



MINUTES

Ordinary Meeting of Council

19th October 2016

SHIRE OF CARNAMAH

ORDINARY MEETING OF COUNCIL 19th OCTOBER 2016

MINUTES

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APPENDICES

APPENDIX "A"

MINUTES OF ORDINARY MEETING OF COUNCIL
21st SEPTEMBER 2016 AS CIRCULATED.

SHIRE OF CARNAMAH

DISCLAIMER

No responsibility is implied or accepted by the Shire of Carnamah for any act, omission or statement or intimation occurring during Council or committee meetings.

The Shire of Carnamah disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or committee meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or committee meeting does so at that person's or legal entity's own risk.

In particular and without detracting in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the Shire of Carnamah during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Carnamah.

The Shire of Carnamah advises that anyone who has any application lodged with the Shire of Carnamah shall obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Carnamah in respect of the application.

Signed: _____

CHIEF EXECUTIVE OFFICER

SHIRE OF CARNAMAH

MINUTES

ORDINARY MEETING OF COUNCIL

Held in the COUNCIL CHAMBERS, 33-37 MACPHERSON STREET, CARNAMAH
On WEDNESDAY 19th OCTOBER 2016
Commencing at 3.00 pm

1. DECLARATION OF OPENING

The President, Cr Merle Ibister, welcomed those in attendance and declared the meeting open at 3.00pm.

2. RECORD OF ATTENDANCE

Present

Cr Merle Ibister	President
Cr Ian Stirling	Deputy President
Cr Ian Bowman	Councillor
Cr Con Kikeros	Councillor
Cr Dwayne Wooltorton	Councillor
Cr Liz Piccles-Popham	Councillor (joined the meeting at 4.00pm)

Mr Bill Atkinson	Chief Executive Officer
Mr Ian Walsh	Deputy Chief Executive Officer
Ms Jennie Benson	Executive Support Officer

Apologies

Cr Sandra Laundry

Leave Of Absence (Previously Approved)

Nil

Members of the Public

Mr John Hoare	(to 3.22pm)
Ms Carol Reynolds	(to 3.22pm)

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Ms Reynolds and Mr Hoare made enquiries regarding the possibility of more Aged Person's Units being built in Carnamah. CEO advised that all of the units are currently occupied. The Shire does have a waiting list in place (both Ms Reynolds and Mr Hoare are listed).

CEO and Cr Merle Isbister gave a brief overview of the funding arrangements that were in place when the existing units were built in 2003, and explained that funding from similar sources was unlikely in the current economic climate. DCEO advised that there are currently two Single Person's Units available at King Street for their consideration.

Discussion ensued regarding the inclusion of aged person's accommodation needs being included in the current Community Strategic Plan. CEO highlighted the importance of waiting lists (ie: demand) when making application for funding.

Both Ms Reynolds and Mr Hoare left the meeting at 3.22pm.

5. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6. DISCLOSURE OF INTEREST

The Chief Executive Officer declared an interest in Item 10.3.4 of the Agenda of the 19th of October 2016 meeting.

7. PETITIONS, DEPUTATIONS AND PRESENTATIONS

Nil

8. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

9. CONFIRMATION OF MINUTES

9.1 MINUTES OF ORDINARY MEETING OF COUNCIL - 21st SEPTEMBER 2016

As Circulated

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION 20161001

ITEM: 9.1

Moved: Cr Stirling

Seconded: Cr Woollorton

That the Minutes of the Ordinary Meeting of Council held on the 21st September 2016 be accepted as a true and correct record.

CARRIED 5-0

10 MANAGEMENT REPORTS

10.1 FINANCE REPORTS

10.1.1 ACCOUNTS FOR PAYMENT

Applicant:	N/A
Location / Address:	N/A
File Ref:	ADM0075
Disclosure of Interest:	Nil
Date:	11 th October 2016
Author:	Deputy Chief Executive Officer
Attachments:	10.1.1 Cheque & EFT Listing

SUMMARY

Council to confirm the payment of creditors for the period 13th September 2016 to 10th October 2016, in accordance with the Local Government (Financial Management) Regulations 1996 section 13(1).

ATTACHMENT

Copy of list of accounts paid (EFT & cheque payments), which will enable Council to confirm the payment of its creditors in accordance with Local Government (Financial Management) Regulations 1996, Section 13(1).

