

SHIRE OF KOJONUP



Council Minutes

19th June 2012

SHIRE OF KOJONUP**MINUTES FOR THE COUNCIL MEETING HELD ON 19th June 2012****TABLE OF CONTENTS**

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SHIRE OF KOJONUP**MINUTES****1 DECLARATION OF OPENING AND ANNOUNCEMENT OF GUESTS**

The Shire President declared the meeting opened at 3:07pm and alerted the meeting of the procedures for emergencies including evacuation, designated exits and muster points and draw the meetings 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.

2 ATTENDANCE, APOLOGIES & LEAVE OF ABSENCE

Cr Jane Trethowan	Shire President
Cr John Benn	Deputy Shire President
Cr Ian Pedler	
Cr Frank Pritchard	
Cr Rosemary Hewson	
Cr Michael Baulch	
Cr Greg Marsh	
Cr Jill Mathwin	
Mr Stephen Gash	Chief Executive Officer
Mr Kim Dolzadelli	Manager of Corporate Services
Mrs Heather Marland	Senior Finance Officer

APOLOGIES**3 PUBLIC QUESTION TIME**

Nil

4 SUMMARY OF RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Nil

5 APPLICATIONS FOR LEAVE OF ABSENCE**COUNCIL DECISION**

43/12 MOVED Cr Pedler seconded Cr Mathwin that Cr Hewson be granted Leave of Absence for the Council meeting to be held on 17th July 2012.

CARRIED 8/0

COUNCIL DECISION

44/12 MOVED Cr Pritchard seconded Cr Benn that Cr Pedler be granted Leave of Absence for the Council meeting to be held on 17th July 2012.

CARRIED 8/0

6 CONFIRMATION OF MINUTES

ORDINARY MEETING 15th May 2012

Corrections:

COUNCIL DECISION

45/12 MOVED Cr Hewson seconded Cr Benn that the Minutes of the Ordinary Meeting of Council held on 15th May 2012 be confirmed as a true record.

CARRIED 8/0

7 ANNOUNCEMENTS by the Presiding Member without discussion

- The Shire President & Chief Executive Officer attended a Breakfast Meeting/Round Table with the Corruption & Crime Commission on Monday 18th June 2012 in Albany with general discussion with respect to the Local Government sector.
- On the Friday, 15th June 2012 the Shire President attended the Water Wise opening at Kojonup District High School, where the school was awarded their waterwise certificate. The President acknowledged Mrs Cathy Wright for all the work she was doing with the school and Mr Paul Webb from Warren Blackwood Waste for his company's support of the school.

8 PETITIONS, DEPUTATIONS & PRESENTATIONS**8.1 PUBLIC MEETING MEDICAL CENTRE DEVELOPMENT**

AUTHOR: Kim Dolzadelli – Manager Corporate Services
 DATE: Friday, 15 June 2012
 FILE NO: CU.PBR.8

DECLARATION OF INTEREST

Nil

SUMMARY

For Council to consider the motions passed at the Public meeting, held on Tuesday 5th June 2012 at 7:00pm, to discuss the Medical Centre Development.

BACKGROUND

At its meeting held 15th May 2012 a Medical Centre Petition was tabled and considered by Council. The following decisions were made:

“COUNCIL DECISION

32/12 MOVED Cr Pritchard seconded Cr Marsh that Petition as tabled/attached be received.

CARRIED 6/0

COUNCIL DECISION

33/12 *MOVED Cr Hewson seconded Cr Marsh that a public meeting be called to discuss the Medical Centre Development on Tuesday 5th June 2012 at 7:00pm.*

CARRIED 6/0

COMMENTS

The Public meeting proceeded on Tuesday 5th June 2012 at 7:00pm and was attended by approximately 180 residents.

The following motions were passed at the meeting:

1. *That this meeting endorses the current use of the Kodja Place and the Council accepts the original purpose of the Kodja Place complex.*
2. *The Kojonup Shire Council form a committee of Council to advise the Council on the Purpose, Design, Location and funding of a Medical Centre located in the Shire of Kojonup. This committee shall have as its members at least four members elected by this meeting, the balance of the committee shall include other members as the Council determines.*
3. *That Judith Warland, Leith Hanna (Schmidt), Graeme Hobbs, Ned Radford, Jo Webb, Jenny Matthews, Pip Crook, and Ernie Graham be nominated as community members to serve on a Medical Centre committee.*

It is appropriate for Council to discuss these motions at this meeting.

