

SHIRE OF BRUCE ROCK

MINUTES – ORDINARY MEETING 16 JULY 2020

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SHIRE OF BRUCE ROCK

MINUTES – ORDINARY MEETING 16 JULY 2020

1. Declaration of Opening

The Shire President Cr SA Strange declared the meeting open at 3.05pm.

2. Record of Attendance/Apologies/Leave of Absence (Previously Approved)

President	Cr SA Strange
Deputy President	Cr R Rajagopalan
Councillors	Cr AR Crooks
	Cr IS Dolton
	Cr KP Foss
	Cr NC Kilminster
	Cr PG Negri
	Cr BJ Waight
	Cr RA Waye
Chief Executive Officer	Mr DRS Mollenoyux
Deputy Chief Executive Officer	Mr A O’Toole
Executive Assistant	Mrs MJ Schilling

3. Declarations of Interest

In accordance with Section 5.65 of the Local Government Act 1995 the following disclosures of **financial** interest were made at the Council meeting.

Date	Name	Item No	Reason

In accordance with Section 5.65 of the Local Government Act 1995 the following disclosures of **Closely Association Person and Impartiality** interest were made at the Council meeting.

Date	Name	Item No	Reason

In accordance with Section 5.60B and 5.65 of the Local Government Act 1995 the following disclosures of **Proximity** interest were made at the Council meeting.

Date	Name	Item No	Reason

4. Response to Previous Public Questions Taken on Notice

5. Public Question Time

6. Petitions/Deputations/Presentations/Submissions

Shackleton Bowling Club President Greg Tippet and Secretary/Treasurer Phil Bradley presented their new proposal for the installation of a synthetic bowling green at the Shackleton Bowling Club.

7. **Applications for Leave of Absence**
8. **Announcements by Presiding Member**
9. **Confirmation of Minutes**

Ordinary Meeting of Council held on Thursday 18 June 2020.

COUNCIL DECISION

Resolution OCM July 20 – 9.1

Moved: Cr Rajagopalan

Seconded: Cr Foss

That the minutes of the Ordinary Meeting of Council held Thursday 18 June 2020 be confirmed as a true and correct record.

Carried 9/0

10. Regional Reports

Agenda Reference and Subject:	10.1	WALGA Zone Meeting Minutes June 2020
File Reference:	1.6.5.6	WALGA Zone Agendas and Minutes
Reporting Officer:		Darren Mollenoyux, Chief Executive Officer
Author:		Darren Mollenoyux, Chief Executive Officer
Disclosure of Interest:		Nil
Attachments:		<i>Item 10.1 Attachment A – WALGA Zone Meeting Minutes 25 June 2020</i>

Summary

Council is asked to receive the minutes from the previous WALGA Great Eastern Zone Meeting.

Background

The last Great Eastern Zone Meeting was held on the 25th June 2020 at the Cummins Theatre in Merredin.

Comment

To encourage the improved awareness and promote a better understanding by all Councillors it is recommended that WALGA Zone meeting minutes be read and received by Council.

At the time of writing this report the minutes had not been received by the reporting officer, however it will be distributed to Councillors with the Agenda.

Cr Strange, Cr Rajagopalan and CEO Darren Mollenoyux attended the meeting and may provide further comment on matters addresses at the meeting.

A full copy of the minutes it provided as Attachment A.

Consultation

Nil

Statutory Implications

Nil

Policy Implications

Nil

Risk Implications

Risk: That Council does not receive the minutes or object to decisions of the WALGA Great Eastern Zone meeting.		
Likelihood	Consequence	Rating
Rare	Insignificant	Low
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Low” risk and will be managed by routine procedure and is unlikely to need specific application of resources.		

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Governance

- Goal 12 Council leads the organisation in a strategic and flexible manner
12.2 Continue to build our voice and strategic projects within our regional groupings

Voting Requirements

Simple Majority

COUNCIL DECISION

Resolution OCM July 20 – 10.1

Moved: Cr Rajagopalan

Seconded: Cr Waye

That Council receives the minutes of the WALGA Great Eastern Zone Meeting held on the 25th June 2020 at the Cummins Theatre in Merredin.

Carried 9/0

Mr O'Toole left the Council Chambers at 3.01pm.

Mr O'Toole returned to the Council Chambers at 3.11pm.

