

**MINUTES
MAY 2020
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**MINUTES
ORDINARY MEETING OF COUNCIL
20 MAY 2020**

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chair Person, Shire President Cr Scott Crosby, declared the meeting opened at 5.45pm.

2 RECORD OF ATTENDANCE/APOLOGIES & APPROVED LEAVE OF ABSENCE

Members

Cr SR Crosby	Shire President
Cr KV Johnston	Deputy Shire President
Cr JN Germain	Member
Cr BC Bamess	Member
Cr TD Borgward	Member
Cr RA Jury	Member
Cr AL Smith	Member

Staff

RJ Miller	Chief Executive Officer
M Bamess	Deputy Chief Executive Officer
GD Mathewson	Works Manager

Members of the Public

Nil

Apologies

Cr KR Stephens	Member
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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 15 April, 2020

That the minutes of the Ordinary Meeting of the Shire of Kent held on Wednesday 15 April, 2020 in the Shire of Kent Council Chambers be confirmed as a true and accurate record of proceedings and duly signed.

OCM1920/147 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr KV Johnston / Cr TD Borgward

That the minutes of the Ordinary Meeting of the Shire of Kent held on Wednesday 15 April, 2019 in the Shire of Kent Pavilion 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

Nil

8 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

9 OFFICERS REPORTS

9.1.1 MONTHLY FINANCIAL REPORTS TO 30 APRIL 2020

PROPOSED MEETING DATE:	20 May 2020
PROPONENT:	N/A
LOCATION:	N/A
AUTHOR:	Michelle Bamess –Deputy Chief Executive Officer
REPORTING OFFICER:	Michelle Bamess –Deputy Chief Executive Officer
FILE NO:	FIN30.20
ASSESSMENT NO:	N/A
ATTACHMENTS:	<ul style="list-style-type: none"> • Monthly Financial Reports to 30 April 2020

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.

COMMENT

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

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

Community Strategic Plan 2017-2027

Civic Leadership Objective - Continually enhance the Shire's organisational capacity to service the needs of our community

Outcome 4.1 An efficient and effective organisation

4.1.1 Continually improve operational efficiencies and provide effective services.

4.1.2 Continue to enhance communication and transparency.

RISK IMPLICATIONS

N/A

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council receive the following Monthly Financial Reports as presented:

- **Monthly Financial Reports to 30 April 2020**

OMC1920/148 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr JN Germain / Cr RA Jury

That Council receive the following Monthly Financial Reports as presented:

- **Monthly Financial Reports to 30 April, 2020**

**CARRIED 7/0
By Simple Majority**

9.1.2 SCHEDULE OF ACCOUNTS PAID TO 30 APRIL 2020

PROPOSED MEETING DATE:	20 May 2020
PROPONENT:	N/A
LOCATION:	N/A
AUTHOR:	Michelle Bamess –Deputy Chief Executive Officer
REPORTING OFFICER:	Michelle Bamess –Deputy Chief Executive Officer
FILE NO:	N/A
ASSESSMENT NO:	N/A
ATTACHMENTS:	Schedule of Accounts as at 30 April 2020

PURPOSE

Council endorsement of payment to Creditors under CEO Delegated Authority 2.1.2.

BACKGROUND

Details payments made to creditors since last Council Meeting.

COMMENT

The Schedule of Accounts Reports as presented, indicate that Council continues to be in a sound financial position.

STATUTORY IMPLICATIONS

Local Government Act 1995 – Section 6.4

Local Government (Financial Management) Regulations 1996 – Part 2 – Regulation 11 & 12

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

Community Strategic Plan 2017-2027

Civic Leadership Objective - Continually enhance the Shire's organisational capacity to service the needs our community

Outcome 4.1 An efficient and effective organisation

4.1.1 Continually improve operational efficiencies and provide effective services.

4.1.2 Continue to enhance communication and transparency.

RISK IMPLICATIONS

N/A

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council endorse the payments from the Municipal Fund and Trust Fund:

Municipal Fund	\$452,877.14
Trust Fund	\$ 206.54
Direct Debits	<u>\$166,760.37</u>
TOTAL	\$619,844.05

OCM1920/149 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr RA Jury / Cr KV Johnston

That Council endorse the payments from the Municipal Fund and Trust Fund:

