Shire of Perenjori
MINUTES
Ordinary Council Meeting

To be held in the Shire of Perenjori Council Chambers, Fowler Street, Perenjori on Thursday 17th April 2008, to commence at 1.00PM.

Table of Contents

LUNCH AT PERENJORI HOTEL – 12.00PM

<table>
<thead>
<tr>
<th>Topic</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>8041</td>
<td></td>
</tr>
<tr>
<td>8041.1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS</td>
<td>3</td>
</tr>
<tr>
<td>8041.2 OPENING PRAYER</td>
<td>3</td>
</tr>
<tr>
<td>8041.3 DISCLAIMER READING</td>
<td>3</td>
</tr>
<tr>
<td>8041.4 RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE</td>
<td>3</td>
</tr>
<tr>
<td>8041.5 PUBLIC QUESTION TIME</td>
<td>3</td>
</tr>
<tr>
<td>8041.6 PETITIONS / DEPUTATIONS / PRESENTATIONS</td>
<td>3</td>
</tr>
<tr>
<td>8041.7 NOTATIONS OF INTEREST</td>
<td>3</td>
</tr>
<tr>
<td>8041.8 APPLICATIONS FOR LEAVE OF ABSENCE</td>
<td>4</td>
</tr>
<tr>
<td>8041.9 CONFIRMATION OF MINUTES</td>
<td>4</td>
</tr>
<tr>
<td>8041.10 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION</td>
<td>4</td>
</tr>
<tr>
<td>8041.11 MATTERS FOR WHICH MEETING MAY GO BEHIND CLOSED DOORS</td>
<td>4</td>
</tr>
<tr>
<td>8042</td>
<td>5</td>
</tr>
<tr>
<td>8042.1 ECONOMIC DEVELOPMENT PROJECTS</td>
<td>5</td>
</tr>
<tr>
<td>8043</td>
<td>8</td>
</tr>
<tr>
<td>8043.1 MONTHLY STATEMENT OF FINANCIAL ACTIVITY</td>
<td>8</td>
</tr>
<tr>
<td>8043.2 BAD DEBTS WRITE OFF</td>
<td>10</td>
</tr>
<tr>
<td>8043.3 DIFFERENTIAL RATES FOR 2008-09</td>
<td>12</td>
</tr>
<tr>
<td>8043.4 MIDWEST GROUP OF AFFILIATED AG SOCIETIES</td>
<td>15</td>
</tr>
<tr>
<td>8043.5 COMMUNITY EVENT MONIES – PERENJORI SHOW</td>
<td>16</td>
</tr>
<tr>
<td>8043.6 LATHAM CENTENARY COMMITTEE</td>
<td>18</td>
</tr>
<tr>
<td>8044</td>
<td>20</td>
</tr>
<tr>
<td>8044.1 SHIRE OF PERENJORI TOWN PLANNING SCHEME NO.1 – REVIEW</td>
<td>20</td>
</tr>
<tr>
<td>8044.2 PERENJORI MASONIC LODGE</td>
<td>22</td>
</tr>
<tr>
<td>8044.3 APRIL 2008 INFORMATION ITEMS</td>
<td>24</td>
</tr>
<tr>
<td>8044.4 CONFIDENTIAL ITEM: MANAGER OF COMMUNITY SERVICES EMPLOYMENT ARRANGEMENTS</td>
<td>26</td>
</tr>
<tr>
<td>8045</td>
<td>26</td>
</tr>
<tr>
<td>8045.1 RESTRICTED ACCESS VEHICLE ROUTES</td>
<td>26</td>
</tr>
<tr>
<td>8045.2 CONCRETE MACHINERY</td>
<td>28</td>
</tr>
<tr>
<td>8045.3 WHOLE OF LIFE COSTING FOR PLANT AND EQUIPMENT</td>
<td>31</td>
</tr>
</tbody>
</table>
8046 GOVERNANCE.................................................................................................................. 33
  8046.1 MIDWEST REGIONAL COUNCIL.................................................................................. 33
  8046.2 MWRC TEAM BUILDING EXERCISE......................................................................... 34
  8046.3 MWRC STRATEGIC PLAN - STAFF RATIONALISATION PROCESS ............. 36
  8046.4 MWRC – PROVISION OF CORPORATE SERVICES SUPPORT.......................... 42
  8046.5 TOURISM DEVELOPMENT OFFICER........................................................................ 46
  8046.6 CONCEPTS FOR NEW SHIRE LOGO ...................................................................... 48
  8046.7 COUNCILLOR TRAINING.......................................................................................... 52
  8046.8 ROAD TRANSPORT FORUM 2008............................................................................. 54

8047 OTHER BUSINESS........................................................................................................ 55
  8047.1 INFORMATION BULLETIN – TABLED IN THE COUNCIL CHAMBERS .................. 55
  8047.2 MOTIONS OF WHICH DUE NOTICE HAVE BEEN GIVEN .................................... 56
  8047.3 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN............ 56
  8047.4 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION . 56
  8047.5 MATTERS BEHIND CLOSED DOORS ..................................................................... 56
  8047.6 DATE OF NEXT MEETING / MEETINGS .................................................................. 56
  8047.7 CLOSURE .................................................................................................................. 56
8041 PRELIMINARIES

8041.1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS
The Chairman declared the meeting open at 1.30 pm

8041.2 OPENING PRAYER
Cr Baxter led Council in the opening prayer.

8041.3 DISCLAIMER READING
Nil

8041.4 RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

Present: Cr B T Baxter
Cr R A Benton
Cr G K Reid
Cr J H Hirsch
Cr I F West
Cr J R Cunningham
Cr J A Bensdorp

CEO Stan Scott
DCEO Domenica Curtin
Works Supervisor Ken Markham
EDO Phil Cleaver
MCS Garry Agnew
Minute Taker Dawn Reid

Apologies Cr C R King
Cr L C Butler

8041.5 PUBLIC QUESTION TIME
Nil

8041.6 PETITIONS / DEPUTATIONS / PRESENTATIONS
Nil

8041.7 NOTATIONS OF INTEREST

Financial Interest – Local Government Act s 5.60A
Proximity Interest – Local Government Act s 5.60B
Interest Affecting Impartiality – Shire of Perenjori Code of Conduct.
8041.8 APPLICATIONS FOR LEAVE OF ABSENCE

Moved: Cr Benton  
Seconded: Cr Bensdorp

That Councillors King and Butler be approved a leave of absence from the current meeting.

CARRIED: 7/0

8041.9 CONFIRMATION OF MINUTES

Minutes of Ordinary meeting of Council held 20th March 2008 are attached.

Moved: Cr Benton  
Seconded: Cr Bensdorp

That the Minutes of Ordinary meeting of Council held 20th March 2008 be accepted as a true and correct record.

CARRIED: 7/0

8041.10 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION

Nil

8041.11 MATTERS FOR WHICH MEETING MAY GO BEHIND CLOSED DOORS

Nil
Executive Summary:
The CEO and EDO have developed a new format for tracking the progress of economic development projects.

Applicants Submission:
Economic development projects are by their nature speculative. We identified the need to have a project status report that identified milestones, budget and progress. This will better reflect the progress of the projects rather than a simple end date.

Background:
Previously economic development reports have included just a paragraph on progress and have not given a true indication of progress.

Statutory Environment:
*Local Government Act 1995* S3.1 – the general Function of Local Government is to provide for the good government of people in its district.

Policy Implications: Nil

Financial Implications: Nil

Strategic Implications:
Economic diversification is a key strategy in Council’s strategic plan.

Consultation: Nil

Comment:
Draft status reports have been prepared on several projects. Feedback is sought from the committee on whether the format is appropriate and to identify and other information that needs to be included.

Voting Requirements: Simple Majority

Officers / Committee Recommendation:
**PROJECT REPORTING FORMAT**
That Council consider draft status reports and identify gaps or improvements.
Committee Recommendations:

1. **CBH BOWGADA BIN**
   That Council make recommendations for use of the Bowgada Bin.

2. **FLAT PACKED HOUSING**
   That Council note the following progress:
   - MOU with UWA Completed
   - Draft signs to be erected on site and in Fowler Street
   - Copies of full scale plans expected to be available for the Council Meeting
   - Anticipated costings appear within budget
   - Regional Infrastructure Fund (RIF) Expression of Interest has been acknowledged but full applications will not be invited until July 2008.

   **NOTE:** *We cannot start construction until our application has been considered. If we do the project is not eligible. See letter next page.*

3. **AQUACULTURE PROJECT**
   That Council note that Phil will be travelling to Pinjarra to examine the infrastructure from a defunct fish farm (deceased estate)
   That Council invite Glenn Varley(Batavia Maritime Institute), Dr Michael Cheau (Fish WA) and Dr Ravi Fotadar (Curtin University) to the May Council meeting.

