

ORDER OF BUSINESS

- 1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS - COUNCIL CHAMBERS**
- 2 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE**
- 3 PUBLIC QUESTION TIME**
- 4 APPLICATIONS FOR LEAVE OF ABSENCE**
- 5 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**
 - 5.1 Shire of Kulin Ordinary Meeting – 21 November 2019
 - 5.2 Kulin LEMC Meeting – 3 December 2019
 - 5.3 Freebairn Recreation Centre Club Committee Meeting – 10 December 2019
- 6 MATTERS REQUIRING DECISION**
 - 6.1 List of Accounts – November 2019
 - 6.2 Financial Reports – October & November 2019
 - 6.3 Kulin CWA Rooms & Land
- 7 COMPLIANCE**
 - 7.1 Asset Management Plan 2019 - Review
 - 7.2 Compliance Reporting - General Compliance November 2019
 - 7.3 Compliance Reporting – Delegations Exercised November 2019
- 8 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
- 9 NOTICES AND ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**
- 10 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**
 - 10.1 Owen Jenks – Support (Confidential Item)
- 11 MATTERS FOR WHICH THE MEETING IS CLOSED TO THE PUBLIC**
- 12 DATE AND TIME OF NEXT MEETING**
- 13 CLOSURE OF MEETING**

Minutes of an Ordinary Meeting of Council held in the Council Chambers on Wednesday 18 December 2019 commencing at 1.00pm

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Graeme Robertson, Shire Freeman, in attendance.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

Attendance

BD West	President	West Ward
G Robins	Deputy President	Town Ward
R Bowey	Councillor	Town Ward
L Varone	Councillor	East Ward
BP Taylor	Councillor	Central Ward
B Smoker	Councillor	West Ward
MS Lucchesi	Councillor	Central Ward
JK Noble	Councillor	Town Ward
RD Duckworth	Councillor	West Ward
G Yandle	Chief Executive Officer	
J Hobson	Manager of Works (from 1.30pm)	
C Vandenberg	Deputy Chief Executive Officer	
N Thompson	Executive Support Officer / Minutes	

APOLOGIES

Nil

LEAVE OF ABSENCE

Nil

3. PUBLIC QUESTION TIME

Graeme Robertson addressed the meeting with information on the Kulin Hotel.

4. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

5. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Shire of Kulin Ordinary Meeting – 21 November 2019

01/1219

Moved Cr Varone Seconded Cr Smoker that the minutes of the Ordinary Council Meeting held on 21 November 2019 be confirmed as a true and correct record.

Carried 9/0

Agreed to alter resolution 06/1119 to include Roe Tourism delegates – Cr Bowey (proxy Cr Duckworth)

Kulin LEMC Meeting – 3 December 2019

02/1219

Moved Cr Duckworth Seconded Cr Varone that the minutes of the Kulin Local Emergency Management Committee Meeting held on 3 December 2019 be confirmed as a true and correct record.

Carried 9/0

Freebairn Recreation Centre Club Committee Meeting – 10 December 2019

03/1219

Moved Cr Taylor Seconded Cr Smoker that the minutes of the Freebairn Recreation Centre Club Committee Meeting held 10 December 2019 be confirmed a true and correct record.

Carried 9/0

CEO made clarification in regard to Caravan Club weekend in March 2020 advising that FRC Manager will be seeking EOI's from local sporting groups to cater (FRC Committee not expected to cater).

DCEO Cassi Vandenberg left the Council Chambers at 1.33pm and returned at 1.41pm

6 MATTERS REQUIRING COUNCIL DECISION

6.1 List of Accounts – November 2019

RESPONSIBLE OFFICER: DCEO
FILE REFERENCE: 12.06
AUTHOR: DCEO
STRATEGIC REFERENCE/S: 12.01
DISCLOSURE OF INTEREST: Nil

SUMMARY:

Attached is the list of accounts paid during the month of November 2019 for Council's consideration.

BACKGROUND & COMMENT:

Nil

FINANCIAL IMPLICATIONS:

Nil

STATUTORY AND PLANNING IMPLICATIONS:

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires local governments to prepare each month a statement of financial activity reporting on the revenue and expenditure of funds for the month in question.

