

TABLE OF CONTENTS

1.	Declaration of Opening .....	2
2.	Record of Attendance / Apologies / Leave of Absence (Previously Approved) .....	2
3.	Declaration of Purpose of Meeting .....	2
4.	Declarations of Interest.....	2
5.	Response to Previous Public Questions Taken on Notice .....	2
6.	Public Question Time .....	2
7.	Announcements by Presiding Member .....	2
8.	Reports of Officers .....	3
	8.1.1 Budget Amendment – Allocation of Local Roads and Community Infrastructure Projects	3
9.	Confidential Items.....	7
	9.1 Change of Bank due to closure of Bruce Rock Community Bank.....	7
10.	New Business of an urgent nature introduced by discussion of the meeting. ....	8
11.	Closure of Meeting.....	8

**SHIRE OF BRUCE ROCK**

**MINUTES – SPECIAL MEETING 9 DECEMBER 2020**

**1. Declaration of Opening**

The Shire President Cr SA Strange took a roll call and declared the meeting open at 6.50pm

**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
Manager of Finance	Mrs JL Bow
Executive Assistant	Mrs MJ Schilling

**3. Declaration of Purpose of Meeting**

*The purpose of the meeting is for Council to urgently allocate Local Roads and Community Infrastructure funding and award Shire Banking to another provider due to the closure of the local branch Bendigo Community Bank.*

**4. 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

**5. Response to Previous Public Questions Taken on Notice**

**6. Public Question Time**

**7. Announcements by Presiding Member**

**8. Reports of Officers**  
**8.1 Chief Executive Officer**

<b>Agenda Reference and Subject:</b>	<b>8.1.1</b> Budget Amendment – Allocation of Local Roads and Community Infrastructure Projects
<b>File Reference:</b>	8.2.7.1 Annual Budget
<b>Reporting Officer:</b>	Darren Mollenoyux, Chief Executive Officer
<b>Author:</b>	Darren Mollenoyux, Chief Executive Officer
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<i>Item 8.1.1 Attachment A – Project Proposal Breakdown</i>

**Summary**

Council is required to allocate the Local Roads and Community Infrastructure funding of \$526,302 to identified projects and make a budget amendment due to changes to several grants allocated in the 2020-21 and the 2021-2022 Financial years.

**Background**

At the November 2020 Ordinary Meeting Council considered and resolved to amend the 2020/2021 budget including the Local Roads and Community Infrastructure Funding of \$526,302 and in consideration of reallocating funding from the shop resolved;

*Resolution OCM Nov 20 – 11.3.6*

*vii. Reallocation of remaining \$530,000 and the details of the proposed loan to be resolved at a Special Council Meeting in December 2020.*

**Comment**

Council staff have prepared a listing of relevant projects that have been previously identified by Council and part of future and long-term planning.

Projects identified are as follows with comments provided for each (noting projects need to be completed by the 30<sup>th</sup> June 2021);

Main Street Revitalisation Projects

- Parklets – With the success of the parklets trial as identified in Council’s Main Street Revitalisation Plan it is considered that this funding opportunity would assist in ensuring the installation of new permanent parklets. Details and costings have been obtained and will be presented for Council consideration.
- Digital Notice Board – Council currently has a manual notice board that requires significant staff time to change on a regular basis and is limited in wording and announcement options. A digital noticeboard was identified as part of Council’s Main Street Revitalisation Plan. This digital notice board can be utilised for various purposes such as but not limited to – public notices, important Council events, fire notices, emergency information, community events and other announcements. Costings have been obtained and will be presented for Council consideration.
- Playground – With other significant main street revitalisation projects captured such as stage one memorial park and amphitheatre revamp this was deemed to potentially unachievable in the short time frame. Preliminary costings obtained, however it was identified that this project would require

significant funding and there is potential to obtain Lotterywest and Sport and Recreation Funding to assist in funding this project in the future.

