

2021

MINUTES

Shire of Koorda

21/07/2021

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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 21 July at 5.00pm

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 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:*

CR PL McWha	Deputy President
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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

The CEO disclosed a financial interest in item 14.1.2 *CEO Performance Review Arrangements* as it relates to his employment.

7 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

8 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

8.1 ORDINARY MEETING HELD 22 June 2021 [\(Click here to view\)](#)

COUNCIL DECISION Officer Recommendation

Moved CR BG Cooper

Seconded CR LC Smith

That the Minutes of the Koorda Shire Council Ordinary Meeting held on the 22 June 2021, as circulated be confirmed and certified as a true and accurate record.

**PUT & CARRIED: 5/0
RESOLUTION NO: 010721**

9 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Condolences to the Montague family on the passing of Stephen Montague.

Sympathy also to Lloyd and Dot Greenham and families on the sudden passing of Sascha.

WALGA Quarterly Report for April – June 2021. [\(Click here to view\)](#)

Congratulations to Lana Foote who participated in the Rural Ambassador competition over the weekend.

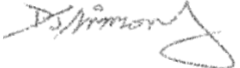
10 REPORTS OF COMMITTEES

11 CHIEF EXECUTIVE OFFICERS REPORT

11.1 Governance and Administration

11.1.1 GREAT EASTERN COUNTRY ZONE MEETING 28 June 2021 via Microsoft Teams

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 28 June 2021 via Microsoft Teams.

Comment:

The following issues were discussed:

- Item 5 Guest Speakers/Deputations – Karl O’Callaghan, Chair, Wheatbelt Natural Resource Management | Richard Burnell, Executive Director Corporate Services – DFES | Rebecca McCall, CEO, Shire of Dowerin | Rob Dickie, Principal – Government & Industry Relations, CBH Group
- Item 6 Minutes
- Item 7.1 Invite to Minister David Kelly, Minister for Water, Forestry, Youth
- Item 7.2 Telecommunications Issues in Regional WA
- Item 7.3 Fire Bans and Public Holidays
- Item 7.4 Local Roads and Community Infrastructure Program
- Item 7.5 Office of the Auditor General Costs
- Item 7.6 Information Items
- Item 8 Various Zone Reports
- Item 9 WALGA Business – State Councillors Report, WALGA Status Report, State Council Agenda Items, Organisational Reports, WALGA President’s Report
- Item 11 Agency Reports
- Item 12 Emerging Issues – St John Ambulance | Closure of National Bank | Promotion to Attract More Candidates to run for Council | Transport and Roads Forum

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

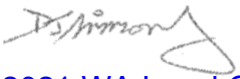
That Council note and endorse the resolutions of the GECZ Meeting held via Microsoft Teams on 28 June 2021.

**PUT & CARRIED: 5/0
RESOLUTION NO: 020721**

5.17pm – Christina Nairn and Brett Garth entered the chambers.

11.1.2 WA LOCAL GOVERNMENT CONVENTION AND WALGA AGM 2021

Section 5.23 – Applicability

Location:	Perth
Portfolio:	Governance, Administration and Finance Cr JM Stratford
File Reference:	ADM0156
Disclosure of Interest:	No Interest declared by CEO
Author:	Darren J Simmons, Chief Executive Officer
Signature of CEO	
Attachment:	2021 WA Local Government Convention Program

Background:

Consideration for WA Local Government Convention attendances and WALGA AGM Voting Delegates.

Comment:

The 2021 WA Local Government Convention and WALGA AGM will be held at Crown Perth from Sunday, 19 to Tuesday, 21 September 2021. The AGM will be held on Monday, 20 September 2021 commencing at 9.00am.

Accommodation has been booked at the Crown Metropol Hotel as it is adjacent to the conference venue.

In order to ensure hotel reservations, it is requested that the number of Councillors attending the conference be known to allow for bookings to be confirmed.

The Convention is an opportunity for Councillors to speak with members from other local governments and establish networks for sharing ideas and information. While attendance to the conference is not required, it does provide members with an informative insight into local government sector including city and rural Councils.

