



Shire of Koorda



AGENDA

NOTE:

Wednesday 15th August 2018
Ordinary Meeting 4.30pm



DISCLOSURE OF INTEREST

✦ WRITTEN

- Prior to meeting
- CEO to advise Presiding Person
- Reported to meeting immediately before item discussed
- Standard form may be used

✦ VERBAL

- No round robin at start of meeting
- Advise immediately before item discussed

✦ TO BE DISCLOSED

- Nature of interest
- Extent if vote on participation held.



SHIRE OF KOORDA

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

A handwritten signature in black ink, appearing to read 'DN Burton', with a long horizontal stroke extending to the right.

DN Burton
CHIEF EXECUTIVE OFFICER

CONTENTS

1	DECLARATION OF OPENING	1
2	ANNOUNCEMENT OF VISITORS	1
3	RECORD OF ATTENDANCE	1
	3.1 Record of Attendance:	1
	3.2 Apologies:	1
	3.3 Approved Leave of Absence:	1
4	QUESTION TIME FOR THE PUBLIC	1
	4.1 Response to Previous Public Questions Taken on Notice	1
	4.2 Public Question Time Open	1
	4.3 Public Question Time Closed	1
5	APPLICATIONS FOR LEAVE OF ABSENCE	1
6	DECLARATIONS OF INTEREST	1
7	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS	1
8	CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS	1
	8.1 ORDINARY MEETING HELD 18 July 2018	1
9	ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION	1
10	REPORTS OF COMMITTEES	1
11	CHIEF EXECUTIVE OFFICERS REPORT	2
	11.1 Governance and Administration	2
	11.1.1 NEWROC EXECUTIVE COUNCIL MEETING	2
	11.1.2 NEWTRAVEL MEETING.....	4
	11.1.3 REVIEW OF CODE OF CONDUCT	6
	11.1.4 NEWROC MOU	8
	11.2 Finance	10
	11.2.1 MONTHLY FINANCIAL STATEMENTS	10
	11.2.2 ACCOUNTS PAID AS LISTED	12
	11.2.3 MONTHLY FINANCIAL POSITION	14
	11.2.4 TRANSFER FROM IT RESERVE TO IT SUPPORT & RECORD MANAGMENT ACCOUNT	16
	11.3 Law, Order & Public Safety	18
	11.4 Health and Building	18
	11.5 Education & Welfare	18
	11.6 Housing	18
	11.7 Community Amenities	18
	11.8 Recreation and Culture	18
	11.9 Transport	19
	11.9.1 WHEATBELT SECONDARY FREIGHT ROUTE.....	19
	11.10 Economic Services	21
	11.11 Other Property & Services	21
	11.12 Reserves	21
12	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	21
13	NEW BUSINESS OF AN URGENT NATURE INTRODUCED	21
14	MATTERS FOR WHICH MEETING MAY BE CLOSED	22
	14.1 CEO REVIEW AND KPI's	22
15	DATE OF NEXT MEETING	24
16	CLOSURE	24
	ITEMS FOR DISCUSSION	25
	OPEN FORUM SESSION	26

PORTFOLIO'S	28
COUNCIL CALENDAR.....	30

1 DECLARATION OF OPENING

2 ANNOUNCEMENT OF VISITORS

3 RECORD OF ATTENDANCE

- 3.1 *Record of Attendance:*
- 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

- 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 18 July 2018

OFFICER RECOMMENDATION

That the Minutes of the Koorda Shire Council Ordinary Meeting held on the 18 July 2018, as circulated be confirmed and certified as a true and accurate record.

9 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION


10 REPORTS OF COMMITTEES

11 CHIEF EXECUTIVE OFFICERS REPORT

11.1 Governance and Administration

**11.1.1 NEWROC EXECUTIVE COUNCIL MEETING
24 July 2018**

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 24 July 2018 at Koorda.

Comment:

The following issues were discussed:

- Item 4.1 LGIS – Human Resources and Risk Prevention - Information
- Item 6.1.1 Shire of Mukinbudin AC Voltage Reduction - Update
- Item 7.1 Income, Expenditure and Profit and Loss - Information
- Item 8.1 NEWROC Strategic Planning – Renewable Energy - update
- Item 8.2 Telecommunications Project – Update, Agreement presented to Crisp
- Item 8.3 NEWROC MOU – consideration of MOU, to be presented to Council
- Item 8.4 Regional Subsidiary – Purpose and Role of Executive Officer
- Item 9.1 Local government Health Plans - update
- Item 9.2 Member Council Insurance – service provision

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:

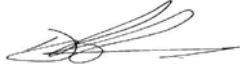
Simple majority

OFFICER RECOMMENDATION

That Council note and endorse the recommendations of the NEWROC Executive meeting held in Koorda on 24 July 2018.

