

# ORDER OF BUSINESS

- 1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS - COUNCIL CHAMBERS**
- 2 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE**
- 3 PUBLIC QUESTION TIME**
- 4 APPLICATIONS FOR LEAVE OF ABSENCE**
- 5 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**
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- 6 MATTERS REQUIRING DECISION**
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## **6 MATTERS REQUIRING COUNCIL DECISION**

### **6.1 List of Accounts – December 2019 & January 2020**

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**RESPONSIBLE OFFICER:** DCEO  
**FILE REFERENCE:** 12.06  
**AUTHOR:** DCEO  
**STRATEGIC REFERENCE/S:** 12.01  
**DISCLOSURE OF INTEREST:** Nil

**SUMMARY:**

Attached is the list of accounts paid during the months of December 2019 and January 2020, for Council's consideration.

**BACKGROUND & COMMENT:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STATUTORY AND PLANNING IMPLICATIONS:**

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires local governments to prepare each month a statement of financial activity reporting on the revenue and expenditure of funds for the month in question.

**POLICY IMPLICATIONS:**

Nil

**COMMUNITY CONSULTATION:**

Nil

**WORKFORCE IMPLICATIONS:**

Nil

**OFFICER'S RECOMMENDATION:**

That December payments being cheque no.'s 424 (Trust), 37183 - 37189; EFT No's 15999 - 16098, DD7137.1 – DD7160.11 (Municipal), credit card payments, creditor payments, payroll and other vouchers from the Municipal Fund totalling \$899,925.27 be received.

That January payments being cheque no.'s 425 - 426 (Trust), 37190 - 37204; EFT No's 16099 - 16196, DD7181.1 – DD7181.14 (Municipal), credit card payments, creditor payments, payroll and other vouchers from the Municipal Fund totalling \$509,672.45 be received.

**VOTING REQUIREMENTS:**

Simple majority required.

Attachment 2

## **6.2 Financial Reports – December 2019 & January 2020**

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**RESPONSIBLE OFFICER:** DCEO  
**FILE REFERENCE:** 12.01  
**AUTHOR:** DCEO  
**STRATEGIC REFERENCE/S:** 12.01  
**DISCLOSURE OF INTEREST:** Nil

**SUMMARY:**

Attached are the financial reports for the periods ending 31 December 2019 and 31 January 2020.

**BACKGROUND & COMMENT:**

Nil

**FINANCIAL IMPLICATIONS:**

Nil

**STATUTORY AND PLANNING IMPLICATIONS:**

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires local governments to prepare each month a statement of financial activity reporting on the revenue and expenditure of funds for the month in question.

**POLICY IMPLICATIONS:**

Nil

**COMMUNITY CONSULTATION:**

Nil

**WORKFORCE IMPLICATIONS:**

Nil

**OFFICER'S RECOMMENDATION:**

That Council endorse the monthly financial statements for the periods ending 31 December 2019 and 31 January 2020.

**VOTING REQUIREMENTS:**

Simple majority required.

Attachments 3 & 4

### **6.3 Pingaring Community Dam Project – Land Acquisition**

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**NAME OF APPLICANT:** CDO  
**FILE REFERENCE:** 32.01 Dams Reservoirs  
**STRATEGIC REFERENCE/S:** CBP 3.2 A protected and valued natural environment  
3.2.1 Ensure quality, long term water supply  
**AUTHOR:** CDO  
**DISCLOSURE OF INTEREST:** Nil

**SUMMARY:**

Shire of Kulin has secured funding through the Community Water Supply Scheme for the Drought Proofing Pingaring project. The dam and associated infrastructure will be located on Location 2075 Pingaring-Varley Road, Pingaring. The land is owned by Thompson Entities. With the approval of funding, Shire of Kulin will progress the purchase of the 23.03 acres from Thompson Entities.

**BACKGROUND:**

Location 2075 Pingaring-Varley Road, Pingaring was identified as the site for the establishment of the Pingaring Dam project. Meetings between landowners Thompson Entities and Shire of Kulin resulted in an agreement being established that allowed Shire of Kulin to go ahead with the application to the Department of Water and Environmental Regulation to establish the Pingaring Dam. Signed by all parties, Thompson Entities agreed that they were willing to have the dam on their property and that if Shire of Kulin were successful with the funding application, negotiations regarding land purchase/lease will be undertaken.