POLICY IMPLICATIONS:

Nil

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

OFFICER'S RECOMMENDATION:

That November payments being cheque no.'s 255 - 256 (Trip), 423 (Trust), 37173 - 37182; EFT No's 15854 - 15998, DD7106.1 – DD7132.13 (Municipal), credit card payments, creditor payments, payroll and other vouchers from the Municipal Fund totalling \$632,113.55 be received.

VOTING REQUIREMENTS:

Simple majority required.

04/1219

Moved Cr Noble Seconded Cr Varone that November payments being cheque no.'s 255 - 256 (Trip), 423 (Trust), 37173 - 37182; EFT No's 15854 - 15998, DD7106.1 – DD7132.13 (Municipal), credit card payments, creditor payments, payroll and other vouchers from the Municipal Fund totalling \$632,113.55 be received.

Carried 9/0

6.2 Financial Reports – October & November 2019

RESPONSIBLE OFFICER: DCEO
FILE REFERENCE: 12.01
AUTHOR: DCEO
STRATEGIC REFERENCE/S: 12.01
DISCLOSURE OF INTEREST: Nil

SUMMARY:

Attached are the financial reports for the periods ending 31 October 2019 and 30 November 2019.

BACKGROUND & COMMENT:

Nil

FINANCIAL IMPLICATIONS:

Nil

STATUTORY AND PLANNING IMPLICATIONS:

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires local governments to prepare each month a statement of financial activity reporting on the revenue and expenditure of funds for the month in question.

POLICY IMPLICATIONS:

Nil

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

OFFICER'S RECOMMENDATION:

That Council endorse the monthly financial statements for the periods ending 31 October 2019 and 30 November 2019.

VOTING REQUIREMENTS:

Simple majority required.

05/1219

Moved Cr Bowey Seconded Cr Varone that Council endorse the monthly financial statements for the periods ending 31 October 2019 and 30 November 2019.

Carried 9/0

6.3 Kulin CWA Rooms & Land

NAME OF APPLICANT: CEO
FILE REFERENCE: 02.09.03
STRATEGIC REFERENCE/S:
AUTHOR: CEO
DISCLOSURE OF INTEREST: Nil

SUMMARY:

Kulin CWA have written to Council confirming their plans for its building and its restoration. See attached letter, in which two requests are made:

1. CWA have asked the Shire for an indicative in-kind contribution to clear the block in the case of a major event causing the building to need to be demolished. Currently their insurance is determined by an indicative valuation of \$100,000 to clear the block. Should the Shire indicate that this could be undertaken for a significantly smaller amount then the insurance premium for CWA would likely reduce.
2. Approaching Council to vest the property in the Shire with the maintenance and management remaining the responsibility of the Kulin CWA branch.

BACKGROUND:

In September 2016 a request by the General Secretary of the Country Women's Association of WA (Inc.) regarding the potential relinquishment of the Kulin CWA Rest Rooms and Crown Grant title on Johnson St, Kulin (Reserve Loc. 24388 Lot 4 2251 333A/83 C/T 1052/392) to be taken up by the Shire was put to Council. The outcome was to leave ownership with CWA HQ indicating that due to complications in transferring Lot 4 to the Shire no action be taken at this point.

In November last year Kulin CWA forwarded a request for maintenance assistance works relating to the CWA building. Council resolved to receive the letter and offered assistance with running storm water from the fence out onto the road (under the footpath). These works were completed in early 2019.

In May this year the Kulin CWA sent a letter apply for an allocation of funds in the 2019/20 budget to:

- Upgrade electrical installation to bring to current standards
- Remove, repair & replace entire floor
- Repairs to ceiling in main hall
- Repairs to cracks in walls
- Painting inside & out
- Drainage to prevent flooding under the building

During Council's budget deliberations funding was not allocated to the CWA for building repairs.

FINANCIAL IMPLICATIONS:

To remove the rubble should such an instance occur the Shire indicates this could be done by Shire staff and equipment for an indicative nominal value of \$10,000 of in-kind works, however CWA would need to arrange various trades such as an electrician and plumber to terminate existing services, as well as asbestos removal contractor should any asbestos required to be removed.