- Caravan Park Ablutions  
Staff have investigated proposed Caravan Park upgrade and costings for the installation of new ablutions and laundry, landscaping of central amenities area and installation of a permanent veranda on the Camper's Kitchen as the shade sails require continual maintenance and repairs and are due for replacement again.
- Water Catchment Improvements  
Costings have been obtained for the redevelopment and improvement of the water catchment for the Railway Dam to increase the capacity of the catchment to increase water capturing during rainfall events. These costs will be provided to Council.
- Footpath and Kerbing Program  
It is proposed to fast track the next three years of the footpath and kerbing program as this will free up Council future funds to be allocated to other significant projects, such as the shop and future stages of Main Street Revitalisation.
- Recreation Centre Oval Lighting  
For the past five years, investigations have been undertaken into the conversion of the oval lighting to LED. The current lights are old, dull, several lights are blown and to replace them the towers need to be lowered which is not an easy task and takes significant time. This is a project that the cricket club have been also considering, and the football club has identified significant reduction in the lighting quality over the past few years during training and night games. Costings will be presented for Council consideration.
- Reticulation of Oval  
Due to time constraints staff were unable to obtain adequate quotations or costs associated with this project. In addition, the required works would not be able to be undertaken prior to football season and therefore could not be completed until after the required completion date for grant funding.

**An attachment will be presented to Council outlining the scope of works and costs for each of the identified projects above.**

#### Local Roads and Community Infrastructure Grant – Second Allocation

The Chief Executive Officer was advised that Council is receiving an additional allocation of funding of \$375,578 with an extension to the completion date for the funding of 31 December 2021. Council did resolve to include this allocation in the 2020/21 budget as income, however it will be required to remove this allocation as it will not be received until the 2021/22 financial year.

#### **Consultation**

Manager of Finance, Jennifer Bow  
Manager of Works, David Holland  
Executive Officer, Melissa Schilling  
Community Development Officer, Caris Negri

#### **Statutory Implications**

*Regulation 33 of Local Government (Financial Management) Regulations 1996*

#### **Policy Implications**

Nil

**Risk Implications**

<b>Risk:</b> That the 2020-21 Budget does not reflect the forecast expenditure and revenue for the remaining financial year.		
<b>Likelihood</b>	<b>Consequence</b>	<b>Rating</b>
Almost Certain	Moderate	High
<b>Action / Strategy</b>		
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 “High” risk. As a High Risk, the Manager of Finance will be monitoring the progress regularly.		

**Financial Implications**Revenue Implications

LRCI Funding - \$375,578 additional funds is not to be included in the 2020/21 income

Expenditure Implications

The \$526,302 LRCI funding is required to be allocated.

The expenditure for the construction of the shop in 2020/21 will be reduced to from \$900,880 to \$526,302 to recognise the reallocation of income and expenditure of \$375,578 LRCI to 2021/2022.

**Strategic Implications**Shire of Bruce Rock – Strategic Community Plan 2017-2027

## Infrastructure

Goal 2: Maintain Shire owned facilities in a strategic manner and to meet community needs

Goal 2.2 Encourage greater usage of current Shire owned facilities

Goal 2.2 Support improvement and maintenance of assets in a strategic manner

## Economy

Goal 3 – Assist the local economy grow

Goal 3.5 – Improve signage, infrastructure and aesthetics to link both side of the main street that encourage patronage and a reason to visit / stop

Goal 6 – Tourism helps diversify our local community

Goal 6.3 Investigate incentives for increased / improved accommodation venues

## Governance

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

Main Street Revitalisation Strategy

Installation of parklets in the central hub of Johnson Street

**Voting Requirements**

Absolute Majority

## Officer Recommendation

That Council adopt the following amendments to Budget for 2020-21;

- i. The allocation of \$526,302 Local Roads and Community Infrastructure funding be allocated to the following projects in 2020/2021;
- ii. The LRCI Funding \$375,578 will be recognised as income in 2021/2022 budget.
- iii. Reduce capital expenditure:
  - a. Construction of Supermarket – reduce to \$526,302

*Council decision varied to Officer Recommendation to allocate potential projects with the Local Roads and Community Infrastructure funding.*

