

# SHIRE OF NUNGARIN



## ORDINARY MEETING MINUTES

20<sup>th</sup> March 2019

# Shire of Nungarin

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Ordinary Council Meeting Minutes 20 March 2019

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**SHIRE OF NUNGARIN**  
**Council Meeting Minutes**  
**20 March 2019**

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**1. DECLARATION OF OFFICIAL OPENING**

At 3:00pm, the Shire President declared the meeting open and the Affirmation of Civic Duty and Responsibility was read aloud by Cr Davis. The Shire President also made acknowledgement of the Traditional Custodians of the land.

**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 J Davis      |
| Chief Executive Officer    | Mr A Majid      |
| Manager Works and Services | Mr A Richardson |

**2.2 APOLOGIES**

Nil

**2.3 LEAVES OF ABSENCE**

Cr de Lacy is on approved Leave of Absence

**2.4 NEW REQUESTS FOR LEAVES OF ABSENCE**

Nil

### **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**

Nil

### **5. DECLARATIONS OF INTEREST**

#### **5.1 FINANCIAL & PROXIMITY INTERESTS**

Cr Coumbe declared an Impartiality Interest for Item 8.3.2 as he is a committee member of the Football Club

Cr Dayman an Impartiality Interest for Item 8.3.2 as she is the Secretary of the Football Club and a committee member of the Netball Club

**5.2 DISCLOSURES OF INTEREST THAT MAY CAUSE A CONFLICT**

Nil

**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.

**COUNCIL DECISION – 6164**

**Moved: Cr Dayman, Seconded: Cr Palmer**

**That the President's report be received.**

**CARRIED: 5/0**

**7. CONFIRMATION OF COUNCIL MINUTES AND RECEIVING OF MINUTES**

**7.1 ORDINARY COUNCIL MEETING 20 FEBRUARY 2019**

**COUNCIL DECISION – 6165**

**Moved: Cr Coumbe, Seconded: Cr Davis**

**That the Minutes of the Ordinary Meeting, of the Shire of Nungarin held on 20 February 2019 in Council Chambers be confirmed.**

**CARRIED: 5/0**

**7.2 MINUTES OF NEWROC COUNCIL MEETING 26 FEBRUARY 2019**

**COUNCIL DECISION – 6166**

**Moved: Cr Dayman, Seconded: Cr Palmer**

**That the Minutes of the NEWROC Council Meeting held on 26 February 2019 be received.**

**CARRIED: 5/0**

**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:

Oval is currently receiving 35 minutes of water three times per week with one station receiving slightly higher amount of water due to dryness. Where possible, sprinklers are being upgraded to a larger size to increase range and reliability.

### Cricket Pitch:

Continues to receive 25 minutes of watering to prevent it drying out while waiting for autumn/winter rains.

### Tennis Courts:

Have been heavily fertilised and wetting agent applied resulting in strong growth and greenness.

### Hockey Ground:

Clean up has commenced and raking to be undertaken to prepare surface for training and forthcoming season.

### Bowling green:

Significant clean-up undertaken in preparation of open day including trimming of all hedges surrounding and vacuuming of all leaves out of the gutters.

### General:

Ants are treated as required around all areas. All water has been used from the depot tanks and the dam remains at 0.0m.

## **OFFICER RECOMMENDATION/S – ITEM NO 8.2.1**

That the Recreation Grounds status report be received.

## **COUNCIL DECISION – 6167**

**Moved: Cr Dayman, Seconded: Cr Coumbe**

**That the Recreation Grounds status report be received.**

**CARRIED: 5/0**

## 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

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#### PURPOSE OF REPORT

For Council to receive the Manager Works and Services report.

## **SUMMARY AND KEY ISSUES**

- Roadside slashing of the edges of the bitumen seal has been undertaken on Knungajin Road, Danberrin Road and Nungarin North Road.
- Road patching has been undertaken on some of the Nungarin North Road, Koorda Bullfinch Road and Knungajin Road which has been completed with the road patching. Town streets are also being prepared for the bitumen reseal program.
- The refuse site now has a good stock pile of cover material.
- Road counter is currently out on Nungarin North Road and the other road counter is on Danberrin Road.
- Bitumen sealing program is expected to begin early April 2019 and be completed in about a week depending on weather conditions.
- Regional Road Group works are being undertaken through the salt lakes at SLK 6.85 with the culvert extensions being formed and concreted.
- The metro counts details for Hodges Road was 12 VPD and Merredin Knungajin Road was 83.6 VPD

