

SHIRE OF NUNGARIN



ORDINARY MEETING OF COUNCIL AGENDA

HELD ON THE

19th June 2019

3:00 PM



SHIRE OF NUNGARIN

NOTICE OF MEETING

Dear Councillor

It is advised that the **COUNCIL MEETING** will be held in the Council Chamber of the **Shire of Nungarin**, Railway Avenue, Nungarin, on **Wednesday 19 June 2019**, commencing at 3:00 pm.

MEETING AGENDA ATTACHED

Yours faithfully

Mr Adam Majid
CHIEF EXECUTIVE OFFICER

12 June 2019

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Shire of Nungarin

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SHIRE OF NUNGARIN

Council Meeting Agenda

19 June 2019

1. DECLARATION OF OFFICIAL OPENING

Council recognises that it is permissible to record the Shire's Council and Forum Meetings in the written, sound, vision medium (or any combination of the mediums) when open to the public, however, people who intend to record meetings are requested to inform the Presiding Member of their intention to do so.

The Presiding Member will cause the Affirmation of Civic Duty and Responsibility to be read aloud by a Councillor.

Affirmation of Civic Duty and Responsibility

I make this Affirmation in good faith on behalf of Councillors and Officers of the Shire of Nungarin. We collectively declare that we will duly, faithfully, honestly, and with integrity fulfil the duties of our respective office and positions for all the people in the district according to the best of our judgment and ability.

Acknowledgement of Traditional Custodians

We wish to acknowledge the Traditional Custodians of the land we are meeting on, the Njaki Njaki Nyoongar people, and recognise the contributions of Elders past, present and future.

2. RECORDING OF ATTENDANCE, APOLOGIES & LEAVES OF ABSENCE

2.1 ATTENDANCE

Shire President	Cr RE O'Connell
Deputy Shire President	Cr G Coumbe
Elected Member	Cr B Palmer
Elected Member	Cr K Dayman
Elected Member	Cr P de Lacy
Elected Member	Cr J Davis
Chief Executive Officer	Mr A Majid

2.2 APOLOGIES

Nil

2.3 LEAVES OF ABSENCE

Record Councillor Leaves of Absence where previously endorsed for this meeting.

2.4 NEW REQUESTS FOR LEAVES OF ABSENCE

3. DELEGATIONS & PETITIONS

3.1 DELEGATIONS

Nil

3.2 PETITIONS

Nil

4. PUBLIC QUESTION TIME

Rules for Council Meeting Public Question Time

- (a) *Public Question Time provides the public with an opportunity to put questions to the Council. Questions should only relate to the business of the Council and should not be a statement or personal opinion.*
- (b) *During the Council meeting, after Public Question Time no member of the public may interrupt the meeting's proceedings or enter into conversation.*
- (c) *Whenever possible, questions should be submitted in writing at least 48 hours prior to the start of the meeting.*
- (d) *All questions should be directed to the President and only questions relating to matters affecting Council may be answered at an Ordinary meeting, and at a Special meeting only questions that relate to the purpose of the meeting may be answered. Questions may be taken on notice and responded to after the meeting, at the discretion of the President.*
- (e) *The person presiding will control Public Question Time and ensure that each person wishing to ask a question should state his or her name and address before asking the question. If the question relates to an item on the agenda, the item number should also be stated. In general, persons seeking to ask a question will be given 2 minutes within which to address their question to the Council. The person presiding may shorten or lengthen this time in their discretion.*

4.1 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Nil

4.2 QUESTIONS FROM MEMBERS OF THE PUBLIC

5. DECLARATIONS OF INTEREST

Councillors / Staff are reminded of the requirements of section 5.65 of the Local Government Act 1995, to disclose any interest during the meeting when the matter is discussed, and also of the requirement to disclose an interest affecting impartiality under the Shire's Code of Conduct.

Councillors / staff are required to submit declarations of interest in writing on the prescribed form.

5.1 FINANCIAL & PROXIMITY INTERESTS

A declaration under this section 5.60 of the Act requires that the nature of the interest must be disclosed. Consequently a member who has made a declaration must not preside, participate in, or be present during any discussion or decision making procedure relating to the matter the subject of the declaration.

