

JUNE 2018 MINUTES

1. DECLARATION OF OPENING & ANNOUNCEMENT OF VISITORS

The Chair Person, Deputy Shire President Cr Grant Collins, declared the meeting opened at 5.30 pm.

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

Members

Cr GM Collins	Deputy Shire President
Cr TD Borgward	Member
Cr SR Crosby	Member
Cr JN Germain	Member
Cr BC Bamess	Member
Cr KV Johnston	Member
Cr KR Stephens	Member

Staff

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

Members of the Public

Apologies

Cr AL Smith	Shire President
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Members on Leave of Absence

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:

4923 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr KR Stephens / Cr JN Germain

That Leave of Absence be granted to Cr SR Crosby for the 18 July 2018 Council Meeting.

CARRIED 6/0
By Simple Majority

6. CONFIRMATION and RECEIVING OF MINUTES/BUSINESS ARISING:

6.1 Ordinary Meeting of Council held on Wednesday 20 May, 2018

That the minutes of the Ordinary Meeting of the Shire of Kent held on Wednesday 20 May, 2018 in the Shire of Kent Council Chambers be confirmed as a true and accurate record of proceedings and duly signed.

4924 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr SR Crosby / Cr BC Bamess

That the minutes of the Ordinary Meeting of the Shire of Kent held on Wednesday 20 May, 2018 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 31 MAY 2018

DATE:	5 June 2018
SUBJECT:	Monthly Financial Reports to 30 April 2018
PROONENT:	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 31 May 2018 (including Statement of Financial Activities, Notes 3-11 and Budget Variances to 31 May 2018)

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That the following Monthly Financial Reports be received by Council:

- Monthly Financial Reports to 31 May 2018

4925 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr SR Crosby / Cr KR Stephens

That the following Monthly Financial Reports be received by Council:

- **Monthly Financial Reports to 31 May 2018**

**CARRIED 8/0
By Simple Majority**

9.1.2 SCHEDULE OF ACCOUNTS PAID TO 31 MAY 2018

DATE:	5 June 2018
SUBJECT:	Schedule of Accounts Paid
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:	N/A
ASSESSMENT NO:	N/A

FUND VOUCHERS AMOUNT

Municipal Fund	\$1,475,415.81
Trust Fund	\$659.25
Direct Debits	\$148,506.31
Spoiled Cheques	
Cancelled Cheques	

ATTACHMENTS

Schedule of Accounts submitted 20 June 2018.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

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

Municipal Fund	\$1,475,415.81
Trust Fund	\$659.25
Direct Debits	\$148,506.31
TOTAL	\$1,624,581.37

4926 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr SR Crosby / Cr JN Germain

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

Municipal Fund	\$1,475,415.81
Trust Fund	\$659.25
Direct Debits	\$148,506.31
TOTAL	\$1,624,581.37

**CARRIED 7/0
By Simple Majority**

9.1.3 DISABILITY ACCESS AND INCLUSION PLAN PROGRESS REPORT 2017-18

DATE:	30 May 2018
SUBJECT:	DAIP Progress Report 2017-18
PROPONENT:	N/A
LOCATION:	Whole of the Shire
AUTHOR:	Michelle Bamess – Deputy Chief Executive Officer
REPORTING OFFICER:	Peter Bentley – Chief Executive Officer
FILE NO:	COM25.5
ASSESSMENT NO:	N/A

PURPOSE

Council is required to endorse the Progress Report of the current Disability Access and Inclusion Plan (DAIP 2017-18).

BACKGROUND

Under the Disability Services Act all State Government agencies and Local Governments are required to develop and implement Disability Access and Inclusion Plans (DAIPs.) The aim of the DAIP is to make a positive difference to the lives of people with disabilities, their families and carers by focussing efforts to improve access to services and facilities.

The Minister for Disability Services is required to table a report in Parliament each year on the progress of DAIPs in Western Australia. Public authorities are required to report on their progress in implementing their DAIPs by Monday, 2 July 2018.

Under the Disability Services Act 1993, public authorities must also include a report about DAIP implementation in their annual report each year.

STATUTORY IMPLICATIONS

Local Government Act 1995
Disability Services Act 1993

POLICY IMPLICATIONS

There are no known policy implications.

FINANCIAL IMPLICATIONS

No financial implications will occur by adopting the DAIP.

STRATEGIC IMPLICATIONS

There are no known strategic implications.

COMMENT

Council is required to endorse the DAIP Progress Report prior to it being submitted to the Disability Services Commission by 2nd July 2018.

ATTACHMENTS

Disability Access and Inclusion Plan (DAIP) Progress Report 2017-18

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That the Council:

Endorse the attached Disability Access and Inclusion Plan Progress Report 2017-18.

4927 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr SR Crosby / Cr KV Johnston

That the Council:

Endorse the attached Disability Access and Inclusion Plan Progress Report 2017-18.

**CARRIED 7/0
By Simple Majority**

9.1.4 COMMUNITY STRATEGIC PLAN

DATE:	10 June 2018
PROONENT:	N/A
LOCATION:	Shire of Kent
SUBJECT:	Draft Community Strategic Plan
AUTHOR:	Peter Bentley – Chief Executive Officer
REPORTING OFFICER:	Peter Bentley – Chief Executive Officer
FILE NO:	
ASSESSMENT NO:	

PURPOSE

To adopt the attached Community Strategic Plan.

BACKGROUND

Council has undertaken a process of community consultation for the review of the Community Strategic Plan.

This is the Council's opportunity to see the results of the Community Plan and have further input the plan as a strategic document.

The document contains a message from both the Shire President and the CEO and also isolates some resourcing issues for the Council to be mindful of. In short, items where extra resources are required, be they staffing, consultants or monetary must be provided by the Council once the plans are put in place.

This can be reviewed periodically and items can be added or removed from the plan in prescribed ways which are contained within the legislation.

The Community Strategic Plan will be used to develop a Corporate Business Plan, A Workforce Plan and a host of other informing plans and strategies.

STATUTORY IMPLICATIONS

Local Government Act (1995)

POLICY IMPLICATIONS

The Council has no specific policy regarding this matter.

FINANCIAL IMPLICATIONS

Budgeting issues over future years.

STRATEGIC IMPLICATIONS

This matter is not dealt with in the Shire of Kent Strategic Plan 2013 - 2023

COMMENT

The attached Community Strategic Plan is very similar to the previous Community Plan and is an attempt to bring as many of the Community's aspirations to reality as is practicable. Some of the matters raised were beyond the reach of a small rural council from a resourcing or jurisdictional perspective however many can be achieved with prudent planning.

The Community will now have the opportunity to comment on the plan following any Council input. The plan has been developed entirely in house and with input from community groups such as the Nyabing Progress Association, The Pingrup CRC and the Nyabing Sports Club to name a few. There was also a community survey where responses were analysed and included within the broader strategies. The Council may now make change as it sees fit prior to advertising for public comment.

ATTACHMENTS

Draft Community Strategic Plan

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That the Council:

Undertake a community consultation period of 42 days for comment on the Draft Community Strategic Plan.

4928 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr KR Stephens / Cr KV Johnston

That the Council:

Undertake a community consultation period of 42 days for comment on the Draft Community Strategic Plan.

**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**

4929 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr JN Germain / Cr TD Borgward

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.

4930 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr KR Stephens / Cr JN Germain

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

**CARRIED 7/0
By Simple Majority**

4932 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr TD Borgward / Cr SR Crosby

That Council:

Re-open the meeting to the general public

CARRIED 7/0

14. MEETING CLOSED

There being no further business the Deputy Shire President Cr Grant Collins, closed the meeting at 5.51pm