

**SHIRE OF
WESTONIA**
A vibrant community lifestyle

Minutes

Ordinary Council Meeting

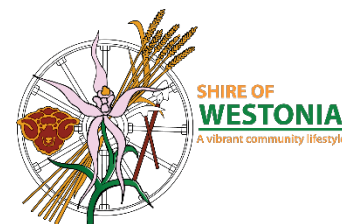
Held in Council Chambers, Wolfram Street Westonia
Thursday 16th December 2021

CONFIRMATION OF MINUTES

These minutes were confirmed by the Council on 17th February 2022 as a true and accurate record of the Ordinary Council Meeting held 16th December 2021.

.....
Cr Karin Day
Shire President

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



Disclaimer

No responsibility whatsoever is implied or accepted by the Shire of Westonia for any act, omission or statement or intimation occurring during Council meetings.

The Shire of Westonia disclaims and liability for any loss whatsoever and howsoever caused by arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during the Council Meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or committee meeting does that persons or legal entity's own risk.

In particular and without derogating in any way from the board disclaimer above, in any discussion regarding any planning application or application for a license, any statement or intimation made by any member or Officer of the Shire of Westonia during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Westonia.

The Shire of Westonia warns that anyone who has any application lodged with the Shire of Westonia 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 Westonia in respect of the application.



SHIRE OF WESTONIA
A vibrant community lifestyle

STRATEGIC COMMUNITY

SNAPSHOT

PLAN
2018-2028

CORE DRIVERS

1. Relationships that bring us tangible benefits (to the Shire and our community)
2. Our lifestyle and strong sense of community.
3. We are prepared for opportunities and we are innovative to ensure our relevancy and destiny.

OUR VALUES

Respect – We value people and places and the contribution they make to the Shire.

Inclusiveness – Be receptive, proactive, and responsive.

Fairness and Equity – Provide services for a variety of ages and needs.

Communication – Create opportunities for consultation with the broad community.

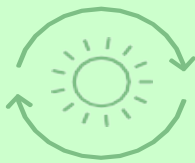
OUR VISION

A vibrant community lifestyle

MISSION

Provide leadership and direction for the community.

ECONOMIC



Support growth and progress, locally and regionally...

Efficient transport connectivity in and around our Shire.

- Continue to utilise our Road Management Plan, which incorporates a road hierarchy, minimum service levels and maintenance policy.
- RAV Ratings and Shire boundaries are consistent across local government boundaries.
- Lobby and build enduring partnerships with key Government Departments to improve Great Eastern Hwy.
- Actively participate in the Secondary Freight Network group.
- Develop and implement a Road Asset Plan highlighting key funder and strategic partnerships to support sustainability.
- Develop a Gravel Reserve Policy which identifies future gravel reserves and recognises cost to local government.
- Educate road users about road safety and driving on gravel roads.
- Optimal and safe use of our plants and equipment assets.
- Ensure that appropriate RAV vehicles traverse correct RAV routes.
- Maintain our airport with a view to improvements to meet commercial and recreational aviation needs.

Facilitate local business retention and growth.

- Council recognises the opportunity of partnering with Westonia Progress Association, works closely and supports them to help achieve their economic development projects and our strategic goals.
- Council continue to have a role in facilitating the presence of a Co-op in our community.
- Enhance local economic activity by supporting the growth of tourism in our Shire and region including applying for funding to improve tourist facilities.
- Improve our online tourism presence.
- We forward plan to improve the economic diversity in our community.
- In partnership with Council, the mine develops long term business plans for current mine assets.
- Investigate options for multipurpose accommodation if vacancies arise in mine accommodation.

SOCIAL



Provide community facilities and promote social interaction...

Plan for community growth and changing demographics.

- Develop the Town Planning Scheme.
- Plan and develop residential and industrial land.
- Community safety and ease of access around town is a priority.
- Our lifestyle, facilities and sense of community is promoted.
- The CEACA project continues to expand the number of universally designed dwellings in our town.
- We support our emergency services.
- We enable visiting health professionals to our community.
- The Community Resource Centre receives external funding to provide preventative health and community development initiatives to the community.
- We facilitate healthy and active ageing in place
- Our cemetery is well presented.

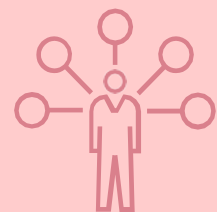
Our community has the opportunity to be active, socialised and connected.

- We collaborate and encourage active engagement in local clubs and community initiatives that support a healthy lifestyle.
- Investigate motor sport opportunities around the Shire.
- Preserve and celebrate our local history.
- Support our volunteers and clubs to remain strong, dynamic, and inclusive.
- Encourage lifelong learning.
- Children and youth have active and social opportunities.
- Continue to provide high standard and accessible shire facilities.
- Retain and expand Westonia's unique tourism experience.

Natural spaces are preserved and bring us value.

- Sustainably manage our reserves and open spaces.
- Participate in best practice waste management.
- Work collaboratively to meet legislative compliance with managing weeds and pests as well as our environmental health standards.
- Investigate renewable energy generation technologies.

GOVERNANCE



Continually enhance the Shire's organisational capacity to service the needs of a growing community...

Be progressive and capture opportunities.

- Be open to local productivity/ best practice and cost saving opportunities locally and regionally.
- Investigate joint resourcing and tendering
- Advocate and develop strong partnerships to benefit our community.
- Be prepared by forward planning our resources and focusing on continuous improvement.
- Identify risks and opportunities after the life of the mine.

The community receives services in a timely manner.

- Meet our legislative and compliance requirements.
- Work towards optimal management of our assets.
- Work to develop Councillor and staff skills and experience to provide career and succession opportunities within the Shire.
- Inside and outside staff are multi skilled to understand the business of local government and provide a seamless service to the community.
- Communicate and engage with our community regularly.

