



Minutes

Ordinary Council Meeting

Held in Council Chambers, Wolfram Street Westonia

Thursday 18th May 2017

CONFIRMATION OF MINUTES

These minutes were confirmed by the Council on 18th May 2017 as a true and accurate record of the Ordinary Council Meeting held on 15th June 2017.

.....
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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6. RECEIVAL OF MINUTES

OFFICER RECOMMENDATIONS

That the minutes of the Biodiversity Fund Meeting held on Wednesday 3rd May 2017 be received.

RESOLUTION

Moved: Cr Huxtable

Seconded: Cr Hermon

03/05-17 That the minutes of the Biodiversity Fund Meeting held on Wednesday 3rd May 2017 be received.

CARRIED 5/0

OFFICER RECOMMENDATIONS

That the minutes of the Great Eastern Country Zone WALGA held on Thursday 27th April 2017 be received.

RESOLUTION

Moved: Cr Huxtable

Seconded: Cr Hermon

04/05-17 That the minutes of the Ordinary Meeting of Council held on Friday 28th April 2017 be confirmed as a true and correct record

CARRIED 5/0

7. PRESIDENT/COUNCILLORS ANNOUNCEMENTS

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

- WEROC Meeting held in Kellerberrin on Wednesday 26th April

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 **18 May 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 **18 May 2017**.

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

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 **18 May 2017**.


Name/Position	
Item No./Subject	
Nature of interest	

Extent of Interest	
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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:	Jasmine Geier Executive 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 March 2017. The credit card statements currently show: -

CEO **April 17 \$2,482.57** associated with the purchase of Accommodation, Vehicle Licencing, Active8 me Charges, Blackwood Plumbing, Phone Covers, Weed Sprayer

Works Supervisor **April 17 \$90.70** associated with the purchase of fuel.

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 2016/2017 Annual Budget.

Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That April 2017 accounts submitted to today's meeting on Municipal vouchers 3525 to 3534 and D/Debits EFT2395 to EFT2443 (inclusive of Department of Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$305,018.70 be passed for payment.

RESOLUTION

Moved:

Cr Hermon

Seconded:

Cr Corsini


05/05-17

That April 2017 accounts submitted to today's meeting on Municipal vouchers 3525 to 3534 and D/Debits EFT2395 to EFT2443 (inclusive of Department of Planning and Infrastructure / Creditor and Bank Fees Directly Debited and Visa Card Payments) totalling \$305,018.70 be passed for payment.

CARRIED 5/0

9.1.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY – MARCH 2017

Responsible Officer:	Jamie Criddle, CEO	
Author:	Jasmine Geier, Executive 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 30th April 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

9.1.3 GST RECONCILIATION REPORT – MARCH 2017

Responsible Officer:	Jamie Criddle, CEO
Author:	Jasmine Geier, Senior Finance Officer
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 30 April 2017 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 regards 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 \$48,227.00 for the period ending 30th April 2017 be adopted.

RESOLUTION

Moved: Cr Geier


Seconded: Cr Corsini

07/05-17 That the GST Reconciliation totaling \$48,227.00 for the period ending 30th April 2017 be adopted.

CARRIED 5/0

9.1.4 CODE OF CONDUCT FOR ELECTED MEMBERS

Responsible Officer:	Jamie Criddle, CEO	
Author:	Jamie Criddle, CEO	
File Reference:	A2.8.4 Policy and Procedure	
Disclosure of Interest:	Nil	
Attachments:	Nil	
Signature:	Officer	CEO



Purpose of the Report

Executive Decision

Legislative Requirement

Summary

Review of Code of Conduct for Elected Members and Staff.

Background

The Code of Conduct for Elected Members and Staff was last reviewed in June 2015 and is again in need of review.

Comment

In accordance with section 5.103 of the Local Government Act 1995 & Reg 34B & 34C of the Local Government (Administration) Regulations Council is required to adopt a Code of Conduct that provides elected members and staff of the Shire of Westonia with consistent guidelines for an acceptable standard of professional conduct. The Code addresses in a concise manner the broader issue of ethical responsibility and encourages greater transparency and accountability of the Shire of Westonia.