Council Resolution:

1. **CBH BOWGADA BIN**
   Moved: Cr West  
   Seconded: Cr Reid
   That Council will advertise in the Bush Telegraph for ideas/Suggestions from the community of uses of the Bowgada bin.
   CARRIED: 6/1

2. **FLAT PACKED HOUSING**
   Moved: Cr Baxter  
   Seconded: Cr Bensdorp
   That Council note the following progress:
   - MOU with UWA Completed
   - Draft signs to be erected on site and in Fowler Street
   - Copies of full scale plans expected to be available for the Council Meeting
   - Anticipated costings appear within budget
   - Regional Infrastructure Fund (RIF) Expression of Interest has been acknowledged but full applications will not be invited until July 2008.
   CARRIED: 7/0
Moved: Cr Baxter  
Seconded: Cr West
That Council write to the Premier seeking financial support for the Flat Pack housing project as soon as costings are confirmed.

CARRIED: 7/0

3. AQUACULTURE PROJECT

Moved: Cr Bensdorp  
Seconded: Cr Reid
That Council note that Phil will be travelling to Pinjarra to examine the infrastructure from a defunct fish farm (deceased estate)

That Council invite Glenn Varley (Batavia Maritime Institute), Dr Michael Cheau (Fish WA) and Dr Ravi Fotadar (Curtin University) to the May Council meeting.

CARRIED 7/0
### 8043  FINANCE

#### 8043.1 MONTHLY STATEMENT OF FINANCIAL ACTIVITY

<table>
<thead>
<tr>
<th>Category</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>APPLICANT</td>
<td>DEPUTY CEO</td>
</tr>
<tr>
<td>FILE</td>
<td>0</td>
</tr>
<tr>
<td>DISCLOSURE OF INTEREST</td>
<td>0</td>
</tr>
<tr>
<td>AUTHOR</td>
<td>LEAH LEOPOLD – SENIOR FINANCE OFFICER</td>
</tr>
<tr>
<td>RESPONSIBLE OFFICER</td>
<td>DOMENICA CURTIN – DEPUTY CEO</td>
</tr>
<tr>
<td>REPORT DATE</td>
<td>10 APRIL 2008</td>
</tr>
<tr>
<td>ATTACHMENTS</td>
<td>NIL</td>
</tr>
</tbody>
</table>

**Executive Summary:**
As required by the Local Government Act and Financial Management Regulations a Monthly Statement of Financial Activity is required to be presented to each monthly meeting. This statement is used with Councils adopted 10% variance or $5000 figure which was adopted by Council at its March meeting. A report detailing the variances is also included.

Other Financial statements are also attached as per the Finance Committee preferences.

<table>
<thead>
<tr>
<th>Category</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Statutory Environment</td>
<td>N/A</td>
</tr>
<tr>
<td>Policy Implications</td>
<td>Nil</td>
</tr>
<tr>
<td>Financial Implications</td>
<td>N/A</td>
</tr>
<tr>
<td>Strategic Implications</td>
<td>N/A</td>
</tr>
<tr>
<td>Consultation</td>
<td>UHY Haines Norton</td>
</tr>
<tr>
<td>Voting Requirements</td>
<td>Absolute majority</td>
</tr>
</tbody>
</table>

**Officers Recommendation:**

1. **Statement of Financial Activity**
   That the Statement of Financial Activity for the period ended 31\textsuperscript{ST} March 2008 including report on variances be accepted as presented.

2. **Finance Report**
   That the Finance Report for the period ended 31\textsuperscript{ST} March 2008 be accepted as presented.
3. Acquisition of Assets
That the Acquisition of Assets Report for the period ended 31\textsuperscript{ST} March 2008 with a balance of $695614.60 as presented be received.

4. Reserves Report
That the Reserves Report for the period ended 31\textsuperscript{ST} March 2008 with a balance of $983617 as presented be received.

5. Net Current Assets
That the Net Current Assets report for the period ended 31\textsuperscript{ST} March 2008 as presented be received.

6. Bank Reconciliation’s
That the balances of the Municipal Fund of $55922.91, the Term Deposit of $385728.34 and the Trust Fund of $41790.48 as at 31\textsuperscript{ST} March 2008 as presented be received.

7. Sundry Creditors Report
That the Sundry Creditors Report for the period ended 31\textsuperscript{ST} March 2008 with a balance of $18889.45 as presented be received.

8. Sundry Debtors Report
That the Sundry Debtors Report for the period ended 31\textsuperscript{ST} March 2008 with a balance of $31501.16 as presented be received.

9. Accounts for Payment
That the Accounts for payment for the Municipal Account consisting of Cheque Numbers 16327 to 16393 and EFT Numbers 366 to 399 for $197370.65 and the Trust Account consisting of EFT Numbers 365 to 395 for $196993.60 for the period ended 31\textsuperscript{ST} March 2008 as presented be accepted.

10. Rates Outstanding
That the Rates Outstanding Report for the period ended 31\textsuperscript{st} March 2008 with an outstanding balance of $68225.44.

Council Resolution:
Moved: Cr West Seconded: Cr Hirsch
That items 1-10 relating to the Statement of Financial activity for period ended 31\textsuperscript{st} March 2008 be accepted as presented.

CARRIED: 7/0
Executive Summary:
Councils Debt Collection Agency - Austral Mercantile Collections have informed that despite all efforts it has proved futile for outstanding debtor Thomas Kelly and that further action would be uneconomical.

Thomas Kelly has an outstanding debt for rental of shire housing (49 Russell Street) from 08 January 2007. The debtor has been actively pursued since then but to no avail.

- Rent $110.00
- Water Usage $12.00

Statutory Environment:
N/A

Policy Implications:
Policy Number 151 – Reminder letter be sent 21 days after original account, allowing 7 days to settle or make arrangements to clear debt; After 28 days further letter stating legal action will commence if unresolved within 7 days; After 35 days sent to debt collectors.

Financial Implications:
04008 Bad Debts Expense is over budget by $342.49.

Strategic Implications:
N/A

Consultation:
Austral Mercantile

Voting Requirements:
Simple Majority

Officers Recommendation:
- That Outstanding Debtor Thomas Kelly $122.00 be written off as a bad debt.
- That council acknowledges the over expenditure on account 04008 Bad Debts.

Council Resolution:
Moved: Cr West Seconded: Cr Hirsch
That Council lay item “8043.2 Bad Debts Write Off” on the table due to further information becoming available.

CARRIED: 7/0
Shire of Perenjori
PO Box 22
PERENJORI WA 6620
Attention: Domenica Orlando

Dear Sir/Madam,

Re: Thomas Kelly
Your ref: Kelly
Amount Owing: $122.00

We refer to the above and regret that all action to date has proved futile.

It is our opinion that further action would be uneconomical and therefore suggest the debt be written off.

We await your confirmation of the above and will then close our file should this be the case.

Yours faithfully,

AUSTRAL MERCANTILE COLLECTIONS PTY. LIMITED

Grace Welch
Account Manager
Executive Summary:
Council is required to advertise its intention to impose a differential rate, and must again seek Ministerial permission for mining rates.

Applicants Submission:
Council must advertise (local public notice) its intention to impose differential rates or differential minimum rates and allow a 21 days comment period before resolving to impose differential rates. The period in which advertising may occur is 1 May 2008 to 30 June 2008.

The proposed rates are as follows:

<table>
<thead>
<tr>
<th>Basis for Rating</th>
<th>Current Rate in $</th>
<th>Proposed % Increase</th>
<th>Proposed Rate in $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gross Rental Value</td>
<td>9.8486</td>
<td>5.5</td>
<td>10.3903</td>
</tr>
<tr>
<td>Rural Rate – Unimproved Value</td>
<td>2.1935</td>
<td>5.5</td>
<td>2.3141</td>
</tr>
<tr>
<td>Mining Rate – Unimproved Value</td>
<td>20.0000</td>
<td>5.5</td>
<td>21.1000</td>
</tr>
</tbody>
</table>

MINIMUM RATES

<table>
<thead>
<tr>
<th></th>
<th>Current Rate in $</th>
<th>Proposed % Increase</th>
<th>Proposed Rate in $</th>
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<tbody>
<tr>
<td>Rural – UV</td>
<td>$150.00</td>
<td>5.5</td>
<td>158.25</td>
</tr>
<tr>
<td>Perenjori Townsite – GRV</td>
<td>$150.00</td>
<td>5.5</td>
<td>158.25</td>
</tr>
<tr>
<td>Latham Townsite – GRV</td>
<td>$90.00</td>
<td>5.5</td>
<td>94.95</td>
</tr>
<tr>
<td>Other Townsite – GRV</td>
<td>$45.00</td>
<td>5.5</td>
<td>47.48</td>
</tr>
<tr>
<td>Mining Tenements</td>
<td>$250.00</td>
<td>5.5</td>
<td>263.75</td>
</tr>
</tbody>
</table>

The increases are based on the Local Government Cost Index published by WALGA to reflect cost increases in Local Government and is designed to more accurately reflect increases in costs that CPI which is oriented towards household goods and services.

Background:
Council has not increased its rates for the last 2 years. The requirement for advertising results from imposing a different Unimproved Value Rate for mining and agriculture, and from imposing a minimum rate.