Agenda Reference and Subject:

10.2 WEROC Strategic Planning Workshop

File Reference:

1.6.9.1 WEROC Minutes and Agendas

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Darren Mollenoyux, Chief Executive Officer

Disclosure of Interest:

Nil

Attachments:

Item 10.2 Attachment A CONFIDENTIAL - WEROC Inc.

Strategic Plan 2020 (DRAFT) 29.06.20

Item 10.2 Attachment B CONFIDENTIAL - WEROC Inc.

Strategic Plan One Page Summary (DRAFT) 29.06.20

Summary

Council is asked to provide feedback on the proposed WEROC Strategic Plan that was recently developed by WEROC Inc Board following two workshops.

Background

As per direction of the WEROC Board Inc meeting in May 2020, Board Members participated in two strategic planning workshops to develop a Strategic Plan and Direction for WEROC Inc.

Comment

To encourage the WEROC Inc partnership and promote a better understanding by all Councillors it is recommended that WEROC Inc minutes and activities be read and received by Council.

The Strategic Planning Workshops were well attended by each member Council with open discussions around all areas including:

- Vision
- Mission
- Values
- Priorities

Five priority projects were identified and will be proposed, and this document will be submitted for endorsement at the next WEROC Inc Board Meeting.

A copy of the Draft WEROC Inc Strategic Plan will be provided prior to the Council meeting

Consultation

Nil

Statutory Implications

Nil

Policy Implications

Nil

Risk Implications

Risk: That Council does not receive the minutes or object to decisions of the WEROC Inc Board meeting.		
Likelihood	Consequence	Rating
Rare	Insignificant	Low
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Low” risk and will be managed by routine procedure and is unlikely to need specific application of resources.		

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Governance

- Goal 12 Council leads the organisation in a strategic and flexible manner
- 12.2 Continue to build our voice and strategic projects within our regional groupings

Voting Requirements

Simple Majority

<p>COUNCIL DECISION Resolution OCM July 20 – 10.2</p> <p>Moved: Cr Waye Seconded: Cr Waight</p> <p>That Council considers the Draft WEROC Inc Strategic Plan 2020 and provides any feedback to the Board.</p> <p style="text-align: right;">Carried 9/0</p>

11. Officers' Reports

11.1 Environmental Health Officer

Agenda Reference and Subject:

11.1.1 Request for Permit to Keep a Farm Animal within the Townsite of Shackleton

File Reference:

A663

Reporting Officer:

Julian Goldacre, Environmental Health Officer

Author:

Julian Goldacre, Environmental Health Officer

Disclosure of Interest:

Nil

Attachments:

*Item 11.1.1 **Confidential** Attachment A - Letter asking for permission to CEO & Local Law requirements;*

Item 11.1.1 Attachment B - Distance points at 15 Jermyn Street Shackleton;

*Item 11.1.1 **Confidential** Attachment C - Letters of support Shackleton townsite to keep Bobo the goat.*

Summary

Council resolves to issue a Permit for the keeping of a single farm animal being a goat at 15 Jermyn Street Shackleton with variations and a condition. The Permit is valid for the year ending 30 June 2021.

Background

On the 30 April 2020 the Shire of Bruce Rock Contract Ranger Service informed the Environmental Health Officer (EHO) Mr J Goldacre that a person was keeping farm animals within the townsite of Shackleton. The EHO explained to the Ranger that penalties apply if failing to remove farm animal/s unless application was made to keep the farm animal/s; the Ranger said will follow up on next visit. During the next Ranger visit it was found the farm animals being goats had been cut down in number to one goat which the owner was most keen to keep, the Ranger advised the owner of the goat to apply to have the goat allowed to stay on the property.

Comment

The EHO met with the owner of the goat at 15 Jermyn Street Shackleton on the 12th of June to explain the procedure to apply for a Permit to keep the goat. An inspection of the property found the site to be suitable for keeping a goat given the land is 1870m² and on the edge of town. The goat in question called 'Bobo' is a miniature goat which exudes an amicable demeanour and is of great comfort and company to the owner Ms Jeffries. Ms Jeffries subsequently made a formal application to the Chief Executive Officer on the 18 June 2020 requesting permission to keep the goat and farm animal keeping details (Attachment A).