Attached is a copy of the model Code of Conduct has been reviewed in accordance with the Local Government Act and Regulations, and is presented to Council for adoption. There are no changes required with this current review.

Statutory Environment

Section 5.103 of the Local Government Act 1995 requires every local government to prepare or adopt a code of conduct to be observed by council members, committee members and employees. It also states that regulations may prescribe codes of conduct or the content of, and matters in relation to, codes of conduct and any code of conduct or provision of a code of conduct applying to a local government is of effect only to the extent to which it is not inconsistent with regulations.

The Local Government (Administration) Regulations 1996 provide that the code of conduct must contain provisions in relation to gifts and disclosure of interests affecting impartiality for employees. The requirements are the same as those specified for elected members in the Rules of Conduct.

Policy Implications

Codes of Conduct

Strategic Implications

N/A

Financial Implications

There are no direct financial implications in relation to this item.

Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council reviews the Code of Conduct for Elected Members and Staff and adopt as presented.

RESOLUTION

Moved: Cr Geier


Seconded: Cr Huxtable

08/05-17 That Council reviews the Code of Conduct for Elected Members and Staff and adopt as presented.

CARRIED 5/0

9.1.5 POLICY MANUAL

Responsible Officer:	Jamie Criddle, CEO	
Author:	Jamie Criddle, CEO	
File Reference:	A2.8.5	
Disclosure of Interest:	Nil	
Attachments:	Nil	
Signature:	Officer	CEO



Purpose of the Report

Executive Decision

Legislative Requirement

Summary

To complete an annual review of Code of Conduct for Elected Members and Staff.

Background

Council consideration in adopting Council's Policy Manual last reviewed in June 2016.

Comment

Council's Policy Manual was last reviewed in June 2016. The objectives of the Policy Manual are:

- to provide Council with a formal written record of all policy decisions;
- to provide staff with precise guidelines in which to act in accordance with Council's wishes;
- to enable staff to act promptly in accordance with Council's requirements but without continual reference to Council;
- to enable Councillors to adequately handle enquiries from electors without undue reference to the staff or Council;
- to enable Council to maintain a continual review of Council policy decisions and to ensure they are in keeping with community expectations, current trends and circumstances; and
- to enable ratepayers to obtain immediate advice on matters of Council Policy.

A copy of the Policy Manual is attached which includes any new policies adopted by Council since the last review.

The Chief Executive Officer has provided the following recommendations to modify current Policies:

1.2 Elected Members entitlements

1.6 Councillor induction

1.7 Councillor tablets

1.8 Councillor attendance at Conference, Seminar, Training Course and meetings

2.1 Removal expenses

2.2 Staff training and Development

2.3 Sexual Harassment Policy

2.5 Staff Uniform

6.5 Variance Reporting – Financial Statements

7.1 Employee Superannuation Housing Policy

7.4 Water – Staff housing

7.11 Staff Vehicle contribution - Delete

7.13 Fitness for Work

7.14 Information Communication Technology (ICT)

7.15 Social Media

Councillors are requested to also review the policies and advise the CEO of any requested changes. (Changes Marked in Red)

 **Statutory Environment**

Local Government Act 1995

 **Policy Implications**

Review of Council Policies

 **Strategic Implications**

N/A

 **Financial Implications**

There are no direct financial implications in relation to his item.

 **Voting Requirements**



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council reviews the current policies, makes changes and adopts the policies contained within the Policy Manual.

RESOLUTION

Moved: Cr Huxtable


Seconded: Cr Corsini

09/05-17 That Council reviews the current policies, makes changes and adopts the policies contained within the Policy Manual.

CARRIED 5/0

9.1.6 DELEGATIONS MANUAL

Responsible Officer:	Jamie Criddle, CEO
Author:	Jamie Criddle, CEO
File Reference:	A2.8.5
Disclosure of Interest:	Nil
Attachments:	Nil
Signature:	Officer CEO



Purpose of the Report

Executive Decision

Legislative Requirement

Summary

To complete the yearly review the Delegations Manual.

Background

The review of delegations to the Chief Executive Officer (CEO) made under the Local Government Act 1995 and other Acts, plus delegations made to other officers by Council pursuant to various Acts.