BACKGROUND

Financial Regulations require a schedule of payments made through the Council bank accounts to be presented to Council for their inspection. The list includes details for each account paid incorporating the payee's name, amount of payment, date of payment and sufficient information to identify the transaction.

COMMENT

Invoices supporting all payments are available for inspection. All invoices and vouchers presented to Council have been certified as to the receipt of goods and the provision of services and as to prices, computations and costings, and that the amounts shown were due for payment.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995, Section 6.4 *Financial Report*
Local Government (Financial Management) Regulations 1996 -
Section 12 Payments from municipal fund or trust fund;
Section 13 Lists of accounts; and
Section 15 Rounding off figures

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION 20161002

ITEM: 10.1.1

Moved: Cr Kikeros

Seconded: Cr Bowman

That payment listed as attachment 10.1.1. List of Accounts Due and Paid for the period 13th September 2016 to 10th October 2016; and paid by the Chief Executive Officer under delegated authority of Council, or by the Deputy CEO (in the Chief Executive Officer's absence) as delegated by the Chief Executive Officer including:

Manual Municipal cheques: 022453 -022457

Municipal cheques: 27996 - 27997

Municipal EFT's: 9502 -9581

Trust Cheques: Nil

Payroll direct debits: #6 - #7

Municipal Direct Debits 30/09/2016

Totalling \$1,008,803.25 be approved and passed for payment.

CARRIED 5-0

10.1.2 FINANCIAL REPORTS TO 30th SEPTEMBER 2016

Applicant:	N/A
Location / Address:	N/A
File Ref:	ADM0075
Disclosure of Interest:	Nil
Date:	7 th October 2016
Author:	Deputy Chief Executive Officer
Attachments:	10.1.2 Monthly Statement of Financial Activity,

SUMMARY

A Statement of Financial Activity and other supplementary financial information is produced monthly as part of the Council meeting agenda.

BACKGROUND

The attached financial report for the period 1st July 2016 to 30th September 2016 (marked 10.1.2) has been prepared in accordance with the Local Government Financial Management Regulations.

COMMENT

Included with this report is the following:

- Statement of Financial Activity for the period 1st July 2016 to 30th September 2016;
- Summary Rates Trial Balance Report as at 30th September 2016;
- Cash and Investment Listing;
- Debtors Listing;
- Other Supplementary Information;

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulation 34 - *Financial activity statement report* — s. 6.4

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION 20161003

ITEM: 10.1.2

Moved: Cr Bowman

Seconded: Cr Stirling

That Council receive the Statement of Financial Activity for the period 1st July 2016 to 30th September 2016; and other supplementary financial information as presented.

CARRIED 5-0

10.2. ADMINISTRATION REPORTS

10.2.1 WATER RESERVE 972 – PROPOSED TRANSFER FROM THE DEPARTMENT OF WATER TO THE SHIRE OF CARNAMAH

Applicant:	Department of Lands
Location / Address:	Lot 11688 Winchester East Road
File Ref:	ADM0314
Disclosure of Interest:	
Date:	6 th October 2016
Author:	Chief Executive Officer
Attachments:	10.2.1 – Letter and Plan

SUMMARY

This report recommends that Council accepts the amalgamation of Water Reserve 972 into Recreation Reserve 19728 over which the Shire holds a Management Order.

BACKGROUND

Reserve 972 is held by the Department of Water and is no longer required. Application has been made to amalgamate this Reserve into adjacent Reserve 19728 which is held by the Shire of Carnamah for the purposes of *Recreation*.

COMMENT

The area of both reserves is comprised of natural vegetation which is surrounded by farm land. The Shire would not incur any material additional responsibilities if it accepts the transfer of Reserve 972 and its amalgamation into Reserve 19728.

CONSULTATION

Mr Bruce White

STATUTORY ENVIRONMENT

Land Administration Act 1997 – section 46: *Care, control and management of reserves*

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION 20161004

ITEM: 10.2.1

Moved: Cr Bowman

Seconded: Cr Woollorton

That Council accepts the amalgamation of Water Reserve 972 into Recreation Reserve 19728 over which the Shire holds a Management Order.

CARRIED 5-0

10.2.2 ANNUAL GENERAL MEETING OF ELECTORS, COUNCIL MEETINGS 2017, OFFICE CHRISTMAS CLOSURE AND CHRISTMAS FUNCTION

Applicant:	N/A
Location / Address:	N/A
File Ref:	ADM0072
Disclosure of Interest:	Nil
Date:	6 th October 2016
Author:	Chief Executive Officer
Attachments:	Nil

SUMMARY

This report seeks Council's decisions on the date of the Annual Meeting of Electors, Christmas Function, Office Closure shot down period, and Council Meetings for 2017.