Municipal Fund	\$452,877.14
Trust Fund	\$ 206.54
Direct Debits	<u>\$166,760.37</u>
TOTAL	\$619,844.05

**CARRIED 7/0
By Simple Majority**

9.1.3 STATUS OF COUNCIL DECISIONS – APRIL 2020

PROPOSED MEETING DATE:	20 May 2020
PROPONENT:	N/A
LOCATION:	N/A
AUTHOR:	Rick Miller – Chief Executive Officer
REPORTING OFFICER:	Rick Miller – Chief Executive Officer
FILE NO:	041.1.1
ASSESSMENT NO:	N/A
ATTACHMENTS:	1. Council Resolution Register

PURPOSE

To inform Council of the actions taken in relation to Council decisions.

BACKGROUND

By providing this report to Council as an agenda item on a monthly basis will keep Council informed on the progress of decisions made.

COMMENT

The status of Council decisions/resolutions is included as an attachment and updated monthly.

It is requested that action items be reviewed at each Council meeting.

STATUTORY IMPLICATIONS

Local Government Act (1995), Section 5.41

The CEO's functions are to:-

c) Cause Council decisions to be implemented

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Community Strategic Plan 2017-2027

Civic Leadership Objective - Continually enhance the Shire's organisational capacity to service the needs our community

Outcome 4.1 An efficient and effective organisation

4.1.1 Continually improve operational efficiencies and provide effective services.

4.1.2 Continue to enhance communication and transparency.

RISK IMPLICATIONS

20 May 2020 – Ordinary Meeting of Council

N/A

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council receive the Council Resolutions Register for the month of April 2020.

OCM1920/150 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr JN Germain / Cr BC Bamess

That Council receive the Council Resolutions Register for the month of April 2020.

**CARRIED 7/0
By Simple Majority**

9.1.4 GREAT SOUTHERN REGIONAL TRAILS MASTER PLAN

PROPOSED MEETING DATE:	20 May 2020
PROPONENT:	N/A
LOCATION:	N/A
AUTHOR:	Michelle Bamess – Deputy Chief Executive Officer
REPORTING OFFICER:	Rick Miller – Chief Executive Officer
FILE NO:	
ASSESSMENT NO:	N/A
ATTACHMENTS:	Great Southern Regional Trails Master Plan 2020 - 2029

PURPOSE

To consider endorsing the Great Southern Regional Trails Master Plan (RTMP) and entering into a service agreement with Great Southern Centre for Outdoor Recreation (GSCORE).

BACKGROUND

The Great Southern Regional Trails Master Plan identifies a program of trail infrastructure development across the Great Southern region over a ten-year period (2019-2029). The Master Plan focuses on a range of trail experiences suited to different user groups, including user needs for trail-related products and services, across the Great Southern.

The RTMP focuses on active leisure trails which involve an outdoor recreation element. This includes terrestrial trails (walking/hiking, trail running, cycling, mountain biking, and adventure bike riding) as well as aquatic trails (paddling a canoe, kayak, or stand-up paddleboard, and snorkelling/diving). It includes a drive trail which link together a series of 'active nodes', as well as heritage and cultural trails.

Lenore Lyons from GSCORE has provided the following update for Council:

1. **Council Endorsement** - The final version of the Regional Trails master Plan is attached. Our goal is to have all LGAs endorse it by May 2020 so that we can finalise our funding proposals for capital works investment. We want to ensure that our region can take advantage of any economic stimulus packages that are announced for the recovery phase. For this reason, we want to have as many 'shovel-ready' projects as possible in the pipeline.
2. **Great Southern Treasures Recreation Circuit Proposal** - The first priority project involving the Shire is the Great Southern Treasures Recreation Circuit. We are partnering with Great Southern Treasures in the delivery of this project. Emily Hardie will assist with the marketing plan, and we will develop the project plan and grant application for the capital works. I believe Emily has written to all LGAs about this proposal. Karl Hansom, our Trails Project Coordinator, will be in touch regarding the scope of works for each Shire. I would appreciate if you could let us know the most appropriate person for him to liaise with. At this stage, we need to:
 - a. Confirm the list of Shire projects for inclusion in this trail proposal
 - b. Identify the order of priority (where there is more than one trail proposal)
 - c. Identify infrastructure needs (e.g. new trail, new surface, parking, amenities, picnic bench, etc)
 - d. Identify in-kind contributions (i.e. what can the Shire contribute from existing capital works budget)
 - e. Total \$ required for the Shire to complete the project







We will then prepare the project plan, business case for capital works investment, marketing strategy, and signage and wayfinding plan.