The existing Delegations Register has been attached for your perusal.

The Chief Executive Officer has conducted an extensive review of the current Delegation with the format being adjusted and grouped into relevant sections to make it easier to follow.

The Delegations in place all being direct delegations to the CEO, who in turn delegates a number to other officers.

Comment

As part of the review, all delegations have been thoroughly examined to ensure they are still relevant and the wording of each is appropriate. In considering the review each delegation has been viewed in the context of whether it is a power or a duty of the local government, hence a delegation can occur, or it is an administration function that is part of the CEO or other officer's responsibility and therefore a delegation is not required.

Since the previous review there have been no new delegations, amended delegations or revoked delegations. Further, no changes are contemplated from this review.

Statutory Environment

Local Government Act 1995

Section 5.18 – provides that a local government is to keep a register of delegations and review the delegations once every financial year (to committees).

Section 5.46(2) – provides that at least once in every financial year delegations are to be reviewed by the delegator (Council).

Local Government (Miscellaneous Provisions) Act 1960

Sections 374, 374A, 374C, 401A, 403, 408 & 409 all deal with various aspects relating to buildings.

Bush Fires Act 1954

Section 17(10) – provides that a local government may delegate to the President and its Chief Bush Fire Control Officer, jointly its powers and duties under 17 (7-8) – variation of prohibited burning times.

Section 18 (5C) – provides that a local government may delegate to the President and its Chief Bush Fire Control Officer, jointly the power to vary the restricted burning times.

Clause 11.3 – enables Council to delegate powers and duties to the CEO.

Policy Implications

There are no direct implications on any current policies however a number of delegations are linked to Council policies.

Strategic Implications

From a local government perspective, the concept of “delegation” is: to entrust or commit (authority etc.) to another as an agent or deputy.

Consequently, the decision-making power of the delegator (Council) to the delegate (CEO, other officer or committee), is bestowed by a formal Council resolution. The effect of delegating is to streamline the decision-making process as the subject matter does not have to wait for a Council meeting for a decision. The outcome is that the Shire of Westonia is perceived more favourably for making timely decisions.

Financial Implications

The delegations allow for staff to authorise expenditure, raise income, write-off monies, provide staff benefits and also hasten processing times across various areas of operations.

Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council reviews the current Delegation, makes changes and adopts the delegations contained within the Delegation Manual.

RESOLUTION

Moved: Cr Hermon

Seconded: Cr Corsini


10/05-17 That Council reviews the current Delegation, makes changes and adopts the delegations contained within the Delegation Manual.

CARRIED 5/0

Bill Price, Works Supervisor, entered the meeting at 5.23pm

9.1.7 WORKPLACE HEALTH & SAFETY (WHS) MANUAL

Responsible Officer:	Jamie Criddle, CEO	
Author:	Jamie Criddle, CEO	
File Reference:	ST1.4.2 Policies & Procedures OS& H	
Disclosure of Interest:	Nil	
Attachments:	Attachment	
Signature:	Officer	CEO



Purpose of the Report

Executive Decision Legislative Requirement

Background

Council endorsement of the new Workplace Health & Safety (WHS) Manual is required.

Comment

Council have an obligation under the Occupational Safety & Health Act 1984 and Regulations 1996 and other associated Australian standards, to provide and maintain a work environment in which employees, contractors, Volunteers and visitors are not exposed to hazards.

Council's current policies, manuals and processes have not been reviewed for some time and are outdated. A major review has been undertaken of the manual with significant changes have been made to ensure council is in compliance with the latest legislation, but conscious of endorsing a manual that is practical and user-friendly to the organisation.

The principle of the Shire of Westonia is to ensure that every employee works in an environment where every effort is made to prevent accidents, injury and disruption to employees' health from foreseeable work hazards.

The Shire of Westonia will manage risks continuously using a process involving the identification, analysis, evaluation, treatment, monitoring and review of risks. It will be applied to decision making through all levels of the Organisation in relation to planning or executing any function, service or activity. Workplace Health Safety Risk Management Objectives are:-

- The achievement of Organisational Goals and Objectives.
- The ongoing health and safety of all employees at the workplace
- Ensuring public safety within the Council's jurisdiction is not compromised.
- Limited loss or damage to property and other assets.
- Limited interruption to business continuity.
- Positive public perception of Council.
- Application of Equal Opportunity principles in the workforce and the community.

