



Action Sheet

Council Meeting

16/11/2022

Meeting	Item No	Subject	Council Decision	Action Officer	Status
16-Nov-22	9.1.1	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA) – BEST PRACTICE GOVERNANCE REVIEW (BPGR)	That Council considers the Options presented in the WALGA Best Practice Governance Review Consultation Paper and informs the CEO of WALGA prior to 23 December 2022 of Council's preferred Option for the proposed restructure.	CEO	Dependant on Councillors feedback
16-Nov-22	9.1.2	SHIRE OF KENT DRAFT BUSHFIRE RISK MITIGATION PLAN (BRMP)	That Council: 1. Approves and formally adopts the Shire of Kent Bushfire Risk Management Plan 2022 - 2027 as presented; and 2. The CEO be authorised to sign the document on behalf of Council to signify such adoption and to officially advise the Office of Bushfire Risk Management (OBRM) that the Shire of Kent Bushfire Risk Management Plan (BRMP) has been adopted.	CEO	Consultant advised, confirm OBRM notified.
16-Nov-22	9.1.3	SOUTH WEST NATIVE TITLE SETTLEMENT – NOONGAR LAND ESTATE	That Council advises the Department of Planning, Lands and Heritage (DLPH) that prior to providing formal comments in relation to the Lake Magenta Wildlife Sanctuary Reserve within the Shire of Kent, being referred for consideration in the Noongar Land Estate under the South West Native Title Settlement, Council requires additional information and clarification in relation to: 1. Wild Dog Control 2. Fire and Fuel Load Management 3. Native and Feral Animal Management 4. Are Exclusion Fences going to be funded as part of the management? Further, the Department of Planning, Lands and Heritage seek comments and consultation with potentially impacted neighbouring Councils, being the Shire of Lake Grace and Shire of Jerramungup prior to final consideration.	CEO	Correspondence sent, awaiting response
16-Nov-22	9.1.4	NYABING COMMUNITY CHURCH – DEED OF GIFT OF LAND	That Council: 1. Notes the actions taken and progress of the Deed of Gift of Land for the transfer of the Nyabing Community Church and its associated lots to the Shire of Kent as prepared by Council's Solicitors; and 2. Endorses the actions of the Shire President and A/CEO in signing and affixing the Shire of Kent's Common Seal on the Deed of Gift of Land.	CEO	Documents executed and forwarded to Solicitor and lodged with the Department
16-Nov-22	9.1.5	GREAT SOUTHERN WALGA ZONE ROADS COMMITTEE – FUNDING REQUEST	That Council: 1. Commits \$4,000.00 to the Great Southern Country Zone of WALGA to enable the Great Southern Roads Committee to progress the development of a detailed report to identify strategic routes within the Great Southern Region with the view to securing additional road funding for these roads; and 2. That this financial commitment is dependent upon all other Member Councils of the Great Southern Country Zone of WALGA contributing to this funding request.	CEO	NFA

