



**City of Belmont**  
**ORDINARY COUNCIL MEETING**  
**MINUTES**  
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26 September 2017

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### **ATTACHMENTS INDEX**

**Attachment 1 – Item 12.1 refers**

**Attachment 2 – Item 12.2 refers**

**Attachment 3 – Item 12.3 refers**

### **CONFIDENTIAL ATTACHMENTS INDEX**

**Confidential Attachment 1 – Item 12.1 refers**

**Confidential Attachment 2 – Item 12.1 refers**

**Confidential Attachment 3 – Item 14.1 refers**

**Confidential Attachment 4 – Item 14.1 refers**

**Confidential Attachment 5 – Item 14.1 refers**

**Confidential Attachment 6 – Item 14.1 refers**

<p><b>Councillors are reminded to retain the OCM Attachments for discussion with the Minutes</b></p>
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## MINUTES

### PRESENT

Cr P Marks, Mayor (Presiding Member)	East Ward
Cr R Rossi, JP, Deputy Mayor	West Ward
Cr L Cayoun	West Ward
Cr P Hitt	West Ward
Cr M Bass	East Ward
Cr B Ryan	East Ward
Cr P Gardner	South Ward
Cr J Powell	South Ward
Cr S Wolff	South Ward

### IN ATTENDANCE

Mr R Garrett	A/Chief Executive Officer
Mrs J Hammah	Director Community and Statutory Services
Mr J Olynyk, JP	A/Director Corporate and Governance
Mr S Morrison	A/Director Technical Services
Ms L Bradley	Manager Marketing and Communications
Mrs M Lymon	Principal Governance and Compliance Advisor
Ms D Morton ( <i>dep 9.14pm &amp; did not return</i> )	Media and Communications Officer
Ms S D'Agnone	Governance Officer

### OBSERVERS

Mr P Schneider ( <i>arr 7.25pm, dep 9.43pm &amp; did not return</i> )	Chief Executive Officer, EMRC
Mr J King ( <i>arr 7.25pm, dep 9.43pm &amp; did not return</i> )	Talis Consulting

### MEMBERS OF THE GALLERY

There were 24 members of the public in the gallery and one press representative.

## 1. OFFICIAL OPENING

The Presiding Member opened the meeting at 7.04pm, welcomed those in attendance, and read the Acknowledgement of Country.

***It is important that we acknowledge the traditional owners of the land on which we are meeting today the Noongar Whadjuk people and pay respect to Elders both past and present***

The Presiding Member invited Cr Cayoun to read aloud the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers. Cr Cayoun read aloud the affirmation.

**Affirmation of Civic Duty and Responsibility**

***I make this affirmation in good faith and declare that I will duly, faithfully, honestly, and with integrity fulfil the duties of my office for all the people in the City of Belmont according to the best of my judgement and ability. I will observe the City's Code of Conduct and Standing Orders to ensure the efficient, effective and orderly decision making within this forum.***

## 2. APOLOGIES AND LEAVE OF ABSENCE

Mr R Lutey (Apology)

Director Technical Services

## 3. DECLARATIONS OF INTEREST THAT MIGHT CAUSE A CONFLICT

### 3.1 FINANCIAL INTERESTS

Nil.

### 3.2 DISCLOSURE OF INTEREST THAT MAY AFFECT IMPARTIALITY

<b>Name</b>	<b>Item No and Title</b>
Cr P Marks	Item 12.1 2017 Community Service Awards
Cr R Rossi	Item 12.1 2017 Community Service Awards

#### **4. ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION) AND DECLARATIONS BY MEMBERS**

##### **4.1 ANNOUNCEMENTS**

The Presiding Member invited Councillors whose terms were expiring on 21 October 2017 to say a few words. Councillors Hitt, Cayoun, Gardner, Powell and Ryan spoke briefly. The Presiding Member wished them all the best in the upcoming election or the future if not a candidate in the election.

**7.25pm Mr Schneider and Mr King entered the meeting.**

##### **4.2 DISCLAIMER**

**7.35pm The Presiding Member drew the public gallery's attention to the Disclaimer.**

*I wish to draw attention to the Disclaimer Notice contained within the agenda document and advise members of the public that any decisions made at the meeting tonight, can be revoked, pursuant to the Local Government Act 1995.*

*Therefore members of the public should not rely on any decisions until formal notification in writing by Council has been received.*

*Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material.*

##### **4.3 DECLARATIONS BY MEMBERS WHO HAVE NOT GIVEN DUE CONSIDERATION TO ALL MATTERS CONTAINED IN THE BUSINESS PAPERS PRESENTLY BEFORE THE MEETING**

Nil.

#### **5. PUBLIC QUESTION TIME**

##### **5.1 RESPONSES TO QUESTIONS TAKEN ON NOTICE**

Nil.

##### **5.2 QUESTIONS FROM MEMBERS OF THE PUBLIC**

**7.35pm The Presiding Member drew the public gallery's attention to the rules of Public Question Time as written in the Agenda. In accordance with rule (I), the Mayor advised that he had registered nine members of the public who had given prior notice to ask questions.**

**The Presiding Member invited members of the public who had yet to register their interest to ask a question to do so. No further registrations were forthcoming.**

**5.2.1 MR P FORDE, 107 KEANE STREET, CLOVERDALE**

The Annual General Meeting of the Belmont Sports and Recreation Club is to be held in October and to be open and accountable. I ask three questions.

1. How much money has the Belmont Council given to the Belmont Sports and Recreation Club in the past two years?
2. What other services have been provided by the Belmont Council to the Belmont Sports and Recreation club for the past two years?
3. What is the total value of support given to the Belmont Sports and Recreation Club?