3. **Service Agreements** – following up on my email of early March, we would like to enter into 3-year service agreements with all our local government partners for the implementation of the RTMP. I recognise that Council budget decision-making is being shaped by the current crisis and that Council may be more comfortable entering into a one-year agreement and then reviewing the KPIs in twelve months' time. An investment of \$5,000 for 2020-2021 financial year will allow us to extend the Trails Project Coordinator employment contract to 30 June 2021, and complete the scope of works for the Recreation Circuit (outlined above) and implement the Regional Trails Marketing and Wayfinding Strategy.

COMMENT

The Great Southern Trails Regional Master Plan was developed in partnership with all 11 local governments in the Great Southern region and has the support of the Department of Biodiversity, Conservation and Attractions (DBCA) and the Great Southern Development Commission (GDSC). The Plan is provided to Council for consideration and endorsement at the May Council meeting. The RTMP priority trails are listed below:

! PROPOSED PRIORITY TRAILS

TIMEFRAME	PROPOSED PRIORITY TRAIL OR TRAIL NETWORK	TRAIL TYPE
 SHORT 1-2 Years	Pwakkenbak (Tower Hill) MTB Trails Walpole and Nornalup Inlets Marine Park Paddle Experience Great Southern Treasures Recreation Circuit	
 MEDIUM 3-5 Years	Greens Pool to Lights Beach Coastal Hiking Trail Albany's Historic Whaling Station to The Gap Coastal Hiking Trail Albany Heritage Park Trails Mt Hallowell MTB Trails Porongurup MTB Trails	
 LONG 6-10 Years	Albany to Whaling Station Dual-use Trail Grain Train Rail Trails Stirling Range Valleys Cycle Touring Trail	

In combination with the proposed trail linkages and improvements, these new trails will provide a diverse range of iconic trail experiences for hiking, cycling and paddling. Progressively implementing these projects over the next decade will ensure that the Great Southern achieves its potential as a nationally recognised trail destination.

TRAIL TYPE			
 Hiking	 Cycling/Mountain biking	 Paddling	 Snorkelling

STATUTORY IMPLICATIONS

Local Government Act (1995)

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Consideration of \$5,000 contribution to GSCORE service agreement in 2020/21 Budget.

STRATEGIC IMPLICATIONS**Community Strategic Plan 2017-2027:**

Economic Objective – Support growth and progress, locally and regionally

Outcome 1.1 Growth in business opportunities

Outcome 1.2 Increased Tourism

Social Objective – To provide community facilities and promote social interaction

Outcome 2.3 Existing strong community spirit and pride is fostered, promoted and encouraged

Outcome 2.4 Cultural and heritage diversity is recognised

Environment Objective - Conserve, protect and enhance our natural environment

Outcome 3.1 A preserved natural environment

Civic Leadership Objective - Continually enhance the Shire's organisational capacity to service the needs our community

Outcome 4.1 An efficient and effective organisation

RISK IMPLICATIONS

The perceived level of risk is considered to be "Low" risk and can be managed by routine procedures and with current resources.

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION**That Council:**

1. **Endorses the Great Southern Regional Trails Master Plan;**
2. **Provides in-principle support to entering into a 1 year service agreement with Great Southern Centre for Outdoor Recreation (GSCORE); and**
3. **Considers as part of the 2020/21 budget process a \$5,000 contribution for the GSCORE service agreement.**

OCM1920/151 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr TD Borgward / Cr KV Johnston

That Council

1. **Endorses the Great Southern Regional Trails Master Plan;**
2. **Provides in-principle support to entering into a 1 year service agreement with Great Southern Centre for Outdoor Recreation (GSCORE); and**
3. **Considers as part of the 2020/21 budget process a \$5,000 contribution for the GSCORE service agreement.**

