

# **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 – 15 November 2017
  - 5.2 The Freebairn Recreation Club AGM & Freebairn Recreation Centre Sporting Council Meeting – 23 October 2017
  - 5.3 Kulin Retirement Homes AGM & Committee Meeting – 16 November 2017
  - 5.4 Shire of Kulin OS& H Meeting - 6 December 2017
  - 5.5 Kulin Bush Races AGM – 2 November 2017
- 6 MATTERS REQUIRING DECISION**
  - 6.1 List of Accounts – November 2017
  - 6.2 Financial Reports – November 2017
  - 6.3 Salary Increase – Officer Level Staff
- 7 COMPLIANCE**
  - 7.1 Compliance Reporting - General & Financial Compliance November 2017
  - 7.2 Compliance Reporting – Delegations Exercised November 2017
- 8 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
  - 8.1 Kulin Bush Races – Funding Project Working Group
- 9 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**
  - 9.1 Kulin Bush Races – Funding Project Working Group
- 10 MATTERS FOR WHICH THE MEETING IS CLOSED TO THE PUBLIC**
- 11 DATE AND TIME OF NEXT MEETING**
- 12 CLOSURE OF MEETING**

# Minutes of an Ordinary Meeting of Council held in the Council Chambers on Wednesday 20 December 2017 commencing at 4.40pm

## 1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

## 2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

### Attendance

BD West	President	West Ward
RD Duckworth	Deputy President	West Ward
HT McInnes	Councillor	Town Ward
G Robins	Councillor	Town Ward
B Smoker	Councillor	West Ward
R Bowey	Councillor	Town Ward
BP Taylor	Councillor	Central Ward
M Lucchesi	Councillor	Central Ward
L Varone	Councillor	East Ward
N Mason	Chief Executive Officer	
C Vandenberg	Deputy CEO	
J Hobson	Manager of Works	
N Thompson	ESO / Minutes	

### Apologies

Nil

## 3. PUBLIC QUESTION TIME

Nil

## 4. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

## 5. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Shire of Kulin Ordinary Meeting – 15 November 2017

**01/1217**

**Moved Cr Robins Seconded Cr Bowey that the minutes of the Ordinary Council Meeting held on 15 November 2017 be confirmed as a true and correct record.**

**Carried 9/0**

Freebairn Recreation Club AGM & Sporting Council Meeting – 23 October 2017

**02/1217**

**Moved Cr Varone Seconded Cr Duckworth that the minutes of the Freebairn Recreation Club AGM & Sporting Council meeting held 23 November 2017 be received.**

**Carried 9/0**

Kulin Retirement Homes AGM & Committee Meeting – 16 November 2017

**03/1217**

**Moved Cr Bowey Seconded Cr Robins that the minutes of the Kulin Retirement Homes AGM & Committee Meeting held 16 November 2017 be received.**

**Carried 9/0**

Shire of Kulin OS&H Meeting - 6 December 2017

**04/1217**

**Moved Cr Smoker Seconded Cr Taylor that the minutes of the Shire of Kulin OS&H Meeting held 6 December 2017 be received.**

**Carried 9/0**

05/1217

Moved Cr Robins Seconded Cr Duckworth that the minutes of the Kulin Bush Races Annual Meeting held 2 November 2017 be received.

Carried 9/0

## **6 MATTERS REQUIRING DECISION**

### **6.1 List of Accounts – November 2017**

**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 2017 for Council's consideration.

**BACKGROUND & COMMENT:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STATUTORY AND PLANNING IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**COMMUNITY CONSULTATION:**

Nil

**WORKFORCE IMPLICATIONS:**

Nil

**OFFICER'S RECOMMENDATION:**

That November payments being cheque No's 239 (Trip Fund), 376 - 378 (Trust Fund) 2098 – 2104 (Bush Races), 36879 - 36892 (Municipal), EFT No's 13402 - 13510, DD6340.1 -DD6345.8 (Municipal), credit card payments, creditor payments, and other vouchers from the Municipal Fund totalling \$731,662.54 be received.

**VOTING REQUIREMENTS:**

Simple majority required.

06/1217

Moved Cr McInnes Seconded Cr Lucchesi that November payments being cheque No's 239 (Trip Fund), 376 - 378 (Trust Fund) 2098 – 2104 (Bush Races), 36879 - 36892 (Municipal), EFT No's 13402 - 13510, DD6340.1 -DD6345.8 (Municipal), credit card payments, creditor payments, and other vouchers from the Municipal Fund totalling \$731,662.54 be received.