The EHO met with Ms Jeffries on the 6 July 2020 and explained the Local Law requirements for a permit to keep farm animals which Ms Jeffries attended to in writing. The *Shire of Bruce Rock Animals, Environment and Nuisance Local Law 2016* (Local Law) governs the keeping of farm animals within townsites on application. The EHO has interviewed Ms Jeffries in accordance with the requirements of the Local Law for keeping a farm animal and the requirements are duly committed to for Council to consider approval to issue a Permit for keeping of the goat in this instance. Attachment B shows the required setback distances

for keeping a farm animal pursuant to the Local Law and it can be seen the large Lot can appropriately accommodate the goat. Ms Jeffries has applied for a variation to Council to allow the goat to be 6 metres from the dwelling as opposed to 9 metres for which the Local Law does permit if suitably managed. Furthermore, a variation for the shelter for the goat is applied for by having a metal floor with fresh hay and ventilation being a hole in the roof and the entry door. The shelter is an upside-down metal water tank positioned under a large tree for shade.

The community of Shackleton have provided verbal (Attachment A) and written support (Attachment C) to Ms Jeffries for the keeping of the goat. Also, the goat has been in the Shackleton community for quite some time and has not to date generated any complaints. This application for a Permit to keep a farm animal within the townsite of Shackleton has merit for support by Council provided the keeping of the goat is done so in accordance with the applicable provisions of the Local Law. A condition of permitting inspection of the keeping of the goat by the Shire of Bruce Rock Ranger service and/or EHO will be stipulated. A Permit for the keeping of farm animals is for an annual period (July through to end of June) provided there has been no unresolved breaches of the Local Law provisions for keeping a farm animal where the Local Law allows for the Permit to be revoked.

Consultation

Mr D Mollenoyux, Chief Executive Officer
 Ms K Spark, Contract Ranger Services

Statutory Implications

*Local Government Act 1995; &
 Shire of Bruce Rock Animals, Environment and Nuisance Local Law 2016.*

Policy Implications

Nil

Risk Implications

Risk: Non-compliance with the Local Law provisions for the keeping of farm animals as applicable which cannot be reasonably and practicably resolved by the Shire of Bruce Rock Officers and Ms Jeffries.		
Likelihood	Consequence	Rating
Unlikely	Insignificant	Low
Action / Strategy		
Low Risk: This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Low” risk and can be managed by routine procedure and is unlikely to need specific application of resources.		

Financial Implications

Nil.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Governance

- Goal 7 Our community are engaged and have a healthy lifestyle
- 7.7 Environmental Health services - Create a community health plan incorporating community life, local planning, parks and facilities, transport, social support and community participation to embed preventative health measures and health promotion locally.

Voting Requirements

Simple majority

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM July 20 – 11.1.1

Moved: Cr Kilminster

Seconded: Cr Rajagopalan

That Council resolves to:

- 1. Approve the issuing of a Permit to keep a farm animal being a single goat at 15 Jermyn Street Shackleton to be executed by the Chief Executive Officer in writing in a suitable form and that the keeping of the single goat is to be in full accordance with the applicable clauses of the Shire of Bruce Rock Animals, Environment and Nuisance Local Law 2016 for the keeping of farm animals with the following variations being:
 - a) Schedule A, subclause (d) the shelter ventilation for the goat is a hole in the roof and the open doorway. Schedule A subclause (f) the floor of the shelter is a metal floor with hay applied;**
 - b) Clause 2.26(1)(e) and (3) permit the goat to be 6 meters from the dwelling.****
- 2. That Ms Jeffries will permit the Shire of Bruce Rock Ranger/s and/or the Environmental Health Officer who are Authorised Officers to undertake inspections from time to time to ensure compliance with the Shire of Bruce Rock Animals, Environment and Nuisance Local Law 2016 for the keeping of the farm animal.**

Carried 9/0

11.2 Manager of Finance

Agenda Reference and Subject:	
	11.2.1 Statement of Financial Activity
File Reference:	8.2.6.2 Financial Reporting
Reporting Officer:	Jennifer Bow, Manager of Finance
Author:	Jennifer Bow, Manager of Finance
Disclosure of Interest	Nil
Attachment:	<i>Item 11.1.1 Attachment A – Statement of Financial Activity</i>

Summary

A statement of financial activity must be produced monthly and presented to Council.

