

2021

MINUTES

Shire of Koorda

20/10/2021

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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 20 October at 5.00pm

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.

The CEO declared the meeting open at 5.00pm.

2 ANNOUNCEMENT OF VISITORS

Mr Bruno Luers JP for the swearing in of Councillors-elect (prior to the meeting), President and Deputy President.

3 RECORD OF ATTENDANCE

Prior to the commencement of the meeting, then Councillors-elect Chandler, Greaves and Stratford completed their 'Form 7- Declaration by elected member of Council' before Mr Bruno Luers JP in order to assume office as a Councillor for the Shire of Koorda in accordance with the provisions of the *Local Government Act 1995*.

3.1 Record of Attendance:

Cr GL Boyne	Councillor
Cr NJ Chandler	Councillor
Cr BG Cooper	Councillor
Cr GW Greaves	Councillor
Cr LC Smith	Councillor
Cr JM Stratford	Councillor

Darren Simmons	CEO
Lana Foote	DCEO

Mr Bruno Luers JP

3.2 Apologies:

3.3 Approved Leave of Absence:

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

One (1) nomination for Shire President was received; Cr JM Stratford

After declaring the nomination period closed and with only one (1) nomination received, the CEO declared Cr JM Stratford duly elected to the office of Shire President for the next two (2) year period.

Cr JM Stratford made the declaration of Office of President before Mr Bruno Luers JP.

The Shire President assumed 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

The Shire President requested the CEO conduct the election of Deputy President.

Two (2) nominations for Deputy Shire President were received being Cr GW Greaves & Cr BG Cooper.

After declaring the nomination period closed and with two (2) nominations received, the CEO advised that a ballot would be required.

After issuing ballot papers (in alphabetical order by candidate surname) the following results were tallied:

<u>Candidates</u>	<u>Secret Ballot Results</u>
BG Cooper	3
GW Greaves	3

Being an equality of votes, the Shire President adjourned the meeting.

Meeting adjourned at 5.13pm.

Meeting resumed at 5.20pm with the no change in attendance.

Following the resumption of the meeting, the Shire President advised that Cr GW Greaves had withdrawn his nomination for Deputy Shire President.

Noting that Cr Greaves had withdrawn his nomination and that Cr Cooper's nomination remained valid, the CEO called for any new nominations for Deputy Shire President.

After declaring the nomination period closed and with only one (1) nomination received, the CEO declared Cr BG Cooper duly elected to the office of Deputy Shire President for the next two (2) year period

Cr BG Cooper made the declaration of Office of Deputy Shire President before Mr Bruno Luers JP.

5.29pm – JP Bruno Luers withdrew from the meeting.

CONFIRMED

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.

Following a random draw of opaque blue spheres, the Councillor seating positions (from the right of the Deputy President's seat) are:

Cr GW Greaves
Cr GL Boyne
Cr LC Smith
Cr NJ Chandler

5.28pm SUSPEND STANDING ORDERS

Moved CR LC Smith

Seconded CR GW Greaves

That standing orders be suspended to discuss Appointment of Committees and Delegates.

PUT & CARRIED: 6/0
RESOLUTION NO: 011021

5.44pm RESUMPTION OF STANDING ORDERS

Moved CR NJ Chandler

Seconded CR LC Smith

That standing orders be resumed as per the attendance register.

PUT & CARRIED: 6/0
RESOLUTION NO: 021021

4.3 APPOINTMENT OF COMMITTEES AND DELEGATES

Appointment of Committee Members

COUNCIL DECISION Officer Recommendation

Moved CR GL Boyne

Seconded CR LC Smith

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

Currently

Appointed

Cr G Storer

Cr GW Greaves

Cr BG Cooper
Cr JM Stratford
Deputy GL Boyne

Cr NJ Chandler
Cr BG Cooper
Deputy Cr JM Stratford

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

Currently

Appointed

Cr LC Smith
Cr GL Boyne
Cr JM Stratford
Deputy Cr G Storer

Cr LC Smith
Cr GL Boyne
Cr JM Stratford
Deputy Cr NJ Chandler

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

Currently

Appointed

Shire President Cr JM Stratford, by policy
Deputy President Cr PL McWha, by policy
Cr G Storer, by election
Cr BG Cooper, by election (Deputy)

Shire President Cr JM Stratford, by policy/
convention/s.5.10(4)
Deputy President Cr BG Cooper, by policy/
convention
Cr GW Greaves by appointment
Cr GL Boyne by appointment (Deputy)

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

Currently

Appointed

Shire President Cr JM Stratford, by policy

Cr G Storer
Cr PL McWha
Cr LC Smith (Deputy)

Shire President Cr JM Stratford, by policy/
convention/s.5.10(4)
Cr NJ Chandler
Cr LC Smith
Cr BG Cooper by election (Deputy)

**PUT & CARRIED ABSOLUTE MAJORITY: 6/0
RESOLUTION NO: 031021**

ELECTION OF DELEGATES:

**COUNCIL DECISION
Officer Recommendation**

Moved CR NJ Chandler

Seconded CR GW Greaves

That Council resolve that the following delegates be appointed;

		CURRENT DELEGATES	APPOINTED DELEGATES
1)	NEWROC 1 Delegate (usually President)	<i>Cr JM Stratford</i> <i>(Deputy) Cr PL McWha</i>	Cr JM Stratford Deputy Cr BG Cooper
2)	Regional Road Sub Group 1 Delegate	<i>Cr G Storer</i> <i>(Deputy) Cr</i>	Cr NJ Chandler Deputy GW Greaves
3)	GECZ WALGA 2 Delegates (President & Deputy President Policy)	<i>Cr JM Stratford</i> <i>Cr PL McWha</i> <i>(Deputy) CEO DJ Simmons</i>	Cr JM Stratford Cr BG Cooper Deputy CEO DJ Simmons
4)	CEACA 1 Delegates	<i>CEO DJ Simmons</i>	Cr JM Stratford
5)	Rural Water Council 1 Delegate	<i>CEO DJ Simmons</i>	CEO DJ Simmons
6)	Wheatbelt Natural Resource Management 1 Delegate	<i>CEO</i>	Cr GL Boyne Deputy CEO DJ Simmons
7)	LEMC Chair, President by Policy	<i>Cr JM Stratford</i> <i>(Deputy) Cr G Storer</i> <i>CEO</i> <i>DCEO</i>	Cr JM Stratford Deputy Cr BG Cooper
8)	Bush Fire Regional Board	<i>Cr G Storer</i> <i>Deputy CEO DJ Simmons</i>	Cr GW Greaves Deputy CEO DJ Simmons
9)	Bush Fire Advisory	<i>Cr G Storer</i> <i>Deputy CEO DJ Simmons</i>	Cr GW Greaves CEO DJ Simmons
10)	Mid-West Wheatbelt Joint Development Assessment Panel	<i>Cr JM Stratford</i> <i>Cr G Storer</i> <i>Cr GL Boyne</i> <i>Cr BG Cooper</i>	Cr JM Stratford Cr GL Boyne Deputy Cr NJ Chandler Deputy Cr BG Cooper

PUT & CARRIED: 6/0
RESOLUTION NO: 041021

Appointment of Portfolios:-

COUNCIL DECISION Officer Recommendation

Moved CR LC Smith

Seconded CR BG Cooper

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

Delegates:

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

**PUT & CARRIED: 6/0
RESOLUTION NO: 051021**

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

COUNCIL DECISION

Moved Cr GL Boyne

Seconded Cr NJ Chandler

That Cr GW Greaves be approved a leave of absence for the December 2021 Council Meeting.

**PUT & CARRIED: 6/0
RESOLUTION NO: 061021**

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](#))

COUNCIL DECISION

Officer Recommendation

Moved CR LC Smith

Seconded CR GL Boyne

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.

**PUT & CARRIED: 6/0
RESOLUTION NO: 071021**

10 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Congratulations and welcome to new Councillor Nick Chandler. Welcome back to Councillor Gary Greaves.

Congratulations to Councillor Buster Cooper on his election as Deputy President.

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

Noted a saving of \$52,000 by using their program.

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

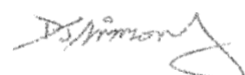
Disclosure of Interest:

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

COUNCIL DECISION
Officer Recommendation

Moved CR GL Boyne

Seconded CR BG Cooper

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

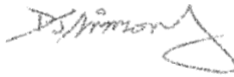
PUT & CARRIED: 5/1
RESOLUTION NO: 081021
Cr GW Greave voted against the motion

CONFIRMED

12.2 Finance

12.2.1 UNPRESENTED MONTHLY FINANCIAL STATEMENTS

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:	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 28th 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

COUNCIL DECISION
Officer Recommendation

Moved CR GL Boyne

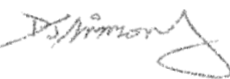
Seconded CR GW Greaves

That Council hold a Special Council Meeting on Thursday 28th October 2021 at 6.00pm, to consider the statutory Monthly Financial Statements for 2021/2022.

PUT & CARRIED: 6/0
RESOLUTION NO: 091021

CONFIRMED

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

Moved CR GL Boyne

Seconded CR GW Greaves

That accounts as listed being for period 15 September 2021 to 14 October 2021.

Municipal Vouchers No's V127 to V210

Totalling \$ 417,385.81

Bendigo Bank Card (Included in Total) V171

\$ 7,782.51

Total \$ 425,168.32

To be endorsed or passed for payment

**PUT & CARRIED: 6/0
RESOLUTION NO: 101021**

CONFIDENTIAL

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

16 **DATE OF NEXT MEETING**

Special Meeting – Thursday 28th October @ 6.00pm

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

17 **CLOSURE**

The Presiding Person thanked Councillors and Staff for their attendance and declared the meeting closed at 6.21pm

Signed

Presiding Person at the meeting at which the minutes were confirmed

Date: 17 November 2021

CONFIRMED