

## AUGUST 2014 MINUTES

### TABLE OF CONTENTS

Item No	Description	Page No
1.	DECLARATION OF OPENING & ANNOUNCEMENT OF VISITORS	1
2.	RECORD OF ATTENDANCE/APOLOGIES & APPROVED LEAVE OF ABSENCE	1
	2.1 Members on Leave of Absence	
	2.2 Apologies	1
3.	DECLARATION OF: <ul style="list-style-type: none"> <li>• FINANCIAL INTEREST</li> <li>• MEMBERS IMPARTIALITY INTEREST</li> <li>• PROXIMITY INTEREST</li> </ul>	
4.	PUBLIC QUESTION TIME	1
5.	APPLICATION FOR MEMBERS FOR LEAVE OF ABSENCE	2
6.	CONFIRMATION and RECEIVING OF MINUTES/BUSINESS ARISING	
	6.1 Ordinary Meeting of Council held Wednesday 16 July, 2014	2
7.	ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION	2
8.	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS	2
9.	OFFICERS REPORTS	
	9.1.1 Schedule of Accounts Paid to 31 <sup>st</sup> July 2014	4
	9.1.2 Concessional Hire Charges – Infant Health Clinic – Chiropractic	5
	9.1.3 Services Appointment of Dual Fire Control Officers for 2014-15	7
10.	ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	8
11.	NEW BUSINESS OF AN URGENT NATURE AGREED TO BY RESOLUTION OF COUNCIL	8

12.	INFORMATION BULLETIN	9
	Information Bulletin of 20 August 2014	
	<ol style="list-style-type: none"> <li>1. Inwards Correspondence Listing</li> <li>2. Action List</li> <li>3. CEO's Report</li> <li>4. DCEO's Report</li> <li>5. Works Manager's Report</li> <li>6. Nyabing Gardener's Report</li> <li>7. Pingrup Gardener's Report</li> <li>8. Mechanic's Report</li> <li>9. Building Report</li> <li>10. Building Surveyor Report</li> <li>11. Minutes of Hidden Treasures Meeting</li> <li>12. Application of Common Seal</li> <li>13. Advice of Sale Summary</li> <li>14. Fire Incident Summary</li> <li>15. Occupational Safety &amp; Health Committee Meeting Minutes</li> <li>16. Councillor Correspondence</li> </ol>	
13.	MATTERS BEHIND CLOSED DOORS	40
14.	MEETING CLOSURE	40

**1. DECLARATION OF OPENING & ANNOUNCEMENT OF VISITORS**

The Chair Person, the Shire President, Cr Crosby, declared the meeting opened at 5.28pm

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

**Members**

Cr C Crosby	Member, Shire President
Cr M Tuffley	Member
Cr G Browne	Member
Cr G Collins	Member
Cr R Jury	Member
Cr M Stephens	Member
Cr A Smith	Member

**Staff**

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

**Members of the Public**

Nil

**Apologies**

Nil

**Members on Leave of Absence**

Nil

**3. DECLARATION OF INTERESTS:**

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

**4. PUBLIC QUESTION TIME:**

Nil

**5. APPLICATION FOR MEMBERS FOR LEAVE OF ABSENCE:**

Nil

**6. CONFIRMATION and RECEIVING OF MINUTES/BUSINESS ARISING:**

**6.1 Ordinary Meeting of Council held on Wednesday 16 July 2014**

That the minutes of the Ordinary Meeting of the Shire of Kent held on Wednesday 16 July, 2014 in the Shire of Kent Council Chambers be confirmed as a true and accurate record of proceedings and duly signed.

<b>4366 - COUNCIL RESOLUTION (Officer Recommendation)</b>
---

**MOVED Cr M Tuffley / Cr G Browne**

**That the minutes of the Ordinary Meeting of the Shire of Kent held on Wednesday 16 July 2014 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 SCHEDULE OF ACCOUNTS PAID TO 31<sup>ST</sup> JULY 2014**

<b>DATE:</b>	13 August, 2014
<b>SUBJECT:</b>	Schedule of Accounts Paid
<b>PROONENT:</b>	N/A
<b>LOCATION:</b>	Whole of the Shire
<b>AUTHOR:</b>	Michelle Bamess – Deputy Chief Executive Officer
<b>REPORTING OFFICER:</b>	Michelle Bamess – Deputy Chief Executive Officer
<b>FILE NO:</b>	N/A
<b>ASSESSMENT NO:</b>	N/A

**FUND VOUCHERS AMOUNT**

Municipal Fund	\$70,927.31
Trust Fund	\$0.00
Direct Debits	\$79,573.01
Spoiled Cheques	
Cancelled Cheques	

**ATTACHMENTS**

Schedule of Accounts submitted 20<sup>th</sup> August 2014.

**VOTING REQUIREMENT**

Simple Majority

**RECOMMENDATION**

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

Municipal Fund	\$70,927.31
Trust Fund	\$0.00
Direct Debits	\$79,573.01
<b>TOTAL</b>	<b><u>\$150,500.32</u></b>

<b>4367 - COUNCIL RESOLUTION (Officer Recommendation)</b>
---

**MOVED Cr M Stephens / Cr M Tuffley**

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

Municipal Fund	\$70,927.31
Trust Fund	\$0.00
Direct Debits	\$79,573.01
<b>TOTAL</b>	<b><u>\$150,500.32</u></b>

**CARRIED 7/0  
By Simple Majority**

**9.1.2 CONCESSIONAL HIRE CHARGES – INFANT HEALTH CLINIC – CHIROPRACTIC SERVICES**

<b>DATE:</b>	12 August 2014
<b>PROPONENT:</b>	Nyabing Progress Association
<b>LOCATION:</b>	Nyabing
<b>SUBJECT:</b>	Concessional hire Infant Health Clinic
<b>AUTHOR:</b>	Michelle Bamess – Deputy Chief Executive Officer
<b>REPORTING OFFICER:</b>	Michelle Bamess – Deputy Chief Executive Officer
<b>FILE NO:</b>	
<b>ASSESSMENT NO:</b>	ASS15.10

**PURPOSE**

Consider a request from the Nyabing Progress Association to provide ongoing support for a commercial chiropractic service to the Nyabing town site.

