

2018



MINUTES

Shire of Koorda

17/10/2018

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
	3.3 Approved Leave of Absence:	3
4	QUESTION TIME FOR THE PUBLIC	3
	7.1 Response to Previous Public Questions Taken on Notice	3
	7.2 Public Question Time Open	3
	7.3 Public Question Time Closed	3
5	APPLICATIONS FOR LEAVE OF ABSENCE	3
6	DECLARATIONS OF INTEREST	4
7	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS.....	4
8	CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS	4
	8.1 ORDINARY MEETING HELD 29 September 2018	4
	8.2 SPECIAL MEETING OF COUNCIL HELD 17 September 2018.....	4
	8.3 AUDIT COMMITTEE MEETING HELD 15 October 2018.....	4
9	ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION.....	5
10	REPORTS OF COMMITTEES	5
11	CHIEF EXECUTIVE OFFICERS REPORT.....	6
	11.1 Governance and Administration	6
	11.1.1 NEWROC EXECUTIVE COUNCIL MEETING.....	6
	11.1.2 CEACA CONSTITUTION.....	8
	11.1.3 CEACA REPRESENTATION.....	10
	11.1.4 STANDING ORDERS AMENDMENT LOCAL LAW 2018	12
	11.1.5 LOCAL GOVERNMENT PROPERTY AMENDMENT LOCAL LAW 2018	15
	11.2 Finance.....	18
	11.2.1 MONTHLY FINANCIAL STATEMENTS.....	18
	11.2.2 ACCOUNTS PAID AS LISTED.....	20
	11.2.3 MONTHLY FINANCIAL POSITION	22
	11.2.4 INVESTMENT OF COUNCIL FUNDS	24
	11.2.5 ANNUAL REPORTING REQUIREMENTS.....	26
	11.2.6 REQUEST FOR HALL HIRE FEES WAIVED	28
	11.3 Law, Order & Public Safety.....	30
	11.4 Health and Building.....	30
	11.5 Education & Welfare.....	30
	11.6 Housing.....	30
	11.7 Community Amenities.....	30
	11.8 Recreation and Culture	30
	11.9 Transport.....	30
	11.10 Economic Services.....	30
	11.11 Other Property & Services.....	30
	11.12 Reserves	30
12	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	31
13	NEW BUSINESS OF AN URGENT NATURE INTRODUCED	31
14	MATTERS FOR WHICH MEETING MAY BE CLOSED.....	31
15	DATE OF NEXT MEETING	31
16	CLOSURE	31



SHIRE OF KOORDA MINUTES

FOR THE ORDINARY MEETING OF COUNCIL
Held in the Council Chambers, Allenby Street,
Koorda, Wednesday 17th October 2018 at 4.14 pm

1 DECLARATION OF OPENING

The presiding person declared the meeting open at 4.14 pm

2 ANNOUNCEMENT OF VISITORS

3 RECORD OF ATTENDANCE

3.1 *Record of Attendance:*

CR FJ Storer	President
CR PL McWha	Deputy President
CR BG Cooper	Councillor
CR LC Smith	Councillor
CR JM Stratford	Councillor
CR GW Greaves	Councillor
CR RDG Storer	Councillor

David Burton	CEO
Lana Foote	MoFA

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

7.1 *Response to Previous Public Questions Taken on Notice*

7.2 *Public Question Time Open*

7.3 *Public Question Time Closed*

5 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6 DECLARATIONS OF INTEREST

11.2.6: Cr JM Stratford, Cr PL McWha, CEO David Burton declared a financial interest in item 11.2.6: Request for Hall hire fees waived as their children will be attending the event.

7 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

8 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

8.1 ORDINARY MEETING HELD 29 September 2018

**COUNCIL DECISION
Officer Recommendation**

Moved CR GW Greaves

Seconded CR LC Smith

That the Minutes of the Koorda Shire Council Ordinary Meeting held on the 19 September 2018, as circulated be confirmed and certified as a true and accurate record.

**PUT & CARRIED: 7/0
RESOLUTION NO: 011018**

8.2 SPECIAL MEETING OF COUNCIL HELD 17 September 2018

**COUNCIL DECISION
Officer Recommendation**

Moved CR PL McWha

Seconded CR G Storer

That the Minutes of the Koorda Shire Council Special Meeting held on the 17 September 2018, as circulated be confirmed and certified as a true and accurate record.

