



# Shire of Koorda



# AGENDA

## NOTE:

Wednesday 21<sup>st</sup> September 2016  
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

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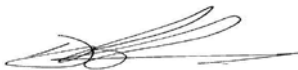
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The Shire of Koorda warns that anyone who has any application lodged with the Shire of Koorda must obtain and should only rely on **written confirmation** of the outcome of the application, and any conditions attaching to the decision made by the Shire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

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

Signed



DN Burton  
**CHIEF EXECUTIVE OFFICER**

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**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 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

**7 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS**

**7.1 ORDINARY MEETING HELD 17 August 2016**

**Moved Cr**

**Seconded Cr**

**That the Minutes of the Koorda Shire Council Ordinary Meeting held on the 17 August 2016, as circulated be confirmed and certified as a true and accurate record.**

**PUT AND CARRIED /**

**7.1 SPECIAL MEETING HELD 12 September 2016**

**Moved Cr**

**Seconded Cr**

**That the Minutes of the Koorda Shire Council Special Meeting held on the 12 September 2016, as circulated be confirmed and certified as a true and accurate record.**

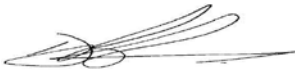
**PUT AND CARRIED /**

**8 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

**9 REPORTS OF COMMITTEES**

**9.1 ADOPTED WORKS PROGRAMME 2016/2017**

**Section 5.23 – Applicability**

<b>Location:</b>	Shire of Koorda
<b>Portfolio:</b>	<b>Transport and Communication</b> Cr GW Greaves
<b>File Reference:</b>	ADM 0325
<b>Disclosure of Interest:</b>	No interest to declare by the CEO Councillors may have a “proximity interest” and this should be declared
<b>Author:</b>	David Burton, Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	2016-2017 Works Programme

**Background:**

The programme is a summary of road works proposed for the 2016/2017 financial year and includes the following;

Works Proposed:

Seal widening work-	Koorda - Bullfinch Road approximately 5.72kms @ 5 slk Koorda - Dowerin Road approx 5kms @ 4 slk Burakin - Wialki Road approx 5kms @ 0 slk
Widen and reconstruct- Resealing works –	Koorda Kulja Road Widen S Bends approx 4.5kms @ 29.45 slk Koorda - Dowerin Road reseal approx 4kms @ 0 slk Mollerin North Road reseal approx 3kms @ 0slk Koorda - Mollerin Road reseal approx 5.5kms @ 18 slk Koorda - Kulja Road reseal approx 3kms @ 10 slk Koorda - Kulja Road reseal approx 1.5kms @ 25.5 slk Wyalkatchem - Koorda Road reseal approx 4.5kms @ 12.8 slk
Reconstruct/sheet -	Anderson Road approx 5km Mollerin Rock South Road approx 5km Kulja - Kalannie Road approx 0.2km @ failed section Commonwealth Road approx 2.5kms Kulja - Mollerin Rock Road approx 4kms Strahan Road approx 3.5kms Chown Tank Road approx 3kms
Footpaths	Various locations in Koorda Townsite.

Formation, widening, reform and sheeting as per programme work will include gravel reconstruction/widening gravel sheeting and additionally we will continue our road widening programme; that is widening a road by clearing vegetation where applicable and reformation of work out to original windrow line.

General maintenance - work will continue but will be very dependent on weather and seasonal conditions. Currently the rains have provided ideal maintenance grading conditions unless it gets too wet.

**Comment:**

Additional funding has again been received through the Roads to Recovery (RtR) programme this year with funding being increase to \$665,000. This was part of the funding being delivered as a result of lobbying against the indexation freeze, but funding was allocated only to road works. The increase will not have an impact on the Shire having the allocate additional funding to comply with the standard RtR funding principals, but we also cannot shift funding from the roads into other projects. This funding will be spaced across several years (it was going to be \$950,996 in one year) to allow Council to complete the works rather than relying on contractors.

Works have been decided around what is required to maintain the road network. Emphasis has been placed on gravel re-sheeting due to the reduction in road standards when last assessed. Roads without sufficient gravel sheeting will reduce grant funding allocations for the roads

**Consultation:**

Adopted road works programme

**Statutory Environment:**

Adopted works programme – budgetary constraints and potential cost increase implications.

**Policy Implications:**

Adopted works programme

**Financial Implications:**

The proposed works are as listed in Council's budget allocation for road works. The works are a mixture of 'Roads to Recovery', 'Regional Road Group' and financial assistance grants as well as Council funded works.

**Strategic Implications:**

Strategic Community Plan

E 6.1 - Plan for the provision and delivery of transport services and infrastructure in the Shire in close consultation with the State and Federal governments and the local community (ongoing)

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

E 6.3 - Support the provision of appropriate regional transportation links, including rail, air and bus services (ongoing)



**Voting Requirement:** Simple majority

**OFFICER RECOMMENDATION**

**COUNCIL DECISION**  
**Committee / Officer Recommendation**

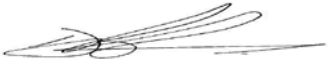
**Moved Cr**

**Seconded Cr**

**That the proposed works programme for the approximate period to August 2016 be noted.**

**CARRIED/LOST**

## 9.2 **WORKS PROGRAMME 2017/2018**

<b>Section 5.23 – Applicability</b>	
<b>Location:</b>	Shire of Koorda
<b>Portfolio:</b>	<b>Transport &amp; Communication</b> Cr GW Greaves
<b>File Reference:</b>	ADM 0325
<b>Disclosure of Interest:</b>	No interest to declare by the CEO Councillors may have proximity interest to declare
<b>Author:</b>	David Burton, Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	2017/2018 Proposed Works Programme

### **Background:**

The current adopted a Draft Proposed Works Programme indicates a designated expenditure of 1.703million dollars.

Construction -	Designated amount \$ 1,599,000
Preservation -	Designated amount \$ 100,000
Maintenance -	Designated amount \$ 300,000

Work will include road construction improvements, Koorda/Bullfinch, Koorda/Kulja, Koorda/Dowerin and Koorda/Wyalkatchem Roads, widen seals, road preservation (including reseal programmes) and an ongoing road maintenance programme.