**BACKGROUND**

At the Ordinary Council Meeting in May 2013 Council resolved to agree to allow use of the Nyabing Infant Health Clinic Facility on a trial basis to the Nyabing Progress Association and Great Southern Chiropractic Services for the purposes of conducting a monthly chiropractic clinic for a fee of \$20 per half day for a period of three months (Council Resolution 4227).

The Nyabing Progress Association has now written to the Council advising that it has been successful in attracting the Great Southern Chiropractic Services from Katanning to Nyabing. This monthly service to the town this service commenced in March 2014 and as a result of consultation with Great Southern Chiropractic Services, the Nyabing Progress Association is seeking ongoing support from the Council to continue this service in Nyabing.

The letter also states that Great Southern Chiropractic Services operate clinics in surrounding towns with rentals for these being: Ongerup \$60, Jerramungup \$25, Lake Grace \$50 and Gnowangerup \$66.

**STATUTORY IMPLICATIONS**

Local Government Act (1995)

**POLICY IMPLICATIONS**

The Council has no specific policy regarding this matter.

**FINANCIAL IMPLICATIONS**

The worst case scenario would be a small revenue loss from hire charges, but based on current trends in appointments it is anticipated that fluctuations in the number of appointments each month would see revenue balance out overall.

### **STRATEGIC IMPLICATIONS**

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

### **COMMENT**

The Nyabing Progress Association has been successful in attracting Great Southern Chiropractic Services to Nyabing. This move has been a positive one and of benefit to a number of ratepayers who already use the service but who would otherwise need to travel to Katanning to do so. The service has been well supported and feedback has been very positive.

Councils current Schedule of Fees & Charges provides for a half daily rate of hire for the hall of \$66.00 or a low impact charge of \$12.00 per hour. The Infant Health Clinic facility is small by comparison to the hall and as such would be expected to be somewhat less than the full charge of \$66.00 per half day.

### **ATTACHMENTS**

Letter from the Nyabing Progress Association

### **VOTING REQUIREMENT**

Absolute Majority

**(Section 6.12 – Granting a concession)**

### **RECOMMENDATION**

**That the Council:**

**Agree to allow use of the Nyabing Infant Health Clinic Facility to the Nyabing Progress Association and Great Southern Chiropractic for the purposes of conducting a monthly chiropractic clinic for a fee of \$50 per day.**

<b>4368 - COUNCIL RESOLUTION (Officer Recommendation)</b>
---

**MOVED Cr G Collins / Cr M Stephens**

**That the Council:**

**Agree to allow use of the Nyabing Infant Health Clinic Facility to the Nyabing Progress Association and Great Southern Chiropractic for the purposes of conducting a monthly chiropractic clinic for a fee of \$50 per day.**

**CARRIED 7/0  
By Simple Majority**

**9.1.3 APPOINTMENT OF DUAL FIRE CONTROL OFFICERS FOR 2014/15**

<b>DATE:</b>	13 August 2014
<b>SUBJECT:</b>	Appointment of Dual Fire Control Officers
<b>PROPONENT:</b>	N/A
<b>LOCATION:</b>	Whole of the Shire
<b>AUTHOR:</b>	Michelle Bamess – Deputy Chief Executive Officer
<b>REPORTING OFFICER:</b>	Peter Bentley – Chief Executive Officer
<b>FILE NO:</b>	FIR 15.5
<b>ASSESSMENT NO:</b>	N/A

**PURPOSE**

Council to endorse the appointment of the Dual Fire Control Officer for the 2014/15 Bush Fire season.

**BACKGROUND**

An email has been received from Marcus Owen, Community Emergency Services Manager, Shire of Lake Grace, advising the appointment of the dual fire control officer for the Shire of Kent as well as dual fire control officers for neighbouring Shires.

**STATUTORY IMPLICATIONS**

Local Government Act 1995

Bush Fires Act 1954

**POLICY IMPLICATIONS**

There are no known policy implications.

**FINANCIAL IMPLICATIONS**

There are no known financial implications.

**STRATEGIC IMPLICATIONS**

There are no known strategic implications.

**COMMENT**

Council is advised that Leon Morgan has been appointed as Dual Fire Control Officer for the Shire of Kent.

**ATTACHMENTS**

Email from Marcus Owen, Community Emergency Services Manager, Shire of Lake Grace

**VOTING REQUIREMENT**

Simple Majority

**RECOMMENDATION**

**That the Council:**

**Endorse the appointment of Leon Morgan as the Dual Fire Control Officer for the Shire of Kent for 2014/15.**

<b>4369 - COUNCIL RESOLUTION (Officer Recommendation)</b>
---

**MOVED Cr M Stephens / Cr G Browne**

**That the Council:**

**Endorse the appointment of Leon Morgan as the Dual Fire Control Officer for the Shire of Kent for 2014/15.**

**CARRIED 7/0  
By Simple 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**

<b>4370 - COUNCIL RESOLUTION (Officer Recommendation)</b>
---

**MOVED Cr M Tuffley / Cr G Browne**

**That the Information Bulletin be received by Council.**

**CARRIED 7/0  
By Simple Majority**

**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.

**14. MEETING CLOSURE**

There being no further business the Shire President Cr Cathy Crosby, closed the meeting at 5.41pm.