Financial resources meet the ongoing needs of the community.

- Seek external funding for significant capital improvements that deliver upon our strategic objectives.
- Investigate ways to reduce reliance on operational grants given the current State and Federal Government priorities.

Shire of Westonia: -
A vibrant community lifestyle.



TABLE OF CONTENTS

1. DECLARATION OF OPENING	5
2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE	5
3. PUBLIC QUESTION TIME (3.35PM – 3.50PM)	5
4. APPLICATIONS FOR LEAVE OF ABSENCE	5
5. CONFIRMATION OF PREVIOUS MINUTES	5
6. RECEIVAL OF MINUTES	6
7. PRESIDENT/COUNCILLORS ANNOUNCEMENTS	6
8. DECLARATION OF INTEREST	7
9. MATTERS REQUIRING A COUNCIL DECISION	8
9.1. GOVERNANCE, ADMINISTRATION AND FINANCIAL SERVICES	8
9.1.1 CONFIDENTIAL ITEM – CEO RECRUITMENT	8
9.1.2 ACCOUNTS FOR PAYMENT	10
9.1.3 MONTHLY STATEMENT OF FINANCIAL ACTIVITY – NOVEMBER 2021	12
9.1.4 GST RECONCILIATION REPORT – NOVEMBER 2021	14
9.1.5 ASK – REGIONAL REFUSE STUDY	15
9.1.6 LOCAL GOVERNMENT REFORM 2021	18
9.1.6 ANNUAL FINANCIAL REPORT & FINANCIAL STATEMENTS	21
9.2 COMMUNITY AND REGULATORY SERVICE	24
9.2.1 LOCAL ROADS & COMMUNITY INFRASTRUCTURE PROGRAM EXTENSION	24
9.2.2 TENDER 4-2021/22 - STAFF HOUSING	27
9.3 WORKS AND SERVICES	29
9.4 ENVIRONMENTAL HEALTH, PLANNING AND BUILDING SERVICES	30
9.4.1 REQUEST FOR QUOTATION – WASTE WATER TREATMENT PLANT – OLD SCHOOL	30
10 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	32
11 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY A DECISION OF THE MEETING	32
11.1.1 Wheatbelt NRM – Collection of Seed	32
12 DATE AND TIME OF NEXT MEETING	35
13 MEETING CLOSURE	35

6. RECEIVAL OF MINUTES

OFFICER RECOMMENDATION

That the WEROC Inc. AGM minutes held on the 22nd of November 2021 be accepted as true and correct

That the WEROC Inc. Board meeting minutes held on the 22nd of November 2021 be accepted as true and correct.

RESOLUTION

Moved: Cr Della Bosca

Seconded: Cr Huxtable

02/12-21

That the WEROC Inc. AGM minutes held on the 22nd of November 2021 be accepted as true and correct

That the WEROC Inc. Board meeting minutes held on the 22nd of November 2021 be accepted as true and correct.

CARRIED 6/0

7. PRESIDENT/COUNCILLORS ANNOUNCEMENTS

The President, Cr Day advised having attended the following meetings:

- WEROC AGM and General Meeting in Kellerberrin with Cr Crees and the CEO.
- WALGA GECZ Zone meeting in Kellerberrin with Cr Crees and the CEO.
- New CEO recruitment process meetings and interviews with all Councillors.
- Discussions with Mia Davies office in relation to Nurse Practitioner position, Laura Black.

Cr Geier advised having attended the following meetings:

- LEMC Meeting in Southern Cross with the CEO.

Cr Huxtable advised having attended the following meetings:

- CRC general meeting.

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 **16th December 2021**.

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 **16th December 2021**..

Name/Position	Cr Geier
Item No./Subject	9.1.1 CEO Recruitment
Nature of interest	Closely Association Person And Impartiality
Extent of Interest	Wife was an applicant

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 **16th December 2021**.

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

9. MATTERS REQUIRING A COUNCIL DECISION

9.1. GOVERNANCE, ADMINISTRATION AND FINANCIAL SERVICES

In accordance with Section 5.23(2) of the Local Government Act 1995, the meeting is closed to the members of the public for this item as the following sub-section applied:

- 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;

RESOLUTION

Moved: Cr Crees Seconded: Cr Della Bosca

03-12/21

That the meeting goes "in camera" at 3.57pm in accordance with Section 5.23(2) of the Local Government Act 1995 as the meeting discusses 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.

CARRIED 6/0

9.1.1 CONFIDENTIAL ITEM – CEO RECRUITMENT

RESOLUTION

Moved: Cr Della Bosca Seconded: Cr Huxtable

4/12-21

That the meeting moves out of camera at 4.14pm in accordance with Section 5.23(2) of the Local Government Act 1995.

CARRIED 6/0

OFFICER RECOMMENDATIONS

That Council,

1. With respect to the new mandatory minimum standards that cover the recruitment and selection of local government Chief Executive Officers endorse the actions of the President and Council:
 - a. Pursuant to Schedule 2 clause 5(2) of the Local Government (Administration) Regulations Act 1996, approve the Application Package, inclusive of the Job Description, for the recruitment of a Chief Executive Officer.
 - b. Appoint the full Council to the Selection Panel for the new Chief Executive Officer.
 - c. Appoint Peter Antonio as the independent person to the Selection Panel for the new Chief Executive Officer.
2. After the interview and review process recommend the preferred applicant for the CEO position at Shire of Westonia be:

applicant AW (Bill) Price.