### **Construction**

Construction work will be focusing on the entrance and exit roads for Koorda. This will include seal widening for the following:

- Koorda/Dowerin Road
- Burakin/Wialki Road
- Cadoux/Koorda Road
- Koorda/Kulja Road

### **Resealing**

Continue work on the

- Koorda/Mollerin Road
- Mollerin Rock South Road
- Koorda/Bullfinch Road
- Wyalkatchem / Koorda

Resealing works are always dependant on funding availability, of which there are currently no known changes in the foreseeable future.

### **Gravel Sheeting**

The intent is to continue upgrading what could be considered 'priority' gravel roads as this will become a future issue and may affect funding if roads are not maintained.

Gravel Sheeting will be looked at for the following roads;

- Mollerin Rock South
- Larkman
- Kulja/Mollerin
- East Boundary
- Graves

### **Maintenance**

This is an increasing cost issue consideration; and to some extent is dependent on conditions, particularly with the winter maintenance grading programme.

### **Foothpaths**

- Scott Street

### **Comment:**

The proposed programme is generally in line with Councils previous forward planning proposals, review as necessary.

With regard road preservation projects they are a mix of resealing, shoulder widening, reconstruction and sheeting, formation improvement and the continuation of clearing and widening on selected rural roads. The program is designed to achieve a balance of road preservation in different areas of the Shire.

It would be intended that improvements to vision and safety on 'cross and tee' roads will continue as well as removal of excess material from road verges.

Local Government and Main Roads are currently working together to develop a strategic freight network for the Wheatbelt. Pending on the success of the business case, funding may come through for the 2017/2018 financial year, but more likely in future years.

### **Consultation:**

Draft Works Programme

### **Statutory Environment:**

Local Government Act 1995

Local Government (Financial Management Regulations) 1996

Duty of Care – Australian Standards – Road design and Environmental Code of Practice – Road Construction and Maintenance works.

### **Policy Implications:**

Current proposed works programme for 2017/2018

**Financial Implications:**

The proposed programme is reliant on funding being made available and any reduction in grants would impact on the proposed programmes and the final actual programme/s scheduled.

**Strategic Implications:**

Strategic Community Plan

E 6.1 - Plan for the provision and delivery of transport services and infrastructure in the Shire in close consultation with the State and Federal governments and the local community (ongoing)

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

E 6.3 - Support the provision of appropriate regional transportation links, including rail, air and bus services (ongoing)

**Voting Requirement:**

Simple majority

**COUNCIL DECISION**

**Committee / Officer Recommendation**

**Moved Cr**

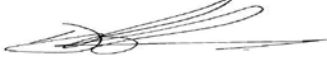
**Seconded Cr**

**That this Committee recommend that Council adopt the proposed Works Programme for the 2017/2018 financial year for inclusion in the Draft Shire Strategic Plans and the initial draft 2017/2018 budget considerations.**

**CARRIED/LOST**

### 9.3 PROPOSED WORKS PROGRAMME 2017/2018 AND BEYOND

#### **Section 5.23 – Applicability**

<b>Location:</b>	Shire of Koorda
<b>Portfolio:</b>	<b>Transport &amp; Communication</b> Cr GW Greaves
<b>File Reference:</b>	ADM 0325
<b>Disclosure of Interest:</b>	No interest to declared by the CEO Councillors may have a “proximity interest” and this should be declared
<b>Author:</b>	David Burton, Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	Proposed works programme as per the Plan for the Future-revision

#### **Background:**

Council will be moving into the period where they need to consider a review and update of their current forward plans. The plan for 2016/2017 will drop off, and the current plan for 2017/2018 and beyond may require amendment. Regional Road Group funding has been indicated at \$295,000.00 (estimate), an increase from RtR has been allocated for 2017/2018 for a total program of \$584,000 This increase is not expected to extend to 17/18 and funding is likely to return to approximately \$300,000 for 2018/2019 when the current funding is due to finish.

Concern was raised to ensure that the funding for the works program does not get allocated elsewhere. As such it was requested that the works program be extended for the major roads to ensure that the projects are seen as priorities should the Shire be merged. Staff is currently working on this and will present to the next meeting.

#### **Comment:**

There is a need to recognise the growing impact of future resealing programme requirements on Council's annual works programme; (Particularly the impact on available finance) and general asset management, and our ability to adequately resource all components of those programmes, including labour, plant, overheads and materials etc. In line with current strategic objectives, it will be pertinent to continue to review the mix of construction, preservation and maintenance projects, to achieve preferred outcomes.

Additionally financial resources that may be available are not known at this time. While the Roads to Recovery Programme will continue until 2019, funding may not be available after the current scheme, however this project has been well received and indicators are for it to continue. It should also be noted that funding for RRG may be reduced with the State Government cutbacks, and also the Federal Funding reduced with the freezing of the indexation of the Federal Assistance Grants. At the current time, details of the impacts of these financial changes are not known.

Of increasing concern to Council is the very real likelihood of possible grain site closures within the region and the impact that would then have on road transport and road routes. Resources are

of an increasing concern particularly bitumen reseal work, the cost of fuel and its impact on the price of bitumen and metal aggregate. The use of local funded roads will become an increasing burden on Local Government as more and more grain is transported by road. Without matching funding from State government, this will become a burden on the local ratepayers. This may also change the priority of our road programme.

As Koorda is a primary wheat receival site; it is highly likely that changes will occur to road traffic patterns as it appears that outlying bins will reduce in significance with grain receival. While CBH is currently showing a list of sites to remain to growers, this information is still not available for local government, but as anticipated, the smaller sites in the region are likely to be closed over the next 2-5 years. Grain movements will also depend on what types/grades of grain are to be received at the various points as well, which could change from season to season.

