

2016



MINUTES

Shire of Koorda

17/08/2016

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SHIRE OF KOORDA MINUTES

FOR THE ORDINARY MEETING OF COUNCIL
Held in the Council Chambers, Allenby Street,
Koorda, Wednesday 17 August 2016 at 4.36pm

1 DECLARATION OF OPENING

Presiding person declared the meeting open at 4.36 pm

2 ANNOUNCEMENT OF VISITORS

3 RECORD OF ATTENDANCE

3.1 *Record of Attendance:*

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

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

Moved Cr GW Greaves

Seconded Cr AD Clarke

That Councillor Smith be granted leave of absence for the September ordinary meeting of Council.

**PUT AND CARRIED: 7/0
RESOLUTION NO: 010816**

6 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Cr Greaves – Local Government Week great experience.
Cr Boyd – presentation on transparency – a little confusing delivery
Cr Clarke - tourism and childcare seminar – very good presentations
NEWTravel meeting

7 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

7.1 ORDINARY MEETING HELD 20 July 2016

**COUNCIL DECISION
Officer Recommendation**

Moved Cr AD Clarke

Seconded Cr GW Greaves

That the Minutes of the Koorda Shire Council Ordinary Meeting held on the 20 July 2016, as circulated be confirmed and certified as a true and accurate record.

**PUT AND CARRIED: 7/0
RESOLUTION NO: 020816**

8 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

President welcomed Ms Lynne Hendry and her husband Calvin to the Shire and district.

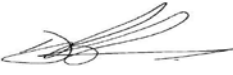
9 REPORTS OF COMMITTEE

10 CHIEF EXECUTIVE OFFICERS REPORT

10.1 Governance and Administration

**10.1.1 NEWROC EXECUTIVE COUNCIL MEETING
26 July 2016**

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 Council Meeting held on 26 July 2016 at Mukinbudin.

Comment:

The following issues were discussed:

- Item 3.1 Ray Davy & Steve Mason presentation – Information with regards to becoming an Incorporated Body
- Item 6.1 Income and Expenditure
- Item 6.2 Balance Sheet
- Item 7.1 NEWROC Strategic Projects – CEO's from Koorda and Mt Marshall and Executive Officer to look at Telstra option for ADSL Internet option.
- Item 7.2 NEWROC Health Strategy – NEWROC to develop Health Strategy
- Item 7.3 CEACA Update – Information.
- Item 7.4 Funding Opportunities – CLGF and DOT – Information on various grants.
- Item 7.5 NEWTravel Update – Information.
- Item 9 WaterCorp – Return Prevention Valves will be an ongoing issue for Councils.
- Item 10.4 Shire of Brookton to receive funding for childcare opportunity.

UNCONFIRMED

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:

Nil

Voting Requirement:

Simple majority

COUNCIL DECISION

Officer Recommendation

Moved Cr GW Greaves

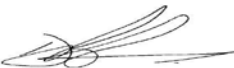
Seconded Cr BG Cooper

That Council note and endorse the recommendations of the NEWROC Executive meeting held via teleconference on 26 July 2016.

**PUT & CARRIED: 7/0
RESOLUTION NO: 030816**

10.1.2 **REVIEW OF CODE OF CONDUCT**

Section 5.23 – Applicability

Location:	KOORDA
Portfolio:	Governance, Administration and Finance Cr BG Cooper
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

Background:

The Code of Conduct was created about 8 years ago based on the standard WALGA template. The Code of Conduct is review annually to ensure that it is up to date with any legislation changes.

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 be 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.

In reviewing the Code of Conduct the following changes are recommended:

Item **1.4 Relationships between Council Members and Staff** to become Item **1.5 Relationships between Council Members and Staff**

Insert Item **1.4 Principles affecting the employment of employees by the Shire**

The following principles, set out in section 5.40 of the Act, apply to the employment of the Shire's employees:

- (a) employees are to be selected and promoted in accordance with the principles of merit and equity; and*
- (b) no power with regard to matters affecting employees is to be exercised on the basis of nepotism or patronage; and*
- (c) employees are to be treated fairly and consistently; and*
- (d) there is to be no unlawful discrimination against employees or persons seeking employment by the Shire on a ground referred to in the Equal Opportunity Act 1984 or on any other ground; and*
- (e) employees are to be provided with safe and healthy working conditions in accordance with the Occupational Safety and Health Act 1984; and*
- (f) Such other principles, not inconsistent with this Division, as may be prescribed.*

Change Item **3.1 Use of Confidential Information**, end of first paragraph from “*person or organisation*” to “*person, body or the Council*”. Insert additional paragraphs

Due discretion shall be exercised by all those who have access to confidential or sensitive information. Every matter dealt with by, or brought before, a meeting sitting behind closed doors, shall be treated as strictly confidential, and shall not without the authority of the Council be disclosed to any person other than the Council members and/or employees of the Shire (and in the case of employees only so far as may be necessary for the performance of their duties) prior to the discussion of the matter at a meeting of the Council held with open doors.

