

2017



MINUTES

Shire of Koorda

15/03/2017

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SHIRE OF KOORDA MINUTES

FOR THE ORDINARY MEETING OF COUNCIL
Held in the Council Chambers, Allenby Street,
Koorda, Wednesday 15 March 2017 at 4.30pm

1 DECLARATION OF OPENING

The Presiding person declared the meeting open at 4.30pm

2 ANNOUNCEMENT OF VISITORS

3 RECORD OF ATTENDANCE

3.1 Record of Attendance:

Cr FJ Storer	President
Cr GW Greaves	Deputy President
Cr BG Cooper	Councillor
Cr SE Boyd	Councillor
Cr AD Clarke	Councillor
Cr PL McWha	Councillor
D Burton	CEO
L Hendry	DCEO

3.2 Apologies:

3.3 Approved Leave of Absence: Cr LC Smith Councillor

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 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Cr PL McWha congratulated Chief Executive Officer and the Shire Handyman for all their efforts in working towards having the Drive In ready for the official opening

Cr GW Greaves commented on how enjoyable the Grants Commission presentation was which was in regards to the Federal Assisted Grants (FAGS)

Cr AD Clarke attended a meeting Mia Davies MLA, Telstra and Shire of Mount Marshall, Great Eastern Zone Meeting and NEWROC

7 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

7.1 ORDINARY MEETING HELD 15 February 2017

COUNCIL DECISION Officer Recommendation

Moved Cr GW Greaves

Seconded Cr AD Clarke

That the Minutes of the Koorda Shire Council Ordinary Meeting held on the 15 February 2017, as circulated be confirmed and certified as a true and accurate record.

**PUT & CARRIED: 6/0
RESOLUTION NO: 010317**

8 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Cr FJ Storer commented on the attendance of Hons Mia Davies to the official opening of the Drive In, and thanked all the staff involved including the Community Resource Centre staff and Councillors, for their involvement towards it.

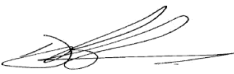
9 REPORTS OF COMMITTEES

10 CHIEF EXECUTIVE OFFICERS REPORT

10.1 Governance and Administration

10.1.1 **NEWROC EXECUTIVE MEETING** 7th February 2017

Section 5.23 – Applicability

Location:	NEWROC Regions
Portfolio:	Governance, Administration and Finance Cr BG Cooper
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 Executive Meeting held on 7th February 2017 at Trayning.

Comment:

The following issues were discussed:

- Item 3 Presentation from South Western Wireless for NEWROC Internet Services
- Item 6.1 List of Income and Expenditure
- Item 6.2 Balance Sheet
- Item 7.1 NEWROC Strategic Projects – Information, Offer from Ray Davy to lay on table until further information on legislation regarding subsidiaries. Plant items of shires shared, infrastructure works shared.
- Item 7.2 Telecommunications- Building Better Regions Funding – Contribution required from Shires, assistance sought from Merredin.
- Item 7.3 Solar Energy – Solgen has approached NEWROC for projects, invitation to next meeting.
- Item 8.1 Country Local Government Fund Scholarships – Koorda has recently engaged in programme, consideration for others to restore confidence in sector.
- Item 8.2 NEWROC Health Strategy – Promotion of Website.
- Item 8.3 Building Contracts – Kununoppin and Wyalkatchem/Koorda Hospitals upgrades.
- Item 8.4 Vehicle license concessions – increases to Shires.
- Item 8.5 CEACA Invoices – may be inconsistent with prior agreements.

Consultation

Nil

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

Shire of Koorda Strategic Community Plan

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

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 AD Clarke

Seconded Cr BG Cooper

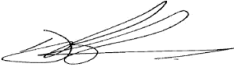
That Council note and endorse the recommendations of the NEWROC meeting held at Trayning on 7 February 2017.

**PUT & CARRIED: 6/0
RESOLUTION NO: 020317**

10.1.2

GECZ WALGA MEETING **23 February 2017**

Section 5.23 – Applicability

Location:	GECZ Regions
Portfolio:	Governance, Administration and Finance Cr BG Cooper
File Reference:	ADM 0092
Disclosure of Interest:	No Interest declared by CEO
Author:	David N Burton, Chief Executive Officer
Signature of CEO	
Attachment:	Minutes

Background:

Minutes of the GECZ Council Meeting held on 23 February 2017 at Merredin.

