1. **Council Opening**

The meeting commenced at 4:00pm.

Mr Whitbread acknowledged the Kokatha peoples, the traditional owners of the land on which we meet today and paid respect to their Elders past and present and extended that respect to other Aboriginal and Torres Strait Islander people who may be present today.

2. **Confirmation of Minutes of the Previous Meeting**

RESOLVED: *The Minutes of the Council Meeting held on 25 September 2019 are confirmed as a true and accurate record of proceedings.*

3. **Council Business**

3.1 **Audit Committee Meeting Minutes 18 October 2019 (Subject to Confirmation)**

PURPOSE: To receive the minutes (subject to confirmation) from the Audit Committee meeting held 18 October 2019.

RESOLVED:

1. *That the minutes (subject to confirmation) of the Audit Committee meeting held 18 October 2019 be received and noted.*

2. *That Council notes the view of the Audit Committee that a draft Long Term Financial Plan be prepared by June 2020.*

3.2 **Full Year Financial Review 2018-2019**

PURPOSE: To consider a report on Council’s Full Year Financial Review 2018-2019


3.3 **General Purpose Financial Statements 2018-2019**


Council also notes the comments made by the external auditors (Bentleys) who reported the good quality of the accounts presented for Audit.

3.4 Draft Annual Report 2018-2019

PURPOSE: To review Council’s draft Annual Report for the financial year ending 30 June 2019.

RESOLVED: That Council

1. Receive and note the Draft Annual Report for the financial year ending 30 June 2019

2. Refers the Draft Annual Report for perusal and comment to Council’s Audit Committee

3. The Draft Annual Report be considered for adoption at the November Council Meeting following consideration of the Audit Committee comments

4. Authorises the Chief Executive to make minor editorial or technical changes before the Draft Annual Report is formally adopted at the November 2019 Council Meeting.

3.5 Report on Treasury Activity 2018-2019

PURPOSE: To consider a report on Council’s investment activities and the resulting income from those activities.


3.6 Report on Internal Controls

PURPOSE: To consider a report on Council’s internal controls as they pertain to 2018-2019.

RESOLVED: That Council adopts the report on internal controls.

3.7 Bad Debts Written Off 2018-2019

PURPOSE: To consider a report of Council’s debts written off in 2018-2019.

RESOLVED: That Council notes the report.

3.8 First Quarter Budget Review

PURPOSE: To consider a review of Council’s 2019-2020 budget performance and associated matters.

3.9 Financial Delegations

PURPOSE: To revise and update the expenditure of limits of officer who have been approved to hold exercise financial delegations.

RESOLVED: That Council adopt the amended Financial Delegations, including issue of credit cards and expenditure of approval limits, as presented.

3.10 Phase 1 Asset Management System Implementation Project – Services Contract Approval

PURPOSE: Approval is sought to enter into a Professional Services Project Contract with Assetic Australia Pty Ltd (ABN 89 126 629 954) for the provision of Asset Management System (AMS) Implementation Services.

RESOLVED: That Council:

1. Approve the Contract between Assetic Australia Pty Ltd and the Municipal Council of Roxby Downs for the provision of Phase 1 Asset Management System Implementation Services.

2. The Administrator and Chief Executive be authorised to execute the Contract under seal pursuant to S38 of the Local Government Act 1999 between Council and Assetic Australia Pty Ltd pursuant to S127 of the Corporations Act 2001.

3.11 Construction of Hermit Street Nature Based Play Space

PURPOSE: To seek Council approval to engage LCS Landscapes to construct the Hermit Street nature based play space.

RESOLVED: That Council:

1. Award the contract for the construction of Hermit Street nature based play space, in accordance with the approved design to LCS Landscapes for $243,884.00 excluding GST.

2. The Administrator and Chief Executive be authorised to execute the Contract under seal pursuant to S38 of the Local Government Act 1999 between Council and LCS Landscapes pursuant to S127 of the Corporations Act 2001.

3.12 Road Resurfacing 2019

PURPOSE: To provide details of quotations received for scheduled road resurfacing works.

RESOLVED: That Council:

1. Approve the proposed road resurfacing works for 2019.

2. Accepts the quotation from West Coast Bitumen Pty Ltd (ABN 12 074 319 323) for $327,154.00 to undertake the road resurfacing works detailed in quotation QU-0436.

3.13 Road Closure for Roxby Downs Community Christmas Pageant

PURPOSE: Closure of Richardson Place between Burgoyne Street and Arcoona Street, for the Roxby Downs Christmas Pageant. Full closure of road between the hours of 2.00pm Saturday 30 November 2019 and 12.30am Sunday 1 December 2019.
RESOLVED: That Council:

1. Pursuant to the provision of the Roxby Downs (Indenture Ratification) Act 1982, and in accordance with Section 33 of the Road Traffic Act 1961 and Clause F of the instrument of General Approval of the Minister 12 March 2001, make the following orders.

Pursuant to Section 33 (1) of the Road Traffic Act 1961 declare that the event described below is to take place on the road described below, and is an event to which Section 33 of the Road Traffic Act 1961 applies; and

Pursuant to Section 33 (1) (a) of the Road Traffic Act 1961, make an order directing that the road on which the event is to be held and any adjacent or adjoining roads specified below can be closed to all traffic except police and emergency vehicles and vehicles involved in the event for the period commencing 2.00pm Saturday 30 November 2019 to 12.30am Sunday 1 December, 2019.