Carried 9/0

Cr Lucchesi left the Council Chambers at 5.11pm and returned at 5.13pm

### **6.2 Financial Reports – November 2017**

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

**SUMMARY:**

Attached is the financial report for the period ending 30 November 2017.

**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 statement for the period ending 30 November 2017.

**VOTING REQUIREMENTS:**

Simple majority required.

07/1217

Moved Cr Smoker Seconded Cr Robins that Council endorse the monthly financial statement for the period ending 30 November 2017.

Carried 9/0

### 6.3 Salary Increase – Officer Level Staff

---

**NOTE:** *This item had been provided to Councillors on 7 December 2017 by email and direct mail for Cr McInnes.*

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

**SUMMARY:**

Annual salary increases for officer level staff, in line with CPI, are presented for Council's consideration.

A CPI increase was allowed for in the 2017/2018 budget but at the time of preparation, CPI data was not known.

Typically this increase would be passed on to staff immediately after budget adoption but as yet this has not occurred. This information is presented to Council now as, even though this increase is allowed for in the budget, no direct reference to the increase was spoken about during our budget discussion.

It is expected that this increase will take effect as of the 1st of July and staff will include a back payment for the period ended the 17 of December 2017.

**BACKGROUND & COMMENT:**

Allowances were made for staff pay increases as part of the preparation of the 2017/2018 annual budget however these were not directly discussed during our budget conversations. At the time initial stages of the budget preparations, it was expected that CPI was going to be around the 2% mark and an allowance reflecting that rate was included in the budget figures. However, Perth CPI for the year ended June 2017 was 0.7%

CPI details from the Australian Bureau of Statistics for the period June 2016 – June 2017 are presented in the table below:

## All Groups CPI, All groups index numbers and percentage changes

	Index number(a) Jun Qtr 2017	Percentage change	
		Mar Qtr 2017 to Jun Qtr 2017	Jun Qtr 2016 to Jun Qtr 2017
Sydney	111.7	0.4	2.2
Melbourne	111.0	0.1	2.2
Brisbane	111.0	0.5	1.8
Adelaide	109.2	0.1	1.6
<b>Perth</b>	<b>109.0</b>	<b>0.0</b>	<b>0.7</b>
Hobart	108.9	0.0	2.3
Darwin	108.8	0.3	0.5
Canberra	108.6	0.0	2.1
<b>Weighted average of eight capital cities</b>	<b>110.7</b>	<b>0.2</b>	<b>1.9</b>

I have provided calculations in the table below illustrating the cost to Council based on varying levels of rate increase.

CPI Rate (Value of increase)	Total cost to Council (annualised)
0.7%	\$9,602
1.0%	\$13,716
1.9%	\$26,062

Staff excluded from this increase are executive management on fixed annual salaries and those on the minimum wage. On 16 June the Fair Work Commission announced an increase of 3.3 per cent to the national minimum wage following its annual wage review. All Shire of Kulin staff who are paid the minimum wage received this pay increase as of 1 July.

The pay increase will take effect as of 1 July 2017 and there will be a back payment to staff for the period 1 July – 17 December 2017. Going forward the increase will be included in the employee's rate of pay.

### FINANCIAL IMPLICATIONS:

The pay increase of 1.0%, as per the Officer's recommendation, will cost Council \$13,716.

### STATUTORY AND PLANNING IMPLICATIONS:

Nil

### POLICY IMPLICATIONS:

Nil

### COMMUNITY CONSULTATION:

Nil

### WORKFORCE IMPLICATIONS:

Nil

### OFFICER'S RECOMMENDATION:

That Council endorse a pay increase of 1.0%, 0.3% above Perth CPI, for all officer level staff. The pay increase will be back dated to the 1st of July and employee's ongoing rate will be increased by the same rate.

### VOTING REQUIREMENTS:

Simple majority required.

08/1217

**Moved Cr Robins Seconded Cr Taylor that Council – endorse a pay increase of 1.0%, 0.3% above Perth CPI, for all officer level staff. The pay increase will be back dated to 1 July and employee's ongoing rate will be increased by the same rate.**

Carried 9/0

# 7 COMPLIANCE

## 7.1 Compliance Reporting – General & Financial Compliance – November 2017

**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/DCEO  
**DISCLOSURE OF INTEREST:** Nil

### SUMMARY:

This report addresses General and Financial Compliance matters for November 2017. 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 of what items are still outstanding. (*Refer to Table attached*)