The proposed forward plans for 2016/2017 – 2020/2021 have been developed on the basis that the general Roads to Recovery funding will stay at the same level, that is \$300,000 (aside from increase in 2016/2017) Regional Road Group funding \$295,000 although it may well be that in future years both sources of funds may eventually become an “On needs basis” rather than a “as of right” that is an individual council would have to bid for their portion of funds.

It has been previously raised that emphasis be placed on the town entry roads to ensure that they are an acceptable level and give a good first impression of the town. This will be continued.

In order to allow for future planning should mergers be forced onto the rural area, we have started the process of furthering the works program future years to ensure that any major roads are considered in any future planning of a merged Council. While it is possible for this to be changed, it is more likely to be maintained if the planning has been considered for a while, rather than a last minute inclusion. As a result, the spreadsheets have been extended to include up to 2020/2021 for major works. It should be noted that the amounts used in this are just a nominal amount not an accurate cost of works as funding is unknown. The costings will be considered in the future.

**Consultation:**

Works Supervisor  
CBH

**Statutory Environment:**

Nil

**Policy Implications:**

Forward planning determines Council’s short and medium term road works objectives and therefore, current “policy”.

**Financial Implications:**

Proposed works will need to be within the general ambit of Council’s likely overall draft funding allocations to road works and should be guided by the current asset management parameters

and relatively known financial resources. It is indicated the 10 year forward budget maybe change for an asset management matrix which will be in a different format, but will produce similar or better forward planning.

**Strategic Implications:**

Strategic Community Plan

E 6.1 - Plan for the provision and delivery of transport services and infrastructure in the Shire in close consultation with the State and Federal governments and the local community (ongoing)

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

E 6.3 - Support the provision of appropriate regional transportation links, including rail, air and bus services (ongoing)

**Voting Requirement:**

Simple majority

**COUNCIL DECISION**

**Committee / Officer Recommendation**

**Moved Cr**

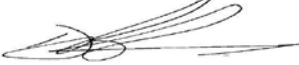
**Seconded Cr**

**That this Committee commence the formulation of their 2017/2018 proposed works programme and future projections to 2018/2019 and major works projects to 2021/2022 to enable their inclusion in the strategic planning considerations for 2017/2018.**

**CARRIED/LOST**

## 9.4 PLANT REPLACEMENT PROGRAMME 2016/2017

### **Section 5.23 – Applicability**

<b>Location:</b>	Shire of Koorda
<b>Portfolio:</b>	<b>Transport &amp; Communication</b> Cr GW Greaves
<b>File Reference:</b>	ADM 0325
<b>Disclosure of Interest:</b>	Interest is declared by the CEO as the current vehicle is part of the remuneration package
<b>Author:</b>	David Burton, Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	Plant Replacement Programme

### **Background:**

Several items of plant for changeover in the 2016/2017 financial year will be for purchases in excess of \$100,000. Therefore consideration needs to be given for the tender process for these vehicles.

### **Comment:**

It is appropriate for this committee to commence their review considerations so that they can recommend a plan, either in the current or amended format for inclusion in the Draft Strategic Plans for 2017/2018 review.

Over the life of current projected programmes, that whilst there is flexibility, the current forward projections to 2026/2027 show the plan will be starting to push funding into reserves to allow for the next round of major plant upgrades of heavier equipment such as graders, loaders, etc. Estimated expenditure for 2026/2027 will be kept to a minimum to allow the rebuilding of reserve funds.

### **Current Proposal-**

#### **Major Item- 2016/2017 (Tender Process – over \$150,000)**

- Isuzu CX455 P/mover
- Community Bus (may come under tender limit)

#### **Minor Items- 2016/2017 (Quotes only required)**

- Works Supervisor Vehicle
- CEO Vehicle
- Replace crew/dual cab utes x 2
- DCEO Vehicle (this may need a different style of vehicle for the new DCEO)



The purchase of the prime mover may be done through the Council Purchasing services of WALGA, which will reduce the purchase process considerably.

### Street Sweeper

The Shire's street sweeper is an old machine that is difficult to maintain, requires constant work and difficult to use as it creates a lot of dust.

While at Local Government Week Convention this year, we were looking at a street sweeper from Tennant Australia that may be more practical for our use. The cost of the sweeper is approximately \$70,000 (not included in budget).

The sweeper uses brushes to sweep up and also has a vacuum and filter system to control the dust. Tennant are happy to bring out a trial vehicle that we can examine in use.

The Works Supervisor has been looking at other machines that are second hand. We have looked at a truck which is about 8 years old and also a small truck/utility sweeper. The concern with second hand items is that they may have issues. Also the truck/utility sweepers often use an impeller fan for a vacuum and these do not last long when picking up sand.

### **Consultation:**

Works Supervisor

### **Statutory Environment:**

Strategic Planning Documents

### **Policy Implications:**

Shire of Koorda Purchasing Policy F16

### **Financial Implications:**

The changeover of vehicles is included in the budget

### **Strategic Implications:**

Strategic Community Plan

E 6.1 - Plan for the provision and delivery of transport services and infrastructure in the Shire in close consultation with the State and Federal governments and the local community (ongoing)

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

E 6.3 - Support the provision of appropriate regional transportation links, including rail, air and bus services (ongoing)

C 2.4 - Use resources efficiently and effectively (ongoing)

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

**Voting Requirement:**

Absolute majority

**COUNCIL DECISION**

**Committee / Officer Recommendation**

**Moved Cr**

**Seconded Cr**

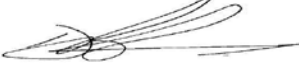
**That this Committee recommends the CEO:-**

- 1. Use WALGA Purchasing Services for the of the Prime Mover and Community Bus (if required); and**
- 2. Organise a demonstration of a street sweeper suitable for the Koorda Townsite.**

**CARRIED/LOST**

## 9.5 PLANT REPLACEMENT PROGRAMME 2017/2018 – 2026/2027

### **Section 5.23 – Applicability**

<b>Location:</b>	Shire of Koorda
<b>Portfolio:</b>	<b>Transport &amp; Communication</b> Cr GW Greaves
<b>File Reference:</b>	ADM 0325
<b>Disclosure of Interest:</b>	Interest is declared by the CEO as the current vehicle is part of the remuneration package
<b>Author:</b>	David Burton, Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	Plant Replacement Programme

### **Background:**

Again it is time for this Committee to review Council's Forward Plant Programme and this means the coming 2017/2018 financial year and beyond requires updating with due consideration to likely road expenditure and possible plant and equipment requirements.

