

SHIRE OF NUNGARIN



ORDINARY MEETING MINUTES

17th April 2019

Shire of Nungarin

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Ordinary Council Meeting Minutes 17 April 2019

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SHIRE OF NUNGARIN
Council Meeting Minutes

17 April 2019

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 Coumbe. 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 K Dayman
Elected Member	Cr P de Lacy
Elected Member	Cr J Davis

Chief Executive Officer	Mr A Majid
Manager Works and Services	Mr A Richardson

Visitors: 1

2.2 APOLOGIES

Nil

2.3 LEAVES OF ABSENCE

Cr Palmer was 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

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

Nil

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 – 6175

Moved: Cr Coumbe, Seconded: Cr de Lacy

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 MARCH 2019

COUNCIL DECISION – 6176

Moved: Cr Dayman, Seconded: Cr Coumbe

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

CARRIED: 5/0

7.2 MINUTES OF GREAT EASTERN COUNTRY ZONE MEETING 18 MARCH 2019

COUNCIL DECISION – 6177

Moved: Cr de Lacy, Seconded: Cr Dayman

That the Minutes of the Great Eastern Country Zone held on 18 March 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:

Now has a good coverage of grass with dry areas starting to come back after a dry summer and cooler nights allowing water to soak in more effectively. Reticulation is being maintained at 20 minutes per station three times per week.

Cricket Pitch:

Reticulation maintained in line with the oval and is incorporated into oval mowing programme.

Tennis Courts:

Tennis is now finished for the season and a winter programme of mowing and maintenance will now commence. No major issues were reported during the season and minimal amount of weed having to be treated. Reticulation is now scaled back to 15 minutes three times per week.

Hockey Ground:

Extensive water soaking had to be undertaken due to a lack of rain. The surface was rolled with three passes after soaking and has now set firm for the start of the season.

Bowling green:

Ants being treated as they appear and spraying for mould is scheduled for mid April.

General:

Pavilion lawns continue to present well with ongoing fertilising and watering taking place. Dam level remains at 0.0m.

OFFICER RECOMMENDATION/S – ITEM NO 8.2.1

That the Recreation Grounds status report be received.

COUNCIL DECISION – 6178

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

- 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 Manager Works and Services report.

SUMMARY AND KEY ISSUES

- Roadside slashing of the edges of the bitumen seal has been undertaken on Koorda-Bullfinch with the intersection of Quanta Cutting Weira Road.
- Road patching has been undertaken on some of the Nungarin North Road.
- Hodges Road where the bitumen was damaged through seeding equipment last season, edges are being built up with gravel sheeting to allow better running surface.
- 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 26 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.
- Gravel is ready to be pushed in both Hodges pit and Le Vaux Road pit for roadworks on Nungarin North Road and Creagh Road for the approaches to the new floodway.

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 – 6179

Moved: Cr Davis, 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 – March 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.*
- 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 an update on the operations of the Swimming Pool

SUMMARY AND KEY ISSUES

- For the month of February, there was a total of 96 patrons
- Pool closed by order of CEO from 6 March 2019 until 17 March 2019 due to positive bacterial results
- No public or private events held in the month of March

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 – 6180

Moved: Cr de Lacy, Seconded: Cr Dayman

That the Swimming Pool Manager's report be received.

CARRIED: 5/0

8.4 MANAGEMENT / GOVERNANCE / POLICY

8.4.1 Ward and Representation Review

MANAGEMENT/GOVERNANCE/POLICY

ATTACHMENT DETAILS

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

Voting Requirement	:	Simple Majority
Subject Index	:	41003
Location / Property Index	:	N/A
Application Index	:	N/A
Land Use	:	N/A
Lot Area	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	November 2019
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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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

Clause 6, Schedule 2.2 of the Local Government Act 1995 requires wards to be reviewed at least every eight (8) years.

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

This review is provided for Council's consideration and recommendation to the Local Government Advisory Board. It is the Board's prerogative to either accept or reject the recommendation of Council which may result in further work having to be undertaken.

In line with the options presented in this report, three options are offered for Council to determine which to recommend to the Board.

OFFICER RECOMMENDATION/S – ITEM NO 8.4.1

Option 1:

That Council recommends to the Local Government Advisory Board to retain the status quo of seven (7) elected members over three (3) wards.

Option 2:

That Council recommends to the Local Government Advisory Board to reduce the number of wards to two (3) and the number of elected members to six (6) with the name of the wards and allocation of elected members being as follows:

- Town Ward – two (2) elected members
- Rural Ward – four (4) elected members

Option 3:

That Council recommends to the Local Government Advisory Board to remove all wards and maintain the number of elected members at seven (7).

