

2020

MINUTES

Shire of Koorda

19/08/2020

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SHIRE OF KOORDA MINUTES

FOR THE ORDINARY MEETING OF COUNCIL
Held in the Council Chambers, 10 Haig Street,
Koorda, on Wednesday 19 August at 5.00 pm

1 DECLARATION OF OPENING

The Presiding Person declared the meeting open at 5.00pm.

2 ANNOUNCEMENT OF VISITORS

3 RECORD OF ATTENDANCE

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 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

**COUNCIL DECISION
Officer Recommendation**

Moved CR BG Cooper

Seconded CR GL Boyne

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.

**PUT & CARRIED: 6/0
RESOLUTION NO: 010820**

9 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

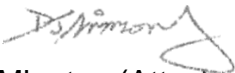
10 REPORTS OF COMMITTEES

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

COUNCIL DECISION

Officer Recommendation

Moved CR PL McWha

Seconded CR LC Smith

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

**PUT & CARRIED: 6/0
RESOLUTION NO: 020820**

CONFERRING

11.2 Finance

**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

COUNCIL DECISION
Officer Recommendation

Moved CR G Storer

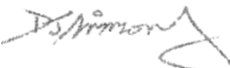
Seconded CR BG Cooper

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

PUT & CARRIED: 6/0
RESOLUTION NO: 030820

CONFIRMED

11.2.2 **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
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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 PL McWha

Seconded CR GL Boyne

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

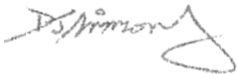
Municipal Vouchers No: V027 to V081	Totalling	\$358,568.23
Credit Card Transactions		\$1,523.74
	Total	\$360,091.97

To be endorsed or passed for payment

PUT & CARRIED: 6/0
RESOLUTION NO: 040820

CONFIDENTIAL

11.2.3 **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

COUNCIL DECISION
Officer Recommendation

Moved CR G Storer

Seconded CR BG Cooper

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

PUT & CARRIED: 6/0
RESOLUTION NO: 050820

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

14 MATTERS FOR WHICH MEETING MAY BE CLOSED

COUNCIL DECISION

Moved CR PL McWha

Seconded CR LC Smith

That Council close the meeting to the public at 5.09pm in accordance with section 5.23(2)(a) as the matters to be discussed relate to employees.

**PUT & CARRIED: 6/0
RESOLUTION NO: 060820**

At 5.09pm, the DCEO left the meeting.

14.1 STAFF MATTERS

COUNCIL DECISION

Moved CR PL McWha

Seconded CR LC Smith

That Council supports and endorses the actions of the CEO in offering to renew the contract of employment for the DCEO for a new 5-year term.

**PUT & CARRIED: 6/0
RESOLUTION NO: 070820**

At 5.31pm, the CEO left the meeting.

COUNCIL DECISION

Moved CR GL Boyne

Seconded CR LC Smith

That Council, in accordance with clause 4.3 of the CEO's employment contract, resolves that the 2020 CEO performance review will be conducted by the full Council.

**PUT & CARRIED: 6/0
RESOLUTION NO: 080820**

At 5.47pm, the CEO and DCEO returned to the meeting and were advised by the President of Council's decisions whilst the meeting was closed to the public.

COUNCIL DECISION

Moved CR PL McWha

Seconded CR G Storer

That Council open the meeting to the public at 5.48pm.

**PUT & CARRIED: 6/0
RESOLUTION NO: 090820**

15 DATE OF NEXT MEETING

Wednesday 16 September 2020 @ 5.00pm

16 CLOSURE

The Presiding Person thanked Councillors and Staff for their attendance and declared the meeting closed at 5.50 pm

Signed

Presiding Person at the meeting at which the minutes were confirmed

Date: 16 September 2020