



ORDINARY MINUTES

DATE: Tuesday, 27 August 2024

TIME: 5.00pm

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


Julian Murphy
CHIEF EXECUTIVE OFFICER

Resolution numbers: 065/24 to 068/24

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
3.2.1	MR ROBERT LYNN – THE SELECTION AND PLANTING OF TREES WITHIN THE PLANTAGENET SHIRE	4
4	PETITIONS / DEPUTATIONS / PRESENTATIONS	4
5	DISCLOSURE OF INTEREST	4
6	APPLICATIONS FOR LEAVE OF ABSENCE.....	5
7	CONFIRMATION OF MINUTES	5
7.1	ORDINARY MINUTES OF COUNCIL HELD 23 JULY 2024.....	5
7.2	SPECIAL MINUTES OF COUNCIL HELD 6 AUGUST 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
9.3	CORPORATE AND COMMUNITY SERVICES REPORTS	8
9.3.1	FINANCIAL STATEMENTS – JULY 2024.....	8
9.3.2	LIST OF ACCOUNTS – JULY 2024.....	10
9.4	EXECUTIVE SERVICES REPORTS	12
10	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....	13

11	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING	13
12	CONFIDENTIAL	13
13	CLOSURE OF MEETING	13

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 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
Mr André Pinto	Executive Manager Development and Regulatory Services

Apologies:

Cr Sue Etherington

Members of the Public Present:

There were three members of the public present at the meeting.

Previously Approved Leave of Absence:

Cr A Fraser

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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

3.2.1 MR ROBERT LYNN – THE SELECTION AND PLANTING OF TREES WITHIN THE PLANTAGENET SHIRE

Mr Lynn raised the question of inappropriate tree selection and plantings within the Plantagenet Shire, notably:

1. IGA car park and walkway in front of Lowood Road shops
2. Red Flowering gums under power lines in Hassell Avenue Kendenup
3. Memorial Drive under the power lines

The Presiding Member thanked Mr Lynn and advised that his questions would be taken on notice and a response forthcoming in due course.

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

7 CONFIRMATION OF MINUTES

7.1 ORDINARY MINUTES OF COUNCIL HELD 23 JULY 2024

Moved Cr J Liebeck, seconded Cr J Oldfield:

That the Minutes of the Ordinary Meeting of the Shire of Plantagenet, held on 23 July 2024 as circulated, be taken as read and adopted as a correct record.

CARRIED 7/0

NO. 065/24

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

7.2 SPECIAL MINUTES OF COUNCIL HELD 6 AUGUST 2024

Moved Cr R Brown, seconded Cr W Sheard:

That the Minutes of the Special Meeting of the Shire of Plantagenet, held on 6 August 2024 as circulated, be taken as read and adopted as a correct record.

CARRIED 7/0

NO. 066/24

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

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

The Presiding Member noted the inaccurate reporting in the media regarding an increase in the Presidential fees, which are in fact the same as last year.

A retraction correcting this error was placed in the paper.

9 REPORTS OF COMMITTEES AND OFFICERS

9.1 DEVELOPMENT SERVICES REPORTS

Nil

9.2 WORKS AND SERVICES REPORTS

Nil

9.3 CORPORATE AND COMMUNITY SERVICES REPORTS

9.3.1 FINANCIAL STATEMENTS – JULY 2024

File Ref:	N64278
Attachment:	<u>Financial Statements - July 2024</u>
Responsible Officer:	Anthony Middleton Executive Manager – Corporate & Community
Author:	Anthony Middleton Executive Manager – Corporate & Community
Proposed Meeting Date:	27 August 2024

PURPOSE

The purpose of this report is to note the Monthly Financial Statements for the period ending 31 July 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 for the period 1 July 2023 to 31 July 2024 represents only one (1) month, or 8% of the year. As such, there is little commentary to make on the statements at this time.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr J Oldfield, seconded Cr R Brown:

That Council note the monthly financial statements for the period ending 31 July 2024, as proposed.

CARRIED 7/0

NO. 067/24

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

9.3.2 LIST OF ACCOUNTS – JULY 2024

File Ref:	N64313
Attachment:	<u>List of Accounts – July 2024</u>
Responsible Officer:	Anthony Middleton Executive Manager Corporate and Community Services
Author:	Debbie Evans Finance Officer - Creditors
Proposed Meeting Date:	27 August 2024

PURPOSE

The purpose of this report is to present the list of payments that were made during the month of July 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 R Brown:

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 31 July 2024 as follows:

1. Electronic Payments and Direct Debits totalling \$652,654.15; and
2. Municipal Cheque totalling \$900.00

CARRIED 7/0

NO. 068/24

**For: Crs Handasyde, Clements, Bell, Brown, 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

5.10pm The President declared the meeting closed.

CONFIRMED: CHAIRPERSON _____ DATE: ____ / ____ / ____