**COUNCIL DECISION**

**Resolution SCM Dec 20 – 8.1.1**

**Moved:** Cr Dolton

**Seconded:** Cr Rajagopalan

**That Council adopt the following amendments to Budget for 2020-21;**

**i. The allocation of \$526,302 Local Roads and Community Infrastructure funding be allocated to the following projects in 2020/2021;**

- |    |   |           |
|----|---|-----------|
| a. | Permanent Parklets  | \$51,983  |
| b. | Electronic Notice Board for Main St                                 | \$74,020  |
| c. | Upgrades to Bruce Rock Caravan Park<br>including new ablution block | \$333,674 |
| d. | Railway Dam Catchment Improvements                                  | \$62,125  |
| e. | Power to Cricket Training Facility                                  | \$4,500   |

**ii. The LRCI Funding \$375,578 will be recognised as income in 2021/2022 budget.**

**iii. Reduce capital expenditure:**

- a. Construction of Supermarket – reduce to \$526,302 due to not meeting funding eligibility.

**CARRIED BY ABSOLUTE MAJORITY 9/0**

**9. Confidential Items**

<b>Agenda Reference and Subject:</b>	<b>9.1.1</b> Change of Bank due to closure of Bruce Rock Community Bank
<b>File Reference:</b>	8.2.1.3 General Banking
<b>Reporting Officer:</b>	Jennifer Bow, Manager of Finance
<b>Author:</b>	Jennifer Bow, Manager of Finance Mike Darby, Senior Finance Officer
<b>Disclosure of Interest:</b>	Nil
<b>Attachments:</b>	<i>Item 9..1.1 Attachment A – Letter from Bruce Rock Community Services Limited to Shareholders</i>

**COUNCIL DECISION**  
**Resolution SCM Dec 20 – 9.1.1**

**Moved:** Cr Rajagopalan  
**Seconded:** Cr Foss

**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:**

**(c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;**

**Carried 9/0**

**COUNCIL DECISION**  
**Resolution SCM Dec 20 – 9.1.2**

**Moved:** Cr Rajagopalan  
**Seconded:** Cr Foss

**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**

That the Council instruct staff to;

- i. change its transactional banking, including Municipal Account, Trust Account, Investment Account and merchant facilities to \_\_\_\_\_ as soon as practicable;
- ii. retain the Bendigo Bank Municipal Account and associated investment account, until the 30<sup>th</sup> June 2021, whereby it will be closed and funds transferred to \_\_\_\_\_; and
- iii. retain the credit card, issued to the CEO, with Bendigo Bank.

*Council decision varied to Officer Recommendation to change its transactional banking, including Municipal Account, Trust Account, Investment Account and merchant facilities to Bankwest as soon as practicable and retain the Bendigo Bank Municipal Account and associated investment account, until the 30<sup>th</sup> June 2021, whereby it will be closed and funds transferred to Bankwest;*

**COUNCIL DECISION**

**Resolution SCM Dec 20 – 9.1.3**

**Moved:** Cr Rajagopalan  
**Seconded:** Cr Kilminster

**Officer Recommendation**

**That the Council instruct staff to;**

- i. change its transactional banking, including Municipal Account, Trust Account, Investment Account and merchant facilities to Bankwest as soon as practicable;**
- ii. retain the Bendigo Bank Municipal Account and associated investment account, until the 30th June 2021, whereby it will be closed and funds transferred to Bankwest; and**
- iii. retain the credit card, issued to the CEO, with Bendigo Bank.**

**CARRIED BY ABSOLUTE MAJORITY 9/0**

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

**11. Closure of Meeting.**

The CEO and Shire President acknowledged the hard work of Dave Holland, Melissa Schilling and Caris Negri in gathering the costings for these important projects in such a short timeframe.

The Shire President, Stephen Strange, thanked everyone for their attendance and declared the meeting closed at 7.55pm.

These minutes were confirmed at a meeting on 17 December 2020

---

Cr Stephen Strange  
Shire President  
17 December 2020