**Response**

The Presiding Member provided the following summary of grants and support provided to the Belmont Sports and Recreation Centre over the preceding two years:

**Grants Summary – Total \$110,000**

*November 2016 Interim Manager Grant \$27,500*

*March to June 2017 Acting Manager Grant (\$5,500 per month) \$27,500*

*July 2017 Manager Funding \$55,000*

**Support Summary – Total \$14,190**

*October 2016 Research and Advice \$1,100*

*May 2017 Club Assistance and Draft Report \$7,590*

*July 2017 Club Assistance and Final Report \$5,500*

**July 2016 – Interest Free Loan, repayable over five years \$50,000**

*Australian Taxation Office outstanding debt*

*Approximately \$5,250 of this loan has been repaid*

**5.2.2 MS S FORSYTH, 1/20F HEHIR STREET, BELMONT**

1. Can we please have a person whom we can ring or email in Council regarding Crime and Community matters?

**Response**

The A/Chief Executive Officer advised that community crime and safety issues should be reported to the City's Crime Prevention Team. Their details are available on the City's website, however if Ms Forsyth provides her contact details, the Crime Prevention Team will contact her directly.

**5.2.3 Ms L HOLLAND, 2 MILLER AVENUE, REDCLIFFE**

1. What is ABC cost allocation 921500-00-1400-000 under Records Management/ Governance \$2,721,321?

**Response**

The A/Chief Executive Officer advised that Activity Based Costing (ABC) was introduced shortly after the implementation of the *Local Government Act 1995*, which required local governments to allocate all General Administration costs across the organisation.

Activity Based Costing relates to various areas of the organisation and all costs associated with supporting these areas. In this instance, the cost allocation indicates that the Governance department is consuming that amount from the organisation's administrative resources. Examples of resources include human resources, finance, records management, IT, accommodation etc.

2. What is ABC cost allocation \$150,279?

**Response**

The A/Chief Executive Officer advised that this cost allocation indicates that the Catering department is consuming that amount from the organisation's administrative resources.

3. There is a \$65,000 and another \$60,000 amount in the budget for meals and \$15,000 for beverages. Are these all the catering and beverage costs?

**Response**

The A/Chief Executive Officer advised that the \$65,000 budget amount is for Councillor, Officer and guest meals prior to Council meetings.

There is an additional allocation of \$60,000 in the budget for internal catering which refers to internal meetings, functions and day to day operations during business hours. The beverage allocation in the budget relates to Council beverage requirements, inclusive of functions.

The Mayoral Dinner and Civic Dinner are two major functions held annually and they have a separate budget allocation.

4. Council refreshments as per the policy. Is Council covered by insurance for people doing Shire business when leaving after drinking if they have an accident going home? Normally to and from work is covered under Worksafe. Does that extend to Councillors?

**Response**

The A/Chief Executive Officer advised that responsible service of alcohol is a requirement and there is an expectation that the service of alcohol at the City is provided within those parameters. There is an expectation that no person would leave the City's premises in an inebriated state.

Work based activities are covered in accordance with an individual's relationship to the City. The City holds insurance cover for Councillors and Officers, while external contractors are required to hold their own insurance. Visitors to the City would be responsible for their own insurance.

*Item 5.2.3 Continued*

5. At the 27 June 2017 OCM, four Councillors voted against the Catering Budget. Mr Mayor, as you were one of the Councillors who voted to keep the Catering budget, could you please provide your reasons?

**Response**

**The Presiding Member advised that approximately one quarter of the catering budget relates to Councillor meals prior to Council meetings and the majority of the remaining budget relates to meals for Officers and guests prior to Council meetings.**

**Officers attending after-hours meetings are entitled to a meal. They commence work at 8.30am and work until the meeting closes, which can sometimes be after 10pm. When the 90 minutes unpaid work carried out between close of business and the meeting commencing is taken into consideration, it could be argued that Council comes out in front.**

**The Presiding Member clarified that Officers do not receive a meal allowance in addition to the provided meal.**

**5.2.4 MR B CHILDS, 122 SYDENHAM STREET, KEWDALE**

1. Mr Mayor, did you and your fellow Councillors have the opportunity to meet/interview several CEO applicants or were you and your fellow Councillors asked to confirm the applicant chosen by the dedicated panel?

**Response**

**The Presiding Member advised that Councillors met several applicants for the role.**

2. Mr Mayor are you and your fellow Councillors aware of the extent of the Advocacy Services you are now providing to help victims of domestic violence?

**Response**

**The Presiding Member advised that he was not privy to the day to day activities carried out by the Domestic Violence Advocate, however he is aware of the great need for this important service in the Belmont community and that this need is increasing.**

**As the service has become known throughout the community, residents are beginning to phone the police station requesting to speak to the Domestic Violence Advocate.**

**The Domestic Violence Advocate began as a three day per week position, however Council have now increased funding to provide a five day service.**

**The Presiding Member further advised that it is a great honour for Council to provide this service for the Belmont community and that he is not aware of any other local government in the metropolitan area who provide a similar service.**



**5.2.5 DR D MOSSENSON, ON BEHALF OF ZONIE PTY LTD, 401 GREAT EASTERN HIGHWAY, REDCLIFFE**

1. Why did one of your Council Officers publicly state in the 27 June 2017 Council Meeting that Brearley Avenue will close at Great Eastern Highway, when that decision has not been made and it is only a wish of the Main Roads Officers? The closure was not confirmed in writing to the City of Belmont and the Minister for Transport has written that the decision has not yet been finalised, and she has requested a review of the situation.

