



MINUTES

ORDINARY MEETING

19 JULY 2023

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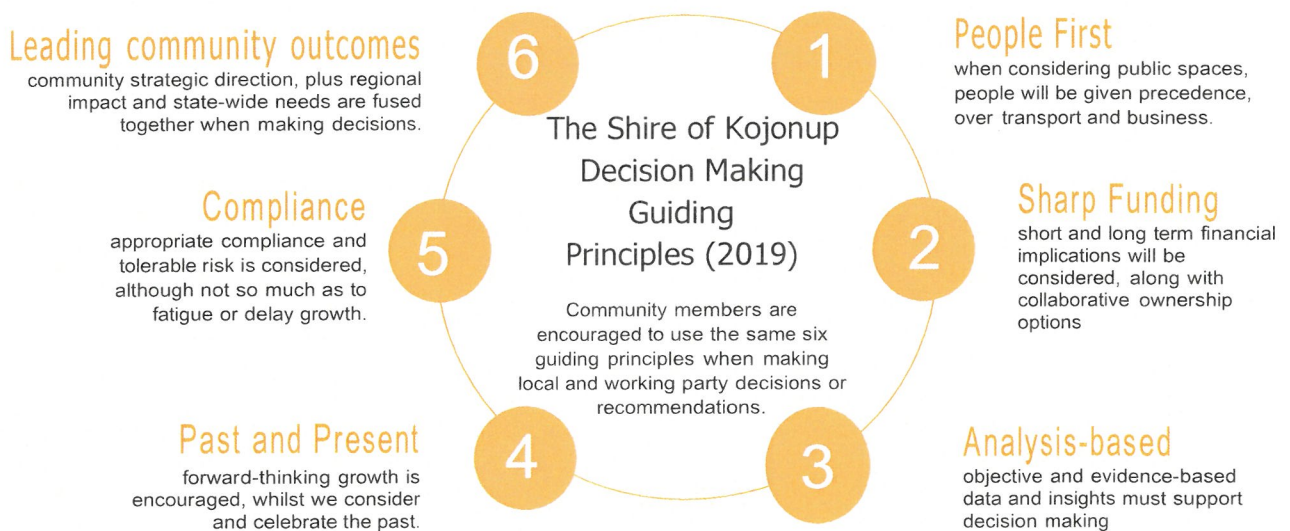
MINUTES OF A COUNCIL MEETING HELD ON 19 JULY 2023

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The Shire of Kojonup has a set of six guiding principles it uses when making decisions. These principles are checked and enhanced every two years in line with the Strategic Community Plan review schedule.



MINUTES

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS

The Shire President declared the meeting open at 3pm and drew the meeting's attention to the disclaimer below:

Disclaimer

No person should rely on or act on the basis of any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting.

The Shire of Kojonup expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any advice or information provided by a member or officer, or the content of any discussion occurring, during the course of the meeting.

Where an application for an approval, a license or the like is discussed or determined during the meeting, the Shire warns that neither the applicant, nor any other person or body, should rely upon that discussion or determination until written notice of either an approval and the conditions which relate to it, or the refusal of the application has been issued by the Shire.

Acknowledgement of Country

The Shire of Kojonup acknowledges the first nations people of Australia as the Traditional custodians of this land and in particular the Keneang people of the Noongar nation upon whose land we meet.

We pay our respect to their Elders past, present and emerging.

Prayer

Almighty God, we pray for wisdom for our reigning monarch King Charles.

We ask for guidance in our decision making and pray for the welfare of all the people of Kojonup.

Grant us grace to listen and work together as a Council to nurture the bonds of one community.

