**Shire of Perenjori**

**MINUTES**

Ordinary Council Meeting

Held in the Shire of Perenjori Council Chambers, Fowler Street, Perenjori on 18th June 2009 to commenced at 1.30PM.

**Table of Contents**

**LUNCH AT PERENJORI HOTEL – 12.30PM**

- 9061 PRELIMINARIES .................................................. 3
  - 9061.1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS .......... 3
  - 9061.2 OPENING PRAYER ............................................. 3
  - 9061.3 DISCLAIMER READING ........................................ 3
  - 9061.4 RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE .......... 3
  - 9061.5 PUBLIC QUESTION TIME ..................................... 3
  - 9061.6 PETITIONS / DEPUTATIONS / PRESENTATIONS ......................... 3
  - 9061.7 NOTATIONS OF INTEREST .................................. 4
  - 9061.8 APPLICATIONS FOR LEAVE OF ABSENCE .............................. 4
  - 9061.9 CONFIRMATION OF MINUTES .................................. 4
  - 9061.10 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION ........ 4
  - 9061.11 MATTERS FOR WHICH MEETING MAY GO BEHIND CLOSED DOORS ........ 4

- 9062 ECONOMIC DEVELOPMENT REPORT .................................. 4
- 9063 FINANCE ........................................................................................................... 5
  - 9063.1 MONTHLY STATEMENT OF FINANCIAL ACTIVITY ....................... 5
- 9064 HEALTH BUILDING & PLANNING ................................................................. 7
- 9065 PLANT & WORKS ............................................................................................. 7
- 9066 GOVERNANCE .................................................................................................. 8
  - 9066.1 RECRUITMENT OF NEW DEPUTY CEO ........................................ 8
  - 9066.2 MWRC – BUDGET COMMITMENTS FOR 2009/10 ....................... 10
  - 9066.3 UPGRADE OF INTERSECTION SIGNAGE – PERENJORI TOWNSITE .... 14
  - 9066.4 PROPOSED TELSTRA NETWORK SITE - KARARA ......................... 17
  - 9066.5 SIGNIFICANT ACCOUNTING POLICIES ................................... 21
  - 9066.6 REVIEW OF POLICY MANUAL .............................................. 39
  - 9066.7 STRUCTURAL REFORM ...................................................... 50
  - 9066.8 SOLAR POWER GENERATION ................................................. 53
  - 9066.9 TRAILS DEVELOPMENT – EXPLORING WILDFLOWER COUNTRY ...... 56
  - 9066.10 ADVANCE OF 09/10 FINANCIAL ASSISTANCE GRANTS .................. 64
- 9067 OTHER BUSINESS .......................................................................................... 67
  - 9067.1 INFORMATION BULLETIN – TABLED IN THE COUNCIL CHAMBERS ....... 67
<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>9067.2</td>
<td>MOTIONS OF WHICH DUE NOTICE HAVE BEEN GIVEN</td>
<td>68</td>
</tr>
<tr>
<td>9067.3</td>
<td>QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN</td>
<td>68</td>
</tr>
<tr>
<td>9067.4</td>
<td>URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION</td>
<td>68</td>
</tr>
<tr>
<td>9067.5</td>
<td>MATTERS BEHIND CLOSED DOORS</td>
<td>86</td>
</tr>
<tr>
<td>9067.6</td>
<td>DATE OF NEXT MEETING / MEETINGS</td>
<td>86</td>
</tr>
<tr>
<td>9067.7</td>
<td>CLOSURE</td>
<td>86</td>
</tr>
</tbody>
</table>
9061 PRELIMINARIES

9061.1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

9061.2 OPENING PRAYER

9061.3 DISCLAIMER READING

Nil

9061.4 RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

Present
Cr B T Baxter
Cr C R King
Cr J A Bensdorp
J R Cunningham 2.15pm
Cr R A Benton
Cr I F West
Cr G K Reid
Cr J H Hirsch
Cr L C Butler

CEO Stan Scott
DCEO Domenica Curtin
Rose Jones
MCS Garry Agnew
Minutes Leah Leopold
Observer Elizabeth Markham

Apologies
WS Ken Markham
EDO Phil Cleaver

9061.5 PUBLIC QUESTION TIME

Nil

9061.6 PETITIONS / DEPUTATIONS / PRESENTATIONS

Moved: Cr Reid  Seconded: Cr Benton
That standing orders be suspended.

