

2021

MINUTES

Shire of Koorda

17/02/2021

CONTENTS

1	DECLARATION OF OPENING	3
2	ANNOUNCEMENT OF VISITORS	3
3	RECORD OF ATTENDANCE	3
	3.1 Record of Attendance:	3
	3.2 Apologies:	3
	CR PL McWha Deputy President.....	3
	CR BG Cooper Councillor.....	3
	3.3 Approved Leave of Absence:	3
4	QUESTION TIME FOR THE PUBLIC	3
	4.1 Response to Previous Public Questions Taken on Notice	3
	4.2 Public Question Time Open	3
	4.3 Public Question Time Closed	3
5	APPLICATIONS FOR LEAVE OF ABSENCE	3
6	DECLARATIONS OF INTEREST	3
7	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS.....	3
8	CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS	4
	8.1 ORDINARY MEETING HELD 16 December 2020	4
9	ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION.....	4
10	REPORTS OF COMMITTEES	4
	11.1 Governance and Administration	5
	11.1.1 NEWROC COUNCIL MEETING	5
	11.1.2 ANNUAL ELECTORS MEETING HELD ON 3 FEBRUARY 2021	7
	11.2 Finance.....	9
	11.2.1 MONTHLY FINANCIAL STATEMENTS – DECEMBER 2020	9
	11.2.2 MONTHLY FINANCIAL STATEMENTS – JANUARY 2021	11
	11.2.3 ACCOUNTS PAID AS LISTED.....	13
	11.2.4 MONTHLY FINANCIAL POSITION	15
	11.2.5 INVESTMENT OF COUNCIL FUNDS	17
	11.3 Law, Order & Public Safety.....	19
	11.4 Health and Building.....	19
	11.5 Education & Welfare.....	19
	11.6 Housing.....	19
	11.7 Community Amenities.....	19
	11.8 Recreation and Culture	19
	11.9 Transport.....	19
	11.10 Economic Services.....	19
	11.11 Other Property & Services.....	19
	11.12 Reserves	19
12	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	19
13	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING.....	19
14	MATTERS FOR WHICH MEETING MAY BE CLOSED.....	20
15	DATE OF NEXT MEETING	20
16	CLOSURE	20



SHIRE OF KOORDA MINUTES

FOR THE ORDINARY MEETING OF COUNCIL
Held in the Council Chambers, 10 Haig Street,
Koorda, on Wednesday 17 February at 5.01pm

1 DECLARATION OF OPENING

The Presiding Person declared the meeting open at 5.01pm.

2 ANNOUNCEMENT OF VISITORS

3 RECORD OF ATTENDANCE

3.1 *Record of Attendance:*

CR JM Stratford	President
CR GL Boyne	Councillor
CR LC Smith	Councillor
CR RDG Storer	Councillor

Mr Darren Simmons	CEO
Miss Lana Foote	DCEO

3.2 *Apologies:*

CR PL McWha	Deputy President
CR BG Cooper	Councillor

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 16 December 2020

COUNCIL DECISION

Moved Cr G Storer

Seconded Cr GL Boyne

That the Minutes of the Koorda Shire Council Ordinary Meeting held on the 16 December 2020, as circulated be confirmed and certified as a true and accurate record.

**PUT AND CARRIED: 4/0
RESOLUTION NO: 010221**

9 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Council wish to pass on their sincere condolences to the Morris families on the passing of Greg and to the Jeffries family on the passing of Luke.

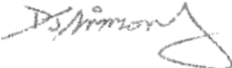
10 REPORTS OF COMMITTEES

11 CHIEF EXECUTIVE OFFICERS REPORT

11.1 Governance and Administration

11.1.1 NEWROC COUNCIL MEETING Tuesday 8 December 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

Background:

Minutes of the NEWROC Council Meeting held on 8 December 2020 at Koorda.

