



ORDINARY MINUTES

DATE: Tuesday, 23 July 2024

TIME: 5.00pm

VENUE: Council Chambers, Lowood
Road, Mount Barker WA 6324


Julian Murphy
CHIEF EXECUTIVE OFFICER

Resolution numbers: 054/24 to 058/24

Please Note: Council Meetings are recorded for accuracy of minute taking.

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS	3
2	RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED).....	3
3	PUBLIC QUESTION TIME.....	4
3.1	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	4
3.2	PUBLIC QUESTION TIME - SECTION 5.24 LOCAL GOVERNMENT ACT 1995	4
4	PETITIONS / DEPUTATIONS / PRESENTATIONS	4
5	DISCLOSURE OF INTEREST	4
6	APPLICATIONS FOR LEAVE OF ABSENCE.....	4
6.1	CR J OLDFIELD	4
7	CONFIRMATION OF MINUTES	5
7.1	ORDINARY MINUTES OF COUNCIL HELD 25 JUNE 2024.....	5
8	ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION.....	5
9	REPORTS OF COMMITTEES AND OFFICERS	6
9.1	DEVELOPMENT SERVICES REPORTS	6
9.2	WORKS AND SERVICES REPORTS	7
9.2.1	RABBIT CONTROL - RELEASE OF RABBIT HAEMORRHAGIC DISEASE VIRUS (CALICIVIRUS).....	7
9.3	CORPORATE AND COMMUNITY SERVICES REPORTS	10
9.3.1	LIST OF ACCOUNTS – JUNE 2024	10
9.3.2	FINANCIAL STATEMENTS – JUNE 2024	12
9.4	EXECUTIVE SERVICES REPORTS	14
10	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....	15

11 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY
DECISION OF THE MEETING 15

12 CONFIDENTIAL 15

13 CLOSURE OF MEETING 15

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

5.00pm The Presiding Member declared the meeting open.

The Presiding Member acknowledged the traditional custodians of our area and their continuing connection to the land and community. We pay our respects to all members of the Menang Noongar community and their culture; and to Elders past, present and emerging.

2 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

Members Present:

Cr L Handasyde	President (Presiding Member)
Cr K Clements	Deputy President
Cr B Bell	Councillor
Cr R Brown	Councillor
Cr S Etherington	Councillor
Cr A Fraser	Councillor (Joined via Teams)
Cr J Liebeck	Councillor
Cr J Oldfield	Councillor
Cr W Sheard	Councillor

In Attendance:

Mr Julian Murphy	Chief Executive Officer
Mr Anthony Middleton	Executive Manager Corporate and Community Services
Mr Kevin Hemmings	Executive Manager Infrastructure and Assets
Ms Nolene Wake	Executive Officer

Apologies:

Nil

Members of the Public Present:

There was one member of the public present at the meeting.

Previously Approved Leave of Absence:

Nil

Disclaimer:

No responsibility whatsoever is implied or accepted by the Shire of Plantagenet for any act, omission or statement or intimation occurring during Council / Committee meetings or during formal / informal conversations with staff.

The Shire of Plantagenet 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 of intimation occurring during Council / Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation or approval made by a member or officer of the Shire of Plantagenet during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Plantagenet. The Shire of Plantagenet warns that anyone who has an application with the Shire of Plantagenet must 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 Plantagenet in respect of the application.'

Please Note: Council Meetings are recorded for accuracy of minute taking.

3 PUBLIC QUESTION TIME

3.1 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

3.2 PUBLIC QUESTION TIME - SECTION 5.24 LOCAL GOVERNMENT ACT 1995

Nil

4 PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil

5 DISCLOSURE OF INTEREST

Part 5 Division 6 Local Government Act 1995

Nil

6 APPLICATIONS FOR LEAVE OF ABSENCE

Section 5.25 Local Government Act 1995

6.1 CR J OLDFIELD

Moved Cr K Clements, seconded Cr B Bell:

That Cr J Oldfield be granted Leave of Absence for the period 3 to 11 August 2024 inclusive.

