

SEPTEMBER 2018 MINUTES

1. DECLARATION OF OPENING & ANNOUNCEMENT OF VISITORS

The Chair Person, Shire President Cr Alan Smith, declared the meeting opened at 6.03 pm.

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

Members

| | |
|----------------|------------------------|
| Cr AL Smith | Shire President |
| Cr GM Collins | Deputy Shire President |
| Cr TD Borgward | Member |
| Cr SR Crosby | Member |
| Cr JN Germain | Member |
| Cr KV Johnston | Member |
| Cr KR Stephens | Member |

Staff

| | |
|----------|-----------------------------------|
| M Bamess | Acting Chief Executive Officer |
| CJ Smith | Executive Support/Project Officer |
| DW Long | Works Manager |

Members of the Public

Apologies

| | |
|--------------|--------|
| Cr BC Bamess | Member |
|--------------|--------|

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:

6. CONFIRMATION and RECEIVING OF MINUTES/BUSINESS ARISING:

6.1 Ordinary Meeting of Council held on Wednesday 15 August, 2018

That the minutes of the Ordinary Meeting of the Shire of Kent held on Wednesday 18 July, 2018 in the Shire of Kent Council Chambers be confirmed as a true and accurate record of proceedings and duly signed.

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| 4953 - COUNCIL RESOLUTION (Officer Recommendation) |
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MOVED Cr S Crosby / Cr KR Stephens

That the minutes of the Ordinary Meeting of the Shire of Kent held on Wednesday 15 August, 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 AUGUST 2018

| | |
|--------------------|---|
| DATE: | 12 September 2018 |
| SUBJECT: | Monthly Financial Reports to 31 August 2018 |
| PROPONENT: | N/A |
| LOCATION: | Whole of the Shire |
| AUTHOR: | Michelle Bamess –Acting Chief Executive Officer |
| REPORTING OFFICER: | Michelle Bamess –Acting 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 July 2018 (including Statement of Financial Activities, Notes 3-11 and Budget Variances to 31 July 2018)
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- Monthly Financial Reports to 31 August 2018 (including Statement of Financial Activities, Notes 3-11 and Budget Variances to 31 August 2018)

VOTING REQUIREMENT

Simple Majority

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| 4954 - COUNCIL RESOLUTION (Officer Recommendation) |
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MOVED Cr JN Germain / Cr KV Johnston

That the following Monthly Financial Reports be received by Council:

- **Monthly Financial Reports to 31 July 2018**
- **Monthly Financial Reports to 31 August 2018**

**CARRIED 7/0
By Simple Majority**

9.1.2 SCHEDULE OF ACCOUNTS PAID TO 31 AUGUST 2018

| | |
|---------------------------|--|
| DATE: | 12 September 2018 |
| SUBJECT: | Schedule of Accounts Paid |
| PROPONENT: | N/A |
| LOCATION: | Whole of the Shire |
| AUTHOR: | Michelle Bamess – Acting Chief Executive Officer |
| REPORTING OFFICER: | Michelle Bamess – Acting Chief Executive Officer |
| FILE NO: | N/A |
| ASSESSMENT NO: | N/A |

FUND VOUCHERS AMOUNT

| | |
|-------------------|--------------|
| Municipal Fund | \$460,927.08 |
| Trust Fund | \$0.00 |
| Direct Debits | \$106,690.25 |
| Spoiled Cheques | |
| Cancelled Cheques | |

ATTACHMENTS

Schedule of Accounts submitted 19 September 2018.

VOTING REQUIREMENT

Simple Majority

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| 4955 - COUNCIL RESOLUTION (Officer Recommendation) |
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MOVED Cr KR Stephens / Cr TD Borgward

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

| | |
|-----------------------|---------------------|
| Municipal Fund | \$460,927.08 |
| Trust Fund | \$0.00 |
| Direct Debits | \$106,690.25 |
| TOTAL | \$567,617.33 |

**CARRIED 7/0
By Simple Majority**

9.1.3 APPOINTMENT OF DUAL FIRE CONTROL OFFICERS FOR 2018/19 FOR SHIRE OF KENT

| | |
|---------------------------|--|
| DATE: | 22 August 2018 |
| SUBJECT: | Appointment of Dual Fire Control Officers |
| 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: | FIR 15.5 |
| ASSESSMENT NO: | N/A |

PURPOSE

Council is to appoint the various Dual Fire Control Officers to the Shire of Kent for the 2018/19 year.