CONSULTATION

Nil.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

None applicable.

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That Council discuss the motions, as shown above, made at the public meeting.

COUNCIL DECISION

46/12 MOVED Cr Hewson seconded Cr Pritchard that Council discuss the motions, as shown above, made at the public meeting.

CARRIED 8/0

COUNCIL DECISION

47/12 MOVED Cr Marsh seconded Cr Hewson that the Chief Executive Officer be endorsed to undertake research to establish the original purpose of the Kodja Place Complex and report back to Council.

CARRIED 8/0

COUNCIL DECISION

48/12 MOVED Cr Mathwin seconded Cr Pritchard that the Shire Council form a Medical/Health Centre Advisory Committee as a committee of council including Councillors and members of the Community to investigate and advise of the need, the purpose, design, location and funding of the Medical Centre. The number of appropriately skill based community members for this project to be decided by Council.

CARRIED 7/1

COUNCIL DECISION

49/12 MOVED Cr Hewson seconded Cr Pritchard that Council:

- a) acknowledges the 8 persons nominated at the Public Meeting held on Tuesday 5th June 2012 and provides them with an information pack and brief for the Medical/Health Centre Advisory Committee. Further that these individuals having been provided with the information pack and brief be requested to confirm their nomination;
- b) that a call for further nominations for membership on the committee be circulated throughout the district with a closing date of 11th July 2012.
- c) that all nominations be considered by Council at it's meeting held 17th July 2012.

CARRIED 8/0

9 DECLARATIONS OF INTEREST

Nil

10 FINANCE REPORTS**10.1 FINANCIAL MANAGEMENT – MONTHLY STATEMENT OF FINANCIAL ACTIVITY**

AUTHOR: Kim Dolzadelli – Manager Corporate Services
DATE: Tuesday, 12 June 2012
FILE NO: FM.FNR.2
ATTACHMENT: 10.1 Monthly Statement of Financial Activity 1st July 2011 to 31st May 2012

DECLARATION OF INTEREST

Nil

SUMMARY

To accept the Monthly Statement's of Financial Activity for the periods of 1st July 2011 to 31st May 2012.

BACKGROUND

Preparation and presentation to Council of monthly reports are a statutory requirement, with these to be presented to the next ordinary meeting following the close of a month, or it may be presented to the ordinary meeting in the following month after that.

The reporting requirements, as per Financial Management Regulation 34, for the Statement of Financial Activity came into force from 1st July 2005.

COMMENTS

The attached Statements of Financial Activity for the period of 1st July 2011 to 31st May 2012 show a solid position with 95.95% of rates collected and a total amount of cash holdings of \$2,895,556 of which \$1,895,757 is held in fully cash backed Reserves as at to 31st May 2012. Of these cash holdings \$850,845.67 of Municipal funds and \$1,759,477 of Reserve funds have been reinvested in short term deposits, due to mature 18th June 2012.

Council is advised that loan proceeds of \$360,000 for the Sporting Complex Renewal/Upgrade project were received on 21st May 2012 and are included in the attached Statements of Financial Activity.

I am also pleased to advise that the settlement on the Sale of 39 Elverd Street has been completed with proceeds from this sale being received on 8th June 2012 these proceeds will form part of the Statements of Financial Activity for the period ending 30th June 2012.

CONSULTATION

Nil.

STATUTORY ENVIRONMENT

Financial Management Regulation 34 sets out the basic information which must now be included in the monthly reports to Council. Financial Management Regulation 33A sets out the requirements with respect to the Review of Budget.

POLICY IMPLICATIONS

None applicable.

FINANCIAL IMPLICATIONS

Occasionally Council may be asked to authorise certain budget amendments/variations by way of separate Senior Officer Reports, but those proposed variations will be taken into account in the monthly Statements of Financial Activity when a full budget review is put before Council. Amendments **are not** being sought.