 - a. That Council endorses AW (Bill) Price for the position of CEO at the Shire of Westonia on a date to be confirmed as 17th January 2022.
 - b. That Council endorse and affix the Common Seal to the attached employment contract that was negotiated on a without prejudice basis subject to Council endorsement for a remuneration package of (insert amount) per annum as outlined in Schedule 2 of the contract including KPI's listed in Schedule 3.
 - c. Authorise the Shire President to present the approved offer to the applicant.
 - d. In lieu of a probationary period, that Council conduct a performance review in May 2022 and then yearly as per the requirements of the Local Government Act 1995.

RESOLUTION

Moved: Cr Della Bosca

Seconded: Cr Corsini

5/12-21

That Council,

1. With respect to the new mandatory minimum standards that cover the recruitment and selection of local government Chief Executive Officers endorse the actions of the President and Council:

- a. Pursuant to Schedule 2 clause 5(2) of the Local Government (Administration) Regulations Act 1996, approve the Application Package, inclusive of the Job Description, for the recruitment of a Chief Executive Officer.
- b. Appoint the full Council to the Selection Panel for the new Chief Executive Officer.
- c. Appoint Peter Antonio as the independent person to the Selection Panel for the new Chief Executive Officer.

2. After the interview and review process recommend the preferred applicant for the CEO position at Shire of Westonia be:

applicant AW (Bill) Price.

- a. That Council endorses AW (Bill) Price for the position of CEO at the Shire of Westonia on a date to be confirmed as 17th January 2022.
- b. That Council endorse and affix the Common Seal to the attached employment contract that was negotiated on a without prejudice basis subject to Council endorsement for a remuneration package of (insert amount) per annum as outlined in Schedule 2 of the contract including KPI's listed in Schedule 3.
- c. Authorise the Shire President to present the approved offer to the applicant.
- d. In lieu of a probationary period, that Council conduct a performance review in May 2022 and then yearly as per the requirements of the Local Government Act 1995.

CARRIED 6/0.

Cr Geier entered the meeting at 4.16pm

9.1.2 ACCOUNTS FOR PAYMENT

Responsible Officer:	Jamie Criddle, CEO
Author:	Jasmine Geier, Manager of Corporate Services
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 June be obtained.

Comment

Attached is a copy of Accounts for Payment for the month of 30th November 2021. The credit card statements currently show: -

CEO

November 2021 \$3,739.64 associated with the purchase of Diesel Fuel, Microsoft 365 Business Recurring, Activ8me 300GB Bonus Package, Spotify for Westonia Swimming pool, Microsoft 365 Business Standard, Telstra Recharge, Iphone Screen Protector, Verbatim 2.5in USB 3.0Ptble HD, PLWA Membership -31/10/22, Dropbox Plus, 2022 Citizen of the Year Awards. Facility Fee

Works Supervisor

November 2021 \$1,643.00 associated with the purchase Parting Gift - Jamo Criddle NEXT GEN LHS Extreme 270 Awning ENDO Frame (Passenger side) November Campaign x 1 and Refreshments - assorted drinks Council function

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

Expenditure in accordance with the 2021/2022 Annual Budget.

Voting Requirements

Simple Majority

Absolute Majority

OFFICER RECOMMENDATIONS

That November 2021 accounts submitted to today's meeting on Municipal vouchers numbered from 3964 to 3968, and D/Debits from EFT5265 to EFT5319 (inclusive of Department of Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$640,113.98 be passed for payment.

RESOLUTION

Moved: Cr Crees



Seconded: Cr Corsini

06/12-21

That November 2021 accounts submitted to today's meeting on Municipal vouchers numbered from 3964 to 3968, and D/Debits from EFT5265 to EFT5319 (inclusive of Department of Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$640,113.98 be passed for payment.

CARRIED 6/0

9.1.3 MONTHLY STATEMENT OF FINANCIAL ACTIVITY – NOVEMBER 2021

Responsible Officer:	Jamie Criddle, CEO		
Author:	Jasmine Geier, Manager of Corporate Services		
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 30th November 2021 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 2021/2022 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

9.1.4 GST RECONCILIATION REPORT – NOVEMBER 2021

Responsible Officer:	Jamie Criddle, CEO
Author:	Jasmine Geier, Manager of Corporate Services
File Reference:	F1.4.4 Audit Report
Disclosure of Interest:	Nil
Attachments:	Attachment 9.1.3 GST Report
Signature:	Officer CEO



Purpose of the Report

Executive Decision Legislative Requirement

Background

The Reconciled Balance of the GST Ledger to the General Ledger as reported as at 30th November 2021 is provided to Council on a monthly basis as a means of keeping Council informed of its current GST liability.

Comment

The GST Reconciliation Report is attached for Councillor consideration.

Statutory Environment

Nil

Policy Implications

Council does not have a policy in regard to Goods and Services Tax.

Strategic Implications

Nil

Financial Implications

The GST reconciliation is presented to Council as a means of indicating Council's current GST liability, which has an impact on Council's cash-flow.

Voting Requirements

Simple Majority Absolute Majority

OFFICER RECOMMENDATIONS

That the GST Reconciliation totaling **(\$12,072.00)** for the period ending 30th November adopted.

RESOLUTION

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

08/12-21 That the GST Reconciliation totaling **(\$12,072.00)** for the period ending 30th November adopted.

CARRIED 6/0

9.1.5 ASK – REGIONAL REFUSE STUDY

Responsible Officer:	Jamie Criddle, CEO
Author:	Jasmine Geier, Manager of Corporate Services
File Reference:	F1.8.1
Disclosure of Interest:	Nil
Attachments:	Nil
Signature:	Officer CEO



Purpose of the Report



Executive Decision



Legislative Requirement

Background

At the WEROC Inc. Board meeting held on 22 February 2021, Mr. Grant Arthur and Mr. Rob Cossart from the Wheatbelt Development Commission presented on the topic of regional waste management, with a particular focus on the research undertaken by the Commission to identify a potential waste disposal site capable of accommodating waste from the metro area, in the Shire of Tammin.