Nothing in this section prevents a Council member or officer from disclosing confidential information:

- ***to a legal practitioner for the purpose of obtaining legal advice; or***
- ***If the disclosure is permitted by law.***

These changes provide a little more clarification and also keep our current Code of Conduct in line with the model provided by WALGA.

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

COUNCIL DECISION

Officer Recommendation

Moved Cr SE Boyd

Seconded Cr GW Greaves

That the Shire of Koorda Code of Conduct is altered as follows:

Item 1.4 Relationships between Council Members and Staff to become Item 1.5 Relationships between Council Members and Staff

Insert Item 1.4 Principles affecting the employment of employees by the Shire

The following principles, set out in section 5.40 of the Act, apply to the employment of the Shire's employees:

(g) employees are to be selected and promoted in accordance with the principles of merit and equity; and

(h) no power with regard to matters affecting employees is to be exercised on the basis of nepotism or patronage; and

(i) employees are to be treated fairly and consistently; and

(j) there is to be no unlawful discrimination against employees or persons seeking employment by the Shire on a ground referred to in the Equal Opportunity Act 1984 or on any other ground; and

(k) employees are to be provided with safe and healthy working conditions in accordance with the Occupational Safety and Health Act 1984; and

(l) Such other principles, not inconsistent with this Division, as may be prescribed.

Change Item 3.1 Use of Confidential Information, end of first paragraph from “person or organisation” to “person, body or the Council”. Insert additional paragraphs

Due discretion shall be exercised by all those who have access to confidential or sensitive information. Every matter dealt with by, or brought before, a meeting sitting behind closed doors, shall be treated as strictly confidential, and shall not without the authority of the Council be disclosed to any person other than the Council members and/or employees of the Shire (and in the case of employees only so far as may be necessary for the performance of their duties) prior to the discussion of the matter at a meeting of the Council held with open doors.

Nothing in this section prevents a Council member or officer from disclosing confidential information:

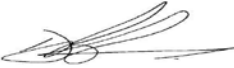
*to a legal practitioner for the purpose of obtaining legal advice; or
if the disclosure is permitted by law.*

**PUT & CARRIED 7/0
RESOLUTION NO: 040816**

10.1.3

CHANGES TO COUNCILS POLICIES

Section 5.23 – Applicability

Location:	KOORDA
Portfolio:	Governance, Administration and Finance Cr BG Cooper
File Reference:	
Disclosure of Interest:	No Interest declared by CEO
Author:	David N Burton, Chief Executive Officer
Signature of CEO	
Attachment:	Policies (with amendments)

Background:

As a result of the Management Review of the Shire of Koorda, several changes to the Policy Manual were recommended. These changes are now presented for Council consideration to ensure best practices for the administration of the Shire.

Comment:

Every four years a local government must undergo a Financial Management Review from the Auditors to ensure that policy and procedures are being adhered to and ensure best practice for the administration of the Shire.

The Management Review did not find any major concerns, but did recommend some changes to various policies and the set up of a procedure listing for staff. These recommendations are designed to minimise the ability of people to defraud the system or divert funds from the intended recipient and ensure open and accountable practices in the administration.

Changes recommended are:

Policy F1 – Policy Statement

Surplus Funds are to be invested only with an approved banking institution on a basis that provides maximum interest gains while ensuring that funds are available as and when required for the operations of the Shire and to ensure a cash flow.

The establishment of Investments and the changing of investments or funds are to be completed by no fewer than two (2) staff, with one staff being the Chief Executive Officer or the Deputy Chief Executive Officer.

Due to changes to the Fair Value System, we are no longer able to do our own valuations for all assets and must have justifications for the values placed on assets. This required a competent Valuer to provide these details. This is against our current Policy F11 which will need to be amended to allow the staff to use a qualified Valuer as required.

Policy F11 – Policy Statement

To ensure compliance with Fair Value Regulations, asset valuations are to be assessed by:

- in the case of plant, external equipment and engineering works, and all other assets, valuations are assessed by a method chosen by the Chief Executive Officer and approved by the Shire Auditors keeping in mind the cost of professional assistance;
- in the case of buildings by a method using an approved building Valuer to the satisfaction of the Auditor
- In the case of material stocks, valuations are at cost.