#### Items still outstanding from September 2017:

<i>FOI Statement</i>	- to be finalised for Nov Meeting with Annual Report – Now Completed
<i>Record Keeping Plan Compliance</i>	- to be finalised for Nov Meeting with Annual Report – Now Completed
<i>Bushfire Firebreak Inspections</i>	- commenced on 9 <sup>th</sup> November 2017 – Completed
<i>Firebreak Reminders</i>	- will be completed after Inspections – Completed
<i>Bushfire Protective Clothing</i>	- orders completed – awaiting supply and delivery– Completed
<i>Transport R2R Annual</i>	- after Annual Accounts and Audit have been completed – Now Completed
<i>Audit Committee with Auditor</i>	- Nov meeting day– Completed
<b>Grants Commission Statistics return</b>	<b>- to be completed by 18<sup>th</sup> Jan 2018 - Not completed</b>
<i>Cat Dog registration renewals</i>	- by 15 <sup>th</sup> Oct – Completed

#### Items still outstanding from October 2017:

<i>Electors Meeting</i>	- 20 <sup>th</sup> December 2017 – Completed
<i>Annual report and Financials to Dept.</i>	- after acceptance by Council at Nov meeting – Now Completed
<i>Election of President &amp; Deputy President-</i>	<i>Nov meeting – Completed</i>
<i>Appointment of Committees &amp; Delegates-</i>	<i>Nov meeting – Completed</i>
<i>Photo of new Council</i>	- now planned for June meeting – Completed
<i>Bushfire Firebreak Inspections</i>	- commenced on 9 <sup>th</sup> November 2017 – Completed
<i>Firebreak Reminders</i>	- will be completed after Inspections – Completed
<i>Broadcasting Apparatus Licence</i>	- check to see if still requirement – Completed
<b>Clean filters in air conditioners</b>	<b>- contractor quote being obtained – Contractor doing 2-3 units in Dec</b>
<i>Audit Report to DRD</i>	- can be finalised after acceptance of Audit and Annual Report - Completed
<i>Quarterly Stats to DRD</i>	- Now Completed
<i>Swimming Pool Water Sampling</i>	- not ready – 2-3 weeks away – Completed
<i>Waste Water Recycling Scheme water samples</i>	- in conjunction with Swimming Pool water testing – Completed

**Items Still Outstanding November 2017**

- Annual Report to Health Dept. - EHO delivering to Health Dept.
- Rubbish Collection - Transfer Station dates to be finalised and advertised for Jan 2018

**FINANCIAL IMPLICATIONS:**

In the generation of the report, nil in terms of meeting compliance. 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 Reports for November 2017 and note the matters of non-compliance.

**VOTING REQUIREMENTS:**

Simple majority required.

09/1217

**Moved Cr Smoker Seconded Cr Varone that Council receive the General & Financial Compliance Reports for November 2017 and note the matters of non-compliance.**

**Carried 9/0**

**7.2 Compliance Reporting – Delegations Exercised – November 2017**

**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 30 November 2017. 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**

<b>Policy</b>	<b>Delegation</b>	<b>Officers</b>
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 Mgr.)
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 for 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)
----	----------------------	-------

### **COMMUNITY SERVICES**

C1	Bushfire Control – Shire Plant for Use of	(CEO)
C2	Bushfire Control – Plant Use for Adjoining Shires	(CEO)
C3	Bushfire Prohibited / Restricted Burning Periods – Changes	(Shire President/CEO)
C4	Bushfire Training Administration	(CEO)
C5	Cat Ownership Limit – Cat Control	(CEO)
C6	Dog Control – Attacks	(CEO)
C7	Dog Ownership Limit – Dog Control	(CEO)
C8	Sea Containers Use of – Town Planning	(CEO)
C9	Second Hand Dwellings	(CEO)
C10	Temporary Accommodation	(CEO)
C11	Unauthorised Structures – Building Control	(CEO)
C12	Kulin Bush Races	(Kulin Bush Races Committee)
C13	Freebairn Recreation Club Committee	(FRC Club Committee)
C14	Kulin Child Care Centre Management Committee	(Kulin CCC Management Committee)
C15	General – Community Services Practices	(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 and are submitted to Council for information (excluding delegations under A9, Payments – refer to individual order and payment listed in Accounts paid)

#### **A5 Fees & Charges – Discounts (CEO)**

Approved a 15% reduction in Swimming Pool Fees adopted in the 2017/18 Budget for Season Passes (Pool and Slide). In response to public questions concerning the start of the pool and slide season being delayed by 4 weeks (20% of season). Positive response to change from patrons.