During the discussion, Mr. Arthur advised that other regional groupings of Councils in the Wheatbelt had, or were currently undertaking regional waste management planning, including the 4WDROC and NEWROC. Mr. Arthur suggested that WEROC contact these other ROC's to discuss the process they had undertaken. During further discussion held under agenda item 7.7, the Board resolved as follows:

RESOLUTION: Moved: Ms. Julie Flockart Seconded: Mr. Jamie Criddle

That NEWROC be invited to the next meeting of the WEROC Inc. Board to provide an update on their waste management planning.

CARRIED

Mr. Darren Simmons, CEO of NEWROC and Ms. Caroline Robinson, EO of NEWROC presented at the April WEROC meeting on the NEWROC Strategic Waste Management Plan.

Comments from the meeting:

- NEWROC identified waste management as a strategic priority two years ago. As a result, they engaged ASK Waste Management to investigate solutions for individual Local Governments as well as opportunities for regional collaboration.
- NEWROC are working through a preferred option at the moment. This will likely involve closing landfill sites and rationalization down to one regional landfill site, with transfer stations.
- Mr. Darren Mollenoyux questioned how commercial waste would be managed under the proposed solution for NEWROC.
- Mr. Simmons advised that a levy on commercial waste is considered in the preferred option for NEWROC, however there are concerns over waste containment and illegal dumping and how this will be policed.
- The NEWROC report is due to be completed at the end of May/early June.
- It was questioned whether WEROC could “buy-in” to the work completed by NEWROC. This will be investigated and put to the Members of NEWROC for consideration.

From that meeting, WEROC appointed ASK Waste Management to compile a waste Management Plan for the WEROC Councils and presented their findings at the recent November meeting.

Comment

Comments from the meeting:

- Ms. Glenice Batchelor questioned if the scope for the waste strategy included recycling and if not, could ASK Waste Management be requested to look at this as an option and provide the economics on it.
- Mr. Darren Mollenoyux suggested that it might be a valuable exercise for Environmental Health Officers to visit Corrigin to gain insight into the ROEROC regional waste management facility and how this operates.
- Mr. Raymond Griffiths suggested that there should be short-to-medium term solutions to get through the next five years (e.g., transfer stations and regional landfills in Merredin and Southern Cross) and a longer-term solution (e.g., a greenfield site).
- The landfill rationalization options proposed by ASK Waste Management along with a fifth option of establishing a greenfield site, will be taken back to individual Councils for consideration. The Executive Officer will advise ASK Waste Management that more time is required to consider the options.

RESOLUTION: Moved: Mr. Wayne Della Bosca Seconded: Ms. Karin Day

That:

- 1) Each Shire to consider the four options proposed by ASK Waste Management and a fifth option of establishing a greenfield site, and advise the Executive Officer of their preferred options by the end of the year**
- 2) The Executive Officer to advise ASK Waste Management that more time is required to consider the options and that a response will be provided after December Council meetings.**

CARRIED.

Council are now required to consider the options and advise the WEROC Executive Officer of Council's decision.

Statutory Environment

Nil

Policy Implications

Council does not have a policy in relation to this matter.

Strategic Implications

Nil

Financial Implications

Nil – WEROC funds are paying for the initial planning.

Council will need to budget in the future for any upgrades required at the refuse site.

Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council

- 1) Consider the four options proposed by ASK Waste Management and a fifth option of establishing a greenfield site and advise the Executive Officer of their preferred options by the end of the year.

RESOLUTION

Moved: Cr Huxtable

Seconded: Cr Corsini

09/12-21

That Council

- 1) **Endorse Options 2, 3 and 5 of the ASK Waste Consolidation Report as the preferred options for further investigation, and advise WEROC board of the preferences;**
- 2) **Authorises the CEO to investigate the creation of a transfer station at the Westonia refuse site and negotiate with the Shires of Merredin and Yilgarn for a short/medium term solution for Westonia's refuse requirements.**


CARRIED 6/0

The President, Cr Day adjourned the meeting at 4.46pm to enable to Council to open the Audit Committee Meeting to discuss the 2020/21 Audit report.

The President, Cr Day re-opened the meeting at 5.00pm and resumed the meeting.

9.1.6 LOCAL GOVERNMENT REFORM 2021

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

The Western Australian Local Government Association (WALGA) are seeking submissions into the proposed Minister for Local Government's Local Government Act Reform process.

Background

The State Government have recently advised of a 3 month consultation period, which is due to close on Friday 4 February 2022, (postscript now extended to 25 February) on the proposed Local Government Act legislative reforms.

At WALGA's State Council Meeting held on Wednesday 1 December, the State Council resolved to approach the Minister for Local Government for an extension to the consultation period by 1 month due to the Christmas holiday period. A response has been received extending submissions now to 25 February 2022.

The following is the timeline and process for a sector submission on the Local Government Legislative Reform Program developed by WALGA:

- Friday 28 January 2022 - Local Governments requested to provide feedback to WALGA by 5pm;
- February 2022 – Zone Meetings to consider a draft sector submission;
- Wednesday 23 February at 4pm – WALGA Special Meeting of State Council via video conference to endorse submission; and
- Friday 25 February - WALGA to present submission to the State Government.

Comment

The Department of Local Government, Sport and Cultural Industries notes the following:

"Local government benefits all Western Australians. It is critical that local government works with:

- a culture of openness to innovation and change
- continuous focus on the effective delivery of services
- respectful and constructive policy debate and democratic decision-making
- an environment of transparency and accountability to ensure effective public engagement on important community decisions.

Since first coming to office in 2017, the McGowan Government has already progressed reforms to improve specific aspects of local government performance. This includes new laws that work to improve transparency, cut red tape, and support jobs growth and economic development - ensuring that local government works for the benefit of local communities.

