

PAROO SHIRE COUNCIL



GENERAL MEETING MINUTES

17 October 2008

OPENING OF MEETING

The Mayor declared the meeting open at 10.31am.

ATTENDANCE & APOLOGIES

Councillors:

Mayor
Deputy Mayor

Cr Joanna Sheppard
Cr Karen Ticehurst
Cr Don Dunsdon
Cr David Land
Cr Carmel Meurant

Officers:

Chief Executive Officer
Accountant
Shire Engineer
Minutes Secretary

Mark Watt
Neil Mitchell
Jashim Uddin
Rita McIntyre

The Mayor suspended standing orders at 10.31am to conduct a teleconference with Frank Walker, Department of Natural Resources and Water to discuss environmental flows being released from Allan Tannoch Weir. The meeting was resumed at 11.05am.

APOLOGIES

Nil

MOTION OF SYMPATHY

[Res.M08/154](#)

Moved Cr Ticehurst seconded Cr Meurant that a Motion of Sympathy be passed for Jack Eugene Gill, Jennifer Maio, Margaret Hobson, Taniesha Mitchell and Col Ferry.

CARRIED

CONFIRMATION OF MINUTES**General Meeting Minutes – 19 September 2008****Res.M08/155**

Moved Cr Land seconded Cr Meurant that the Minutes of the General Meeting held on Friday 19 September 2008 are taken as a true and correct record of that meeting of Council.

CARRIED

BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

CORRESPONDENCE**Dept Local Government, Sport & Recreation – Review of Model Local Laws**

File/Ref: 45/1; 1254.8

Description:

Letter from Michael Kinnane, Director-General, Department of Local Government, Sport and Recreation, advising that the current Local Law Review has been delayed owing to other reviews being conducted that impact on the Local Law Review. For example, there are reviews regarding the *Environmental Protection Act 1994*, *Local Government Act 1993* and there is an intention to prepare statewide legislation covering cat and dog management.

RECEIVED

Natural Resources and Water – D Walters Application for Conversion to Freehold on Lot 2 CP841119

File/Ref: 67/1; 1356.8

Description:

Correspondence from Natural Resources and Water informing Council of an application for Conversion to Freehold, requiring Council's views or requirements on the application.

Res.M08/156

Moved Cr Land seconded Cr Dunsdon that Council offer no objection to the application for conversion to Freehold on Lot 2 CP841119.

CARRIED

Minister for Infrastructure, Transport, Regional Development & Local Government. – Invitation to the establishment of the Australian Council of Local Government.

File/Ref: 22/1; 1347.8

Description:

Correspondence from The Hon Anthony Albanese MP inviting the Mayor to attend the inaugural meeting of the Australian Council of Local Government to be hosted by the Prime Minister at Parliament House Canberra on 18 November 2008.

Res.M08/157

Moved Cr Dunsdon seconded Cr Land that the Mayor be authorised to attend the Australian Council of Local Government (ACLG) Meeting in Canberra on Tuesday 18 November 2008.

CARRIED

OFFICER'S REPORTS**Chief Executive Officer's Report****Draft South West Regional Plan**

Consideration of a submission regarding the 'Draft' South West Regional Plan. Submissions close on Wednesday 29 October 2008. The Regional Plan is the result of various meetings and workshops conducted by the Regional Plan Advisory Committee (RPAC).

Res.M08/158

Moved Cr Meurant seconded Cr Land that a formal submission be made to the 'Draft' South West Plan, incorporating Council's comments, and the submission be made by the closing date of 29 October 2008.

CARRIED

Roads Standing Committee - Review

Consideration of a review of the Roads Standing Committee previously established by Council. Council sought a review of the Roads Standing Committee, having regard to two things; firstly, Council's focus on the road network such that it aims to provide a better level of service and secondly; the absolute need for a standing committee to achieve this outcome.

Res.M08/159

Moved Cr Ticehurst seconded Cr Land that Council revoke the Roads Standing Committee under s.452 of the Local Government Act 1993 and that an Information Session format be instituted on a trial basis according to the following guidelines:

- i. Information Sessions will be conducted on an 'as needs' basis called by the Mayor or Chief Executive Officer;*
- ii. An Information Session is a forum for exchange of information between Councillors and staff, on specific issues, designed to be conducted on an informal basis outside the formal meeting process, without the need to follow statutory meeting procedures;*
- iii. Attendance at Information Sessions will consist of available Councillors and relevant staff dependent upon the item(s) to be discussed;*
- iv. An agenda consisting of items for discussion and reports will be made available, and must be made available to Councillors prior to the session;*
- v. It is recommended that only items on the agenda be discussed or matters related thereto;*
- vi. Recording of minutes is deemed unnecessary;*
- vii. There is no chairperson of the session with the business of the agenda being coordinated by the Mayor and Chief Executive Officer;*
- viii. The scope of what business may be conducted at the Information Session is primarily decided by the Chief Executive Officer, having*

regard to the role of a Councillor in terms of s.229(1) of the Local Government Act 1993. This may include policy development, reviewing strategic reporting, corporate and operational planning, level of service provision etc.

CARRIED

Review of Annual Tenders

Consideration of the annual tenders issued called by Council for a variety of services and supplies. Given various options under the *Local Government Act 1993, Local Government Finance Standard 2005* and Council's Purchasing Policy, and the time, resources and limited savings that may prevail from this rigorous process, consideration was given to a review of the matter.