Other members may allow participation of the declarant if the member further discloses the extent of the interest and the other members decide that the interest is trivial or insignificant or is common to a significant number of electors or ratepayers.

5.2 DISCLOSURES OF INTEREST THAT MAY CAUSE A CONFLICT

Councillors and staff are required (Code of Conduct), in addition to declaring any financial interest, to declare any interest that might cause a conflict. The member / employee is also encouraged to disclose the nature of the interest. The member / employee must consider the nature and extent of the interest and whether it will affect their impartiality. If the member / employee declares that their impartiality will not be affected then they may participate in the decision making process.

6. ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

Written announcements by the Presiding Member or important forthcoming functions to be tabled at this point. The Presiding Member may, at their discretion, wish to make verbal announcements.

OFFICER RECOMMENDATION/S – ITEM NO 6

That the President's report be received.

7. CONFIRMATION OF COUNCIL MINUTES AND RECEIVING OF MINUTES

7.1 ORDINARY COUNCIL MEETING 15 MAY 2019

OFFICER RECOMMENDATION/S – ITEM NO 7.1

That the Minutes of the Ordinary Meeting, of the Shire of Nungarin held on 15 May 2019 in Council Chambers be confirmed.

8. CHIEF EXECUTIVE OFFICER REPORTS

8.1 URBAN PLANNING

Nil

8.2 INFRASTRUCTURE

8.2.1 Recreation Grounds

INFRASTRUCTURE

ATTACHMENT DETAILS

<u>Attachment No</u>	<u>Details</u>
Nil	

Voting Requirement	:	Simple Majority
Subject Index	:	Parks and Gardens
Location / Property Index	:	Various
Application Index	:	N/A
Land Use	:	Parks and Gardens
Lot Area	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	All Council Meetings
Applicant	:	N/A
Owner	:	N/A
Responsible Officer	:	Jarid McLachlan - Gardener

COUNCIL ROLE

- Advocacy** *When Council advocates on its own behalf or on behalf of its community to another level of government / body / agency.*
- Executive** *The substantial direction setting and oversight role of the Council eg. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
- Legislative** *Includes adopting local laws, town planning schemes & policies.*
- Review** *When Council reviews decisions made by Officers.*
- Quasi-Judicial** *When Council determines an application / matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include town planning applications, building licences, applications for other permits / licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.*

PURPOSE OF REPORT

For Council to receive Recreation Grounds status report.

SUMMARY AND KEY ISSUES

See officer's comments.

LOCATION

All Recreation grounds

BACKGROUND

Council has traditionally asked for status reports concerning Recreation Grounds and Gardens generally and this report is provided accordingly.

CONSULTATION

There has been no specific consultation undertaken in respect to this matter.

STRATEGIC IMPLICATIONS

There are no Strategic Plan implications evident at this time.

POLICY IMPLICATIONS

There are no significant policy implications evident at this time.

STATUTORY IMPLICATIONS

There are no specific statutory requirements in respect to this matter.

FINANCIAL IMPLICATIONS

There are no financial implications evident at this time.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications at this time.

SOCIAL IMPLICATIONS

There are no social implications at this time.

OFFICER COMMENT

Oval:

Retic has been turned off on the expectation of some good rain to start winter. Cape weed is now starting to appear and will be treated as weather permits.

Cricket Pitch:

Has good cover and minimal wear and tear.

Tennis Courts:

In line with the oval, retic has been turned off. Slow winter growth is being attended to as required and weeds treated as required.

Hockey Ground:

With the prospect of some rain, this should help with firming up the surface. Ants are being treated as required.

Bowling green:

Ants and weeds treated as required.

General:

Pavilion lawns continue to present well with ongoing fertilising and the prospect of some good rain. At time of reporting, dam level remains at 0.0m.

OFFICER RECOMMENDATION/S – ITEM NO 8.2.1

That the Recreation Grounds status report be received.