The priority need is to ensure that the proposed 2017/2018 programme is generally in line with Council's foreseen short term requirements and the balance of the programme out to 2026/2027 (currently still being reviewed) reflects likely forward projections. The plan is proposed in the current format, which is considered a reasonable compromise between likely and reviewed requirements due to factors to be considered, available finance and reasonable asset management practices.

### **Comment:**

It is appropriate for this committee to commence their review considerations so that they can recommend a plan, either in the current or amended format for inclusion in the Draft Strategic Plans for 2017/2018 review.

Over the life of current projected programmes, that whilst there is flexibility, the current forward projections to 2026/2027 show the plan will be starting to push funding into reserves to allow for the next round of major plant upgrades of heavier equipment such as graders, loaders, etc. Estimated expenditure for 2026/2027 will be kept to a minimum to allow the rebuilding of reserve funds.

### **Current Proposal-**

#### **Major Item- 2017/2018**

- UD 6x4 Prime Mover
- Case Vibrating Roller
- Skid Steer Loader and Attachments.

### **Major Item- 2018/2019**

- Case CX70 Tractor

### **Minor Items- 2017/2018**

- Works Supervisor Vehicle
- CEO Vehicle
- Replace Crew/Cab ute - Mechanic
- DCEO Vehicle

### **Minor Items- 2018/2019**

- Works Supervisor Vehicle
- CEO Vehicle
- Replace crew/dual cab utes x 3
- DCEO Vehicle

### **Budgeted for changeovers**

The proposed changeover programme for 2017/2018 is for the amount of \$292,500 allowed for changeovers (capital cost less trade).

The proposed changeover programme for 2018/2019 is for the amount of \$169,000 allowed for changeovers.

Whilst we acknowledge there is a need to continue to be flexible and open minded to ensure that work cost efficiencies can be obtained by reviewing any predetermined planning and juggling of plant and finances to achieve our objectives, the proposed programme is considered a current reasonable mix of asset management practices, flexibility, general review of plant and possible preferred future changeover requirements. As has been previously reiterated in total capital terms, there continues to be flexibility with our plant/equipment rather than only with key plant items.

There is an additional requirement to be flexible not only within our road work programme but within our general parks and gardens, town maintenance, building maintenance and associated works. This allows, we believe reasonable cost effectiveness particularly as many of our items are second hand and capital outlay reflects a use requirement, but provides greater flexibility.

We continue to work on a three crew basis, for most of the year although at times it is necessary to work together.

- ❖ Construction/maintenance – We do not have a permanent maintenance crew
- ❖ Clearing/widening – minor maintenance normally 2 employees
- ❖ Town crew that can assist at times with other works i.e. sign erection, sign maintenance sealing works.
- ❖ Staff members are reasonably “interchangeable”

The intent is that we have reasonable plant and equipment; it allows these sections of council's workforce to adequately perform their duties and meet the scheduled works programme parameters.

**Consultation:**

Asset Management Plans

Works Supervisor

DCEO

**Statutory Environment:**

Nil

**Policy Implications:**

Sets Council's Policy Guidelines for Asset Management of plant and equipment for the next ten years. (Initial emphasis needs to be now to 2018/18, 2018/2019 and then to further years).

**Financial Implications:**

Reflects the perceived likely financial requirements over the period of the plan, to ensure that changeover of plant and equipment falls within the draft projections. With a determining factor being the necessity to be within the general ambit of Council's Plant Reserve Fund (cash backed) and then the future projected use of those funds.

As has been previously reiterated it should be noted, Council's ability to set aside adequate funds in the Plant Reserve is coming under increasing pressure due to our own low revenue sources – that is sustainability issues, but is the one area of reasonably responsible asset management practise, that this Council undertakes and this should continue.

Ideally the annual plant depreciation component should be set aside for plant replacement. However this depreciation component can vary depending on age and condition of plant and equipment. Again as has been previously stated at the end of the plan council will have substantially diminished resources available. However with Local Government Reform extremely likely this issue may be beyond this Council's control.

**Strategic Implications:**

Strategic Community Plan

E 6.1 - Plan for the provision and delivery of transport services and infrastructure in the Shire in close consultation with the State and Federal governments and the local community (ongoing)

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

E 6.3 - Support the provision of appropriate regional transportation links, including rail, air and bus services (ongoing)

C 2.4 - Use resources efficiently and effectively (ongoing)

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

**Voting Requirement:**

Simple majority

**COUNCIL DECISION**

**Committee / Officer Recommendation**

**Moved Cr**

**Seconded Cr**

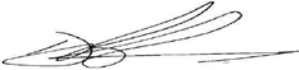
**That this Council:-**

- 1. Commence formulation of their reviewed future proposed plant change over programme and forward projections for the next ten years. The emphasis on the next 3-5 years.**
- 2. Recommend a programme for inclusion in Council's draft Strategic Plans considerations for 2017/2018.**

**CARRIED/LOST**

## 9.6 AGGREGATE AND CARTAGE FOR 21016/2017 PROGRAM

### Section 5.23 – Applicability

<b>Location:</b>	Shire of Koorda
<b>Portfolio:</b>	<b>Transport &amp; Communication</b> Cr GW Greaves
<b>File Reference:</b>	ADM 0325
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	David Burton, Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	Nil

### Background:

For the 2016/2017 Road Works program, an adequate supply of aggregate is required to ensure that the roadwork can be completed.

In order to reduce costs to Council, quotes were sought for the supply of aggregate and the cartage separately so that the best option could be found maximising the savings for the material.

### Comment:

While the cheaper aggregate comes from the BGC quarry, the cost of transporting the aggregate is significantly increase due to the distance of the cartage. Therefore, when considering the cost of the aggregate, cartage is a significant part of the total cost.