**CARRIED 7/0
By Simple Majority**

9.1.5 DELEGATIONS OF AUTHORITY – REVIEW

PROPOSED MEETING DATE:	20 May 2020
PROPONENT:	N/A
LOCATION:	Shire of Kent
AUTHOR:	Christie Smith – Executive Support/Project Officer
REPORTING OFFICER:	Rick Miller – Chief Executive Officer
FILE NO:	041.4.1
ASSESSMENT NO:	N/A
ATTACHMENTS:	WALGA Delegations Practice Note Revised Delegations Authority Register

PURPOSE

Council to review the Delegations Register to comply with the an annual review requirements and provisions of the *Local Government Act 1995* and to consider minor amendments as recommended by the Department of Local Government due to COVID19.

BACKGROUND

Section 5.18 of the Local Government Act 1995, requires a local government to keep a Register of Delegations and review the delegations at least once every financial year.

The aim of delegated authority is to assist with improving the time taken to make decisions subject to any constraints determined by Council or by the relevant legislation. The Delegations Register is consistent with the Shire's Community Strategic Plan directions. In particular it assists Council to achieve the Shire of Kent's Mission and Objectives, including its obligations at law to carry out the statutory responsibilities of Local Government.

The Register identifies the relevant document(s) from which the delegated authority is derived, including legislation and policies. This has been provided to enable cross-referencing between the delegations and other relevant documents.

COMMENT

In 2019 the Delegated Authority Register underwent a major change with the previous register being revoked and the revamped 2019 version adopted. The current version is working well and therefore only minor amendments have been proposed in this year's review.

The purpose of these amendments is mainly driven by the Covid-2019 pandemic to assist in more efficient lawful decision making to ensure that the Shire of Kent can continue ongoing operations.

Amendments have been recommended by WA Local Government Association (WALGA) due to the Covid-19 pandemic. Amendments are as follows:

Delegation#	Title	Amendment	Details
1.2.3	Information to be Available to the Public	Addition of clause	Authority to manage public enquiries seeking statutory information, when this information is not critical during the event of a pandemic/emergency.
2.1.2	Payments from the Municipal or Trust Funds	Addition of Sub-Delegate	Executive Support/Project Officer
4.1.1	Close Roads/Thoroughfares to Vehicles	Addition of clause	If directed by the Commissioner of Police, the authority to close a thoroughfare or road in the event of a pandemic or emergency.

For Councillors information the following definitions are provided to explain the variance between the Sections within the Delegations Register.

Delegation from the Council to the CEO – Are instances where the Council delegates the role of undertaking certain roles and responsibilities to the CEO or the CBFCO.

Authorisation by Council – Are instances when an officer or class of officers is formally authorised to act on behalf of the local government in respect to policing specific legislation and the legislation requires that the authorisation be provided by the local government rather than the Chief Executive Officer. This applies only to legislation other than that related directly to the Local Government Act 1995, for example the Dog Act 1997 or the Bush Fires Act 1954.

Authorisations by Chief Executive Officer – Are instances where an officer or class of officer is authorised to take relevant action in relation to a specific legislation, regulation or local law. This is an executive function of the Chief Executive Officer in relation to the Local Government Act 1995 and in other Acts the Chief Executive Officer is empowered to authorise individuals or classes of employees.

It should be noted that powers cannot be delegated to individual elected members, except in the case of the President as specified in the Bush Fires Act 1954 (currently under review). A delegation to elected members can only be made to a committee and then the committee must comply with the requirements of the Local Government Act 1995 where a delegated authority exists.

STATUTORY IMPLICATIONS

5.41. Functions of CEO

The CEO's functions are to:

- (a) *advise the council in relation to the functions of a local government under this Act and other written laws*
- (b) *ensure that advice and information is available to the council so that informed decisions can be made*
- (c) *cause council decisions to be implemented*
- (d) *manage the day to day operations of the local government*
- (e) *liaise with the mayor or president on the local government's affairs and the performance of the local government's functions*
- (f) *speak on behalf of the local government if the mayor or president agrees*
- (g) *be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees)*
- (h) *ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law and*
- (i) *perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO.*

5.42. Delegation of some powers and duties to CEO

- (1) *A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under this Act other than those referred to in section 5.43.*

** Absolute majority required.*

- (2) *A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.*

[Section 5.42 amended by No. 1 of 1998 s.13 ⁸.]