**Response**

**The A/Director Technical Services advised that Officers are acutely aware that the decision to close Brearley Avenue rests with the Minister for Transport. Questions on the closure of Brearley Avenue have been posed to the City on many occasions and responses have consistently advised that it is the City's expectation that Brearley Avenue will close, which is in line with the DA6 Vision Plan.**

- 2a. Has the City of Belmont undertaken any traffic analysis relating to the traffic impact of the DFO Regional Shopping Centre of the DA6 area and if so, can this be made available to the public and if not, why not?

**Response**

**The A/Director Technical Services advised that the current traffic analysis does not include the traffic impact of the DFO development. The analysis is predicated on the closure of Brearley Avenue. Following the decision regarding the closure of Brearley Avenue, traffic analysis will recommence.**

- 2b. In response to my question on 27 June 2017, I have been informed that the City has undertaken traffic speed and volume assessments on a number of roads within the future DA6 area. When will this information be readily available to the public/ ratepayers, and if not soon, why not, and when will they be accessible to the public?

**Response**

**The A/Director Technical Services advised that traffic counts were undertaken in February 2017 following the partial closure of Brearley Avenue to determine the increase in the volume of traffic along First Street, Boulder Avenue and Kanowna Avenue. It was reported in the Southern Gazette on 8 August 2017 that traffic volumes along these streets has increased threefold. The City has not released any further traffic count results as they are considered temporary and likely to change if and when Brearley Avenue is completely closed.**

3. Why is the City of Belmont lobbying MRWA for upgrades to Great Eastern Highway, when it has not yet fully evaluated the traffic requirements for the DA6 area?

**Response**

**The A/Director Technical Services advised that the City is not lobbying Main Roads WA (MRWA) for upgrades to Great Eastern Highway as these upgrades are already part of MRWA long term plans. No timeline has been provided from MRWA on when funding will become available for this project.**

**5.2.6 Ms L UGLE, 7 STANTON ROAD, REDCLIFFE**

I would like to bring to your attention that there is a community watch group within the City of Belmont with over 1,800 residents that express daily their crime and safety concerns within the City and that they report to each other in real time any suspicious activity or incidents within the City of Belmont and regularly communicate with the local Police, other organisations and businesses in regard to these issues.

1. Are there any current serving Councillors prepared to work closely with this group in regards to support and crime prevention?

**Response**

**The Presiding Member advised that Cr Rossi is Chairperson of Neighbourhood Watch and also a member of the community watch group. Cr Rossi reports any issues raised in that forum to Council.**

**8.05pm HITT MOVED, ROSSI SECONDED that Public Question Time be extended.**

**CARRIED 9 VOTES TO 0**

**5.2.7 MRS B WHITELEY, 71A WICCA STREET, KEWDALE**

1. Why have Councillor and Officer meals before meetings become an election issue? With any working position, if you have to work after 5pm you are entitled to get tea money. Why are people begrudging a few meals on meeting nights for the City's very good staff?

**Response**

**The Presiding Member advised that this question had been dealt with previously in the meeting.**

2. Could the Mayor please explain the Councillor clothing allowance?

**Response**

**The Presiding Member advised that the clothing allowance only exists for Councillors who are pensioners. The Presiding Member deferred to Cr Powell who had more information on the matter.**

**Cr Powell advised that clothing allowances were commonplace when Councillors did not receive sitting fees.**

**Cr Powell further advised that in 2016 there were no City of Belmont Councillors claiming a clothing allowance and the possibility of removing the allowance completely was discussed. During debate it was suggested that future Councillors may not all be in a financial position to clothe themselves appropriately for Council meetings and events. In the interest of inclusion and to cater for potentially vulnerable future Elected Members, an amendment to the policy was made stating that the clothing allowance would only be available to Elected Members who are pensioners.**

5. Can you please explain how a Councillor on Belmont Council can be married to a Member of Parliament?

**Response**

**The Presiding Member advised there is no legislation prohibiting the partner or spouse of a Member of Parliament being an Elected Member and as such it is reasonable for this to occur.**

**Cr Gardner advised that his wife, the Member for Belmont, would welcome the opportunity to answer any questions from members of the public on the subject of misconduct or impropriety.**

**5.2.8 MR R BROINOWSKI, 66 ARMADALE ROAD, RIVERVALE**

1. Did Cr Cayoun fight for consultation for high density development or attend any JDAP meetings?

**Response**

**The Presiding Member advised that Cr Cayoun has in the past opposed high density development as she saw fit. She does not attend Metro Central Joint Development Assessment Panel (JDAP) meetings.**

**Cr Cayoun advised that regular attendees at Council meetings would be aware that she is always prepared to answer questions posed in relation to her integrity as a Councillor.**

2. Will Councillors be voting against new security patrols? Extended police hours will stop when funding expires. Is it true that Cr Cayoun voted against that?

**Response**

**The Presiding Member advised that all voting is recorded in meeting minutes, which are publically available on the City's website.**

3. Is it true that the Council has a \$70,000 meals allowance?

**Response**

**The Presiding Member advised that, as previously stated, the catering budget is for the provision of meals not only for Councillors, but also for Officers attending meetings, and on occasion for invited guests.**

4. Are Council's briefing sessions open to everyone?

**Response**

**The Presiding Member advised that Agenda Briefing Forums are open to the public.**

5. Who has not attended any community events as per the following list: Citizenship Ceremonies, Kidsfest, NAIDOC Week, Pioneers' Lunch, Volunteers' Lunch, Christmas Carols, Harmony Day, Autumn River Festival, Jupp Lane Promotion, My Story My Home Launch at the Library, Spring into Saturday, NBN Awareness Promotion, Youth Week Community Events and Jazz in the Park?