**PUT & CARRIED: 7/0
RESOLUTION NO: 021018**

8.3 AUDIT COMMITTEE MEETING HELD 15 October 2018

**COUNCIL DECISION
Officer Recommendation**

Moved CR PL McWha

Seconded CR JM Stratford

That Council endorse the minutes of the Audit Committee Meeting held on Monday 15 October 2018 as the item is being addressed in 11.2.5: Annual Reporting Requirements.

**PUT & CARRIED: 7/0
RESOLUTION NO: 031018**

9 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Extend councils condolences to the Nicholls family on the sad passing of Mary.

Condolences to the Jolly family; Kaye, Dean Leanne and families on the passing of Ken.

Condolences to the Cleverly family; Ros, Dennis, William and families on the passing of Tom.

Condolences to the Wade family on the passing of JJ Wade.

Thanks Deputy President, CR McWha for conducting meeting in President's absence.

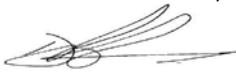
10 REPORTS OF COMMITTEES

11 CHIEF EXECUTIVE OFFICERS REPORT

11.1 Governance and Administration

11.1.1 **NEWROC EXECUTIVE COUNCIL MEETING** 25 September 2018 at Bencubbin

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:	David N Burton, Chief Executive Officer
Signature of CEO	
Attachment:	Minutes

Background:

Minutes of the NEWROC Council Meeting held on 25 September 2018 at Bencubbin.

Comment:

The following issues were discussed:

- Item 7.1 Income and Expenditure
- Item 7.2 NEWROC Audit – few minor clean up actions
- Item 7.3 NEWROC Term Deposit – Surplus funds to be invested.
- Item 8.1 NEWROC – Health Strategy – Information Received for Mental Health training.
- Item 8.2 NEWROC – Strategic Projects – Renewable Energy – Submission to be made for enquiry into micro grids.
- Item 8.3 Telecommunications project – Consideration of submission to Digital Enhancement Project.
- Item 8.4 NEWTravel – Update information.
- Item 8.5 Regional Economic Development Grant – Information – possible application for tourism multiplier effect.

Consultation

Nil

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Shire of Koorda Strategic Community Plan

C 1.6 - Develop successful and collaborative partnerships

C 2.3 - Facilitate resource sharing on a regional basis

Voting Requirement:

Simple majority

COUNCIL DECISION

Officer Recommendation

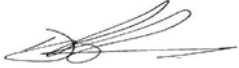
Moved CR JM Stratford

Seconded CR BG Cooper

That Council note and endorse the recommendations of the NEWROC Executive meeting held at Bencubbin on 25th September 2018.

**PUT & CARRIED: 7/0
RESOLUTION NO: 041018**

11.1.2 CEACA CONSTITUTION

Section 5.23 – Applicability	
Location:	NEWROC Regions
Portfolio:	Governance, Administration and Finance Cr JM Stratford
File Reference:	ADM 0092
Disclosure of Interest:	No Interest declared by CEO
Author:	David N Burton, Chief Executive Officer
Signature of CEO	
Attachment:	CEACA Constitution

Background:

As part of the CEACA Inc. AGM, the revised Constitution will be considered. As such, it is requested that Council confirm its approval of the Constitution or request any changes if required.

Comment:

The Constitution has been debated several times with concerns raised and addressed.

Based on the current draft of the Constitution, the concerns noted are:

Item 10.1 – The Management Committee will be responsible for all the main running functions of the organisation.

Item 10.2 – The Management Committee which has the voting rights contains the office bearers, including the Chairman, who could be an independent to the organisation, but has voting rights.

The Constitution has been written to be an operational document for future years as well, once CEACA is more independent from the founding Shires. That is why the Management Committee will be running the main operations of the organisation.

The concern of the Chairman having a vote is also something that has been raised, as CEACA wanted an independent Chair, so you have someone voting for the organisation, who actually has no vested interest in the organisation. While this is not likely to be a problem, it does create a risk concern.

No other items of concern have been noted with the Constitution, however items may arise at the CEACA Meeting.