Comment:

The following issues were discussed:

- Item 5.1 CLGF Evaluation Presentation – Information on benefits of CLGF
- Item 5.2 Regional Subsidiaries Model – Information on Regulations
- Item 7.1 Productivity Commission Inquiry into Universal Service Obligation – Update on presentation and concerns with services provided to the Wheatbelt.
- Item 7.2 Funding Assistance for Flood Damage – Concerns over being able to use Shire equipment for works and still claim WANDRRA
- Item 8.0 Zone Reports – Updates of various areas.
- Item 7.2 Annual Reporting to the Office of Bushfire Risk Management – Prescribed Burning – Requesting a response on why data was necessary for permit to burn.
- Item 9.0 WALGA Agenda – Concern was raised by CEO about communications with State Government which was highlighted by several items – Tony Brown from WALGA advised that WALGA are looking at setting up a communications process following the elections.
- Item 10.0 Agency Reports - Information
- Item 11.0 Members of Parliament – Mia Davies MLA gave an indication that due to finances, we can expect more charges like the licensing fee being put onto local government.
- Item 13.0 Mobile Phone Tower Battery Backup – Consideration of a program for battery backup services to mobile phone towers for communication in a disaster area

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 SE Boyd

Seconded Cr BG Cooper

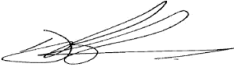
That Council note and endorse the recommendations of the GECZ meeting held at Merredin on 23 February 2017.

**PUT & CARRIED: 6/0
RESOLUTION NO: 030317**

10.1.3

NEWTRAVEL MEETING **23 February 2017**

Section 5.23 – Applicability

Location:	NEWTRAVEL Region
Portfolio:	Governance, Administration and Finance Cr BG Cooper
File Reference:	ADM 0142
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 23rd February 2017 at Westonia.

Comment:

The following issues were discussed:

- Item 3.1 Financial Report
- Item 3.2 Marketing Plan Budget Summary
- Item 4.0 NEWROC Tourism Officer Report
- Item 4.1 Quarterly Statistics
- Item 5.1 Feed back on Wheatbelt Way App design
- Item 5.2 Wheatbelt Way Marketing Video.
- Item 5.3 No Item
- Item 5.4 Wheatbelt Way Website
- Item 5.5 Training – further training on social media and online marketing.
- Item 5.5 Future Project – Wheatbelt Accommodation Digital Presence / Booking
- Item 5.6 NEWTravel Business Membership – cost to remain same \$20
- Item 6.1 Member Shire Reports
- Item 7.1 Art in the Wheatbelt Project – lack of funding for project.
- Item 7.2 DPAW Camp ground Management - concerns to be discussed in April.

The next meeting of NEWTRAVEL will be Thursday 6th April in Bencubbin.

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

E 5.1 - Advocate, promote and market the Shire as a place to live, work and visit (ongoing)

E 5.3 - Support a coordinated approach for regional tourism promotion and management (medium term, 4-8 years)

E 5.6 - Develop partnerships to actively support visitor growth (ongoing)

Voting Requirement:

Simple majority

COUNCIL DECISION

Officer Recommendation

Moved Cr BG Cooper

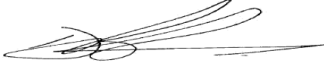
Seconded Cr SE Boyd

That Council receive the Minutes of the NEWTRAVEL Meeting held at Westonia on 23rd February 2017.

**PUT & CARRIED: 6/0
RESOLUTION NO: 040317**

10.1.4 **DELEGATED AUTHORITIES REVIEW**

Section 5.23 – Applicability

Location:	Shire of Koorda
Portfolio:	Governance, Administration and Finance Cr BG Cooper
File Reference:	ADM 0147
Disclosure Of Interest:	No interest declared by the CEO
Author:	David Burton Chief Executive Officer
Signature of CEO	
Attachment:	Copy of Delegations

Background:

Under the provisions of the Local Government Act 1995; it is necessary to review delegations at least annually.

Comment:

A copy of the Delegations has been included in the attachments.

At this time, there are no suggested changes to the Delegations Register.

