



# **DECISION SUMMARY REPORT**

**FOR**

**ORDINARY COUNCIL MEETING  
11 SEPTEMBER 2018**

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# SUMMARY OF DECISIONS

## Council Meeting - 11 September 2018

### 9.1 Reports of Audit and Risk Committee 21 August 2018

#### ARC6.08.18 – Review of Council Policy OR-04 Elected Members Allowances and Expenses

<b>COUNCIL DECISION</b>	<b>C1.09.18</b>		
<b>COMMITTEE RECOMMENDATION</b>	<b>ARC6.08.18</b>		
Moved by	Cr Jones	Seconded by	Cr Fox

That Council adopts the revised policy OR-04 Elected Members Allowances and Expenses as reviewed in August 2018, **as amended**.

#### ARC7.08.18 – Review of Council Policy OR-17 Disposal of Minor Assets

<b>COUNCIL DECISION</b>	<b>C2.09.18</b>		
<b>COMMITTEE RECOMMENDATION</b>	<b>ARC7.08.18</b>		
Moved by	Cr Fisher	Seconded by	Cr Jones

That Council adopts the revised policy OR-17 Disposal of Surplus Minor Assets as reviewed in August 2018, **as amended**.

#### ARC8.08.18 – Draft Policy OR-22 Christmas Closure

<b>COUNCIL DECISION</b>	<b>C3.09.18</b>		
<b>COMMITTEE RECOMMENDATION</b>	<b>ARC8.08.18</b>		
Moved by	Cr Jones	Seconded by	Cr Russell

That Council adopts Policy OR-22 Christmas Closure, **as amended**.

## 9.2 Reports of Bush Fire Advisory Committee 22 August 2018

### **BFAC2.08.18 – Memorandum of Understanding (MOU) - Between the Department of Fire and Emergency Services (DFES) and Shire of Mundaring**

<b>COUNCIL DECISION</b>	<b>C4.09.18</b>		
<b>COMMITTEE RECOMMENDATION</b>	<b>BFAC2.08.18</b>		
Moved by	Cr Fox	Seconded by	Cr Burbidge

That Council endorses the draft Memorandum of Understanding between the Department of Fire and Emergency Services and the Shire of Mundaring for the Provision of a Community Emergency Services Manager, (the draft MOU) subject to the following clauses (within the draft MOU) being amended to the satisfaction of the Chief Executive Officer:

- a. clause 6. Acknowledgements and undertakings by DFES
- b. clause 7. Acknowledgements and undertakings by the Shire of Mundaring
- c. clause 9. Conditions of employment
- d. clause 11. Human Resource arrangements

## 9.3 Reports of Environmental Advisory Committee 28 August 2018

### **EAC2.08.18 – Proposed Amendment to Terms of Reference**

<b>COUNCIL DECISION</b>	<b>C5.09.18</b>		
<b>COMMITTEE RECOMMENDATION</b>	<b>EAC2.08.18</b>		
Moved by	Cr Driver	Seconded by	Cr Burbidge

That Council:

1. Appoints the deputy elected member to the Environmental Advisory Committee as a full member of the Committee; and
2. Adopts the amended Terms of Reference of the Committee as attached.

## EAC4.08.18 – Energy and Emissions Reduction Strategy

<b>COUNCIL DECISION</b>			<b>C6.09.18</b>
<b>COMMITTEE RECOMMENDATION</b>			<b>EAC4.08.18</b>
Moved by	Cr Driver	Seconded by	Cr Russell

That Council:

1. Recommends that Council endorses the draft Energy and Emissions Reduction Strategy 2018 with a target of reducing emissions by 30% by 2030 (from a 2016/17 baseline).
2. Recommends that Council endorses the Shire of Mundaring joining the Cities Power Partnership;
3. Recommends that Council requests the CEO to prepare a business case for emissions reduction measures to implement the Strategy for consideration in the 2019/20-2022/23 Corporate Business Plan;
4. Recommends that the Energy and Emissions Reduction Strategy and target be reviewed every four years.