8.2.2 Works and Services Report

INFRASTRUCTURE

ATTACHMENT DETAILS

<u>Attachment No</u>	<u>Details</u>
Nil	

Voting Requirement	:	Simple Majority
Subject Index	:	N/A
Location / Property Index	:	N/A
Application Index	:	N/A
Land Use	:	N/A
Lot Area	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	All Council Meetings
Applicant	:	N/A
Owner	:	N/A
Responsible Officer	:	Manager Works and Services

COUNCIL ROLE

- Advocacy** *When Council advocates on its own behalf or on behalf of its community to another level of government / body / agency.*
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PURPOSE OF REPORT

For Council to receive the Manager Works and Services report.

SUMMARY AND KEY ISSUES

- Road counters are currently out on Nungarin North Road and Danberrin Road.
- Gravel is ready to be pushed in both Hodges pit and Le Vaux Road pit for roadworks on Nungarin North Road.
- Maintenance on machines is continuing as required and small items of plant being repaired. Trailers have been attended to with lights being looked at and brakes to bring them all up to a working standard.
- The Ford Transit light truck has required work to be done at the Ford dealer with a motor being damaged due to turbo fins shattering and being sucked into the pistons causing damage to the motor.
- Graders have started grading on Herbert Road, Creagh Road, McGlenn Road Hodges Road, Nangeenan North Road, Baird Road, Beurteaux Road, and Baandee North Road.
- Signage is being improved on throughout the shire with new signs being installed as time permits.
- Underground water location within the recreation complex area and depot was undertaken with good results for water at a depth of 30 to 50 metres.

LOCATION

N/A

BACKGROUND

N/A

CONSULTATION

There has been no specific consultation undertaken in respect to this matter.

STRATEGIC IMPLICATIONS

There are no Strategic Plan implications evident at this time.

POLICY IMPLICATIONS

There are no significant policy implications evident at this time.

STATUTORY IMPLICATIONS

There are no specific statutory requirements in respect to this matter.

FINANCIAL IMPLICATIONS

There are no financial implications evident at this time.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications at this time.

SOCIAL IMPLICATIONS

There are no social implications at this time.

OFFICER COMMENT

Refer to summary and key issues above.

OFFICER RECOMMENDATION/S – ITEM NO 8.2.2

That the Manager Works and Services report be received

8.3 COMMUNITY DEVELOPMENT

Nil

8.4 MANAGEMENT / GOVERNANCE / POLICY

8.4.1 Voting Delegates – WALGA Annual General Meeting 2019

MANAGEMENT/GOVERNANCE/POLICY

ATTACHMENT DETAILS

<u>Attachment No</u>	<u>Details</u>
Nil	

Voting Requirement	:	Simple Majority
Subject Index	:	N/A
Location / Property Index	:	N/A
Land Use	:	N/A
Lot Area	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	N/A
Applicant	:	N/A
Owner	:	N/A
Responsible Officer	:	Chief Executive Officer

COUNCIL ROLE

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PURPOSE OF REPORT

Council is required to nominate voting delegates for the 2019 WALGA Annual General Meeting.

SUMMARY AND KEY ISSUES

- Council is required to nominate voting delegates and proxies for the 2019 WALGA Annual General Meeting

LOCATION

N/A

BACKGROUND

All local governments are required to nominate two voting delegates and two proxy voting delegates to ensure representation at the upcoming Annual General Meeting.

Traditionally it would be accepted that the Shire President and Deputy Shire President are the nominated voting delegates.

CONSULTATION

There has been no specific consultation undertaken in respect to this matter.

STRATEGIC IMPLICATIONS

There are no Strategic Plan implications evident at this time.

POLICY IMPLICATIONS

There are no significant policy implications evident at this time.

STATUTORY IMPLICATIONS

There are no specific statutory requirements in respect to this matter.

FINANCIAL IMPLICATIONS

There are no financial implications evident at this time.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications at this time.

SOCIAL IMPLICATIONS

There are no social implications at this time.

OFFICER COMMENT

The CEO is required to advise WALGA of the nominated voting delegates.

It is recommended that both the Shire President and Deputy Shire President be nominated as the voting delegates and two proxy delegates be nominated by Council.