Please be advised that this is not the final financial position as not all end of year balancing accruals have been completed. This includes monthly depreciation, annual roads and other infrastructure depreciation, allocation of plant operation costs, allocation of public works overheads, employee entitlement calculations and other end of month allocations.

A more accurate final position will be provided at the Draft Budget Workshop.

Background

In accordance with the Local Government Act 1995, a Statement of Financial Activity must be presented to each Council meeting, including a comparison of actual year to date to the budget year to date and variances from it. It must also include explanations of any variances and any other associated information that would be useful for readers of the report.

Comment

The financial statements for the month ending 30 June 2020 are available in the agenda attachment document.

Consultation

Darren Mollenoyux, Chief Executive Officer

Alan O'Toole, Deputy Chief Executive Officer

David Holland, Manager of Works and Services

Mike Darby, Senior Finance Officer and other staff

Statutory Implications

r. 34 Local Government (Financial Management) Regulations 1996

Policy Implications

Nil

Risk Implications

Risk: Financial performance is not monitored against approved budget		
Likelihood	Consequence	Rating
Possible	Minor	Moderate
Action / Strategy		
The monthly financial report tracks the Shire’s actual financial performance against its budgeted financial performance to ensure that the Council is able to monitor to Shire’s financial performance throughout the year.		

Financial Implications

Comparison of actual year to date to the 2019/20 Budget

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Governance

Goal 12 Council leads the organisation in a strategic and flexible manner

Voting Requirements

Simple Majority

<p>OFFICER RECOMMENDATION AND COUNCIL DECISION Resolution OCM July 20 – 11.2.1</p> <p>Moved: Cr Rajagopalan Seconded: Cr Crooks</p> <p>That the Statements of Financial Activity for the month ending 30 June 2020 as presented be received. Carried 9/0</p>

Council Meeting adjourned at 3.35pm for afternoon tea.

Council Meeting resumed at 3.54pm with all Councillors and Staff and Present.

Phil Bradley and Greg Tippet entered the Council Chambers at 3.54pm.

Phil Bradley and Greg Tippet left the Council Chambers at 4.26pm.

Agenda Reference and Subject:	11.2.2 List of Payments
File Reference:	8.2.3.3 Accounts Payable (Creditors)
Reporting Officer:	Jennifer Bow, Manager of Finance Officer
Author:	Mike Darby, Senior Finance Officer
Disclosure of Interest:	Nil
Attachments:	<i>Item 11.1.2 Attachment A – List of Payments June 2020</i>

Summary

List of payments made since the last Ordinary Council Meeting.

Background

As the Chief Executive Officer has been delegated the authority to make payments from the municipal and trust funds, a list of payments made is to be presented to Council each month. Also, in accordance with Finance Policy Number 2.3, included is a list of payments made with the CEO’s credit card.

Comment

Following is a list of payments made from Council’s Municipal and Trust Accounts and payments made with the CEO’s credit card for the month of June 2020.

If you have any queries regarding the list of payments, please advise prior to the meeting to enable staff to seek relevant information.

Consultation

Nil

Statutory Implications

s.6.10 Local Government Act 1995

r.13(1) Local Government (Financial Management) Regulations 1996

Policy Implications

Nil

Risk Implications

Risk: Payments are not monitored against approved budget and delegation.		
Likelihood	Consequence	Rating
Possible	Minor	Moderate
Action / Strategy		
The monthly list of payments provides an open and transparent record of payments made under the appropriate approved delegations.		

Financial Implications

Payments must be made in accordance with 2019/20 Budget

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Governance

Goal 12 Council leads the organisation in a strategic and flexible manner

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM July 20 – 11.2.2

Moved: Cr Dolton

Seconded: Cr Waight

That Council endorse the list of payments from the:

- 1. Municipal Account consisting of:**
 - a. EFT voucher numbers EFT15709 to EFT15849 totalling \$346,104.96**
 - b. Cheque number 24010 to 24016 totalling \$6,457.62**
 - c. Trust Cheque number 1942 totalling \$3,318.37**
 - d. Wages and Superannuation payments totalling \$201,681.97 and**
 - e. Credit Card payments \$521.44**

With all payments totalling \$557,562.92 for the month of June 2020.