Carried 8/0

Greg Eastman from Eastman Poletti Sherwood Architects address council on his recommendation of accepting PS Chester and Sons tender for the buildings associated with the proposed Aquatic Centre. As per late item 9067.4.1.
Cr Cunningham joined the meeting at 2.15pm.
Cr Hirsch left the meeting at 2.28pm and returned at 2.30pm
E Markham, Greg Eastman left the meeting at 2.30pm

Moved: Cr Bensdorp  Seconded: Cr King
That Standing Orders be resumed.  Carried 9/0

Meeting adjourned at 2.31pm
Meeting resumed at 2.38pm

9061.7  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.

9061.8  APPLICATIONS FOR LEAVE OF ABSENCE

9061.9  CONFIRMATION OF MINUTES
Minutes of Ordinary meeting of Council held 21st May 2009 are attached.
Moved: Cr Benton  Seconded: Cr Butler
That the minutes of the Ordinary meeting of Council held on the 21st May 2009
be accepted as a true and correct record.  Carried 9/0

Cr Hirsch left the meeting at 2.40pm and returned at 2.45pm
Ceo Scott left the meeting at 2.46pm

9061.10  ANOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION
Nil

9061.11  MATTERS FOR WHICH MEETING MAY GO BEHIND CLOSED DOORS
Nil

9062  ECONOMIC DEVELOPMENT REPORT
9063 FINANCE

9063.1 MONTHLY STATEMENT OF FINANCIAL ACTIVITY

APPLICANT: DEPUTY CEO
FILE: 0
DISCLOSURE OF INTEREST: 0
AUTHOR: LEAH LEOPOLD – SENIOR FINANCE OFFICER
RESPONSIBLE OFFICER DOMENICA CURTIN - DCEO
REPORT DATE: 18th JUNE 2009
ATTACHMENTS APRIL FINANCIAL ACTIVITY REPORTS

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.

Statutory Environment: N/A
Policy Implications: N/A
Financial Implications: N/A
Strategic Implications: N/A
Consultation: N/A

UHF Haines Norton

Voting Requirements: Simple Majority

Officers Recommendation:

1. Statement of Financial Activity
That the Statement of Financial Activity for the period ended 31st May 2009 including report on variances be accepted as presented.

2. Finance Report
That the Finance Report for the period ended 31st May 2009 be accepted as presented.
3. Acquisition of Assets
That the Acquisition of Assets Report for the period ended 31st May 2009 with a balance of $933,505.00 as presented be received.

4. Reserves Report
That the Reserves Report for the period ended 31st May 2009 with a balance of $1,233,208 as presented be received.

5. Net Current Assets
That the Net Current Assets report for the period ended 31st May 2009 as presented be received.

6. Bank Reconciliation’s
That the balances of the Municipal Fund of $743,084.94 and the Trust Fund of $35,641.61 as at 31st May 2009 as presented be received.

7. Sundry Creditors Report
That the Sundry Creditors Report for the period ended 31st May 2009 with a balance of $20,124.12 as presented be received.

8. Sundry Debtors Report
That the Sundry Debtors Report for the period ended 31st May 2009 with a balance of $83,629.97 as presented be received.

9. Accounts for Payment
That the Accounts for payment for the Municipal Account consisting of Cheque Numbers 17044 to 17092 and EFT Numbers 881 to 915 for $785,126.49 and the Trust Account consisting of Cheque Numbers 764 to 767 for $812.00 for the period ended 31st May 2009 as presented be accepted.

10. Rates Outstanding
That the Rates Outstanding Report for the period ended 31st May 2009 with an outstanding balance of $46,249.65.