Shire of Kulin have been successful in securing the funding. Subsequent discussions with Thompson Entities have concluded that they would prefer the land to be purchased. This is also the recommendation of Shire staff, as will allow Council to have security and control over the land and the assets we establish on them.

**FINANCIAL IMPLICATIONS:**

\$175,000 was allocated in the 19/20 budget for the Pingaring Dam project. The purchase of the land was not eligible to be included in the grant application. The purchase of the land was not included in the original project budget. Estimated costs are \$25,000 which includes land purchase and surveying/sub dividing costs.

**STATUTORY AND PLANNING IMPLICATIONS:**

Approval from the WA Planning Commission. Engage Peter Gow to complete Planning Commission application and survey lots. Liaise with WA Planning Commission and Landgate.

**POLICY IMPLICATIONS:**

Nil

**COMMUNITY CONSULTATION:**

Nil

**WORKFORCE IMPLICATIONS:**

Nil

**OFFICER'S RECOMMENDATION:**

That Council

1. Approve a budget amendment of \$25,000 for the purchase of the land and surveying/subdivision costs for the proposed Pingaring Community Dam.
2. Authorise the purchase of 23.03 acres of Location 2075 Pingaring-Varley Road, Pingaring, from Thompson Entities and authorise CEO to negotiate purchase price of land with Thompson Entities (Alan and Kathie Thompson) in line with the indicative budget.

**VOTING REQUIREMENTS:**

Absolute majority required.

Attachment 5 - map

## **6.4 Wheatbelt Rockies – Request for Reduced Rate Community Bus**

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**RESPONSIBLE OFFICER:** CEO  
**FILE REFERENCE:** 02.09  
**AUTHOR:** CEO  
**STRATEGIC REFERENCE/S:**  
**DISCLOSURE OF INTEREST:** Nil

**SUMMARY:**

The Wheatbelt Rockies have made a written request to Council to waive the cost of the Freebairn Recreation Centre hire fees for the 2020 South Central Senior Games to be held in Kulin on Tuesday 24 March 2020.

The group compete each year at various locations around the region and a number of Kulin seniors are involved in the event which gets them involved in a team environment and helps to keep them active.

**BACKGROUND & COMMENT:**

Wheatbelt Rockies (previously Kon Kul Kats) have in previous years had Council waive bus hire costs for the group to attend the games. As this year's event is being held in Kulin their request is to use the Freebairn Recreation Centre at no charge. The event will be held on the court area and the Wheatbelt Rockies have asked for carpet to be put down prior to the event (and rolled up afterwards). The Phil and Kath rooms will be utilised as well as the kitchen. The group advise they will be pay for the kitchen hire on the day.

**FINANCIAL IMPLICATIONS:**

Usual hire fees would be:  
Court hire – full day \$159.00  
Phil room – full day \$89.00  
Kath room - \$74.00

**STATUTORY AND PLANNING IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Nil

**COMMUNITY CONSULTATION:**

Nil

**WORKFORCE IMPLICATIONS:**

Shire staff will be required to lay carpet. Likely to require at least 2 staff for half a day.

**OFFICER'S RECOMMENDATION:**

That Council agree to the request from Wheatbelt Rockies to waive the costs (excluding kitchen hire) associated with the 2020 South Central Senior Games being held at the Freebairn Recreation Centre on Tuesday 24 March 2020.

**VOTING REQUIREMENTS:**

Simple majority required.

## 6.5 Bore Investigation Drillings – Budget Amendment

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**NAME OF APPLICANT:** CDO  
**FILE REFERENCE:** 32.01 Dams Reservoirs  
**STRATEGIC REFERENCE/S:** CBP 3.2 A protected and valued natural environment  
3.2.1 Ensure quality, long term water supply  
**AUTHOR:** CDO  
**DISCLOSURE OF INTEREST:** Nil

### **SUMMARY:**

Shire of Kulin are actively pursuing opportunities to establish additional water sources throughout the Shire to alleviate the pressure on current water sources. Bore sites in Pingaring and Kulin have been identified and the investigative works are planned to be undertaken in the immediate future in conjunction with the Pingaring Dam drilling.

### **BACKGROUND:**

John Morris Drilling were undertaking investigative works at the Pingaring dam site and while the company was in the area Manager of Works arranged to look in the Shire for potential bore sites.