Carried 9/0

11.3 Deputy Chief Executive Officer

Agenda Reference and Subject:

11.3.1 Shire Seal

File Reference:

Reporting Officer:

Alan O’Toole, Deputy Chief Executive Officer

Author:

Melissa Schilling, Executive Assistant

Disclosure of Interest:

Nil

Attachments:

Nil

Summary

Use of Shire President Stamp in June 2020

Background

Nil

Comment

As per Council’s policy, the Shire Seal has been used during the months of June 2020 as follows:

- Transfer of Lot 201 Butcher Street – CEACA
- Purchase Lot 465 Westral Street
- Surrender of Quarry Lease

Consultation

Nil

Statutory Implications

Council Policy

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock Strategic Community Plan 2017-2027

Governance

Goal 12 Council leads the organisation in a strategic and flexible manner

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM June 20 – 11.3.1

Moved: Cr Rajagopalan

Seconded: Cr Dolton

That Council endorse the use of the Shire Seal during June 2020

Carried 9/0

Agenda Reference and Subject:

11.3.2 ROE Tourism Association Memorandum of Understanding - 2020-2023.

File Reference: 10.3.10.2 Tourism

Reporting Officer: Alan O’Toole, Deputy Chief Executive Officer

Author: Alan O’Toole, Deputy Chief Executive Officer

Disclosure of Interest: Nil

Attachments: *Item 11.3.2 Attachment A – RTA Memorandum of Understanding*

Summary

Council is asked to consider a request from the ROE Tourism Association to adopt a Memorandum of Understanding (2020-2023).

Background

The Shire has enjoyed a long-standing relationship with ROE Tourism Association (RTA) and is an active member and participant in activities and in meetings with the organisation. RTA is an incorporated body with a formal constitution. The Association has now approached participant Shires (Bruce Rock, Corrigin, Kondinin, Kulin, Lake Grace, Narembeen, and Quairading) with the request to adopt a Memorandum of Understanding (MOU) covering the period 1 July 2020 – 30 June 2023. This has been discussed at the Committee Meetings involving the participant Shires since October 2019 and is now at the stage of this request for adoption. The purpose of this MOU is to provide the RTA with a three-year commitment and security of financial contribution for the duration.

Comment

At the March 2020 Ordinary Council Meeting, Council adopted the recommendation of Report 11.5.2 to make budget provision of \$3,500 for ROE Tourism membership and \$2,500 for financial support towards an Executive Officer for ROE Tourism in the 2020/2021 financial year. Other information was contained within that report about the recent activities of RTA and its plans for the future up to 2021.

Given that the Shire as a member is actively engaged with RTA and is committed to its outcomes, this MOU constitutes a positive step towards providing the security the Association requires to make strategic decisions over a three-year cycle.

Consultation

Caris Negri, Community Development Officer

Statutory Implications

Nil

Policy Implications

Nil

Risk Implications

Risk: If Council does not adopt the Memorandum of Understanding, then the risk is that the Association will be unable to make longer strategic decisions which may impact on tourism benefits for our community.		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Medium” risk and will be managed by specific monitoring and response procedures.		

Financial Implications

Council has already committed to make a budget provision of \$6,000 for the 2020/21 financial year. The three year duration of this MOU would constitute (at current rates) further contributions of \$12,000 in total. To withdraw from this arrangement, the MOU formalises the requirement for twelve (12) months written notice of the intention to withdraw.

Strategic Implications

Shire of Bruce Rock Strategic Community Plan 2017-2027

Infrastructure

- Goal 6 Tourism helps to diversify our local economy
- Goal 6.1 Promote our attractions, amenities and activities in a coordinated approach

Governance

- Goal 12.5 Lead the organisation in a financially responsible and viable manner

Shire of Bruce Rock – Tourism Strategy

The Council’s tourism strategy addresses our involvement in ROE Tourism

Voting Requirements

Absolute Majority

<p>OFFICER RECOMMENDATION AND COUNCIL DECISION Resolution OCM July 20 – 11.3.2</p> <p>Moved: Cr Rajagopalan Seconded: Cr Wayne</p> <p>That Council approves the adoption of the Memorandum of Understanding with the ROE Tourism Association.</p> <p style="text-align: right;">CARRIED BY ABSOLUTE MAJORITY 9/0</p>

11.4 Chief Executive Officer

Agenda Reference and Subject:	11.4.1 WALGA Annual General Meeting
File Reference:	1.6.5.1 WALGA General Correspondence
Reporting Officer:	Darren Mollenoyux, Chief Executive Officer
Author:	Darren Mollenoyux, Chief Executive Officer
Disclosure of Interest:	Nil
Attachments:	<i>Attachment A - 11.4.1 Notice of Annual General Meeting</i>

Summary

Council is asked to determine who will be attending the 2020 WALGA Annual General Meeting and nominate its voting delegates.