Consultation

Nil

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Shire of Koorda Strategic Community Plan

C 1.6 - Develop successful and collaborative partnerships

C 2.3 - Facilitate resource sharing on a regional basis

Voting Requirement:

Simple majority

COUNCIL DECISION

Officer Recommendation

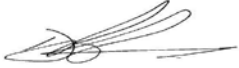
Moved CR BG Cooper

Seconded CR G Storer

That Council conditionally approve the CEACA Constitution pending enquiries and information that may be raised by other members.

**PUT & CARRIED: 7/0
RESOLUTION NO: 051018**

11.1.3 **CEACA REPRESENTATION**

Section 5.23 – Applicability	
Location:	NEWROC Regions
Portfolio:	Governance, Administration and Finance Cr JM Stratford
File Reference:	ADM 0092
Disclosure of Interest:	No Interest declared by CEO
Author:	David N Burton, Chief Executive Officer
Signature of CEO	
Attachment:	Nil

Background:

The Shire of Koorda has two representatives for the CEACA Inc. The Shire President is the primary Board representative, and the Chief Executive Officer the secondary Board representative.

With the Chief Executive Officer (CEO) leaving at the end of the year, Council will need to consider a new secondary representative.

Comment:

Several Councils have adopted the position of having both members as Councillors, but in opposing years of elections. In this way, there is always a representative that has been a part of the process and knows where CEACA is currently at with the project.

Councils have removed the CEO's from a representation role, but still have them attend in an advisory role for the Council. This has been due to several Shires having multiple CEO's in recent times. While we hope that this will not be the case for Koorda, it is acknowledged that CEO's do shift from time to time.

As the CEACA AGM is in November, Council need to consider the Representatives for the CEACA Board. It should also be noted that the representative does not have to be on Council or with the Shire at all and can be a member of the General Public.

Consultation

Nil

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Shire of Koorda Strategic Community Plan

C 1.6 - Develop successful and collaborative partnerships

C 2.3 - Facilitate resource sharing on a regional basis

Voting Requirement:

Simple majority

COUNCIL DECISION

Officer Recommendation

Moved CR GW Greaves

Seconded CR JM Stratford

That Council endorse for the CEACA Inc Representation, the Primary Representative be Cr Ricky Storer and the Secondary Representative be Cr George Storer

**PUT & CARRIED: 7/0
RESOLUTION NO: 061018**

11.1.4

STANDING ORDERS AMENDMENT LOCAL LAW 2018

Section 5.23 – Applicability	
Location:	Koorda Townsite
Portfolio:	Governance, Administration and Finance
	Cr JM Stratford
File Reference:	KOLL 0345
Disclosure of Interest:	No Interest declared by CEO
Author:	David N Burton, Chief Executive Officer
Signature of CEO	
Attachment:	Draft Local Law

Background:

In December 2017, the Shire of Koorda adopted the Shire of Koorda Standing Orders Local Law 2017. This was advertised in the Government Gazette and also sent to the Joint Standing Committee on Delegated Legislation as required under the Local Government Act 1995.

Since then, advice has been received from the Joint Standing Committee on Delegated Legislation that several changes were required for the Local Law to be accepted. These changes are now being made through the Shire of Koorda Standing Orders Amendment Local Law 2018.

Comment:

The process of adopting a local law is very specific and details of the requirements have been included under the heading Statutory Environment for Councillors.

(To be read out aloud by Chairperson) For the Standing Orders Local Law, the purpose and effect are as follows:

Purpose:

To provide for the orderly conduct of the proceedings and business of the Council, and for the safe custody and use of the Council's common seal.

Effect:

All Council meetings, committee meetings and other meetings as described in the Act, and the use of Council's common seal, shall be governed by these standing orders unless otherwise provided in the Act, regulations or other written laws.

State wide public notice has been given and information sent to the relevant Ministers with regards to the Local Laws.

Feedback was received from the Department of Local Government on the draft local law and amendments have been made accordingly. As such it is recommended that the Amendment Local Law be adopted, advertised in the Government Gazette and sent to the Joint Standing Committee on Delegated Legislation as required.