Pingaring – a water source has been found in the same location as the dam. The aim is for the water to be pumped to the existing 9ML tank, however this will be dependent on the water quality. If the water is unsuitable for human consumption, the water can be pumped to the tanks at the Pingaring dam for community use.

Kulin – a water source has been found at the Airstrip. This water will be used by Shire of Kulin to top up existing water sources for gardens and the oval. It will also be used for roadworks. At this stage it will not be a community water source.

John Morris Drilling are expected back in the area in late February to undertake further works.

### **FINANCIAL IMPLICATIONS:**

Bores will be installed to 25m at \$200/m (\$5,000 each) however if the bore is drilled and the water is found to be unsuitable, we will be charged (\$150/m) and will then need to drill at another site.

\$20,000 will allow for the possibility of two drillings. Bore installation (casing and capping) is not included in the current budget. Estimated costs are \$20,000 which will allow for an additional drill per site if required.

### **STATUTORY AND PLANNING IMPLICATIONS:**

Expenditure from municipal fund not included in annual budget

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
- (b) is authorised in advance by resolution\*; or
- (c) is authorised in advance by the mayor or president in an emergency.

\* *Absolute majority required.*

Section 11 Local Government (Functions & General) Regulations 1996 – When tenders have to be publicly invited.

### **POLICY IMPLICATIONS:**

APOG & Policy Manual  
A5 – Budget Preparation  
A22 – Procurement, Purchasing and Tenders

### **COMMUNITY CONSULTATION:**

CEO, DCEO, CDO, WM.

### **WORKFORCE IMPLICATIONS:**

Nil

### **OFFICER'S RECOMMENDATION:**

That Council approve a budget amendment of \$20,000 for the installation of two bores at the sites in Pingaring and Kulin as determined by initial works undertaken by Manager of Works and John Morris Drilling.

### **VOTING REQUIREMENTS:**

Absolute majority required.

## 6.6 RFT - Primer Mover Changeover

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**RESPONSIBLE OFFICER:** WM  
**FILE REFERENCE:** 23.05 Tendering  
**AUTHOR:** Judd Hobson WM  
**STRATEGIC REFERENCE/S:**  
**DISCLOSURE OF INTEREST:** Nil

### **SUMMARY:**

For Council to consider submissions for Request for Tender (RFT) Prime Mover Changeover.

### **BACKGROUND & COMMENT:**

RFT - Prime Mover with Tipping Body was advertised publicly in The West Australian newspaper on Saturday 14 December 2019 and Wednesday 8 January 2020. The tender period closed at 4pm on Monday 10 February 2020. This was also advertised on the Shire's webpage.

The basic specifications outlined in the RFT were:

- 480 HP minimum
- Trailer mounting with ring feeder and airlines and hydraulics to suit side tipper
- Automatic transmission
- Spare tyre and tyre rack
- Bull Bar
- Seat covers (not canvas)
- Headlight covers
- Windscreen stone guard
- Tinted windows
- Air conditioned
- AM/FM radio/ cd player, Bluetooth
- Supply and fit 80 channel UHF two way radio
- Compliance plate for a GCM, advise on maximum upgrade, prefer at least 75,000kg (minimum) GCM
- Colour to be white with black chassis
- Minimum 500 litre fuel tank
- External vehicle isolator
- External lockable toolbox
- Police pre licence certificate to be included
- Hot shift PTO
- Hydraulic control pump to suit side tipping trailers
- Hydraulic and air fittings to suit side tipper double acting hydraulics to truck and dog trailer
- Hydraulic coupling to be PBR type male/female
- LED tail lights
- Aluminium covers on chassis
- Truck must have 2 x Rotating Beacons, Reversing Alarm, Fire Extinguisher
- Delivery date essential
- Warranty details including extension options
- Complete set of workshop, spare parts and operator manuals/cds

Trade is also being offered for tender. Tenders need to be made on a trade and no trade basis.

Trade details

#### Hino 700 Series

- 2014
- 220,000kms
- KU 4248 MV53

#### Isuzu Giga CX2

- 2013
- 270,000kms
- KU422, MV99"

As part of the changeover process the Shire is disposing of 2 trucks, but only purchasing 1 replacement truck. This is because based upon the whole fleet, 1 of these trucks is deemed surplus to current operational requirements.

The changeover budget for the proposed prime mover can be summarised as follows:

Item	Budget Amount (exc GST)
New Prime Mover	\$ 275,000
Trade / Disposal	\$ 50,000
<b>CHANGEOVER TOTAL</b>	<b>\$ 225,000</b>

A total of 5 tender submissions were received for purchase and trade, all of which complied with the criteria associated with the contract requirements in the brief.