CARRIED (9/0)

NO. 054/24

**For: Crs Handasyde, Clements, Bell, Brown, Etherington,
Fraser, Liebeck, Oldfield and Sheard**

Against: Nil

7 CONFIRMATION OF MINUTES

7.1 ORDINARY MINUTES OF COUNCIL HELD 25 JUNE 2024

Moved Cr J Oldfield, seconded Cr W Sheard:

That the Minutes of the Ordinary Meeting of the Shire of Plantagenet, held on 25 June 2024 as circulated, be taken as read and adopted as a correct record.

CARRIED (9/0)

NO. 055/24

**For: Crs Handasyde, Clements, Bell, Brown, Etherington,
Fraser, Liebeck, Oldfield and Sheard
Against: Nil**

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

9 REPORTS OF COMMITTEES AND OFFICERS

9.1 DEVELOPMENT SERVICES REPORTS

Nil

9.2 WORKS AND SERVICES REPORTS

9.2.1 RABBIT CONTROL - RELEASE OF RABBIT HAEMORRHAGIC DISEASE VIRUS (CALICIVIRUS)

File Ref:	N64041
Responsible Officer:	Kevin Hemmings Executive Manager Works and Services
Author:	Amy Chadbourne Senior Administration Works and Services
Proposed Meeting Date:	23 July 2024

PURPOSE

The purpose of this report is to obtain Council approval for the purchase and use of the rabbit haemorrhagic disease virus (RHDV), commonly referred to as calicivirus.

BACKGROUND

A report was presented to the Council at its forum held on 5 June 2024. The report recommended Shire staff purchase RHDV and release later in the year.

EXTERNAL CONSULTATION

Consultation has taken place with the Department of Primary Industries (DPI) NSW.

STATUTORY ENVIRONMENT

Biosecurity and Agriculture Management Act 2007

Biosecurity and Agriculture Management Regulations 2013

POLICY IMPLICATIONS

Policy implications do not apply for this report and it is the opinion of the author that policy development is not required.

FINANCIAL IMPLICATIONS

It is recommended that four (4) vials of RHDV be purchased. At \$187.00 (excl GST) per vial, the total cost is \$748.00 (excl GST).

The purchase of four vials will cover 150ha of rabbit affected area.

BUDGET IMPLICATIONS

There are no budget implications for this report.

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications as no assets are being created or acquired.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Corporate Business Plan 2022/23 – 2025/26 provides:

At Outcome 2.3 Conservation and Environment the following Strategy:

Strategy 2.3.1:

'Protection of natural environment.'

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

STRATEGIC RISK IMPLICATIONS

There are no strategic risk implications for this report.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

OFFICER COMMENT

Rabbits are a declared pest under Western Australia's *Biosecurity and Agriculture Management Act 2007* and land managers are legally obligated to control rabbits.

Rabbit populations throughout the townsites in the Shire continue to grow even with a long hot dry summer. Ranger Services have received a high number of complaints and requests for action to control the increasing numbers.

The best practice to control rabbits is an integrated program of biological control. RHDV can be obtained in the form of a naturally occurring variant strain RHDV1-K5 from the Department of Primary Industries (DPI) NSW. It is a restricted chemical product commercially available to authorised users. RDHV strains are completely specific to rabbits and will not infect any other animal nor impact an animal if a rabbit is ingested. The virus is predominantly spread by flying and biting insects and rabbit to rabbit contact.

The preferred window of opportunity to undertake virus release is late Spring (mid-late October) or Autumn (March). Baiting will be carried out by pre-feeding using oats two to three days prior to laying the virus.

Any rabbit, both wild and domestic, are at risk of contracting RHDV with the disease having the capability to travel large distances. The only way to protect domestic rabbits from RHDV is to have them appropriately vaccinated by veterinary services. An advertising campaign will be essential prior to release of the virus.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr B Bell, seconded Cr J Oldfield:

That Council:

1. Approves the purchase and distribution of the rabbit haemorrhagic virus (RHDV1-K5) for use within the Shire of Plantagenet.
2. Gives local public notice of the use of RHDV1-K5.

CARRIED (9/0)

NO. 056/24

**For: Crs Handasyde, Clements, Bell, Brown, Etherington,
Fraser, Liebeck, Oldfield and Sheard
Against: Nil**

9.3 CORPORATE AND COMMUNITY SERVICES REPORTS

9.3.1 LIST OF ACCOUNTS – JUNE 2024

File Ref:	N64095
Attachment:	<u>List of Accounts – June 2024</u>
Responsible Officer:	Anthony Middleton Executive Manager Corporate and Community Services
Author:	Debbie Evans Finance Officer - Creditors
Proposed Meeting Date:	23 July 2024

PURPOSE

The purpose of this report is to present the list of payments that were made during the month of June 2024.