### Cost of Aggregate comparison:

	Cost per Tonne						
	7mm		10mm		14mm		TOTAL
Aggregate Quote	450		1905		450		
BGC	26	11,700	26	49,530	25	11,250	72,480
DMB Quarries	39	17,550	39	74,295	38	17,100	108,945
Hansons supply and delivery quote only.							

Cartage for the metro based quarries is significantly higher due to the additional distance.

### Cartage Comparison:

Cartage	Quarry		
	BGC	DMB	HANSON
BGC Cartage only	78,604		
BGC Quarries Stone and cartage	151,207		
Boynes	69,376	21,445	70,985
Hansons Aggregate and Cartage			161,208

When possible options are looked at, the difference in price is significant pending on who we are purchasing the aggregate from and the cartage.

**Purchasing options:**

<b>Options</b>	
BGC Supply & Cartage	151,207
Hansons Supply & Cart	161,208
BGC Supply / Boynes Cart	141,856
DMB Supply / Boynes Cart	130,390

From these tables, we are able to see that there is a significant savings if we use the local quarry and local cartage contractor.

It should also be noted that if we were to use BGC or Hansons for supply and delivery, then we would be required to go to tender as per Regulations as the total cost is over \$150,000.

**Consultation:**

Aggregate Suppliers

Cartage Contractors

Darren West – Works Supervisor.

**Statutory Environment:**

Nil

**Policy Implications:**

Nil

**Financial Implications:**

The purchase and carting of aggregate is included in the budgeted road works program for 2016/2017

**Strategic Implications:**

Strategic Community Plan

E 6.1 - Plan for the provision and delivery of transport services and infrastructure in the Shire in close consultation with the State and Federal governments and the local community (ongoing)

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

E 6.3 - Support the provision of appropriate regional transportation links, including rail, air and bus services (ongoing)



**Voting Requirement:**

Simple majority

**COUNCIL DECISION**

**Officer Recommendation**

**Moved Cr**

**Seconded Cr**

**That the cost of aggregate and cartage be noted and the CEO be authorised to purchase aggregate for the 2016/2017 road works program.**

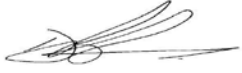
**CARRIED/LOST**

## 10 CHIEF EXECUTIVE OFFICERS REPORT

### 10.1 Governance and Administration

#### 10.1.1 **NEWROC COUNCIL MEETING** 23 August 2016

##### **Section 5.23 – Applicability**

<b>Location:</b>	NEWROC Regions
<b>Portfolio:</b>	<b>Governance, Administration and Finance</b> Cr BG Cooper
<b>File Reference:</b>	ADM 0105
<b>Disclosure of Interest:</b>	No Interest declared by CEO
<b>Author:</b>	David N Burton, Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	Minutes

##### **Background:**

Minutes of the NEWROC Council Meeting held on 23<sup>rd</sup> August 2016 at Bencubbin.

##### **Comment:**

Items discussed at the NEWROC Meeting were:

- Item 5.1 Income Expenditure Report
- Item 5.2 Balance Sheet
- Item 6.1 NEWROC Strategic Projects – Update on NEWROC Projects.
- Item 6.2 Kununoppin Medical Scholarship – Meeting between Shires and WA Country Health.
- Item 6.3 NEWROC Health Strategy – Information for funding being received.
- Item 6.4 Brookfield Rail – Interface Agreement – Currently with WALGA, a new draft has been sent out.
- Item 6.5 CEACA update - Information
- Item 6.6 Funding Opportunities – CLGF & DOT – Funding information, support for NEWTravel application, CRC's and tourism.
- Item 6.7 NEWTravel Update - Information
- Item 6.8 Wheatbelt Regional Grants Scheme and Community Chest Funding – Update on Telstra Funding and support for applications
- Item 6.9 NEWROC Live, Work Invest Online Platform – Development of a website for business information – refer to Executive Meeting.
- Item 6.10 Small Business Friendly Local Governments Initiative – Item to go to Council for consideration to sign up to Small Business Friendly Local Governments.
- Item 9.3 Goomalling Merredin Road – Grain being transports by CBH.

##### **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**

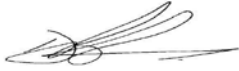
**Seconded Cr**

**That Council note and endorse the recommendations of the NEWROC Council meeting held at Bencubbin on 23rd August 2016.**

**CARRIED/LOST**

10.1.2

**GECZ MEETING**  
**1<sup>st</sup> September 2016**

<b>Section 5.23 – Applicability</b>	
<b>Location:</b>	GECZ Regions
<b>Portfolio:</b>	<b>Governance, Administration and Finance</b> Cr BG Cooper
<b>File Reference:</b>	ADM 0092
<b>Disclosure of Interest:</b>	No Interest declared by CEO
<b>Author:</b>	David N Burton, Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	Minutes

**Background:**

Minutes of the GECZ Meeting held on 1<sup>st</sup> September 2016 at Merredin.

**Comment:**

The following issues were discussed:

- Item 7.1 Ministerial Day – Feedback on meeting and consideration of meeting for 2017.
- Item 7.2 Conduct of WALGA AGM – Information for Zone and comments to go to WALGA.
- Item 7.3 Recycled Water Agreements – Information noted for agreements between Water Corp and Shires.
- Item 7.4 RAV Rating - Regional Local Roads – Information noted for consideration to RAV4 for local roads.
- Item 8.1 Zone Presidents Report
- Item 8.2 Healthy Wheatbelt
- Item 8.3 Local Government Grain Infrastructure Group
- Item 8.4 Wheatbelt District Emergency Management Committee
- Item 8.5 Wheatbelt North Regional Road Group
- Item 8.6 Wheatbelt South Regional Road Group
- Item 9.1 State Councillors Report
- Item 9.2 WALGA Status Report
- Item 9.3 WALGA Business – Matters for Decision
- Item 9.4 WALGA Matters for Noting
- Item 9.5 WALGA Organisational Report
- Item 9.6 WALGA Policy Forums
- Item 9.7 WALGA Presidents Report
- Item 10.1 Department of Local Government and Communities
- Item 10.2 Main Roads WA
- Item 10.3 RDA Wheatbelt
- Item 10.4 Water Corporation
- Item 10.5 Wheatbelt Development Commission
- Item 12.1 Correspondence from the Northern Country Zone – Catastrophic incident where natural disaster is not declared.