## **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

**COUNCIL DECISION – 6168**

**Moved: Cr Palmer, Seconded: Cr Coumbe**

**That the Manager Works and Services report be received**

**CARRIED: 5/0**

### 8.3 COMMUNITY DEVELOPMENT

#### 8.3.1 Swimming Pool report – February 2019

### COMMUNITY DEVELOPMENT

#### ATTACHMENT DETAILS

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

|                            |   |                       |
|----------------------------|---|-----------------------|
| Voting Requirement         | : | Simple Majority       |
| Subject Index              | : | 111050                |
| Location / Property Index  | : | Swimming Pool         |
| 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        | : | Swimming Pool Manager |

#### 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 an update on the operations of the Swimming Pool

## **SUMMARY AND KEY ISSUES**

- For the month of February, there was a total of 266 patrons
- Nungarin Primary School held swimming lessons from the 7<sup>th</sup> to the 15<sup>th</sup> of February
- Football club held a training session on 27 February
- New First Aid Kid was received

## **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 8.3.1**

That the Swimming Pool Manager's report be received.

**COUNCIL DECISION – 6169**

**Moved: Cr Dayman, Seconded: Cr Coumbe**

**That the Swimming Pool Manager's report be received.**

**CARRIED: 5/0**

**8.3.2 Request for Financial Assistance – Panthers Hockey, Netball, Football and Central Wheatbelt Football League**

**COMMUNITY DEVELOPMENT**

*Cr Coumbe declared an Impartiality interest and remained in the room  
Cr Dayman declared an Impartiality interest and remained in the room*

**ATTACHMENT DETAILS**

| <b><u>Attachment No</u></b> | <b><u>Details</u></b>     |
|-----------------------------|---------------------------|
| <b>Attachment 1</b>         | Letter from Hockey Club   |
| <b>Attachment 2</b>         | Letter from Netball Club  |
| <b>Attachment 3</b>         | Letter from Football Club |
| <b>Attachment 4</b>         | Letter from CWFL          |

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 : N/A  
 Applicant : Hockey Club/Netball Club/Football Club/Central Wheatbelt Football League  
 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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*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 consider and applications for financial support submitted by the Town Panthers Hockey Club, Nungarin and Towns Football Club and the Central Wheatbelt Football League.

## **SUMMARY AND KEY ISSUES**

- Council has traditionally established a sports development program to assist clubs in their operations and to be a competitive sporting club
- In the 2017/18 year, Town Panthers Hockey Club received \$5000 in funding and this year is requesting \$3000
- The football club is requesting \$10,000
- The netball club is requesting \$5000
- The Central Wheatbelt Football League is seeking a contribution of \$2500 to go towards funding the Executive Officer for the winter league.

## **LOCATION**

N/A

## **BACKGROUND**

Council has an established fund to assist Nungarin based sporting clubs to offset their operational costs and to assist in making clubs competitive.

Any club may at any time request funding as part of their annual operations. Examples of where funding is used is in the payment of umpires, coaching clinics, player development and so forth.

There are no set rules as to the handling of the funds and what they can be used for. However, the common sense approach would be to ensure that funds are being applied to enable clubs to continue by way of offsetting operational expenses.

## **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**

GL 211312 – Recreation Development Program has been established under the budget for many years. It currently has a budget amount of \$22,500 with no expenditure to date as no requests have been received.

Should all applications be supported it would total \$20,500.

### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications at this time.

### **SOCIAL IMPLICATIONS**

There are no social implications at this time.

### **OFFICER COMMENT**

The Hockey club is seeking assistance of \$3000 for the purposes of umpiring and coaching.

The Netball club is seeking assistance of \$5000 for coaching, umpiring and player development.

The Football club is seeking \$10,000 assistance for the purposes of coaching and player payments.

The Central Wheatbelt Football League seeks financial assistance of \$2500 for payments made to the Executive Officer in running the full winter sports league (football, netball and hockey).

There has never been a separate GL for the Central Wheatbelt Football League and it is understood that this has been an annual payment made by all Shires in the league. Accordingly, the only funding available would be the development program fund.

**OFFICER RECOMMENDATION/S – ITEM NO 8.3.2**

That Council:

1. supports the application of the Town Panthers Hockey Club of \$3000 and authorises the Chief Executive Officer to make payment directly to the Club;
2. supports the application of the Nungarin Panthers Netball Club of \$5000 and authorises the Chief Executive Officer to make payment directly to the Club;
3. supports the application of the Nungarin and Towns Football Club of \$10,000 and authorises the Chief Executive Officer to make payment directly to the Club; and
4. authorises the Chief Executive Officer to make a payment to the Central Wheatbelt Football League for the purposes of contributing to the funding of the Executive Officer in the operation of the winter sports league.