STATUTORY AND PLANNING IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Nil

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

OFFICER'S RECOMMENDATION:

Officers Recommendation 1

That Council, in the event of such a disaster resulting in the Kulin CWA building needing to be removed and the site cleared, agree to provide Shire staff and equipment to remove the rubble for an indicative nominal value of \$10,000 of in-kind works, however CWA would need to arranged various trades such as an electrician and plumber to terminate existing services, as well as asbestos removal contractor should any asbestos required to be removed.

Officers Recommendation 2

That Council is not prepared to accept the Kulin CWA property being vested in the Shire of Kulin.

VOTING REQUIREMENTS:

Simple majority required.

No mover or seconder for Officers Recommendation 1

Alternate motion

06/1219

Moved Cr Smoker Seconded Cr Robins that Council do not enter into any agreement with the Kulin CWA in regards to their correspondence requesting in kind works in case of a disaster resulting in the CWA building needing to be removed.

Carried 9/0

07/1219

Moved Cr Taylor Seconded Cr Varone that Council is not prepared to accept the Kulin CWA property being vested in the Shire of Kulin.

Carried 9/0

7 COMPLIANCE

7.1 Asset Management Plan 2019 - Review

NAME OF APPLICANT: CEO
RESPONSIBLE OFFICER: CEO
FILE REFERENCE: 12.11 Asset Management
STRATEGIC REFERENCE/S: Community Strategic Plan and Corporate Business Plan – Civic Leadership – CL4.1.1 a; CEO KRA 3.5
AUTHOR: CEO
DISCLOSURE OF INTEREST: Nil

SUMMARY:

To undertake a review of the Shire of Kulin Asset Management (AMP) 2013, as is required under the Local Government Act 1995.

BACKGROUND & COMMENT:

To achieve its strategic objectives the Shire aims to manage its assets over their lifecycle within an asset management framework that takes into consideration the community's service expectations.

The key elements of asset management are:

- Providing a defined level of service and monitor performance;
- Managing the impact of growth or decline through demand management and infrastructure investment;
- Taking a 'whole of life' approach to developing cost-effective management strategies for the long term that meet defined levels of service; Identifying, assessing and appropriately controlling risks; and
- Maintaining a long term financial plan which identifies required expenditure and how it will be funded.

The Shire engaged Talis Consultants to undertake a review of the AMP 2013.

The scope of the AMP was broken into 2 stage and encompasses:

- Stage 1 - Review of Asset Management Plan (2013)
 - Associated Documentation
 - Road Revaluation August 2018
 - Review document
 - Updated Report with New Template
 - Reflect latest valuation numbers
 - Identify risks / issues with existing plan to address in 2019/20
 - Present to
 - Council Forum Wednesday 20th June 2019 (not required).
 - Council Meeting Wednesday 17th July 2019.
 - Deliverable
 - Stage 1 – AMP Updated to reflect current asset values and identified improvement plan

- Stage 2 - Updated Asset Management Plan 2020
 - Updated AMP document
 - Robust review
 - Revaluation of all asset classes
 - Address risks / issues in June 2019 Review.
 - Long Term Financial Plan
 - Review
 - Updated document in consultation with Council
 - Council Workshop October 2019 Forum (tentative)
 - Present to
 - February 2020 Council Forum.
 - April 2020 Council Meeting.
 - Deliverable
 - Stage 2 – AMP updated to consider risks/improvements from Stage 1.

Talis presented an overview of AMP - Stage 1 review at the July 2019 Council Forum. This included:

- Review of AMP 2013.
- Overview of updated AMP- Stage 1.
- Outline of key requirements as part of AMP - Stage 2 update process.

Key details outlined in the AMP - Stage 1 Report are:

This plan covers those infrastructure and other assets that provide the following services:

- Transportation
- Housing
- Community Amenity
- Recreation
- Governance

STATUTORY AND PLANNING IMPLICATIONS:

Local governments are required to adopt Community Strategic Plans under S5.56 (1) of the *Local Government Act 1995*. Regulations made under S5.56 (2) require the local governments to review the plans every 4 years, and that process of review is to include community engagement and consultation.