COUNCIL DECISION – 6181

Moved: Cr Coumbe, Seconded: Cr de Lacy

That the recommendations be discussed prior to an option being moved

CARRIED: 5/0

COUNCIL DECISION – 6182

Moved: Cr Coumbe, Seconded: Cr Dayman

Option 3:

That Council recommends to the Local Government Advisory Board to remove all wards and maintain the number of elected members at seven (7).

**CARRIED: 5/0
By Absolute Majority**

8.5 CORPORATE

8.5.1 Kununoppin Medical Practice

CORPORATE

ATTACHMENT DETAILS

<u>Attachment No</u>	<u>Details</u>
Attachment 1	Meeting Minutes 25 March 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	:	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.*
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PURPOSE OF REPORT

For Council to receive and consider the minutes of the Kununoppin Medical Practice Committee following the meeting held on 25 March 2019.

SUMMARY AND KEY ISSUES

- The current medical practice agreement is due to expire on 30 June 2019
- Under the terms of the current agreement, the member Shires have paid a management of totaling \$225,000 over a three year period
- Further to the agreement, member Shires are also responsible to pay for housing and vehicle expenses
- The committee met to consider a new agreement and to set an annual management fee to be paid to the service provider

LOCATION

N/A

BACKGROUND

The Shire of Nungarin is part of the Kununoppin Medical Practice Committee which manages the contractor engaged to provide general practice medical services to the towns of Kununoppin, Mukinbudin, Bencubbin and Beacon. As the Shire does not have a physical medical practice presence, its contribution is limited to 10%.

As the current three year agreement is due to expire on 30 June 2019, the committee met to consider a further agreement from 1 July 2019 to 30 June 2022.

As a result of discussions held at the meeting, the Committee has agreed to a further agreement with an annual management fee of \$80,000 or \$240,000 over a three year period. This represents an increase in \$15,000 over the expiring agreement or \$5,000 per year.

It is important to note that the above is only for the management fee and that the Shire is further responsible to provide contributions towards housing and a vehicle for the medical practitioner. As per the management fee, the contributions to these extras are 10%.

CONSULTATION

Kununoppin Medical Practice Committee including attending delegate Cr Coumbe.

STRATEGIC IMPLICATIONS

Shire of Nungarin Community Strategic Plan 2013-2023:
1.3 – Support access to the GP and allied health services at the Kununoppin District Hospital

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 Shire will need to budget accordingly in future years in line with the management agreement if supported.

ENVIRONMENTAL IMPLICATIONS

There are no environmental implications at this time.

SOCIAL IMPLICATIONS

There are no social implications at this time.

OFFICER COMMENT

As part of the Shire's Community Strategic Plan, there is a commitment to ensure access to a GP is maintained. Accordingly, by being party to the management committee, the Shire is fulfilling its obligations.

It is noted that the management fee proposed represents a \$5,000 increase each year over a three year period. At 10%, this equates to an additional \$500 expenditure per annum for the Shire. This however will not cover any increase in expenditure realised for housing and vehicles.

Regardless of the increase to the management fee, the Shire is committed to providing access to a GP. It is therefore recommended that Council support entering into a further three year agreement.

OFFICER RECOMMENDATION/S – ITEM NO 8.5.1

That Council:

1. Receives the minutes of the Kununoppin Medical Practice Committee meeting held on 25 March 2019;

2. Agrees to enter into a further three year agreement from 1 July 2019 to 30 June 2022 concerning the delivery of a medical practice including annual Management Fee and additional costs relating to housing and vehicle expenses;
3. Authorises the Shire President and Chief Executive Officer to sign and seal a new agreement and/or agreement to extend the current agreement.

COUNCIL DECISION – 6183

Moved: Cr Dayman, Seconded: Cr Coumbe

That Council:

1. **Receives the minutes of the Kununoppin Medical Practice Committee meeting held on 25 March 2019;**
2. **Agrees to enter into a further three year agreement from 1 July 2019 to 30 June 2022 concerning the delivery of a medical practice including annual Management Fee and additional costs relating to housing and vehicle expenses;**
3. **Authorises the Shire President and Chief Executive Officer to sign and seal a new agreement and/or agreement to extend the current agreement.**

CARRIED: 5/0

8.5.2 Accounts for Payment March 2019

CORPORATE

ATTACHMENT DETAILS

<u>Attachment No</u>	<u>Details</u>
Attachment 1	Accounts Paid – March 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.*
- 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 March 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	\$109941.85
Cheque	\$ 22509.02
Direct Debits	<u>\$ 8007.37</u>
TOTAL	\$140458.24

Payment Types for Trust Account:

Cheque	\$ 373.05
Direct Debits	<u>\$ 2251.00</u>
TOTAL	\$ 2624.05

The total amount for all payments from all accounts is therefore **\$143082.29**

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 March 2019, totalling \$143,082.29, and that the list be recorded in the minutes.