OFFICER RECOMMENDATION/S – ITEM NO 8.4.1

That Council:

- 1. Nominates the Shire President and Deputy Shire President as voting delegates for the 2019 WALGA Annual General Meeting;**
- 2. Nominates Cr _____ and Cr _____ as PROXY voting delegates in the event that one or both delegates are unable to attend.**

8.5 CORPORATE

8.5.1 Write-Off of Unclaimed Pensioner Rebates

CORPORATE

ATTACHMENT DETAILS

<u>Attachment No</u>	<u>Details</u>
Nil	

Voting Requirement	:	Absolute Majority
Subject Index	:	N/A
Location / Property Index	:	N/A
Application Index	:	N/A
Land Use	:	N/A
Lot Area	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	N/A
Applicant	:	N/A
Owner	:	N/A
Responsible Officer	:	Chief Executive Officer

COUNCIL ROLE

- Advocacy** *When Council advocates on its own behalf or on behalf of its community to another level of government / body / agency.*
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PURPOSE OF REPORT

To consider the write-off of unclaimed pensioner rebates for rates and ESL charges dating back to 2011.

SUMMARY AND KEY ISSUES

- Pensioner rebates for Rates and ESL charges have not been fully claimed from the Office of State Revenue since 2010.
- As at 30 June 2018, there was \$9,800.78 in outstanding Rates Rebates and \$878.62 in outstanding ESL Rebates.
- No further Shire records, or OSR records, exist to identify who the claims were made on behalf of.
- It is recommended that Council write off the amounts as unrecoverable.

LOCATION

N/A

BACKGROUND

A review of the Shire's rating system and financial records revealed that pensioner rebates that have been granted to eligible pensioners have not been fully claimed from the Office of State Revenue since 2011.

As at 30 June 2018, there was \$9,800.78 in outstanding Rates Rebates and \$878.62 in outstanding ESL Rebates.

Staff have spent considerable time tracing outstanding pensioner rebate claims with the assistance of the Office of State Revenue (OSR) back as far as records exist. This has reduced the outstanding amounts for Rates Rebates as at 30 April 2019 to \$2,331.90, and for ESL to \$96.50.

No further Shire records, or OSR records, exist to identify whom the claims were made on behalf of.

CONSULTATION

Office of State Revenue has been consulted.

There has been no other specific consultation undertaken in respect to this matter.

STRATEGIC IMPLICATIONS

There are no Strategic Plan implications evident at this time.

POLICY IMPLICATIONS

There are no significant policy implications evident at this time.

STATUTORY IMPLICATIONS

6.47. Concessions

Subject to the Rates and Charges (Rebates and Deferments) Act 1992, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive* a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.

*** Absolute majority required.**

FINANCIAL IMPLICATIONS

The write-off of \$2,428.40 will have a small impact on the financial position of the Shire, as the outstanding pensioner rebate amounts have been included in the carried forward surplus of the Shire as debts that would potentially be recoverable.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications at this time.

SOCIAL IMPLICATIONS

There are no social implications at this time.

OFFICER COMMENT

In the absence of records to identify who the rebate amounts were granted to the Shire is unable to claim the amounts from the Office of State Revenue.

It is suggested that the amounts be written off/waived in accordance with Section 6.47 of the *Local Government Act 1995*.

It is noted that the resolution of Council must be carried by an Absolute Majority.

OFFICER RECOMMENDATION/S – ITEM NO 8.5.1

That Council:

- 1 In accordance with section 6.47 of the *Local Government Act 1995* Waive/write off the Pensioner Rebate amounts for rates of \$2331.90; and**
- 2 In accordance with section 6.47 of the *Local Government Act 1995* Waive/write off the Pensioner Rebate amounts for ESL Charges of \$96.50.**

8.5.2 2019/20 Central East Aged Care Alliance Contribution

CORPORATE

ATTACHMENT DETAILS

<u>Attachment No</u>	<u>Details</u>
Attachment 1	Confidential Attachments distributed under separate cover

Voting Requirement	:	Simple Majority
Subject Index	:	N/A
Location / Property Index	:	N/A
Application Index	:	N/A
Land Use	:	N/A
Lot Area	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	April 2018
Applicant	:	N/A
Owner	:	N/A
Responsible Officer	:	Chief Executive Officer

COUNCIL ROLE

- Advocacy** *When Council advocates on its own behalf or on behalf of its community to another level of government / body / agency.*
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PURPOSE OF REPORT

Council's consideration is required in relation to the proposed subscription expenses to Central East Aged Care Alliance (CEACA) for the 2019/20 year.