Cost for the conference are as follows:

Full Delegate	\$ 1,200
Gala Dinner – Optus Stadium	\$ 165
Gala Dinner only	\$ 190
ALGWA Breakfast (Monday)	\$ 70
Convention Breakfast (Tuesday)	\$ 95

Partners:

Opening Reception	\$ 85
Lunch (Monday/Tuesday)	\$ 50

Costs do not include accommodation, parking and travel.

For the WALGA AGM, two members are to be given voting rights for the meeting. In 2020, this was the President and Deputy President with the CEO proxy for both. WALGA require notification of the Members with voting rights.

The elected members training and development budget for 2021/2022 is \$20,000.

Consultation

Nil

Statutory Environment:

Nil

Policy Implications:

With Council approval, attendance at the 2021 WA Local Government Convention by elected members and the CEO aligns with Council's 'Elected Member Training and Continuing Professional Development' and 'Elected Member, CEO and Employee Attendance at Events' policies (as adopted by Council on 18 March 2020).

Financial Implications:

\$20,000 training and development budget allocation would apply.

Strategic Implications:

Attending the conference does allow Councillors to establish information networks and gain insight to the local government sector.

Shire of Koorda Strategic Community Plan

4.1.7 - Develop successful and collaborative partnerships (ongoing)

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

4.2.3 - Use resources efficiently and effectively (ongoing)

Voting Requirement:

Simple majority

COUNCIL DECISION
Officer Recommendation

Moved CR BG Cooper

Seconded CR RDG Storer

That Council:

1. Approves the registration for the WA Local Government Convention and WALGA AGM be completed for the following attendees:

- 1. Cr Jannah Stratford**
- 2. Cr Pam McWha (subject to confirmation)**
- 3. CEO Darren Simmons; and**

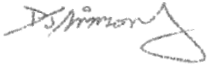
2. Delegates voting rights for the WALGA AGM to the Shire President and Deputy President with the CEO Proxy for both.

PUT & CARRIED: 5/0
RESOLUTION NO: 030721

11.2 Finance

11.2.1 **MONTHLY FINANCIAL STATEMENTS** As at 30 June 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 Financial Statement

Background:

Submission of monthly Financial Statements for period ended 30 June 2021.

Comment:

Monthly Financial Statements for the period ended 30 June 2021 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:

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

COUNCIL DECISION
Officer Recommendation

Moved CR LC Smith


Seconded CR GL Boyne

That the monthly Financial Statements for the period ended 30 June 2021, as presented, be received and adopted.

PUT & CARRIED: 5/0
RESOLUTION NO: 040721

11.2.2 **ACCOUNTS PAID AS LISTED** As at 16 July 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 30 June 2021, and to 16 July 2021 and are generally within budget guidelines and are of an operational nature. Payments for capital assets expenditure are:

V810	IT Vision Australia Pty Ltd	\$9,714.32
V811	Koorda Ag Parts	\$4,352.00
V816	Steve's Transportables Group Pty Ltd	\$91,575.00
V827	Arena Clauson Engineering Group	\$1,040.16
V828	Brickmart WA	\$2,452.00
V836	Robert Nixon & Co	\$1,950.30
V839	5 Rivers Plumbing and Gas	\$22,418.11
V848	KTY Electrical Services	\$11,556.60
V857	WCS Concrete Pty Ltd	\$1,895.96
V864	Bendigo Card Service	\$1,730.11
V865	Afgri Equipment Australia Pty Ltd	\$22,660.00
V873	Natural Intelligence Farming	\$2,088.90
V876	Routy's Plumbing and Gas	\$33,897.60
V878	Truck Centre WA Pty Ltd	\$233,744.50
V880	Wallambin Park	\$1,376.10
V005	Western Power	\$15,874.00
V020	Sally Malone Designs	\$3,168.00

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

COUNCIL DECISION

Officer Recommendation

Moved CR GL Boyne

Seconded CR LC Smith

That accounts as listed being for period 15 June 2021 to 30 June 2021.

Municipal Vouchers No's V808 to V881

\$627,836.40

Bendigo Credit Card (V864)

\$1,730.11

Totalling

\$629,566.51

That accounts as listed being for period 1 July to 15 July 2020.