PURPOSE

To ensure compliance with Fair Value Regulations while keeping costs at a minimum.

Policy F18 – NEW POLICY (attached)

Statutory Environment:

Nil

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 PL McWha

Seconded Cr BG Cooper

That the changes to Policy F1 - Investments and F11 – Asset Valuations in Accounts be accepted along with new Policy F18 – Corporate Credit Card Use as attached.

**PUT & CARRIED: 7/0
RESOLUTION NO: 050816**

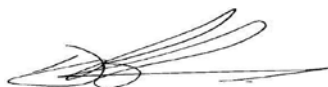
10.2 **Finance**

10.2.1 **MONTHLY FINANCIAL STATEMENTS**
As at 31 July 2016

Section 5.23 – Applicability

Location: Shire of Koorda
Portfolio: **Governance, Administration and Finance**
Cr BG Cooper
File Reference: ADM 0448
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 31 July 2016.

Comment:

Monthly Financial Statements for the period ended 31 July 2016 for Council's information and acceptance. The explanations for variances of \$4,000 or more are in Note 13 of the Financial Monthly Report.

At the time of this report the financial position is as anticipated.

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

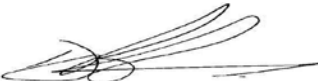
Moved Cr AD Clarke

Seconded Cr PL McWha

That the monthly Financial Statements for the period ended 31 July 2016, as presented, be received and adopted.

PUT & CARRIED: 7/0
RESOLUTION NO: 060816

10.2.2 **ACCOUNTS PAID AS LISTED**
As at 12 August 2016

Section 5.23 – Applicability	
Location:	Shire of Koorda
Portfolio:	Governance, Administration and Finance
	Cr BG Cooper
File Reference:	ADM 0448
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 payments on the attached schedule have been made for the period from 20 July 2016 to the 11 August 2016 and are generally within budget guidelines and are of an operational nature. Payments for capital assets expenditure are:

V114	Western Rural Earthmoving	\$8,903.40
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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:

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 PL McWha

Seconded Cr BG Cooper

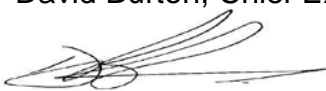
That accounts as listed being for period from 20 July 2016 to 11 August 2016.

Municipal Vouchers No's V018 to V114	Totalling	\$441,303.63
	Total	\$441,303.63

To be endorsed or passed for payment

PUT & CARRIED: 7/0
RESOLUTION NO: 070816

10.2.3 **MONTHLY FINANCIAL POSITION**
As at 12 August 2016

Section 5.23 – Applicability	
Location:	Shire of Koorda
Portfolio:	Governance, Administration and Finance Cr BG Cooper
File Reference:	ADM 0448
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 12 August 2016 on the various accounts.

Comment:

The Municipal Account's financial position as at 12 August 2016 indicated at this time.

Monthly Financial Position	Municipal Account	\$245,136.75
	Reserve Account	\$4,750,711.17
	Trust Account	\$30,951.65

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

Voting Requirement:

Simple majority

COUNCIL DECISION
Officer Recommendation

Moved Cr LC Smith

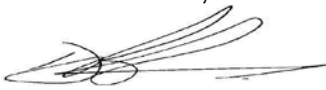
Seconded Cr GW Greaves

That the Financial Position, as at 12 August 2016, as presented, be noted, received and adopted.

PUT & CARRIED: 7/0
RESOLUTION NO: 080816

10.2.4

DONATION OF RECREATION FACILITY HIRE

Section 5.23 – Applicability	
Location:	Shire of Koorda
Portfolio:	Governance, Administration and Finance Cr BG Cooper
File Reference:	ADM 0448
Disclosure Of Interest:	No interest declared by the CEO
Author:	David Burton, Chief Executive Officer
Signature of CEO	
Attachment:	Email letter

Background:

A request has been received from Corinne Graham on behalf of the Community Garden Volunteers requesting a reduced fee for Recreation Facility hire for a fund raising event for the Community Garden.

Comment:

While Corinne is only asking for a reduction in the Hire fee (which would be \$123.64 for the event), Council may consider donating the fee as part of the Community Garden project.