Local Government Act 1995 & Local Government (Administration) Regulations 1996

Division 3 - Planning for the future 19C. Planning for the future: strategic community plans — s. 5.56

(1) A local government is to ensure that a strategic community plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.

(2) A strategic community plan for a district is to cover the period specified in the plan, which is to be at least 10 financial years.

(3) A strategic community plan for a district is to set out the vision, aspirations and objectives of the community in the district.

(4) A local government is to review the current strategic community plan for its district at least once every 4 years.

(5) In making or reviewing a strategic community plan, a local government is to have regard to:-

(a) the capacity of its current resources and the anticipated capacity of its future resources; and

(b) strategic performance indicators and the ways of measuring its strategic performance by the application of those indicators; and

(c) demographic trends.

(6) Subject to subregulation (9), a local government may modify its strategic community plan, including extending the period the plan is made in respect of.

(7) A council is to consider a strategic community plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.

*Absolute majority required.

- (8) If a strategic community plan is, or modifications of a strategic community plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.
- (9) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a strategic community plan and when preparing modifications of a strategic community plan.
- (10) A strategic community plan for a district is to contain a description of the involvement of the electors and ratepayers of the district in the development of the plan or the preparation of modifications of the plan.

19DA. Planning for the future: corporate business plans — s. 5.56

- (1) A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending
- (2) A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.
- (3) A corporate business plan for a district is to —
 - (a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government’s priorities for dealing with the objectives and aspirations of the community in the district; and
 - (b) govern a local government’s internal business planning by expressing a local government’s priorities by reference to operations that are within the capacity of the local government’s resources; and
 - (c) develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.
- (4) A local government is to review the current corporate business plan for its district every year.
- (5) A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government’s strategic community plan.
- (6) A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.
*Absolute majority required.
- (7) If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

As per key recommendations outlined by the Shire’s Auditor in the 2017/18 Annual Financial Report the “current Asset Management Plan and Long-term financial plan were prepared in financial year ended 2014. Asset Management Plan was scheduled for review in financial year ended 2018 and this has not yet been completed. Also, the Long-term financial plan is not being reviewed on a regular basis.” As such a review of the Asset Management Plan and Long-Term Financial Plan is required in 2018/19 to ensure it is up to date. This report constitutes the initial stage of the process required with regard to review of both the AMP and LFP for 2018/19 to be concluded in 2019/20.

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

The assets covered by this Asset Management Plan (AMP) and their replacement value are list below with a total replacement value of approximately \$160M.

Asset Category	Replacement Value
Roads	\$ 118,015,819
Footpaths	\$ 1,094,950
Recreation	\$ 4,002,172
Other	\$ 1,189,888
Buildings & Other Construction	\$ 30,242,944
Furniture & Equipment	\$ 170,546
Plant & Equipment	\$ 3,285,349
Motor Vehicle	\$ 1,241,151
Total Replacement Value	\$ 159,242,819

The Shire's infrastructure assets are revalued on a 3 yearly cycle to determine gross replacement cost and the value lost through asset deterioration through use. The value of assets recorded in the asset register and their estimate depreciable amounts as at 30 June 2018 covered by this asset management plan is shown below. Assets were last revalued at 30 June 2018. Assets are valued at fair value. The assets have an estimated annual depreciation value of \$3.6M, which is a good indicator of likely annual renewal expenditure requirements.

Category	Replacement Cost (\$)	Depreciable Amount (\$)	Depreciated Replacement Cost (\$)	Annual Depreciation (\$)
Roads	\$ 118,015,819	\$ 81,197,781	\$ 75,380,324	\$ 2,366,640
Footpaths	\$ 1,094,950	\$ 1,094,950	\$ 1,094,950	\$ 40,418
Recreation	\$ 4,002,172	\$ 4,002,172	\$ 4,002,172	\$ 146,413
Other	\$ 1,189,888	\$ 1,189,888	\$ 1,189,888	\$ 24,677
Buildings & Other Construction	\$ 30,242,944	\$ 30,242,944	\$ 30,242,944	\$ 469,651
Furniture & Equipment	\$ 170,546	\$ 170,546	\$ 170,546	\$ 27,263
Plant & Equipment	\$ 3,285,349	\$ 3,285,349	\$ 3,285,349	\$ 433,500
Motor Vehicle	\$ 1,241,151	\$ 1,241,151	\$ 1,241,151	\$ 112,773
Grand Total	\$ 159,242,819	\$ 159,242,819	\$ 116,607,324	\$ 3,621,335