**COUNCIL DECISION – 6170**

**Moved: Cr Davis, Seconded: Cr Palmer**

That Council:

1. **supports the application of the Town Panthers Hockey Club of \$3000 and authorises the Chief Executive Officer to make payment directly to the Club;**
2. **supports the application of the Nungarin Panthers Netball Club of \$5000 and authorises the Chief Executive Officer to make payment directly to the Club;**
3. **supports the application of the Nungarin and Towns Football Club of \$10,000 and authorises the Chief Executive Officer to make payment directly to the Club; and**
4. **authorises the Chief Executive Officer to make a payment to the Central Wheatbelt Football League for the purposes of contributing to the funding of the Executive Officer in the operation of the winter sports league.**

**CARRIED: 5/0**

## 8.4 MANAGEMENT / GOVERNANCE / POLICY

### 8.4.1 Use of Shire Common Seal – Transfer of Land

#### MANAGEMENT/GOVERNANCE/POLICY

#### ATTACHMENT DETAILS

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

|                            |   |  |
|----------------------------|---|--|
| Voting Requirement         | : | Simple Majority                                  |
| Subject Index              | : | N/A  |
| Location / Property Index  | : | Lots 98 and 99 Second Ave/Lots 19 and 20 Elabbin |
| 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

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## **PURPOSE OF REPORT**

For Council to authorise the application of the Shire Common Seal to Transfer of Land documents and for the signing of the same.

## **SUMMARY AND KEY ISSUES**

- Lots 98 and 99 Second Avenue are currently under the ownership of Van Uden and are to be transferred to the Shire in fee simple as a result of unpaid rates
- Lots 19 and 20 Clarke Street, Elabbin are currently under the ownership of Vicary and are to be transferred to the Shire in fee simple

## **LOCATION**

N/A

## **BACKGROUND**

Based on documentation at hand, the Vicary lots in Elabbin had unpaid rates for a number of years. In 2017, a Deed of Settlement and Release was prepared and entered into by the Shire and Vicary with the documents being signed by the CEO and President of the time.

A Transfer of Land was prepared which currently has a date on it being 20 February 2018. However the Transfer has never had the seal applied. It is signed by both the CEO and President of the time.

In relation to the Van Uden properties, there would appear to have been a prior agreement for the transfer of titles in lieu of rates owing. The Transfer of Land documents have now been prepared and ready to be signed and sealed.

## **CONSULTATION**

All consultation on the matters appears to have occurred prior to the current CEO.

## **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**

Rates monies outstanding will not be realised.

### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications at this time.

### **SOCIAL IMPLICATIONS**

There are no social implications at this time.

### **OFFICER COMMENT**

Agreements relating to the land transfers would appear to have been well in motion prior to the current CEO.

On review of the documents, it is satisfactory to proceed with the course of action in order to obtain the lots in fee simple to then be dealt with how Council sees fit.

### **OFFICER RECOMMENDATION/S – ITEM NO 8.4.1**

That Council:

1. Authorises the Shire President and Chief Executive Officer to sign Transfer of Land Papers in relation to Lots 19 and 20 on DP 229858 (Vicary) and apply the Shire Common Seal to the same;
2. Authorises the Shire President and Chief Executive Officer to sign Transfer of Land Papers in relation to Lots 98 and 99 on DP 222999 (Van Uden) and apply the Shire Common Seal to the same.

### **COUNCIL DECISION – 6171**

**Moved: Cr Palmer, Seconded: Cr Dayman**

**That Council:**

1. **Authorises the Shire President and Chief Executive Officer to sign Transfer of Land Papers in relation to Lots 19 and 20 on DP 229858 (Vicary) and apply the Shire Common Seal to the same;**

- 2. Authorises the Shire President and Chief Executive Officer to sign Transfer of Land Papers in relation to Lots 98 and 99 on DP 222999 (Van Uden) and apply the Shire Common Seal to the same.**

**CARRIED: 5/0**

## 8.5 CORPORATE

### 8.5.1 Report of the Audit Committee Meeting held on 20 February 2019

#### CORPORATE

#### ATTACHMENT DETAILS

| <u>Attachment No</u> | <u>Details</u>   |
|----------------------|--|
| Attachment           | Minutes of Audit Committee Meeting – 20 February 2019 – 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             | : | 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.*
- 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 the minutes of the Audit Committee and adopt recommendations contained therein.