If Council is to donate the fee of the Recreation Facility Hire, consideration must be given to the precedence that this will establish that Council is willing to waive the fee for community groups. What works in favour with this project is that the Community Garden project is open to all community members who are willing to put something into the garden and not just limited to a sporting group or special interest group.

The Community Garden is progressing slowly but will create a showpiece in the Lions Park of Koorda where previously we had concerns about what to do with the area. This community project will enhance the area while also providing a central focus for the community and assist in the wellbeing of the community.

Consultation:

Nil

Statutory Environment:

Nil

Policy Implications:

While the request does not fit within the established guide of Finance Policy 8, it is certainly a worthy cause for Council consideration.

DONATIONS / REQUESTS/ WAIVERS

Policy No: F8 Adopted 31.7.00
Amended: 16 May 2007 159.1.1-2007
Amended: 17 December 2007 91.8.1-2008
Amended: 21 July 2010 Res.090710
Amended: 15 June 2011 – 110611
Amended: 20 March 2013 – 080313
Amended 19 March 2014 – 130314
Reviewed/Updated 18 March 2015 - 130315

File Reference: ADM 0323

POLICY STATEMENT

- (1) **Community groups which seek a donation in excess of \$1000 must make a submission to Council prior to 30 March to ensure their application is considered in the draft Budget.**
- (2) **That an annual budget allocation be made for lesser donations with the CEO being authorised to approve any donations or waiver of charges requests for amounts less than \$500 while funds are available.**
- (3) **Council makes the following donations or subscriptions on an annual basis if requested**
 - Eastern Districts Agricultural Display - \$400.00**
 - Koorda & Districts Agricultural Society - \$500.00**
 - Koorda Kulja Bush Fire Brigade - \$250.00**
 - Koorda Primary School Christmas Tree Party - \$1000.00**
 - Koorda Primary School Annual Book Awards - \$50.00**
 - Cadoux Primary School Annual Book Awards - \$50.00**
 - Kalannie Primary School Annual Book Awards - \$50.00**
 - Koorda Tennis Club – that Council make up to \$800 donation on an annual request basis for the Junior Tennis Coaching Programme (if requested)**
 - Wyalkatchem Senior High School Annual Book Awards - \$50.00**
 - Merredin Visitors Centre – that Council make a donation on an annual request, basis.- Budget 2011/12 \$2,000**
 - Seniors Functions – Council to host a luncheon or similar function every year WA seniors' week or Christmas as decided**
 - Australia Day – Shire to host an annual "Meet & Greet" combined with Australia Day Breakfast.**
 - Other as Council Determines**

Council set aside a financial allocation in their annual budget estimates to fund requests for donations, within parameters to be determined and review their 'Donations List' annually.
- (4) **The following groups or functions are allowed in Shire Public Building on a donation/ waiver basis:**
 - (i) Churches and religious groups for provision of services including funerals.**
 - (ii) Koorda Primary School – during school hours subject to availability.**

PURPOSE

For good public relations and to be selective about which requests are debated in Council.

COMPLEMENTARY LEGISLATION

Local Government Act –

S.6.12 allows a local government to waive or grant concessions in relation to any amount of money other than rates and service charges.

Financial Implications:

The Koorda Recreation Facility only brings in minimal income for the Shire. By donating these funds, the income will still be retained, but transfer from our Donations account which does have sufficient funds.

Strategic Implications:

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

Voting Requirement:

Simple majority

**COUNCIL DECISION
Officer Recommendation**

Moved Cr AD Clarke

Seconded Cr BG Cooper

That the Recreation Facility hire fee be donated to the Community Garden Volunteers for a fundraising function to be held on the 19th August 2016.

**PUT & CARRIED: 7/0
RESOLUTION NO: 090816**

10.3	Law, Order & Public Safety
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No items this month

UNCONFIRMED

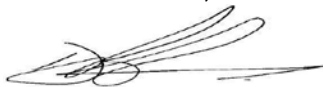
10.4 Health and Building

10.4.1 REQUEST FOR FENCING

Section 5.23 – Applicability

Location: Shire of Koorda
Portfolio: **Governance, Administration and Finance**
Cr BG Cooper
File Reference: ADM 0140
Disclosure Of Interest: No interest declared by the CEO
Author: David Burton, Chief Executive Officer

Signature of CEO



Attachment: Letter

Background:

A request has been received from D & K Burrell for fencing in their property of Lot 510 Smith Street and a rear fence at Lot 15 Railway Street.

Comment:

For the property in Smith Street, the fencing request is compliant with regulations in that the fence is 1.8meters in the back area and 1.2meters in the front. As long as the guides for the distance from the front of the property and the truncation are met, then the fence will not cause any obstruction. It is also a factor that this road is technically a closed off road, however some access is granted to the Sports Club Complex.