Item 12.2 Central Country Zone Annual Golf Day – Cuballing Friday September 30<sup>th</sup>.

**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**

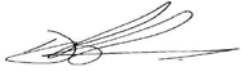
**Moved Cr**

**Seconded Cr**

**That Council note and endorse the recommendations of the GECZ meeting held at Merredin on 1<sup>st</sup> September 2016.**

**CARRIED/LOST**

### 10.1.3 **SMALL BUSINESS FRIENDLY LOCAL GOVERNMENTS**

<b>Section 5.23 – Applicability</b>	
<b>Location:</b>	Koorda Townsite
<b>Portfolio:</b>	<b>Governance, Administration and Finance</b> Cr BG Cooper
<b>File Reference:</b>	ADM 0054
<b>Disclosure of Interest:</b>	No Interest declared by CEO
<b>Author:</b>	David N Burton, Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	Brochure

#### **Background:**

As part of the NEWROC Meeting, it was discussed about Shires considering becoming “Small Business Friendly Local Governments”. This is an initiative by the Small Business Development Corporation to try and encourage small businesses to start and how Local Government can assist.

#### **Comment:**

In order to take part in the initiative, local governments must commit to three ‘*standard activities*’ being:

#### **Standard activities**

In response to some of the most common issues small business owners face in dealing with their local government the initiative involves engaging in standard activities that include:

- adopting a policy to pay invoices from small business suppliers within 30 days
- establishing an advisory group to better understand the needs of small business
- introducing an internal process to handle any disputes arising between your organisation and small business clients

Also require for the program is at least three ‘*flexible activities*’ which includes:

**Flexible activities** We understand that each local government area differs in size, demographics and geography, so you can choose at least three additional activities that best suit your circumstances. These may include, but are not limited to:

- surveying local small businesses to assess their needs
- accepting online payments
- introducing deemed approvals
- simplifying processes and forms
- providing more small business information on your website
- improving communication and customer service
- encouraging ‘buy local’ shopping campaigns
- supporting business incubators or start-up spaces
- offering contracts to local small business suppliers
- introducing an economic development team • facilitating small business forums and events

Your selected activities need not necessarily impose

It is the Shires current practice to ensure that local businesses are payed as soon as possible. While this is currently an unwritten policy, it would not take much to add this to our purchasing policy.

Currently the Shire participates in the “Business After Hours” and I believe this would be the best avenue to communicate with the small businesses rather than starting a new group. I have raised the question about using this forum for this purpose.

The Shire currently has dispute resolution information, but this may have to be more formalised for the process. While not a general requirement, it would be of assistance to the administration team.

As for flexible activities, we can choose a minimum of three to participate in the program. This should be able to be achieved without excessive burden to the administration staff or cost to the Shire.

By being a part of the Small Business Friendly Local Government scheme, we can show that the Shire is willing to work with small business and also foster new businesses in the area. This may be something that will assist when we are trying to attract businesses into the area when we have the Industrial Land release.

### **Consultation**

Caroline Robinson - NEWROC

### **Statutory Environment:**

Nil

### **Policy Implications:**

Nil

### **Financial Implications:**

Nil

### **Strategic Implications:**

Shire of Koorda Strategic Community Plan

E 1.2 - Identify extent and type of industry growth and address our economic vulnerability (short term, [in progress](#))

E 1.4 - Facilitate and create sustainable business and community partnerships (medium term, [4-8 years](#))

E 1.5 - Promote new commercial and industrial development through appropriate zoning of land and the provision of suitable infrastructure (ongoing)

E 1.7 - Develop a strategy to attract and retain skilled people in the local area (short term, [2-4 years](#))

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

### **Voting Requirement:**

Simple majority

**COUNCIL DECISION**  
**Officer Recommendation**

**Moved Cr**

**Seconded Cr**

**That the Chief Executive Officer make application for the Shire of Koorda to be a Small Business Friendly Local Government.**

**CARRIED / LOST**



## 10.1.4 **STANDING ORDERS LOCAL LAW**

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

### **Background:**

On 24 July 1998 Council adopted the Local Law relating to Standing Orders. These local laws are still currently in use and are now dated.

Previously, the Shire of Koorda looked at adopting a new Standing Orders Local Law, however there were some issues and Council resolved to look at it once a new model local law had been established by WALGA.

Since then, staffs have taken the model local law and have adapted it to the Shire of Koorda processes.

### **Comment:**

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

For the Standing Orders Local Law, the purpose and effect are as follows:

#### **Purpose:**

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

#### **Effect:**

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

After advertising the local law, it will need to come back to Council for consideration of any submissions and adoption by absolute majority. The local law would then be published in the *Gazette* and a copy of it is given to the appropriate Ministers, state wide public notice is then given.

### **Consultation**

## WALGA Model Local Laws

### Statutory Environment:

#### Local Government Act 1995

#### 3.12. Procedure for making local laws

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

*\* Absolute majority required.*
- (5) After making the local law, the local government is to publish it in the *Gazette* and give a copy of it to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister.
- (6) After the local law has been published in the *Gazette* the local government is to give local public notice —
  - (a) stating the title of the local law; and
  - (b) summarizing the purpose and effect of the local law (specifying the day on which it comes into operation); and
  - (c) advising that copies of the local law may be inspected or obtained from the local government's office.

- (7) The Minister may give directions to local governments requiring them to provide to the Parliament copies of local laws they have made and any explanatory or other material relating to them.
- (8) In this section —  
**making** in relation to a local law, includes making a local law to amend the text of, or repeal, a local law.