5.43. Limits on delegations to CEO's

A local government cannot delegate to a CEO any of the following powers or duties

- (a) *any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;*
- (b) *accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;*
- (c) *appointing an auditor;*
- (d) *acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;*
- (e) *any of the local government's powers under section 5.98, 5.99 or 5.100;*
- (f) *borrowing money on behalf of the local government;*
- (g) *hearing or determining an objection of a kind referred to in section 9.5;*
- (h) *any power or duty that requires the approval of the Minister or the Governor; or*
- (i) *such other powers or duties as may be prescribed.*

5.44. CEO may delegate powers and duties to other employees

- (1) *A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.*
- (2) *A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.*
- (3) *This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 5.42, but in the case of such a power or duty*
 - (a) *the CEO's power under this section to delegate the exercise of that power or the discharge of that duty and*
 - (b) *the exercise of that power or the discharge of that duty by the CEO's delegate, are subject to any conditions imposed by the local government on its delegation to the CEO.*
- (4) *Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a delegation under this section.*
- (5) *In subsections (3) and (4)*

Conditions *include qualifications, limitations or exceptions.*

[Section 5.44 amended by No. 1 of 1998 s.14(1).]

5.45. Other matters relevant to delegations under this Division

- (1) *Without limiting the application of sections 58 and 59 of the Interpretation Act 1984*
 - (a) *a delegation made under this Division has effect for the period of time specified in the delegation or where no period has been specified, indefinitely;*
and
 - (b) *any decision to amend or revoke a delegation by a local government under this Division is to be by an absolute majority.*
- (2) *Nothing in this Division is to be read as preventing –*
 - (a) *a local government from performing any of its functions by acting through a person other than the CEO; or*
 - (b) *a CEO from performing any of his or her functions by acting through another person.*

5.46. Register of, and records relevant to, delegations to CEO's and employees

- (1) The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.
- (2) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.
- (3) A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

There are no financial implications in this report.

STRATEGIC IMPLICATIONS

Community Strategic Plan 2017-2027

Civic Leadership Objective - Continually enhance the Shire's organisational capacity to service the needs our community

Outcome 4.1 An efficient and effective organisation

4.1.1 Continually improve operational efficiencies and provide effective services.

4.1.2 Continue to enhance communication and transparency.

RISK IMPLICATIONS

N/A

VOTING REQUIREMENT

Absolute Majority

RECOMMENDATION

That Council:

1. **Accepts completion as the Delegator, the 2019/20 annual statutory review of the Delegations Register.**
2. **Accepts the following amendments:**

Delegation#	Title	Amendment	Details
1.2.3	Information to be Available to the Public	Addition of clause	Authority to manage public enquiries seeking statutory information, when this information is not critical during the event of a pandemic/emergency.
2.1.2	Payments from the Municipal or Trust Funds	Addition of Sub-Delegate	Executive Support/Project Officer
4.1.1	Close Roads/Thoroughfares to Vehicles	Addition of clause	If directed by the Commissioner of Police, the authority to close a thoroughfare or road in the event of a pandemic or emergency.

3. **Approves the revised Delegations Register as presented.**

OCM1920/152 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr RA Jury / Cr BC Bamess

That Council:

- 1. Accepts completion as the Delegator, the 2019/20 annual statutory review of the Delegations Register.**
- 2. Accepts the following amendments:**

Delegation#	Title	Amendment	Details
1.2.3	Information to be Available to the Public	Addition of clause	Authority to manage public enquiries seeking statutory information, when this information is not critical during the event of a pandemic/emergency.
2.1.2	Payments from the Municipal or Trust Funds	Addition of Sub-Delegate	Executive Support/Project Officer
4.1.1	Close Roads/Thoroughfares to Vehicles	Addition of clause	If directed by the Commissioner of Police, the authority to close a thoroughfare or road in the event of a pandemic or emergency.