The AMP articulates the Long-Term Financial Plan planned future Capital Expenditure including renewal, new / upgraded as well as disposal of assets expenditure to be approximately \$2.4M, which is also compared against the required AMP Capital Expenditure that outlines the estimated renewal expenditure required to cover depreciation to be \$3.6M as summarised in table below:

Capital Expenditure	Renewal Expenditure	New Expenditure	Disposal	Total
LTFP Planned	\$ 2,051,587	\$ 315,965	\$ 40,000	\$ 2,407,552
AMP Required	\$ 3,643,415	\$ -	\$ -	\$ 3,643,415

The Asset Renewal Funding Ratio is the most important indicator and reveals that over the next 10 years of the forecasting that we will have 56% of the funds required for the optimal renewal and replacement of assets.

Historical levels of operations and maintenance expenditure have provided the "default" current level of service for roads, which is approximately \$1.6M annually. For the purposes of the plan it is assumed that this expenditure is adequate. The AMP also articulates what the Long-Term Financial Plan predicts to be the future O&M expenditure to be \$1.6M as well as the required expenditure to be \$1.6M as summarised in table below:

O&M Expenditure	Operations Expenditure	Maintenance Expenditure	Total O&M Expenditure
Historical Actual	\$ 604,859	\$ 981,460	\$ 1,586,319
LTFP Predicted	\$ 610,322	\$ 994,572	\$ 1,604,894
AMP Required	\$ 610,322	\$ 994,572	\$ 1,604,894

Combining all this information together provides an overview of the projected outlay for annual planned, required and available expenditure and income for Council moving forward. The projected outlays necessary to provide the services covered by this AMP includes operations, maintenance, renewal and upgrade of existing assets for the coming 10-year planning period is \$52,483,094 or \$5,248,309 on average per year.

Estimated available funding for the coming 10-year period is \$40,124,464 or \$4,012,446 on average per year which is 76% of the cost to provide the service. This is a funding shortfall of \$1,235,863 on average per year.

This is summarised in the table below:

	Total O&M Expenditure	Total Capital Expenditure	Total Expenditure
LTFP Planned	\$ 1,604,894	\$ 2,407,552	\$ 4,012,446
AMP Required	\$ 1,604,894	\$ 3,643,415	\$ 5,248,309
Shortfall (AMP – LTFP)	\$ 1,000,106	\$ 1,275,863	\$ 1,235,863

COMMUNITY CONSULTATION:

Nil for Stage 1 Review.
Council consultation as outlined in this report.

WORKFORCE IMPLICATIONS:

Nil

OFFICER'S RECOMMENDATION:

That Council:

1. Receive the updated document entitled Shire of Kulin Asset Management Plan (December 2019);
2. Acknowledge that this report for the Asset Management Plan - Stage 1 satisfies the intent of review process;
3. Endorse the process proposed for the Asset Management Plan - Stage 2 review to be undertaken during the 2019/20 financial year.

VOTING REQUIREMENTS:

Simple majority.

08/1219

Moved Cr Lucchesi Seconded Cr Robins that Council:

1. Receive the updated document entitled Shire of Kulin Asset Management Plan (December 2019);
2. Acknowledge that this report for the Asset Management Plan - Stage 1 satisfies the intent of review process;
3. Endorse the process proposed for the Asset Management Plan - Stage 2 review to be undertaken during the 2019/20 financial year.