These submissions were from:

Purchase and Trade

- CJD x 2
- Truck Centre
- Daimler Trucks
- WA Hino

A summary of tender prices submitted is outlined in the tables below:

**Road Train GCM > 90 tonnes**

Tenderer	Make & Model	GCM (kg)	Purchase Price	Trade / Disposal	Changeover
CJD	Kenworth T610	97,000	\$ 325,525	No trade offered	\$ 325,525
CJD	DAF FTT CF85	70,000	\$ 244,333	No trade offered	\$ 244,333
Truck Centre	Mack Granite	90,000	\$ 301,340	Hino - \$45,000 Isuzu - \$38,000	\$ 218,340
Daimler Trucks	Freightliner Coronado 114	90,000	\$ 292,670	Hino - \$59,100 Isuzu - \$50,000	\$ 183,570
WA Hino	Hino 700 series SS2848	72,000	\$ 268,972	Hino - \$ Isuzu - \$30,228	\$ 238,744

Based upon the above information the preferred tender submission is outlined in the table below for the following reasons:

- In 2019 Council purchased a Mack Granite and this would be the same model truck for ease of servicing and driver familiarity.
- Operator is very happy with the performance of current Mack
- Mechanic would prefer to keep the same makes of plant when possible
- The total changeover price is within budget.
- Truck Centre provide reliable back up service.

Item	Dealer - Vehicle	Transaction Details (exc GST)	Budget Amount (exc GST)
New Prime Mover	Truck Centre - Mack Granite	\$ 301,340	\$ 275,000
Trade / Disposal	Truck Centre - 2014 HINO Truck Centre - 2013 ISUZU	\$ 38,000 \$ 45,000	\$ 50,000
<b>CHANGEOVER TOTAL</b>		<b>\$ 218,340</b>	<b>\$ 225,000</b>

**STATUTORY ENVIRONMENT:**

Section 11 Local Government (Functions & General) Regulations 1996 – When tenders have to be publicly invited.

**POLICY IMPLICATIONS:**

APOG & Policy Manual  
A5 – Budget Preparation  
A22 – Procurement, Purchasing and Tenders

**FINANCIAL IMPLICATIONS:**

The total changeover price is within budget.

**COMMUNITY CONSULTATION:**

Nil



**WORKFORCE IMPLICATIONS:**

Nil

**OFFICER'S RECOMMENDATION:**

That Council award Request for Tender Prime Mover purchase and trade to Truck Centre as per:

<b>Item</b>	<b>Dealer - Vehicle</b>	<b>Transaction Details (exc GST)</b>
New Prime Mover	Truck Centre - Mack Granite	\$ 301,340
Trade / Disposal	Truck Centre -2014 HINO	\$ 38,000
	Truck Centre - 2013 ISUZU	\$ 45,000
<b>CHANGEOVER TOTAL</b>		<b>\$ 218,340</b>

**VOTING REQUIREMENTS:**

Simple Majority

## 7 COMPLIANCE

### 7.1 Compliance Reporting – General Compliance December 2019 & January 2020

**NAME OF APPLICANT:** CEO  
**RESPONSIBLE OFFICER:** CEO  
**FILE REFERENCE:** 12.05 Compliance 12.06 – Accounting Compliance  
**STRATEGIC REFERENCE/S:** CBP 4.1 Civic Leadership, 4.1.8 Compliance methods  
**AUTHOR:** CEO  
**DISCLOSURE OF INTEREST:** Nil

**SUMMARY:**

This report addresses General and Financial Compliance matters for December 2019 and January 2020. This process is not definitive, each month additional items and/or actions may be identified that are then added to the monthly checklist. Items not completed each month e.g. quarterly action - will be notations.

The report provides a guide to the compliance requirements being addressed as part of staff workloads and demonstrates the degree of internal audit being completed.

**BACKGROUND & COMMENT:**

The Compliance team and works staff commence the monthly compliance effort immediately after the Shire meeting each month. At that time, the Executive Support Officer will email the assigned staff member their compliance requirements for the coming month. As the month progresses, staff in conjunction with their manager, the CEO or DCEO will determine the extent of work/action needed to complete items. During Agenda week, the Compliance Team again meets to ensure the monthly report/list is reviewed and that compliance items are completed. In preparing the Agenda report, the CEO or DCEO will sign off on completed items.