Consultation:

Nil

Statutory Environment:

Local Government Act 1995 – Section 5.42 – Delegation Numbers 1-11

Local Government (Miscellaneous Provisions) Act 1960 – Section 374 (1b) – Delegation Number 20-27

Bushfires Act – Section 10

Health Act – Section 26

Policy Implications:

Will become 'delegated authorities' until next review.

Financial Implications:

Nil

Strategic Implications:

Strategic Community Plan

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

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

C 2.4 - Use resources efficiently and effectively (ongoing)

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

Voting Requirement:

Absolute majority (5)

COUNCIL DECISION
Officer Recommendation

Moved Cr PL.McWha

Seconded Cr AD Clarke

That Council note the Delegated Authorities are reviewed with no changes.

PUT & CARRIED ABSOLUTE MAJORITY: 6/0
RESOLUTION NO: 050317

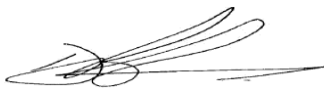
10.2 Finance

10.2.1 **MONTHLY FINANCIAL STATEMENTS** As at 28 February 2017

Section 5.23 – Applicability

Location: Shire of Koorda
Portfolio: Governance, Administration and Finance
Cr BG Cooper
File Reference: ADM448
Disclosure Of Interest: No interest declared by CEO
Author: David Burton, Chief Executive Officer

Signature of CEO



Attachment: Monthly Financial Statement

Background:

Submission of monthly Financial Statements for period ended 28 February 2017.

Comment:

Monthly Financial Statements for the period ended 28 February 2017 for Council's information and acceptance. The variances are mentioned on Note 13 of Statement of Financial Activity.

Consultation:

Nil

Statutory Environment:

Local Government Act 1995, Section 6.4

Local Government (Financial Management) Regulations 1996 34.1(2) as amended 2005

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

Shire of Koorda Strategic Community Plan

C 2.5 - Operate in a financially sustainable manner (ongoing)

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

Cr PL McWha left the meeting at 4.44pm

Chief Executive Officer and Deputy Chief Executive Officer left the meeting 4.44pm

4.44pm SUSPEND STANDING ORDERS

Moved Cr GW Greaves

Seconded Cr AD Clarke

That standing orders be suspended to discuss item 10.2.1

**PUT AND CARRIED: 6/0
RESOLUTION NO: 060317**

5.00PM RESUMPTION STANDING ORDERS

Moved Cr GW Greaves

Seconded Cr PL McWha

That standing orders be resumed with attendance as per attendance register.

**PUT AND CARRIED: 6/0
RESOLUTION NO:070317**

Cr PL McWha returned to the meeting at 4.45pm

Chief Executive Officer and Deputy Chief Executive Officer returned to the meeting 4.52pm

Voting Requirement:

Simple majority

**COUNCIL DECISION
Officer Recommendation**

Moved Cr SE Boyd

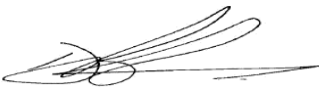
Seconded Cr BG Cooper

That the monthly Financial Statements for the period ended 28 February 2017, as presented, be received and adopted.

**PUT & CARRIED: 6/0
RESOLUTION NO: 080317**

10.2.2 **ACCOUNTS PAID AS LISTED** As at 10 March 2017

Section 5.23 – Applicability

Location:	Shire of Koorda
Portfolio:	Governance, Administration and Finance
	Cr BG Cooper
File Reference:	ADM448
Disclosure Of Interest:	No interest declared by CEO
Author:	David Burton, 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 payment on the attached schedule have been made for the period to 10 March 2017 and are generally within budget guidelines and are of an operational nature. Payments for capital assets expenditure are:

V632	P & S Briotti	\$742.50
V633	Sharman Farms	\$217.80
V644	Grants Empire	\$1,716.00
V649	RPS Australia	\$1,100.00
V661	Boyne Bros Contracting	\$3,133.48
V663	Edwards Holden	\$4,448.80
V673	Boyne Bros Contracting	\$4,463.51
V688	DMB Quarries	\$19,260.63
V694	Bunning's	\$1,821.92
V696	Grants Empire	\$858.00

Consultation:

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 2.5 - Operate in a financially sustainable manner (ongoing)

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 AD Clarke

That accounts as listed being for period 7 February 2017 to 10 March 2017.