11.1.2

NEWTRAVEL MEETING
26 July 2018

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 NEWTRAVEL Meeting held on 26 July 2018 at Wyalkatchem.

Comment:

The following issues were discussed:

- Item 1 Previous Minutes
- Item 2.1 Correspondence In
- Item 2.2 Correspondence Out
- Item 2.3 Business arising from Correspondence – Nil.
- Item 3.1 Financial Reports
- Item 3.2 Marketing Plan
- Item 4.0 NEWTravel Officers Report - Information
- Item 4.1 Quarterly Statistics - Information
- Item 5.1 Online Accommodation – Some Shires have implemented a couple of simple options. We will be looking into these and the costs. If we can have the online booking systems reduce the work of staff in a cost effective manner, we will be looking at installing it.
- Item 5.2 NEWTravel Membership Structure – Update on changes that will be adopted at AGM.
- Item 5.3 Stargazing in the Wheatbelt Way – Opportunities for additional attractions possible at a later date.
- Item 5.4 2018/2019 Marketing Plan – Where funds will be allocated.
- Item 6 Member Shire Reports.
- Item 6.1 Discussion on NEWTravel Name
- Item 6.2 Concerns raised over cost for Dowerin Field Day compared with Caravan and Camping Show.
- Item 6.3 Wheatbelt Bird Information – Discussions on activities for bird watchers.
- Item 6.4 Questionnaires to gather information from Wi-Fi Hotspots.

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:

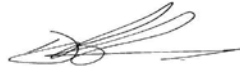
Simple majority

OFFICER RECOMMENDATION

That Council note and endorse the recommendations of the NEWTravel meeting held in Wyalkatchem on 26 July 2018.

11.1.3 **REVIEW OF CODE OF CONDUCT**

Section 5.23 – Applicability

Location:	KOORDA
Portfolio:	Governance, Administration and Finance Cr JM Stratford
File Reference:	CRS 0349
Disclosure of Interest:	No Interest declared by CEO
Author:	David N Burton, Chief Executive Officer
Signature of CEO	
Attachment:	Code of Conduct Draft

Background:

The Code of Conduct was created about 8 years ago based on the standard WALGA template. The Code of Conduct is reviewed annually to ensure that it is up to date with any legislation changes. Several clauses were altered last year during the review.

Comment:

The Code of Conduct adopted by the Shire of Koorda is based on the WALGA provided template which was designed to be suitable to most Councils and provide some similarity between Councils. The base template of the code of Conduct has not been changed by WALGA.

While the template is designed to assist Councils in a uniform approach to the Code of Conduct, it can be individualised by each Council if required.

In order to ensure that the Code of Conduct is still relevant to Council and what is required, regular reviewing of the code is recommended.

It should be noted that there is currently a review of the Local Government Act 1995, which may have some significant changes to the Code of Conduct when it comes out.

For the current Code of Conduct, additional information has been included with regards to the use of Social Media. The areas of changes have been highlighted for Councils to easily identify.

With the changes to the Code of Conduct, we will be working through the document with staff to ensure that all staff are aware of the contents and the requirements.

Consultation:

WALGA Model Code of Conduct

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

S 2.6 - Provide to the community quality regulatory services (ongoing)

C 1.2 - Develop a policy framework to guide Council's decision making (short term, 2-4 years)

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

Voting Requirement:

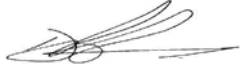
Simple majority

OFFICER RECOMMENDATION

That the Shire of Koorda Code of Conduct as amended be adopted.

11.1.4 **NEWROC MOU**

Section 5.23 – Applicability

Location:	KOORDA
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:	Draft MOU

Background:

Through NEWROC the Shire of Mukinbudin has agreed to continue to participate in NEWROC for a further two years until at least June 2020. The NEWROC Final MOU is submitted as a separate attachment, requiring signing by the Shire President and CEO the affixing of Shire of Mukinbudin Common Seal.

