



Minutes

Ordinary Council Meeting

Held in Council Chambers, Wolfram Street Westonia

Thursday 17th August 2017

CONFIRMATION OF MINUTES

These minutes were confirmed by the Council on 17th August 2017 as a true and accurate record of the Ordinary Council Meeting held on 21st September 2017.

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Cr Karin Day
Shire President

All attachment items referred to in these minutes are available for public perusal at the Shire Office



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1. DECLARATION OF OPENING

The President, Cr Day welcomed Councillors and staff and declared the meeting open at 3.36pm.

2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Councillors:

Cr D Hermon	Deputy President
Cr RS Corsini	
Cr ML Geier	
Cr JJ Jefferys	
WJ Huxtable	

Staff:

Mr. JC Criddle	Chief Executive Officer
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Members of the Public: Nil

Apologies: Nil

Approved Leave of Absence: Cr KM Day President

3. PUBLIC QUESTION TIME (3.37PM – 3.52PM)

Nil

4. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

5. CONFIRMATION OF PREVIOUS MINUTES

OFFICER RECOMMENDATIONS

That the minutes of the Ordinary Meeting of Council held on 20th July 2017 be confirmed as a true and correct record.

RESOLUTION

Moved:	Cr Jefferys	Seconded:	Cr Corsini
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01/08-17	That the minutes of the Ordinary Meeting of Council held on 20 th July 2017 be confirmed as a true and correct record.
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CARRIED 5/0

6. RECEIVAL OF MINUTES

OFFICER RECOMMENDATIONS

That the minutes of the Biodiversity Fund Project Meeting held on Wednesday 26th July 2017 be received.

RESOLUTION

Moved: Cr Corsini **Seconded:** Cr Huxtable

02/08-17 That the minutes of the Biodiversity Fund Project Meeting held on Wednesday 26th July 2017 be received.

CARRIED 5/0

OFFICER RECOMMENDATIONS

That the minutes of the Central East Aged Care Alliance Inc Executive Committee Teleconference held on Wednesday 5th July and Thursday 6th July 2017 be received.

RESOLUTION

Moved: Cr Corsini **Seconded:** Cr Huxtable

03/08-17 That the minutes of the Central East Aged Care Alliance Inc Executive Committee Teleconference held on Wednesday 5th July and Thursday 6th July 2017 be received.

CARRIED 5/0

7. PRESIDENT/COUNCILLORS ANNOUNCEMENTS

The Deputy President, Cr Hermon advised having attended the following meetings:

- WALGA Local Government Week Conference with Cr's Geier, Jefferys, Huxtable and the CEO. The Deputy President wished to make special mention of the Eminent Service Award bestowed upon Cr Louis Geier for his service to the Westonia community. A well-deserved award for a worthy recipient.

Cr Geier advised having attended the following meetings:

- WALGA Local Government Week Conference

Cr Jefferys advised having attended the following meetings

- WALGA Local Government Week Conference which included a tour of the new Perth Stadium

Cr Huxtable advised having attended the following meetings

- WALGA Local Government Week Conference
- NEWTRAVEL meeting in Bencubbin with Stacey Geier

8. DECLARATION OF INTEREST

In accordance with Section 5.65 of the *Local Government Act 1995* the following disclosures of **Financial** interest were made at the Council meeting held on **17 August 2017**.

Name/Position	
Item No./Subject	
Nature of interest	
Extent of Interest	

In accordance with Section 5.65 of the *Local Government Act 1995* the following disclosures of **Closely Association Person And Impartiality** interest were made at the Council meeting held on **17 August 2017**.

Name/Position	Cr Doug Hermon
Item No./Subject	9.1.4 – Resignation from Office
Nature of interest	Direct
Extent of Interest	Person in question



In accordance with Section 5.60B and 5.65 of the *Local Government Act 1995* the following disclosures of **Proximity** interest were made at the Council meeting held on **17 August 2017**.

Name/Position	
Item No./Subject	
Nature of interest	
Extent of Interest	

9. MATTERS REQUIRING A COUNCIL DECISION

9.1. GOVERNANCE, ADMINISTRATION AND FINANCIAL SERVICES

9.1.1 ACCOUNTS FOR PAYMENT

Responsible Officer:	Jamie Criddle, CEO
Author:	Kay Geier, Senior Finance Officer
File Reference:	F1.3.3 Monthly Financial Statements
Disclosure of Interest:	Nil
Attachments:	Attachment 9.1.1 List of Accounts
Signature:	Officer  CEO 

Purpose of the Report

Executive Decision

Legislative Requirement

Background

This information is provided to Council on a monthly basis in accordance with provisions of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996. A Local Government is to develop procedures for the authorisation of, and payment of, accounts to ensure that there is effective security for, which money or other benefits may be obtained.

