

MARCH 2016 MINUTES

1. DECLARATION OF OPENING & ANNOUNCEMENT OF VISITORS

The Chair Person, Deputy Shire President Cr Renae Jury, declared the meeting opened at 4.40pm.

2. RECORD OF ATTENDANCE/APOLOGIES & APPROVED LEAVE OF ABSENCE

Members

Cr R Jury	Member
Cr G Browne	Member
Cr A Smith	Member
Cr S Crosby	Member
Cr G Collins	Member
Cr T Borgward	Member
Cr M Stephens	Member

Staff

JP Bentley	Chief Executive Officer
M Bamess	Deputy Chief Executive Officer
DW Long	Works Manager

Members of the Public

Apologies

Members on Leave of Absence

Cr M Tuffley	Member
--------------	--------

3. DECLARATION OF INTERESTS:

- **Financial Interest:**
Nil
- **Members Impartiality Interest**
Nil
- **Proximity Interest:**
Nil

4. PUBLIC QUESTION TIME:

5. APPLICATION FOR MEMBERS FOR LEAVE OF ABSENCE:

6. CONFIRMATION and RECEIVING OF MINUTES/BUSINESS ARISING:

6.1 Ordinary Meeting of Council held on Wednesday 17 February, 2016

That the minutes of the Ordinary Meeting of the Shire of Kent held on Wednesday 17 February, 2016 in the Shire of Kent Council Chambers be confirmed as a true and accurate record of proceedings and duly signed.

4560 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr M Stephens / Cr G Collins

That the minutes of the Ordinary Meeting of the Shire of Kent held on Wednesday 17 February, 2016 in the Shire of Kent Council Chambers be confirmed as a true and accurate record of proceedings and duly signed.

**CARRIED 7/0
By Simple Majority**

7. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION:

8. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS:

9. OFFICERS REPORTS:

9.1.1 MONTHLY FINANCIAL REPORTS TO 29 FEBRUARY 2016

DATE:	10 March 2016
SUBJECT:	Monthly Financial Reports to 29 February 2016
PROPONENT:	N/A
LOCATION:	Whole of the Shire
AUTHOR:	Michelle Bamess –Deputy Chief Executive Officer
REPORTING OFFICER:	Michelle Bamess –Deputy Chief Executive Officer
FILE NO:	FIN30.20
ASSESSMENT NO:	N/A

PURPOSE

In accordance with the Local Government (Financial Management) Regulations 1996, to follow is the presentation of the Monthly Financial Reports to Council.

BACKGROUND

Monthly Financial Reports are to be presented to Council and are to be received by Council resolution.

STATUTORY IMPLICATIONS

Local Government Act 1995 – Section 6.4

Local Government (Financial Management) Regulations 1996 – Clause 34 and 35

POLICY IMPLICATIONS

Policy 4.1 Accounting Policies

Objective: To provide the basis for Council's accounting concepts and reporting guidelines.
To maintain accounting reporting procedures which comply with Statutory Requirements and to demonstrate Council's financial position.

FINANCIAL IMPLICATIONS

Ongoing management of Council funds

STRATEGIC IMPLICATIONS

This matter is not dealt with in the Shire of Kent Community Strategic Plan.

COMMENT

The Monthly Financial Reports as presented indicate that Council continues to be in a sound financial position.

ATTACHMENTS

- Monthly Financial Reports to 29 February, 2016 (including Statement of Financial Activities, Notes 3-11 and Budget Variances to 29 February, 2016)

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That the following Monthly Financial Reports be received by Council:

- Monthly Financial Reports to 29 February, 2016

4561 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr G Browne / Cr A Smith

That the following Monthly Financial Reports be received by Council:

- **Monthly Financial Reports to 29 February, 2016**

**CARRIED 7/0
By Simple Majority**

9.1.2 SCHEDULE OF ACCOUNTS PAID TO 29 FEBRUARY 2016

DATE:	4 March 2016
SUBJECT:	Schedule of Accounts Paid
PROPONENT:	N/A
LOCATION:	Whole of the Shire
AUTHOR:	Jill Kent – Senior Administration Officer
REPORTING OFFICER:	Michelle Bamess – Deputy Chief Executive Officer
FILE NO:	N/A
ASSESSMENT NO:	N/A