BACKGROUND

Due to other functions in town in the lead up to Christmas, Council has in recent years held its December Council meeting earlier in the month; conduct the Annual Meeting of Electors on the same day and the Shire Christmas Function in the evening.

COMMENT

Council has previously resolved that the December meeting of Council be held on Friday the 9th of December 2016. At the time of writing, the Final Audit Report for the 2015/16 Financial Year is being awaited, however, it should be finalised in the near future which will allow time for the completion and adoption of the Shire's Annual Report in November and for the requisite advertising of the Annual Meeting of Electors to be carried out.

Last year's Christmas Function was well catered for by the Carnamah Bowling Club and it is proposed that this again, be the venue for the Christmas Function this year.

Discussion points:

Council Meeting:

Friday 9th December – commencing at 3.00pm

Annual General Meeting of Electors:

Friday 9th December – commencing at 5.00pm

Council – Christmas Function:

Friday 9th December – commencing at 6.00pm at the Carnamah Bowling Club

Office Closure:

It is proposed that, in accordance with past practice, the office be closed from 12 noon on Friday 23rd of December and re-opened on Tuesday the 3rd of January 2017.

Proposed – 2017 Council Meeting dates:

February	15 th	Carnamah
March	15 th	Eneabba
April	19 th	Carnamah
May	17 th	Carnamah
June	21 st	Carnamah
July	19 th	Carnamah
August	16 th	Carnamah
September	20 th	Eneabba
October	18 th	Carnamah
November	15 th	Carnamah
December	8 th	Carnamah

Council traditionally meets on the third Wednesday of each month except January. In recent years the December meeting has been changed to the second Friday to accommodate the Council Christmas Function. It is proposed therefore, in 2017, to set the December meeting date in advance, to the second Friday which is Friday the 8th of December 2017.

CONSULTATION

Chief Executive Officer

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Council Policy 15.17 reads as follows:

Christmas Functions and Christmas/New Year Shut Down –

- 1. Monies be budgeted each year for the purpose of holding a Christmas function.*
- 2. The Christmas function be for Councillors, staff, partners and children.*
- 3. Administration staff, in consultation with Councillors, be responsible for the organisation of the Christmas function.*
- 4. Administration Offices be closed from 12 noon on the last working day preceding Christmas Day.*
- 5. Administration Offices re-open on the day following the New Year's Day public holiday.*
- 6. The public holidays for Christmas Day, Boxing Day, day after New Year's Day and Easter Tuesday (for those employed at the preceding Easter) be utilised for the days between Christmas and New Year.*
- 7. Any days not covered by public holidays, be taken as time-in-lieu, annual leave, or approved leave without pay.*
- 8. That notices be placed in the two local newsletters to advise all residents of the office closures.*

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION 20161005

ITEM: 10.2.2

Moved: Cr Bowman

Seconded: Cr Stirling

1. *That the December Ordinary Meeting of Council be held on Friday 9th December 2016, commencing at 3.00pm.*
2. *That the Annual General Meeting of Electors be held on Friday 9th December 2016, commencing at 5.00pm.*
3. *That the Shire Christmas Function be held at the Carnamah Bowling Club on Friday 9th December 2016, commencing at 6.00pm.*
4. *That the Carnamah Administration Office be closed from 12 noon on Friday the 23rd of December 2016, and re-open on Tuesday the 3rd of January 2017.*
5. *That the calendar for Ordinary Meetings of Council – 2017, be:*

<i>February</i>	<i>15th</i>	<i>Carnamah</i>
<i>March</i>	<i>15th</i>	<i>Eneabba</i>
<i>April</i>	<i>19th</i>	<i>Carnamah</i>
<i>May</i>	<i>17th</i>	<i>Carnamah</i>
<i>June</i>	<i>21st</i>	<i>Carnamah</i>
<i>July</i>	<i>19th</i>	<i>Carnamah</i>
<i>August</i>	<i>16th</i>	<i>Carnamah</i>
<i>September</i>	<i>20th</i>	<i>Eneabba</i>
<i>October</i>	<i>18th</i>	<i>Carnamah</i>
<i>November</i>	<i>15th</i>	<i>Carnamah</i>
<i>December</i>	<i>8th</i>	<i>Carnamah</i>
6. *Notice of ‘Office Closure’ together with Emergency Contact numbers to be advertised during the months of November and December in the ‘Carnamah Mat & Eneabba News’.*