ROAD: Richardson Place
EVENT: Roxby Downs Christmas Pageant
ADJACENT / ADJOINING ROADS: Burgoyne Street, Arcoona Street, Norman Place, Roxby Club Car Park Entrance into Richardson Place, and Tavern Road, Roxby Downs.

Pursuant to Section 33 (1) (b) of the Road Traffic Act 1961 make an order directing that persons taking part in the event be exempted in relation to the road from duty, to observe the Australian Road Rules specified below subject to any conditions described below and attached to the exemption.

Rule: 230 Crossing the road
Rule: 234 Crossing the road on or near a crossing for pedestrians
Rule: 237 Getting on or into a moving vehicle (providing the speed of the vehicle does not exceed 5km/hr)
Rule: 238 Pedestrians travelling along the road
Rule: 264 Wearing of seatbelts by drivers (providing the speed of the vehicle does not exceed 25km/hr)
Rule: 265 Wearing of seatbelts by passengers 16 years or older (providing the speed of the vehicle does not exceed 25km/hr)
Rule: 266 Wearing of seatbelts by passengers under 16 years old (providing the speed of the vehicle does not exceed 25km/hr)
Rule: 268 How persons must travel in or on a motor vehicle (providing the speed of the vehicle does not exceed 25km/hr)
Rule: 269 Opening doors and getting out of a vehicle etc. (providing the speed of the vehicle does not exceed 5km/hr)
Rule: 298 Driving with a person in a trailer (providing the speed of the vehicle does not exceed 25km/hr)

3.14 Planning and Design Code

PURPOSE: To consider and endorse the content of a submission to the Department of Planning, Transport and Infrastructure (DPTI) regarding the new Planning and Design Code.

RESOLVED: That Council:

1. Endorses the submission to Department Planning, Transport and Infrastructure regarding the new Planning and Design Code.

2. Provide a copy of Council’s submission to BHP.
3.15 Community Development Plan

PURPOSE: To endorse the Community Development Plan 2020-2022

RESOLVED: That Council:

1. Receives the Community Development Plan 2020-2022 produced by the Roxby Downs Community Board and advises the Board that Council is encouraged by the Plan.

2. Requests the Community Board to consider the inclusion of role of volunteers and emergency services within the Community Plan before endorsement by Council.

3.16 Proposed BHP Village Development – Roxby Downs

PURPOSE: To initiate the process for revocation of the community land designation for portion of the land contained within Certificate of Title – Volume 5806 Folio 888 in accordance with the Local Government Act 1999.

RESOLVED:

1. That Council authorise the Chief Executive to prepare a proposal for the revocation of the Community Land classification for the portion of the land identified in the allocated plan being part of allotment 1396 Certificate of Title – Volume 5806 Folio 888.

2. Further that the Chief Executive conduct community consultations on the proposal in accordance with Council’s public consultation policy.

3. That Council authorises the Administrator and Chief Executive to negotiate and agree specific terms and conditions with BHP and the Roxby Downs Golf Club in order to progress this proposal in a timely manner.


PURPOSE: To review the Disposal of Land Assets Policy.

RESOLVED: That Council adopts the Disposal of Land and Assets Policy as presented, and publish on Council’s website.

3.18 Policy Review – Funding

PURPOSE: To consider a review of Council’s Funding Policy.

RESOLVED: That Council adopts the Funding Policy as presented, and publish on Council’s website.


PURPOSE: To review and adopt the Records Management Policy.

RESOLVED: That Council adopt the Records Management Policy as presented, and publish on Council’s website.

3.20 Retirement of Children on Council Premises Policy and the Induction of a New Employee Policy

PURPOSE: To retire the Children on council Premises Policy and the Induction of a New Employee Policy which have been replace by other internal Human Resource documents.
RESOLVED: That Council:

1. Approves the retirement of Children on Council Premises Policy on the basis that it is replaced by an internal Human Resource guideline.

2. Approves the retirement of the Induction of a New Employee Policy on the basis that it is replaced by an internal Human Resource procedure.

3. Approves the removal of the Children on Council Premises Policy and Induction of a New Employee Policy from the Council website.

3.21 Sponsorships and Donations Policy

PURPOSE: To adopt a new Sponsorships and Donations Policy.

DEFERAL: Council deferred the Sponsorships and Donations Policy to enable the draft policy to be amended to include provision for:

1. Clause 4.2 to read “objects that are deemed to be offensive or inappropriate for other reasons”

2. Clause 5.2 to include the Gambling Industry

3. Add an exemption clause which states “that if there is any doubt regarding what is appropriate in the policy then it be delegated to the Administrator or Chief Executive for clarification”

4. Policy is to be referred to the Audit Committee for comment.

4. Reports for Information

RESOLVED: The Council receive and notes the following reports:

- **Chief Executive Report**

  Resolved: That Council notes and endorses the action taken by the Chief Executive in relation to Airport Upgrade.

- **Development Application Decisions**

- **Tree Removal – Phibbs Court and Olympic Way**

5. Community Presentations, Petitions and Deputations

   Nil

6. Next Meeting

The next Ordinary Council Meeting for the Municipal Council of Roxby Downs is scheduled for **Wednesday 27 November 2019 at 4:00 pm** - Council Office Boardroom, 6-8 Richardson Place, Roxby Downs, unless advised otherwise, by notice on the Council’s website.

7. Closure

   The meeting closed at 4.55pm.