FUND VOUCHERS AMOUNT

Municipal Fund	\$257,889.68
Trust Fund	\$0
Direct Debits	\$183,418.39
Spoiled Cheques	
Cancelled Cheques	

16 March, 2016 – Ordinary Meeting of Council –Agenda

Shire of Kent

ATTACHMENTS

Schedule of Accounts submitted 16 March 2016.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That vouchers from the Municipal Fund and Trust Fund as detailed, be approved by Council:

Municipal Fund	\$183,418.39
Trust Fund	\$0
Direct Debits	\$112,867.48
TOTAL	<u>\$296,285.87</u>

4562 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr M Stephens / Cr G Browne

That vouchers from the Municipal Fund and Trust Fund as detailed, be approved by Council:

Municipal Fund	\$183,418.39
Trust Fund	\$0
Direct Debits	\$112,867.48
TOTAL	<u>\$296,285.87</u>

M Bamess left the room at 4.55pm
M Bamess returned to the room at 4.56pm

CARRIED 7/0
By Simple Majority

9.1.3 2015/16 BUDGET REVIEW

DATE:	11 March 2016
SUBJECT:	2015/16 Budget Review
PROPONENT:	Department of Local Government and Regional Development
LOCATION:	N/A
AUTHOR:	Michelle Bamess – Chief Executive Officer
REPORTING OFFICER:	Peter Bentley - Chief Executive Officer
FILE NO:	FIN5.15
ASSESSMENT NO:	N/A

PURPOSE

In accordance with Regulation 33A of the Local Government (Financial Management) Regulations, a review of the 2014/15 Budget is presented to Council.

BACKGROUND

Council adopted the Annual Budget on 28 July 2015. A review of the budget is required between 1 January and 31 March each year.

STATUTORY IMPLICATIONS

Local Government Act 1995

Local Government (Financial Management) Regulations 1996, Section 33A;

33A. Review of budget

(1) Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year.

(2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.

(3) A council is to consider a review submitted to it and is to determine whether or not to adopt the review, any parts of the review or any recommendations made in the review.*

**Absolute majority required.*

(4) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

There are no financial implications as all financial variations will be within the existing Adopted Budget.

STRATEGIC IMPLICATIONS

Nil

COMMENT

A copy of the review is to be sent to the Department of Local Government and Regional Development within 30 days from Council endorsement.

ATTACHMENTS

- Required variations to 2015/16 Budget.

VOTING REQUIREMENT

Absolute Majority

RECOMMENDATION

That the Budget Review and the variations as discussed therein be confirmed and adopted.

4563 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr M Stephens / Cr G Browne

That the Budget Review and the variations as discussed therein be confirmed and adopted.

**CARRIED 7/0
By Absolute Majority**

10. **ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
11. **NEW BUSINESS OF AN URGENT NATURE AGREED TO BY RESOLUTION OF COUNCIL**
12. **INFORMATION BULLETIN**

4564 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr A Smith / Cr G Collins

That the Information Bulletin be received by Council.

CARRIED 7/0

13. **MATTERS BEHIND CLOSED DOORS**

That the meeting be closed to the public in accordance with section 5.23 Local Government Act 1995, 5.5.23(2))

- Matters affecting employee(s)
- Personal affairs of any person(s), including financial and/or commercial Contracts
- Commercial Confidentiality
- Legal advice/matters
- Public safety/security matters where public knowledge may be prejudicial.

4565 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr A Smith / Cr G Browne

That Council closes the meeting to the public to consider matters of a confidential nature behind closed doors.

CARRIED 7/0

4568 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr G Browne / Cr A Smith

That Council:

Re-open the meeting to the general public

CARRIED 7/0

14. MEETING CLOSURE

There being no further business the Deputy Shire President Cr Renae Jury, closed the meeting at 5.28pm.