Background

WALGA have written to Local Governments advising that the Annual General Meeting for the Western Australian Local Government Association (WALGA) will be held on Friday, 25 September 2020.

WALGA have also provided the following comments:

“As you would be profoundly aware, the COVID-19 pandemic has upended much of our way of doing business and created significant uncertainty about our ability to host large scale events such as WALGA’s Annual General Meeting. Following the cancellation of the Local Government Convention, the 2020 Annual General Meeting has been delayed to late September to provide as much time as possible for the meeting to be held in-person. The meeting will be held at Crown Perth.

If an in-person event is not able to be held due to social distancing restrictions, the meeting will be conducted virtually.”

Comment

Council is asked to appoint two voting delegates and two proxy voting delegates. Council traditionally appoints the President and Deputy President as voting delegates.

Additional information regarding this event will be provided at the Council Meeting.

Consultation

Nil

Statutory Implications

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Governance

Goal 12 Council leads the organisation in a strategic and flexible manner

Voting Requirements

Simple Majority

Officer Recommendation

That Council appoints Cr Stephen Strange and Cr Ramesh Rajagopalan as voting delegates and Cr _____ and Cr _____ as proxy voting delegates at the WA Local Government Association AGM to be held on Friday 25th September 2020.

Council decision varied to Officer Recommendation to appoint Cr Dolton and Cr Foss as proxy voting delegates.

COUNCIL DECISION

Resolution OCM July 20 – 11.4.1

Moved: Cr Dolton

Seconded: Cr Crooks

That Council appoints Cr Stephen Strange and Cr Ramesh Rajagopalan as voting delegates and Cr Dolton and Cr Foss as proxy voting delegates at the WA Local Government Association AGM to be held on Friday 25th September 2020.

Carried 9/0

Agenda Reference and Subject:

11.4.2 2020/21 CSRFF Small Grant Application

File Reference:

1.3.8.10 Bruce Rock Pony Club

Reporting Officer:

Darren Mollenoyux, Chief Executive Officer

Author:

Caris Negri, Community Development Officer

Disclosure of Interest:

Nil

Attachments:

Nil

Summary

Council is asked to provide in principle financial commitment to the Bruce Rock Pony Club's CSRFF Small Grant Application for 2020/21.

Background

In March 2020, the Bruce Rock Pony Club applied to the Shire of Bruce Rock's 2020/21 Community Grant scheme to establish fencing around the show jumping arena, and were advised that although their application would be considered in the 2020/21 budget, community budget submissions would be considered a lower priority due to the financial implications of the COVID19 pandemic.

The Pony Club have, with assistance from the Shire's Community Development Officers, investigated other sources of funding available and have now decided to apply for the 2020/21 CSRFF Small Grants Round.

The fencing is deemed necessary to establish a safe riding area, especially for inexperienced riders and young horses, as well as for riders with disabilities.

Comment

The Community Development Officer in conjunction with the Bruce Rock Pony Club President and Secretary have prepared the CSRFF small grant application for the Department of Local Government, Sport and Cultural Industries.

A copy of the Grant application will be provided to Councillors.

The CSRFF application requires a 1/3 financial commitment from each party.

The financial breakdown is as follows:

Bruce Rock Pony Club	\$887.96 ex gst Cash
Bruce Rock Pony Club	\$2,500.00 (<i>Donated Materials & Volunteer Labour</i>)
Shire of Bruce Rock	\$3,387.95 ex gst Cash
CSRFF Small Grant	\$3,387.95 ex gst Cash

Total Project Cost **\$10,163.86**

The Pony Club have indicated that they will apply for the 2021/22 Shire of Bruce Rock Community Grants for the original requested amount of \$5,000. If Council were to provide support to the Pony Club in this CSRFF application, this could constitute an overall saving of \$1612.05, if the proposed application for a Community Grant were to be considered and approved next year.