Amen

2 ANNOUNCEMENTS FROM THE PRESIDING MEMBER

Nil

3 ATTENDANCE

COUNCILLORS

Cr Radford	Shire President
Cr Wieringa	
Cr Gale	
Cr Singh	
Cr Bilney	
Cr Egerton-Warburton	

STAFF

Grant Thompson	Chief Executive Officer
Judy Stewart	Manager Governance and Administration
Jill Johnson	Manager Finance and Corporate Services

3.1 APOLOGIES

3.2 APPROVED LEAVE OF ABSENCE

CM60/23:

Cr P Webb	Deputy President
Cr F Webb	

4 DECLARATION OF INTEREST

9.4.4 – 143 ALBANY HIGHWAY, KOJONUP – LEASE AND FUTURE OPERATIONS OF BLACK COCKATOO CAFÉ

Cr Singh

9.4.5 – CHANGE TO POLICY 3.21 – APPOINTMENT OF OFFICERS TO ACTING CHIEF EXECUTIVE OFFICER

Manager Governance and Administration

Manager Finance and Corporate Services

5 PUBLIC QUESTION TIME

5.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5.2 PUBLIC QUESTION TIME

Nil

9.4 KEY PILLAR ‘PERFORMANCE’ REPORTS

9.4.1 MONTHLY PAYMENTS LISTING – JUNE 2023

AUTHOR	Tonya Pearce - Finance Officer
DATE	Monday, 10 July 2023
FILE NO	FM.AUT.1
ATTACHMENT	9.4.1.1 – Monthly Payments Listing 1 to 30 June 2023

<p>‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 TO BE: <i>“The Cultural Experience Centre of the Great Southern”</i> <i>Kojonup’s Community Vision Plan – by June 2027</i> STRATEGIC/CORPORATE IMPLICATIONS</p>		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.1 SoK finances and funding

DECLARATION OF INTEREST

Nil

SUMMARY

To receive the list of payments covering the month of June 2023.

BACKGROUND

Nil

COMMENT

The attached list of payments is submitted for receipt by the Council.

Any comments or queries regarding the list of payments is to be directed to the Chief Executive Officer prior to the meeting.

CONSULTATION

Nil

STATUTORY REQUIREMENTS

Regulation 12(1)(a) of the *Local Government (Financial Management) Regulations 1996* provides that payment may only be made from the municipal fund or trust fund if the Local Government has delegated the function to the Chief Executive Officer.

The Chief Executive Officer has delegated authority to authorise payments. Relevant staff have also been issued with delegated authority to issue orders for the supply of goods and services subject to budget limitations.

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* provides that if the function of authorising payments is delegated to the Chief Executive Officer then a list of payments is to be presented to the Council at the next ordinary meeting and recorded in the minutes.

POLICY IMPLICATIONS

Council's Policy 2.1.2 provides authorisations and restrictions relative to purchasing commitments.

FINANCIAL IMPLICATIONS

All payments are made in line with Council Policy.

STRATEGIC/CORPORATE IMPLICATIONS

There are no strategic/corporate implications involved with presentation of the list of payments.

RISK MANAGEMENT IMPLICATIONS

A control measure to ensure transparency of financial systems and controls regarding creditor payments.

ASSET MANAGEMENT PLAN IMPLICATIONS

There are no asset management implications for this report.

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

81/23 Moved Cr Egerton-Warburton Seconded Cr Wieringa
 That, in accordance with Regulation 13 (1) of the *Local Government (Financial Management) Regulations 1996*, the list of payments as attached made under delegated authority:

FROM – 1 June 2023		TO – 30 June 2023
Municipal Cheques	14362-14364	\$43,886.76
EFTs	32150 - 32370	\$762,481.34
Direct Debits		\$390,381.68
Total		\$1,196,749.78

be received.

CARRIED 6/0

9.4.2 INFORMATION STATEMENT 2023/2024

AUTHOR	Judy Stewart – Senior Administration Officer
DATE	Friday, 7 July 2023
FILE NO	IM.FOI.7
ATTACHMENT(S)	9.4.2.1 – Information Statement 2023/2024

<p>‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 TO BE: <i>“The Cultural Experience Centre of the Great Southern”</i> <i>Kojonup’s Community Vision Plan – by June 2027</i> STRATEGIC/CORPORATE IMPLICATIONS</p>		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.2 SoK monitoring and reporting

DECLARATION OF INTEREST

Nil

SUMMARY

To review and consider, prior to annual publishing, the Shire of Kojonup’s Information Statement.