Municipal Vouchers No's V611 to V709

Totalling

\$361,360.72

Credit Card Transactions

Totalling

\$ 2,307.24

Total

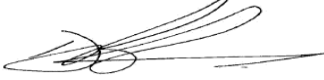
\$363,667.96

To be endorsed or passed for payment

**PUT & CARRIED: 6/0
RESOLUTION NO: 090317**

10.2.3 **MONTHLY FINANCIAL POSITION** As at 10 March 2017

Section 5.23 – Applicability

Location:	Shire of Koorda
Portfolio:	Governance, Administration and Finance
	Cr BG Cooper
File Reference:	ADM 448
Disclosure Of Interest:	No interest declared by the CEO
Author:	David Burton, Chief Executive Officer
Signature of CEO	
Attachment:	Financial Position

Background:

Current Monthly Financial position as at 10 March 2017 on various accounts.

Comment:

The Municipal Account's financial position as at 10 March 2017 indicated at this time.

Monthly Financial Position	Municipal Account	\$1,047,448.20
	Reserve Account	\$4,818,321.92
	Trust Account	\$31,485.71

Consultation:

Monthly advice

Statutory Environment:

Local Government Act 1995, Section 6.4

Policy Implications:

Regulation

Financial Implications:

Shows current financial position

Strategic Implications:

Shire of Koorda Strategic Community Plan

C 2.5 - Operate in a financially sustainable manner (ongoing)

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

Voting Requirement:

Simple majority

COUNCIL DECISION
Officer Recommendation

Moved Cr PL McWha

Seconded Cr GW Greaves

That the Financial Position, as at 10 March 2017, as presented, be noted, received and adopted.

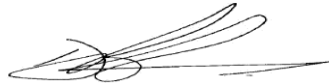
PUT & CARRIED: 6/0
RESOLUTION NO: 100317

10.2.4 **REVIEW OF BUDGET PERFORMANCE** **As at 28 February 2017**

Section 5.23 – Applicability

Location: Shire of Koorda
Portfolio: **Governance, Administration and Finance**
Cr BG Cooper
File Reference: ADM 0044
Disclosure Of Interest: No interest declared by the CEO
Author: David N Burton, Chief Executive Officer

Signature of CEO



Attachment: Yes

Background:

Council is required to conduct a budget review annually between 1 January and 31 March and as such, a budget review document has been prepared and attached, it is a summary of the outcomes.

Comment:

INCOME

Variation to the budgeted revenue worthy of note since the adoption of the 2016/2017 budget and are listed below. Where practicable, projects will be financed by way of a combination of reallocations from other projects and Reserve transfers. Some projects have been postponed.

Operating

It is anticipated that Council's total budgeted operational income should remain within the parameters of overall budget allocations, however; this will need to be monitored regularly. As an example, we have received more income for the Yalambee Units, but it is not known if this will continue for the full financial year.

Capital Revenues

Grants, Subsidies and Contributions	-Decreased revenue due to unsuccessful grant application to National Stronger Region Funding for upgrade of the Recreation Centre
Income was	\$4,432,935
Revised Income	<u>\$1,032,935</u>
Variance	\$3,400,000

EXPENDITURE

Throughout the year, consideration has been made for items that may have been required outside of the budget process or may be an opportunity to create a savings in the future. These have been already brought to Council for approval, but are still shown in the Budget Review. Other changes that are required are also included.

Operating

It is anticipated that Council's total budgeted operational expenditure should remain within the parameters of overall budget allocations, however; this will need to be monitored regularly.

Capital Expenses

Building and Improvements

-Decreased expenditure due to unsuccessful National Stronger Regions Funding grant application delaying the start of the project.

Expenditure was	\$4,884,195
Revised Expenditure	<u>\$ 144,195</u>
Variance	\$4,700,000

Plant and Equipment

-Increased expenditure due to purchase of Street Sweeper

Expenditure was	\$821,000
Revised Expenditure	<u>\$877,000</u>
Variance	\$ 56,000

There may be further savings on other purchases throughout the year. These will be adjusted with the final accounts i.e. savings on truck, savings in fleet cars, etc.

FINANCING

Transfer from Reserves

-Funds not required due to unsuccessful *grant application.

