

Ordinary Council Meeting Minutes

Date: IIth October 2006

Please Note: These minutes and the decisions recorded therein have not as yet been confirmed by Council as a true and accurate record of the meeting.

The Shire of Moora Vision and Mission Statement

Vision

Our vision is that:

The Moora region will be a place of brilliant opportunity over the next twenty years. Sustainable growth will result in a vibrant, healthy, wealthy and diverse community.

Mission

Our mission is:

To identify and stimulate growth through creative leadership and a willingness to get things done.

SHIRE OF MOORA MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS, MOORA WEDNESDAY II OCTOBER 2006

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Item 11.2.3 List of Payments Authorised Under Delegation 1.31

Item 11.4.2 Community Safety and Crime Prevention Plan 2006-2008

Item 11.7.1 Be Active Report – September 2006

I. <u>DECLARATION OF OPENING & WELCOME OF VISITORS</u>

The Shire President declared the meeting open at 3.30pm, welcomed visitors and announced:

"Acknowledgment of Country"

I would like to show my respect and acknowledge to the traditional owners of this land and acknowledge their contribution to the Shire of Moora as I do for all its people.

2. DISCLAIMER READING

The Shire President read the following disclaimer:

No responsibility whatsoever is implied or accepted by the Shire of Moora for any act, omission or statement or intimation occurring during this meeting.

It is strongly advised that persons do not act on what is heard at this meeting and should only rely on written confirmation of Council's decision, which will be provided within fourteen (14) days of this meeting.

3. ATTENDANCE

SA Bryan Shire President Moora Town Ward CE Gardiner Moora Town Ward Councillor Moora Town Ward IL Craven Councillor Councillor Koojan Ward SJ Pond AR Tonkin Councillor Coomberdale Ward Bindi Bindi Ward WA Barrett-Lennard Councillor Miling Ward JW McLagan (from 3.40pm) -Councillor CD Hawkins (from 3.50pm) -Moora Town Ward Councillor

MJ Prunster - Acting Chief Executive Officer

JL Greay - Operational Development Manager

BR Williams - Enterprise Development Manager

MM Murray - Executive Support Officer

PUBLIC

Nil

APOLOGIES

Mr SJ Deckert - Chief Executive Officer

Ms |L Ellis - Financial Development Manager

LEAVE OF ABSENCE

The following Councillor was granted leave of absence for this meeting by Council resolution made at the Ordinary Meeting held on 23 August 2006:

D Clydesdale-Gebert - Councillor - Watheroo Ward

4. DECLARATIONS OF INTEREST

Níl.

5. QUESTIONS BY THE PUBLIC IN ACCORDANCE WITH SECTION 5.24 OF THE ACT

Nil.

6. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

7. <u>APPLICATIONS FOR LEAVE OF ABSENCE</u>

Nil.

8. PETITIONS AND MEMORIALS

Nil.

9. ANNOUNCEMENTS BY THE SHIRE PRESIDENT

The Painted Road Regional Committee advised that the AGM scheduled for the 27th October had been cancelled and rescheduled for Friday 23rd February in Carnamah.

Earlier today the Shire President & Enterprise Development Manager attended the British & Australasian Breeds Ram Sale at the Moora Sheep Pavilion. The US Consul General Ms Robin McCLellan was also in attendance.

Cr's Barrett-Lennard, Clydesdale-Gebert and Gardiner & the Chief Executive Officer attended the Biosolids Symposium held on Thursday 28th September at Water Corporations' head office in Leederville.

Cr's Gardiner, Barrett-Lennard, Clydesdale-Gebert & Pond & the Chief Executive Officer attended the Central West Reference and Action Group's biosolids information night held on Wednesday 4th October in the MPAC.

Cr Gardiner & the Chief Executive Officer attended a breakfast on behalf of Council on Friday 6th October at the Moora Hotel with the new Local Government Minister, the Hon John Ford.

At 3.40pm Cr McLagan joined the meeting.

Cr Tonkin advised details from recent CBH grower meetings and indicated a probable delay in the upgrade of the Moora CBH facility for possibly a few years. The project is apparently experiencing delays during discussions with Main Roads WA.

10. CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING

10.1 ORDINARY COUNCIL MEETING - 27 SEPTEMBER 2006

COUNCIL RESOLUTION

201/06Moved Cr McLagan, seconded Cr Gardiner that the Minutes of the Ordinary Meeting of Council held on 27 September 2006, be confirmed as a true and correct record of the meeting.

CARRIED 7/0

II. REPORTS OF OFFICERS

II.I ADMINISTRATION

11.1.1 Closure of Council Office over Christmas Period

LOCATION:

Moora

FILE:

AD/CPEI

AUTHOR:

Rebecca McCall, Corporate Services Officer

REPORT DATE:

28 September 2006

DECLARATION:

Nil

BACKGROUND

In past years Council has closed the office between Christmas and New Year without any resulting problems.

COMMENT

It is proposed to do the same for this Christmas period. Council endorsement is sought so that appropriate community notification of the office closure and rubbish collection arrangements can be advertised. It is proposed that the office close from 3.00pm on Friday 22 December 2006 and re-open Tuesday 2 January 2007.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

PRECEDENT

Closure of the Council Administration Centre during the Christmas period.

VOTING REQUIREMENTS

Simple Majority.

COUNCIL RESOLUTION (MANEX RECOMMENDATION) – ITEM ! | . | . |

202/06Moved Cr Gardiner, seconded Cr Tonkin that Council endorse the closure of the administration centre over the Christmas and New Year period. The office will close from 3.00pm on Friday 22 December 2006 and re-open Tuesday 2 January 2007. Whilst the office is closed, some staff will be available for emergencies.

CARRIED 7/0

11.2 FINANCIAL DEVELOPMENT

PROCEDURAL MOTION – ITEM 11.2.1 and 11.2.2

At the Council Meeting held on 27 September 2006, Council passed a procedural motion that items 11.2.1 and 11.2.2 of that meeting, lay on the table. The effect of the procedural motion is that those two items will remain laying on the table until such time that a procedural motion is passed to lift them from the table for consideration.

At 3.50pm Cr Hawkins joined the meeting.

If Council wishes to now consider these items, it is recommended:

COUNCIL RESOLUTION & RECOMMENDATION

203/06Moved Cr Pond, seconded Cr McLagan that the July and August Financial Statements as per items 11.2.1 and 11.2.2 of the Ordinary Meeting of Council held on 27 September 2006 be lifted from the table and considered at this meeting a per the following two items of this agenda, namely items 11.2.1 and 11.2.2.

CARRIED 8/0

11.2.1 Statement of Financial Activity for the Period Ended 31 July 2006

AUTHOR:

Jo-Anne Ellis, Financial Development Manager

REPORT DATE:

22 September 2006

DECLARATION: Nil

BACKGROUND

Council is provided with monthly financial reports to enable monitoring of revenues and expenditures against the adopted budget.

COMMENT

The July 2006 Monthly Financial Report is provided as a separate attachment.

STATUTORY ENVIRONMENT

Local Government Act 1995, Division 3, Section 6.4 Local Government (Financial Management) Regulations 1996, Sec. 34

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Year to date income and expenditure is provided by line item to enable comparison to 2006/075 adopted budget.

STRATEGIC IMPLICATIONS

Monitoring of actual revenues and expenditures against the adopted budget assists Council in being informed as the financial health of the organisation.

PRECEDENT

Monthly reports are to be provided at the second meeting of each month.

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION (MANEX RECOMMENDATION) – ITEM 11.2.1

204/06Moved Cr Gardiner, seconded Cr Tonkin that Council note and receive the Monthly Financial Report for the period ending 31 July 2006.

CARRIED 8/0

11.2.2 Statement of Financial Activity for the Period Ended 31 August 2006

AUTHOR: Jo-Anne Ellis, Financial Development Manager

REPORT DATE: 22 September 2006

DECLARATION: Nil

BACKGROUND

Council is provided with monthly financial reports to enable monitoring of revenues and expenditures against the adopted budget.

COMMENT

The August 2006 Monthly Financial Report is provided as a separate attachment.

STATUTORY ENVIRONMENT

Local Government Act 1995, Division 3, Section 6.4 Local Government (Financial Management) Regulations 1996, Sec. 34

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Year to date income and expenditure is provided by line item to enable comparison to 2006/075 adopted budget.