BACKGROUND

Section 96(1) of the *Freedom of Information Act 1992* requires each government agency, including local governments, to prepare and publish annually an Information Statement.

Section 94 of the *Freedom of Information Act 1992* states that the Information Statement must set out:

- The Agency’s Mission Statement;
- Details of legislation administered;
- Details of the agency structure;
- Details of decision-making functions;
- Opportunities for public participation in the formulation of policy and performance of agency functions;
- Documents held by the agency; and
- The operation of Freedom of Information (FOI) in the agency.

The 2022/2023 Information Statement was adopted by the Council at its Ordinary Meeting held 26 July 2022.

COMMENT

The Shire of Kojonup's Information Statement 2023/2024 is attached. The document complies with the requirements of the *Freedom of Information Act 1992*, as outlined above.

A copy of the Information Statement will be forwarded to the Information Commissioner as required.

CONSULTATION

Nil

STATUTORY REQUIREMENTS

This item is required under the *Freedom of Information Act 1992*. Section 94 states:

94. *Term used: information statement*

A reference in this Act to an information statement, in relation to an agency, is a reference to a statement that contains—

- (a) a statement of the structure and functions of the agency;*
- (b) a description of the ways in which the functions (including, in particular, the decision-making functions) of the agency affect members of the public;*
- (c) a description of any arrangements that exist to enable members of the public to participate in the formulation of the agency's policy and the performance of the agency's functions;*
- (d) a description of the kinds of documents that are usually held by the agency including —*
 - i. which kinds of documents can be inspected at the agency under a written law other than this Act (whether or not inspection is subject to a fee or charge); and*
 - ii. which kinds of documents can be purchased; and*
 - iii. which kinds of documents can be obtained free of charge;*
- (e) a description of the agency's arrangements for giving members of the public access to documents mentioned in paragraph (d)(i), (ii) or (iii) including details of library facilities of the agency that are available for use by members of the public;*
- (f) a description of the agency's procedures for giving members of the public access to the documents of the agency under Part 2 including —*
 - i. the designation of the officer or officers to whom initial inquiries as to access to documents can be made; and*
 - ii. the address or addresses at which access applications can be lodged;*
- (g) a description of the agency's procedures for amending personal information in the documents of the agency under Part 3 including —*

- i. *the designation of the officer or officers to whom initial inquiries as to amendment of personal information can be made; and*
- ii. *the address or addresses at which applications for amendment of personal information can be lodged.*

POLICY IMPLICATIONS

The Information Statement is the Policy for access to information under the *Freedom of Information Act 1992*, and is linked to the Information Management Policy and Recordkeeping Plan RKP2021041.

FINANCIAL IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

The review of this document ensures compliance with legislation and is a vital tool in ensuring open and accountable local governance.

ASSET MANAGEMENT IMPLICATIONS

Nil

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

82/23 Moved Cr Gale

Seconded Cr Singh

That the 2023/2024 Information Statement, as attached, be adopted and published in accordance with the *Freedom of Information Act 1992*.

CARRIED 6/0

9.4.3 CHANGE TO SEPTEMBER 2023 ORDINARY COUNCIL MEETING DATE

AUTHOR	Judy Stewart – Senior Administration Officer
DATE	Friday, 7 July 2023
FILE NO	GO.CNM.6
ATTACHMENT(S)	Nil

<p>‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 TO BE: <i>“The Cultural Experience Centre of the Great Southern”</i> <i>Kojonup’s Community Vision Plan – by June 2027</i> STRATEGIC/CORPORATE IMPLICATIONS</p>		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.2 SoK monitoring and reporting

DECLARATION OF INTEREST

Nil

SUMMARY

Council to consider changing its September 2023 Ordinary Meeting date.