SUMMARY AND KEY ISSUES

- Council is a member of CEACA which is currently construction two house within Nungarin
- For the 2018/19 year, Council paid a membership fee of \$20,000 plus reimbursements \$3,022.66 for houses lost in other Shires as a result of funding being withdrawn from the state.
- The CEACA committee considered the draft budget at its meeting on 5 June 2019.

LOCATION

N/A

BACKGROUND

Council has been a member of CEACA since its inception. Over that time, Council has committed "general membership" fees to be paid annually to CEACA.

In the 2017/18 year, council's subscription was \$14,000. In the 2018/19 year, it was \$20,000 plus reimbursements.

The CEACA Executive has considered the draft budget and recommended to the CEACA Committee a \$20,000 contribution from each member council. This represent a nil increase.

It is noted in the report presented to the CEACA Committee that the CEACA Executive decided to reduce operational budget accounts in order to achieve a balanced budget and therefore keeping member contributions equal to the 2018/19 year.

The CEACA Committee is provided little else in the way of supporting information as to how member contributions are decided. It should also be noted that the draft budget does not include Income which is still yet to be realised.

CONSULTATION

There has been no specific consultation undertaken in respect to this matter.

STRATEGIC IMPLICATIONS

Community Strategic Plan 2013-2023

1. Provide and maintain adequate community services and facilities that responds well to the needs of all ages and sectors of the community.

POLICY IMPLICATIONS

There are no significant policy implications evident at this time.

STATUTORY IMPLICATIONS

There are no specific statutory requirements in respect to this matter.

FINANCIAL IMPLICATIONS

There are no financial implications evident at this time.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications at this time.

SOCIAL IMPLICATIONS

There are no social implications at this time.

OFFICER COMMENT

As there is no management contract in place due to no houses being complete, it is unclear as to what, if any, income may be realised in the 2019/20 year.

However, it is management's opinion that there can't be an expectation that contributions as high as \$20,000 continue into the future.

While it is noted that the costs are unknown as to engaging a management body for the houses once they come online, there should still be a commitment by CEACA and it's Executive to identify that future contributions should be reduced over coming years.

It is therefore recommended that Council consider supporting the contribution as proposed in the draft CEACA budget for 2019/20 on the proviso that future years be reduced by offsetting it with income.

OFFICER RECOMMENDATION/S – ITEM NO 8.5.2

That Council:

- 1. Advises Central East Aged Care Alliance that it supports the member contribution of \$20,000 (ex GST) for the 2019/20 year;**
- 2. Further advises Central East Aged Care Alliance that it will not support a general member contribution for the 2020/21 year and onwards unless such contributions are reduced by offsetting such with income from housing and other activities.**

8.5.3 Elected Member Sitting Fees/Allowances 2019/20

CORPORATE

ATTACHMENT DETAILS

<u>Attachment No</u>	<u>Details</u>
Nil	

Voting Requirement	:	Absolute Majority
Subject Index	:	41001
Location / Property Index	:	N/A
Application Index	:	N/A
Land Use	:	N/A
Lot Area	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	July 2018
Applicant	:	N/A
Owner	:	N/A
Responsible Officer	:	Chief Executive Officer

COUNCIL ROLE

- Advocacy** *When Council advocates on its own behalf or on behalf of its community to another level of government / body / agency.*
- Executive** *The substantial direction setting and oversight role of the Council eg. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
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PURPOSE OF REPORT

Council is required to consider Elected Member sitting fees and other allowances for the draft 2019/20 Budget.