Council Resolution
Moved: Cr West Seconded: Cr Hirsch
That Items 1-10 relating to the Financial Activity Reports ended 31st May 2009 be accepted.

CARRIED:9/0
Executive Summary:
The CEO has appointed Ms Rose Jones as Deputy CEO.

Applicants Submission:
Ms Jones commenced employment on 15 June 2009.

Background:
The Deputy CEO’s position was advertised State wide. Seven Applications were received. Four candidates were offered interviews. One candidate withdrew before the interviews. The remaining 3 applicants were interviewed on Friday 5 June by a panel consisting of the CEO, Deputy CEO and CR Bensdorp. Ms Jones was the unanimous selection.

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:
Ms Jones has the skills necessary to take on the entire role performed by Mrs Curtin, so it may not be necessary to seek accounting support as proposed at the April meeting.

Strategic Implications:
Nil

Consultation:
Nil

Comment:
The CEO is confident Ms Jones will be a good fit to the job, the administration and the Council.

Voting Requirements:
Simple Majority

Officers Recommendation:
That Council note the appointment of Ms Rose Jones as Deputy CEO.
Council Resolution
Moved: Cr Bensdorp  Seconded: Cr King
That Council note the appointment of Ms Rose Jones as Deputy CEO.

CARRIED: 9/0

Ceo Scott returned to the meeting at 2.32pm
Executive Summary:
The MWRC considered a draft budget at its June meeting and is seeking feedback from member Councils.

Applicants Submission:
The specific items that have implications for the Shire of Perenjori budget are as follows:

<table>
<thead>
<tr>
<th>Item</th>
<th>Detail</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Zero Waste Management</td>
<td>Implementation of the regional plan – matching funding from grants.</td>
<td>$10,000</td>
</tr>
<tr>
<td>ICT Standardisation</td>
<td>Developing a region wide common communications and IT platform</td>
<td>$3,000</td>
</tr>
<tr>
<td>Engineering SDU</td>
<td>Continuing work on the Main Roads ISA project</td>
<td>$10,000</td>
</tr>
<tr>
<td>Climate Change Adaptation</td>
<td>Shire cash contribution to region wide project with $140,000 Federal funding</td>
<td>$3,000</td>
</tr>
<tr>
<td>Climate Change Adaptation</td>
<td>In kind contribution – staff and administration time</td>
<td>$6,300</td>
</tr>
<tr>
<td>Development Services Unit</td>
<td>Perenjori’s contribution for the employment and on costs for Garry Agnew</td>
<td>$69,470</td>
</tr>
<tr>
<td>Corporate Services</td>
<td>Ad Hoc Purchase of services</td>
<td>$714</td>
</tr>
<tr>
<td>Operational Contribution</td>
<td>The Shires contribution to the operation of the Regional Council</td>
<td>$25,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$127,484</strong></td>
</tr>
</tbody>
</table>

Background:
When the Regional Council was established an annual contribution to operations of $20,000 per annum was anticipated. Council has previously recognised that when establishment grants were exhausted that a larger contribution would be required.
The table below is an extract from the MWRC Draft Budget. The complete budget document is available for perusal by elected members if required.

<table>
<thead>
<tr>
<th>SHIRE CONTRIBUTIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>COA</strong></td>
</tr>
<tr>
<td>Project Zero Waste Management Plan</td>
</tr>
<tr>
<td>Project ICT Standardisation</td>
</tr>
<tr>
<td>Project Records Management System</td>
</tr>
<tr>
<td>Project Engineering SCU</td>
</tr>
<tr>
<td>Project Climate Change Study</td>
</tr>
<tr>
<td>Project Climate Change Study (in Kind)</td>
</tr>
<tr>
<td>Service Development Services Unit</td>
</tr>
<tr>
<td>Service Contributions to LSL Entitlement</td>
</tr>
<tr>
<td>Service Shires purchase of Corporate Services from MWRC</td>
</tr>
<tr>
<td>Shortfall MWRC Operational Costs</td>
</tr>
<tr>
<td>Cash Contribution</td>
</tr>
<tr>
<td>In Kind Contribution (Staff time and Travel)</td>
</tr>
<tr>
<td>Shortfall to be covered as per Establishment Agreement</td>
</tr>
</tbody>
</table>
Statutory Environment:

*Local Government Act 1995.* The operations of the MWRC are in accordance with the Establishment Agreement which was executed by each Council and the Minister. When the MWRC adopts its budget each, member Council is responsible for an equal share of any budget shortfall.