Prior month items not completed previously will be reported in the following month so Council remains aware.

Outstanding May 2019

Review of Equal Opportunity Employment Plan – *drafted likely March agenda item*

Outstanding June 2019

Staff Performance Reviews & KRA's – *only 1 to be completed*

Outstanding July

Disability Access and Inclusion Plan Review

LEMC Reporting

Outstanding October

Annual Financial Report and Audit Report – *information with Auditor*

Conduct Fire Training Day – *as per LEMC minutes*

Outstanding November

Cr Noble Primary Return – *completed - return lodged January*

**FINANCIAL IMPLICATIONS:**

In terms of meeting compliance - normal administration expense. There may be items that require additional administrative effort to complete or require external assistance to resolve. In those cases, individual financial implications will be reported.

**STATUTORY AND PLANNING IMPLICATIONS:**

Nil

**POLICY IMPLICATIONS:**

Identified as necessary – this report Nil

**COMMUNITY CONSULTATION:**

Nil

**WORKFORCE IMPLICATIONS:**

Nil

**OFFICER'S RECOMMENDATION:**

That Council receive the General & Financial Compliance Report for December 2019 and January 2020 and note the matters of non-compliance.

**VOTING REQUIREMENTS:**

Simple majority required.

Attachment 6

## **7.2 Compliance Reporting – Delegations Exercised – December 2019 & January 2020**

**NAME OF APPLICANT:** CEO  
**RESPONSIBLE OFFICER:** CEO  
**FILE REFERENCE:** 12.05 - Compliance  
**STRATEGIC REFERENCE/S:** CBP 4.1 Civic Leadership, 4.1.8 Compliance methods  
**AUTHOR:** CEO  
**DISCLOSURE OF INTEREST:** Nil

**SUMMARY:**

To report back to Council actions performed under delegated authority for the periods ending 31 December 2019 and 31 January 2020.

To provide a comprehensive report listing of the delegations able to be exercised following adoption of a more substantial array of delegations in June 2017.

**BACKGROUND & COMMENT:**

This report is prepared for Council detailing actions performed under delegated authority by the respective officers under each of the delegation headings:

**ADMINISTRATION**

<b>Policy</b>	<b>Delegation</b>	<b>Officers</b>
A1	Acting Chief Executive Officer	(CEO)
A2	Agreements for Payments of Debts to Council	(CEO/DCEO)
A3	Casual Hirer's Liability	(CEO)
A4	Complaint Handling	(CEO)
A5	Fees & Charges – Discounts	(CEO/DCEO/MW/MLS/CRC)
A6	Investment of Surplus Funds	(CEO/DCEO)
A7	IT & Social Media – Use of	(CEO)
A8	Legal Advice, Representation & Cost Reimbursement	(CEO)
A9	Payments from Municipal and Trust Funds	(CEO-to numerous staff – purchase orders)
A10	Use of Common Seal	(CEO)
A11	Writing Off Debts	(CEO)
A12	Housing	(CEO)
A13	Procedure for Unpaid Rates Finance	(CEO)

**GOVERNANCE**

G1	Applications for Planning Consent	(CEO)
G2	Building Licences and Swimming Pools	(EHO/Building Surveyor)
G3	Cemeteries Act 1986	(CEO)
G4	Health Act 1911 Provisions	(EHO)

**HUMAN RESOURCES**

H1	Grievance Procedures	(CEO)
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**COMMUNITY SERVICES**

CS1	Bushfire Control – Shire Plant for Use of	(CEO)
CS2	Bushfire Control – Plant Use for Adjoining Shires	(CEO)
CS3	Bushfire Prohibited / Restricted Burning Periods – Changes	(Shire President/CEO)
CS4	Bushfire Training Administration	(CEO)
CS5	Cat Ownership Limit – Cat Control	(CEO)
CS6	Dog Control – Attacks	(CEO)
CS7	Dog Ownership Limit – Dog Control	(CEO)
CS8	Sea Containers Use of – Town Planning	(CEO)
CS9	Second Hand Dwellings	(CEO)
CS10	Temporary Accommodation	(CEO)
CS11	Unauthorised Structures – Building Control	(CEO)
CS13	Freebairn Recreation Club Committee	(FRC Club Committee)
CS14	Kulin Child Care Centre Management Committee	(KCCC Mgmt. Committee)
CS15	General – Community Services Practices	(CEO)
CS20	Seed Collection	(CEO)

