on all current investments to 31 March 2020 as presented, be received and adopted.**

**PUT & CARRIED: 6/0**  
**RESOLUTION NO: 100420**

CONFIRMED



**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 BY DECISION OF THE MEETING**

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

**15 DATE OF NEXT MEETING**

Wednesday 20 May 2020 @ 5.00pm

**16 CLOSURE**

The President thanked Councillors and Staff for their participation and closed the meeting at 5.36pm (Digital voice recording ceased).

Signed .....

Presiding person at the meeting at which the minutes were confirmed

Date: 20 May 2020

CONFIRMED