EXTERNAL CONSULTATION

No external consultation has occurred in relation to this report.

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 (28 June 2022). 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 Policy F/FM/7 – Purchasing and Tender Guide applies.

FINANCIAL IMPLICATIONS

There are no financial implications for this report.

BUDGET IMPLICATIONS

There are no budget implications for this report.

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications as no assets are being created or acquired.

STRATEGIC IMPLICATIONS

There are no strategic implications for this report.

RISK MITIGATION IMPLICATIONS

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
Reputational That Council does not receive the list of payments	Rare	Insignificant	Low	That Council receives the list of payments as required by legislation.

STRATEGIC RISK IMPLICATIONS

There are no strategic risk implications for this report.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr B Bell, seconded Cr J Oldfield:

That Council receive in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996, the list of payments made under delegated authority for the month ended 30 June 2024 as follows:

1. Electronic Payments and Direct Debits totalling \$2,090,088.74; and
2. Municipal Cheque totalling \$0.00.

CARRIED (9/0)

NO. 057/24

**For: Crs Handasyde, Clements, Bell, Brown, Etherington,
Fraser, Liebeck, Oldfield and Sheard
Against: Nil**

9.3.2 FINANCIAL STATEMENTS – JUNE 2024

File Ref:	N64112
Attachment:	<u>Financial Statements – June 2024</u>
Responsible Officer:	Anthony Middleton Executive Manager – Corporate & Community
Author:	Anthony Middleton Executive Manager – Corporate & Community
Proposed Meeting Date:	23 July 2024

PURPOSE

The purpose of this report is to note the Monthly Financial Statements for the period ending 30 June 2024.

BACKGROUND

In addition to good governance, the presentation to the Council of monthly financial reports is a statutory requirement, with these to be presented at an ordinary meeting of the Council within two (2) months after the end of the period to which the statements relate.

EXTERNAL CONSULTATION

Nil.

STATUTORY ENVIRONMENT

Regulations 34 and 35 of the *Local Government (Financial Management) Regulations 1996* sets out the basic information which must be included in the monthly reports to Council.

POLICY IMPLICATIONS

Policy implications do not apply for this report and it is the opinion of the author that policy development is not required.

FINANCIAL IMPLICATIONS

This item reports on the current financial position of the Shire. The recommendation does not in itself have a financial implication.

BUDGET IMPLICATIONS

There are no budget implications for this report.

LEGAL IMPLICATIONS

There are no legal implications for this report.

ASSET MANAGEMENT IMPLICATIONS

There are no asset management implications as no assets are being created or acquired.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Corporate Business Plan 2022/23 – 2025/26 provides:

At *Outcome 4 Performance & Leadership* the following Strategies:

Strategy 4.1.3:

'A Shire that is open and transparent with its community.'

Accordingly, the recommended outcome for this report aligns with the Corporate Business Plan.

STRATEGIC RISK IMPLICATIONS

Risk	Likelihood	Consequence	Risk Analysis	Mitigation
<i>Reputational</i> That Council does not receive the financial activity statements as required by S6.4 of the LG Act 1995	<i>Rare</i>	<i>Insignificant</i>	<i>Low</i>	That Council receives the financial activity statements as required by legislation.

REGIONAL IMPLICATIONS

There are no regional implications for this report.

OFFICER COMMENT

The attached Statement of Financial Activity is for the full year 1 July 2023 to 30 June 2024.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr K Clements, seconded Cr J Liebeck:

That Council note the monthly financial statements for the period ending 30 June 2024, as attached.

CARRIED (9/0)

NO. 058/24

**For: Crs Handasyde, Clements, Bell, Brown, Etherington,
Fraser, Liebeck, Oldfield and Sheard
Against: Nil**

9.4 EXECUTIVE SERVICES REPORTS

Nil

10 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

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

Nil

12 CONFIDENTIAL

Nil

13 CLOSURE OF MEETING

5.05pm The President declared the meeting closed.

CONFIRMED: CHAIRPERSON _____ DATE: ____ / ____ / ____