Res.M08/160

Moved Cr Land seconded Cr Meurant

- 1. That contracts for Electrical, Batteries, LP Gas, Oil/Grease/Brake Fluid and Plant Hire no longer be undertaken as part of an annual tender process, but in accordance with current purchasing guidelines such that quotes be sought on an 'as needs' basis;*
- 2. That in accordance with s.486 (1) (a) of the Local Government Act 1993, Council is satisfied that there is only one supplier reasonably available to undertake the Pest Control and TV Satellite Contracts;*
- 3. That the Shire Hall Caretaker Contract be extended for 12 months with a view to reviewing it again at that time.*
- 4. Tenders be called for the supply of Diesel, Av-Gas and Unleaded Petrol.*

CARRIED

Workplace Health & Safety Committee

Consideration of a Workplace Health and Safety Committee being established under the provisions of the *Workplace Health and Safety Act 1995*. It has been some time since a committee has functioned and it is felt that it is important this Committee be re-established and a culture of risk and responsibility become more integrated within this organisation.

Res.M08/161

Moved Cr Land seconded Cr Ticehurst that Council authorise the establishment of the Workplace Health and Safety Committee, with meeting dates and times to be arranged by the Committee.

CARRIED

Review of Plant Hire Rates and oncosts

Scott Mead, Mead Consulting conducted a review of Council's Plant Hire Rates and oncosts during the week commencing Monday 15 September 2008. The report has been circulated to Councillors and relevant staff for consideration.

Res.M08/162

Moved Cr Dunsdon seconded Cr Land

1. *That the Plant and oncost review report be adopted and that further consideration be given to adopting revised plant hire and oncosts rates, as recommended;*
2. *That Scott Mead, Mead Consulting, be advised of Council's appreciation in relation to the preparation of the report.*

CARRIED

Adjournment: The Meeting adjourned for lunch at 12.26pm returning at 1.45pm.

Public Stalls

Consideration of the current approval process for charity and not-for-profit organisations to conduct stalls for such things as Showgirl entrants, P&C Association, Cancer Fund etc. In the past such requests have been approved, presumably under a *Local Law No. 31 Roads and Control of Traffic and Obstructions on Roads*.

Res.M08/163

Moved Cr Ticehurst seconded Cr Land that a notice be placed in the local newspaper, advising that in future, applicants for stalls or similar events on public roads or footpaths will require evidence of sufficient public liability insurance.

CARRIED

Christmas Closedown

Consideration was given to the following closedown dates during the Christmas period 2008:

	Works Staff	Office
Finish:	Friday, 19 December 2008	Wednesday, 24 December 2008
Start:	Monday, 12 January 2009	Monday, 5 January 2009

Res.M08/164

Moved Cr Dunsdon seconded Cr Meurant

1. *That appropriate public advertising be placed in the local newspaper advising of the Christmas Closedown period.*
2. *That the staff Christmas Party be held at the Bowls Club on Friday 19 December 2008.*

CARRIED

Attendance: Rita McIntyre & the Mayor left the meeting at 11.39am & 11.40am returning at 11.41 & 11.42am.

Attendance: Chief Executive Officer & Cr David Land left the room at 12.15pm & 12.16am returning at 12.16pm & 12.17pm.

Accountant's Report

Consideration of the Accountant's Report.

Shire Engineer's Report

Consideration of the Shire Engineer's Report.

PETITIONS

Nil

TENDERS

Nil

NOTICES OF MOTION

Nil

QUESTIONS

Cr Ticehurst enquired about progress towards applying for Rural Living Infrastructure Grants; whether Council needs to consider advertising vacant positions that have become available recently such as in the water and sewerage area. The Chief Executive Officer responded.

Cr Dunsdon enquired about what progress had been made regarding the town cleanup. The Chief Executive Officer responded.

GENERAL BUSINESS & LATE ITEMS**Mayor's Perpetual Cunnamulla Fella Festival Bullride Trophy****Res.M08/165**

Moved Cr Land seconded Cr Meurant that Council authorise the use of a Cunnamulla Fella statue for use as a perpetual prize at the Mayor's Challenge for the life of the Cunnamulla Fella Festival.

CARRIED

Closed Meeting**Res.M08/166**

Moved Cr Meurant seconded Cr Dunsdon that the meeting be closed at 2.40pm in accordance with Section 463 (1) (b) and (h) of the Local Government Act 1993 to discuss commercial transactions and industrial relations.

CARRIED

Attendance: Neil Mitchell, Jashim Uddin and Rita McIntyre left the room at 2.40pm and did not return.

Meeting Re- opened**Res.M08/167**

Moved Cr Land seconded Cr Dunsdon that the meeting be re opened at 3.20pm.

CARRIED

Enterprise Bargaining**Res.M08/168**

Moved Cr Meurant seconded Cr Ticehurst that Council authorise the Mayor to sign an Administration Agreement with relevant Unions consisting of a rollover of the current Enterprise Bargaining Agreement according to the terms and conditions agreed in the Administration Agreement.

CARRIED

Cunnamulla Indigenous Association**Res.M08/169**

Moved Cr Ticehurst seconded Cr Dunsdon that Council make an offer to purchase land located at 20-28 Stockyard Street, Cunnamulla described as Lot 303 Plan C1461, Lot 3 RP47913, Lot 1 RP109220 for a negotiated price (including GST).

CARRIED

Purchase land – Weir Road

Res.M08/170

Moved Cr Dunsdon seconded Cr Ticehurst that Council make an offer to purchase land located at 246B Weir Road, Cunnamulla and described as Lot 2 SP101106 for a negotiated price (no GST).

CARRIED

MEETING CLOSURE

The meeting closed at 3.25pm.

MINUTES CERTIFICATE

Confirmation

.....
Cr J Sheppard
Mayor

.....
Mark Watt
Chief Executive officer