COUNCIL DECISION – 6184

Moved: Cr de Lacy, Seconded: Cr Coumbe

That Council receives and notes the list of accounts paid for March 2019, totalling \$143,082.29, and that the list be recorded in the minutes.

CARRIED: 5/0

8.5.3 Financial report – March 2019

CORPORATE

ATTACHMENT DETAILS

<u>Attachment No</u>	<u>Details</u>
Attachment 1	Monthly Financial Report 31 March 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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- 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

To report on financial activity for the period 1 July 2018 to 31 March 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 31 March 2019 be received.

COUNCIL DECISION – 6185

Moved: Cr Dayman, Seconded: Cr de Lacy

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

CARRIED: 5/0

9. DELEGATES REPORTS

Nil

10. NEW BUSINESS OF AN URGENT NATURE

COUNCIL DECISION – 6186

Moved: Cr Dayman, Seconded: Cr de Lacy

That Item 10.1 – Report of the Audit Committee Meeting Held on 15 April 2019 be introduced as urgent business.

CARRIED: 5/0

10.1 Report of the Audit Committee Meeting held on 15 April 2019

CORPORATE

ATTACHMENT DETAILS

<u>Attachment No</u>	<u>Details</u>
Attachment	Minutes of Audit Committee Meeting – 15 April 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 15 April 2019 to consider a Report required pursuant to Section 7.12A(4) of the Local Government Act 1995.
- The Audit Planning Memorandum was also received detailing the areas of focus and timelines for the 2019 Audit.

LOCATION

N/A

BACKGROUND

The Audit Committee met on 15 April 2019 to consider a report based on the major issues identified by the OAG in relation to the 2018/19 Audit.

Under the Local Government Act 1995, a local government is to prepare a report addressing those matters identified including a demonstrated course of action to monitor and ideally resolve such issues.

Accordingly, a report was presented to the Audit Committee and accepted based on the information provided in that report.

Also considered at the meeting was the Audit Plan for the 2019 Audit.

The minutes are attached to be received and endorsed by Council.

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

7.12A. Duties of local government with respect to audits

- (1) A local government is to do everything in its power to —
 - (a) assist the auditor of the local government to conduct an audit and carry out the auditor's other duties under this Act in respect of the local government; and
 - (b) ensure that audits are conducted successfully and expeditiously.
- (2) Without limiting the generality of subsection (1), a local government is to meet with the auditor of the local government at least once in every year.
- (3) A local government must —
 - (aa) examine an audit report received by the local government; and
 - (a) determine if any matters raised by the audit report, require action to be taken by the local government; and
 - (b) ensure that appropriate action is taken in respect of those matters.
- (4) A local government must —
 - (a) prepare a report addressing any matters identified as significant by the auditor in the audit report, and stating what action the local government has taken or intends to take with respect to each of those matters; and
 - (b) give a copy of that report to the Minister within 3 months after the audit report is received by the local government.
- (5) Within 14 days after a local government gives a report to the Minister under subsection (4)(b), the CEO must publish a copy of the report on the local government's official website.

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 development, consideration and accepting of the report by the Audit Committee confirms the Shire's dedication to resolving matters identified during Audits. It also ensures that the Shire is compliant under the relevant legislation.

The Audit Committee has resolved to accept all items presented and the minutes and information contained therein are presented for endorsement by Council.

OFFICER RECOMMENDATION/S – ITEM NO 10.1

That Council:

1. Receives the minutes of the Audit Committee Meeting held on 15 April 2019;
2. Adopts the recommendation of the Audit Committee to accept the Report on Significant Adverse Trends as reported in the 2017/18 Audit Report and to forward the Report to the Minister pursuant to Section 7.12A(4) of the Local Government Act 1995.

COUNCIL DECISION – 6187

Moved: Cr Davis, Seconded: Cr Coumbe

That Council:

- 1. Receives the minutes of the Audit Committee Meeting held on 15 April 2019;**
- 2. Adopts the recommendation of the Audit Committee to accept the Report on Significant Adverse Trends as reported in the 2017/18 Audit Report and to forward the Report to the Minister pursuant to Section 7.12A(4) of the Local Government Act 1995.**

CARRIED: 5/0

11. MOTIONS ON NOTICE

Nil

12. CONFIDENTIAL ITEMS OF BUSINESS

Nil

13. CLOSURE

There being no further business the meeting closed at 4:01pm.

R O'Connell
Presiding Member

15-05-19.
Date