- 3. Approves the revised Delegations Register as presented.**

**CARRIED 7/0
By Absolute Majority**

9.1.6 COMMONWEALTH DROUGHT COMMUNITIES PROGRAMME - EXTENSION

PROPOSED MEETING DATE:	20 May 2020
PROPONENT:	Shire of Kent
LOCATION:	Shire
AUTHOR:	Rick Miller – Chief Executive Officer
REPORTING OFFICER:	Rick Miller – Chief Executive Officer
FILE NO:	032.2.2
ASSESSMENT NO:	N/A
ATTACHMENTS:	2020 SoK Drought Communities Program Project Summary/Rank 2020 SoK Drought Communities Program Project Ind Scores Drought Communities Program – FAQ Drought Communities Program – Grant Opportunities Guidelines

PURPOSE

The purpose of this report is for Council to consider the inclusion of five projects in the funding application to the Department of Industry, Innovation and Science under the Drought Communities Programme – Extension.

BACKGROUND

On 28 January 2020, the Australian Government committed to provide funding for 52 drought affected councils under the Drought Communities Programme – Extension. An amount of \$47 million will be distributed to drought affected areas based on population, providing councils of less than 1,000 people with \$500,000 and those with a larger population with \$1 million to ensure the government continues to provide appropriate, tailored support.

As a result of the announcement, the Shire is eligible to apply for \$500,000 in project funding.

The funding is designed to provide an immediate economic stimulus to drought-affected communities. This latest extension to the programme provides total funding of \$301 million over three years from 2018 / 2019 to eligible councils.

COMMENT

The objectives of the Drought Communities Programme – Extension are to deliver support to targeted drought-affected regions of Australia by funding:

- Local community infrastructure; and
- Other drought relief projects.

There is an expectation that the infrastructure and other projects identified for funding under the programme will:

- Provide employment for people whose work opportunities have been impacted by drought;
- Stimulate local community spending;
- Use local resources, businesses and suppliers; and
- Provide a long-lasting benefit to communities and the agricultural industries on which they depend.

It should be noted that the funding on offer is not intended necessarily for only drought relief measures or initiatives designed to drought-proof communities. The funding is also intended for economic stimulus within drought affected communities – programmes aimed at invigorating local communities affected by drought, which, for example, may lead to increased tourism numbers and a renewed sense of community identity.

Eligible activities must directly relate to any proposed project and can include:

- Repairs, maintenance, upgrading or building new community facilities;
- Repairs, maintenance, upgrades, construction and fit-out of community spaces;
- Employing local contractors to undertake repairs and maintenance;
- Holding events;
- Undertaking other drought relief activities that benefit the community; and
- Development of an Adverse Event Plan.

This is an incontestable grant allocation which means that the funds will be given to the shire once we demonstrate that projects submitted are eligible and meet the criteria.

It should be noted that we are unable to utilise the Shire's own staff when undertaking any of the approved projects.

The revised guidelines have only recently been published (March 2020) and are attached to this report.

This funding announcement has been discussed with Council and after assessment and requests, eight suitable projects were scoped up and indicative costings developed. These were then made up into an information package with an overall project summary to assist Councillors to review and assess. Councillors then carried out an individual assessment and prioritised and scored the projects. The scores from Councillors were then amalgamated, which provided a calculated prioritised ranking determined by the Councillors. The ranking and scores are attached for your information and have showed all scoring but have removed individuals' names. In terms of opportunities, the top five projects can be funded through the \$500,000 grant.

Staff investigated leveraging off the grant funds by also seeking DWER funding but this was excluded as latest information indicated that the funding will be highly competitive and there is uncertainty on how much will be available and when decisions would be made to allocate funds. Costs between the individual projects may change as more detailed costings and scoping are completed but, the overall amount and objectives will remain the same.

The Shire of Kent Water Security and Community Infrastructure Projects for consideration and endorsement for inclusion in the funding submission are:

- i) Upgrade Water Harvesting for Nyabing Recreation Dam and install new Water System;
- ii) Renew/new pipeline to connect Pingrup Town and Recreation Dams to Recreation Grounds Tanks and repair catchment areas and improve water harvesting;

- iii) Replacement of Roof - Nyabing Town Hall
- iv) Construct 1.4km Walk Trail - Pingrup Silo's to Caravan Park;
- v) Install Pingrup Dam Evaporation Covers

Additionally, it will be necessary to develop an Adverse Event Plan (AEP) to support these various initiatives and qualify for the funding distribution. The AEP requirements are fairly general without many clear examples which has made it difficult to firm up a price but, we have been in discussions with neighbouring Council's to see if we can collaborate to develop a joint plan to share and reduce the overall cost.