STRATEGIC IMPLICATIONS

This will only occur where it involves variations to the multiple year proposals previously put forward. Impacts to the "Closing Balance" position will also occur or where a Budget Review highlights the requirement for amendments to occur.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION

That the Monthly Statement's of Financial Activity for the periods of 1st July 2011 to 31st May 2012, as attached, be accepted.

COUNCIL DECISION

50/12 MOVED Cr Benn seconded Cr Mathwin that the Monthly Statement's of Financial Activity for the periods of 1st July 2011 to 31st May 2012, as attached, be accepted.

CARRIED 8/0

The Manager of Corporate Services, through the President, spoke with respect to a correction/amendment to Item 10.2. The Manager of Corporate Services explained that the Total Amount shown on the last page of the report as \$771,920.22 was incorrect and indeed the correct amount was \$926,875.43 being the sum of Cheques 12226-12273 of \$113,503.56, EFT's 8719-8845 of \$391,588.12 and IPV's of 421,783.75.

The Manager of Corporate Services noted that the content of the attachment other than the Total was correct and further noted that the amount shown in the officers recommendation would also need to be changed to reflect the correct amount of \$926,875.43

The Manager of Corporate Services offered his sincere apologies to the Shire President and Councillors and the Amended Attachment 10.2 Monthly Payment Listing was tabled and circulated to all present at the meeting.

10.2 MONTHLY PAYMENTS LISTING

AUTHOR: Kim Dolzadelli – Manager Corporate Services
DATE: Thursday, 14 June 2012
FILE NO: FM.AUT.1
ATTACHMENT: 10.2 Monthly Payment Listing

DECLARATION OF INTEREST

Nil

SUMMARY

To receive the list of payments that were made from 1st May 2012 to 31st May 2012.

BACKGROUND

Not applicable.

COMMENT

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

CONSULTATION

No consultation was required.

STATUTORY ENVIRONMENT

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 F3 provides authorities and restrictions relative to purchasing commitments.

FINANCIAL IMPLICATIONS

All payments made are for items where Council has provided a budget authority.

STRATEGIC IMPLICATIONS

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

VOTING REQUIREMENTS

Simple Majority

ORIGINAL OFFICER RECOMMENDATION

That in accordance with Regulation 13 (1) of the Local Government (Financial Management) Regulations 1996, the list of payments made under delegated authority from 1/05/2012 to 31/05/2012 comprising of Municipal Cheques 12226 to 12273, EFT's 8719 to 8845 and Internal Payment Vouchers 3081 to 4017 totalling \$771,920.22 and as attached to this agenda, be received.

AMENDED OFFICER RECOMMENDATION

That in accordance with Regulation 13 (1) of the Local Government (Financial Management) Regulations 1996, the list of payments made under delegated authority from 1/05/2012 to 31/05/2012 comprising of Municipal Cheques 12226 to 12273, EFT's 8719 to 8845 and Internal Payment Vouchers 3081 to 4017 totalling \$926,875.43 and as amended and tabled at this meeting, be received.

COUNCIL DECISION

51/12 MOVED Cr Pedler seconded Cr Mathwin that in accordance with Regulation 13 (1) of the Local Government (Financial Management) Regulations 1996, the list of payments made under delegated authority from 1/05/2012 to 31/05/2012 comprising of Municipal Cheques 12226 to 12273, EFT's 8719 to 8845 and Internal Payment Vouchers 3081 to 4017 totalling \$926,875.43 and as tabled at this meeting, be received.

CARRIED**8/0****11 ENGINEERING & WORKS REPORTS**

Nil

12 ECONOMIC & ENVIRONMENTAL DEVELOPMENT REPORTS

Nil

5:17pm Mrs Heather Marland left the Chamber.

13 CORPORATE & COMMUNITY SERVICES REPORTS**13.1 WASTE AND RECYCLING SERVICES AND OPERATION OF RECYCLING DEPOT/TRANSFER STATION – CONTRACT EXTENSION**

AUTHOR: Kim Dolzadelli – Manager of Corporate Services
 DATE: Tuesday, June 12, 2012
 FILE NO: WM.SVP.3 & WM.SVP.4

DECLARATION OF INTEREST

Nil.