The Department of Local Government, Sport & Cultural Industries have indicated that the current round is highly competitive, but it is possible that as a large amount of money is not being requested the application could be looked upon favourably.

Consultation

Bruce Rock Pony Club
 Department of Local Government, Sport & Cultural Industries
 Jennifer Bow, Manager of Finance

Statutory Implications Nil

Policy Implications

Shire of Bruce Rock Policy Manual
 7.1 – Procedure for Community Grant Applications

Risk Implications

Risk: If funding is not awarded then the project will not proceed.		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
If funding is not approved then other funding streams will be explored. Alternatively, the Pony Club will re-apply in the next round of small grants or the next round of Community Grants.		

This item has been evaluated against the Shire of Bruce Rock’s Risk Management Procedure’s Risk Matrix. The perceived level of risk is considered to be “Medium” risk and will be managed by specific monitoring and response procedures.

Financial Implications

If Council resolve to support the application, an amount of \$3,387.95 will need to be allocated in in the 2020/21 budget.

If the grant is unsuccessful, or Council resolve to not support the application, the Bruce Rock Pony Club may ask Council for a \$5,000 inclusion in the 2021/22 budget through the Community Grants Scheme.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Infrastructure

- Goal 2 Maintain Shire owned facilities in a strategic manner and also to meet community needs.
- 2.2 Encourage greater usage of current Shire owned facilities.
- 2.4 Support the improvements and maintenance of assets in a strategic manner.

Infrastructure

- Goal 7 Our community are engaged and have a healthy lifestyle.

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM July 20 – 11.4.2

Moved: Cr Foss

Seconded: Cr Crooks

- 1. That the application for the Bruce Rock Pony Club to fund for a safety fence for the 2020/21 CSRFF Small Grant program be submitted to the Department of Local Government, Sport and Cultural Industries.**
- 2. That Council make an allowance of \$3,387.95 in the 2020/21 budget, on the provision of the Bruce Rock Pony Club being successful in their grant application.**

CARRIED BY ABSOLUTE MAJORITY 9/0

12. New Business of an urgent nature introduced by discussion of the meeting

Agenda Reference and Subject:		
	12.1	2020/21 Budget Submission Synthetic Bowling Green Shackleton
File Reference:	1.3.8.14	Shackleton Bowling Club
Disclosure of Interest:	Nil	
Attachments:	Nil	

Summary

The Shackleton Bowling Club gave a presentation to Council seeking a financial commitment to the Shackleton Bowling Club’s project for the construction of a synthetic bowling green in Shackleton.

Background

In April 2015, the Shackleton Bowling Club wrote to Council advising that they want to install a Synthetic Bowling Green to prolong the longevity of its facilities and Bowling Club. Their application in 2015 was unsuccessful due to the land being privately owned by the Shackleton District Club. Following this Council agreed to accept the gifted land from the Shackleton District Club.

In 2019, Council took ownership of Lot 27 & 28 Mills Street, Shackleton to assist the Bowling Club in receiving potential funding to upgrade their facility.

The Shackleton Bowling Club’s most recent CSRFF application in June 2020 was unsuccessful.

The Shackleton Bowling Club attended the Council meeting and made a presentation to Council seeking support for a new approach where the Shackleton Bowling Club will fund 2/3 of the project and therefore seeking if Council would still contribute a 1/3 to the cost of a new synthetic bowling green in Shackleton.

Comment

The final project description being;

“The project consists of design and upgrade of Shackleton’s existing 7 rink grass bowling green to a synthetic surface and upgrade to surrounding paths & green access. The project will involve a new seven rink needle punch synthetic green, utilising the existing shades, shelters, fencing and lighting”

The financial breakdown of the proposal is as follows;

<i>Shackleton Bowling Club</i>	<i>\$161,923.94 ex gst Cash</i>
<i>Shackleton Bowling Club</i>	<i>\$30,540.00 (Donated Material & Volunteer Labour)</i>
<i>Shire of Bruce Rock</i>	<i>\$80,961.97 ex gst Cash</i>

Total Project Cost **\$273,425.91**

In addition a report was provided by the Shackleton Bowling Club evidencing their financial position and ability to fund the project as well as their plans for saving for the turf replacement, including partaking in Council’s Facility Replacement Fund Reserve Program.