Comment

Attached is a copy of Accounts for Payment for the month of July 2017. The credit card statements currently show:
-

CEO **July 17 \$1198.63** associated with the purchase of; Fuel, Change of plate & Licence new vehicle, Activ8 speed pack office & 3 residences, typewriter ribbon for museum.

Works Supervisor **July 17 \$313.25** associated with the purchase of; cargo toolbox, Annual inspection Wessy Bus.

Statutory Environment

Local Government (Financial Management) Regulations 1996 Regulations 12 & 13 requires the list of accounts to be presented to Council. Payments are made by staff under delegated authority from the CEO and Council.

Policy Implications



Council does not have a policy in relation to payment of accounts.

Strategic Implications

Accounts for payment are presented to Council in the interests of accountability and provide information on Council expenditure.

Financial Implications

9.1.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY – JULY 2017

Responsible Officer:	Jamie Criddle, CEO	
Author:	Kay Geier, Senior Finance Officer	
File Reference:	F1.3.3 Monthly Financial Statements	
Disclosure of Interest:	Nil	
Attachments:	Attachment 9.1.2 Monthly Statement of Financial Activity	
Signature:	Officer	CEO
		

Purpose of the Report

- Executive Decision Legislative Requirement

Background

This information is provided to Council on a monthly basis in accordance with provisions of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996.

Comment

The Monthly Statement of Financial Activity for the period ending 31st July 2017 is attached for Councillor information, and consists of:

1. Summary of Bank Balances
2. Summary of Outstanding Debtors
3. Balance Sheet
4. Budget v Actuals Schedules

Statutory Environment

General Financial Management of Council
Council 2015/2016 Budget
Local Government (Financial Management) Regulation 34 1996
Local Government Act 1995 section 6.4

Policy Implications

Council is required annually to adopt a policy on what it considers to be material as far as variances that require to be reported for Council. Council policy is that the material variation be set at \$10,000 and 15%.

Strategic Implications

The Monthly Statement of Financial Activity is a record of Council's activities and financial performance during the reporting period.

Financial Implications

There is no direct financial implication in relation to this matter.

Voting Requirements

- Simple Majority Absolute Majority

- (b) resigns from the office; or
- (c) does not make the declaration required by section 2.29(1) within 2 months after being declared elected to the office; or
- (d) advises or accepts under section 2.27 that he or she is disqualified, or is declared to be disqualified by the State Administrative Tribunal acting on an application under section 2.27; or
- (da) is disqualified by an order under section 5.113, 5.117 or 5.119 from holding office as a member of a council; or
- (e) becomes the holder of any office or position in the employment of the local government; or
- (f) having been elected to an office of councillor, is elected by the electors to the office of mayor or president of the council.

4.17 . Cases in which vacant offices can remain unfilled

(1) If a member's office becomes vacant under section 2.32 on or after the third Saturday in July in the election year in which the term of the office would have ended under the Table to section 2.28, the vacancy is to remain unfilled and the term of the member who held the office is to be regarded in section 4.6 as ending on the day on which it would have ended if the vacancy had not occurred.

(2) If a member's office becomes vacant under section 2.32 —

(a) after the third Saturday in January in the election year in which the term of the office would have ended under the Table to section 2.28; but

(b) before the third Saturday in July in that election year,

the council may, with the approval of the Electoral Commissioner, allow the vacancy to remain unfilled and, in that case, the term of the member who held the office is to be regarded in section 4.6 as ending on the day on which it would have ended if the vacancy had not occurred.

(3) If a councillor's office becomes vacant under section 2.32 and under subsection (4A) this subsection applies, the council may, with the approval of the Electoral Commissioner, allow* the vacancy to remain unfilled and, subject to subsection (4), in that case, the term of the member who held the office is to be regarded in section 4.6 as ending on the day on which it would have ended if the vacancy had not occurred.

* Absolute majority required.

(4A) Subsection (3) applies —

(a) if —

(i) the office is for a district that has no wards; and

(ii) at least 80% of the number of offices of member of the council in the district are still filled;

or

(b) if —

(i) the office is for a ward for which there are 5 or more offices of councillor; and

(ii) at least 80% of the number of offices of councillor for the ward are still filled.