SUMMARY

To extend the current contract for the provision of Waste and Recycling Services, and Operation of the Shire's Recycling Depot/Transfer Station to Warren Blackwood Waste for a further two (2) year period to expire 30th June 2014.

BACKGROUND

The Tenders for the current contract for the provision of Waste and Recycling Services, and Operation of the Shire's Recycling Depot/Transfer Station were called in March 2009. Tenders Closed 9th April 2009 with two tenders being received; one from Warren Blackwood Waste and one from Great Southern Waste Disposal.

Council considered the tenders at a special meeting held 29th April 2009 where the following decision was made:

“COUNCIL DECISION**42/09 MOVED Cr Marsh seconded Cr Baulch**

1. That Council Accepts the tender for the provision of Waste and Recycling Services, and Operation of the Shire's Recycling Depot/Transfer Station from Warren Blackwood Waste for a period of three (3) years, from commencement date (1st

July 2009) with an option to extend the Contract for a further two (2) years at the sole discretion of the Shire of Kojonup.

2. *That Council authorise the Chief Executive Officer to finalise the contract with Warren Blackwood Waste Services by 31st May 2009.*

CARRIED BY ASOLUTE MARJORITY 7/0

COMMENTS

The current contract provides for the provision of Waste Services – weekly collection, Recycling Services – fortnightly collection and Operations of Shire's Recycling Depot/Transfer Station.

The operational model for provision of these services under the contract have brought financial benefits and have also resulted in new and improved recycling services, reduced the amount of material going into landfill thus extending the life of the Shire of Kojonup Landfill site.

The current term of the contract expires 30th June 2012, the officer is recommending the exercise of an extension of the contract for a further two (2) years to expire 30th June 2014 as allowed for in Council Decision 42/09.

CONSULTATION

The Chief Executive Officer advises that all performance indicators have been met through the contract and further advises that it is beneficial to extend to the contract as it stands. Mr Paul Webb, Warren Blackwood Waste, has also been consulted and advises that he is very happy with the proposed contract extension.

STATUTORY ENVIRONMENT

Local Government Act 1995 and Local Government (Functions and General) Regulations 1996.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil.

STRATEGIC IMPLICATIONS

Continuity of service provision.

VOTING REQUIREMENTS – Simple Majority

OFFICER RECOMMENDATION

1. That Council approves the extension of the contract term for the provision of Waste and Recycling Services, and Operation of the Shire's Recycling Depot/Transfer Station with Warren Blackwood Waste for a further two (2) years expiring 30th June 2014.
2. That Council authorise the Chief Executive Officer to finalise the contract extension with Warren Blackwood Waste Services.

COUNCIL DECISION

52/12 MOVED Cr Mathwin seconded Cr Marsh

1. **That Council approves the extension of the contract term for the provision of Waste and Recycling Services, and Operation of the Shire's Recycling Depot/Transfer Station with Warren Blackwood Waste for a further two (2) years expiring 30th June 2014.**
2. **That Council authorise the Chief Executive Officer to finalise the contract extension with Warren Blackwood Waste Services.**

CARRIED

8/0

14 COMMITTEES OF COUNCIL

Nil

15 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

5:18pm Cr Hewson left the Chamber.

16 NEW BUSINESS

of an urgent nature, introduced by a decision of the meeting

Nil

17 CONFIDENTIAL REPORTS

Nil

18 NEXT MEETING

Tuesday, 17th July 2012 commencing at 3:00pm.

19 CLOSURE

There being no further business to discuss, the President thanked the members for their attendance and declared the meeting closed at 5:20pm.

20 APPENDICES AND TABLED DOCUMENTS

Tabled Document - Amended Attachment 10.2 Monthly Payment Listing

21 ATTACHMENTS

Item 10.1	Monthly Statement of Financial Activity 1 st July 2011 to 31 st May 2012
Item 10.2	Monthly Payment Listing

Presiding Member

Date