Statutory Environment:

A local government may impose differential general rates according to zoning under a Town Planning Scheme or according to purpose for which the land is held (as determined by the
Local Government. In this case we impose different unimproved value rates on agricultural and mining land use.

Must have Ministerial approval if imposing a differential rate which is more than twice the lowest differential rate imposed by the local government. The proposed mining rate is more than twice the agricultural rate.


Differential minimum payment may be imposed. The proposed minimums for agriculture and mining are different.


Subsection (1)

Local public notice must be given before imposing differential rates.

- May be published between 1st May and 30th June.
- Must contain
  - Details of each rate or minimum.
  - An invitation for submissions to be made by any elector or a ratepayer (within 21 days of the notice – or can be longer).
  - Any other information as per regulations.
  - Is to advise electors and ratepayers of the time and place where a document describing the objects of and reasons for each rate and minimum may be inspected.

Submissions must be considered before imposing the differential rates.

Policy Implications:

Nil

Financial Implications:

The proposed changes would represent a 5% increase in rate collections.

Strategic Implications:

Council has foregone rate increases in the last 2 years and can no longer afford to carry cost increases.

Consultation:

Nil

Comment:

Council has not increased agricultural rates for 2 years. Council received Ministerial permission to increase mining rates to 20c in the dollar for 2006-07 and 2007-08. We now need to obtain permission to continue to charge higher rates for mining than agriculture.

Most sources are predicting at least a reasonable year for agriculture, and for high prices for agricultural commodities to be sustained. Notwithstanding high input costs, it is reasonable to expect agricultural ratepayers to have the capacity to pay the first rate increase in 3 years.

In the unlikely event of another very poor year state government drought relief is likely to again include the capacity for qualified land owners to claim back local government rates.

A modest rate increase would therefore be sustainable.

Voting Requirements:

Simple Majority
Officers Recommendation:

That Council advertise its intentions to impose differential rates and differential minimum rates as follows:

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</tr>
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That Council seek ministerial approval to impose a differential rate on the unimproved value of mining tenements that is more than twice the lowest unimproved value rate in the Shire.

Council Resolution:

Moved: Cr West  Seconded: Cr Bensdorp

That Council advertise its intentions to impose differential rates and differential minimum rates as follows:

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That Council seek ministerial approval to impose a differential rate on the unimproved value of mining tenements that is more than twice the lowest unimproved value rate in the Shire

CARRIED: 7/0

Moved: Cr Reid  Seconded: Cr Cunningham

That in the event that Council determines that the current season has adverse conditions, that it may apply a drought concession to Agricultural rates at a rate to be determined.

CARRIED: 7/0
Executive Summary:
The Midwest Group of Affiliated Agricultural Societies present a Mid West District display at the Perth Royal Show each year. This promotes local produce and tourism of the Midwest to visitors at the show.

Applicants Submission:
A request for financial assistance has been received from the group for the set up of the display for this year’s show.

Background:
Council has contributed annually an amount of $250.00

Statutory Environment:
Local Government Act 1995 S3.1 – the general Function of Local Government is to provide for the good government of people in its district.

Policy Implications: Nil

Financial Implications:
Budget provision is allocated for the 2007/08 budget

Strategic Implications: Nil

Consultation: Nil

Voting Requirements:
Simple Majority

Officers Recommendation:
That Council donate $250 to the Mid West Group of Affiliated Agricultural Societies for the purpose of contributing towards the Mid West District Display at the 2008 Perth Royal Show.

Council Resolution:
Moved: Cr Benton  Seconded: Cr Bensdorp
That Council donate $250 to the Mid West Group of Affiliated Agricultural Societies for the purpose of contributing towards the Mid West District Display at the 2008 Perth Royal Show.

CARRIED: 7/0
Executive Summary:
The Perenjori & Districts Agricultural Society organises and holds the Annual Perenjori Show every year. They have advised that this year’s show will be held on 16th August 2008.

Applicants Submission:
The Perenjori & Districts Agricultural Society is again requesting Council’s contribution to the entertainment on the night of the Perenjori Show. They are hoping to secure a more popular and crowd drawing band and thus have asked for an increased contribution.

Background:
The show is a community event which attracts both past and present residents of the Shire on the day. Council has provided financial support for several years to assist with the cost of providing entertainment for the evening.

Statutory Environment:
Local Government Act 1995 S3.1 – the general Function of Local Government is to provide for the good government of people in its district.

Policy Implications: Nil
Financial Implications: Budget 07/08 $4000
Strategic Implications: Nil

Comment:
The organisation has also applied through the drought assistance scheme for a grant to provide free entertainment/rides for children for this year’s show.

Voting Requirements: Simple Majority

Officers Recommendation:
That Council make a budget provision of $4000 in the 2008/09 budget for the Perenjori & Districts Agricultural Society band expense at the Perenjori Show to be held on the 16th August 2008.

Council Resolution:
Moved: Cr Bensdorp Seconded: Cr Cunningham
That Council make a budget provision of $4000 in the 2008/09 budget for the Perenjori & Districts Agricultural Society band expense at the Perenjori Show to be held on the 16th August 2008. CARRIED: 7/0
Perenjori & Districts Agricultural Society
Box 46
Perenjori WA 6620
A.B.N: 31 163 849 680
E-mail: stewyjodie@bigpond.com

25th March 2008

CEO
Shire of Perenjori
Fowler Street
Perenjori WA 6620

Dear Stan,

On behalf of the Perenjori Agricultural Society we would like to express our appreciation to the Shire for the continued support provided to our Annual District Show each year.

This year we are proposing to hold the Perenjori Show on Saturday 16th August 2008. Is it possible to utilise the Pavillion and Oval on the proposed date? If so, can we please book the venue for 16th August 2008.

As per previous years, can we please access the community event money. This year we are hoping the Shire will consider contributing $4,000 to our event which will enable us to secure a more popular and crowd drawing band.

Regards,

[Signature]
Jodie Gellatly
Treasurer
Perenjori Agricultural Society
8043.6  LATHAM CENTENARY COMMITTEE

APPLICANT: LATHAM CENTENARY COMMITTEE
FILE: 0
DISCLOSURE OF INTEREST: 0
AUTHOR: DOMENICA CURTIN – DEPUTY CEO
RESPONSIBLE OFFICER: DOMENICA CURTIN – DEPUTY CEO
REPORT DATE: 9TH APRIL 2008
ATTACHMENTS: LETTER FollowS

Executive Summary:
The Latham township attains 100 years of age in the year 2009.
A Committee has been formed to organise its centenary celebrations which is to be held on 11th September 2009.
The committee is requesting Council support towards the event.

Applicants Submission:
The main areas of assistance the committee are requesting are:
- General preparation of the town surrounds
- Repairs to the Hall, maintenance to the toilets and building
They are also pursuing the possibility of updating the current history of Latham at a cost of $10,000 for 500 copies.

Statutory Environment:
Local Government Act 1995 S3.1 – the general Function of Local Government is to provide for the good government of people in its district.
Policy Implications: Nil
Financial Implications: Budget 2008/09 & 2009/10
Strategic Implications: Nil
Consultation: Nil
Comment:  The event is scheduled to be held in the 2009/10 budget but Council may consider allocating funds in the next 2 years to allow preparation to commence.
There may be grant monies available for this type of event that the committee could pursue further.

Voting Requirements:
Simple Majority
Officers Recommendation:
That Council consider a budget provision for the Latham Centenary Committee celebrations in the 2008/09 and 2009/10 budget.

Council Resolution:
Moved: Cr Reid Seconded: Cr Bensdorp
That Council consider a budget provision for the Latham Centenary Committee celebrations of $10,000.00 in the 2008/09 budget.
CARRIED: 7/0

Latham Centenary Committee

President: Brian McAlpine
Phone 089642053
Fax 089642064.
Email brianmcalpine@bigpond.com.

Secretary: Elaine King.
PO Box 33
Latham WA 6616
Phone 0899736011.
Fax 0899736006.
Email bekim@wrs.com.au.

Perenjori Shire.
PO Box 20
Perenjori. 6620. WA.

Dear Stan,

At a meeting on the 1st of April, it was decided to form a Committee to organise Centenary Celebrations as Latham attains 100 years of age in 2009. The date selected for this centenary event is September 1st, 2009. The committee is currently seeking funding for this occasion. As elected Secretary I have the task of seeking this funding. With this in mind, the community would like the Shire to assist us and would like to know if an interest free loan / gratuity / grant to assist us with the running of this event is available for this purpose?

With the possibility of Mr Stan Gervas writing and upgrading the current history of Latham at a cost of $10,000-00 for 500 copies, this will be a big cost to us. We are definitely going to need some help to get these items up and running.

We also ask the assistance of the Shire in the general preparation of the town surrounds. I believe the Hall needs some repairs and maintenance to toilets and the building. I am sure there are other areas that can be worked on also.

We request that this event be considered for Shire assistance in the 2009 budget.