## **SUMMARY AND KEY ISSUES**

- The Audit Committee met on 20 February 2019 to consider its Terms of Reference and the annual Compliance Audit Return for 2018
- The Audit Committee has recommended that Council adopt the 2018 Compliance Audit Return and that it be certified by the President and CEO

## **LOCATION**

N/A

## **BACKGROUND**

Pursuant to Section 7.1A(1) of the Local Government Act 1995, a local government is to establish an Audit Committee.

The primary role of an Audit Committee is to support Council in fulfilling its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management systems and internal and external audit functions.

In line with the above, the Audit Committee is to consider the Compliance Audit Return for each calendar year and make recommendations to Council.

Accordingly, the Audit Committee has considered the Compliance Audit Return and has recommended that Council adopt its recommendation.

## **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**

The Local Government (Audit) Regulations 1996 require that the Shire carry out a Compliance Audit Return (CAR) for the period 1 January to 31 December each year, and

after carrying out the Audit prepare a Compliance Audit Return in a form approved by the Minister.

### **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 were no non-compliances detected as part of the 2018 Compliance Audit Return, it is recommended that Council receive the minutes and adopt the recommendations contained therein.

### **OFFICER RECOMMENDATION/S – ITEM NO 8.5.1**

That Council:

1. Receives the minutes of the Audit Committee Meeting held on 20 February 2019;
2. Adopts the recommendation to adopt the 2018 Compliance Audit Return and have it certified by the President and Chief Executive Officer and lodged with the relevant department of the state.

### **COUNCIL DECISION – 6172**

**Moved: Cr Davis, Seconded: Cr Dayman**

**That Council:**

- 1. Receives the minutes of the Audit Committee Meeting held on 20 February 2019;**
- 2. Adopts the recommendation to adopt the 2018 Compliance Audit Return and have it certified by the President and Chief Executive Officer and lodged with the relevant department of the state.**

**CARRIED: 5/0**

**8.5.2 Accounts for Payment February 2019**

**CORPORATE**

**ATTACHMENT DETAILS**

| <b>Attachment No</b> | <b>Details</b>                       |
|----------------------|--------------------------------------|
| <b>Attachment 1</b>  | <b>Accounts Paid – February 2019</b> |

|                            |   |                         |
|----------------------------|---|-------------------------|
| 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.*
- 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**

That Council receives and note the payment of accounts for the month of February 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           | \$ 77368.59        |
| Cheque        | \$ 18799.35        |
| Direct Debits | \$ 27166.20        |
| <b>TOTAL</b>  | <b>\$123334.14</b> |

Payment Types for Trust Account:

|               |                   |
|---------------|-------------------|
| Cheque        | \$ 475.42         |
| Direct Debits | \$ 1702.00        |
| <b>TOTAL</b>  | <b>\$ 2177.42</b> |

The total amount for all payments from all accounts is therefore **\$125511.56**

## **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 8.5.2**

That Council receives and notes the list of accounts paid for February 2019, totalling \$125511.56, and that the list be recorded in the minutes.

**COUNCIL DECISION – 6173**

**Moved: Cr Coumbe, Seconded: Cr Dayman**

**That Council receives and notes the list of accounts paid for February 2019, totalling \$125511.56, and that the list be recorded in the minutes.**

**CARRIED: 5/0**

### 8.5.3 Financial report – February 2019

#### CORPORATE

#### ATTACHMENT DETAILS

| <u>Attachment No</u> | <u>Details</u>                            |
|----------------------|---|
| Attachment 1         | Monthly Financial Report 28 February 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.*
- 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**

To report on financial activity for the period 1 July 2018 to 31 January 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 8.5.3**

That the financial report for the period 1 July 2018 to 28 February 2019 be received.

**COUNCIL DECISION – 6174**

**Moved: Cr Coumbe, Seconded: Cr Dayman**

**That the financial report for the period 1 July 2018 to 28 February 2019 be received.**

**CARRIED: 5/0**



**9. DELEGATES REPORTS**

Nil

**10. NEW BUSINESS OF AN URGENT NATURE**

Nil

**11. MOTIONS ON NOTICE**

Nil

**12. CONFIDENTIAL ITEMS OF BUSINESS**

Nil

**13. CLOSURE**

There being no further business the meeting closed at 4:02pm.

\_\_\_\_\_  
Presiding Member

\_\_\_\_\_  
Date