**WORKS**

W1	Gravel Supplies	(MW)
W2	Roads – Clearing	(CEO)

AGENDA OF ORDINARY MEETING TO BE HELD 19 FEBRUARY 2020

W3	Roads – Damage to	(MW)
W4	Roads – Roadside Markers – Management of	(MW)
W5	Stormwater Drainage	(MW)
W6	Street Trees	(CEO)
W7	Streetscape – Improvements	(CEO)
W8	Roadside Burning	(MW)
W9	Temporary Road Closures	(MW)
W10	General – Works Practices Approvals	

**COMMENT:**

The following details the delegations exercised within the Shire relative to the delegated authority for the month of October 2019 and are submitted to Council for information (excluding delegations under A9, Payments – refer to individual order and payment listed in Accounts paid).

**A1 Acting Chief Executive Officer**

CEO appointed Cassi Vandenberg Acting Chief Executive Officer for the Shire of Kulin for the period commencing Monday 23<sup>rd</sup> December 2019 until the commencement of business on the Tuesday 28<sup>th</sup> January 2020, via written letter.

**A6 Investment of Surplus Funds (DCEO) – Local Government Act 1995, section 6.14**

Deal Number	Start date	Principal	Term	Rate	Interest quoted	Principal at Maturity
2978120	14/05/2019	151,352.05	120 Days	2.35%	1,169.35	152,521.40
3024290	26/06/2019	362,168.21	90 Days	1.90%	1,696.73	363,864.94
3112539	11/09/2019	302,521.40	90 Days	1.65%	1230.81	303,752.21
3124064	23/09/2019	200,000.00	30 Days	1.25%	205.48	200,205.48
3124067	23/09/2019	250,000.00	60 Days	1.45%	625.68	250,625.68
3124082	23/09/2019	250,000.00	90 Days	1.60%	997.26	250,997.26
3125871	24/09/2019	363,864.94	70 Days	1.50%	1,046.73	364,911.67
3158715	24/10/2019	200,205.48	1 Day	0.75%	4.11	200,209.59
3159712	25/10/2019	600,209.59	120 Days	1.50%	3,033.94	603,243.53
3193349	25/11/2019	250,615.75	1 Day	0.75%	5.15	250,620.90
3194501	26/11/2019	350,620.90	120 Days	1.50%	1,729.09	352,349.99
3203769	3/12/2019	364,911.67	35 Days	1.15%	402.40	365,314.07
3212067	10/12/2019	403,752.21	60 Days	1.30%	891.57	404,643.78

**CS20 Seed Collection**

CEO granted permission to Jean Sloan to collect seed in the Kulin Shire per her written email request 02/12/2019

**STATUTORY ENVIRONMENT:**

*Building Act 2011*  
*Bushfires Act 1954*  
*Cemeteries Act 1986*  
*Health (Asbestos) Regulations 1992;*  
*Health (Miscellaneous Provisions) Act 1911;*  
*Local Government Act 1995*  
*Public Health Act 2016*  
*Shire of Kulin TPS2*  
*Town Planning Development Act*  
*Town Planning Scheme*  
*Trustees Act, Part III,*  
*Criminal Procedure Act 2004;*

**FINANCIAL IMPLICATIONS:**

Nil in terms of exercising delegation and reporting to Council though there may be financial implications in the case of each delegation exercised.

**STATUTORY AND PLANNING IMPLICATIONS:**

Sections 5.18 and 5.46 of the Local Government Act 1995

**POLICY IMPLICATIONS:**

There are no known policy implications relating to this report.

**COMMUNITY CONSULTATION:**

Nil

**WORKFORCE IMPLICATIONS:**

Nil

**OFFICER'S RECOMMENDATION:**

That Council receive the Delegation Exercised Report for December 2019 and January 2020.

**VOTING REQUIREMENTS:**

Simple majority required.

**8 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**9 NOTICES AND ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

Meeting may adjourn to move into Concept Forum

**10 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**

**11 MATTERS FOR WHICH THE MEETING IS CLOSED TO THE PUBLIC**

Nil

**12 DATE AND TIME OF NEXT MEETING**

Wednesday 18 March 2020 at 1.00pm

**13 CLOSURE OF MEETING**

There being no further business the President declared the meeting closed at