BACKGROUND

In accordance with Regulation 12 of the *Local Government (Administration) Regulations 1996*, local governments are required to give local public notice and publish on their websites the date, time and place of ordinary council meetings and committee meetings which are proposed to be open to members of the public and shall be held within the proceeding 12 month period.

At its 29 November 2022 Ordinary Meeting, Council resolved as follows:

“That:

1. *Ordinary Meetings of Council be scheduled to be held in the Shire of Kojonup (Shire) Council Chambers, 93 Albany Highway, Kojonup the third Tuesday of each month in 2023 commencing at 3:00pm with the following exceptions:*
 - *No scheduled meeting to be held in January;*
 - *The February meeting to be brought forward to the first Tuesday being 7 February;*
 - *The July meeting be held on the fourth Tuesday (25 July) to make allowance for the Annual Budget adoption; and*

- *The December meeting be held on the second Tuesday (12 December) given timing to the Christmas break period.*
- 2. *The following dates be approved for the 2023 calendar year for Ordinary Meetings of Council:*
 - 7 February 2023*
 - 21 March 2023*
 - 18 April 2023*
 - 16 May 2023*
 - 20 June 2023*
 - 25 July 2023*
 - 15 August 2023*
 - 19 September 2023*
 - 17 October 2023*
 - 21 November 2023*
 - 12 December 2023*
- 3. *That Council's approved Ordinary Meeting schedule for 2023, as above, be published on the Shire website and local public notice given."*

COMMENT

The Western Australian Local Government Association (WALGA) has, over the course of the last few months, advised that it will be holding its annual Local Government Convention (Convention) between the dates of 17 and 19 September 2023 which covers Council's scheduled September 2023 Ordinary Meeting date of 19 September 2023.

Council Policy 3.3 states as follows:

Local Government Week

All Councillors are encouraged to attend Local Government Week. The Shire President and Deputy Shire President are the Council's nominated delegates to attend the conference and vote on motions on the Council's behalf. Council shall be required to authorise attendance by any other Councillor wishing to attend.

Council, at its 20 June 2023 Ordinary Meeting, resolved as follows:

That Council authorises Cr Bilney to be the Shire of Kojonup's second voting delegate, in the absence of the Deputy President, at the Western Australian Local Government Association Local Government Convention 2023 to be held 17-19 September 2023.

Shire President, Cr Radford (as per Council Policy 3.3), and Cr Bilney (as per the above resolution) will attend the WALGA Convention as Council's two voting delegates. The

Chief Executive Officer will also be attending the WALGA Convention. It is, therefore, recommended that the previously scheduled Ordinary Meeting date of 19 September 2023 be changed to 26 September 2023 and public notice given in accordance with r. 12 (3) of the *Local Government (Administration) Regulations 1996*.

CONSULTATION

Chief Executive Officer

STATUTORY REQUIREMENTS

Section 5.25 (1) (g) - *Local Government Act 1995*

r. 12 (3) of the *Local Government (Administration) Regulations 1996*

5.25. Regulations about council and committee meetings and committees

(1) Without limiting the generality of s. 9.59, regulations may make provision in relation to—

- (g) the giving of public notice of the date and agenda for council or committee meetings;

Regulation 12 - *Local Government (Administration) Regulations 1996* –

12. Publication of meeting details [Act s. 5.25(1) (g)]

(1) In this regulation —

meeting details, for a meeting, means the date and time when, and the place where, the meeting is to be held.

(2) The CEO must publish on the local government's official website the meeting details for the following meetings before the beginning of the year in which the meetings are to be held—

- (a) ordinary council meetings;
- (b) committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public.

(3) Any change to the meeting details for a meeting referred to in sub-regulation (2) must be published on the local government's official website as soon as practicable after the change is made.