Attached is a copy of new Workplace Health & Safety (WHS) Manual for council consideration.

Statutory Environment

Occupational Safety & Health Act 1984 and Regulations 1996
AS/NZS 4801-2001 Occupational Health and Safety Management Systems audit requirements.
Australian Standards including AS/NZS ISO 31000, 2009,

9.2 COMMUNITY AND REGULATORY SERVICE
NIL

9.3 WORKS AND SERVICE

NIL

9.4 ENVIRONMENTAL HEALTH, PLANNING AND BUILDING SERVICES

NIL

3. Interest accrued on general operating WE-ROC funds. The amount of interest is slowly declining due to interest rates "falling" and less funds being held in the accounts.
4. The allocation relates to the WE-ROC Executive Officer services. The allocation covers professional services as well as travel and accommodation.
5. This allocation covers the cost of the outsourcing the financial management and the conduct of the annual audit.
6. This allocation is to enable the WE-ROC to undertake special projects or consultancies.

RESOLUTION:

Moved: Mr Powell

Seconded: Mr Criddle

That the WE-ROC Budget for 2017/2018 be adopted as presented with a Member Subscription of \$10,000 and Consultancy and Project Reserve contribution of \$2,000 per Member Council.

CARRIED

CEACA

The CEACA Draft Budget for 2017/2018 has been extensively reformatted to provide more details of the expenditure. It is reasonable to say that the 2016/2017 budget was developed as a care and maintenance budget, as the CEACA was unaware at the time of the budget adoption it would be receiving substantial funds through the Growing Our South Initiative.

With this additional funding there has been a considerable change on the needs of CEACA. Many of these changes have been reflected in the draft budget that forms an attachment to this agenda. With these changes there is an increased requirement for the Executive Officer to undertake additional work. This is also reflected in the budget.

The following notes are provided to assist in the understanding of the Draft 2017/2018 Budget.

CEACA Budget Notes

Income

- A. Recognising the need to allocate funds on a range of new line items such as legal fees, insurance and marketing/communications the budget has been developed on the basis of an annual subscription of \$10,000 per Member Council. This is an increase of \$6,000 per Member Council over the 2016/2017 year.
- B. Interest rates will continue to be low and the opportunity for interest is accordingly reduced.
- C. The contribution to Project and Consultancy has been maintained at \$4,000 which is the same as for 2016/2017.

Expenditure

1. Chairs annual fee which is paid by 11 monthly instalments.
2. This allows accommodation and travel for the Chair for six in-person meetings in either Merredin or Nungarin (Accommodation \$200 x 6 and 560km x 6). The travel however has been reduced recognising that in the main he will travel with the Executive Officer.
3. This allows for general incidental expenses such as telephone, business cards. The 2016/2017 budget and expenditure includes a one off payment to the previous Chair.
4. This is a new line item to provide for any training that may be required by the Chair.
5. This amount is acknowledging the increased work required to undertake the role of Executive Officer. The amount is calculated on a proposed hourly rate of \$72 for 16 hours per week. The number of hours is an estimate of the work requirements for 2017/2018.
6. This allows accommodation and travel for the Executive Officer for six in-person Committee Meetings in either Merredin or Nungarin (Accommodation \$200 x 6 and 560km x 6), 2 in-person Executive Committee Meetings at Kellerberrin (400km x 2) and additional mileage such as Dowerin Field Day.
7. This allocation covers expenditure such as office stationery, postage, internet and telephone.

This allocation is likely to progressively increase with the increasing number of hours required to undertake the role.