The Shackleton Bowling Club presented additional information regarding the importance of the project for not just the bowling club but the sustainability and future of the Shackleton District Club, being the only remaining venue and social hub.

Following the presentation Council discussed the merits of the proposal for the construction of a synthetic bowling green by the Shackleton Bowling Club.

Consultation

Shackleton Bowling Club

- Greg Tippett, President
- Phil Bradley, Secretary

Statutory Implications

Local Government Tender Regulations

Policy Implications

Council Policy No C1.1 – Procedure for Community Grant Applications

Risk Implications

Risk: If funding is not awarded then the project will not proceed.		
Likelihood	Consequence	Rating
Possible	Moderate	Moderate
Action / Strategy		
If funding is not approved then other funding streams will be explored. Alternatively, the Bowling Club will re-apply in the next round of small grants.		

Financial Implications

Council is to consider contribution to the Shackleton Bowling Club and potential inclusion in the 2020/21 budget.

Strategic Implications

Shire of Bruce Rock – Strategic Community Plan 2017-2027

Infrastructure

- Goal 2 Maintain Shire owned facilities in a strategic manner and also to meet community needs.
 - 2.2 Encourage greater usage of current Shire owned facilities.
 - 2.4 Support the improvements and maintenance of assets in a strategic manner.

Infrastructure

- Goal 7 Our community are engaged and have a healthy lifestyle.

Voting Requirements

Absolute Majority

<p>COUNCIL DECISION Resolution OCM July 20 – 12.1</p> <p>Moved: Cr Crooks Seconded: Cr Foss</p> <ol style="list-style-type: none"> 1. That Council consider the inclusion of \$80,961.97 towards the Shackleton Bowling Club Synthetic Bowling Green as part of the 20/21 budget deliberations. 2. That Council staff commence investigations on how the project management and implementation could proceed. <p style="text-align: right;">CARRIED BY ABSOLUTE MAJORITY 8/1</p>

Agenda Reference and Subject:

12.2 Council Meeting Times

File Reference:

Disclosure of Interest:

Nil

Attachments:

Nil

Council raised and discussed postponing the start of the Council Meeting time to allow adequate time to complete the Councillor Information Session each month.

COUNCIL DECISION

Resolution OCM July 20 – 12.2

Moved: Cr Rajagopalan

Seconded: Cr Wayne

That Council vary the start time of the Ordinary Council Meetings to 3.00pm for the months of:

August 2020

September 2020

October 2020

November 2020

December 2020

Carried 9/0

13. Confidential Items

Agenda Reference and Subject:

13.1 Budget Amendment – Aquatic Facility Pool Slide Repairs

File Reference:

1.3.1.7 Aquatic Centre

Reporting Officer:

Julian Goldacre, Environmental Health Officer

Author:

Julian Goldacre, Environmental Health Officer

Disclosure of Interest:

Nil

Attachments:

Item 13.1 Attachment A CONFIDENTIAL – FiberFlex Pools quotations

Item 13.1 Attachment B CONFIDENTIAL – Busselton Shipwright Services report & quotation

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM July 20 – 13.1

Moved: Cr Rajagopalan

Seconded: Cr Crooks

That in accordance with Section 5.23(2) of the Local Government Act 1995, the meeting is closed to the members of the public for this item as the following sub-section applied:

(e) a matter that if disclosed would reveal - ...

(ii) information that has a commercial value to a person; or

(iii) information about the business, professional, commercial or financial affairs of a person

Carried 9/0

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM July 20 – 13.1

Moved: Cr Rajagopalan

Seconded: Cr Dolton

That in accordance with Section 5.23(2) of the Local Government Act 1995, Council reopens the meeting to the members of the public.

Carried 9/0

OFFICER RECOMMENDATION AND COUNCIL DECISION

Resolution OCM July 20 – 13.1

Moved: Cr Rajagopalan

Seconded: Cr Foss

Officer Recommendation

Allocate \$27,000 for pool slide repair and painting for the 2020/21 budget in order to expedite works before the 2020/21 pool season starts.

CARRIED BY ABSOLUTE MAJORITY 9/0

14. Closure of Meeting.

The Shire President, Stephen Strange thanked everyone for their attendance and declared the meeting closed at 4.52pm.

These minutes were confirmed at a meeting on 20 August 2020.

Cr Stephen Strange
Shire President
18 June 2020