-Funds required due to purchase of Street Sweeper

-Minor variations

Transfer was	\$1,979,581
Revised transfer	<u>\$ 797,000</u>
Variance	\$1,182,581

Transfer to Reserves

-Surplus funds from municipal account transferred to recreation reserves due to unsuccessful *grant application

Transfer was	\$ 659,535
Revised transfer	<u>\$ 696,413</u>
Variance	\$ 36,878

OPENING FUNDING SURPLUS(DEFICIT)

The changing of the Opening Funding Surplus (Deficit) is as a result of the projected figures used in the budget process changing to the actual figures calculated at the end of the Annual Financial Reports.

Initial Figure	\$200,379
Revised Figure	\$175,838
Variance	

Consultation:

Nil

Statutory Environment:

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

Policy Implications:

Nil

Financial Implications:

Variances have been noted with changes required. Most changes are for items presented to Council previously or due to the delaying of the Recreation Project as we did not receive the Grant Funds.

The general financial impact of the review will leave the Council in a similar overall position financially.

Strategic Implications:

Shire of Koorda Strategic Community Plan

C 2.4 - Use resources efficiently and effectively (ongoing)

C 2.5 - Operate in a financially sustainable manner (ongoing)

Voting Requirement:

Absolute majority (4)

COUNCIL DECISION

Officer Recommendation

Moved Cr SE Boyd

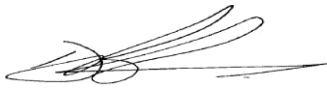
Seconded Cr GW Greaves

That Council note the Budget changes and adopt the amended Budget.

**PUT & CARRIED ABSOLUTE MAJORITY: 6/0
RESOLUTION NO: 110317**

10.2.5 **MAJOR PLANT REPLACEMENT ITEMS BROUGHT FORWARD** **As at 29 February 2016**

Section 5.23 – Applicability

Location:	Shire of Koorda
Portfolio:	Governance, Administration and Finance
	Cr BG Cooper
File Reference:	P18 and P59
Disclosure Of Interest:	No interest declared by the CEO
Author:	David N Burton, Chief Executive Officer
Signature of CEO	
Attachment:	Yes

Background:

As Councillors are aware, as from 1st July 2017, local government will no longer be exempt from licensing fees and stamp duty on vehicles. This will have a major impact on local government, especially when considering the purchase of larger items such as trucks, etc.

Bearing the increase in mind, it may be an option to purchase major plant items before the end of financial year to avoid the additional cost of stamp duty.

Comment:

In the 2017/2018 Financial Year, the Shire of Koorda will be replacing 3 major plant items. These are the UD 6x4 Truck (approx changeover value \$140,000), Vibrating Steel Roller (approx changeover value \$80,000), and Skid Steer Loader (approx changeover value \$30,000).

While the vibrating roller will be exempt as road plant from stamp duty, the other 2 items will attract stamp duty which could be as high as \$7,000.

In order to avoid this additional cost of stamp duty, it is suggested that a budget alteration be made to allow for the purchases to be funded from Plant Reserves (currently at \$475,766.45). This would require \$170,000 from the Plant Reserve for the changeover of the vehicles, being \$140,000 for the truck and \$30,000 for the skid steer.

In next year's budget, the plant expenditure will be reduced by these items as they would have been already purchased, however the funds will be allocated back into the plant reserve to cover the expenditure brought forward.

The financial impact of this exercise balances out, just with the plant being purchased earlier than anticipated, but will produce a savings of \$7,000 as the stamp duty will not be payable on these items.

Smaller plant items such as utility vehicles and fleet vehicles will be due for replacement as well, but most of these items will be recently purchased just before the new fees where possible. These include the CEO vehicle, DCEO vehicle and Works Supervisors vehicle. Changeover of these vehicles may be impacted by the new fee structure to ensure best value for money for the Shire.

Consultation:

Darren West – Works Supervisor

Lynne Hendry – Deputy Chief Executive Officer.

Statutory Environment:

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

Policy Implications:

Nil

Financial Implications:

Bringing the purchase of the items forward will increase the expenditure this year, but reduce the expenditure for next year, so the purchases will balance out. The main impact of the purchase is that the Shire will save \$7,000 in stamp duty had the items been purchased after 1st July 2017.

Strategic Implications:

Shire of Koorda Strategic Community Plan

C 2.4 - Use resources efficiently and effectively (ongoing)

C 2.5 - Operate in a financially sustainable manner (ongoing)

Voting Requirement:

Absolute majority (4)

COUNCIL DECISION

Officer Recommendation

Moved Cr Tony Clarke

Seconded Cr Gary Greaves

That a budget alteration of \$170,000 from the Plant Reserve be approved to allow for the replacement of the 6x4 UD Truck and skid steer.