**Response**

**The Presiding Member advised that this information is recorded in the Elected Members' Function and Events Attendance Register which is available on the City's website.**

**5.2.9 MR R GREENWOOD, 151 COOLGARDIE AVENUE, REDCLIFFE**

1. When City of Belmont Councillor candidates provide false and misleading information in their election profiles, including their personal photo taken considerably more than within the six months stated by the WA Electoral Commission, what steps can this Council take to have their election declared invalid in that event?

**Response**

**The Presiding Member advised that complaints regarding candidates in local government elections are required to be directed to the Returning Officer, appointed by the Western Australian Electoral Commission.**

2. How are these Councillor candidates likely to perform as our future Councillors if they have already shown themselves to be false and misleading by their actions in distributing false and misleading election material to deceive us?

**Response**

**The Presiding Member advised that is a decision for the public to make when voting.**

3. If we turn a blind eye and take no action are we all then complicit in this 21<sup>st</sup> century society where we allow our Council to pay our Senior Council Officers at a rate 26 times the annual income of the poor, the sick, the elderly, the carers, the unemployed, the homeless, and City of Belmont youth, driving them almost inevitably to despair, to drugs, to violence, including domestic violence and to crime?

**Response**

**The Presiding Member advised Mr Greenwood the implications made are inappropriate and that salary ranges for senior Officers are set by the Salaries and Allowances Tribunal (SAT) and the City must operate within these guidelines. The City is committed to paying its Officers fairly to be competitive with other employers.**

4. For example, would the \$1.3 million per year of our rates that our Council currently spends on Community Watch cars be better fine tuned to the prevention of crime by beginning to address these gross community income imbalances?

**Response**

**The Presiding Member advised he had no comment.**

**8.31pm As there were no further questions, the Presiding Member declared Public Question Time closed.**

**6. CONFIRMATION OF MINUTES/RECEIPT OF INFORMATION MATRIX**

**6.1 ORDINARY COUNCIL MEETING HELD 22 AUGUST 2017**  
(Circulated under separate cover)

**OFFICER RECOMMENDATION**

**WOLFF MOVED, POWELL SECONDED,**

*That the minutes of the Ordinary Council Meeting held on 22 August 2017 as printed and circulated to all Councillors, be confirmed as a true and accurate record.*

**CARRIED 9 VOTES TO 0**

**6.2 INFORMATION MATRIX FOR THE AGENDA BRIEFING FORUM HELD 19 SEPTEMBER 2017**  
(Circulated under separate cover)

**OFFICER RECOMMENDATION**

**GARNER MOVED, BASS SECONDED,**

*That the Information Matrix for the Agenda Briefing Forum held on 19 September 2017 as printed and circulated to all Councillors, be received and noted.*

**CARRIED 9 VOTES TO 0**

**7. QUESTIONS BY MEMBERS ON WHICH DUE NOTICE HAS BEEN GIVEN (WITHOUT DISCUSSION)**

Nil.

**8. QUESTIONS BY MEMBERS WITHOUT NOTICE**

**8.1 RESPONSES TO QUESTIONS TAKEN ON NOTICE**

Nil.

**8.2 QUESTIONS BY MEMBERS WITHOUT NOTICE**

Nil.

**9. NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PERSON PRESIDING OR BY DECISION**

Nil.

**10. BUSINESS ADJOURNED FROM A PREVIOUS MEETING**

Nil.

**11. REPORTS OF COMMITTEES**

**11.1 STANDING COMMITTEE (COMMUNITY VISION) HELD 4 SEPTEMBER 2017.  
(Circulated under separate cover)**

**OFFICER RECOMMENDATION**

**HITT MOVED, ROSSI SECONDED,**

*That the minutes for the Standing Committee (Community Vision) meeting held on 4 September 2017 as previously circulated to all Councillors, be received and noted.*

**CARRIED 9 VOTES TO 0**

**11.2 STANDING COMMITTEE (ENVIRONMENTAL) HELD 18 SEPTEMBER 2017.  
(Circulated under separate cover)**

**OFFICER RECOMMENDATION**

**BASS MOVED, POWELL SECONDED,**

*That the minutes for the Standing Committee (Environmental) meeting held on 18 September 2017 as previously circulated to all Councillors, be received and noted.*

**CARRIED 9 VOTES TO 0**

**12. REPORTS OF ADMINISTRATION**

**WITHDRAWN ITEMS**

Item 12.1 was withdrawn at the request of Cr Gardner.

**HITT MOVED, POWELL SECONDED,**

*That with the exception of Item 12.1, which is to be considered separately, the Officer Recommendations for Items 12.2 and 12.3 be adopted en bloc by an Absolute Majority decision.*

**CARRIED BY ABSOLUTE MAJORITY 9 VOTES TO 0**

8.37pm ***ROSSI MOVED, RYAN SECONDED***, that in accordance with Section 5.23(2) of the Local Government Act 1995, the meeting proceed behind closed doors to discuss the Confidential Attachments for Item 12.1 2017 Community Service Awards and Confidential Item 14.1 ERMC Resource Recovery Facility Request for Tender 2016-005.

**CARRIED 9 VOTES TO 0**

8.37pm Mr Schneider and Mr King departed the meeting.

8.37pm All members of the public departed the meeting.

8.37pm The Principal Governance and Compliance Advisor departed the meeting.

8.38pm The Principal Governance and Compliance Advisor returned to the meeting.