Policy Implications: Nil

Financial Implications:

Project and service costs are in line with expectations. The total is heavily influenced with the costs for the Manager Community Services which were previously paid to the Shire of Carnamah.

Strategic Implications:

The projects for this year are key strategic projects with potential long term implications.

Consultation:

Each of the projects have been agreed by participating Councils.

Comment:

The work of the MWRC continues to enhance the capacity for member councils to work together and share resources, and build on other completed projects.

**Records Management**

Each Council is implementing Key Words for Councils, a best practice records management system for local government. This will be supported by a common Electronic Document Management System (EDMS). The selected system is the Record Keeping module for the Synergy Soft Accounting system which is now also used by all councils. Perenjori, Morawa and Mullewa will have completed implementation by the end of June and the remaining Councils will implement early in 2009-10.

**Zero Waste Management**

A region wide plan has been prepared and member Councils will work together to implement the plan. This is an area where the regional component of Royalties for Regions funding may be brought to bear.

**ICT Standardisation**

Under this project we are developing a common Information Telecommunications Platform. This will allow us to take advantage of resource sharing opportunities including:

- An off site shared server;
- Thin desktop technology;
- Wide area networks.

**Engineering**

This continues the development of a joint management arrangement with Main Roads WA for implementation of Integrated Service Agreements for the Midwest. This project has significant potential to increase local government involvement in works on the Main Roads Network as well as raising the bar in our skills and capacity to manage our own roads.
Climate Change Adaptation

The MWRC secured a grant for $140,000 under the Climate Change Adaptation Program for Local Government. This is likely to result in improved water efficiency, reduced carbon signature and more use of renewable energy and fits with the strategic direction of Council. Each member Council is required to make cash and in kind contributions. It is reasonable to expect that these contributions will be more than offset by long term savings.

Voting Requirements:
Absolute Majority

Officers Recommendation:
That Council supports the anticipated contributions to MWRC projects and services for 2009-10.

Council Resolution
Moved: Cr King           Seconded: Cr Butler
That Council supports the anticipated contributions to MWRC projects and services for 2009-10.

CARRIED:9/0
9066.3 UPGRADE OF INTERSECTION SIGNAGE – PERENJORI TOWNSITE

APPLICANT: MAIN ROADS WA
FILE: ADM 0095
DISCLOSURE OF INTEREST: 0
AUTHOR: STAN SCOTT – CEO
RESPONSIBLE OFFICER: STAN SCOTT – CEO
REPORT DATE: 6 JUNE 2009
ATTACHMENTS: REQUEST FROM MRWA

Executive Summary:
Main Roads WA has requested Council’s view on changing 4 town intersections from Stop signs to Give Way signs.

Applicants Submission:
Main Roads WA has requested Council’s view on changing 4 town intersections from Stop signs to Give Way signs. The intersections in question are:

- Timmings St / Russel St
- Russell St / Smith St
- Russell St / Hesford St
- Livingstone St / Hesford St

Police support the requested change.

Background: Nil

Statutory Environment:
Standards for intersection signage and control are set out in Australian Standard AS 1742.2.

Policy Implications: Nil
Financial Implications: Nil
Strategic Implications: Nil
Consultation: Nil
Comment:
The proposed changes are appropriate and will not adversely affect the safety of the intersections.