Municipal Vouchers No's V001 to V021


\$98,379.77

To be endorsed or passed for payment

**PUT & CARRIED: 5/0
RESOLUTION NO: 050721**

11.2.3 **MONTHLY FINANCIAL POSITION** As at 16 July 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 16 July 2021 on various accounts.

Comment:

The Municipal Account's financial position as at 16 July 2021 indicated at this time.

Monthly Financial Position	Municipal Account	\$ 757,766.96
	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

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 BG Cooper

That the Financial Position as at 16 July 2021 as presented, be noted, received and adopted.

PUT & CARRIED: 5/0
RESOLUTION NO: 060721

CONFIRMED

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

COUNCIL DECISION
Officer Recommendation

Moved CR GL Boyne

Seconded CR LC Smith


That Council close the meeting to the public at 5.24pm in accordance with section 5.23(2)(a) and (d) as the matters to be discussed relate to employee and legal matters.

PUT & CARRIED: 5/0
RESOLUTION NO: 070721

5.25pm – DCEO Lana Foote, Christina Nairn and Brett Garth withdrew from chambers for Council to discuss item 14.1.1 NEWROC Council Meeting.

14.1.1 NEWROC COUNCIL MEETING
29 June 2021 via Zoom video conference

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 J Simmons, Chief Executive Officer
Signature of CEO 
Attachment: Confidential Minutes provided to Councillors under separate cover

Background:
Minutes of the NEWROC Council Meeting held on 29 June 2021 via Zoom video conference.

Comment:
The following issues of note were discussed:

- Item 5 Minutes of Meetings
- Item 6.1 Income, Expenditure and Profit and Loss
- Item 6.2 2021/22 NEWROC Budget
- Item 6.3 2020/21 Audit
- Item 7.1 Town Team Sponsorship – Dowerin Do Over
- Item 7.2 Regional Climate Alliance
- Item 7.3 Energy
- Item 7.4 Regional Liveability
- Item 7.5 Regional Subsidiary
- Item 7.6 WEROC – Waste
- Item 8.1 WA Electoral Reform
- Item 8.2 NEWROC Meetings

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 BG Cooper

Seconded CR GL Boyne

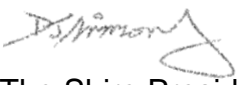
That Council note and endorse the resolutions of the NEWROC Council Meeting held via Zoom video conference on 29 June 2021.

**PUT & CARRIED: 5/0
RESOLUTION NO: 080721**

5.27pm – CEO Darren Simmons withdrew from the chambers as he disclosed a financial interest in item 14.1.2 *CEO Performance Review Arrangements* as the matter relates to his employment with the Shire.

14.1.2 2021 CEO PERFORMANCE REVIEW ARRANGEMENTS

Section 5.23 – Applicability

Location:	WALGA Region
Portfolio:	Governance, Administration and Finance Cr JM Stratford
File Reference:	ADM0066
Disclosure of Interest:	Interest to be declared by CEO and withdraw from Chambers
Author:	Darren Simmons, Chief Executive Officer
Signature of CEO	
Attachment:	The Shire President will circulate relevant confidential information to Councillors prior to the meeting.

**COUNCIL DECISION
Officer Recommendation**

Moved CR GL Boyne

Seconded CR LC Smith

That Council, in accordance with the Shire of Koorda Standards for CEO Recruitment, Performance and Termination and clause 4.3 of the CEO's employment contract, resolves that the 2021 CEO performance review will be conducted by full Council.

**PUT & CARRIED: 5/0
RESOLUTION NO: 090721**

**COUNCIL DECISION
Officer Recommendation**

Moved CR RDG Storer

Seconded CR BG Cooper

That the meeting be reopened to the public at 5.30pm.

**PUT & CARRIED: 5/0
RESOLUTION NO: 100721**

5.31pm – CEO Darren Simmons, DCEO Lana Foote, Christina Nairn and Brett Garth re-entered chambers.

15	DATE OF NEXT MEETING
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Wednesday 18 August 2021 @ 5.00pm

16	CLOSURE
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The Presiding Person thanked those present for their attendance and declared the meeting closed at 5.31pm

Signed

Presiding Person at the meeting at which the minutes were confirmed

Date: 18 August 2021