Thank you,

Yours Faithfully,

Elaine King
(Secretary)

2nd April 2008.
Executive Summary:
Council’s Planning Consultant (Paul Bashall) conducted a workshop on Wednesday 9 April 2008 in Perenjori.

Applicant Submission
Council resolved in February 2008 to invite Paul Bashell to make a presentation to Council on strategic planning principles.

Outcomes of the workshop include:

- That development of a Local Planning Strategy and a Local Planning Scheme (the new name for a Town Planning Scheme) would take at least 12 months;
- This process is followed a review of the final document by the WA Planning Commission and public advertising. In some cases it can take a number of years for the WAPC to do this.
- If in developing its document Council consults with the local community and advertises its intentions the draft Local Planning Scheme becomes a ‘seriously entertained’ document, and as such can be used as a Local Planning Scheme without waiting for the scheme to be gazetted by the WAPC.

In relation to the work already done by Council on the planning scheme map, most of Council’s resolutions were considered appropriate. In particular:

- There was adequate allowance for future expansion of the existing residential rea of the town site;
- The identified area for rural residential was seen as appropriate;
- Commercial development of the West side of Fowler Street is good planning practice.

Some possible enhancements discussed included:

- Consideration of de-gazettal of townsites that are undeveloped;
- Consideration of a rural residential criteria approach for properties within, say, 10 km of the townsite;
Relocation of the general industrial area from opposite the Mount Gibson rail siding to directly east of that property. This would take advantage of the services already extended to that development while providing a 5 km buffer between the townsite and future general industry.

Given the length of time it takes to work through a Local Planning Scheme Review it would be appropriate to advertise for quotes for performing this service so that the provider can be secured and funding allocated in the 08/09 budget.

Background:
Council resolved in February 2008 to invite Paul Bashell to make a presentation to Council on strategic planning principles. A planning workshop was conducted on 9 April 2008 was designed to walk elected members through the process and make recommendations on the work done to date.

Comment:
Review of the Planning Scheme is best undertaken when there are no immediate pressing planning issues so that a clear rational approach is possible. With the current release of light industrial and residential land, it would be a good time to undertake this work.

Statutory Environment:
Planning and Development Act 2005
Shire of Perenjori Town Planning Scheme No.1
Local Government Act 1995 S3.1 – the General Function of Local Government is to provide for the good government of people in the district.

Policy Implications:
Nil

Financial Implications:
Council has budgeted $25,000.00 in the current year for a review of the Town Planning Scheme. The bulk of this allocation will be carried forward. By seeking quotes now Council can make an accurate allocation for 2008/09.

Voting Requirements:
Simple Majority

Officers Recommendation:
1. That Council advertise for quotes for developing a Local Planning Strategy and performing a review of the Local Planning Scheme;

2. That Council, based on the results of the quotations allocate funds for this service in 2008/2009. (Absolute Majority)

Council Resolution:
Moved: Cr Hirsch  Seconded: Cr Benton
1. That Council advertise for quotes for developing a Local Planning Strategy and performing a review of the Local Planning Scheme;

2. That Council, based on the results of the quotations allocate funds for this service in 2008/2009. (Absolute Majority)

CARRIED: 7/0
8044.2 PERENJORI MASONIC LODGE

APPLICANT: MORAWA MASONIC LODGE
FILE: 0
DISCLOSURE OF INTEREST: 0
AUTHOR: DOMENICA CURTIN – DEPUTY CEO
RESPONSIBLE OFFICER: DOMENICA CURTIN – DEPUTY CEO
REPORT DATE: 9TH APRIL 2008
ATTACHMENTS: LETTERfollowS

Executive Summary:
Council has received confirmation from the Morawa Masonic Lodge that their committee has agreed to vest the Perenjori Masonic Lodge land and buildings with the Shire of Perenjori.

Applicants Submission:
The only conditions of the transfer are that the building be used for community use and that Council meets all costs associated with the transfer.

Background:
Council has leased the building since July 2000 and has been pursuing ownership since early 2004. The building has already required maintenance and upgrade during the lease period and it is envisaged a considerable amount of work will be required to bring the building back to a suitable standard.

Statutory Environment:
Local Government Act 1995 S3.1 – the general Function of Local Government is to provide for the good government of people in its district.

Policy Implications: Nil
Financial Implications: Budget 2008/09 & 2009/10
Strategic Implications: Nil
Consultation: Nil

Comment:
Currently the building is utilised by the Perenjori Women’s Fitness Group.

Voting Requirements:
Simple Majority

Officers Recommendation:
That Council note the pending transfer of the Perenjori Masonic Lodge to its ownership.

Council Resolution:
Moved: Cr West Seconded: Cr Cunningham
That Council note the pending transfer of the Perenjori Masonic Lodge to its ownership
CARRIED: 7/0
Mr. S. Scott  
Chief Executive Officer  
Shire of Perenjori

Dear Stan,

I am confirming our telephone conversation on the 20th of March, That the Brethren of the above Lodge on the 19th of March agreed without decent to vest the Perenjori Lodge land and buildings with the Perenjori Shire Council.

The only conditions the Lodge has put on the transfer is that the building be used for community use and that all costs associated with the building and its transfer to the Shire are to be met by the Shire.

At present we are waiting on your instructions on the best way to affect the transfer so that costs can be kept low as possible for the Council.

Trusting this will solve the past problems and awaiting your instructions.

Your’s Sincerely,

Noel Fallon  
Secretary
1. BUILDING MAINTENANCE OFFICER POSITION

Council will recall advice in March 2008 that Alfred (Alfie) Farrell had been offered the position of Building Maintenance Officer with the Shire.

As Mr. Farrell did not respond to the Shire’s offer of employment the position has been re-advertised.

Applications close on the 23 April 2008.

2. SUBDIVISION UPDATE – 900 JOHN STREET

Council is informed that installation of water services to the 900 John Street Subdivision have been completed.

The program for installation of power services is as follows:

Geraldton Electrical

- Trenching and cable installation – 3 weeks 28th April to 16th May
- Fit off - 2 weeks 19th May to 30th May
- Testing & handover - 2 weeks 2nd June to 13th June

3. 60 DOWNER STREET

Council is informed that 60 Downer Street has been surveyed into 5 separate lots – see Attached.

Does Council wish to proceed with subdivision and the creation of separate titles?

Council Resolution:

Moved: Cr Reid Seconded: Cr Bensdorp
That Council include for budget 2008/09 consideration the subdivision of 60 Downer Street, Perenjori

CARRIED: 7/0

Moved: Cr West Seconded: Cr Cunningham
That Council will investigate Reserve number 32156 on Livingstone Street, Perenjori.

CARRIED: 7/0
1. SHIRE BUILDINGS INSPECTIONS

Council’s Building Committee conducted annual inspection of all Shire owned buildings on the 7 & 8 April 2008 for preparation of the 2008/9 Budget.

21 houses and 25 public buildings were inspected.

Council was advised that the residence at 60 Downer Street was unsuitable for the current tenants due to its size and maintenance requirements.

Council Resolution:

Moved: Cr Bensdorp    Seconded: Cr Hirsch

Council allow Jackie Farrell to move into Lot 71 Carnamah Road, Perenjori.

Carried 7/0
CONFIDENTIAL ITEM: MANAGER OF COMMUNITY SERVICES

EMPLOYMENT ARRANGEMENTS

See separate item in envelope.

Moved: Cr Bensdorp
Seconded: Cr Reid

That Council agree to purchase the services of Mr. Garry J. Agnew on a 50/50 shared basis with the Shire of Perenjori from the Mid West Regional Council.

CARRIED: 7/0

PLANT & WORKS

RESTRICTED ACCESS VEHICLE ROUTES

APPLICANT: SHIRE OF PERENJORI
FILE: 0
DISCLOSURE OF INTEREST: 0
AUTHOR: KEN MARKHAM – WORKS SUPERVISOR
RESPONSIBLE OFFICER STAN SCOTT - CEO
REPORT DATE: 10TH APRIL 2008
ATTACHMENTS MAP

Executive Summary:
Council referred restricted access vehicle routes back to the Plant & Works Committee for further discussions.
The Committee discussed and also asked that more information be provided for the roads that do not exist and those that did not pass assessment. The information was to include where the roads ran, how long they were and who uses them. This information will then assist in deciding whether to upgrade certain roads and/or remove others from our data base.

Background:

At its March meeting, Council resolved the following:

*That Council endorses the inclusion of the above General Endorsement. Type and and Type B roads with the proposed conditions in the Permit Network.*

That Council adopts the following policy on the use of Type B Roads:

1. The CEO is delegated authority to issue permits for the use by Restricted Access Vehicles of roads identified as Type B in Main Roads Permit Network System
2. The CEO will only issue permits where:
   a. There is no other reasonable access to a particular property or properties except by using the Type B Road;
b. The distances involved are such that it would not be reasonable to break down the Restricted Access Vehicle to use the road.

c. Approval will NOT be given simply because it is more convenient or is a short cut.

That Item 8036.2 Restricted Access Vehicle Routes be referred to the Plant and Works Committee for further discussion.