SUMMARY AND KEY ISSUES

- Each year the Salaries and Allowance Tribunal considers the remuneration of CEO's and Elected Members
- On 9 April 2019, the Tribunal determined that a one (1) percent increase will apply
- Council is required to consider sitting fees to as part of the Budget process

LOCATION

N/A

BACKGROUND

At present, the Shire of Nungarin has the following fees and allowances:

- \$90 per Council meeting for Councillors excluding the Shire President
- \$46 per Committee meeting
- \$110 per Council meeting for the Shire President
- \$4000 per annum Shire President Allowance

The Shire of Nungarin is a Band 4 Local Government, and the *minimum* fees per Council meeting under the 2019 Tribunal determination are as follows:

Councillor other than President - \$91
President - \$91

Minimum fees per Committee meeting:

Councillor other than President - \$46
President - \$46

Presidential Allowance:

Minimum \$513 up to a maximum of \$20,063per annum

Deputy President Allowance:

25% of the Presidential Allowance per annum

Reimbursement for kilometres travelled in an Elected Members own vehicle is currently 78 cents per kilometre. This is derived from the Local Government Industry Award (WA) 2010. There has been no change to this amount and therefore it should remain as such.

CONSULTATION

There has been no specific consultation undertaken in respect to this matter.

STRATEGIC IMPLICATIONS

There are no Strategic Plan implications evident at this time.

POLICY IMPLICATIONS

There are no significant policy implications evident at this time.

STATUTORY IMPLICATIONS

There are no specific statutory requirements in respect to this matter.

FINANCIAL IMPLICATIONS

The determination of the sitting fees will form part of the 2018/19 Annual Budget.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications at this time.

SOCIAL IMPLICATIONS

There are no social implications at this time.

OFFICER COMMENT

It is noted that Councillors, not including the President, are currently paid under the minimum level as set by the Tribunal and it is recommended that this be increased to match or exceed where determined.

No ICT allowances are currently provided although this will be offset by the provision of new devices to all Elected Members.

OFFICER RECOMMENDATION/S – ITEM NO 8.5.3

That Council, by Absolute Majority, set the Elected member sitting fees and allowances, to be effective from the date of the adoption of the 2019/20 Annual Budget, as follows:

- 1. Councillor sitting fees per Council meeting not including the President be \$____ per meeting;**
- 2. Sitting fee for the Shire President be \$____ per meeting;**
- 3. Sitting fees for Councillors including the Shire President for Committee meetings of the Shire of Nungarin be \$____ per committee meeting;**
- 4. A Presidential Allowance of \$_____ per annum;**
- 5. The Deputy President be paid 25% of the Presidential Allowance as above per annum; and**
- 6. That where any Elected Member uses their own private vehicle to travel to a business related meeting of the Shire, training or otherwise approved by Council, reimbursement be at a rate of 78 cents per kilometre.**

8.5.4 Investments Report as at 31 May 2019

CORPORATE

ATTACHMENT DETAILS

<u>Attachment No</u>	<u>Details</u>
Nil	

Voting Requirement	:	Simple Majority
Subject Index	:	N/A
Location / Property Index	:	N/A
Application Index	:	N/A
Land Use	:	N/A
Lot Area	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	Nil
Applicant	:	N/A
Owner	:	N/A
Responsible Officer	:	Chief Executive Officer

COUNCIL ROLE

- Advocacy** *When Council advocates on its own behalf or on behalf of its community to another level of government / body / agency.*
- Executive** *The substantial direction setting and oversight role of the Council eg. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
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PURPOSE OF REPORT

For Council to receive the investment Report as at 30 April 2019.

SUMMARY AND KEY ISSUES

- The Investment Report is presented for Council to receive.

LOCATION

N/A

BACKGROUND

Money held in the Municipal Fund of the Shire of Nungarin that is not required for the time being may be invested under the Trustee Act 1962 Part III.

CONSULTATION

There has been no specific consultation undertaken in respect to this matter.

STRATEGIC IMPLICATIONS

There are no Strategic Plan implications evident at this time.

POLICY IMPLICATIONS

Council Policy 3.07 applies to the investment of surplus funds.