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

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

Shire of Koorda Strategic Community Plan

**Voting Requirement:**

Absolute majority

**COUNCIL DECISION**  
**Officer Recommendation**

**Moved Cr**

**Seconded Cr**

**That:**

- 1) **Makes the proposed Standing Orders Local Law for the purpose of public advertising; and**
- 2) **Authorise the Chief Executive Officer to:**
  - a) **Advertises the proposed local law in accordance with Section 3.12 (3)(a) of the Local Government Act 1995;**
  - b) **Forward copies of the proposed local law to the relevant Ministers in accordance with Section 3.12 (3)(a) of the Local Government Act 1995; and**
  - c) **report back to Council after the closing of the submission period.**

**CARRIED / LOST BY ABSOLUTE MAJORITY**

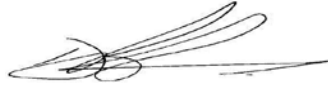
**10.2 Finance**

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

**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 CEO  
**Author:** David Burton, Chief Executive Officer

**Signature of CEO**



**Attachment:** Monthly Financial Statement

**Background:**

Submission of monthly Financial Statements for period ended 31 August 2016.

**Comment:**

Monthly Financial Statements for the period ended 31 August 2016 for Council's information and acceptance. The explanations for variances of \$5,000 or more are in Note 13 of the Financial Monthly Report.

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

**Consultation:**

**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**

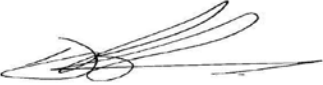
**Moved Cr**

**Seconded Cr**

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

**CARRIED/LOST**

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

<b>Section 5.23 – Applicability</b>	
<b>Location:</b>	Shire of Koorda
<b>Portfolio:</b>	<b>Governance, Administration and Finance</b>
	Cr BG Cooper
<b>File Reference:</b>	ADM 448
<b>Disclosure Of Interest:</b>	No interest declared by CEO
<b>Author:</b>	David Burton, Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	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 12 August 2016, and to 12 September 2016 and are generally within budget guidelines and are of an operational nature. Payments for capital assets expenditure are: NIL

**Consultation:**  
Nil

**Statutory Environment:**  
Local Government Act 1995, Section 5.42  
Local Government (Financial Management) Regulations 1996 12(1) (a), 13(1), 13(3).

**Policy Implications:**  
Nil

**Financial Implications:**  
Budget guidelines and constraints  
Need to authorise unbudgeted expenditure (if any)

**Strategic Implications:**  
Shire of Koorda Strategic Community Plan  
C 3.3 - Provide reporting processes in a transparent, accountable and timely manner

**Voting Requirement:** Simple majority

**COUNCIL DECISION**

**Officer Recommendation**

**Moved Cr**

**Seconded Cr**

**That accounts as listed being for period from 12 August 2016 to 12 September 2016.**

**Municipal Vouchers No's V115 to V197  
(Including Credit Card Voucher 160)**

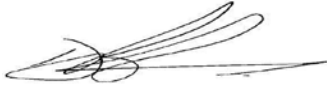
**Totalling \$346,567.45**

**Total \$346,567.45**

**To be endorsed or passed for payment**

**CARRIED/LOST**

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

<b>Section 5.23 – Applicability</b>	
<b>Location:</b>	Shire of Koorda
<b>Portfolio:</b>	<b>Governance, Administration and Finance</b> Cr BG Cooper
<b>File Reference:</b>	ADM 488
<b>Disclosure Of Interest:</b>	No interest declared by the CEO
<b>Author:</b>	David Burton, Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	Financial Position

**Background:**

Current Monthly Financial position as at 12 September 2016 on the various accounts.

**Comment:**

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

Monthly Financial Position	Municipal Account	\$1,429,329.67
	Reserve Account	\$4,751,154.62
	Trust Account	\$30,909.85

**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**

**Seconded Cr**

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

**CARRIED/LOST**

<b>10.3</b>	<b>Law, Order &amp; Public Safety</b>
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*No items this month*

<b>10.4</b>	<b>Health and Building</b>
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*No items this month*

<b>10.5</b>	<b>Education &amp; Welfare</b>
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*No items this month*

<b>10.6</b>	<b>Housing</b>
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*No items this month*

<b>10.7</b>	<b>Community Amenities</b>
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*No items this month*

<b>10.8</b>	<b>Recreation and Culture</b>
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*No items this month*

<b>10.9</b>	<b>Transport</b>
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*No items this month*

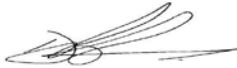
<b>10.10</b>	<b>Economic Services</b>
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*No items this month*

**10.11 Other Property & Services**

**10.11.1 TRANSFER OF PROPERTY TO CEACA**

**Section 5.23 – Applicability**

<b>Location:</b>	Koorda Townsite
<b>Portfolio:</b>	<b>Economic and Other Property and Services</b>
	Cr AD Clarke
<b>File Reference:</b>	ADM 0237
<b>Disclosure of Interest:</b>	No Interest declared by CEO
<b>Author:</b>	David N Burton, Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	Email from CEACA Executive

**Background:**

As members are aware, we have been working with 11 other shires towards the Central East Aged Care Alliance for the development of aged housing in the region.

Recently, CEACA was successful in receiving funding for the project to get started in the development and building of the houses.

**Comment:**

In order to ensure that the building works can be completed, we are required to transfer the land that the Shire will be contributing to the CEACA project. In order to ensure compliance with land disposal with the Local Government Act 1995, there is a process that will have to be followed (see Statutory Environment section 3.58 (3)).

The Shire has allocated Lots Greenham Street for the CEACA project.

As required under the Act, the Shire will need to give public notice of the transfer of the land which is 4 lots. The suggestion from CEACA is that the transfer be at a cost of \$1 per lot.

There is the possibility for this to be challenged as to why the Shire is giving the property away to CEACA, but we will also in clued information that the CEACA project is a Shire initiative.

**Consultation**

Helen Westcott – CECA Executive.

**Statutory Environment:**

**Local Government Act 1995**

**3.58. Disposing of property**

(1) In this section —

**dispose** includes to sell, lease, or otherwise dispose of, whether absolutely or not;

**property** includes the whole or any part of the interest of a local government in property, but does not include money.