## 12.1 2017 COMMUNITY SERVICE AWARDS

### SOCIAL BELMONT

#### ATTACHMENT DETAILS

<u>Attachment No</u>	<u>Details</u>
Attachment 1 – Item 12.1 refers	<a href="#">Community Service Awards – List of Previous Recipients</a>
Confidential Attachment 1 – Item 12.1 refers	<a href="#">2017 Community Service Awards Nominations</a>
Confidential Attachment 2 – Item 12.1 refers	<a href="#">2017 Community Service Awards Recommended Recipients</a>

Voting Requirement : Simple Majority  
Subject Index : 52/013–Community Services Award  
Location/Property Index : N/A  
Application Index : N/A  
Disclosure of any Interest : Nil  
Previous Items : 4 September 2017 SC(CV) – Item 11.1  
27 September 2016 OCM – Item 12.7  
28 July 2015 OCM – Item 10.2  
Applicant : N/A  
Owner : City of Belmont  
Responsible Division : Community and Statutory Services

#### COUNCIL ROLE

- Advocacy** *When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
- Executive** *The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
- Legislative** *Includes adopting local laws, local planning schemes and policies.*



*Item 12.1 Continued*

- Review**                      *When Council reviews decisions made by Officers.*
  
- Quasi-Judicial**              *When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.*

**PURPOSE OF REPORT**

To receive the nominations for the 2017 Community Service Awards and for Council to endorse the Standing Committee (Community Vision) choice of recipients.

**SUMMARY AND KEY ISSUES**

Council's consideration of nominations and recommended recipients for the 2017 Community Service Awards.

**LOCATION**

N/A.

**CONSULTATION**

There has been no specific consultation undertaken in respect to this matter.

**STRATEGIC COMMUNITY PLAN IMPLICATIONS**

In accordance with the Strategic Community Plan Key Result Area: Social Belmont.

**Objective:**     Develop community capacity and self-reliance.

**Strategy:**     A 'whole of community' inclusive approach is adopted emphasizing the intrinsic value of committing time and resources to relationship building amongst the City and the community.

**POLICY IMPLICATIONS**

There are no significant policy implications evident at this time.

**STATUTORY ENVIRONMENT**

There are no specific statutory requirements in respect to this matter.

*Item 12.1 Continued*

## **BACKGROUND**

The Community Service Award was initiated in 1977 to recognise and acknowledge services performed by community members/organisations, with five people receiving the inaugural Award. From 1977 to 2016, there have been 99 awards presented with four recipients receiving the award twice.

The majority of the awards have been presented to individuals with only two organisations receiving the Award, those being Nulsen Haven (1982) and Belmont Community Food Centre (2000).

The following award categories have been defined to include people working in the separate areas of:

- **Aged**  
This category applies to an individual/community group who contributes within the aged sector (i.e. pensioner groups, activities and services for Seniors).
- **Community Service**  
This category applies to an individual/community group who contributes within community (i.e. emergency service volunteer, support personnel, religious organisations, culturally diverse communities, charity groups, schools).
- **People Who Make a Difference**  
This category applies to an individual/community group who has made an exceptional impact, by going above and beyond their duties and making a significant difference in their local community by assisting another or others.
- **Sport and Recreation (Including Arts and Culture)**  
This category applies to an individual/community group who contributes to organisations such as sporting and recreational clubs as well as arts and culture clubs and organisations.
- **Youth**  
This category applies to an individual/community group who supports organisations such as girl guides, scouts, youth clubs, youth centre(s), schools etc.

The awards are intended to acknowledge the outstanding service given to the community by individual persons and community groups using the following selection criteria:

1. The contribution made should be of benefit to the citizens of the City of Belmont (must have provided services to the residents of the City of Belmont).
2. Remuneration of an incidental nature will not exclude a nominee from eligibility.
3. Nominations can be made in more than one category for any one nominee. Each nomination has to be specific to the category for which the nomination has been submitted.

*Item 12.1 Continued*

### **OFFICER COMMENT**

The 2017 Community Service Awards were conducted using the selection criteria as resolved by the Council at its 28 July 2015 Ordinary Council Meeting (Item 10.2).

The Selection Panel comprised of the Mayor, the Presiding Member of the Standing Committee (Community Vision), the Chief Executive Officer (CEO), Director Community and Statutory Services and the Manager Community Development.

A total of 10 individual and one community group nominations were received.

Copies of the nominations received are provided under [Confidential Attachment 1](#).

A list of the previous recipients is provided under [Attachment 1](#).

The Standing Committee (Community Vision) recommendation for the 2017 Community Service Awards is provided under [Confidential Attachment 2](#).

### **FINANCIAL IMPLICATIONS**

There are no financial implications evident at this time.

### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications at this time.

### **SOCIAL IMPLICATIONS**

The Community Service Awards recognise those who assist and develop community capacity and support community groups within the City of Belmont.

#### **Note:**

**Cr P Marks and Cr R Rossi declared an interest that may affect impartiality in Item 12.1 2017 Community Service Awards.**

**Nature of Interest: Cr Marks knows one of the nominees.**

**Nature of Interest: Cr Rossi nominated a nominee for the award.**

### **COMMITTEE RECOMMENDATION**

That:

1. Council endorse the recipients recommended by the Standing Committee (Community Vision) as detailed in [Confidential Attachment 2](#).
2. The decision by Council on the recipients of the 2017 Community Service Awards remain confidential until the Annual Civic Dinner to be held on Saturday, 2 December 2017.
3. Council invite the recipients of the 2017 Community Service Awards and their respective guest to the Annual Civic Dinner 2017.

*Item 12.1 Continued*

**Note:**

Cr Gardner put forward the following Alternative Councillor Motion.