For the property in Railway Street, Council has previously approved a fence at the front of the property. This request is now to put up a rear fence in place of the current mesh fencing. As this fence is on a back alley, it should not cause any issues. It was raised with the owner that consideration may need to be given for access to the water meter, but no water service is currently connected to the property.

Consultation:

Ms K Burrell

Statutory Environment:

Residential Design Codes

Policy Implications:

Nil

Financial Implications:

Nil

Strategic Implications:

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

B 1.2 - Align land use and infrastructure planning (medium term, 4-8 years)

Voting Requirement: Simple majority

**COUNCIL DECISION
Officer Recommendation**

Moved Cr SE Boyd

Seconded Cr AD Clarke

That the following fences be approved to be erect:

Lot 510 Smith Street - a fence constructed of colour bond steel of 1.8m at the rear of the property with any part of the fence in front of the dwelling reduced in height to 1.2m and 6m from the truncation of the property; and

Lot 15 Railway Street – a fence constructed of colour bond steel at the rear of the property to a height of 1.8m.

**PUT & CARRIED: 7/0
RESOLUTION NO: 100816**

10.5 Education & Welfare

No items this month

10.6 Housing

No items this month

10.7 Community Amenities

No items this month

10.8 Recreation and Culture

No items this month

10.9 Transport

No items this month

10.10 Economic Services

No items this month

10.11 Other Property & Services

No items this month

10.12 Reserves

No items this month

11 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

COUNCIL DECISION

Moved Cr SE Boyd

Seconded Cr GW Greaves

That late items 12.1.1 and 12.1.2 be accepted for decision by Council.

**PUT AND CARRIED: 7/0
RESOLUTION NO: 110816**

12 NEW BUSINESS OF AN URGENT NATURE INTRODUCED

12.1.1 QUOTES BITUMEN EMULSION/HOT BITUMEN SEALING PROGRAMME

Section 5.23 – Applicability

Location: Various sites throughout Koorda Shire

Portfolio: Transport and Communication

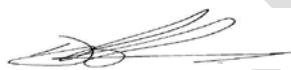
Cr GW Greaves

File Reference:

Disclosure Of Interest: No interest declared by the CEO

Author: David N Burton, Chief Executive Officer

Signature of CEO



Attachment: No

Background:

At the July Ordinary Meeting of Council, it was requested that the CEO seek quotes through the WALGA Purchasing Services for the supply and spraying of Bitumen Emulsion/Hot Bitumen, for the Shires 2016/2017 Road Sealing Program.

Comment:

Quotes have been received from four companies. Details of the quotes are:

	Hot Bitumen	Emulsion	Total
Bitutek	208,600	59,760	268,360
Colas WA Pty Ltd	196,680	56,440	253,120
Fulton Hogan	202,640	59,760	262,400
Boral Asphalt	196,520	67,230	263,750

In speaking with the Works Manager, it is recommended that we use Colas WA Pty Ltd for hot bitumen and emulsion.

Consultation:

Darren West – Works Manager

Statutory Environment:

Local Government Act 1995, section 3.57(1) (2)

Local Government Act (Functions in General) Regulations 1996 - Part 4 - Tenders for providing goods and services 11.

11. Tenders to be invited for certain contracts

- (1) Tenders are to be publicly invited according to the requirements of this Division before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is, or is expected to be, more, or worth more, than \$100 000 unless subregulation (2) states otherwise.
- (2) Tenders do not have to be publicly invited according to the requirements of this Division if —
 - (b) the supply of the goods or services is to be obtained through the Council Purchasing Service of WALGA;

Policy Implications:

Nil

Financial Implications:

2015/2016 Budget Provision

Strategic Implications:

Shire of Koorda Strategic Community Plan

E 6.2 - Maintain an efficient, safe and quality local road network

Voting Requirement:

Simple majority

OFFICER RECOMMENDATION

Moved GW Greaves

Seconded Cr AD Clarke

That Council authorise the Chief Executive Officer to purchase Bitumen Emulsion/Hot Mix for the 2016/2017 road sealing program through Colas WA Pty Ltd.