8. This allocation will cover expenditure such as business cards
9. This is a new line item to provide for any training that may be required by the Executive Officer.
10. Cost of financial services which are outsourced to a service provider. Over time this amount is likely to increase as there are increasing financial management needs and complexity.
11. This is to cover the cost of the annual audit and any special audit requirements.
12. This amount is based on catering for 6 in-person Committee Meetings (\$25 per head x 30 people x 6 meeting) and 2 in-person Executive Committee Meetings (\$25 per head x 6 people x 2 meetings).
13. This amount provides for 4 teleconferences for the Executive Committee.
14. This is a new line item to cover legal costs that may arise particularly during the coming year around the rewrite of the CEACA Constitution.
15. Training expenses provides the opportunity for Committee Members to undertake appropriate training.
16. This is a new line item to purchase public liability, professional indemnity and directors and officers insurance. The amount at this time is unknown however an estimate has been included
17. This is a new line item to cover incidental governance costs such as lodging constitution with the Department of Commerce, advertising. This account was previously called "Other Expenses".
18. This relates to a number of new accounts for Marketing and Communications. The series of accounts cover IT costs such as acquiring Office 365 (\$1,800), Facebook account set up and training (\$858) Facebook account Content Management and Creation (\$286 per month), website set up and content management (\$9,600). Some optional extras relating to the website have not been included. Newsletter design 4pp A4 Template (\$2,000).

In support of these costing being included in the budget the Executive Committee at its meeting held on 15 December 2016 resolved as follows:

RESOLUTION: Moved: Raymond Griffiths Seconded: Rachel Kirby

That the CEACA Executive Committee recommend to the CEACA Committee that CEACA develop a communications/marketing strategy, making provision for its development in the 2017/2018 budget.

CARRIED

Given that the costs outlined above are significant the Executive Officer is seeking a comparative quote which it is hoped will be available for the CEACA Executive Meeting.

19. This is an amount to cover any general consultancy that may be required by CEACA during the year.
20. This account has been retitled to provide funds for CEACA to respond to a range of funding opportunities that may arise during the year. This account was previously titled "Funding Application Consultancy".
21. This account has been retitled from "Advocacy Consultancy" to CEACA Advocacy to reflect that CEACA as a body may directly undertake advocacy work. The amount has been increased to allow a sufficient funding for the year.

RESOLUTION: Moved: Raymond Griffiths Seconded: Ken Hooper

That:

1. *The Central East Aged Care Alliance Executive Committee recommend to the Central East Aged Care Alliance Committee that the Draft Budget for the year ending 30 June 2018, be adopted with a general subscription for each Member Council set at \$10,000 (excluding GST) and a Project and Consultancy subscription of \$4,000 (excluding GST) per member Council;*
2. *The CEACA Draft Budget for the year ending 30 June 2018, as agreed to by the CEACA Executive Committee, be circulated to all Member Councils for comment prior to its presentation for adoption at the CEACA Committee Meeting to be held in Merredin on Wednesday 7 June 2017.*

CARRIED

Wheatbelt Communities

A budget has been prepared for consideration and adoption in accordance with clause 15 of the Wheatbelt Communities Constitution, which requires the draft budget to be forwarded to each Member Organisation for comment before formal adoption by the Committee.

In considering the draft budget, the following notes may assist Members:

1. It is proposed to continue the “care and maintenance” budget for the 2017/2018 year. As such, it is proposed that the annual subscription be set at \$2,000 per Member Organisation.
2. The allocation relates to the Executive Officer services.
3. The allocation relates to the meeting expenses.
4. The allocation relates to any expenses associated with the appointment of a Chair.
5. This allocation covers the cost of the outsourcing the financial management.
6. This allocation covers the anticipated cost of the annual audit.

No allocation has been included for project and consultancy works as this stage as to date WE-ROC has assisted in relation to this form of expenditure through the allocation of funds from the WE-ROC project account.

RESOLUTION: Moved: Stephen Strange Seconded: Onida Truran

That:

1. **The Wheatbelt Communities Inc. Budget for 2017/2018 be forwarded to each Member Organisation for comment, with responses on the Budget to be with the Executive Officer by close of business on Thursday 20 April 2017; and**
2. **Following consideration of the proposed budget by Member Organisations the Wheatbelt Communities Inc Committee consider any comments and formally adopt the budget at a meeting to be held Wednesday 26 April 2017.**

CARRIED



Statutory Environment

Nil



Policy Implications

Nil



Strategic Implications

N/A



Financial Implications

It is expected that the following budget allocations be made under account 04106 – Subscriptions:

WEROC	\$10,000 plus \$2,000 for the project fund
Wheatbelt Communities	\$2,000

CEACA

\$10,000 plus \$4,000 for the Project and Consultancy fund



Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council allocates the following budget allocations be made under account 04106 – Subscriptions for the 2017/18 budget:

- WEROC \$10,000 plus \$2,000 for the project fund
- Wheatbelt Communities \$2,000
- CEACA \$10,000 plus \$4,000 for the Project and Consultancy fund

RESOLUTION

Moved: Cr Geier

Seconded: Cr Hermon

13/05-17

That That Council allocates the following budget allocations be made under account 04106 – Subscriptions for the 2017/18 budget:

- WEROC \$10,000 plus \$2,000 for the project fund
- Wheatbelt Communities \$2,000
- CEACA \$10,000 plus \$4,000 for the Project and Consultancy fund

CARRIED 5/0

11.2 DISABILITY ACCESS & INCLUSION PLAN

Responsible Officer:	Jamie Criddle, CEO
Author:	Jamie Criddle, CEO
File Reference:	A2.8.4 Policy and Procedure
Disclosure of Interest:	Nil
Attachments:	Nil

Signature:	Officer	CEO
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Purpose of the Report



Executive Decision



Legislative Requirement



Background

Pursuant to the provisions of the Disability Services Act 2004 local government is required to review the Disability Access and Inclusion Plan.



Comment

In accordance with the Disability Services Act every Disability Access and Inclusion Plan (DAIP) is to be reviewed every 5 years. The Shire of Westonia DAIP is due to be reviewed in 2016 as the current Plan was adopted in 2012.

A notice was published in the local "Westonian" newsletter on 17th May 2017 advising that the DAIP was to be reviewed and invited interested people to nominate to take part in the review process.

The current DAIP has been attached for Councillors to view. The draft DAIP has now been reviewed by Management and will then be recommended for adoption for advertising purposes as required by the legislation.

The process requires the DAIP be advertised for a period of time and calls for submissions to be made. In addition the DAIP should be provided to interest groups such as Senior groups and local medical providers. The DAIP also requires input from the Disability Services Commission.

The reviewed DAIP needs to be adopted by Council prior to it being forwarded to the Disability Services Commission.

Statutory Environment

It is a requirement of the 2004 Regulations that at a minimum the plan is advertised in a newspaper circulating within the region for a period of not less than 4 weeks (14th June 2017). Advertising may include website access and direct contact with other organisations.

For the purpose of this exercise it is suggested that the following process be followed:

1. a notice is placed in the monthly newsletter for circulation (Westonian)
2. a copy of the plan is placed on Council's website; and
3. a copy is supplied to the local Senior Citizens group for comment;

At the completion of the advertising period the DAIP will be presented to Council for consideration and adoption.

Policy Implications

Nil

Strategic Implications

N/A

Financial Implications

A full review and update of the plan was completed internally requiring no external consultation fees, providing a saving to Council.

Advertising cost of approximately \$300 is expected.

Voting Requirements



Simple Majority



Absolute Majority

OFFICER RECOMMENDATIONS

That Council reviews the Disability Access and Inclusion Plan for the Shire of Westonia and advertises as per below prior to formal adoption at the June meeting:

1. a notice is placed in the monthly newsletter for circulation (Westonian)
2. a copy of the plan is placed on Council's website; and
3. a copy is supplied to the local Senior Citizens group for comment;

RESOLUTION

Moved: Cr Hermon **Seconded:** Cr Corsini

- 14/05-17** That Council reviews the Disability Access and Inclusion Plan for the Shire of Westonia and advertises as per below prior to formal adoption at the June meeting:
1. a notice is placed in the monthly newsletter for circulation (Westonian)
 2. a copy of the plan is placed on Council's website; and

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3. a copy is supplied to the local Senior Citizens group for comment;

CARRIED 5/0

12 DATE AND TIME OF NEXT MEETING

The next ordinary meeting of Council will be held on Thursday 15 June 2017 commencing at 3.30pm

13 MEETING CLOSURE

There being no further business the President, Cr Day declared the meeting closed at 7.13pm