Based on the significant volume of research and consultation undertaken over the past five years, the Minister for Local Government has now announced the most significant package of major reforms to local government in Western Australia since the Local Government Act 1995 was passed more than 25 years ago. The package is based on six major themes:

1. Earlier intervention, effective regulation and stronger penalties
2. Reducing red tape, increasing consistency and simplicity
3. Greater transparency and accountability
4. Stronger local democracy and community engagement
5. Clear roles and responsibilities
6. Improved financial management and reporting.

A large focus on the new reform is oversight and intervention where there are significant problems arising within a local government. The introduction of new intermediate powers for intervention will increase the number of tools available to more quickly address problems and dysfunction within local governments. The proposed system for early intervention has been developed based on similar legislation in place in other jurisdictions, including Victoria and Queensland.

This will deliver significant benefits for small business, residents and ratepayers, industry, elected members and professionals working in the sector”.

Elected Members should refer to the Attachment for a suggested response to each of the proposed matters slated for reform. Most are supported and relatively inconsequential.

Several are potentially far reaching, including;

- a maximum number of elected members (five) for smaller local governments up to 5,000 population;
- the election of Mayor / President by the people (for certain sized local governments);
- reversion to preferential voting for election of elected members; and
- compulsory live streaming and audio recording of meetings, including confidential meetings.

It is pleasing to see the Minister has listened to some of the concerns of the sector in relation to ‘size and scale’ with compliance and reporting.

The Council is free to alter any or all of the comments listed as ‘Shire of Westonia Response’.

Statutory Environment

The reforms relate to the Local Government Act 1995, an Act of State Parliament that has now been substantially in place since 1996, some 25 years.

Policy Implications

The Council’s Policy Manual contains no policies that relate and nor are there any proposed.

Strategic Implications

Nil

Financial Implications

There are no know meaningful financial implications relative to this matter in excess of officer time and minor administrative cost. It should be noted that this comment relates to the submission process not the impact of any reform. This is too hypothetical to go into researching costs / savings in relation to the various proposed reforms at this stage.



Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That with respect to the Minister for Local Government's Local Government Reform Proposals , Council endorse this Shire's responses, in accordance with the Attachment.

RESOLUTION

Moved:

Cr Corsini

Seconded:

Cr Della Bosca

10/12-21

That with respect to the Minister for Local Government's Local Government Reform Proposals , Council endorse this Shire's responses, in accordance with the Attachment.

CARRIED 6/0

9.1.6 ANNUAL FINANCIAL REPORT & FINANCIAL STATEMENTS

Responsible Officer:	Jamie Criddle, CEO
Author:	Jamie Criddle, CEO
File Reference:	CA1.3.2
Disclosure of Interest:	Nil
Attachments:	Nil

Signature:	Officer	CEO
-------------------	----------------	------------



Purpose of the Report

Executive Decision

Legislative Requirement

Council adoption of the Annual Report for the 2020/21 financial year is required as per recommendation from the Audit Committee.

Background

The Shire of Westonia auditors have completed the Annual Audit for the financial year ending 30th June 2021 as per the Local Government Act 1995 as amended and the Local Government (Financial Management) Regulations 1996.

The auditors attended Council's offices on the 11th to 13th October 2021 to complete their final audit.

Comment

All councilors will be presented with a copy of the Annual Report for the 2020/21 Financial year prior to the meeting. The Audit Report & Management Letter will be finalised on Monday and will be emailed when received. Members of the Audit Committee were also requested to attend the exit meeting with Auditors, Butler Settineri and the Auditor General on Tuesday 14th December 2021.

In accordance with section 6.4 of the Local Government Act 1995 a local government is required to prepare an annual financial report for the preceding financial year and submit it to its auditor before 30th September each year.

Following acceptance of the Annual Report by Council, Council is required to hold a general meeting of electors within 56 days. At least 14 days local public notice must be given of an electors meeting. The Annual Electors Meeting must be held prior to Thursday 10th February 2022, noting that the February Council meeting is not until the following week (16th February 2022).

Statutory Environment

Local Government Act 1995 (As Amended)

5.27. Electors' general meetings

- (1) A general meeting of the electors of a district is to be held once every financial year.
- (2) A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.
- (3) The matters to be discussed at general electors' meetings are to be those prescribed.

5.54 Acceptance of annual reports

- (1) Subject to subsection (2), the annual report for a financial year is to be accepted* by the local government no later than 31 December after that financial year.

* Absolute majority required.

- (2) If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.

[Section 5.54 amended by No. 49 of 2004 s. 49.]

5.55 Notice of annual reports

The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.

Division 4 — General

7.12A. Duties of local government with respect to audits

- (1) A local government is to do everything in its power to —
- (a) assist the auditor of the local government to conduct an audit and carry out his or her other duties under this Act in respect of the local government; and
 - (b) ensure that audits are conducted successfully and expeditiously.
- (2) Without limiting the generality of subsection (1), a local government is to meet with the auditor of the local government at least once in every year.
- (3) A local government is to examine the report of the auditor prepared under section 7.9(1), and any report prepared under section 7.9(3) forwarded to it, and is to —
- (a) determine if any matters raised by the report, or reports, require action to be taken by the local government; and
 - (b) ensure that appropriate action is taken in respect of those matters.
- (4) A local government is to —
- (a) prepare a report on any actions under subsection (3) in respect of an audit conducted in respect of a financial year; and
 - (b) forward a copy of that report to the Minister,
- by the end of the next financial year, or 6 months after the last report prepared under section 7.9 is received by the local government, whichever is the latest in time.

[Section 7.12A inserted by No. 49 of 2004 s. 8.]