Statutory Environment:
Local Government Act 1995 S3.1 – the general Function of Local Government is to provide for the good government of people in its district.

Policy Implications: N/A

Financial Implications:
Heavy vehicles contribute significantly to road maintenance costs.

Strategic Implications: N/A

Consultation: N/A

Comment:
The Works Supervisor is currently gathering information necessary, which will be presented, to the May Plant & Works Committee meeting and Council.

Voting Requirements:
Simple Majority

Committee Recommendation:
That more information on roads that do not exist or roads that have failed be taken back to full Council for discussion.
Information to include where the roads run, who uses them and what needs to be done to them if they are to allow certain classes of vehicles on them.

Committee Recommendation:
Moved: Cr Bensdorp  Seconded: Cr Cunningham
That more information on roads that do not exist or roads that have failed be taken back to full Council for discussion.
Information to include where the roads run, who uses them and what needs to be done to them if they are to allow certain classes of vehicles on them.

CARRIED: 7/0

Cr Hirsch left Chambers at 2.56pm
Cr Hirsch returned to Chambers at 2.58pm
Executive Summary:

Beamer Nominees has expressed interest in purchasing the Shire's concrete machinery with a view to starting a concrete business in Perenjori.

Applicants Submission:

The proponent has written in the following terms:

---

Beamer Nominees Pty Ltd
PO Box 7173
GERALDTON WA 6530
Ph: 0429 930 263  Fax: (08)99231451

Shire of Perenjori
Po Box
PERENJORI WA 6620

Dear Stan

Further to our conversation I would like to confirm my company’s interest in purchasing the shire’s concrete machinery.

My company would like to start our own concrete business in Perenjori and would like to have the opportunity to discuss this with you further.

Look forward to hearing from you at your earliest convenience.

Regards

Les Panting

9 April 2008
Background:
Les Panting is the licensee of the Mullewa Hotel and operates Mount Gibson’s Mining Camps for Mullewa and Tallering Peak. He has been contracted to develop the Mount Gibson Camp at Extension Hill, and depending on the successful tenderer for road haulage, may also operate the transport camp in Perenjori.

Mr Panting approached the CEO some time ago about use of the batching plant and concrete truck to pour slabs for the various camps.

Statutory Environment:
Local Government Act 1995 Section 3.58. Disposing of property

(1) In this section —
“dispose” includes to sell, lease, or otherwise dispose of, whether absolutely or not;
“property” includes the whole or any part of the interest of a local government in property, but does not include money.

(2) Except as stated in this section, a local government can only dispose of property to —
(a) the highest bidder at public auction; or
(b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

(3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
(a) it gives local public notice of the proposed disposition —
   (i) describing the property concerned;
   (ii) giving details of the proposed disposition; and
   (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;

and

(b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

Policy Implications: Nil

Financial Implications:
Council has budgeted to replace its concrete truck this year at an estimated net cost of $125,000. The value of the existing truck is estimated at $20,000. The value of the batching plant is unknown, but it is fairly old.

If Council sold its machinery future work involving concreting is likely to be more expensive. Much of the private works that we attract is concrete work.

Strategic Implications:
This proposal presents the prospect of attracting a new business and one or more new residents.
Consultation: Nil

Comment:
A concrete business in Perenjori would likely be viable, particularly in the short term as there will be a substantial call for concrete at the various mine sites.

Mr Panting approached the Shire some weeks ago trying to locate a mobile batching plant to service the Extension Hill project. It is reasonable to assume that if Council sold the machinery it would be relocated initially to Extension Hill, and returned when that work is completed.

Council would not want to lose the service of a concrete supplier in town. Perhaps the way to ensure that the facility returns is to bundle sale of the machinery with a suitable site for the concrete business (perhaps one of the new Industrial lots?)

Voting Requirements:
Simple Majority

Officers Recommendation:
1. That Council advise the proponent that is willing to consider selling its concrete machinery on the condition that the service is available in Perenjori.
2. That Council authorises the CEO and Shire President to enter into discussions with the proponent to develop a proposal to bring back to Council.
3. That the CEO obtains quotes for the budgeted machinery upgrade to be considered alongside the proponent’s proposal.

Council Motion:
Moved: Cr Bensdorp Seconded: Cr Reid
1. That Council advise the proponent that is willing to consider selling its concrete machinery on the condition that the service is available in Perenjori.
2. That Council authorises the CEO and Shire President to enter into discussions with the proponent to develop a proposal to bring back to Council.
3. That the CEO obtains quotes for the budgeted machinery upgrade to be considered alongside the proponent’s proposal.

Council Resolution:
Moved: Cr West Seconded: Cr Hirsch
That the CEO will investigate the advantages and disadvantages of selling the concrete machinery

CARRIED: 6/1

Reason:
Council was concerned that if the machinery was sold, that it would be difficult to guarantee that this service would continue to be available in Perenjori.
Executive Summary:
In its Plant and Equipment Review Uniqco recommended that the Shire adopt whole of life costing for plant and equipment.

Applicants Submission:
Under a whole of life costing model internal hire rates reflect the actual cost of plant including the replacement cost. This means that ultimately plant replacement is funded by road works.

If whole of life costing was applied to this years road program it would have the following effects:

- The internal hire rate for plant would increase, and would include an operational and replacement component.
- The cost and budget for individual projects would increase as would the overall budget for roads
- The replacement hire rate would be credited directly to the plant reserve and would in time fund plant replacement
- The price for externally state funded road projects would increase
- The replacement hire portion of internal hire rates would not be charged to Roads to Recovery jobs.

Background:
In its Plant and Equipment Review Uniqco recommended that the Shire adopt whole of life costing for plant and equipment.

Statutory Environment:
*Local Government Act 1995* S3.1 – the general Function of Local Government is to provide for the good government of people in its district.

Policy Implications: Nil

Financial Implications:
Plant replacement would be directly related to plant usage and work performed. Hire rates would reflect the real cost of doing the work.

Strategic Implications:
Whole of life costs should be applied to all Local Government Assets, but plant is a good place to start.
Consultation:
The CEO discussed the proposed methodology with the Shire’s auditors and this advice will be included in the final report.

Comment:
A full report will be circulated prior to the Council meeting, but was not ready for distribution with the Agenda.

Voting Requirements:
Simple Majority

Officers Recommendation:
That Council consider a late item on Whole of Life Costing for Plant and Equipment

Council Resolution:
Moved: Cr Hirsch Seconded: Cr Cunningham
That Council consider a late item on Whole of Life Costing for Plant and Equipment
CARRIED: 7/0

Moved: Cr Hirsch Seconded: Cr Cunningham
That Council lay item 8045.3 “Whole of Life Costing for Plant & Equipment” until the next meeting.
CARRIED 5/2

Cr West, Baxter and Cunningham leave Chambers at 3.13pm
Cr West, Baxter and Cunningham return to Chambers at 3.15pm
Executive Summary:
The Midwest (Wildflower Country) Regional Council met in Mullewa on 2nd April 2008.

Applicants Submission:
At its April Meeting the MWRC determined the following:
- WALGA SSS Launch “The Journey – Sustainability into the Future” – Several recommendations
- Rationalisation of MWRC member shires senior staff & strategic plan amendment – endorsed and to be presented to each member shire for comment and endorsement (Separate item is included in this agenda)
- Policy – Future MWRC Contracts - completed
- New Deputy Chairman elected

Background:
Perenjori is one of the seven members Council that comprise the MWRC.

Statutory Environment:
Local Government Act 1995 S3.1 – the general Function of Local Government is to provide for the good government of people in its district.

Policy Implications: Nil
Financial Implications: Nil

Voting Requirements: Simple Majority

Officers Recommendation:
That Council note the contents of the Minutes of the WCRC April 2008 Ordinary Meeting.

Council Resolution:
Moved: Cr Hirsch
Seconded: Cr Benton

That Council note the contents of the Minutes of the WCRC April 2008 Ordinary Meeting

CARRIED: 7/0
Executive Summary:
The Mid West Regional Council has secured funding for a team building week end for Elected members and MWRC staff.

Applicants Submission:
That Council fund the CEO and a second elected member to attend the MWRC team building exercise, tentatively for the week end of 21 and 22 June 2008.

Background:
The MWRC has identified the need for Elected Members and staff from the MWRC to work together to build relationships. With the assistance of Cr Chappell from the Shire of Morawa funding has been obtained for a facilitator and meals and accommodation for the week end retreat. At its April Meeting the MWRC decided that the invitation would be extended to deputy delegates and CEO’s to attend as well, but that member Council’s would need to meet the cost of sending additional people.

Statutory Environment:
Local Government Act 1995 S3.1 – the general Function of Local Government is to provide for the good government of people in its district.

Policy Implications: Nil

Financial Implications:
The additional cost would include travel to Kalbarri, two nights accommodation and meals. The cost of the conference facilities and facilitator, and the cost of the Council delegate would be met from the grant funds. There is sufficient allocation in conference expenses (04003) to meet these costs.