- (2) Except as stated in this section, a local government can only dispose of property to —
  - (a) the highest bidder at public auction; or
  - (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.
- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
  - (a) it gives local public notice of the proposed disposition —
    - (i) describing the property concerned; and
    - (ii) giving details of the proposed disposition; and
    - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;and
  - (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.
- (4) The details of a proposed disposition that are required by subsection (3)(a)(ii) include —
  - (a) the names of all other parties concerned; and
  - (b) the consideration to be received by the local government for the disposition; and
  - (c) the market value of the disposition —
    - (i) as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or
    - (ii) as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.
- (5) This section does not apply to —
  - (a) a disposition of an interest in land under the *Land Administration Act 1997* section 189 or 190; or
  - (b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or
  - (c) anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or
  - (d) any other disposition that is excluded by regulations from the application of this section.

[Section 3.58 amended by No. 49 of 2004 s. 27; No. 17 of 2009 s. 10.]

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

Shire of Koorda Strategic Community Plan

S 1.1 - Advocate for enhanced service provision from government and community agencies to ensure these support services are available to local families and individuals (short term, ongoing)

S 2.1 - Advocate for appropriate and accessible health services (ongoing)

S 2.2 - Facilitate provision of services for aged persons and people with disabilities (medium term, 4-10 yrs)

E 1.4 - Facilitate and create sustainable business and community partnerships (medium term, 4-8 years)

E 1.10 - Monitor local community demand for additional accommodation units (medium term, in progress)

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

C 2.3 - Facilitate resource sharing on a regional basis (medium term, in progress, ongoing)

**Voting Requirement:**

Simple majority

**COUNCIL DECISION**  
**Officer Recommendation**

**Moved Cr**

**Seconded Cr**

**That the Chief Executive Officer advertise the transfer of land of Lots Greenham Street from the Shire of Koorda to CEACA for the cost of \$1 per lot as required under the Local Government Act 1995.**

**CARRIED / LOST**

<b>10.12</b>	<b>Reserves</b>
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**No items this month**

<b>11</b>	<b>ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</b>
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<b>12</b>	<b>NEW BUSINESS OF AN URGENT NATURE INTRODUCED</b>
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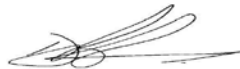
**13 MATTERS FOR WHICH MEETING MAY BE CLOSED**

**13.1 CEO REVIEW AND KPI's**

**Section 5.23 – Applicability**

**Location:** WALGA Region  
**Portfolio:** **Governance, Administration and Finance**  
Cr B G Cooper  
**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.

**5.23. Meetings generally open to public**

- (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
  - (b) the personal affairs of any person; 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**

**Seconded Cr**

**That the Chief Executive Officer Review for the 2015/2016 Financial Year be adopted by Council with:**

- a) Key Performance Indicators for the 2016/2017 year; and**
- b) An increase in the Chief Executive Officers cash salary of 3% from the 11<sup>th</sup> July 2016**

**CARRIED / LOST**

<b>14</b>	<b>DATE OF NEXT MEETING</b>
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Wednesday 19 October 2016 @ 4.30pm

<b>15</b>	<b>CLOSURE</b>
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## Items for Discussion

### **Meeting with Doctor**

The President and CEO met with the President and CEO from Wyalkatchem and the Doctor to discuss medical services to keep all informed. Information from the session will be circulated, but the meeting was very positive.

### **ATM Services Prosegur**

We are still waiting on the information from Prosegur, however they do believe that it will be easy to provide the service. In talks with the CRC we believe it would be best to place the machine at the back of the building on the south side. This will also give us protection for the unit from the stair and a couple of trees, however we will also use bollards.

**OPEN FORUM SESSION**

Bar Duties – Cr AD Clarke

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 BG Cooper

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**FINANCE** Cr BG Cooper

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**LAW, ORDER & PUBLIC SAFETY** Cr SE Boyd

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**HEALTH** Cr SE Boyd

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**EDUCATION & WELFARE** Cr LC Smith

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**HOUSING** Cr LC Smith

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**COMMUNITY AMENITIES** Cr PL McWha

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**RECREATION & CULTURE** Cr PL McWha

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**TRANSPORT & COMMUNICATION** Cr GW Greaves

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**ECONOMIC SERVICES** Cr AD Clarke

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**OTHER PROPERTY & SERVICES & RESERVES** Cr AD Clarke

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**OTHER:**

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# **PORTFOLIO'S**

- ***Governance, Administration and Finance-* Cr BG Cooper**
  
- ***Law, Order, Health and Building-* Cr SE Boyd**
  
- ***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 AD Clarke**

# Council Calendar

## September

Wednesday 21<sup>st</sup>

Ordinary Meeting of Council

Tuesday 27<sup>th</sup>

NEWROC Executive Meeting – Mt Marshall

## October

Monday 3<sup>rd</sup>

LGGFG Meeting – Perth

Thursday 6<sup>th</sup>

Water Services Workshop – KOORDA

Saturday 8<sup>th</sup>

Drive-In

Wednesday 12<sup>th</sup>

BUILDING Committee Meeting 5.30pm

Wednesday 19<sup>th</sup>

AUDIT Committee Meeting 3pm

Wednesday 19<sup>th</sup>

Ordinary Meeting of Council

Tuesday 25<sup>th</sup>

NEWROC Council Meeting – KOORDA

## November

Wednesday 16<sup>th</sup>

Ordinary Meeting of Council

Tuesday 22<sup>nd</sup>

NEWROC Executive Meeting – KOORDA

## December

Thursday 1<sup>st</sup>

GECZ – Kellerberrin

Wednesday 7<sup>th</sup>

WALGA State Council – Perth

Tuesday 13<sup>th</sup>

NEWROC Council Meeting – Shire of Nungarin

Wednesday 21<sup>st</sup>

Ordinary Meeting of Council

## February 2017

Wednesday 15<sup>th</sup>

Ordinary Meeting of Council

Monday 27<sup>th</sup>

WBN RRG