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16-Nov-22	9.1.6	DEVELOPMENT APPLICATION - THREE (3) NEW PERMANENT GRAIN STORAGE BULKHEADS & ASSOCIATED INFRASTRUCTURE AT COOPERATIVE BULK HANDLING LIMITED'S EXISTING GRAIN HANDLING & STORAGE FACILITY IN NYABING	1. That Council resolve to approve the development application submitted by Cooperative Bulk Handling Limited for a number of proposed permanent additions and upgrades to its existing grain handling and storage facility in Nyabing subject to the following conditions and advice notes: (See minutes)	CEO	CBH advised of DA Approval.
16-Nov-22	9.1.7	MONTHLY FINANCIAL REPORTS TO 31 OCTOBER 2022	That Council receive the following Monthly Financial Reports as presented: • Monthly Financial Reports to 31 October 2022	MC	NFA
16-Nov-22	9.1.8	SCHEDULE OF ACCOUNTS PAID TO 31 OCTOBER 2022	That Council endorse the payments from the Municipal Fund and Trust Fund for the period ending 31 October 2022:	MC	NFA
16-Nov-22	9.1.9	CHRISTMAS CLOSURE 2022/2023	That Council endorse the following Administration Office closing times for the 2022/2023 Christmas/New Year period as follows: Friday 23 December 2022 Early Closure 12noon Monday 26 December 2022 OFFICE CLOSED (Christmas Day Public Holiday) Tuesday 27 December 2022 OFFICE CLOSED (Boxing Day Public Holiday) Wednesday 28 December 2022 OFFICE CLOSED Thursday 29 December 2022 OFFICE CLOSED Friday 30 December 2022 OFFICE CLOSED Monday 2 January 2023 OFFICE CLOSED (New Years Day Public Holiday) Tuesday 3 January 2023 Normal Office Hours 8.30am – 4.30pm	MC	NFA
16-Nov-22	9.1.10	APPOINTMENT OF AUDIT COMMITTEE MEMBERS	That the following be appointed to the Shire of Kent Audit Committee with their terms expiring in October 2023 as per the normal election cycle: Cr Darren Gray Elected Member Cr Kate Johnston Elected Member Cr Tim Borgward Elected Member Mrs Jenni Dolan External Member The Chair of the Audit Committee to be elected at the next Audit Committee meeting.	MC	NFA
16-Nov-22	9.1.11	STATUS OF COUNCIL DECISIONS – OCTOBER 2022	That the following be received by the Council: 1. The Action Sheet for the Council Meeting 19 October 2022; 2. The Outstanding Matters list dated 16 November 2022.	GO	NFA

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16-Nov-22	9.1.12	COUNCIL MEETINGS SCHEDULE 2023	<p>That:</p> <p>4. Ordinary Council Meetings be scheduled for the third Wednesday of each month for 2023 commencing at 5.30pm held in the Council Chambers, Richmond Street Nyabing, with the following exception:</p> <ul style="list-style-type: none"> • No scheduled meeting to be held in January <p>5. The following dates be approved for the 2023 year for Council Meetings:</p> <ul style="list-style-type: none"> • Wed 15 February 2023 • Wed 15 March 2023 • Wed 19 April 2023 • Wed 17 May 2023 • Wed 21 June 2023 • Wed 19 July 2023 • Wed 16 August 2023 • Wed 20 September 2023 • Wed 25 October 2023 • Wed 15 November 2023 • Wed 20 December 2023 <p>6. All meeting dates and times to be advertised pursuant to Regulation 12 of Local Government (Administration) Regulations 1996.</p>	GO	NFA
16-Nov-22	9.1.13	PERMISSION TO COLLECT NATIVE PLANT SEED FROM SHIRE RESERVES – FORMOSA FLORA	<p>That Council grant Formosa Flora permission to access reserves vested in the Shire of Kent for the purpose of native seed collection subject to the following conditions:</p> <p>(i) All persons collecting native seed are licensed according to the Biodiversity Conservation Act 2016 and Biodiversity Conservation Regulations 2018 and will abide by the conditions of this license</p> <p>(ii) Permission is for an eight month period, commencing November 2022 and concluding July 2023.</p> <p>(iii) This letter allows for collection only by Formosa Flora staff members and supervised affiliates.</p> <p>(iv) Appropriate hygiene measures will be followed at all times to prevent the spread of plant disease and weeds.</p> <p>(v) All care will be taken to avoid the disturbance of fauna habitat.</p> <p>(vi) All care will be taken to avoid any disturbance that may lead to soil degradation.</p> <p>(vii) A report detailing shire reserves accessed and seed collected be provided once the annual collection period is complete.</p>	GO	Formosa Flora notified of resolution.
16-Nov-22	9.1.14	PINGRUP CARAVAN PARK CONCEPT PLAN	<p>That Council:</p> <p>Endorses the Concept Plan for the Pingrup Caravan Park, as developed by Marc Halsall and Associates, and instruct staff to begin the project.</p>	PM	COMPLETE