**ALTERNATIVE COUNCILLOR MOTION**

**GARDNER MOVED, ROSSI SECONDED,**

**That:**

1. Council endorse the recipients recommended by the Standing Committee (Community Vision) as detailed in amended [Confidential Attachment 2](#).
2. The decision by Council on the recipients of the 2017 Community Service Awards remain confidential until the Annual Civic Dinner to be held on Saturday, 2 December 2017.
3. Council invite the recipients of the 2017 Community Service Awards and their respective guest to the Annual Civic Dinner 2017.

**LOST 4 VOTES TO 5**

*For: Bass, Cayoun, Gardner, Hitt  
Against: Marks, Rossi, Ryan, Powell, Wolff*

**Note:**

Cr Rossi foreshadowed the Committee Recommendation

**FORESHADOWED MOTION**

**ROSSI MOVED, POWELL SECONDED,**

**That:**

1. Council endorse the recipients recommended by the Standing Committee (Community Vision) as detailed in [Confidential Attachment 2](#).
2. The decision by Council on the recipients of the 2017 Community Service Awards remain confidential until the Annual Civic Dinner to be held on Saturday, 2 December 2017.
3. Council invite the recipients of the 2017 Community Service Awards and their respective guest to the Annual Civic Dinner 2017.

**CARRIED 7 VOTES TO 2**

*For: Cayoun, Gardner, Marks, Powell, Rossi, Ryan, Wolff  
Against: Bass, Hitt*

**12.2 ACCOUNTS FOR PAYMENT – AUGUST 2017**

**BUSINESS EXCELLENCE BELMONT**

**ATTACHMENT DETAILS**

<b>Attachment No</b>	<b>Details</b>
Attachment 2 – Item 12.2 refers	<a href="#"><u>Accounts for Payment – August 2017</u></a>

Voting Requirement	:	Simple Majority
Subject Index	:	54/007 – Creditors – Payment Authorisations
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	N/A
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Corporate and Governance

**COUNCIL ROLE**

- |                                     |                       |   |
|-------------------------------------|-----------------------|---|
| <input type="checkbox"/>            | <b>Advocacy</b>       | <i>When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>   |
| <input checked="" type="checkbox"/> | <b>Executive</b>      | <i>The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>  |
| <input type="checkbox"/>            | <b>Legislative</b>    | <i>Includes adopting local laws, local planning schemes and policies.</i>   |
| <input type="checkbox"/>            | <b>Review</b>         | <i>When Council reviews decisions made by Officers.</i>   |
| <input type="checkbox"/>            | <b>Quasi-Judicial</b> | <i>When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i> |

**PURPOSE OF REPORT**

Confirmation of accounts paid and authority to pay unpaid accounts.

**SUMMARY AND KEY ISSUES**

A list of payments is presented to the Council each month for confirmation and endorsement in accordance with the *Local Government (Financial Management) Regulations 1996*.

*Item 12.2 Continued*

**LOCATION**

N/A

**CONSULTATION**

There has been no specific consultation undertaken in respect to this matter.

**STRATEGIC COMMUNITY PLAN IMPLICATIONS**

There are no Strategic Community Plan implications evident at this time.

**POLICY IMPLICATIONS**

There are no significant policy implications evident at this time.

**STATUTORY ENVIRONMENT**

Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* states:

*“If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared:*

- (a) the payee's name*
- (b) the amount of the payment*
- (c) the date of the payment*
- (d) sufficient information to identify the transaction.”*

**BACKGROUND**

Checking and certification of Accounts for Payment required in accordance with *Local Government (Financial Management) Regulations 1996*, Clause 12.

**OFFICER COMMENT**

The following payments as detailed in the Authorised Payment Listing are recommended for confirmation and endorsement.

Municipal Fund Cheques	787459 to 787496	\$226,500.53
Municipal Fund EFTs	EF051533 to EF052080	\$3,409,981.68
Municipal Fund Payroll	August 2017	\$1,917,057.06
Trust Fund EFTs	EF051559, EF051560 and EF051629	\$12,054.58
Total Payments for August 2017		<u><u>\$5,565,593.85</u></u>

*Item 12.2 Continued*

**FINANCIAL IMPLICATIONS**

Provides for the effective and timely payment of Council's contractors and other creditors.

**ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications at this time.

**SOCIAL IMPLICATIONS**

There are no social implications at this time.

**OFFICER RECOMMENDATION**

*That the Authorised Payment Listing for August 2017 as provided under [Attachment 2](#) be received.*

***OFFICER RECOMMENDATION ADOPTED EN BLOC BY ABSOLUTE MAJORITY –  
REFER TO RESOLUTION APPEARING AT ITEM 12***

**12.3 MONTHLY ACTIVITY STATEMENT AS AT 31 AUGUST 2017**

**BUSINESS EXCELLENCE BELMONT**

**ATTACHMENT DETAILS**

<b>Attachment No</b>	<b>Details</b>
Attachment 3 – Item 12.3 refers	<a href="#"><u>Monthly Activity Statement as at 31 August 2017</u></a>

Voting Requirement	:	Simple Majority
Subject Index	:	32/009-Financial Operating Statements
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil
Previous Items	:	N/A
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Corporate and Governance

**COUNCIL ROLE**

- Advocacy** *When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
- Executive** *The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
- Legislative** *Includes adopting local laws, local planning schemes and policies.*
- Review** *When Council reviews decisions made by Officers.*
- Quasi-Judicial** *When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.*

**PURPOSE OF REPORT**

To provide Council with relevant monthly financial information.

**SUMMARY AND KEY ISSUES**

The following report includes a concise list of material variances and a Reconciliation of Net Current Assets at the end of the reporting month.