(4) If a local government decides that a special meeting of the council is to be open to members of the public, the CEO must publish the meeting details for the meeting and the purpose of the meeting on the local government's official website as soon as practicable after the decision is made.

POLICY IMPLICATIONS

Council Policy 3.3 states as follows:

Local Government Week

All Councillors are encouraged to attend Local Government Week. The Shire President and Deputy Shire President are the Council’s nominated delegates to attend the conference and vote on motions on the Council’s behalf. Council shall be required to authorise attendance by any other Councillor wishing to attend.

FINANCIAL IMPLICATIONS

Nil

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
3 - Compliance	Failure to correctly identify, interpret, assess, respond and communicate laws and regulations as a result of an inadequate compliance framework. This includes new or proposed regulatory and legislative changes, in addition to the failure to maintain updated internal & public domain legal documentation.	Councillor/Staff Induction Process Councillor/Staff training	Nil
6 - Engagement Practices	Failure to maintain effective working relationships with the Community (including local Media), Stakeholders, Key Private Sector Companies, Government Agencies and/or Elected Members.	Policies and Procedures	Nil
<i>Risk rating – Adequate</i>			

IMPLICATIONS

Allows compliance with s. 5.25 (1) (g) of the *Local Government Act 1995* and r. 12 – *Local Government (Administration) Regulations 1996* - publication of meeting details.

ASSET MANAGEMENT IMPLICATIONS

Nil

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS)
IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

83/23 Moved Cr Gale

Seconded Cr Singh

That the 19 September 2023 Ordinary Meeting of Council, scheduled to commence at 3.00pm in the Council Chambers, 93 Albany Highway, Kojonup, be changed to commence at 3.00pm in the Council Chambers, 93 Albany Highway, Kojonup on 26 September 2023 and advertised in accordance with r. 12 (3) of the *Local Government (Administration) Regulations 1996*.

CARRIED 6/0

Cr Singh declared a financial interest and left the meeting at 3.08pm.

9.4.4 143 ALBANY HIGHWAY, KOJONUP – LEASE AND FUTURE OPERATIONS OF BLACK COCKATOO CAFE

AUTHOR	Grant Thompson – Chief Executive Officer
DATE	Thursday, 13 July 2023
FILE NO	CP.LEA.1
ATTACHMENT(S)	<u>UNDER SEPARATE COVER</u> 9.4.4.1.– Correspondence – Kodja Place Community Fund Inc. – 25 April 2023

<p>‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 TO BE: <i>“The Cultural Experience Centre of the Great Southern”</i> <i>Kojonup’s Community Vision Plan – by June 2027</i> STRATEGIC/CORPORATE IMPLICATIONS</p>		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.6 SoK asset management

DECLARATION OF INTEREST

Nil

SUMMARY

Council to consider accepting the Kodja Place Community Fund Incorporated’s (KPCFI) relinquishment of its lease of the Black Cockatoo Café (BCC) and to retrospectively approve the transitioning of the operations of the BCC to the Shire of Kojonup as of 17 July 2023.

BACKGROUND

Council resolved, at a Special Council Meeting held on 23 August 2022, as follows:

*“That Council:
 Subject to no public submissions being received, proceed in accordance with Section 3.58 of the Local Government Act 1995 to lease the Black Cockatoo Café to the Kodja Place Community Fund Inc, as the successful respondent, for an initial term of three (3) years with a further option of three (3) years in accordance with the terms and conditions as mutually agreed and executed.”*

COMMENT

As Council is aware, the KPCFI wrote to Council on Tuesday, 25 April 2023 outlining its intention to transition the BCC back to the Shire as the KPCFI did not see the BCC being sustainable under its management structure (attachment 9.4.4.1).

KPCFI more recently emailed the Council stating it was seeking ways to improve the BCC and ensure its sustainability prior to discussions on any transitional state.