(4) If an ordinary or an extraordinary election is to be held in a district then an election to fill any vacancy in the office of councillor in that district that was allowed to remain unfilled under subsection (3) is to be held on the same election day and Division 9 applies to those elections as if they were one election to fill all the offices of councillor for the district or ward that need to be filled.


4.8 . Extraordinary elections

(1) If the office of a councillor or of an elector mayor or president becomes vacant under section 2.32 an election to fill the office is to be held.

(2) An election is also to be held under this section if section 4.57 or 4.58 so requires.

9.1.5 WEROC – INCREASED ADVOCACY ROLE

Responsible Officer:	Jamie Criddle, CEO	
Author:	Jamie Criddle, CEO	
File Reference:	A1.15.4	
Disclosure of Interest:	Nil	
Attachments:	Attachment	
Signature:	Officer	CEO



Purpose of the Report



Executive Decision



Legislative Requirement

Background

At the WEROC Executive Committee Meeting held on Wednesday 24 May 2017 during discussion on the review of the WEROC MoU the Executive also discussed the development of an enhanced advocacy role for WEROC.

The Executive were of the view that, as a smaller grouping of local governments, WEROC needed to develop a higher profile with respect to advocacy. It was the general view that the advocacy role being undertaken by the WALGA GECZ did not appear to be a sufficiently effective mechanism for many of the issues impacting on WEROC's Member Councils and local governments generally across the Wheatbelt.

The WEROC Executive also raised the question on the effectiveness of the GECZ and whether the resources involved in Member Councils attending GECZ meetings could be better directed into the functions of WEROC.

The GECZ comprises the Shires of Bruce Rock, Cunderdin, Kellerberrin, Kondinin, Koorda, Merredin, Mt Marshall, Mukinbudin, Narembeen, Nungarin, Tammin, Trayning, Westonia, Wyalkatchem and Yilgarn. WEROC comprises the Shires of Bruce Rock, Kellerberrin, Merredin, Westonia and Yilgarn.

In relation to delegates, Council has the option on who it appoints as delegates to the GECZ whereas the WEROC delegates are determined by WEROC's Constitution which states the Shire President and CEO of each Member Council are appointed delegates, with individual Councils retaining the right to appoint a deputy.

Further details of this item are included in the extract of the WEROC Minutes which are attached. Following discussion at the WEROC meeting, the WEROC Council made the following resolution:

"That WEROC Council:

- 1. consider developing an advocacy role separate and distinct from that currently provided by WALGA to progress issues affecting the WEROC Member Councils;**
- 2. write to each WEROC Member Council seeking their opinion as to whether it would be happy, whilst still remaining a member of WALGA, to withdraw from attending meetings of the Great Eastern Council Zone and allow the WEROC Council to review the WALGA State Council Agenda on behalf of WEROC Member Councils;**
- 3. continue to meet as at present, however the WEROC Executive meet on an as needs basis; and**
- 4. consider whether it wishes to increase its membership."**

Council is asked to provide a decision on points 2 and 4 of the WEROC resolution.

Comment

In considering the amount of time spent at meetings, there are generally 5 GECZ meetings and 5 GECZ Executive meetings held each calendar year. Similarly, there are generally 5 WEROC Council meetings and 6 WEROC Executive meetings held each calendar year. The GECZ and WEROC Executive meetings differ in that Elected Members make up the GECZ Executive whereas CEOs make up the WEROC Executive. Meetings generally commence around 9-

9.30am and finish early/mid-afternoon. When attending a meeting, it is only the pre-appointed delegates (or their designated deputy) who have voting rights.

While the GECZ is a recognised group through WALGA, WEROC is a voluntary regional organisation of councils (ROC), as opposed to the regulated ROCs under Part 3 Division 4 of the Local Government Act 1995. Additionally, the GECZ has a larger catchment area than WEROC. As such, one could question the impact any advocacy work undertaken by WEROC could have, particularly at a State and even more so at a Federal level. Having said that though, without the work and activity undertaken by both WEROC and NEWROC, which for the most part are involved in CEACA Inc, the CEACA project would not have progressed to the point that it has.

The GECZ and WEROC minutes are distributed to Council as an attachment to the Council agenda (usually at Item 10). To allow Councillors to see the different issues dealt with, Attachment 15.1B includes the Table of Contents from previous GECZ and WEROC meetings.