STATUTORY IMPLICATIONS

Local Government Act 1995

6.14. Power to invest

- (1) Money held in the municipal fund or the trust fund of a local government that is not, for the time being, required by the local government for any other purpose may be invested as trust funds may be invested under the *Trustees Act 1962* Part III.
- (2A) A local government is to comply with the regulations when investing money referred to in subsection (1).
- (2) Regulations in relation to investments by local governments may —
 - (a) make provision in respect of the investment of money referred to in subsection (1); and
 - [(b) *deleted*]
 - (c) prescribe circumstances in which a local government is required to invest money held by it; and
 - (d) provide for the application of investment earnings; and
 - (e) generally provide for the management of those investments.

Local Government (Financial Management) Regulations 1996

19. Investments, control procedures for

- (1) A local government is to establish and document internal control procedures to be followed by employees to ensure control over investments.
- (2) The control procedures are to enable the identification of —
 - (a) the nature and location of all investments; and
 - (b) the transactions related to each investment.

19C. Investment of money, restrictions on (Act s. 6.14(2)(a))

- (1) In this regulation —

authorised institution means —

- (a) an authorised deposit-taking institution as defined in the *Banking Act 1959 (Commonwealth)* section 5; or
- (b) the Western Australian Treasury Corporation established by the *Western Australian Treasury Corporation Act 1986*;

foreign currency means a currency except the currency of Australia.

- (2) When investing money under section 6.14(1), a local government may not do any of the following —
 - (a) deposit with an institution except an authorised institution;
 - (b) deposit for a fixed term of more than 12 months;
 - (c) invest in bonds that are not guaranteed by the Commonwealth Government, or a State or Territory government;
 - (d) invest in bonds with a term to maturity of more than 3 years;
 - (e) invest in a foreign currency.

FINANCIAL IMPLICATIONS

There are no financial implications evident at this time.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications at this time.

SOCIAL IMPLICATIONS

There are no social implications at this time.

OFFICER COMMENT

The worksheet below details the investments held by the Shire as at 31 May 2019:

SHIRE OF NUNGARIN INVESTMENTS AS AT 31 MAY 2019								
INSTITUTION	SHORT TERM RATING	INVESTMENT TYPE	ACCOUNT N°	TERM	DATE OF TRANSACTION	DATE OF MATURITY	INTEREST RATE	PRINCIPAL
MUNICIPAL FUND								
CBA	N/A	Operating A/C	12481074	Ongoing	N/A	N/A	Variable	\$868,307.14
TOTAL								\$868,307.14

SHIRE OF NUNGARIN INVESTMENTS AS AT 31 MAY 2019								
INSTITUTION	SHORT TERM RATING	INVESTMENT TYPE	ACCOUNT N°	TERM	DATE OF TRANSACTION	DATE OF MATURITY	INTEREST RATE	PRINCIPAL
RESERVE FUNDS								
CBA	N/A	Interest Bearing Cheque A/C	12481082	Ongoing	N/A	N/A	Variable	\$498,819.36
TOTAL								\$498,819.36
TRUST								
CBA	N/A	Trust a/c	12481090	Ongoing	N/A	N/A	Variable	\$47,317.45
TOTAL								\$47,317.45

INVESTMENT REGISTER						
1 MAY 2019 TO 31 MAY 2019						
COMMONWEALTH BANK						
ACCOUNT N°	DATE OF MATURITY	INTEREST RATE	OPENING BALANCE	INTEREST EARNT TO 30.04.2019	INVESTMENT TRANSFERS	CLOSING BALANCE 31.05.2019
38132004	04/06/2019	1.95%	\$201,095.62	\$721.28	(\$0)	\$201,816.90

OFFICER RECOMMENDATION/S – ITEM NO 8.5.4

That the Investment Report as at 31 May 2019 be received.