STRATEGIC IMPLICATIONS

Monitoring of actual revenues and expenditures against the adopted budget assists Council in being informed as the financial health of the organisation.

PRECEDENT

Monthly reports are to be provided at the second meeting of each month.

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION (MANEX RECOMMENDATION) – ITEM 11.2.2

205/06Moved Cr Pond, seconded Cr Gardiner that Council note and receive the Monthly Financial Report for the period ending 31 August 2006.

CARRIED 8/0

11.2.3 List of Payments Authorised Under Delegation 1.31

AUTHOR:

Jo-Anne Ellis, Financial Development Manager

REPORT DATE:

4 October 2006

DECLARATION:

Nil

BACKGROUND

At the December Ordinary Meeting of Council resolution 276/2005 delegated the authority of payments from Municipal and Trust Funds to the Chief Executive Officer.

COMMENT

Payments have been made under this delegated authority and a listing of these payments is attached for Council to note and endorse.

STATUTORY ENVIRONMENT

Local Government Act 1995 - Section 6.10

Local Government (Financial Management) Regulations 1996 – Regulations 12 & 13.

POLICY IMPLICATIONS

Delegation 1.31 – Payments from Municipal and Trust Funds.

BUDGET IMPLICATIONS

Payments are in accordance with the adopted budget.

STRATEGIC IMPLICATIONS

Nil.

PRECEDENT

Accounts Paid under delegated authority are periodically presented to Council.

VOTING REQUIREMENTS

Simple Majority.

COUNCIL RESOLUTION (MANEX RECOMMENDATION) – ITEM 11.2.3

206/06Moved Cr Barrett-Lennard, seconded Cr McLagan that Council note and endorse the Payments from Municipal and Trust Funds made under delegation 1.31

Municipal Fund Chq 55118 - 55276

\$ 421,533.29

Direct Debits 137-147

\$ 5,035.13

Total

\$426,568.42

At 4.05pm the A/Chief Executive Officer left the meeting.

CARRIED 8/0

11.2.4 Application for Extension of Time to Submit Financial Report to Auditors

FILE:

F/AUDI

AUTHOR:

Jo-Anne Ellis, Financial Development Manager

REPORT DATE:

4 October 2006

DECLARATION:

Nil

BACKGROUND

By 30 September following each financial year or such extended time as the Minister allows, a local government is to submit to its auditor —

- (a) the accounts of the local government, balanced up to the last day of the preceding financial year; and
- (b) the annual financial report of the local government for the preceding financial year.

COMMENT

The Shire of Moora implemented a new accounting system in the 2005/06 financial year, which presented some challenges and consumed a considerable staff resource. Additionally there was a shortage of staff resources in the finance area during the implementation process resulting in additional workload for all finance staff in particular the Financial Development Manager. This increased workload has resulted in difficulties checking the integrity of data in the new system.

Prior to the completion of the 2005/06 Annual Report the integrity of this information needs to be reviewed to ensure the report provides a true and fair view of the financial transactions of the Shire of Moora for the 2005/06 financial year. This process will requires some time and could not be completed by the 30 September deadline to submit the accounts and report to audit.

Our auditors are not due to visit until early November so the extension of time will not impact on them.

Discussions with the Department of Local Government and between the Financial Development Manager and Chief Executive Officer resulted in the Chief Executive Officer deciding it was appropriate to apply for an extension of time to submit the accounts to audit until 31 October 2006.

STATUTORY ENVIRONMENT

Local Government Act 1995 - Section 6.4 (3)

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

There are no budget implications

STRATEGIC IMPLICATIONS

Additional time to ensure integrity of financial data and cross referencing of financial information will ensure a true and fair set of financial reports.

PRECEDENT

Extensions to deadlines are requested from time to time. This sets no precedent.

At 4.07pm the A/Chief Executive Officer rejoined the meeting.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION - ITEM 11.2.4

That Council endorses the decision of the Chief Executive Officer to apply for an extension of time until 31 October 2006 to submit the 2005/06 Financial Report to its auditor.