Council will need to consider whether it believes the issues defined as “separate and distinct” to those dealt with by the GECZ can be effectively dealt with by WEROC.

Council’s GECZ and WEROC delegates may also wish to provide comment at the meeting.

 **Statutory Environment**

Nil

 **Policy Implications**

Nil

 **Strategic Implications**

Nil

 **Financial Implications**

Council pays an annual membership subscription to both GECZ and WEROC. These membership costs are primarily to cover the cost of executive support and administration, with a portion of the WEROC subscription set aside for project work.

The cost of GECZ membership for 2017/18 is \$4,675. The cost of membership to WEROC in 2017/18 is \$13,200 which includes \$2,200 for the consultancy & project reserve. The GECZ subscription has remained the same, as it was also \$4,675 in 2016/17. The WEROC subscription is reduced from 2016/17 when it was \$20,350 which included \$3,300 for the consultancy and project reserve.

While any specific financial implications cannot be known at this time, by continuing membership to either or both GECZ and WEROC, Council will need to continue allocating the necessary membership fees in its subsequent budgets.

A cost saving may be derived in staff time by the CEO not attending GECZ meetings, however it could be argued that any savings may be absorbed by the same level and/or any additional time required as a result of WEROC’s increased advocacy activities. As Councillors are paid an annual allowance regardless of the amount of time they spend on Council activities or meetings, there would be no financial saving to Council should the delegates decide not to attend GECZ meetings.

Additionally, if WEROC were to obtain a wider membership base there could be the potential for savings if membership fees were reduced as a result of having more members. However, it’s also possible there would be no reduction in the membership fee, to off-set the additional costs associated with the additional proposed activities and advocacy WEROC could undertake.

 **Voting Requirements**

Simple Majority

Absolute Majority


9.2 COMMUNITY AND REGULATORY SERVICE

NIL

9.3 WORKS AND SERVICE

9.3.1 SALE OF WORKS FLEET VEHICLES

Responsible Officer:	Jamie Criddle, CEO
Author:	Jamie Criddle, CEO
File Reference:	
Disclosure of Interest:	Nil
Attachments:	Attachment
Signature:	Officer CEO



Purpose of the Report



Executive Decision



Legislative Requirement



Background

Included in the current budget is the replacement of the Administrative Vehicle, Works Crew Cab Ute and Works Grader Ute.



Comment

Management has obtained budget quotes for these vehicles.

An interest has been expressed in the Toyota Crew Cab utility so in order to maximise the trade potential, it is requested to offer the vehicles for trade or outright sale.

Management will then collate the submissions and award the most advantageous price in conjunction with an email to all Councillors.



Statutory Environment

Nil



Policy Implications

Nil



Strategic Implications

Nil



Financial Implications

The replacement of these vehicles is included in the current budget.



Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council Call for quotes for the trade-in or outright purchase of the Administrative Vehicle, Works Crew Cab Ute and Works Grader Ute with the CEO award the most advantageous price in conjunction with an email to all Councillors.

9.4 ENVIRONMENTAL HEALTH, PLANNING AND BUILDING SERVICES

NIL

Statutory Environment

Nil

Policy Implications

Nil

Strategic Implications

Nil

Financial Implications

Nil.

Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council support the Shire of Plantagenet is requesting all local governments to write to the Prime Minister requesting that Western Australia be given its fair share of the GST Revenue.

RESOLUTION

Moved: Cr Geier

Seconded: Cr Corsini

12/08-17 That Council support the Shire of Plantagenet is requesting all local governments to write to the Prime Minister requesting that Western Australia be given its fair share of the GST Revenue.

CARRIED 5/0

11.2 CHANGE OF ORDINARY MEETING DATE – SEPTEMBER 2017

Responsible Officer: Jamie Criddle, CEO

Author: Jamie Criddle, CEO

File Reference:

Disclosure of Interest: Nil

Attachments: Nil

Signature: Officer CEO



Purpose of the Report

Executive Decision



Legislative Requirement

Background

In accordance with Regulation 12(1) of the Local Government (Administration) Regulations 1996 once a year Council is required to provide local public notice of the date, time and place the Ordinary Council Meetings for the next 12 months are to be held.

12 DATE AND TIME OF NEXT MEETING

The next ordinary meeting of Council will be held on Thursday 21st September 2017 commencing at 9.00am

13 MEETING CLOSURE

There being no further business the Deputy President, Cr Hermon declared the meeting closed at 5.10pm