Strategic Implications:
The MWRC is a potential model for some of the changes canvassed in WALGA’s SSS Report. It is important that member Council’s strongly commit to making it work.
Comment:
At the April meeting the Shire of Coorow gave notice of its intention to withdraw from the MWRC at the conclusion of the 4 year commitment. If the effectiveness of the MWRC is demonstrated in the meantime there is ample opportunity for Coorow to reconsider.

Voting Requirements:
Simple Majority

Officers Recommendation:
That Council support the attendance of the CEO and the Deputy Delegate at the team building exercise in Kalbarri.

Council Resolution:
Moved: Cr West  
Seconded: Cr Cunningham
That Council support the attendance of the CEO and the Deputy Delegate at the team building exercise in Kalbarri.

CARRIED: 7/0
Executive Summary:

As a result of concerns raised by members the MWRC has adopted a change to its Strategic Plan to more accurately reflect expectations for Staff Rationalisation.

Applicants Submission:

Goal 3 of the MWRC Strategic Plan reads as follows:

“Develop a strict Policy on staff resources for the seven member Shires and the MWRC to ensure staff rationalisation will occur as a natural occurrence, rather than being disputed or discussed each time a vacancy occurs”

The new wording adopted by the Regional Council reads as follows:

Goal 3 (First Dot Point) to read:

“Develop a Policy on staff rationalisation for the seven member Shires and the MWRC to ensure consideration is given of the staff rationalisation/resource sharing option when staff depart either by natural attrition or when a Shire undertakes an internal restructure of staff, therefore embracing the Regional Service Delivery Model concept.”

· Regional Organisational Structure – Chart/Text

Amend the text in the MWRC Regional Organisational Chart which refers to staff rationalisation to the following:

“The seven Shires are to consider rationalisation of the number of Staff within their organisations to move away from their existing structures to this new Regional Organisational Structure (e.g. reducing CEOs by sharing this position with a neighbouring Shire with a maximum of 4 CEOs being employed within the MWRC region, removal of DCEOs, reduced Senior Staff numbers, etc). Actual costs savings recognised by the individual Shires due to their staff rationalisation may be off-set by funds being placed into developing the new Regional Organisational Structure for the delivery of services.

The revised wording better reflects the independence of the member Councils and does not create a compulsion when none was intended.

To support this change to the strategic plan a draft protocol has been developed for consideration by member Councils when considering rationalisation options. The new policy is as follows:
**DRAFT PROCEDURE/PROTOCOL**

**Rationalisation of MWRC Member Shires Senior Staff**

1 **Introduction**

a) This Procedure/Protocol is designed to step each Mid West Regional Council (MWRC) member Shires through the process of considering the option of rationalising their senior staff in the event of such staff departing their organisation by natural attrition or in the event a Shires wishes to restructure itself to rationalise staff resources.

b) Each MWRC member Shire has formally endorsed the Mid West Regional Council Strategic Plan, which incorporate a “Regional Organisational Structure” (copy attached). The purpose of this Procedure/Protocol is to assist in the introduction of this structure.

2 **General Principles**

a) Shires and the MWRC agree to opening dialogue immediately a Shire is in the position of senior staff departing the Shire;

b) A Shire is to endorse as appropriate Procedure/Protocol to investigate the option of staff rationalisation and the possibility of providing services associated with any senior staff member departing their organisation on a regional basis;

c) Shires will not simply replace senior staff members, when they depart their organisation, as they have done historically, without first investigated the option of restructuring their organisation to provide resources regionally and therefore embracing the MWRC “Regional Organisational Structure”;

d) It is not the intention of this Procedure/Protocol to reduce Shire staff numbers in the MWRC area, rather to ensure staff rationalisation and restructuring is given priority of thought and consideration at the time a Shire either decided to internally restructure or senior staff depart the organisation by natural attrition;

e) It is clearly understood that in the event a Shires agrees to rationalise its senior staff and embraces the “Regional Organisational Structure” such staff may be employed by the Shire(s) or the MWRC and will not necessarily be removed from the MWRC area;

f) On all occasions the object of staff rationalisation will firstly be focussed on retaining staff numbers in the MWRC area. However, in the event suitable staff cannot be attracted to the region then the Shires will agree to investigate the option of acquiring this service, or appointing a suitable employee, located external to the MWRC district. This will always be secondary to the service/employee being locating within the MWRC area.

g) When advertising for a service/employee under the “Regional Organisational Structure” process the Shires agree to including the option of:
h) Shires and the MWRC are to ensure the options of seeking an employee/service at the time of senior staff departing their organisations include the scenario of contacting local government authorities outside the MWRC area to determine if the concept of a greater regional cooperation should be adopted. This may result in the Shire and/or MWRC developing a joint Service Delivery Unit or employee to provide a service to its constituents.

i) Once a determination those local governments to be included (external & internal to MWRC) the MWRC a draft Service Agreements as per the MWRC Establishment Agreement, which is to initially be endorsed by the MWRC Delegates before being presented to the participating local governments for consideration.

j) Based upon the number of local government authorities willing to endorse the Service Agreement the MWRC will determine the viability of the service/employee and either:

- Proceed with the introduction of the service/employee; or
- Discontinue with the proposal if unviable and advise all parties accordingly

k) A Shire has the right to reject or accept a Service Agreement proposal, irrespective of its viability status.
Shire Senior Employee Departs (Natural Attrition) or Shire decides to restructure Staff Resources (Internal Structural Reform)

MWRC advises Shire it is unable to assist

Shire is to approach MWRC to explore option of providing staff services on a regional basis

MWRC advises it is willing to either:
1. Incorporate Shire’s staff/resource requirements within its existing structure/SDU; or
2. Enhance its existing resource/SDU to accommodate Shire’s staff requirements

MWRC and Shire negotiate
- Inclusion of service into an existing Service Delivery Unit; or
- The establishment of a new Service Delivery Unit

The enhancement of an existing or establishment of a new SDU is to include discussions with other local government authorities (either internal or external to MWRC area).

SDU to include LCAs external to MWRC

SDU proven unviable

Unable to obtain endorsement of Service Agreement from any of the parties

No further action required of MWRC, Shire to determine appropriate action itself.

MWRC CEO is to develop a Service Agreement as per the MWRC Establishment Agreement for initial endorsement by MWRC Council then for endorsement by participating local government authorities.

All parties endorse Service Agreement

Introduce Shire services/resource requirements into existing or new SDU

SDU viable with fewer Shires

SDU to be for MWRC Member Shires only

Only some parties endorse Service Agreement

Determine viability of SDU with fewer Shires

SDU unviable with fewer Shires
The seven Shires are to consider rationalisation of Senior Staff numbers within their organisations to move away from their existing structures to this new Regional Organisational Structure (e.g. reducing CEOs by sharing this position with a neighbouring Shire with a maximum of 4 CEOs being employed within the MWRC region, removal of DCEOs, reduced Senior Staff numbers, etc.). Actual costs savings recognised by the individual Shires due to their staff rationalisation may be off-set by funds being placed into developing the new Regional Organisational Structure for the delivery of services.

MWRC Development Services
- Providing Health & Building, Planning Services strategically across the region in similar manner to that currently undertaken.
- For example Health & Building staff in Coorow, Carnamah & Three Springs (1), Mingenew, Perenjori & Morewa (1), Mullewa (1), Leedale, Greenhead & Eneabba (1). You may need to split Health & Building.

MWRC Corporate Services
- Providing Customer Service/Basic finance & payroll from existing office structure across region - 2 full-time staff in each office.
- Separate finance (payroll, rates, debuts & credits) section located in strategic location.

MWRC Technical Services
- Providing Road construction and maintenance services from existing depots using largely existing staff and equipment. Expected crews would be located in separate towns but work across existing shire boundaries.
- Parks & Gardens crew in each town.

MWRC Community Services
- Day to day management of LEM and Security/Ranger services.
Background:
The concern with the Strategic Plan was not raised while the plan was showcased around the region but has emerged as Shires have dealt with implementation.

Statutory Environment:
Local Government Act 1995 S3.1 – the general Function of Local Government is to provide for the good government of people in its district.

Policy Implications:
The rationalisation procedure should be adopted as Council policy so that it may be applied as needed. The process allows ample opportunity for Council to determine that a regional approach is not an appropriate approach for a particular position, but it is good discipline to follow a process.

Financial Implications:
Nil

Strategic Implications:
Council is committed to regional cooperation.

Consultation:
The proposed change was as a result of consultation within the region.

Comment:
The proposed changes are a sensible response to dealing with implementation issues.
The approach we have taken to corporate support (see separate Agenda Item) is an example of the proposed approach in action.

Voting Requirements:
Simple Majority

Officers Recommendation:
1. That Council support the changes to the MWRC Strategic Plan;
2. That Council adopt the protocol for Rationalisation of Senior Staff as Council Policy.

Council Resolution:
Moved: Cr Baxter
Seconded: Cr West
1. That Council support the changes to the MWRC Strategic Plan;
2. That Council adopt the protocol for Rationalisation of Senior Staff as Council Policy.