Comment:

The following issues were discussed:

- Item 5.1 Minutes – Executive Meeting 24 November 2020
- Item 5.3 Minutes – Council Meeting 27 October 2020
- Item 6.1 Income, Expenditure & Profit & Loss
- Item 7.1 Waste
- Item 7.2 Strategic Projects – Energy
- Item 7.3 Telecommunications – DPIRD Digital Farm Grant
- Item 7.4 Telecommunications
- Item 7.5 Childcare
- Item 7.6 Worker and Tourist Accommodation
- Item 8.1 Wheatbelt Civic Leadership Conference - Update
- Item 8.2 Clarification - Waste

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 GL Boyne

Seconded CR LC Smith

That Council note and endorse the recommendations of the NEWROC Council meeting held at Koorda on 8 December 2020.

**PUT & CARRIED: 4/0
RESOLUTION NO: 020221**

CONFERRING

11.1.2

ANNUAL ELECTORS MEETING HELD ON 3 FEBRUARY 2021

Section 5.23 – Applicability

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

File Reference: ADM 0023

Disclosure of Interest: No interest declared by the CEO

Author: Darren J Simmons, Chief Executive Officer

Signature of CEO



Attachment: [Minutes of Annual Electors Meeting held 3 February 2021](#)

Background:

Presentation of the Minutes of the Annual Meeting of Electors held on Wednesday 3 February 2021 at the Shire Council Chambers.

Comment:

The Annual Electors Meeting was attended by 4 Elected Members, 2 staff and 3 members of the public.

The meeting was conducted later than the traditional early December timeframe due to impacts from the COVID19 pandemic state of emergency restrictions, waiting for necessary regulatory changes in November that delayed the finalisation of the 2019/2020 Auditor's Report and the Shire's 2020/2021 summer recess.

All reports included in the Annual Report for 2019/2020 were accepted by resolution at the meeting.

During General Business, several questions were raised by the Public. These were answered at the time or will be considered as part of processes in the future.

No matters required a decision of Council.

Consultation:

Nil

Statutory Environment:

Local Government Act 1995 – Section 5.33

5.33. Decisions made at electors' meetings

(1) All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable —

(a) at the first ordinary council meeting after that meeting; or

(b) at a special meeting called for that purpose,

whichever happens first.

(2) If at a meeting of the council a local government makes a decision in response to a decision made at an electors' meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

4.1.1 - Enhance open and interactive communication between Council and the community (ongoing)

Voting Requirement:

Simple majority

COUNCIL DECISION
Officer Recommendation

Moved CR LC Smith

Seconded CR G Storer

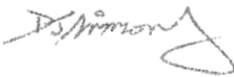
That Council note and accept the Minutes of the Annual Electors Meeting held on 3 February 2021.

PUT & CARRIED: 4/0
RESOLUTION NO: 030221

11.2 Finance

**11.2.1 MONTHLY FINANCIAL STATEMENTS – DECEMBER 2020
As at 31 December 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 or DCEO
Author:	Lana Foote, Deputy Chief Executive Officer
Signature of CEO	
Attachment:	Monthly Financial Statement

Background:

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

Comment:

Monthly Financial Statements for the period ended 31 December 2020 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

COUNCIL DECISION
Officer Recommendation

Moved CR G Storer

Seconded CR LC Smith

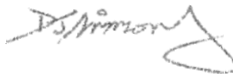
That the monthly Financial Statements for the period ended 31 December 2020, as presented, be received and adopted.

PUT & CARRIED: 4/0
RESOLUTION NO: 040221

CONFIRMED

11.2.2

MONTHLY FINANCIAL STATEMENTS – JANUARY 2021
As at 31 January 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 or DCEO
Author:	Lana Foote, Deputy Chief Executive Officer
Signature of CEO	
Attachment:	Monthly Financial Statement

Background:

Submission of monthly Financial Statements for period ended 31 January 2021.

Comment:

Monthly Financial Statements for the period ended 31 January 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

COUNCIL DECISION
Officer Recommendation

Moved CR GL Boyne

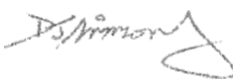
Seconded CR LC Smith

That the monthly Financial Statements for the period ended 31 January 2021, as presented, be received and adopted.

PUT & CARRIED: 4/0
RESOLUTION NO: 050221

CONFIRMED

11.2.3 **ACCOUNTS PAID AS LISTED** As at 11 February 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 or DCEO
Author:	Lana Foote, Deputy Chief Executive Officer
Signature of CEO	
Attachment:	Monthly Report Lists

Background:

Regulatory requirement to advise Council of payments made, since the previous meeting.