The *Local Government Act 1995* Division 3 Section 9.49A states the following:

Division 3 — Documents

9.49A. Execution of documents

- (1) A document is duly executed by a local government if —
 - (a) the common seal of the local government is affixed to it in accordance with subsections (2) and (3); or
 - (b) it is signed on behalf of the local government by a person or persons authorised under subsection (4) to do so.
- (2) The common seal of a local government is not to be affixed to any document except as authorised by the local government.
- (3) The common seal of the local government is to be affixed to a document in the presence of —
 - (a) the mayor or president; and
 - (b) the chief executive officer or a senior employee authorised by the chief executive officer,

each of whom is to sign the document to attest that the common seal was so affixed.
- (4) A local government may, by resolution, authorise the chief executive officer, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.

- (5) A document executed by a person under an authority under subsection (4) is not to be regarded as a deed unless the person executes it as a deed and is permitted to do so by the authorisation.
- (6) A document purporting to be executed in accordance with this section is to be presumed to be duly executed unless the contrary is shown.
- (7) When a document is produced bearing a seal purporting to be the common seal of the local government, it is to be presumed that the seal is the common seal of the local government unless the contrary is shown.

[Section 9.49A inserted by No. 17 of 2009 s. 43.]

Comment:

The NEWROC MOU is presented to Council for consideration of approving the document and for the Shire President and CEO to sign and Seal.

Consultation:

Caroline Robinson – NEWROC Executive Officer
NEWROC Member CEO's

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

C 4.1.7 - Develop successful and collaborative partnerships

C 4.2.1 - Facilitate resource sharing on a regional basis

Voting Requirement:

Simple majority

OFFICER RECOMMENDATION

That Council authorises the Shire President and CEO to sign and affix the Shire of Koorda Common Seal to the NEWROC MOU for the period July 2018 – June 2020.

11.2 Finance

**11.2.1 MONTHLY FINANCIAL STATEMENTS
As at 31 July 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 & Administration
Signature of CEO	
Attachment:	Monthly Financial Statement

Background:

Submission of monthly Financial Statements for period ended 31 July 2018.

Comment:

Monthly Financial Statements for the period ended 31 July 2018 for Council's information and acceptance. The explanations for variances of \$10,000 and 10% or more are in Note 13 of the Financial Monthly 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

OFFICER RECOMMENDATION

That the monthly Financial Statements for the period ended 31 July 2018, as presented, be received and adopted.

11.2.2 **ACCOUNTS PAID AS LISTED**
As at 10 August 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 & 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 from 19 July 2018 to the 10 August 2018 and are generally within budget guidelines and are of an operational nature. Payments for capital assets expenditure are:

V029	Northam Holden	\$15,943.00
V074	KTY Electrical	\$1,164.80
V077	MW Grant	\$21,010.00
V084	Solargain	\$17,459.20

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

OFFICER RECOMMENDATION

That accounts as listed being for period from 19 July 2018 to 10 August 2018.

Municipal Vouchers No: V025 to V091	Totalling	\$305,973.03
Credit Card Transactions		\$145.30
	Total	\$306,118.33

To be endorsed or passed for payment

Voting Requirement:

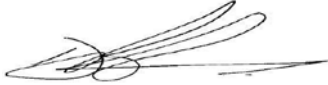
Simple majority

OFFICER RECOMMENDATION

That the Financial Position, as at 10 August 2018, as presented, be noted, received and adopted.

11.2.4

**TRANSFER FROM IT RESERVE TO IT SUPPORT & RECORD
MANAGEMENT ACCOUNT**

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 & Administration
Signature of CEO	
Attachment:	Nil

Background:

As part of the 2018/19 budget, \$40,000 capital works is allocated for the replacement of the server. The total cost of the new server has been quoted at \$30,000 which will be capitalised. With the purchase of the new server, our IT consultants have recommended some upgrades critical to ensure the server is performing as best as it can.

In the current budget, we have an allocation of \$45,000 for IT Support & Record Management.

Comment:

Last financial year, expenditure for IT Support and Record Management was \$30,000 which is generally the annual costs for IT support and management. If costs remain the same for this financial year, the \$15,000 remaining amount was set aside for the redesign and upgrade of the Council website, which is quoted at \$12,500. Currently the council website is very dark, dated, not overly user friendly and has no capacity for mobile use. Staff have been working with the team at Market Creations to create a vibrant look which is both user friendly and better reflects the Koorda community, and also offers a more user friendly approach for staff to update.

With the remaining funds from the IT Support and Record Management budget being allocated to the upgrade of the website, an amount of \$20,000 is requested to be transferred into the IT Support and Record Management account for the upgrade of software.