**PUT & CARRIED ABSOLUTE MAJORITY:6/0
RESOLUTION NO: 120317**

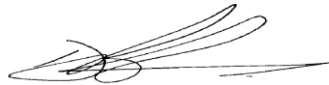
10.2.6 **ENGINEERS REPORT – CARAVAN PARK**

Section 5.23 – Applicability

Location: Shire of Koorda
Portfolio: **Governance, Administration and Finance**
Cr BG Cooper
File Reference: ADM 0174
Disclosure Of Interest: No interest declared by the CEO

Author: David N Burton, Chief Executive Officer

Signature of CEO



Attachment: Nil

Background:

At the February Meeting of Council, it was suggested that the Shire look at trying to develop accommodation at the Caravan Park to meet the needs of the town.

The Chief Executive Officer has sought some information for this, but it is requested that a budget allocation be granted to allow for proper information to be sought before proceeding too far with this project to ensure the land is capable of supporting the infrastructure.

Comment:

We have been in discussion with River Engineering over the CEACA project, so they are well aware of the town and the local soil conditions.

Before going too far with the accommodation project, there are several key elements to consider to ensure best value for the Shire and make sure that we can proceed with the development. These consideration are:

- The consideration of high level accommodation for the town;
- The consideration of worker level accommodation for the town; and
- The ability of the site to be able to support the intended infrastructure.

High Level Accommodation

As a Key Performance Indicator (KPI), the Chief Executive Officer (CEO) was required to look at lifting the standard of one of the Yalambee Units to a fully serviced unit providing a higher level of accommodation for the town.

While staff were looking at the job, it was considered that we would be doing a lot of work to the units and then mixing high level accommodation with worker units on the site, when we are looking at building new units at the Caravan Park. It was suggested that it may be more cost effective that the Yalambee Units remain as short term worker accommodation and the newer units kept as the higher level accommodation units. This would save Council funding in the long term as we would not be completing major renovations to update old infrastructure.

If Council is agreeable to this, it will require for the CEO's KPI's to be altered to remove the upgrading of the Yalambee Unit from the CEO's KPI's.

Worker Level Accommodation

While the Yalambee Units are older, they are still very tidy and able to be used for worker accommodation which is what they receive most of the year. This would also separate the workers from the tourists of the Caravan Park which may be seen as a disturbance to both parties.

Ability of the Caravan Park to support infrastructure.

As we are aware, there is a general concern over the Caravan Parks ability to cater for additional units. There is concern about the electricity supply, water supply and also sewerage capacity of the site.

In order to ensure that these issues are noted and infrastructure changes that may be required are able to be considered, it is recommended that Engineers be engaged to examine the property and ensure that the service provision to the area can support the units.

This way, we will know if the units will run into any other major difficulties that could prove very costly.

River Engineering is able to provide a report for the approximate cost of \$6,000. River Engineering is currently in the area for the CEACA project, so they are very aware of the town and details.

Consultation:

Darren West – Works Supervisor

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

The expenditure of \$6,000 is an unbudgeted expense, but there are funds available in the Building Reserve.

The report will ensure that the property can support the infrastructure instead of requiring huge upgrading in for the area or at least advise in the upgrading is required before construction begins so that a true costing can be known.

Strategic Implications:

Shire of Koorda Strategic Community Plan

B 1.1 - Facilitate and integrate housing options, local services, employment and recreational spaces (ongoing)

C 2.4 - Use resources efficiently and effectively (ongoing)

C 2.5 - Operate in a financially sustainable manner (ongoing)

Voting Requirement:

Absolute majority (4)

COUNCIL DECISION

Officer Recommendation

Moved Cr

Seconded Cr

That:

- a) **The Chief Executive Officers Key Performance Indicators be altered to remove the upgrade of the Yalambee Unit for the 2016/2017 year; and**
- b) **A budget allocation of \$6,000 from the Building Reserve be made to allow for an Engineering Report on the Caravan Park to ensure that the current services to the property can support the additional units or if additional work will be required.**

AMENDMENT:

Moved Cr GW Greaves

Seconded Cr SE Boyd

That the motion be amended to “The Chief Executive Officers Key Performance Indicators be altered to delay the upgrade of the Yalambee Unit for the 2016/2017 year;”

**PUT & CARRIED ABSOLUTE MAJORITY: 6/0
RESOLUTION NO: 130713**

The amendment becomes the substantive motion

**PUT & CARRIED ABSOLUTE MAJORITY:6/0
RESOLUTION NO: 140317**

10.3	Law, Order & Public Safety
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No items this month

10.4	Health and Building
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No items this month

10.5	Education & Welfare
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No items this month

10.6	Housing
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No items this month

10.7	Community Amenities
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No items this month

10.8	Recreation and Culture
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No items this month

10.9	Transport
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No items this month

10.10	Economic Services
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No items this month

10.11	Other Property & Services
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No items this month

10.12	Reserves
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No items this month

11	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN
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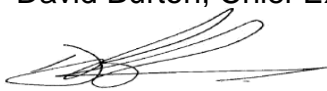
12	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING
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13 MATTERS FOR WHICH MEETING MAY BE CLOSED

Cr AD Clarke declared an Impartiality Interest in Item 13.1.1 at 5.25pm.
President Cr FJ Storer declared a Financial Interest in Item 13.1.1 and left the room at 5.35pm.
Vice President Cr GW Greaves presided over the meeting at 5.35pm

13.1.1 ATM SERVICES

Section 5.23 – Applicability

Location:	Shire of Koorda
Portfolio:	Governance, Administration and Finance
	Cr BG Cooper
File Reference:	ADM 0118
Disclosure Of Interest:	No interest declared by the CEO
Author:	David Burton, Chief Executive Officer
Signature of CEO	
Attachment:	Yes

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
- (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 —
 - (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
 - (e) a matter that if disclosed, would reveal —
 - (i) a trade secret; or
 - (ii) information that has a commercial value to a person; or
 - (iii) information about the business, professional, commercial or financial affairs of a person,where the trade secret or information is held by, or is about, a person other than the local government;
- (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:

Absolute majority

COUNCIL DECISION
Officer Recommendation

Moved CR BG Cooper

Seconded CR SE Boyd

That:

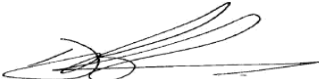
- 1. The Shire President and Chief Executive Officer be authorised to enter into an agreement with Star Group for the purchase and provision of ATM services for Koorda;**
- 2. The Shire Deputy President and Chief Executive Officer be authorised to enter into an agreement with the Koorda CRC for the use of the facility to house the ATM; and**
- 3. The amount of \$20,000 be transferred from the Information Technology Reserve to cover the cost of the ATM Service**

PUT & CARRIED ABSOLUTE MAJORITY: 5/0
RESOLUTION NO: 150317

President Cr FJ Storer returned to preside over the meeting at 5.55pm.

13.1.2 PURCHASE OF PROPERTY

Section 5.23 – Applicability

Location:	Shire of Koorda
Portfolio:	Governance, Administration and Finance Cr BG Cooper
File Reference:	Lot 117 and Lot 118 Greenham Street
Disclosure Of Interest:	No interest declared by CEO
Author:	David Burton, Chief Executive Officer
Signature of CEO	
Attachment:	Nil

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
- (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 —
 - (b) the personal affairs of any person; and
 - (e) a matter that if disclosed, would reveal —
 - (iii) information about the business, professional, commercial or financial affairs of a person,
where the trade secret or information is held by, or is about, a person other than the local government;
- (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:

Absolute majority

COUNCIL DECISION **Officer Recommendation**

Moved Cr SE Boyd

Seconded Cr AD Clarke

That:

- a) **the Chief Executive Officer be authorise to purchase Lots 117 and 118 Greenham Street for the Shire of Koorda; and**
- b) **The purchase of the lots for \$5,000 be taken from the Building Reserve.**

PUT & CARRIED ABSOLUTE MAJORITY: 6/0
RESOLUTION NO: 160317

14	DATE OF NEXT MEETING
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Wednesday 19 April 2017 @ 4.30pm

15	CLOSURE
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The President thanked Councillors for the participation and closed the meeting at 5.57PM

Signed

Presiding person at the meeting at which the minutes were confirmed

Date: 19 April 2017