Carried 9/0

Freeman Robertson left the Council Chambers at 2.36pm

7.2 Compliance Reporting – General Compliance November 2019

NAME OF APPLICANT: CEO
RESPONSIBLE OFFICER: CEO
FILE REFERENCE: 12.05 Compliance 12.06 – Accounting Compliance
STRATEGIC REFERENCE/S: CBP 4.1 Civic Leadership, 4.1.8 Compliance methods
AUTHOR: CEO
DISCLOSURE OF INTEREST: Nil

SUMMARY:

This report addresses General and Financial Compliance matters for November 2019. This process is not definitive, each month additional items and/or actions may be identified that are then added to the monthly checklist. Items not completed each month e.g. quarterly action - will be notations.

The report provides a guide to the compliance requirements being addressed as part of staff workloads and demonstrates the degree of internal audit being completed.

BACKGROUND & COMMENT:

The Compliance team and works staff commence the monthly compliance effort immediately after the Shire meeting each month. At that time, the Executive Support Officer will email the assigned staff member their compliance requirements for the coming month. As the month progresses, staff in conjunction with their manager, the CEO or DCEO will determine the extent of work/action needed to complete items. During Agenda week, the Compliance Team again meets to ensure the monthly report/list is reviewed and that compliance items are completed. In preparing the Agenda report, the CEO or DCEO will sign off on completed items.

Prior month items not completed previously will be reported in the following month so Council remains aware.

Outstanding May 2019

Review of Equal Opportunity Employment Plan – *drafted likely February agenda item*

Outstanding June 2019

Staff Performance Reviews & KRA's – *only 1 to be completed*

Outstanding July

Disability Access and Inclusion Plan Review

LEMC Reporting

Outstanding September

Occupational Health & Safety Meeting – *held 12 December*

Outstanding October

Annual Financial Report and Audit Report – *information with Auditor*

Conduct Fire Training Day – *as per LEMC minutes*

FINANCIAL IMPLICATIONS:

In terms of meeting compliance - normal administration expense. There may be items that require additional administrative effort to complete or require external assistance to resolve. In those cases, individual financial implications will be reported.

STATUTORY AND PLANNING IMPLICATIONS:

Nil

POLICY IMPLICATIONS:

Identified as necessary – this report Nil

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

OFFICER'S RECOMMENDATION:

That Council receive the General & Financial Compliance Report for November 2019 and note the matters of non-compliance.

VOTING REQUIREMENTS:

Simple majority required.

09/1219

Moved Cr Duckworth Seconded Cr Taylor that Council receive the General & Financial Compliance Report for November 2019 and note the matters of non-compliance.

Carried 9/0

7.2 Compliance Reporting – Delegations Exercised – November 2019

NAME OF APPLICANT: CEO
RESPONSIBLE OFFICER: CEO
FILE REFERENCE: 12.05 - Compliance
STRATEGIC REFERENCE/S: CBP 4.1 Civic Leadership, 4.1.8 Compliance methods
AUTHOR: CEO
DISCLOSURE OF INTEREST: Nil

SUMMARY:

To report back to Council actions performed under delegated authority for the period ending 31 October 2019.

To provide a comprehensive report listing of the delegations able to be exercised following adoption of a more substantial array of delegations in June 2017.

BACKGROUND & COMMENT:

This report is prepared for Council detailing actions performed under delegated authority by the respective officers under each of the delegation headings:

ADMINISTRATION

Policy Delegation

		Officers
A1	Acting Chief Executive Officer	(CEO)
A2	Agreements for Payments of Debts to Council	(CEO/DCEO)
A3	Casual Hirer's Liability	(CEO)
A4	Complaint Handling	(CEO)
A5	Fees & Charges – Discounts	(CEO/DCEO/MW/MLS/CRC)
A6	Investment of Surplus Funds	(CEO/DCEO)
A7	IT & Social Media – Use of	(CEO)
A8	Legal Advice, Representation & Cost Reimbursement	(CEO)
A9	Payments from Municipal and Trust Funds	(CEO-to numerous staff – purchase orders)
A10	Use of Common Seal	(CEO)
A11	Writing Off Debts	(CEO)
A12	Housing	(CEO)
A13	Procedure for Unpaid Rates Finance	(CEO)

GOVERNANCE

G1	Applications for Planning Consent	(CEO)
G2	Building Licences and Swimming Pools	(EHO/Building Surveyor)
G3	Cemeteries Act 1986	(CEO)
G4	Health Act 1911 Provisions	(EHO)