Office 365 software and the installation of a new Switch and Firewall are required to ensure the new server and our IT softwares are performing at the maximum they can.

Office 365 upgrade is required for Emails and Microsoft Office Licensing Compliance, the cost being quoted at \$10,000. Office 365 also incorporates the Share Point software platform which Council will take advantage of in the future for our electronic Records management system.

A new Switch and Firewall upgrade are quoted at \$10,000. The switch is a part of the server connection which houses all the ports that connect to the computers. Currently we are at full capacity and have no free positions and are having to switch between the EHO Office and Council Chambers when the computer network is required. With the installation of the new server an

additional 3 ports will be required on top of all the ones currently taken up. With all the internet and connection issues at the medical centre, the internet service has been upgraded and the firewall recommendation is to ensure both the medical centre and the administration office internet remain isolated from each other so there is no internet sharing across networks. This ensures there is a privacy buffer between both networks. This upgrade will ensure the full capacity of the internet speeds can be taken advantage of. The system also has the capacity to run phones and CCTV through it for when the copper network is disconnected and we move to VOIP (Voice over Internet Protocol) systems.

Consultation:

Darren Lee, Market Creations
Nat Wallis, Wallis Computer Solutions

Policy Implications:

Nil

Financial Implications:

In order to allow for changes and upgrades to IT, an additional budget allocation of \$20,000 from the IT & Admin Reserve is required.

Strategic Implications:

- Shire of Koorda Strategic Community Plan 2018
- 2.2.2 Provide relevant tourist information and marketing services
- 4.2.1 Promote a culture of continuous improvement processes
- 4.3.2 Enhance the capacity and effectiveness of administrative processes
- 4.3.5 Provide flexible and attractive work conditions in a supportive work environment

Voting Requirement:

Absolute majority

OFFICER RECOMMENDATION
That \$20,000 be transferred from the IT and Admin Reserve to the IT Support & Record Management Expenditure Account (E145095).

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

11.9.1

WHEATBELT SECONDARY FREIGHT ROUTE

Section 5.23 – Applicability

Location:	KOORDA – WHEATBELT REGION
Portfolio:	Transport and Communication Cr GW Greaves
File Reference:	RRG 0165
Disclosure of Interest:	No Interest declared by CEO
Author:	David N Burton, Chief Executive Officer
Signature of CEO	
Attachment:	Information and Email

Background:

A request has been received by the Chair of the Wheatbelt North Regional Road Group (WBNRRG) for confirmation of Councils consideration of co-contribution of \$6,000 towards the project to go with a funding application in the next few months.

Comment:

The Wheatbelt Secondary Freight Route initiative has been an ongoing project for the last few years and we have had several items of information reported back to Council, but as a quick overview, the program is to look at other freight services required for the wheat belt region, not just grain to port and ensuring that the road infrastructure is able to support the freight. This project could lead to a large sum of funds being spent in the Wheatbelt to upgrade the roads.

The funding is included in the Shire of Koorda 2018/2019 Budget.

The chair of the WBNRRG is asking for a letter of support for the project so that it can be included with the funding application. The more support that can be shown for the application, the greater chance of funding being received as it is seen to show the importance of the program and the commitment of the local government bodies' involved.

Consultation:

Various Local Governments and Government Agencies

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

Funding is allocated in the current budget for this program.

Strategic Implications:

E 2.3.1 Facilitate transport services and infrastructure with key stakeholders.

E 2.3.2 Maintain an efficient, safe and quality local road network

C 4.1.7 - Develop successful and collaborative partnerships

Voting Requirement:

Simple majority

OFFICER RECOMMENDATION

That Council:

- 1. Notes the Secondary Freight Routes Project Development report;**
- 2. Supports the strategic intent of the Secondary Freight Routes project;**
- 3. Authorises the Chief Executive Office to prepare and sign a letter of support in favour of an application for Federal Government Funding under the Building Better Regions Program to develop the Secondary Freight project; and**
- 4. Endorses in principle an allocation of \$6,000 in 2018/19 to co-fund Secondary Freight Route Project development subject to a successful Building Better Regions Program application.**

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
-----------	--

14 MATTERS FOR WHICH MEETING MAY BE CLOSED

Officer Recommendation

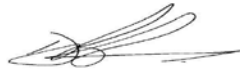
That the Meeting be closed to the public to consider 14.1.1

14.1 CEO REVIEW AND KPI's

Section 5.23 – Applicability

Location: WALGA Region
Portfolio: **Governance, Administration and Finance**
Cr JM Stratford
File Reference: ADM0066
Disclosure of Interest: Interest declared by CEO and withdrew from Chambers
Author: David N Burton, Chief Executive Officer

Signature of CEO



Attachment: Confidential Report and wage structure sent separately.