### 9.4 Reports of CEO Performance Review Committee 28 August 2018

<b>COUNCIL DECISION</b>			<b>C7.09.18</b>
<b>COMMITTEE RECOMMENDATION</b>			<b>CEOPR2.08.18</b>
Moved by	Cr Jones	Seconded by	Cr Fisher

That:

3. Council:
  - i. Notes that the Chief Executive Officer's annual appraisal for the 2017/18 period has been undertaken (refer **Confidential Attachment 1** "CEO Annual Review" - provided under separate confidential cover); and
  - ii. Endorses the Committee's finding that Mr Throssell's performance has met agreed performance requirements as the Chief Executive Officer.

<b>COUNCIL DECISION COMMITTEE RECOMMENDATION</b>		<b>C8.09.18 CEOPR3.08.18</b>	
Moved by	Cr Russell	Seconded by	Cr Jones

That Council endorses the CEO's Key Focus Areas for 2018/19 (**Amended Confidential Attachment 2, pages 63 – 66**) (provided under separate confidential cover).

<b>COUNCIL DECISION COMMITTEE RECOMMENDATION</b>		<b>C9.09.18 CEOPR4.08.18</b>	
Moved by	Cr Burbidge	Seconded by	Cr Fox

That Council notes that Mr Throssell has elected not to seek a variation to his total reward package for the 2018/19 period.

#### 10.1 Request to attend Training - Cr John Daw

##### SUMMARY

Council is requested to consider an application from Cr John Daw to undertake the remaining units required for the completion of the WALGA Diploma of Local Government.

Council Policy OR-01 "Attendance by Elected Members at Conferences" provides for all elected members to have an annual conference/training allowance of no more than \$3000 per financial year (refer **Attachment 1**).

As the cost of the remaining units for completion of the Diploma of Local Government is greater than \$3000, in accordance with Council policy, Council is requested to consider approving Cr Daw's request to undertake the remaining units by 30 June 2019.

<b>COUNCIL DECISION RECOMMENDATION</b>		<b>C10.09.18</b>	
Moved by	Cr Russell	Seconded by	Cr Driver

That Council approves Cr Daw's request to undertake the outstanding units required to complete the WALGA Local Government Diploma at a cost of up to \$5565, to be completed prior to 30 June 2019.

## 10.2 Mundaring Arena Budget Amendment

### SUMMARY

Council is requested to consider amending the 2018/19 annual budget by adjusting expenditure to purchase a sports floor cleaning machine for Mundaring Arena.

<b>COUNCIL DECISION RECOMMENDATION</b>	<b>C11.09.18</b>
Moved by                      Cr Fisher                      Seconded by                      Cr Russell	

That Council, by absolute majority, amends the 2018/19 budget and allocates \$19,848 (excluding GST) from the Shire's Civic Facilities Reserve to purchase a commercial scrubber for use at Mundaring Arena.

## 10.3 Statement of Financial Activity for period ended 31 July 2018

### SUMMARY

The monthly financial statements disclose the Shire's financial position as at 31 July 2018.

The closing budget position as at 31 July 2018 is a surplus of \$39,873,229 compared to a budgeted year to date surplus of \$36,019,805. The budgeted year end surplus is \$1,637,504 as per the original budget adopted by Council (C10.06.18).

<b>COUNCIL DECISION RECOMMENDATION</b>	<b>C12.09.18</b>
Moved by                      Cr Jones                      Seconded by                      Cr Lavell	

That Council notes:

1. the closing position of the Shire for the period ending 31 July 2018 is a surplus of \$39,873,229 compared to the year to date budgeted surplus of \$36,019,805; and
2. the explanation of material variances in the Statement of Financial Activity contained in the attachment.

## 10.4 List of Payments made during July 2018

### SUMMARY

A list of accounts paid from the Municipal Fund or Trust Fund under the Chief Executive Officer's delegated authority for the month of July 2018 is presented to Council for noting.

<b>COUNCIL DECISION RECOMMENDATION</b>	<b>C13.09.18</b>
Moved by                      Cr Russell                      Seconded by                      Cr Lavell	

That Council notes the list of payments made during July 2018.