Consultation

WALGA Model Local Laws
Department of Local Government

Statutory Environment: Local Government Act 1995

3.12. Procedure for making local laws

- (1) In making a local law a local government is to follow the procedure described in this section, in the sequence in which it is described.
- (2) At a council meeting the person presiding is to give notice to the meeting of the purpose and effect of the proposed local law in the prescribed manner.
- (3) The local government is to —
 - (a) give Statewide public notice stating that —
 - (i) the local government proposes to make a local law the purpose and effect of which is summarized in the notice; and
 - (ii) a copy of the proposed local law may be inspected or obtained at any place specified in the notice; and
 - (iii) submissions about the proposed local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given;and
 - (b) as soon as the notice is given, give a copy of the proposed local law and a copy of the notice to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister; and
 - (c) provide a copy of the proposed local law, in accordance with the notice, to any person requesting it.

(3a) A notice under subsection (3) is also to be published and exhibited as if it were a local public notice.

- (4) After the last day for submissions, the local government is to consider any submissions made and may make the local law* as proposed or make a local law* that is not significantly different from what was proposed.

** Absolute majority required.*

- (5) After making the local law, the local government is to publish it in the *Gazette* and give a copy of it to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister.
- (6) After the local law has been published in the *Gazette* the local government is to give local public notice —
 - (a) stating the title of the local law; and
 - (b) summarizing the purpose and effect of the local law (specifying the day on which it comes into operation); and
 - (c) advising that copies of the local law may be inspected or obtained from the local government's office.
- (7) The Minister may give directions to local governments requiring them to provide to the Parliament copies of local laws they have made and any explanatory or other material relating to them.
- (8) In this section —
making in relation to a local law, includes making a local law to amend the text of, or repeal, a local law.

[Section 3.12 amended by No. 1 of 1998 s. 8; No. 64 of 1998 s. 6; No. 49 of 2004 s. 16(4) and 23.]

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Shire of Koorda Strategic Community Plan

C 2.2 - Promote a culture of continuous improvement processes (ongoing)

C 3.2 - Enhance the capacity and effectiveness of administrative processes (short term, in progress)

Voting Requirement:

Absolute majority

COUNCIL DECISION

Officer Recommendation

Moved CR PL McWha

Seconded CR JM Stratford

That:

- a. **The Shire of Koorda adopts the “Shire of Koorda Standing Orders Amendment Local Law 2018”;**
- b. **The Chief Executive Officer advertises the “Shire of Koorda Standing Orders Amendment Local Law 2018” in the Government Gazette; and**
- c. **A copy of the “Shire of Koorda Standing Orders Amendment Local Law 2018” is submitted to the Joint Standing Committee on Delegated Legislation.**

**PUT & CARRIED ABSOLUTE MAJORITY: 7/0
RESOLUTION NO: 071018**

11.1.5

LOCAL GOVERNMENT PROPERTY AMENDMENT LOCAL LAW 2018

Section 5.23 – Applicability	
Location:	Koorda Townsite
Portfolio:	Governance, Administration and Finance Cr JM Stratford
File Reference:	KOLL 0345
Disclosure of Interest:	No Interest declared by CEO
Author:	David N Burton, Chief Executive Officer
Signature of CEO	
Attachment:	Draft Local Law

Background:

On 19 January 2000, the Shire of Koorda advertised the Shire of Koorda Local Government Property Local Law as required in the Government Gazette

As required under the Local Government Act 1995, a review of the Shires Local Laws was conducted earlier this year and noted that some changes were required for the Local Government Property Local Law to update the Law with current legislation. This Amendment Local Law is for the correction.

Comment:

The process of adopting a local law is very specific and details of the requirements have been included under the heading Statutory Environment for Councillors.

(To be read out aloud by Chairperson) For the Local Government Property Amendment Local Law, the purpose and effect are as follows:

Purpose:

To provide for the regulation, control and management of activities and facilities on local government and public property.

Effect:

To establish the requirements with which any persons using or being on local government and public property within the district must comply.

State wide public notice has been given and information sent to the relevant Ministers with regards to the Local Laws.

Feedback was received from the Department of Local Government on the draft local law and amendments have been made accordingly. As such it is recommended that the Amendment Local Law be adopted, advertised in the Government Gazette and sent to the Joint Standing Committee on Delegated Legislation as required.