It is important to note that whatever projects Council agrees upon, they will need to be finalised and acquitted by 30 June, 2021.

STATUTORY/LEGAL IMPLICATIONS

Applying for this funding will entail entering into a grant agreement with the Commonwealth. This will be a standard form Commonwealth grant agreement. Funds will not be payable until the signed agreement is executed.

POLICY IMPLICATIONS

N/A

FINANCIAL IMPLICATIONS

Whilst it is anticipated that the projects identified in this report will be fully funded through the Drought Communities Programme – Extension, it should be noted that the Adverse Event Plan may cost between \$5,000 to \$20,000 and there may be some minor works required to be undertaken by Shire staff and appropriate budget provision will be made in the 2020/2021 budget.

STRATEGIC IMPLICATIONS

Community Strategic Plan 2017-2027

Economic Objective - Support growth and progress, locally and regionally.

Outcome 1.1 Growth in business opportunities

- 1.1.1 Attract new industry, business, investment and encourage diversity whilst encouraging growth of local business.
- 1.1.2 Promote the Shire of Kent and the Region in general.

Outcome 1.2 Increased Tourism

- 1.2.1 Promote and develop tourism and maintain local attractions.

Outcome 1.4 Agriculture opportunities maintained and developed

- 1.4.1 Support development of agricultural services

Social Objective - To provide community facilities and promote social interaction

Outcome 2.2 Build a healthier and safer community

- 2.2.1 Support the continuing provision of community services and facilities.

Outcome 3.4 A well maintained built environment

- 3.4.1 Improve and maintain built environment

Civic Leadership Objective - Continually enhance the Shire's organisational capacity to service the needs our community

Outcome 4.1 An efficient and effective organisation

- 4.1.1 Continually improve operational efficiencies and provide effective services.
- 4.1.2 Continue to enhance communication and transparency.

RISK IMPLICATIONS

The risks associated with matters in this report are:

- Inadequate Environmental Management
- Errors, Omissions and Delays
- Failure to fulfil Statutory, Regulatory or Compliance Requirements
- Inadequate Engagement Practices
- Inadequate Supplier/Contract Management

Risk mitigation includes engaging qualified and competent personnel and contractors in the delivery of the various projects

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council:

1. Authorises the Chief Executive Officer to submit a funding application under the Drought Communities Programme – Extension;
2. Approves the following Shire of Kent Water Security and Community Infrastructure Projects for inclusion in the funding submission:
 - i) Upgrade Water Harvesting for Nyabing Recreation Dam and install new Water System;
 - ii) Renew/new pipeline to connect Pingrup Town and Recreation Dams to Recreation Grounds Tanks and repair catchment areas and improve water harvesting;
 - iii) Replacement of Roof - Nyabing Town Hall
 - iv) Construct 1.4km Walk Trail - Pingrup Silo's to Caravan Park;
 - v) Install Pingrup Dam Evaporation Covers.
3. Authorises the Chief Executive Officer to execute the agreement documents.

OCM1920/153 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr RA Jury / Cr BC Bamess

That Council:

1. Authorises the Chief Executive Officer to submit a funding application under the Drought Communities Programme – Extension;
2. Approves the Shire of Kent Water Security and Community Infrastructure Projects for inclusion in the funding submission from the priority list below up to the total value of \$500,000 ex GST:
 - i) Upgrade Water Harvesting for Nyabing Recreation Dam and install new Water System;
 - ii) Renew/new pipeline to connect Pingrup Town and Recreation Dams to Recreation Grounds Tanks and repair catchment areas and improve water harvesting;
 - iii) Replacement of Roof - Nyabing Town Hall
 - iv) Construct 1.4km Walk Trail - Pingrup Silo's to Caravan Park;
 - v) Install Pingrup Dam Evaporation Covers.
3. Authorises the Chief Executive Officer to execute the agreement documents.

**CARRIED 7/0
By Simple Majority**

10. ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

11. NEW BUSINESS OF AN URGENT NATURE AGREED TO BY RESOLUTION OF COUNCIL

Nil

12. 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.

13. MEETING CLOSED

There being no further business the Shire President Cr Scott Crosby, closed the meeting at 6.26pm