Voting Requirements:
Simple Majority
Shire of Perenjori

Ordinary Meeting

MINUTES

18th JUNE 2009

Officers Recommendation:

That Council supports the change from Stop Control to Give Way Control for the four intersections:

- Timmings St / Russel St
- Russell St / Smith St
- Russell St / Hesford St
- Livingstone St / Hesford St

Council Resolution

Moved: Cr King  Seconded: Cr Hirsch

That Council supports the change from Stop Control to Give Way Control for the four intersections:

- Timmings St / Russel St
- Russell St / Smith St
- Russell St / Hesford St
- Livingstone St / Hesford St

CARRIED: 8/1
ATTENTION: STAN SCOTT

UPGRADE OF INTERSECTION SIGNAGE

Dear Sir

Main Roads has carried out an assessment of the Perenjori townsit reviewing their Stop Control regulatory signage currently in use at crossroads.

The assessment identified that a number of intersections currently under Stop Control have sight distance at the intersection which exceeds what is recommended by AS 1742.2 and are recommended to be changed to Give Way Control. These intersections are as follows:-

- Timmins Street / Russell Street
- Russell Street / Smith Street
- Russell Street / Hesford Street
- Livingstone Street / Hesford Street

The Police have been informed of the above recommendations and support the request. Could you please advise if Council supports the change of control.

If you require any further information please contact Peter Herbert on 08 9956 1208. In reply please quote file reference 05/11878.

Yours faithfully,

T R Glenister
REGIONAL MANAGER
MID WEST REGION
Executive Summary:
Telstra is seeking to establish a network site to service the Karara Iron Ore Project.

Applicants Submission:
The proposed site is close to the alignment of the disused section of the Perenjori Rothsay Road approximately 3 km east of Karara Road. The site will involve an area of 1 hectare.

Background:
The area in question is unallocated crown land (UCL).

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:
This is another part of the infrastructure needed to support mining operations.

Comment:
The section of Perenjori Rothsay Road close to the project is still a public road and is a popular 4WD track as part of the alternative route to Rothsay, Paynes Find and Yalgoo.

Voting Requirements:
Simple Majority

Officer’s Recommendation:
That Council not object to the proposal provided that it does not impact on the continued use of Perenjori Rothsay Road as a 4WD track.

Council Resolution
Moved: Cr Benton Seconded: Cr Reid
That Council not object to the proposal provided that it does not impact on the continued use of Perenjori Rothsay Road as a 4WD track.

CARRIED: 9/0
3 June 2009

Chief Executive Officer
Shire of Perenjori
PO Box 22
Perenjori WA 6620

Dear Sir

PROPOSED TELSTRA NETWORK SITE – NINGHAN UCL LOT 3521 – SHIRE OF PERENJORI

State Land Services - Mid West has received a request to install a new network radio facility in the Shire of Perenjori from Telstra Corporation Limited.

The proposed location for the installation of the facility is a 100m x 100m area centred on Lat -29° 17' 9.228" Long 116° 42' 37.111". This location is part of UCL Ninghan Loc. 3521 on Deposited Plan 4720 shown highlighted in red on the attached plan.

Telstra are seeking a lease for the above area, although construction may be able to proceed prior to the granting of a lease under section 24KA of the Native Title Act 1993.

Telstra has indicated to State Land Services that this facility is required to provide communications for the Karara Iron Ore project at their Lochada and Karara sites.

To facilitate this proposal, your comments are now sought as to whether you have any objections to this proposal proceeding.

Your further advice will be awaited in this regard.

Yours faithfully

Kristian Dawson
for Manager – Mid West
State Land Services
Shire of Perenjori
Ordinary Meeting
MINUTES
18th JUNE 2009

Provisional Installation Site

4278
3797.0 ha
(62950 ha)

Scale: 1:50000 (MGA)
MGA: S56°46'1.52" E117°0'22.20"
Lat/Long: -29°20'39.40"S, 116°37'43.30"E
Printed: 15:29 Wed 3 Jun 2009
© Western Australian Land Information Authority 2009

This product is for information purposes only and is not guaranteed. The information may be out of date and should not be relied upon without further verification from the original documents. Where the information is being used for legal purposes then the original documents must be searched for all legal requirements.