Consultation

WALGA Model Local Laws
Royal Life Saving guidelines
Leisure Institute of WA (Aquatics)
Department of Local Government

Statutory Environment:

Local Government Act 1995

3.12. Procedure for making local laws

- (1) In making a local law a local government is to follow the procedure described in this section, in the sequence in which it is described.
- (2) At a council meeting the person presiding is to give notice to the meeting of the purpose and effect of the proposed local law in the prescribed manner.
- (3) The local government is to —
 - (a) give Statewide public notice stating that —
 - (i) the local government proposes to make a local law the purpose and effect of which is summarized in the notice; and
 - (ii) a copy of the proposed local law may be inspected or obtained at any place specified in the notice; and
 - (iii) submissions about the proposed local law may be made to the local government before a day to be specified in the notice, being a day that is not less than 6 weeks after the notice is given;and
 - (b) as soon as the notice is given, give a copy of the proposed local law and a copy of the notice to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister; and
 - (c) provide a copy of the proposed local law, in accordance with the notice, to any person requesting it.

(3a) A notice under subsection (3) is also to be published and exhibited as if it were a local public notice.

- (4) After the last day for submissions, the local government is to consider any submissions made and may make the local law* as proposed or make a local law* that is not significantly different from what was proposed.

** Absolute majority required.*

- (5) After making the local law, the local government is to publish it in the *Gazette* and give a copy of it to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister.
- (6) After the local law has been published in the *Gazette* the local government is to give local public notice —
 - (a) stating the title of the local law; and
 - (b) summarizing the purpose and effect of the local law (specifying the day on which it comes into operation); and
 - (c) advising that copies of the local law may be inspected or obtained from the local government's office.
- (7) The Minister may give directions to local governments requiring them to provide to the Parliament copies of local laws they have made and any explanatory or other material relating to them.
- (8) In this section —

making in relation to a local law, includes making a local law to amend the text of, or repeal, a local law.

[Section 3.12 amended by No. 1 of 1998 s. 8; No. 64 of 1998 s. 6; No. 49 of 2004 s. 16(4) and 23.]

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Shire of Koorda Strategic Community Plan

C 2.2 - Promote a culture of continuous improvement processes (ongoing)

C 3.2 - Enhance the capacity and effectiveness of administrative processes (short term, in progress)

Voting Requirement:

Absolute majority

COUNCIL DECISION

Officer Recommendation

Moved CR G Storer

Seconded CR GW Greaves

That:

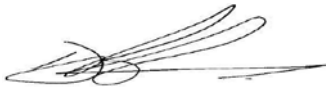
- a. **The Shire of Koorda adopts the “Shire of Koorda Local Government Property Amendment Local Law 2018”;**
- b. **The Chief Executive Officer advertises the “Shire of Koorda Local Government Property Amendment Local Law 2018” in the Government Gazette; and**
- c. **A copy of the “Shire of Koorda Local Government Property Amendment Local Law 2018” is submitted to the Joint Standing Committee on Delegated Legislation.**

**PUT & CARRIED ABSOLUTE MAJORITY: 7/0
RESOLUTION NO: 081018**

11.2 Finance

**11.2.1 MONTHLY FINANCIAL STATEMENTS
As at 30 September 2018**

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, Manager of Finance and Administration
Signature of CEO	
Attachment:	Monthly Financial Statement

Background:

Submission of monthly Financial Statements for period ended 30 September 2017.

Comment:

Monthly Financial Statements for the period ended 30 September 2018 for Council's information and acceptance. The explanations for variances of \$10,000 and 10% more are in Note 11, the Material Variance Report.

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

C 3.3 - Provide reporting processes in a transparent, accountable and timely manner

Voting Requirement:

Simple majority

COUNCIL DECISION
Officer Recommendation

Moved CR JM Stratford

Seconded CR G Storer

That the monthly Financial Statements for the period ended 30 September 2018, as presented, be received and adopted.

PUT & CARRIED: 7/0
RESOLUTION NO: 091018

11.2.2 **ACCOUNTS PAID AS LISTED**
As at 11 October 2018

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, Manager of Finance and Administration
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 11 September 2018 to 11 October 2018 and are generally within budget guidelines and are of an operational nature.