8.5.5 Accounts for Payment May 2019

CORPORATE

ATTACHMENT DETAILS

<u>Attachment No</u>	<u>Details</u>
Attachment 1	Accounts Paid – May 2019

Voting Requirement	:	Simple Majority
Subject Index	:	Finance
Location / Property Index	:	N/A
Application Index	:	N/A
Land Use	:	N/A
Lot Area	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	All Council Meetings
Applicant	:	N/A
Owner	:	N/A
Responsible Officer	:	Chief Executive Officer

COUNCIL ROLE

- Advocacy** *When Council advocates on its own behalf or on behalf of its community to another level of government / body / agency.*
- Executive** *The substantial direction setting and oversight role of the Council eg. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
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- Review** *When Council reviews decisions made by Officers.*
- Quasi-Judicial** *When Council determines an application / matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include town planning applications, building licences, applications for other permits / licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.*

PURPOSE OF REPORT

That Council receives and note the payment of accounts for the month of May 2019.

SUMMARY AND KEY ISSUES

All payments relate to normal operational matters for the Shire within budget.

LOCATION

N/A

BACKGROUND

Attachment 1 details all accounts paid since the last reporting period.

Payment Types for Municipal Account:

EFT	\$246704.57
Cheque	\$ 20607.55
Direct Debits	<u>\$ 11586.26</u>
TOTAL	\$278898.38

Payment Types for Trust Account:

Cheque	\$ 354.98
Direct Debits	<u>\$ 488.00</u>
TOTAL	\$ 842.98

The total amount for all payments from all accounts is therefore **\$279,741.36**

CONSULTATION

There has been no specific consultation undertaken in respect to this matter.

STRATEGIC IMPLICATIONS

There are no Strategic Plan implications evident at this time.

POLICY IMPLICATIONS

There are no significant policy implications evident at this time.

STATUTORY IMPLICATIONS

There are no specific statutory requirements in respect to this matter.

FINANCIAL IMPLICATIONS

There are no financial implications at this time.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications at this time.

SOCIAL IMPLICATIONS

There are no social implications at this time.

OFFICER COMMENT

Nil

OFFICER RECOMMENDATION/S – ITEM NO 8.5.5

That Council receives and notes the list of accounts paid for May 2019, totalling \$279,741.36, and that the list be recorded in the minutes.

8.5.6 Financial Report – May 2019

CORPORATE

ATTACHMENT DETAILS

<u>Attachment No</u>	<u>Details</u>
Attachment 1	Monthly Financial Report 31 May 2019

Voting Requirement	:	Simple Majority
Subject Index	:	N/A
Location / Property Index	:	N/A
Application Index	:	N/A
Land Use	:	N/A
Lot Area	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	All Council Meetings
Applicant	:	N/A
Owner	:	N/A
Responsible Officer	:	Chief Executive Officer

COUNCIL ROLE

- Advocacy** *When Council advocates on its own behalf or on behalf of its community to another level of government / body / agency.*
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PURPOSE OF REPORT

To report on financial activity for the period 1 July 2018 to 31 May 2019.

SUMMARY AND KEY ISSUES

The Local Government Act and Regulations require local governments to prepare monthly reports containing the information that is prescribed.

LOCATION

N/A

BACKGROUND

Nil

CONSULTATION

Financial Consultant – Darren Long

STRATEGIC IMPLICATIONS

There are no Strategic Plan implications evident at this time.

POLICY IMPLICATIONS

There are no significant policy implications evident at this time.

STATUTORY IMPLICATIONS

Section 6.4 of the Local Government Act 1995 and Regulation 34 of the Local Government (Finance) Regulations 1996.

FINANCIAL IMPLICATIONS

There are no financial implications at this time.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications at this time.

SOCIAL IMPLICATIONS

There are no social implications at this time.

OFFICER COMMENT

Nil

OFFICER RECOMMENDATION/S – ITEM NO 8.5.6

That the financial report for the period 1 July 2018 to 31 May 2019 be received.

9. DELEGATES REPORTS

(Elected members who are delegates to other Forums may present a verbal or written report)

10. NEW BUSINESS OF AN URGENT NATURE

(New business of an urgent nature approved by the Presiding member)

10.1 McCorry's Old Hotel – Expressions of Interest

11. MOTIONS ON NOTICE

(Automatically sent back to Administration for consideration at the next Council meeting)

12. CONFIDENTIAL ITEMS OF BUSINESS

Nil

13. CLOSURE

There being no further business the meeting closed at pm.

Presiding Member

Date