CARRIED: 6/1
Executive Summary:
The MWRC has offered to provide Corporate Support Services that would allow us to free up more capacity within current administrative staff.

Applicants Submission:
A meeting on Monday 7 April 2008 between senior Shire and Regional Council staff to discuss possibilities of the MWRC taking on same administration and compliance tasks for the Shire. MWRC has provided a proposal outlining some of the services that might reasonable be available through the MWRC to achieve the necessary increase in local capacity.

The basis for the exchange with the MWRC was through the application of the funding equivalent to a half time PA (say $30,000 per annum including on costs) to purchase a block of time from the regional council. In exchange we would get a number of regular compliance tasks, as well as support on particular issues.

The CEO considers this would be a worthwhile alternative approach. It would involve perhaps an $6,000 commitment in 2007/08, and a $30,000 commitment in 08/09.

Background:
At the March Ordinary Council Meeting the CEO indicated to Council that he would be seeking to gain more support for my position, perhaps in the form of an Executive Assistant or PA. Despite this identified need the Shire of Perenjori is blessed with a very competent, positive and adaptable administration team already.

In the spirit of regional cooperation I approached the MWRC with a view to contracting some administrative and compliance issues to the regional council to free up capacity within the existing administrative staff.

Statutory Environment:
Local Government Act 1995 S3.1 – the general Function of Local Government is to provide for the good government of people in its district.

Policy Implications:
Nil
Financial Implications:
For this proposal to proceed would require an unbudgeted expenditure of up to $6,000 in the current year.

Strategic Implications:
The approach advocated is consistent with Council’s commitment to regional cooperation.

Consultation:
The proposal was the result of consultation between the Shire and the MWRC.

Comment:
The MWRC has recruited Suzanne Ward as Director of Corporate Services. This position is presently funded almost entirely by the Shire of Morawa, with the expectation that more Shires would make use of her services as the need arose. To date that hasn’t happened.
Ms Ward has excellent local government background. Much of the material in this month’s agenda item on differential rates was provided by Ms Ward.
This background allows her to undertake work that would normally be done by the Deputy CEO, which frees up time and capacity at the level that best suits our needs.

Voting Requirements:
Absolute majority

Officers Recommendation:
That Council authorise the CEO to enter into a corporate support arrangement with MWRC for up to $6,000 in the current year, and up to $30,000 in 2008/09 in lieu of recruitment of a half time Executive Assistant.

Council Resolution:
Moved: Cr West Seconded: Cr Cunningham
That Council authorise the CEO to enter into a corporate support arrangement with MWRC for up to $6,000 in the current year, and up to $30,000 in 2008/09 in lieu of recruitment of a half time Executive Assistant.

CARRIED: 7/0
Stan Scott  
Chief Executive Officer  
Shire of Perenjori  
PO Box 22  
PERENJORI WA 6620

Dear Stan

Provision of Corporate Services

Further to our meeting today regarding your enquiry into the Mid West Regional Council (MWRC) possibly providing the Shire of Perenjori with corporate services in the areas of compliance, finance & accounting general administrative procedural and compliance requirements, I wish to formally confirm the MWRC is very willing to continue discussions to offer services in these areas wherever possible.

As mentioned at our meeting, the MWRC currently has a Director Corporate Services, Mrs Suzanne Ward, who is presently providing numerous and varied administrative assistance to the Shire of Morawa I envisage it would advantageous to the Shire of Perenjori to also tap into these services as many are duplicated and expansion of the services to accommodate the Shire of Perenjori would not be overly difficult.

Some of the services discussed at our meeting included, yet not limited to the following:

- Roads to Recovery Reporting/Acquittals;
- Regional Road Group Reporting/Acquittals;
- Financial Interest Returns, reminders, register update;
- Delegation Register Review and annual Council Agenda Report;
- Policy Reviews;
- Local Laws Review;
- Fringe Benefit Tax Returns;
- Road Statistics Surveys/Returns (WALGA & WALGCC);
- Monthly visits to Office to inspect registers, corporate/administrative procedures, etc;
- Management Audits (this may incorporate work on establishing and operational analysis and benchmarking);

M:\10 Staff\013 Regional Organisational Structure\013.01 Director Corporate Services\Perenjori Srices Apr 08.docx
Establishing an administration operational procedures manual (i.e. “how to” manual);
Surveys/Reports (e.g. FESA, Building Permits, etc);
Annual Reports – Collate reports into Report format;
Plan for the Future – Assist with establishing a 5 to 10 year projected financial position;
Assist with Loan Application procedures;
General Grant acquittal;
Statutory advertising requirements;
Insurance schedule annual updates;
Assistance with staff recruitment procedures;
Review & update of Legal Documents Register/Files;
Assist with Differential rating procedures (i.e. Council Agenda Items, advertising, Ministerial approvals, etc);

As agreed, the above list is not exhaustive and may be varied to include or exclude particular corporate/administrative functions as the service evolves.

In addition to the corporate/administrative services the MWRC is also in the process of developing finance and accounting service. This service will hopefully develop as Shires request assistance in this area and I would be keen to discuss with you the possibility of providing you assistance in the following areas if you wish i.e.

- Annual Financial Statement Conversion;
- Annual Budget Conversions;
- Monthly financial reporting assistance.

I understand the basis of your enquiry was to enable you to reallocate corporate, administrative, compliance and finance/accounting tasks away from your existing staff, therefore releasing staff time for you to structure their roles allowing you to acquire a level of Personal Assistance resources from within your existing staff. I congratulate you for being willing to investigate the option of utilising the MWRC to provide the Shire with a corporate service, as it is initiatives such as this which embrace the regional cooperation model being advocated by the MWRC and recently endorsed by WALGA in their SSS Report.

Please contact me at your convenience to continue negotiations as I am sure an agreement can be met which will be beneficial to all parties involved.

Yours sincerely

Maurice Battilana
Chief Executive Officer

7th April 2008
Executive Summary:
The Tourism Development Officer for Perenjori, Morawa and Mullewa has produced an Action Plan for consideration by Councils.

Applicants Submission:
The proposed strategies include:

- Develop signage standards and guidelines
- New signage
- Identify major tourism opportunities
- Identify possible walk, hike, drive, bike trails
- Annual Visitor Survey
- Regional Tourism Guide
- Review parking/rest bays
- Improve access to visitor information
- Identify & develop out of town campsites
- Improve interpretive displays
- Newspaper articles during wildflower season
- Development of quality farm stay accommodation
- Establishment of regional festival/promote all shows/events as a regional festival
- Display at least one trade show in Perth
- Develop special interest & group visitors
- Develop suggested itinerary for day & longer trips
- Investigate links from web pages & getting website to top of search list – can we have any advertising?
- Visitor Information Centres to become certified ‘one tick’ providers

The strategy has identified potential funding sources for individual strategies.
Background:
In its budget Council allocated $7,000 for tourism development. The original intention was to work across the region through the MWRC, but the coastal shires declined to participate. The three inland shires of Perenjori, Morawa and Mullewa collectively employed Zoë Campbell (nee Plews) to develop an action plan for the inland route.

The development of the strategy builds on the Wildflower Country Tourism Strategy and the tourism elements of the Agriculture Development Strategy.

Statutory Environment:
Local Government Act 1995 S3.1 – the general Function of Local Government is to provide for the good government of people in its district.

Policy Implications:
Nil

Financial Implications:
To implement the plan would require a similar level of commitment in 2008/09 and beyond.

Strategic Implications:
Apart from improving tourism numbers proposed strategies will help foster pride in, and attractiveness of, the local community.

Consultation:
Joint strategy between the Shires of Perenjori, Morawa and Mullewa.

Comment:
For a relatively modest investment we will have a coherent tourism strategy a committed person seeking external funding.

Voting Requirements:
Simple Majority

Officers Recommendation:
1. That Council endorse the proposed strategy.
2. That Council continue its annual $7,000 funding allocation in 2008/09 (Absolute Majority)

Council Resolution:
Moved: Cr Cunningham  Seconded: Cr Benton

1. That Council endorse the proposed strategy.
2. That Council continue its annual $7,000 funding allocation in 2008/09 (Absolute Majority)

CARRIED: 7/0
### Executive Summary:
Brando Marketing has provided two concepts for consideration.

### Applicants Submission:
Martin Graham from Brando wrote that the logos represent:

**Modern Perenjori:**
- All about knowledge acquisition and transfer
- Communication rippling and transmitting out to a wide audience
- Connected within itself and to the outside world in ‘cells’ working together to build a stronger ‘whole’ organically
- Striding forward; pushing for change
- Linked to the earth; sustainable

The two concepts are set out on the pages that follow.

### Background:
Brando marketing assisted the Shire to put together its presentation for the Cabinet Standing Committee for Regional Policy

### Statutory Environment:
*Local Government Act 1995* S3.1 – the general Function of Local Government is to provide for the good government of people in its district.

### Policy Implications:
Nil

### Financial Implications:
Council has budgeted for re-branding the Shire

### Strategic Implications:
Having a credible brand is significant advantage when dealing with other levels of government and funding agencies.