*Item 12.3 Continued*

**LOCATION**

N/A

**CONSULTATION**

There has been no specific consultation undertaken in respect to this matter.

**STRATEGIC PLAN IMPLICATIONS**

There are no Strategic Plan implications evident at this time.

**POLICY IMPLICATIONS**

There are no significant policy implications evident at this time.

**STATUTORY ENVIRONMENT**

Section 6.4 of the *Local Government Act 1995* in conjunction with Regulation 34 (1) of the *Local Government (Financial Management) Regulations 1996* requires monthly financial reports to be presented to Council.

Regulation 34(1) requires a monthly Statement of Financial Activity reporting on revenue and expenditure.

Regulation 34(5) determines the mechanism required to ascertain the definition of material variances which are required to be reported to Council as a part of the monthly report. It also requires Council to adopt a "percentage or value" for what it will consider to be material variances on an annual basis. Further clarification is provided in the Officer Comments section.

**BACKGROUND**

The *Local Government (Financial Management) Regulations 1996* requires that financial statements are presented on a monthly basis to Council. Council has adopted ten percent of the budgeted closing balance as the materiality threshold.

**OFFICER COMMENT**

The Statutory Monthly Financial Report is to consist of a Statement of Financial Activity reporting on revenue and expenditure as set out in the Annual Budget. It is required to include:

- Annual budget estimates
- Budget estimates to the end of the reporting month
- Actual amounts to the end of the reporting month
- Material variances between comparable amounts
- Net current assets as at the end of the reporting month.

*Item 12.3 Continued*

Previous amendments to the Regulations fundamentally changed the reporting structure which requires reporting of information consistent with the “cash” component of Council’s budget rather than being “accrual” based.

The monthly financial report is to be accompanied by:

- An explanation of the composition of the net current assets, less committed\* and restricted\*\* assets
- An explanation of material variances\*\*\*
- Such other information as is considered relevant by the local government.

*\*Revenue unspent but set aside under the annual budget for a specific purpose.*

*\*\*Assets which are restricted by way of externally imposed conditions of use e.g. tied grants.*

*\*\*\*Based on a materiality threshold of 10 percent of the budgeted closing balance as previously adopted by Council.*

In order to provide more details regarding significant variations as included in [Attachment 3](#) the following summary is provided.

<b>Report Section</b>	<b>Budget YTD</b>	<b>Actual YTD</b>	<b>Comment</b>
<b>Expenditure - Capital</b>			
Computing	133,500	Nil	Equipment purchases to occur later in the year.
Chief Executive Officer	59,083	Nil	Fleet purchases will occur later in the year.
Town Planning	88,502	Nil	Fleet and equipment purchases will occur later in the year.
Grounds Operations	15,000	135,572	Actual is largely carryover projects to be re-budgeted.
Road Works	812,461	706,920	Minor budget spread issue.
<b>Expenditure – Operating</b>			
Computing	400,813	777,656	Relates to software licensing costs paid in 2016-17 that relate to 2017-18. These costs have been budgeted throughout the year.
Marketing and Communications	296,594	197,154	Expenses budgeted in 2017-18 have been recognised in 2016-17.
Reimbursements	25,333	128,919	Variance due to the outstanding reversal of accrued wages.
Insurance	491,796	362,028	Insurance premiums are less than budget in particular Workers Compensation insurance.
Chief Executive Officer	277,206	360,918	Budget spread issue regarding an Eligible Termination Payment.
Governance	641,365	538,010	Variance predominantly relates to Activity Based Costing allocations (ABC's).
Rates	794,935	929,340	Rates discount is above budget.

Item 12.3 Continued

<b>Report Section</b>	<b>Budget YTD</b>	<b>Actual YTD</b>	<b>Comment</b>
Belmont Community Watch	222,742	104,542	Invoices are paid one month in arrears.
Belmont HACC Services	443,317	501,684	Variance relates to internal expense allocations.
Faulkner Park Retirement Village	46,598	104,000	Additional contribution required for refurbishments.
Town Planning	683,670	477,164	Variance relates to expenses budgeted in 2017-18 that have been recognised in 2016-17 as well as consultants being under budget.
Ruth Faulkner Library	396,031	492,789	Variance predominantly relates to Activity Based Costing allocations (ABC's).
Grounds Operations	882,085	801,794	Invoices are paid one month in arrears.
Road Works	165,298	101,362	Maintenance costs are currently under budget.
Other Public Works	140,178	70,855	Relates to street lighting costs that are paid one month in arrears.
<b>Revenue - Capital</b>			
Town Planning	(69,833)	Nil	Budget spread issue regarding development contributions.
Road Works	(1,187,281)	(1,100,752)	Road grants yet to be received.
<b>Revenue - Operating</b>			
Computing	(397,357)	(777,656)	ABC recoveries are above budget.
Insurance	(843,058)	(657,215)	Insurance allocations are under budget due to lower than anticipated premiums.
Financing Activities	(45,715)	(232,437)	Monthly variances are expected due to the timing of term deposits maturing.
Health	(69,888)	(131,184)	Licence fee income is received early in the year.
Belmont HACC Services	(162,086)	(757,852)	The variance is predominantly due to grant income being received earlier than expected.

*Item 12.3 Continued*

In accordance with *Local Government (Financial Management) Regulations 1996*, Regulation 34 (2)(a) the following table explains the composition of the net current assets amount which appears at the end of the attached report.