Comment:

The payments on the attached schedules have been made for the period from 8 December 2020 to 11 February 2021 and are generally within budget guidelines and are of an operational nature. Payments for capital assets expenditure are:

V380	Elders	\$693.50
V383	ICS Carpentry	\$8,415.00
V384	IT Vision Australia Pty Ltd	\$92,004.00
V397	Marty's Maintenance Services	\$9,316.00
V400	Perth Auto Alliance Pty Ltd	\$3,364.25
V418	Boral ACM	\$166,958.97
V423	MW Grant	\$9,570.00
V425	R & NE Sutherland	\$2,118.60
V426	Wallambin Park	\$683.10
V437	Steve's Transportables Group Pty Ltd	\$391,710.00
V464	5 Rivers Plumbing and Gas	\$8,250.00
V473	Marty's Maintenance Services	\$21,734.80
V479	Credit Card: Western Power	\$497.92
V489	BAFC Settlements	\$7,569.22
V500	IT Vision Australia Pty Ltd	\$9,714.32
V510	MW Grant	\$7,260.00
V516	WCS Concrete Pty Ltd	\$2,145.00
V518	Boekeman Machinery WA Pty Ltd	\$1,559.80

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 (ongoing)

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 LC Smith

That accounts as listed being for period 13 December 2019 to 20 January 2021.

Municipal Vouchers	Totalling	\$	1,037,523.67
Credit Card Transactions (V430)	Totalling	\$	4,259.34
	Total	\$	1,041,783.01

That accounts as listed being for period 21 January 2021 to 10 February 2021.

Municipal Vouchers	Totalling	\$	258,553.49
Credit Card Transactions (V479)	Totalling	\$	1,230.82
	Total	\$	259,784.31

To be endorsed or passed for payment

PUT & CARRIED: 4/0
RESOLUTION NO: 060221

11.2.4 **MONTHLY FINANCIAL POSITION** As at 11 February 2021

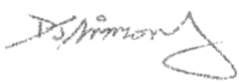
Section 5.23 – Applicability

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

File Reference: ADM 0448

Disclosure Of Interest: No interest declared by CEO or DCEO

Author: Lana Foote, Deputy Chief Executive Officer

Signature of CEO


Attachment: [Financial Position](#)

Background:

Current Monthly Financial position as at 11 February 2021 on various accounts.

Comment:

The Municipal Account's financial position as at 11 February 2021 indicated at this time.

Monthly Financial Position	Municipal Account	\$328,480.69
	Reserve Account	\$5,748,350.90
	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

4.2.4 - 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 LC Smith

Seconded CR GL Boyne

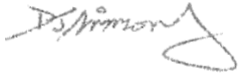
That the Financial Position, as at 11 February 2021, as presented, be noted, received and adopted.

PUT & CARRIED: 4/0
RESOLUTION NO: 070221

CONFIRMED

11.2.5 **INVESTMENT OF COUNCIL FUNDS** 1 October 2020 – 31 January 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 or DCEO
Author:	Lana Foote, Deputy Chief Executive Officer
Signature of CEO	
Attachment:	Quarterly Report

Background:

Quarterly Report for the period ended 31 January 2021. (Quarterly report extended from the period ending 31 December 2020 to the 31 January 2021, to capture the maturing and reinvesting of both term deposits).

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 January 2021.

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.

Shire of Koorda Strategic Community Plan

4.2.4 - Operate in a financially sustainable manner (ongoing)

Voting Requirement

Simple majority

COUNCIL DECISION
Officer Recommendation

Moved CR G Storer

Seconded CR GL Boyne

That the Quarterly Report to Council on all current investments to 31 January 2021, as presented, be received and adopted.

PUT & CARRIED: 4/0
RESOLUTION NO: 080221

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 17 March 2021 @ 5.00pm

16 CLOSURE

The Presiding Person thanked Councillors and Staff for their attendance and declared the meeting closed at 5.15pm.

Signed

Presiding Person at the meeting at which the minutes were confirmed

Date: 17 March 2021

CONFIRMED