COUNCIL RESOLUTION – ITEM 11.2.4

207/06Moved Cr Pond, seconded Cr Tonkin that

- Council endorses the decision of the Chief Executive Officer to apply for an extension of time until 31 October 2006 to submit the 2005/06 Financial Report to its auditor.
- 2. Council wish to express their concern & dissatisfaction with the consecutive successive requests for additional time to complete the Annual Financial Report to Councils auditors.

CARRIED 8/0

Note: Council added point 2 to the Officer recommendation, as they believed that the item should not set a precedent.

11.3 OPERATIONAL DEVELOPMENT

Nil

11.4 COMMUNITY DEVELOPMENT

11.4.1 Town Planning Scheme No 4 - Delegation of Powers

LOCATION:

Moora

FILE:

TP/PTMII

AUTHOR:

Michael Prunster, Community Development Manager

REPORT DATE:

4 October 2006

DECLARATION:

Nil

BACKGROUND

Council resolved by absolute majority at the Council meeting held on the 25 February 2004, to delegate the Manager Corporate Services (now Community Development Manager) to approve planning applications that meet all the requirements of Councils Town Planning Scheme, for an indefinite period of time and amend its Register of Delegations accordingly, and that Council be provided with a list monthly of planning approvals issued under delegate authority.

APPLICANT (S)

The following Town Planning Applications have been approved under this delegated authority for the period ended 4 October 2006.

- Mr GT & Mrs LA Tudor 2 Melbourne Street, Moora –establishment of home occupation 'ovenclean' franchise business - Zoning Residential. (Ref 16 /0607)
- Dempster Steel on behalf of Miling Seed Cleaners Lot I Great Northern Highway – construct steel framed shed extension to existing Miling Seed Cleaners shed – Area 58.62m² - Zoning Farming – Value \$57,650. (Ref 17/0607)
- Mr J & Mrs K Messenger Lot 9 Saleeba Street, Moora construct steel framed shed on concrete slab, hardiplank walls to match existing house with zincalume roof – Area 68.95m2 – Zoning Special Rural – Value \$11,565. (Ref 18/0607)
- Mr D & Mrs B Cova Lot A of Lot 103 Long Street, Moora construction of steel framed storage shed with horse yard at rear Total Area of shed & yard 171m²- Zoning Residential Value \$9,600. (Ref 19/0607)
- Lions Club of Moora Cnr Padbury & Clinch Streets, Moora display vinyl information sign on fence of the Reserve A 22780 for varying periods – Area I.8m x I.2m x 50mm – Zoning Public Purpose. (Ref 20/0607)
- Miling Fuel & Merchandise Lot 6 Gt Northern Hwy, Miling establishment of liquor store in current premises – Zoning Rural Townsite. (Ref 21/0607)

VOTING REQUIREMENTS

MANEX RECOMMENDATION - ITEM 11.4.1

That Council note the town planning applications approved under delegated authority.

COUNCIL RESOLUTION – ITEM 11.4.1

208/06Moved Cr Barrett-Lennard, seconded Cr McLagan that Council note the town planning applications approved under delegated authority with the exclusion of the D. & B. Cova application, as Council previously approved this application at the 27 September 2006 Council meeting.

CARRIED 8/0

11.4.2 Community Safety and Crime Prevention Strategy Plan

FILE:

LO/CRS I

AUTHOR:

Michael J Prunster, Community Development Manager

REPORT DATE:

4 October 2006

DECLARATION:

Nil

BACKGROUND

A Community Safety and Crime Prevention Partnership agreement between the Government of Western Australia and the Shire of Moora was signed and executed by the Shire President on the 18th July 2005.

The purpose of the agreement is to: -

- I) Acknowledge that the State Government has primary responsibility for law enforcement, policing, community safety and crime prevention.
- 2) Acknowledge the important role the Shire of Moora has to play in the area of community safety and crime prevention.
- 3) Promote the development and implementation of a Community Safety and Crime Prevention Plan for the Shire of Moora community.
- 4) Develop effective lines of communication between the State Government and the Shire of Moora.

The agreement provided for grants from the State Government to assist with the cost of preparing the Plan and we received an initial grant of \$10,000 during 2005-06 year for the initial plan preparation and other associated costs. The cost of \$5,000 to prepare the attached plan was funded from this grant.