V159	Merredin Carpets & Flooring	\$1,935.00
V175	Drinnan Family Trust	\$7,887.00
V178	Solargain PV Pty Ltd	\$5,684.80
V183	Dalwallinu Concrete Pty Ltd	\$4,294.40

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

C 3.3 - Provide reporting processes in a transparent, accountable and timely manner

Voting Requirement:

Simple majority

COUNCIL DECISION
Officer Recommendation

Moved CR BG Cooper

Seconded CR GW Greaves

That accounts as listed being for period 11 September 2018 to 11 October 2018.

Municipal Vouchers No's V159 to V250
Bendigo Bank Card (Included in Total) V208

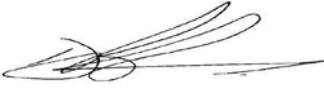
Totalling \$251,212.99
\$ 1,925.94
Total \$253,138.93

To be endorsed or passed for payment

PUT & CARRIED: 7/0
RESOLUTION NO: 101018

11.2.3 **MONTHLY FINANCIAL POSITION** As at 11 October 2018

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, Manager of Finance and Administration
Signature of CEO	
Attachment:	Financial Position

Background:

Current Monthly Financial position as at 11 October 2018 on the various accounts.

Comment:

The Municipal Account's financial position as at 11 October 2018 indicated at this time.

Monthly Financial Position	Municipal Account	\$1,813,847.26
	Reserve Account	\$5,588,215.08
	Trust Account	\$44,669.70

Our monthly financial position is approximately \$400,000 better than at this time last year.

Consultation:

Monthly advice

Statutory Environment:

Local Government Act 1995, Section 6.4

Policy Implications:

Nil

Financial Implications:

Shows current financial position

Strategic Implications:

Shire of Koorda Strategic Community Plan

C 3.3 - Provide reporting processes in a transparent, accountable and timely manner

Voting Requirement:

Simple majority

COUNCIL DECISION
Officer Recommendation

Moved CR JM Stratford


Seconded CR GW Greaves

That the Financial Position, as at 11 October 2018, as presented, be noted, received and adopted.

PUT & CARRIED: 7/0
RESOLUTION NO: 111018

11.2.4 INVESTMENT OF COUNCIL FUNDS

Section 5.23 – Applicability

Location:	Shire of Koorda
Portfolio:	Governance, Administration and Finance JM Stratford
File Reference:	ADM 0448
Disclosure Of Interest:	No interest declared by CEO
Author:	Lana Foote, Manager of Finance and Administration
Signature of CEO	
Attachment:	Quarterly Report

Background:

Quarterly Report for the period ended 30 September 2018.

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:

Nil

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:

Shire of Koorda Strategic Community Plan

C 3.3 - Provide reporting processes in a transparent, accountable and timely manner

Voting Requirement

Simple majority

COUNCIL DECISION
Officer Recommendation

Moved CR GW Greaves

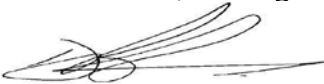
Seconded CR PL McWha

That the Quarterly Report to Council on all current investments to 30 September 2018, as presented, be received and adopted.

PUT & CARRIED: 7/0
RESOLUTION NO: 121018

11.2.5 ANNUAL REPORTING REQUIREMENTS

Section 5.23 – Applicability

Location:	Shire of Koorda
Portfolio:	Governance, Administration and Finance Cr JM Stratford
File Reference:	ADM 0320
Disclosure Of Interest:	No interest declared by the CEO
Author:	Lana Foote, Manager of Finance and Administration
Signature of CEO	
Attachment:	2017/2018 Annual Report (separate document)

Background:

Under Section 5.53 of the Local Government Act, Council is to prepare an Annual Report for each financial year and the Annual Report is to contain:-

- a) Report from President
- b) Report from Chief Executive Officer
- c) An overview of the Plan for the Future that are proposed to commence or continue next financial year
- d) Financial report for the financial year
- e) Such information as may be prescribed in relation to payments made to employees
- f) Auditors report for the financial year
- g) Report under Section 29(2) of the Disabilities Services Act 1993
- h) Register of certain complaints of minor breaches
 - i) Number of complaints recorded in register
 - ii) How recorded complaints were dealt with
 - iii) Any other details regulations may require; and
 - i) Such other information as may be prescribed

Under Section 5.54(1); the Annual Report for the financial year is to be accepted by the Local Government no later than 31 December.