Following receipt of correspondence from the KPCFI and subsequent discussions between the KPCFI, Councillors, and Officers, it has become evident that the sustainability of the BCC and its reputation are at risk.

There are nil termination clauses in the Lease Agreement (Lease) between the Shire and the KPCFI related to the Lessee relinquishing the Lease; however, subject to consent of both parties, the Lease can be varied at any time by agreement of both parties in writing.

The Author recommends that Council retrospectively approves, in writing to the KPCFI, the KPCFI's request to relinquish the Lease and returns the BCC to the Shire's control as of Monday, 17 July 2023. These actions will ensure that the BCC remains open and the reputation of the BCC, as an ongoing operation, remains intact.

Based on the previous correspondence and notice from KPCFI and following discussions with Councillors and relevant stakeholders, the Author has moved to mitigate the transitional and reputational risk by preparing the BCC to be transitioned. As a result, the Shire is ready to transition to operate the BCC as of Monday, 17 July 2023.

CONSULTATION

Briefing Session - 4 July 2023
Manager Governance and Administration
Manager Finance and Corporate Services

STATUTORY REQUIREMENTS

Local Government Act 1995

POLICY IMPLICATIONS

Nil

The objectives of The Kodja Place precinct, as defined by The Kodja Place Master Plan, are:

1. To be sustainable – financially, socially and culturally
2. To be a place of community pride and engagement
3. To nurture our future storytellers and makers

FINANCIAL IMPLICATIONS

This action has been considered in budget estimates as it will require accounting for the revenue and costs associated with the BCC. The systems and elements are set up

from when the Shire previously operated the BCC, resulting in little impact in this regard.

There may be short term cash-flow implications but these are expected to be minimal as the BCC is anticipated to be self-funding.

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
1 - Asset Sustainability	Inadequate financial management and planning (capital renewal plan)	Asset replacement schedule	Nil
10 – Management of Facilities, Venues and Events	Lack of Lease/Contract/agreement/MOU/Licence documentation	Lease agreements for Shire Facilities: Signage at all venues	Develop Lease Agreements for all Shire Facilities
Risk Rating – <i>Moderate</i>			
IMPLICATIONS			
Any actions to manage the BCC will benefit the Kodja Place precinct.			

ASSET MANAGEMENT IMPLICATIONS

Nil

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS) IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

84/23 Moved Cr Gale

Seconded Cr Egerton-Warburton

That Council:

- 1) retrospectively approves the Kodja Place Community Fund Incorporated's (KPCFI) request to relinquish the current Lease Agreement between the Shire of Kojonup (Shire) and the KPCFI for the lease of the Black Cockatoo Café, as of 16 July 2023 (upon which date the KPCFI will have vacated the premises);
- 2) retrospectively delegates authority to the Chief Executive Officer to commence the Shire's operating of the Black Cockatoo Café as of Monday, 17 July 2023; and
- 3) communicates these actions to the Kojonup community as soon as practicable.

CARRIED BY ABSOLUTE MAJORITY 5/0

Cr Singh re-entered the meeting at 3.10pm.

The Manager Finance and Corporate Services and the Manager Governance and Administration declared financial interests and left the meeting at 3.10pm.

9.4.5 CHANGE TO POLICY 3.21 – APPOINTMENT OF OFFICERS TO ACTING CHIEF EXECUTIVE OFFICER

AUTHOR	Grant Thompson – Chief Executive Officer
DATE	Friday, 14 July 2023
FILE NO	CS.SVP.2
ATTACHMENT(S)	9.4.5.1 – Policy 3.21 – Appointment of Officers to Acting Chief Executive Officer – existing policy 9.4.5.2 – Policy 3.21 – Appointment of Officers to Acting Chief Executive Officer – amended policy

<p>‘PLACEMAKING’ STRATEGIC COMMUNITY PLAN JULY 2023 TO JUNE 2033 TO BE: <i>“The Cultural Experience Centre of the Great Southern”</i> <i>Kojonup’s Community Vision Plan – by June 2027</i> STRATEGIC/CORPORATE IMPLICATIONS</p>		
Key Strategic Pillar/s	Community Goal/s	Corporate Objective/s
Performance	12. A High Performing Council	12.1 SoK finances and funding 12.3 SoK values and culture growth

DECLARATION OF INTEREST

Nil

SUMMARY

The purpose of this report is for Council to consider a change to Policy 3.21 – Appointment of Officers to Acting Chief Executive Officer.