Local Government (Financial Management) Regulations 1996

55 Completion of financial report

- (1) After the annual financial report has been audited in accordance with the Act the CEO is to sign and append to the report a declaration in the form of Form 1.
- (2) A copy of the annual financial report of a local government is to be submitted to the Departmental CEO within 30 days of the receipt by the local government's CEO of the auditor's report on that financial report.

[Regulation 51 amended in Gazette 18 Jun 1999 p. 2639; 20 Jun 2008 p. 2726.]

Policy Implications

Council does not have a policy in relation to this matter.

Strategic Implications

Nil

Financial Implications

Nil



Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council accepts the recommendation from the Audit Committee, therefore:

1. Adopts the Annual Financial Report for the Financial Year 2020/21;
2. Adopts the Audit Report for 2020/21 Financial Year;
3. Adopts the Management Report for the 2020/21 Financial Year;
4. Adopts the Annual Report for the 2020/21 Financial Year inclusive of the above as presented; and
5. Advertises Annual Elector's Meeting be held on (insert date), commencing at (insert time) pm in the Old Miner Hall

RESOLUTION

Moved: Cr Corsini

Seconded: Cr Crees

11/12-21

That Council accepts the recommendation from the Audit Committee, therefore:


- 1. Adopts the Annual Financial Report for the Financial Year 2020/21;**
- 2. Adopts the Audit Report for 2020/21 Financial Year;**
- 3. Adopts the Management Report for the 2020/21 Financial Year;**
- 4. Adopts the Annual Report for the 2020/21 Financial Year inclusive of the above as presented; and**
- 5. Advertises Annual Elector's Meeting be held on Tuesday 8th February 2022, commencing at 6.30pm in the Old Miner Hall.**

CARRIED 6/0 BY ABSOLUTE MAJORITY

9.2 COMMUNITY AND REGULATORY SERVICE

9.2.1 LOCAL ROADS & COMMUNITY INFRASTRUCTURE PROGRAM EXTENSION

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

To present to Council for comment on potential projects to utilise Phase 3 of the Local Roads & Community Infrastructure Program.

Background

The Shire is eligible for a grant of up to \$722,464 under the Local Roads & Community Infrastructure Program (LRCI) Program Extension. This funding will be available from 3 January 2022, with the Program being extended until 30 June 2023.

Council was allocated \$321,232 in the initial Covid-19 Recovery LRCI program for projects that are additional to the budgeted capital and maintenance program. These Projects included the Upgrades to the Westonia Caravan Park, Toilet & Shelter Upgrades at Baladjie and Elachbutting Rocks And was also allocated \$248,865 in round 2 of the program. This will involve the redevelopment of the 'Old School' Accommodation Precinct.

Eligible grant activity

Eligible local road projects are projects that involve the construction or maintenance of roads managed by local governments. Local governments are encouraged to consider how works can support improved road safety outcomes. This could include projects involving any of the following associated with a road:

- traffic signs;
- traffic control equipment;
- street lighting equipment;
- a bridge or tunnel;
- a facility off the road used by heavy vehicles in connection with travel on the road (for example, a rest area or weigh station);
- facilities off the road that support the visitor economy; and
- road and sidewalk maintenance, where additional to normal capital works schedules.

Eligible community infrastructure projects are projects that involve the construction, maintenance and/or improvements to council-owned assets (including natural assets) that are generally accessible to the public.

Projects that involve the construction, maintenance and/or improvements to state/territory and crown owned land/assets and Commonwealth owned land/assets, can also be eligible projects where the Council can confirm that they have the authority of the land or asset owner to undertake the project at the nominated site(s) and the sites are accessible to the public (including natural assets).

These projects must deliver benefits to the community, such as improved accessibility, visual amenity, and/or safety. Examples of eligible works include:

- Closed Circuit TV (CCTV);
- bicycle and walking paths;
- painting or improvements to community facilities;
- repairing and replacing fencing;
- improved accessibility of community facilities and areas;
- landscaping improvements, such as tree planting and beautification of roundabouts;
- picnic shelters or barbeque facilities at community parks;
- playgrounds and skate parks (including all ability playgrounds);
- noise and vibration mitigation measures; and

- off-road car parks (such as those at sporting grounds or parks).

This funding will be available from 3 January 2022, with the Program being extended until the 30 June of 2023.

Comment

The Shire budget process has identified a number of potential projects and direction is being sought on those the Council wishes to submit for approval.

The following projects have been the subject of discussion by Management and Councillors and are now submitted for consideration and approval.

- i) Phase 1 – Westonia Sport & Recreation Sporting Precinct
Supply & Install 6 rink Bowling rink at Wanderers Stadium with a retractable shade
Redevelop the Swimming Pool Ablutions & Kiosk facilities.

More details will be presented to the meeting.

Statutory Environment

Local Government Act 1995

Policy Implications

Nil

Strategic Implications

Nil

Financial Implications

Nil

Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council agree on a suitable project that meets the criteria under the Local Roads & Community Infrastructure Program (LRCI) Program Extension totalling \$722,464.