Comment:

The Annual Financial Statements have been completed and are available.

We have received the final Audit Report, and forms part of the Annual Report.

Consultation:

Local Government Act 1995

Statutory Environment:

Local Government Act 1995 – Sections 5.27, 5.29, 5.53(1)(2), 5.54(1), 5.55

Policy Implications:

A24 (preferable to hold the General Meeting of Electors October of each year)

5.27 (2): A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report from the previous financial year.

5.29 (1) (a) at least 14 days' local public notice

Financial Implications:

Nil

Strategic Implications:

Shire of Koorda Strategic Community Plan

C 3.3 - Provide reporting processes in a transparent, accountable and timely manner

Voting Requirement:

Simple majority

COUNCIL DECISION

Officer Recommendation

Moved CR GW Greaves

Seconded CR LC Smith

That Council:

- a) Receive the Annual Financial Statements as presented and Auditor's Report for the 2017/2018 financial year as drafted providing there is no changes;**
- b) Receive and adopt the Annual Report for the year ended 2017/2018**
- c) Resolve that the General Meeting of Electors be held on Monday 12th November 2018 commencing at 7.00pm.**

**PUT & CARRIED: 7/0
RESOLUTION NO: 131018**

4.50pm Cr JM Stratford, Cr PL McWha & CEO David Burton withdrew from chambers as they declared a financial interest in the below item.

11.2.6 REQUEST FOR HALL HIRE FEES WAIVED

Section 5.23 – Applicability

Location:

KOORDA

Portfolio:

Governance, Administration and Finance

Cr JM Stratford

File Reference:

ADM 0149

Disclosure of Interest:

CEO declared a financial interest as he has children that will be attending the function.

Author:

David N Burton, Chief Executive Officer

Signature of CEO



Attachment:

Letter

Background:

A request has been received from the Koorda P&C Inc for the waiving of the hall hire fees for the Annual Halloween Ball to be held on the 27th October 2018.

Comment:

This is a public event for the youth of Koorda which is quite well attended. The activities are centred on the youth of the town and do provide entertainment. Initially this event was done so that the children would not be wandering the streets “trick or treating” however this still does happen to some extent.

One of the advantages of the Halloween Ball is that it does provide some entertainment for the youth of the area to keep them from creating other issues such as vandalism and graffiti.

The P&C would also need the use of the facility for the week leading up to the ball to decorate the facility and then a few days after to remove all the decorations. This should not be an issue as the facility receives minimal use at this time of the year.

Council has previously supported this event in the past by waiving the fees for the hall hire. This would reduce the income for the hall by the hire fee of \$150.00, but will make the event more accessible for participants.

The Shire of Koorda Finance Policy F7 allows for the waiving of fees and charges for the Koorda Primary School during school hours, but does not include the P&C activities after school hours. Therefore the decision to waive the fees is at the discretion of Council.

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

Reduction of the income for the hall by \$150.00

Strategic Implications:

Strategic Community Plan

S 1.2 - Partner with the community to support the creation of community driven activity centres (short term, ongoing)

S 2.3 - Provide an environment that enhances the growth, development and retention of youth (ongoing)

S 4.3 - Partner with stakeholders to achieve greater community participation in recreational facilities and services (medium term, in progress 4-15 years)

Voting Requirement:

Simple majority

COUNCIL DECISION

Officer Recommendation

Moved CR G Storer

Seconded CR GW Greaves

That the Hall Fees be waived for the holding of the Annual Halloween Ball for 27th October 2018.

**PUT & CARRIED: 5/0
RESOLUTION NO: 141018**

4.51pm

Cr JM Stratford, Cr PL McWha and CEO David Burton returned to chambers and the Presiding person advised them of the outcome of the resolution.

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

Nil

13 NEW BUSINESS OF AN URGENT NATURE INTRODUCED

Nil

14 MATTERS FOR WHICH MEETING MAY BE CLOSED

Nil

15 DATE OF NEXT MEETING

Wednesday 21 November 2018 @ 6.00pm

16 CLOSURE

The President thanked Councillors for the participation and closed the meeting at 4.52pm.

Signed

Presiding person at the meeting at which the minutes were confirmed

Date: 21st November 2018