BACKGROUND

A letter has been received from Denise Gobbart, Chief Executive Officer Shire of Lake Grace, advising the endorsement of the appointment of the dual fire control officers 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

The following appointments to the Shire of Kent have been received from the Council as shown:

Shire of Lake Grace

Leon Morgan
Brad Watson
Matt Cugley
Simon Cugley
Mike Barnes

ATTACHMENTS

Letter from Denise Gobbart, Chief Executive Officer Shire of Lake Grace

VOTING REQUIREMENT

Simple Majority

4956 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr GM Collins / Cr JN Germain

That the Council:

Endorse the appointment of the Dual Fire Control Officers to the Shire of Kent for 2018/19 as listed below:

**Shire of Lake Grace
Leon Morgan
Brad Watson
Matt Cugley
Simon Cugley
Mike Barnes**

**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**

4957 - COUNCIL RESOLUTION

MOVED Cr S Crosby / Cr TD Borgward

That the council:

Consider the new business of urgent nature as presented.

**CARRIED 7/0
By Simple Majority**

11.1.1 SHORT TERM ACCOMMODATION – REQUEST FOR SUPPORT

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|---------------------------|--|
| DATE: | 18 August 2018 |
| SUBJECT: | Short Term Accommodation – Request for Support |
| PROPONENT: | Support |
| LOCATION: | N/A |
| AUTHOR: | Whole of the Shire |
| REPORTING OFFICER: | Michelle Bamess – Acting Chief Executive Officer |
| FILE NO: | Michelle Bamess – Acting Chief Executive Officer |
| ASSESSMENT NO: | FIN 15.5 |
| | N/A |

PURPOSE

Council is to consider a request for support for short term accommodation in Pingrup from the Pingrup Community Resource Centre

BACKGROUND

A letter has been received from Renae Jury, Vice Chairperson of the Pingrup CRC, requesting support from the Shire of Kent for the provision of short term accommodation at 10 Reid Street Pingrup at a reduced rental rate. A recently recruited employee has been appointed to operate the newly opened Store Cafe | 6341 and requires short and long term accommodation.

The period of accommodation is requested from now until 15 October 2018, when other accommodation is anticipated to be made available.

The weekly rental for private use of Lot 70, 10 Reid Street Pingrup is currently set by Council at \$132. The Pingrup CRC have requested that Council consider reducing the weekly rate to \$61, which is the current staff rate for employees of the Shire of Kent.

The property is currently vacant pending the outcome of the vacancy management process about to commence to appoint a Gardener for the Pingrup Town. Until this process is completed and the successful applicant advises whether or not they will require accommodation a longer term cannot be considered. The Pingrup CRC have also requested that should the property not be required for use by the Shire of Kent they would be interested in negotiating a longer residential tenancy agreement.

STATUTORY IMPLICATIONS

Local Government Act 1995

POLICY IMPLICATIONS

There are no known policy implications.

FINANCIAL IMPLICATIONS

There would be minimal impact on the Budget should Council resolve to reduce the rental for the property for a period of five weeks.

STRATEGIC IMPLICATIONS

There are no known strategic implications.

COMMENT

In recent discussions with the Pingrup CRC in relation to the short term use of Lot 70, 10 Reid Street Pingrup, it was advised that, as a show of good faith in supporting a new local business venture, the water and electricity usage charges would be met by Council given the short period the accommodation would be required for. The security bond that would normally be required, four weeks rent, would also be waived for this period given the administration required to lodge the bond and then to release it soon after. The Pingrup CRC will be taking on the lease of the property and have been advised and agreed that, as per Section 18 of the Residential Tenancy Agreement, they will be responsible should there be any damage sustained during that period.

ATTACHMENTS

Letter from Renae Jury, Vice Chairperson, Pingrup CRC

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That the Council :

Will / will not support the Pingrup CRC's request for assistance with short term accommodation at Lot 70, 10 Reid Street Pingrup from 11 September to 15 October 2018 by:

- 1. Reducing the weekly rental from \$132 to \$61 for the term of the lease;**
- 2. Agree to waive the four week rental security bond for the property;
and**
- 3. Agree to cover the cost of utilities for the term of the lease.**

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|----------------------------------|
| 4958 - COUNCIL RESOLUTION |
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MOVED Cr TD Borgward / Cr KV Johnston

That the Council:

Will not support the Pingrup CRC's request for assistance with short term accommodation at Lot 70, 10 Reid Street Pingrup from 11 September to 15 October 2018 by:

- 1. Reducing the weekly rental from \$132 to \$61 for the term of the lease;**

Will support the Pingrup CRC's request for assistance with short term accommodation at Lot 70, 10 Reid Street Pingrup from 11 September to 15 October 2018 by:

- 2. Agree to waive the four week rental security bond for the property; and**
- 3. Agree to cover the cost of utilities for the term of the lease.**

**CARRIED 7/0
By Simple Majority**

12. INFORMATION BULLETIN

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| 4959 - COUNCIL RESOLUTION (Officer Recommendation) |
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MOVED Cr JN Germain / Cr KV Johnston

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 CLOSED

There being no further business the Shire President Cr Alan Smith, closed the meeting at 6.24 pm.