##### **Season Pass**

<b>Including Slide</b>	<b>Adult</b>	<b>Child</b>	<b>Family</b>
Old Rate	\$147	\$91	\$271
New Rate	\$125	\$77	\$230
<b>No Slide</b>			
Old Rate	\$74	\$45	\$135
New Rate	\$63	\$38	\$115

#### **A5 Private Works – Low Loader Hire**

18% discount on km rate for Low Loader hire to transport Jilakin Contractors grader to Mingenev - \$5.70km to \$4.70 - to be competitive with alternate quotes. Approx. \$800 profit on job.



**A6 Investment of Surplus Funds (DCEO) – Local Government Act 1995, section 6.14**

Municipal funds

Type	Rate	Deposit/(Withdrawal)
At Call	1.5%	(300,000)
At Call	1.5%	280,000
Term Deposit	1.75%	(250,000)

**G1 Applications for Planning Consent - NIL**

Had a request for a Development Application (DA) from Ms June Richards for Lot 20, 6 High Street – Shop. Upon consideration of TPS2 and a clear understanding of the intent of the applicant (including assessment by Joe Douglas) determined that under Deemed provisions of TPS2, no DA was required. Applicant has been advised that if alternate uses are considered in the future – DA will be required.

**G2 Building Licences (CEO)**

Approved Building Application for Shire of Kulin, Johnston St, Kulin, for Kulin Cemetery Niche Wall Shelter - estimated value \$30,000.

Approved Building Application for Telstra Corporation, via GC Construction and Management, Watsonia Rd, Gooseberry Hill WA, for Telecommunications Tower & Equipment Hut - estimated value \$200,000.

**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:**

Nil

**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 December 2017.

**VOTING REQUIREMENTS:**

Simple majority required.

**10/1217**

**Moved Cr Lucchesi Seconded Cr Robins that Council endorse the monthly financial statement for the period ending 30 November 2017.**

**Carried 9/0**

## **8 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Thanks were expressed to Kate Bishop for her work as CRC Manager over the past 2 years.

## **9 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**

### **9.1 Kulin Bush Races – Funding Project Working Group**

---

**NAME OF APPLICANT:** Cr Bowey  
**RESPONSIBLE OFFICER:** CEO  
**FILE REFERENCE:** 02.06.01 – Kulin Bush Races  
**STRATEGIC REFERENCE/S:**  
**AUTHOR:** Cr Bowey  
**DISCLOSURE OF INTEREST:** Nil

#### **BACKGROUND & COMMENT:**

The Kulin Bush Races Committee has not held a funding round for the past few years. There has been a general consensus within the KBR committee they would like to support a larger and more worthwhile project, rather than several small projects. With 2017 event KBR being a financial success, it is timely to instigate a worthwhile project for the community. Short term Accommodation is something which is raised frequently at Council.

KBR has sent a message to the committee, asking their opinion on advertising a funding round. The comments are varied, but most would prefer the committee to discuss again. Some committee members replied with the comment they preferred to support a bigger project.

I think it is timely for Council to approach KBR and discuss the possibilities for funding a project. There may well be other options apart from accommodation.

I am suggesting Council initiate the formation a committee or working group to form a view on where KBR funds will be spent. Should the working group be formed and short term accommodation identified as a worthwhile project, it would be prudent of the group to visit other towns in the region to identify suitable options. There are many examples in nearby towns. E.g. Nyabing, Narembeen, Kondinin and Bruce Rock.

#### **FINANCIAL IMPLICATIONS:**

Nil

#### **STATUTORY AND PLANNING IMPLICATIONS:**

Nil

#### **COMMUNITY CONSULTATION:**

Nil

#### **WORKFORCE IMPLICATIONS:**

Nil

#### **OFFICER'S RECOMMENDATION:**

That Council approach Kulin Bush Races Committee with a suggestion to form a working group to investigate the establishment of short term accommodation options in the town. The working group/committee shall make recommendations to Council prior to the April meeting. The committee shall comprise of three (3) KBR committee and three (3) councillors or council staff, plus one appointed chairperson from Council.

#### **VOTING REQUIREMENTS:**

Simple majority required.

11/1217

Moved Cr Bowey Seconded Cr Robins that Council approach Kulin Bush Races Committee with a suggestion to form a working group to investigate the establishment of short term accommodation option/or other options in the town. The working group/committee shall make recommendations to Council prior to the April meeting. The committee shall comprise of three (3) KBR committee and three (3) councillors or council staff, plus one appointed chairperson from Council. Carried 9/0

*Note* \*Council representatives are Cr Bowey, Cr Smoker, Cr Varone & Cr Robins.

## **10 MATTERS FOR WHICH THE MEETING IS CLOSED TO THE PUBLIC**

Nil

There being no further business the meeting was declared closed at 5.42pm. The President wished everyone a Merry Christmas and a prosperous New Year.