



Shire of
Koorda

Drive in, stay awhile

MINUTES

Ordinary Council Meeting

Held in Shire of Koorda Council Chambers

10 Haig Street, Koorda WA 6475

Wednesday 26 October 2022

Commencing 6.00pm

CONFIRMED

NOTICE OF MEETING

Dear Elected Members,

Notice is hereby given that the next Ordinary Meeting of Council of the Shire of Koorda will be held on Wednesday, 26 October 2022 in the Shire of Koorda Council Chambers, 10 Haig Street, Koorda. The format of the day will be:

6.00pm	Council Meeting
Following conclusion of Council Meeting	Council Forum

Darren Simmons
Chief Executive Officer
21 October 2022

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Koorda for any act, omission or statement or intimation occurring during Council or Committee meetings.

The Shire of Koorda disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a license, and statement or intimation of approval made by a member or officer of the Shire of Koorda during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Koorda.

The Shire of Koorda warns that anyone who has any application lodged with the Shire of Koorda must obtain and should only rely on **written confirmation** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Koorda in respect of the application.

To be read aloud if any member of the public is present.

Signed



Darren Simmons
Chief Executive Officer

Table of Contents

1. Declaration of Opening	4
2. Record of Attendance, Apologies and Leave of Absence	4
3. Public Question Time.....	4
4. Disclosure of Interest.....	4
5. Applications for Leave of Absence	4
6. Petitions and Presentations	4
7. Confirmation of Minutes from Previous Meetings	5
7.1. Ordinary Council Meeting held on 28 September 2022	5
7.2. Special Council Meeting held on 13 October 2022	5
8. Minutes of Committee Meetings to be Received	6
8.1. NEWROC Council Meeting Minutes for meeting held 27 September 2022.....	6
8.2. Audit Committee Meeting Minutes for meeting held 28 September 2022.....	6
9. Recommendations from Committee Meetings for Council Consideration.....	7
9.1 Audit Committee Recommendation from meeting held 28 September 2022.....	7
10. Announcements by the President without Discussion	7
11. OFFICER'S REPORTS – CORPORATE & COMMUNITY	8
11.1. Monthly Financial Statements	8
11.2. List of Accounts Paid.....	11
12. OFFICER'S REPORTS – GOVERNANCE & COMPLIANCE.....	13
13. OFFICER'S REPORTS – WORKS & ASSETS.....	13
14. Urgent Business Approved by the Person Presiding or by Decision.....	13
15. Elected Members' Motions	13
16. Matters Behind Closed Doors	13
17. Closure	13

**Shire of Koorda
Ordinary Council Meeting
6.00pm, Wednesday 26 October 2022**



1. Declaration of Opening

The Presiding person welcomed those in attendance and declared the meeting open at 6.00pm.

2. Record of Attendance, Apologies and Leave of Absence

Councillors:

Cr JM Stratford	President
Cr BG Cooper	Deputy President
Cr LC Smith	
Cr GL Boyne	

Staff:

Mr DJ Simmons	Chief Executive Officer
Miss L Foote	Deputy Chief Executive Officer
Mr DJ West	Works Supervisor

Members of the Public:

Apologies:

Cr NJ Chandler
Cr GW Greaves

Visitors:

Approved Leave of Absence:

3. Public Question Time

4. Disclosure of Interest

5. Applications for Leave of Absence

6. Petitions and Presentations

7. Confirmation of Minutes from Previous Meetings

7.1. Ordinary Council Meeting held on 28 September 2022

[Click here to view the previous minutes](#)

Voting Requirements Simple Majority Absolute Majority

Officer Recommendation Resolution 041022

Moved CR GL Boyne

Seconded CR BG Cooper

That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the Ordinary Council Meeting held 28 September 2022, as presented, be confirmed as a true and correct record of proceedings.

CARRIED 4/0

7.2. Special Council Meeting held on 13 October 2022

[Click here to view](#)

Voting Requirements Simple Majority Absolute Majority

Officer Recommendation Resolution 051022

Moved CR LC Smith

Seconded CR GL Boyne

That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, the Minutes of the Special Council Meeting held 13 October 2022, as presented, be confirmed as a true and correct record of proceedings.