**PUT AND CARRIED:7/0
RESOLUTION NO: 120816**

5.15pm SUSPENSION OF STANDING ORDERS

Moved Cr AD Clarke

Seconded Cr BG Cooper

Suspend standing orders to discuss item 12.1.2

**PUT AND CARRIED: 7/0
RESOLUTION NO: 130816**

5.35pm RESUMPTION OF STANDING ORDERS

**Moved Cr PL McWha
Resumption of standing orders.**

Seconded Cr SE Boyd

**PUT AND CARRIED: 7/0
RESOLUTION NO: 140816**

12.1.2 COMMUNITY SPORT AND RECREATION FACILITIES FUND

Section 5.23 – Applicability

Location: Koorda Townsite

Portfolio: Recreation


Cr P McWha

File Reference:

Disclosure Of Interest: No interest declared by the CEO

Author: David N Burton, Chief Executive Officer

Signature of CEO



Attachment: No

Background:

As part of the funding of the Recreation Ground, we have considered the application of Community Sports and Recreation Facilities Fund (CSRFF) for the project

Comment:

While the full scope of the Recreation Ground upgrade does not fit within the CSRFF ideals, the change rooms and gymnasium certainly do. Therefore, it is possible that we can obtain extra funding which will reduce the cost of council's contribution.

The difficulty arises when we consider the funding and where we are at with the National Stronger Regions Funding (NSRF) which we have applied for as well.

If we receive the NSRF, then the whole project will go ahead and Council will be able to reduce the cost by applying for CSRFF as well, however if we do not receive NSRF, then we will be only able to receive funding for the change rooms and gymnasium and only one third of the funds, with two thirds being funding through Council.

We have several options, and each one has a different impact on the funding and what our expenditure will be.

- A. If we receive the NRSF and CSRFF, then we are in the best position as it will allow us to complete the project with as much financial assistance as possible
- B. If we do not receive the NRSF but apply for CSRFF, then we can start the change rooms, etc, but we will be liable for a larger payment for the project, which will drain most of our Reserve Funds and may prevent us for applying for NSRF again.

- C. If we don't apply for CSRFF and do get NSRF, then we can still start the project and we may be able to focus on the function room first and apply for CSRFF next year, but there is no guarantees that we will fit the funding into the timeframe of the NSRF funding agreement.
- D. If we fail the NSRF and do not apply for CSRFF, then we can always try again if there is another round of funding through NSRF and CSRFF

Consultation:

Jenifer Collins – DSR
Kim Storer – Development Officer

Statutory Environment:

Nil

Policy Implications:

Nil

Financial Implications:

2016/2017 Budget Provision

Strategic Implications:

Shire of Koorda Strategic Community Plan

Voting Requirement:

Simple majority

**COUNCIL DECISION
OFFICER RECOMMENDATION**

Moved Cr PL McWha

Seconded Cr AD Clarke

That:

A - The Chief Executive Officer only apply for Community Sports and Recreation Facilities Funds (CSRFF) for the Recreation Ground if the National Stronger Regions Funding is approved;

B - If an application for Funding through Community Sports And Recreation Facilities Funds is made, then Council be willing to contribute two thirds of the funds for the project.Procedural

Motion

Moved Cr GW Greaves

Seconded Cr BG Cooper


This item lay on the table and be presented to a special meeting, date to be advised.

**PUT AND CARRIED: 7/0
RESOLUION NO:150816**

13 **MATTERS FOR WHICH MEETING MAY BE CLOSED**

13.1.1 **LEASE OF 21 RAILWAY STREET**

Section 5.23 – Applicability

Location:	Shire of Koorda
Portfolio:	Governance, Administration and Finance Cr BG Cooper
File Reference:	ADM 0140
Disclosure Of Interest:	No interest declared by the CEO
Author:	David Burton, Chief Executive Officer
Signature of CEO	
Attachment:	No

****CONFIDENTIAL ITEM****

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 —
 - (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 —
 - (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; 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

COUNCIL DECISION
Officer Recommendation

Moved Cr AD Clarke

Seconded Cr BG Cooper

That the Chief Executive Office be authorised to enter into a new rental agreement for 21 Railway Street with rental as per current lease agreement.

AMENDMENT

Moved Cr GW Greaves

Seconded Cr LC Smith

That rent be set at forty dollars per week (\$40).

PUT & CARRIED: 7/0
RESOLUTION NO: 160816

The amendment becomes the substantive motion

PUT AND CARRIED: 7/0
RESOLUTION NO: 170816

14 DATE OF NEXT MEETING

Wednesday 21 September 2016 @ 4.30pm

15 CLOSURE

The President thanked Councillors for the participation and closed the meeting at 5.59PM

Signed

Presiding person at the meeting at which the minutes were confirmed

Date: 21 September 2016