

MINUTES OF SPECIAL MEETING OF COUNCIL

**Purpose: For Council to consider the
Shire's COVID-19 Recovery Plan**

Held

Tuesday 14 April 2020

Commencing at 5.00 pm

eMeeting

A handwritten signature in black ink, appearing to read 'BGR', with a long horizontal flourish extending to the right.

**Ben Rose
Chief Executive Officer**

15 April 2020

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SHIRE OF DONNYBROOK BALINGUP
MINUTES OF SPECIAL MEETING OF COUNCIL

eMeeting
Tuesday 14 April 2020 at 5.00 pm

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Shire President – Acknowledgment of Country

The Shire President acknowledged the traditional custodians of the land, the Noongar People, paying respects to Elders, past, present and emerging.

The Shire Present declared the meeting open at 5.26pm.

Shire President – Notification of eMeeting Procedures

The *Local Government (Administration) Regulations* have been amended to allow eMeetings to be held during the COVID-19 pandemic situation and in accordance with Government guidelines.

Members of the public are advised that public questions need to be received by 3pm the day of the meeting. Under the amended *Local Government (Administration) Regulations*, Council can determine at the meeting whether to respond to the question at the meeting, or to take the question on notice and respond at a later date.

In accordance with Regulation 14E(b), the unconfirmed minutes of the meeting will be available for public inspection immediately following the meeting.

2 ATTENDANCE

MEMBERS PRESENT (VIA EMEETING)

The Shire President asked Councillors and staff to confirm their connection and attendance with the following confirmed:

COUNCILLORS	STAFF
Cr Brian Piesse (President)	Ben Rose – Chief Executive Officer
Cr Jackie Massey (Deputy President)	Paul Breman – Executive Manager Corporate and Community
Cr Shane Atherton	Steve Potter – Executive Manager Operations
Cr Anita Lindemann	Jaimee Earl – Minute Taker
Cr Anne Mitchell	James Jarvis – Manager Community Development
Cr Chaz Newman	
Cr Shane Sercombe	
Cr Chris Smith	
Cr Leanne Wringe	

It is noted that all Council members participated in the eMeeting from a 'suitable place' as defined in Clause 14A of the *Local Government Administration Regulations*.

PUBLIC GALLERY

Nil. No public attendance available via eMeeting.

2.1 APOLOGIES

Nil.

2.2 APPROVED LEAVE OF ABSENCE

Nil.

2.3 APPLICATION FOR A LEAVE OF ABSENCE

Nil.

3 ANNOUNCEMENTS FROM PRESIDING MEMBER

Nil.

4 DECLARATION OF INTEREST

Division 6: Sub-Division 1 of the *Local Government Act 1995*. Care should be taken by all Councillors to ensure that a financial/impartiality interest is declared and that they refrain from voting on any matter, which is considered to come within the ambit of the Act.

Nil.

4 PUBLIC QUESTION TIME

Shire President to advise the Shire will accept any questions in writing to the Chief Executive Officer by 3pm the day of the meeting. If the question is unable to be answered at the meeting, it may be taken on notice by the Council for a later response.

It was noted that no public questions had been received.

6 REPORTS OF OFFICERS

Nil.

7 MEETING CLOSED TO THE PUBLIC

7.1 MATTERS FOR WHICH THE MEETING MAY BE CLOSED

The following confidential report and recommendation has been distributed separately and is not for circulation:

7.1.1 SHIRE OF DONNYBROOK BALINGUP COVID-19 RECOVERY PLAN

This report is confidential in accordance with Section 5.23(2)(a) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:

- (a) *a matter affecting an employee or employees.*

EXECUTIVE RECOMMENDATION

That the meeting be closed to the public in accordance with section 5.23(2)(a) of the *Local Government Act 1995* to discuss confidential item 7.1.1.

Cr Wringe left the meeting at 5.27pm and returned at 5.29pm.

COUNCIL RESOLUTION 47/20

Moved Cr Newman

Seconded Cr Atherton

That the meeting be closed to the public in accordance with section 5.23(2)(a) of the *Local Government Act 1995* to discuss confidential item 7.1.1.

CARRIED 8/0

The meeting was closed to consider confidential item 7.1.1 at 5.28pm.

The meeting was re-opened at 7.38pm.

7.2 PUBLIC READING OF RESOLUTIONS THAT MAY BE MADE PUBLIC

COUNCIL RESOLUTION 50/20

That Council:

1. *Approve the attached Shire of Donnybrook Balingup COVID-19 Recovery Plan, including the recommended 2019-20 reserve transfers, minus items 1.8 and 5.7 and subject to changes in the COVID-19 situation in line with Government directives.*

ABSOLUTE MAJORITY VOTE ATTAINED

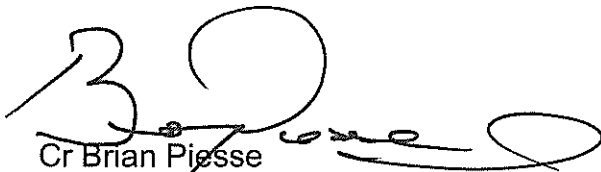
2. *Request the Shire President and Chief Executive Officer to communicate the Shire's COVID-19 Recovery Plan to the community and stakeholders via multiple mediums including (but not limited to) press media, radio media, social media, electronic means (including video) and hard copy direct distribution.*
3. *Approve the attached (WALGA template) COVID-19 Financial Hardship Policy as a replacement to the existing Shire Policy 3.5 Rates Recovery Procedure, subject to the Chief Executive Officer modifying the policy into the Shire's formatting.*
4. *Delegate to the Chief Executive Officer, in consultation with the Shire President, decision making in relation to continuance and methodology of the scheduled Agenda Briefing Sessions, Concept Forums and Ordinary Meetings of Council between April 2020 and June 2020 (inclusive), recognising the Council's preference to continue Ordinary Meetings (as eMeetings) unless directed otherwise by the State or Federal Government.*
5. *Authorise the Shire President, in consultation with the Chief Executive Officer, to authorise emergency expenditure from the Municipal Fund as required until 30 June 2020 in accordance with the Local Government Act 1995.*
6. *Authorise the release of this resolution as a non-confidential Minute to the 14 April 2020 Special Council Meeting.*

6 CLOSURE

The Shire President advised that the next Ordinary Council Meeting will be held on Wednesday 22 April 2020 commencing at 5.00pm.

Shire President closed the meeting at 7.40pm.

These Minutes were confirmed by the Council as a true and accurate record at the Ordinary Council Meeting held 22 April 2020.



Cr Brian Pjesse
SHIRE PRESIDENT