HUMAN RESOURCES

H1	Grievance Procedures	(CEO)
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COMMUNITY SERVICES

CS1	Bushfire Control – Shire Plant for Use of	(CEO)
CS2	Bushfire Control – Plant Use for Adjoining Shires	(CEO)
CS3	Bushfire Prohibited / Restricted Burning Periods – Changes	(Shire President/CEO)
CS4	Bushfire Training Administration	(CEO)
CS5	Cat Ownership Limit – Cat Control	(CEO)
CS6	Dog Control – Attacks	(CEO)
CS7	Dog Ownership Limit – Dog Control	(CEO)
CS8	Sea Containers Use of – Town Planning	(CEO)
CS9	Second Hand Dwellings	(CEO)
CS10	Temporary Accommodation	(CEO)
CS11	Unauthorised Structures – Building Control	(CEO)
CS13	Freebairn Recreation Club Committee	(FRC Club Committee)
CS14	Kulin Child Care Centre Management Committee	(KCCC Mgmt. Committee)
CS15	General – Community Services Practices	(CEO)
CS20	Seed Collection	(CEO)

WORKS

W1	Gravel Supplies	(MW)
W2	Roads – Clearing	(CEO)
W3	Roads – Damage to	(MW)
W4	Roads – Roadside Markers – Management of	(MW)
W5	Stormwater Drainage	(MW)
W6	Street Trees	(CEO)
W7	Streetscape – Improvements	(CEO)
W8	Roadside Burning	(MW)
W9	Temporary Road Closures	(MW)
W10	General – Works Practices Approvals	

COMMENT:

The following details the delegations exercised within the Shire relative to the delegated authority for the month of October 2019 and are submitted to Council for information (excluding delegations under A9, Payments – refer to individual order and payment listed in Accounts paid).

C.2 Bushfire Control – Plant Use for Adjoining Shires

Kondinin Fire 7 December – Dozer (Low Loader) and Water Truck

G.2 Building Licences and Swimming Pools

Hyden Sheds & Garages – Shed at Lot 4 Luke Price St Pingaring

Kulbiz Pty Ltd – Occupancy Certificate Permit – Café 51 Johnston St Kulin

STATUTORY ENVIRONMENT:

Building Act 2011
Bushfires Act 1954
Cemeteries Act 1986
Health (Asbestos) Regulations 1992;
Health (Miscellaneous Provisions) Act 1911;
Local Government Act 1995
Public Health Act 2016
Shire of Kulin TPS2
Town Planning Development Act
Town Planning Scheme
Trustees Act, Part III,
Criminal Procedure Act 2004;

FINANCIAL IMPLICATIONS:

Nil in terms of exercising delegation and reporting to Council though there may be financial implications in the case of each delegation exercised.

STATUTORY AND PLANNING IMPLICATIONS:

Sections 5.18 and 5.46 of the Local Government Act 1995

POLICY IMPLICATIONS:

There are no known policy implications relating to this report.

COMMUNITY CONSULTATION:

Nil

WORKFORCE IMPLICATIONS:

Nil

OFFICER'S RECOMMENDATION:

That Council receive the Delegation Exercised Report for November 2019.

VOTING REQUIREMENTS:

Simple majority required.

10/1219

Moved Cr Smoker Seconded Cr Taylor that Council receive the Delegation Exercised Report for November 2019.

Carried 9/0

8 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

9 NOTICES AND ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

10 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

10.1 Owen Jenks – Support

Confidential Item – Matter Affecting an Employee

11/1219

Moved Cr Duckworth Seconded Cr Varone that to assist Owen Jenks following his recent motor vehicle accident that Council waive the rental on the house at 81 Johnston Street Kulin until March and that Council sponsor 2 places at Camp Kulin's Teen Camp in January.

Carried 9/0

11 MATTERS FOR WHICH THE MEETING IS CLOSED TO THE PUBLIC

Nil

12 DATE AND TIME OF NEXT MEETING

Wednesday 19 February 2020 at 1.00pm

13 CLOSURE OF MEETING

There being no further business the President declared the meeting closed at 2.55pm