CARRIED 4/0

8. Minutes of Committee Meetings to be Received

8.1. NEWROC Council Meeting Minutes for meeting held 27 September 2022

[Click here to view](#)

Voting Requirements Simple Majority Absolute Majority

Officer Recommendation Resolution 061022

Moved CR GL Boyne

Seconded CR BG Cooper

That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, Council receives the Minutes of NEWROC Council Meeting held 27 September 2022, as tabled.

CARRIED 4/0

8.2. Audit Committee Meeting Minutes for meeting held 28 September 2022

[Click here to view](#)

Voting Requirements Simple Majority Absolute Majority

Officer Recommendation Resolution 071022

Moved CR LC Smith

Seconded CR BG Cooper

That, in accordance with Sections 5.22(2) and 3.18 of the *Local Government Act 1995*, Council receives the Minutes of the Audit Committee Meeting held 28 September 2022, as tabled.

CARRIED 4/0

9. Recommendations from Committee Meetings for Council Consideration

9.1 Audit Committee Recommendation from meeting held 28 September 2022

[Click here to view attachments](#)

Voting Requirements Simple Majority Absolute Majority

Audit Committee Recommendation Resolution 081022

Moved CR LC Smith

Seconded CR BG Cooper

That Council;

1. Adopts the quarterly reporting documents as presented to the Audit Committee meeting held on 28 September 2022;
2. Authorises the CEO to make minor adjustments to the action reporting; and
3. Endorses the publication of the Integrated Strategic Plan & Workforce Plan for community information.

CARRIED 4/0

10. Announcements by the President without Discussion


CEO decisions made under delegated authority since last Ordinary Meeting of Council

Applicant	Date received / Details of application	Address	Estimated project cost / Shire planning fee	Decision / Date
Nil.				

The Shire President acknowledged receipt of the Community Development Officer's Report provided to Councillors via Koorda Community Resource Centre email.

11. OFFICER'S REPORTS – CORPORATE & COMMUNITY

11.1. Monthly Financial Statements

Corporate and Community		
Date	20 October 2022	
Location	Not Applicable	
Responsible Officer	Lana Foote, Deputy Chief Executive Officer	
Author	As above	
Legislation	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
Disclosure of Interest	Nil	
Purpose of Report	<input type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	September 2022 Financial Activity Statement	

Background:

This item presents the Statement of Financial Activity to Council for the period ending 30 September 2022.

Section 6.4 of the *Local Government Act 1995* requires a local government to prepare financial reports.

Regulations 34 and 35 of the *Local Government (Financial Management) Regulations 1996* set out the form and content of the financial reports, which have been prepared and presented to Council.

Comment:

In order to fulfil statutory reporting requirements and provide Council with a synopsis of the Shire of Koorda's overall financial performance on a year-to-date basis, the following financial information is included in the Attachment.

Statements of Financial Activity – Statutory Reports by Nature or Type

The Statement of Financial Activity provide details of the Shire's operating revenues and expenditures on a year-to-date basis. The reports further include details of non-cash adjustments and capital revenues and expenditures, to identify the Shire's net current position.

Note 1 – Statement of Financial Activity

Notes supporting the Statement of Financial Activity by Program and by Nature and Type.

Note 2 – Cash and Financial Assets

This note provides Council with the details of the actual amounts in the Shire's bank accounts and/or investment accounts as at the reporting date.

Note 3 – Receivables

This note provides Council with both Rates Receivables and General Receivables outstanding as at the reporting date. This report has been expanded to further break down the detail of General Receivables.

Note 4 – Other Current Assets

This note provides details of other current assets that the Shire may hold.

Note 5 – Payables

This note provides details of Shire payables unpaid as at the reporting date. This Note is new to the financial statements.

Note 6 – Disposal of Assets

This note gives details of the capital asset disposals during the year.

Note 7 – Capital Acquisitions

This note details the capital expenditure program for the year.