RESOLUTION

Moved:	Cr Crees	Seconded:	Cr Corsini								
12/12-21	<p>That Council endorse the following projects that meets the criteria under the Local Roads & Community Infrastructure Program (LRCI) Program Extension totalling \$722,464..</p> <p>Stage 1 – Westonia Sport & Recreation Sporting Precinct</p> <ol style="list-style-type: none">1) Supply & Install 6 rink Bowling rink at Wanderers Stadium with a retractable shade2) Redevelop the Swimming Pool Ablutions & Kiosk facilities.3) Authorise the CEO to engage the services of 150 Squared to prepare and submit a business case and application for round 6 of the BBRF funding scheme for Stage 2 of the project – Swimming pool and pumproom facilities totalling \$2,800,000, with the following contributions: <table><tbody><tr><td>BBRF</td><td>\$1,500,000</td></tr><tr><td>Shire Reserve</td><td>\$500,000</td></tr><tr><td>CSRFF/Loan funds</td><td>\$600,000</td></tr><tr><td>Shire in-kind</td><td>\$200,000</td></tr></tbody></table>			BBRF	\$1,500,000	Shire Reserve	\$500,000	CSRFF/Loan funds	\$600,000	Shire in-kind	\$200,000
BBRF	\$1,500,000										
Shire Reserve	\$500,000										
CSRFF/Loan funds	\$600,000										
Shire in-kind	\$200,000										

CARRIED 6/0

9.2.2 TENDER 4-2021/22 - STAFF HOUSING

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

Council allocated \$460,000 in the 2021/22 to facilitate the purchase of 2 new transportable residences for Council staff.

Council will also offer up to three (3) existing staff houses located at 106 Jasper Street, 294 Quartz Street and 128 Diorite Street, Westonia.

The difficulty that may arise is the long lead time from purchase to final completion of the two houses and the fact that two of the houses are currently let by employees.

Comment

A notice inviting tenders for (2) 2 X 2 or 3 X 2 transportable residences was advertised statewide with tenders closing on Thursday 16th December 2021. Lot 104 & 105 Jasper Street has been set aside as the location for the new residences.

In accordance with the Local Government (Functions & General) Regulations, Regulation 14(2a) the following criteria were utilised to assess the tenders submitted:

- (a) Demonstrated experience in completing similar projects;
- (b) Skills & experience of key personnel; and
- (c) Financial capability to complete this project along with having suitable insurances.

Tenders were received as follows:

Thank you for inviting us to tender as per your specifications and scope of work.

Only one tender was received (as per below) making it too hard to assess with transportable residence being the preferred option.

1. The Giles and the Farmhouse are 3x2 bath homes and cost \$370k+GST each.
2. The Surry is a 1 brm 1 bathroom home and cost \$245k+GST each.

Options

A PV electrical system (no battrey) would cost \$18k+GST.

Construction time approx 25 weeks from issue of building permit depending on availability of materials.

Progress claims at slab, plate, lockup, delivery, completion on site.

I have not allowed for any paving to paths, driveways, carports or verandahs.

Statutory Environment

Local Government Act 1995, section 3.57 – tenders for providing goods or services and the Local Government (Functions & General) Regulations, section 4.

Policy Implications

Council does not have a policy in relation to this matter

Strategic Implications

Increased housing capacity in Westonia, in particular for staff.

Financial Implications

An amount of \$460,000 of Reserve Funds has been allocated in the 2021/22 Budget to facilitate the purchase of additional multipurpose housing.

There is also the cash from the sale of existing housing allocated in the budget.

Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council That Council accept the tender submitted by (*insert successful tenderer*) for the construction of a (2) 2 X 2 or 3 X 2 transportable residences at Lots 104 & 105 Jasper Street, Westonia at the tendered price of (*enter amount*) including GST and plus any additional extras.

RESOLUTION

Moved: Cr Geier

Seconded: Cr Della Bosca

13/12-21

That due to insufficient tenders, that Council re-tenders for the construction of a (2) 2 X 2 or 3 X 2 transportable residences at Lots 104 & 105 Jasper Street, Westonia with a closing date prior to the February Ordinary meeting date.

CARRIED 6/0

9.3 WORKS AND SERVICES


NIL

9.4 ENVIRONMENTAL HEALTH, PLANNING AND BUILDING SERVICES

Allan Ramsay, EHO/Building Surveyor entered the meeting at 5.10pm to discuss the Waste Water Treatment plant item.

9.4.1 REQUEST FOR QUOTATION – WASTE WATER TREATMENT PLANT – OLD SCHOOL

Responsible Officer:	Jamie Criddle, CEO	
Author:	Jamie Criddle, CEO	
File Reference:	F1.9.1	
Disclosure of Interest:	Nil	
Attachments:	Nil	
Signature:	Officer	CEO



Purpose of the Report

Executive Decision Legislative Requirement

Background

As part of the Local Roads & Community Infrastructure Program (LRCI) Program Extension 2 program, Council allocated \$248,865 in round 2 of the program. This will involve the redevelopment of the 'Old School' Accommodation Precinct which will include the installation of a Wastewater Treatment plant.

Comment

A notice inviting request for quotations for a suitable Wastewater treatment plant to suit the Accommodation precinct at the Old School Redevelopment was advertised statewide with tenders closing on Thursday 16th December 2021.

In accordance with the Local Government (Functions & General) Regulations, Regulation 14(2a) the following criteria were utilised to assess the tenders submitted:

- Demonstrated experience in completing similar projects;
- Skills & experience of key personnel; and
- Financial capability to complete this project along with having suitable insurances.

Tenders were received as follows:

Tenderer	Unit	Cost Ex GST
ATU Wastewater Systems	Taylex ABS 5000lt STS System	\$42,000.00
Water Installations	Kignspan BioDisc 9.5kL	\$138,454.54
Advanced Septic Systems	Taylex ABS 5000lt STS System	\$117,000.00
Murchison Gas & Plumbing	Flatbed Double Drain system	\$60,271.20
Aquarius Wastewater Systems		\$64,956.00

Assessment of tenders against compliance criteria:

Tenderer	Selection Criteria and Weighting			Total weighted Score
	Experience (50%)	Personnel (25%)	Resources (25%)	
ATU Wastewater Systems	45	20	20	85
Water Installations	45	20	20	85
Advanced Septic Systems	45	20	20	85
Murchison Gas & Plumbing	45	20	20	85
Aquarius Wastewater Systems	45	20	20	85

Assessment of Tenders against compliance criteria:

Basis of recommendation:

All tenderers have demonstrated significant experience in carrying out similar works and a demonstrated commitment to service, quality assurance and safety.