****CONFIDENTIAL****

5.23. Meetings generally open to public

- (1) Subject to subsection (2), the following are to be open to members of the public —
 - (a) all council meetings; and
 - (b) all meetings of any committee to which a local government power or duty has been delegated.
- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —
 - (a) a matter affecting an employee or employees; and
 - (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and
- (3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

Voting Requirement:

Simple majority

Officer Recommendation

That the Chief Executive Officer Review for the 2017/2018 Financial Year be adopted by Council with:

- a) Key Performance Indicators for the 2018/2019 year; and**
- b) An increase in the Chief Executive Officers cash salary of 1.5% from the 11th July 2018**

Officer Recommendation

That the Meeting be reopened to the public.

15	DATE OF NEXT MEETING
-----------	-----------------------------

Wednesday 19th September 2018 @ 4.30pm

16	CLOSURE
-----------	----------------

Items for Discussion

Shire of Koorda Website

Previously we had spoken about updating our website as it was not up to current standards for most and also needed updating to be mobile friendly.

Staff have been working with Market Creations to update the website. The general layout has been completed and we will show examples of this.

Updated Corn Dolly Symbol

While looking at the website, we also wanted to look at the Corn Dolly symbol that we use. The graphic file is fairly old and looks a little shabby. We have requested Market Creations to try and draft some examples that will improve it. These have been sent out to Council.

We also have the option of having a logo for the Shire which will have “Shire of Koorda” on it and also a different logo for the town, with just “Koorda” on it which can be used for any other functions or reasons.

If we can decide on just a couple, we will then circulate this to the general public to get feedback. This is just to ensure that we are not upsetting people with the change, and explaining that we are just trying to have a better defined Corn Dolly.

CEACA

Wyalkatchem is not able to sort out an agreement for the properties in Wylie, so they will be surrendering the houses. Pending on the number of units, it may be possible to get some transferred to Koorda, but will require the additional costs per unit. We will keep you posted on this.

OPEN FORUM SESSION

Bar Duties – Cr LC Smith

General discussion on issues

- To be raised at future meeting
- Relevant to Council or Community
- Relevant to good governance
- Not Works or Service issues (Use request forms)

GOVERNANCE & ADMINISTRATION Cr JM Stratford

FINANCE Cr JM Stratford

LAW, ORDER & PUBLIC SAFETY Cr BG Cooper

HEALTH Cr BG Cooper

EDUCATION & WELFARE Cr LC Smith

HOUSING Cr LC Smith

COMMUNITY AMENITIES Cr PL McWha

RECREATION & CULTURE Cr PL McWha

TRANSPORT & COMMUNICATION Cr GW Greaves

ECONOMIC SERVICES Cr G Storer

OTHER PROPERTY & SERVICES & RESERVES Cr G Storer

OTHER:

PORTFOLIO'S

- *Governance, Administration and Finance* - **Cr JM Stratford**

- *Law, Order, Health and Building* - **Cr BG Cooper**

- *Education, Welfare and Property* - **Cr LC Smith**

- *Community Amenities, Environment, Recreation and Culture* - **Cr PL McWha**

- *Transport and Communication* - **Cr GW Greaves**

- *Economic, Other Property and Services and Reserves* - **Cr G Storer**

Council Calendar

August

Friday 18th	Drive - In
Thursday 23rd	GECZ - Merredin
Saturday 25th	Winter Sports Grand Final - Nungarin
Tuesday 28th	NEWROC Council - Koorda

September

Saturday 1st	Koorda Show
Saturday 15th	Drive - In
Wednesday 19th	Ordinary Meeting of Council
Tuesday 25th	NEWROC Executive - Mt Marshall

October

Wednesday 17th	Ordinary Meeting of Council
Tuesday 23rd	NEWOC Council - Mt Marshall

November

Wednesday 21st	Ordinary Meeting of Council
Tuesday 27th	NEWROC Executive - Trayning
Thursday 29	GECZ - Kellerberrin

December

Wednesday 19th	Ordinary Meeting of Council
Tuesday 25th	Christmas Day