Note 8 – Reserve Accounts

This note provides summary details of transfers to and from reserve funds, and associated interest earnings on reserve funds, on a year-to-date basis.

Note 9 – Other Current Liabilities

This note outlines any provisions the Shire has on hand relative to other current liabilities.

Note 10– Operating Grants and Contributions Received

This note provides information on operating grants received.

Note 11 – Non-Operating Grants and Contributions

This note provides information on non-operating grants received.

Note 12 – Explanation of Material Variances

Council adopted (in conjunction with the Annual Budget) a material reporting variance threshold of 10% and \$10,000. This note explains the reasons for any material variances identified in the Statements of Financial Activity at the end of the reporting period.

Consultation:

Darren Simmons, Chief Executive Officer.

Statutory Implications:

Council is required to adopt monthly statements of financial activity to comply with Regulation 34 of the *Local Government (Financial Management) Regulations 1996*.

Policy Implications:

Finances have been managed in accordance with the Shire of Koorda policies.

Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2022

4.1.1 – Ensure the use of resources is effective, efficient and reported regularly.

Financial Implications:

Nil

Voting Requirements: Simple Majority Absolute Majority

Officer Recommendation
Resolution 091022

Moved CR GL Boyne


Seconded CR BG Cooper

That Council, by Simple Majority, pursuant to Regulation 34 of the *Local Government (Financial Management) Regulations 1996*, receives the statutory Financial Activity Statement report for the period ending 30 September 2022, as presented.

CARRIED 4/0

CONFIRMED

11.2. List of Accounts Paid

Corporate and Community		
Date	20 October 2022	
Location	Not Applicable	
Responsible Officer	Lana Foote, Deputy Chief Executive Officer	
Author	As above	
Legislation	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996</i>	
Disclosure of Interest	Nil	
Purpose of Report	<input type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	List of Accounts Paid	

Background:

This item presents the List of Accounts Paid, paid under delegated authority, for the period 19 September to 19 October 2022.

Comment:

The List of Accounts Paid as presented has been reviewed by the Chief Executive Officer.

Consultation:

Darren Simmons, Chief Executive Officer
Finance Team

Statutory Implications:

Regulation 12 and 13 of the *Local Government (Financial Management) Regulations 1996* requires that a separate list be prepared each month for adoption by Council showing creditors paid under delegate authority.

Policy Implications:

Finances have been managed in accordance with the Shire of Koorda policies. Payments have been made under delegated authority.

Strategic Implications:

Shire of Koorda Integrated Strategic Plan 2022

4.1.1 - Ensure the use of resources is effective, efficient and reported regularly. (e.g. Financial Management)

Financial Implications:

Funds expended are in accordance with Council's adopted 2022/2023 Budget.

Voting Requirements: Simple Majority Absolute Majority

**Officer Recommendation
Resolution 101022**

Moved CR GL Boyne

Seconded CR LC Smith

That Council, by Simple Majority, pursuant to Section 6.8(1)(a) of the *Local Government Act 1995* and Regulation 12 & 13 of the *Local Government (Financial Management) Regulations 1996*, receives the report from the Chief Executive Officer on the exercise of delegated authority in relation to creditor payments from the Shire of Koorda Municipal Fund, as presented in the attachment, and as detailed below:

For the period 19 September 2022 to 19 October 2022

Municipal Voucher V142 to V194	Totalling \$ 274,976.36
Credit Card Transaction (V183 & V184)	Totalling \$ 6,610.81
	Total \$ 281,587.17

CARRIED 4/0

CONFIDENTIAL

12. OFFICER'S REPORTS – GOVERNANCE & COMPLIANCE

13. OFFICER'S REPORTS – WORKS & ASSETS

14. Urgent Business Approved by the Person Presiding or by Decision

15. Elected Members' Motions

16. Matters Behind Closed Doors

17. Closure

The Presiding Person thanked Councillors and staff for their attendance and declared the meeting closed at 6.16pm.

Signed: _____

Stratford

Presiding Person at the meeting at which the minutes were confirmed.

Date: 16 November 2022