Statutory Environment

Local Government Act 1995, section 3.57 – tenders for providing goods or services and the Local Government (Functions & General) Regulations, section 4.

Policy Implications

Council does not have a policy in relation to this matter

Strategic Implications

Increased housing capacity in Westonia, in particular for staff.

Financial Implications

An amount of \$248,865 of Local Roads & Community Infrastructure Program (LRCI) Program Extension 2 program has been allocated in the 2021/22 Budget to facilitate the purchase of a suitable Wastewater Treatment plant.

Voting Requirements

Simple Majority

Absolute Majority

OFFICER RECOMMENDATIONS

That Council:

1. Accept the quote received from (insert name) for the Supply and installation of a suitable Wastewater Treatment Plant for the Redevelopment of the 'Old School' Accommodation Precinct for the tendered price of (\$ insert price) including GST.

RESOLUTION

Moved: Cr Della Bosca

Seconded: Cr Huxtable

14/12-21

That Council refrain from selecting a quote for the supply and installation of a suitable Wastewater Treatment Plant for the Redevelopment of the 'Old School' Accommodation Precinct until further investigations are carried out as to the suitability of the soil at the site and check with the Dept of Health as to a preferred option for our site.

10 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

11 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY A DECISION OF THE MEETING

Allan Ramsay, EHO/Building Surveyor left the meeting at 5.25pm.

RESOLUTION

Moved: Cr Corsini Seconded: Cr Huxtable

15/12-21 That introduces one (1) items of an urgent nature to the meeting for discussion.

CARRIED 6/0

11.1.1 Wheatbelt NRM – Collection of Seed

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

Wheatbelt NRM Australia is seeking Council’s permission to collect native seed from Reserves under management order to the Shire of Westonia. A draft letter of approval has been supplied and is shown as circulated to members.

“Wheatbelt NRM operate an Aboriginal Ranger Team and we are currently setting them up to operate a seed collection enterprise, the goal of this is to provide sustainable employment opportunities for community on Country.

We have been contracted by Ramelius to collect seed for Edna May.

We are having all sorts of dramas with on boarding processes with them which is making it difficult to get on site to collect seed from their lease. I thought an alternative option may be to collect seed on the Westonia Common.

Wheatbelt NRM and the Noongar Budjar Rangers are a not for profit and the contract with Ramelius is just about supporting Aboriginal employment.

We would be very grateful if the Council could consider our request.”

Community/Stakeholder Consultation

NRM Officer – Dylan Copeland

Comment

Initially I spoke to Wheatbelt NRM and advised that I thought it would be inappropriate for the Noongar Boodjar Rangers to come out from Northam to work in Westonia. Michael, particularly, thought that the way it should work is that Wheatbelt NRM should contact Njaki Njaki to discuss them undertaking the work on behalf of the Noongar Boodjar Rangers

As the Shire of Westonia utilize the services of Mick Hayden (Njaki Njaki), I'm conscious of culturally offending Mick and his team in this regards.

Having spoken directly to the Wheatbelt NRM they advised that:

"They have an Elders Advisory group who actually has a member of the Njaki Njaki group on it. Just not a Hayden family member. Our Elders tell us that in regard to the Rangers they are free to work wherever. They don't speak for country, they are just contractors. I'm pretty sure the Hayden family members work in Perth. That's the same thing. We worked out in Westonia at Edna May last year and spoke to the traditional owners from Southern Cross. I can't remember the group name. We can't contract the Hayden's to do the job because I don't think they are qualified or experienced in botany to do the job."

The fact that the local Njaki Njaki group would need to be suitably qualified to perform the task lend me to agreeing to the Noongar Budjar Rangers performing the task, but ensure that clearer communication between the groups exist in the future when discussing in the future.

Wheatbelt NRM Noongar Budjar Rangers is a recognised body in regard to this type of activity in a number of local government areas, including Westonia last year. The CEO is not aware of any instances where an approval of this type has been abused

This permission is granted on the following conditions:-

- All persons collecting native seed are licenced according to the Wildlife Conservation Act 1950 and will abide by the conditions of this licence;
- Permission is for a twelve month period, commencing December 2021;
- Collection is by Wheatbelt NRM Noongar Budjar Rangers staff only;
- Appropriate hygiene measures will be followed at all times to prevent the spread of plant disease and weeds;
- All care will be taken to avoid the disturbance of fauna habitat;
- All care will be taken to avoid any disturbance that may lead to soil degradation; and
- Wheatbelt NRM Noongar Budjar Rangers are required to donate to the Shire of Westonia, 10% of all seed from each species collected within the shire. This will go towards rehabilitation projects in the shire

Statutory Environment

Nil

Policy Implications

There are no policies relating to this matter.

 **Strategic Implications**

N/A

 **Financial Implications**

N/A

 **Voting Requirements**

Simple Majority

Absolute Majority

OFFICER RECOMMENDATIONS

That Council authorise Wheatbelt NRM Noongar Budjar Rangers to collect native seed from reserves under management order to the Shire of Westonia in accordance with the conditions as shown in the draft letter circulated to members.

RESOLUTION

Moved: Cr Geier

Seconded: Cr Crees

16/12-21

That Council authorise Wheatbelt NRM Noongar Budjar Rangers to collect native seed from reserves under management order to the Shire of Westonia in accordance with the conditions as shown in the draft letter circulated to members.

12 DATE AND TIME OF NEXT MEETING

The next ordinary meeting of Council will be held on Thursday 17th February 2022 commencing at 3.30pm.

13 MEETING CLOSURE

There being no further business the President, Cr Day declared the meeting closed at 5.40pm