CARRIED 5-0

10.2.3 COMMUNITY STRATEGIC PLAN – COMMUNITY ENGAGEMENT OUTCOMES AND DETERMINATION OF PRIORITIES

Applicant:	
Location / Address:	
File Ref:	ADM0102
Disclosure of Interest:	
Date:	11 th October 2016
Author:	Chief Executive Officer
Attachments:	10.2.3(a) Summary Report – Community Survey Results 10.2.3(b) Community Planning Session Outcomes – Carnamah & Eneabba

SUMMARY

This report recommends that Councillors and Senior Staff participate in a short workshop following the November meeting of Council, to develop a position on the responses to the community survey and community planning meetings that were held in Carnamah and Eneabba.

BACKGROUND

In February 2016, Council resolved:

That the following process be adopted for the review of the Shire of Carnamah Community Strategic Plan:

1. *Introduction paper prepared to initially engage the community in the process (March/April)*
2. *Fact sheet prepared and circulated to inform the community of the current status of the Community Strategic Plan (March/April)*
3. *Fact sheet prepared on the current financial environment in which the Shire is operating in terms of government grants and rate levels (March/April)*
4. *“Round Table” public meetings to be held after the Ordinary Council meetings in May (Carnamah) and June (Eneabba), facilitation of these meetings to be conducted by staff;*
5. *Outcomes from public meetings to be collated and made public (July/August);*
6. *Public survey to be circulated along the lines of the survey for the inaugural Community Strategic Plan (August);*
7. *Community Strategic Plan developed along with other plans and informing strategies and adopted in late 2016/early 2017.*

COMMENT

The level of response to the community survey for the review of the Shire of Carnamah Community Strategic Plan was similar to that of the initial plan which was developed in 2012. The purpose of the Plan is to set the direction of the Shire for the next ten years. The Community Strategic Plan of the district:

- Articulates a vision of the future which is supported by Council and the wider community;
- Provides an overview of the Shire’s current situation;

- Identifies factors that will impact on the future of the Shire;
- Identifies proposed major capital projects.

The task ahead requires an analysis of responses and inputs from the community so that priorities may be established and included in the final document.

CONSULTATION

Shire community

Senior Staff

Ms Jenny Hayley (former Project Officer involved in preparation of inaugural Strategic Community Plan)

STATUTORY ENVIRONMENT

Local Government (Administration) Regulations 1996 – r 19C

19C. Strategic community plans, requirements for (Act 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.*

STRATEGIC IMPLICATIONS

The *Community Strategic Plan* is the principal plan articulating the priorities of the community and determining how those priorities will be resourced and brought through to completion.

POLICY IMPLICATIONS

Policy 2.10 Community Engagement Policy

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION 20161006

ITEM: 10.2.3

Moved: Cr Kikeros
Seconded: Cr Bowman

That Councillors and Senior Staff participate in a short workshop following the November meeting of Council, to develop a position on the responses to the community survey and community planning meetings that were held in Carnamah and Eneabba.

CARRIED 5-0

10.2.4 EMERGENCY MANAGEMENT AND RANGER SERVICES POSITION – PROPOSAL FOR CONSIDERATION

Applicant:	Mr Graham Doust
Location / Address:	
File Ref:	ADM0030
Disclosure of Interest:	
Date:	11 th October 2016
Author:	Chief Executive Officer
Attachments:	10.2.4 – Letter

SUMMARY

That a report be prepared for the consideration of Council on the scope, cost and resourcing of a position to provide emergency management support and ranger services.

BACKGROUND

Refer to attached letter.

COMMENT

There has been some discussion within the communities of Eneabba and Carnamah about how the Shire could better support its volunteer fire fighters. The proposal submitted by the applicant suggests that a position be created with a scope that could include appointment as Chief Bushfire Control Officer, carrying out Ranger duties, liaising with DFES, and managing local bush fire brigades and other emergency services.

The Shires role in emergency services management has increased in recent years with additional regulation and compliance requirements and a focus on developing risk management plans and emergency management arrangements. Current resourcing of the tasks that would be carried out by an additional employee comprises a mix of the joint employment of a Community Emergency Services Officer, Shire staff, volunteers and engaging the services of a Ranger when required from the Shire of Coorow.