### Consultation:
The branding material was circulated to elected members and staff. Some of the feedback received has included:
- I hated them both. Neither of them have anything to do with Perenjori. I think they are just trying to look really modern.
Looking at Concept "A" with apologies to Hermann Rorschach (the man who created the ink blot tests) This Concept "a" looks like a Koala bear rogering an exercise ball! Concept "B" could really put us behind the 8 ball.

Concept A looks like a teddy bear behind a rock (not good) Concept B I could live with, connectivity rings etc quite modern would be interested in running it past some kids at the school.

I'm not inspired to think "wow". Mind you I did look at the designs first & then read your message, and thought that rather than being bubbles that perhaps they were cells ~ demonstrating how our many projects/ agricultural & mining are linked together. Perhaps even the linking of the many new ideas/projects. So, perhaps now I think the idea has merit, but not the colours/graphic as I am still uninspired.

Some of the oral feedback has been less critical, but there has not been a lot of enthusiasm either.

Comment:

THE LOGOS

Notwithstanding the negative feedback there are some positives and possibilities.

Generally:

- Extracting the ‘circles’ to use as a water mark on documents, cards and letterheads is attractive;
- The suite of badged stationary looks impressive;
- The logos are clearly not from the same stable of designs used in the region – they stand out.
- As they are more abstract they are not dated by change of strategy or industry.

Concepts A

- Attractive font;
- Using the dot of the “i” as a focal point works well
- The colour is not good
- The “teddy bear” circles are not good.

Concept B

- The circle design is better (though could be a little more random so as not to look repetitious.
- The Colour is good
- Not the preferred font.

An alternative?

Building on the work done on the two logos it way be possible to extract the best features of each. For example:

- The font from concept A.
- The rippled Circle centred on the dot of the “i” or the dot of the “j” from concept A
- The Colour from Concept B
- A modified version of the array of circles from Concept B
Rather than rejecting the suggestions outright perhaps we could get a combined version, plus another alternative concept.

**POSITIONING STATEMENT**

In addition to the logo will also need a positioning statement. Developing the positioning statement is a separate exercise.

Examples of positioning statements in use include:

- Perenjori (existing) - Wildflower Country
- Mullewa - An Everlasting Culture
- Morawa - Breaking New Ground
- MWRC - Strength Through Unity
- Mukinbudin – Classic Dry Red
- Wyalkatchem – Strange Name – Beaut Place

Wildflowers are a common theme and in addition to wildflower country, there have been:

- Gateway to the wildflowers
- Heart of the wildflowers
- Home of the Wreath Flower

And probably more wildflowers than the place up the road. It is time to move one from something based on the wildflowers.

A good positioning statement will:

- Resonate with the community
- Reflect our vision for the future
- Create a positive impact on visitors and potential residents
- Enhance credibility with external stakeholders and funding bodies.

In Perenjori’s case we have a challenging strategic plan and have been involved in numerous innovative projects. We have maintained a positive community spirit through a very difficult period, and we are on the cusp of a mining boom. There is a lot to work with.

Alliteration may also be a worth considering, using words starting with “P”, like Perenjori- Picture Perfect for example.

**Voting Requirements:**

Simple Majority

**Officers Recommendation:**

1. That Brando Marketing be requested to produce an alternative design using the best features of Concept A and Concept B, and a new Concept not based on the ripple concept.

2. That when the new designs have been received devote a Councillor Forum to considering a new positioning statement

3. When agreed by Council invite community input on the proposed Logo and positioning statement
Council Resolution:
Moved: Cr Hirsch                 Seconded: Cr West

1. That Brando Marketing be requested to produce an alternative design using the best features of Concept A and Concept B, and a new Concept not based on the ripple concept.

2. That when the new designs have been received devote a Councillor Forum to considering a new positioning statement

3. When agreed by Council invite community input on the proposed Logo and positioning statement

CARRIED: 5/2
EXECUTIVE SUMMARY:
The Shire of Carnamah are hosting a training program for Councillors on Friday 6th June 2008.

APPLICANTS SUBMISSION:
The training is provided by WALGA and includes modules on:

1. Local Government Finance (9am – 12.30pm)
   - Role of Council & functions of CEO on financial matters
   - Legislative requirements
   - Understanding basic accounting terms & financial reports used in Local Government
   - Understanding AAS27

2. Ethics and Conduct of an Elected Member (1.00pm – 4.30pm)
   - Understanding fundamental ethical concepts
   - Identify issues of ethical importance in their roles and responsibilities
   - Apply recommended ethical framework in the decision-making process
   - Understanding the Code of Conduct

It is a full day from 9.00am to 4.30pm

STATUTORY ENVIRONMENT:
Local Government Act 1995 S3.1 – the general Function of Local Government is to provide for the good government of people in its district.

POLICY IMPLICATIONS:
Nil

FINANCIAL IMPLICATIONS:
Budget provision is allocated for Councillor training.

STRATEGIC IMPLICATIONS:
Nil

CONSULTATION:
Nil

COMMENT:
The training will provide a better understanding for Councillors on financial matters including legislative requirements and also the ethical and conduct issues of an elected member.
Voting Requirements:
Simple Majority

Officers Recommendation:
Councillors advise the DCEO if interested in attending the Councillor training at the Shire of Carnamah on the 6th June 2008.
Executive Summary:

Held by WALGA and Main Roads WA, the Roads and Transport Forum 2008 is the opportunity for Local Government elected members and staff, Main Roads Officers and other interested parties to meet and address transport issues of current interest.

Applicants Submission:

The Forum is being held at the Hyatt Hotel Perth on 6th May 2008.

Statutory Environment:

Local Government Act 1995 S3.1 – the general Function of Local Government is to provide for the good government of people in its district.

Policy Implications: Nil
Financial Implications: Nil
Strategic Implications: Nil
Consultation: Nil

Comment:

Registration closes 22 April 2008.

Voting Requirements:

Simple Majority

Officers Recommendation:

That Council consider whether to send a delegate to the Roads and Transport Forum 2008.

Council Resolution:

That Cr West & CEO will be attending the Roads and Transport Forum 2008.
8047 OTHER BUSINESS

Council to organise a card & flowers for Irene Delane on the death of Mr Kevin Delane whom served on Council.

8047.1 INFORMATION BULLETIN – TABLED IN THE COUNCIL CHAMBERS

WA Centre for Remote and Rural Medicine – Annual Review 2006-2007
Grain Pool CBH Group – Outlook Meeting March 2008-04-07 Chamberlain 9G Tractor Club of WA – Thankyou Letter
Office of the Minister for Planning and Infrastructure – Negotiation of Various Agreements with MT Gibson Iron
Department of Water – Water and Rivers Commission closes its doors
WALGA - Local Government News Issue No.9.08
WALGA - Local Government News Issue No.10.08
WALGA - Local Government News Issue No.11.08
WALGA - Local Government News Issue No.12.08
WALGA - Local Government News Issue No.13.08
WALGA Information Bulletin March 2008
WALGA INFOPAGE
WALGA – Issue No.03.08
Western Councillor – Issue 15 March 2008
Liebe Group Newsletter – Volume 11 Issue 2
Universal Publishers – UBD Update
Australian Mining – Volume 100/3
The Materials Handling Guide
Telstra – Land Access & Activity Notice
McMahon Mining Title Services P/L – Application for Exploration Licence E59/1492
CSIRO Publishing – New Titles
Department of Corrective Services – 2008 Handbook
Rural Health West – Rural Health Matters
Department of Water – Water Solutions
Country Arts WA – Youth Arts Development Opportunity
Shire of Perenjori – Maintenance Work in Latham Townsite letter
Shire of Perenjori – Application for Additional Liquor Licence – Eziway Store
Australian Sports Commission – National Newsletter for the active After-School Communities
National Local Roads and Transport Congress – Securing the first Mile
LGM Government Manager – Volume 41-No.4
Shire of Perenjori

Ordinary Meeting

AGENDA

17th APRIL 2008

Media Release – Dry Season Community Working Group – North Eastern Agricultural Region Appreciative of Donated Seed
Prospect – March-May 2008
InSite – April - May 2008 Issue 47
Yarra Yarra News – March 2008 Edition
Department of Water – WA Water Innovation Conference
Department of Local Government – Bilateral Agreement on Indigenous Affairs
Shire of Perenjori – Letter to Dept of Environment & Conservation - Permission for Fauna Surveys at Caron Dam Reserve

8047.2 MOTIONS OF WHICH DUE NOTICE HAVE BEEN GIVEN

8047.3 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

8047.4 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

8047.5 MATTERS BEHIND CLOSED DOORS
Nil

8047.6 DATE OF NEXT MEETING / MEETINGS

Next meeting of Council will be held on Thursday 15th May 2008

8047.7 CLOSURE

There being no further business the meeting was declared closed at 4.15pm

I certify that this copy of the Minutes is a true and correct record of the meeting held 17th April 2008.

Signed: ______________________

Presiding Elected Member

Date: ________________