Council passed a resolution at their meeting held on the 10 May 2006 to appoint Mrs Debbie Fisher to prepare Councils Community Safety and Crime Prevention Plan.

Mrs Fisher has now completed this plan for the period 2006-2008 and it has been submitted to the Office of Crime Prevention who has given us their approval of the document.

COMMENT

Council is now required to adopt the plan so we can apply for a further grant of \$20,000 to assist with putting the plan into force. An Interagency Group meeting was held in July with the Key Stakeholders and it was decided that the first part of the plan would be to conduct

surveys by Key Stakeholders during the period October/November and January/February to identify the problem areas associated with Community Crime.

The Plan is attached for Council information and consideration. It has been prepared into four priorities as identified at the stakeholder meetings.

It has become evident that the plan will not work unless there is a co-ordinator appointed to drive the plan and motivate the Stakeholders. Shire staff resources are fully occupied with current duties and responsibilities, and this plan represents "additional duties". The funding for the co-ordinator can be provided from the 2006-07 grant funding.

STATUTORY ENVIRONMENT

Signed agreement with Government of Western Australia

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil cost to Shire. \$30,527 Grant funding included in the 2006-07 budget.

STRATEGIC IMPLICATIONS

Addressing anti social problems in Moora

VOTING REQUIREMENTS

Simple Majority.

COUNCIL RESOLUTION (MANEX RECOMMENDATION) – ITEM 11.4.2

209/06Moved Cr Hawkins, seconded Cr McLagan that Council adopt the Shire of Moora Community safety and Crime Prevention Plan 2006-2008 and staff investigate the appointment of a co-ordinator to drive the plan with costs to be met from the budgeted 2006-07 grant funding.

CARRIED 8/0

11.5 ENVIRONMENTAL DEVELOPMENT

Nil

11.6 ECONOMIC DEVELOPMENT

Nil

11.7 SPORT AND RECREATION

11.7.1 "Be Active Co-Ordinator" - September Report

LOCATION:

Moora

FILE:

BA/REP!

AUTHOR:

Michael Prunster, Community Development Manager

REPORT DATE:

4 October 2006

DECLARATION:

Author has no financial interest in this matter

BACKGROUND

It is current practice for the Be Active Co-Ordinator to periodically provide Council with a report to date of programmes and activities carried out during the current financial year.

The report for the period ending September 2006 is attached for Council to note and receive.

COMMENT

The report prepared by Ms Angela Murray, Be Active Co-Ordinator, covers programmes and activities she has carried out within the four participating Shires (Moora, Chittering, Victoria Plains and Dandaragan).

Ms Murray has also provided the report to the other participating shires.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Continued activities through this programme within each participating Council's are of great benefit to the residents and youth of these Districts, which without this sponsorship the projects would not normally be available to them.

PRECEDENT

The Be Active report is provided to Council periodically throughout each year.

VOTING REQUIREMENTS

Simple Majority

COUNCIL RESOLUTION

(MANEX RECOMMENDATION) - ITEM 11.7.1

210/06Moved Cr Hawkins, seconded Cr Barrett-Lennard that Council note and receive the Be Active Report for the period ended September 2006.

CARRIED 8/0

12. ELECTED MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

At the previous meeting, Cr Pond gave notice that he will put the following motion to this Ordinary Meeting of Council;

12.1 Motion - Flood Mitigation Options for Moora Townsite

"That on-site inspections of the various sites identified in the 2000 Flood Management Report as options for a proposed detention basin be carried out by Councillors and staff."

COUNCIL RESOLUTION - ITEM 12.1

211/06Moved Cr Pond, seconded Cr Gardiner that on-site inspections of the various sites identified in the 2000 Flood Management Report as options for a proposed detention basin be carried out by Councillors, staff and interested parties.

CARRIED 8/0

Note: Council wished to include the current landowners in the inspection of the sites.

13. MOTIONS OF AN URGENT NATURE INTRODUCED BY DECISION OF COUNCIL

Nil

14. NOTICE ON MOTIONS FOR THE NEXT COUNCIL MEETING

Nil

15. MATTERS BEHIND CLOSED DOORS

Nil

16. CLOSURE OF MEETING

There being no further business, the Shire President declared the meeting closed at 4.27pm.

CONFIRMED

PRESIDING MEMBER