The position could be full-time, part-time, and/or shared with another Shire.

Should the recommendation attaching to this report be adopted some research will be carried out on options available, the scope of the position and the cost and resourcing implications associated with creating the position (eg: salary, vehicle, accommodation, etc).

CONSULTATION

Mr Graham Doust

STATUTORY ENVIRONMENT

Nil

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

To be determined

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION 20161007

ITEM: 10.2.4

Moved: Cr Wooltorton

Seconded: Cr Kikeros

That a report be prepared for the consideration of Council on the scope, cost and resourcing of a position to provide emergency management support and ranger services.

CARRIED 5-0

10.3 CONFIDENTIAL REPORTS

10.3.1 MOTION TO CLOSE THE MEETING TO THE PUBLIC: CONSIDERATION OF CONFIDENTIAL REPORTS

Applicant:	N/A
Location / Address:	N/A
File Ref:	N/A
Disclosure of Interest:	
Date:	12th October 2016
Author:	Executive Support Officer
Attachments:	Nil

BACKGROUND

Items 10.3.2, 10.3.3, and 10.3.4 of the Agenda of 19th October 2016, deal with matters affecting Council, of which the meeting may be closed to the public.

Council considered a separate confidential report marked 10.3.2.

COMMENT

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995 Section 5.23 (2) (a) (c) (d) (e) Meetings generally open to the public.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple Majority

COUNCIL RESOLUTION 20161008

ITEM 10.3.1

Moved: Cr Kikeros

Seconded: Cr Wooltorton

That the meeting be closed to the public to consider Confidential Items 10.3.2, 10.3.3, and 10.3.4 of the 19th October 2016 Agenda.

CARRIED 5-0

10.3.2 CONFIDENTIAL ITEM

File: Assessment A1043, A1044 and A1045
Author: Deputy Chief Executive Officer

Date: 4th October 2016

COUNCIL RESOLUTION 20161009 10.3.2

ITEM

Moved: Cr Woollorton
Seconded: Cr Bowman

That:

Provided the ratepayer is prepared to confirm in writing that they will pay their 2017/18 rate accounts for Assessment numbers 1287, 1288, 1043 and 1044, two (2) weeks prior to the due date, that Council write-off the penalty interest for 2016/17.

CARRIED 5-0

10.3.3 CONFIDENTIAL ITEM

File: PER #11
Author: Chief Executive Officer

Date: 5th October 2016

COUNCIL RESOLUTION 20161010

ITEM 10.3.3

Moved: Cr Stirling
Seconded: Cr Kikeros

That the recommended amendment to the salary package of the Manager of Works and Services as per the attached schedule be adopted, effective from the 1st of November 2016.

CARRIED 5-0

Cr Piccles-Popham entered the meeting at 4.00pm.

10.3.4 CONFIDENTIAL ITEM

File: PER #100
Author: Chief Executive Officer

Date: 12th October 2016

COUNCIL RESOLUTION 20161011

ITEM 10.3.4

Moved: Cr Woollorton
Seconded: Cr Stirling

- *That the Chief Executive Officers Performance Review for 2016 be accepted without modification.*
- *That it be noted that the CEO is not requesting any increase in the cash component of his salary package beyond the provisions of his existing contract of employment and that the salary of this officer be adjusted, effective from the 12th October 2016 as reflected in the submitted schedule.*

CARRIED 6-0

10.3.5 MOTION TO RE-OPEN THE MEETING

Applicant:	N/A
Location / Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	12 th October 2016
Author:	Executive Support Officer
Attachments:	Nil

VOTING REQUIREMENT:

Simple Majority

COUNCIL RESOLUTION 20161012

ITEM 10.3.5

Moved: Cr Stirling

Seconded: Cr Woollorton

That the meeting be re-opened to the public.

CARRIED 6-0

11. ORDERING THE COMMON SEAL

Nil

12. REPORTS OF COMMITTEES AND MEMBERS

Nil

13. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

14. NOTICE OF MOTIONS

(For consideration at the following meeting, if given during the meeting).

Nil

15. NEW BUSINESS OF AN URGENT NATURE ADMITTED BY COUNCIL

Nil

16. CLOSURE OF MEETING

There being no further business, the President declared the meeting closed at 4.10pm.