<b>Reconciliation of Nett Current Assets to Statement of Financial Activity</b>		
<b>Current Assets as at 31 August 2017</b>	<b>\$</b>	<b>Comment</b>
Cash and investments	54,758,784	Includes municipal and reserves
- less non rate setting cash	(45,880,202)	Reserves
Receivables	52,463,218	Rates levied yet to be received and Sundry Debtors
ESL Receivable	(7,159,866)	ESL Receivable
Stock on hand	219,639	
<b>Total Current Assets</b>	<b>54,401,573</b>	
<b>Current Liabilities</b>		
Creditors and provisions	(15,761,710)	Includes ESL and deposits
- less non rate setting creditors and provisions	11,064,199	Cash Backed LSL, current loans & ESL
<b>Total Current Liabilities</b>	<b>(4,697,510)</b>	
<b>Nett Current Assets 31 August 2017</b>	<b>49,704,063</b>	
<b>Nett Current Assets as Per Financial Activity Report</b>		
Nett Current Assets as Per Financial Activity Report	49,704,063	
Less Restricted Assets	(402,342)	Unspent grants held for specific purposes
Less Committed Assets	<b>(48,801,721)</b>	All other budgeted expenditure
<b>Estimated Closing Balance</b>	<b>500,000</b>	

**FINANCIAL IMPLICATIONS**

The presentation of these reports to Council ensures compliance with the *Local Government Act 1995* and associated Regulations, and also ensures that Council is regularly informed as to the status of its financial position.

**ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications at this time.

**SOCIAL IMPLICATIONS**

There are no social implications at this time.

**OFFICER RECOMMENDATION**

***That the Monthly Financial Reports as at 31 August 2017 as included in [Attachment 3](#) be received.***

***OFFICER RECOMMENDATION ADOPTED EN BLOC BY ABSOLUTE MAJORITY –  
REFER TO RESOLUTION APPEARING AT ITEM 12***

**13. REPORTS BY THE CHIEF EXECUTIVE OFFICER**

**13.1 REQUESTS FOR LEAVE OF ABSENCE**

Nil.

**14. MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

**14.1 EMRC RESOURCE RECOVERY FACILITY REQUEST FOR TENDER 2016-005 – CONFIDENTIAL MATTER IN ACCORDANCE WITH *LOCAL GOVERNMENT ACT 1995* SECTION 5.23(2)(C)(D)(E)**

**BUSINESS EXCELLENCE BELMONT**

**ATTACHMENT DETAILS**

<b><u>Attachment No.</u></b>	<b><u>Details</u></b>
Confidential Attachment 3 - Item 14.1 refers	<a href="#"><u>Report Item – EMRC Resource Recovery Facility Request for Tender 2016-005 – Confidential Matter in accordance with Local Government Act 1995 Section 5.23(2)(c)(d)(e)</u></a>
Confidential Attachment 4 - Item 14.1 refers Confidential Attachment 3 - Item 14.1 refers	<a href="#"><u>Financiers Side Deed with the Security Trustee</u></a>
Confidential Attachment 5 - Item 14.1 refers	<a href="#"><u>Participants Agreement for a Waste Supply Agreement</u></a>
Confidential Attachment 6 - Item 14.1 refers	<a href="#"><u>Waste Supply Agreement between the EMRC and the Contractor</u></a>

9.14pm The Media and Communications Officer departed the meeting and did not return.

9.14pm Mr Schneider and Mr King returned to the meeting.

9.35pm The A/Director Corporate and Governance departed the meeting.

9.39pm The A/Director Corporate and Governance returned to the meeting.

**OFFICER RECOMMENDATION**

**WOLFF MOVED, POWELL SECONDED,**

*That:*

1. ***Council commits to support the EMRC's Resource Recovery Facility project subject to the Financiers Side Deed and the Participants Agreement for a Waste Supply Agreement being negotiated to the satisfaction of the City of Belmont having regard to independent legal advice to be received by the City.***
2. ***Subject to satisfactory amendments as detailed in part 1 above, Council adopts the:***
  - a) ***Participants Agreement for a Waste Supply Agreement; and***
  - b) ***Financiers Side Deed with the Security Trustee forming an attachment to this report.***
3. ***Subject to satisfactory amendments as detailed in part 1 above, Council authorises the Mayor and the Chief Executive Officer under Common Seal to sign the:***
  - a) ***Participants Agreement for a Waste Supply Agreement; and***
  - b) ***Financiers Side Deed with the Security Trustee.***
4. ***Council authorises the Chief Executive Officer in consultation with the Mayor, and in accordance with independent legal advice, to make any necessary further changes to the agreements.***
5. ***The report and attachments contained within remain 'confidential'.***
6. ***The Chief Executive Officer inform Council of the outcome of negotiations as relevant to part 1 above.***

**CARRIED 8 VOTES TO 1**

*For: Bass, Cayoun, Gardner, Marks, Powell, Rossi, Ryan, Wolff  
Against: Hitt*

9.41pm **HITT MOVED, CAYOUN SECONDED, that the meeting again be open to the public.**

**CARRIED 9 VOTES TO 0**

9.43pm Mr Schneider and Mr King departed the meeting and did not return.

9.43pm The A/Chief Executive Officer departed the meeting.

9.44pm The A/Chief Executive Officer returned to the meeting.

**15. CLOSURE**

**There being no further business, the Presiding Member thanked everyone for their attendance and closed the meeting at 9.44pm.**

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**MINUTES CONFIRMATION CERTIFICATION**

The undersigned certifies that these minutes of the Ordinary Council Meeting held on 26 September 2017 were confirmed as a true and accurate record at the Ordinary Council Meeting held 31 October 2017:

Signed by the Person Presiding: 

PRINT name of the Person Presiding: PHILIP MARKS