BACKGROUND

Council, at its 21 March Ordinary Meeting, adopted a new Strategic Community Plan (SCP) – July 2023 to June 2033 ‘Placemaking Strategy’:

‘That the Shire of Kojonup’s Strategic Community Plan 2023-2033 “Placemaking Strategy”, as attached, be adopted.’

COMMENT

Subsequent to the adoption of the SCP, the Author has commenced structural workforce changes designed to achieve the Kojonup Community’s Vision Plan to make the Shire of Kojonup ‘The Cultural Experience Centre of the Great Southern’.

As a result, Policy 3.21 *Appointment of Officers to Acting Chief Executive Officer* requires updating to reflect the appointment of new senior managers and changes in functional roles.

CONSULTATION

Nil

STATUTORY REQUIREMENTS

Local Government Act 1995

POLICY IMPLICATIONS

The endorsement of amended Policy 3.21 (attachment 9.4.5.2) would formalise delegated authority in the event of the Chief Executive Officer being on leave or unable to perform their duties.

FINANCIAL IMPLICATIONS

Higher duties as per amended Policy 3.21.

RISK MANAGEMENT IMPLICATIONS

RISK MANAGEMENT FRAMEWORK			
Risk Profile	Risk Description/Cause	Key Control	Current Action
2. Business and Community Disruption	Failure to adequately prepare and respond to events that cause disruption to the local community and/or normal business activities.	Business Continuity Framework (Policy, Procedures & Plans)	Nil
5. Employment Practices	Ineffective human resource policies, procedures and practices	Human resource management	Nil
<i>Risk rating - Moderate</i>			
IMPLICATIONS			
Minimised disruption and decision making to business as usual.			

ASSET MANAGEMENT IMPLICATIONS

Nil

SOUTHERN LINK VROC (VOLUNTARY REGIONAL ORGANISATION OF COUNCILS)
IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

85/23 Moved Cr Gale

Seconded Cr Bilney

That Council adopts the changes to Policy 3.21, as presented, relating to the appointment and delegated authority of an Acting Chief Executive Officer.

CARRIED BY ABSOLUTE MAJORITY 6/0

The Manager Finance and Corporate Services and the Manager Governance and Administration re-entered the meeting at 3.11pm.

10 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

11 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12 QUESTIONS FROM MEMBERS WITHOUT NOTICE

Nil

13 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

Nil

14 MEETING CLOSED TO THE PUBLIC

14.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

14.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC

Nil

15 CLOSURE

There being no further business to discuss, the President thanked the members for their attendance and declared the meeting closed at 3.12pm.

16 ATTACHMENTS (SEPARATE)

6.1	6.1.1	Unconfirmed Minutes of an Ordinary Meeting of Council held 20 June 2023
9.4.1	9.4.1.1	Monthly Payments Listing 1 to 30 June 2023
9.4.2	9.4.2.1	Information Statement 2023/2024
9.4.5	9.4.5.1	Policy 3.21 – Appointment of Officers to Acting Chief Executive Officer – existing policy
	9.4.5.2	Policy 3.21 – Appointment of Officers to Acting Chief Executive Officer – amended policy

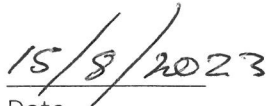
UNDER SEPARATE COVER

9.4.4	9.4.4.1	Correspondence - Kodja Place Community Fund Inc. – 25 April 2023
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Confirmed as true and correct



Presiding Member



Date