UCL Lot 3521 on DP 204720
Proposed Telstra Network Radio Facility
Executive Summary:
Councils Auditors UHY Haines Norton have recommended that Council adopt a “Significant Accounting Policies” policy for the year ended 30th June 2009.

On adoption of the 2009/10 Statutory budget UHY Haines Norton also recommend including a motion adopting the accounting policies contained within the budget.

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: UHY Haines Norton
Comment: Nil
Voting Requirements: Simple Majority

Officers Recommendation:
Council adopt the following policy:

SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies which Council adopts in the preparation of this years financial report are:

Basis of Preparation

The financial report is to be a general purpose financial report and be prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), other mandatory professional reporting requirements and the Local Government Act
1995 (as amended) and accompanying regulations (as amended).

The report has also been prepared on the accrual basis under the convention of historical cost accounting as modified by the accounting treatment relating to the revaluation of financial assets and liabilities at fair value through profit and loss and certain classes of non-current assets.

Critical Accounting Estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances. The results of this experience and other factors combine to form the basis of making judgements about carrying values of assets and liabilities not readily apparent from other sources. Actual results may differ from these estimates.

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements, but a separate statement of those monies appears in the financial report.

(c) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables in the Balance Sheet are stated inclusive of applicable GST.

(d) Cash and Cash Equivalents

Cash and cash equivalents in the balance sheet comprise cash at bank and in hand and short-term deposits with an original maturity of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities on the balance sheet.

(e) Trade and Other Receivables

Trade receivables, which generally have 30 - 90 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any
allowance for uncollectible amounts.

Collectibility of trade receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(f) Inventories

General

Inventories are valued at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months.

Land Held for Resale

Land purchased for development and/or resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the Income Statement as at the time of signing a binding contract of sale.

Land held for resale is classified as current except where it is held as non-current based on Council’s intention to release for sale.

(g) Fixed Assets

Initial Recognition

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed includes the cost of all materials, direct labour and variable and fixed overheads.

Revaluation

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. For infrastructure and other asset classes where no active market exists, fair value is determined to be the current replacement cost of an asset less, where applicable, accumulated depreciation calculated on a basis to reflect the already consumed or expired future economic benefits. Those assets carried at a revalued amount, being their fair value at the date of revaluation less any subsequent accumulated depreciation and accumulated impairment losses, are to be revalued with sufficient regularity to ensure the carrying amount does not differ significantly from that determined using fair value at reporting date.
Land under Roads

In Western Australia, all land under roads is Crown Land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB1051 - Land Under Roads and the fact Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

Whilst such treatment is inconsistent with the requirements of AASB 1051, Local Government (Financial Management) Regulation 4(2) provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Council.

Depreciation of Non-Current Assets

All non-current assets having a limited useful life are separately and systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

- Buildings 50 to 100 years
- Furniture and Equipment 10 years
- Plant and Equipment 5 to 15 years
- Sealed roads and streets clearing and earthworks not depreciated
  - construction/road base 50 years
  - original surfacing and major re-surfacing - bituminous seals 20 years
- Gravel roads clearing and earthworks not depreciated
  - construction/road base 50 years
  - gravel sheet 12 years
- Formed roads (unsealed) clearing and earthworks not depreciated
  - construction/road base 50 years
- Footpaths – slab 40 years
(i) Investments and Other Financial Assets

Classification

Council classifies its investments in the following categories: financial assets at fair value through profit or loss, loans and receivables, held-to-maturity investments and available-for-sale financial assets. The classification depends on the purpose for which the investments were acquired. Management determines the classification of its investments at initial recognition and, in the case of assets classified as held-to-maturity, re-evaluates this designation at each reporting date.

(i) Financial assets at fair value through profit and loss

Financial assets at fair value through profit or loss are financial assets held for trading. A financial asset is classified in this category if acquired principally for the purpose of selling in the short term. Derivatives are classified as held for trading unless they are designated as hedges. Assets in this category are classified as current assets.

(ii) Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They are included in current assets, except for those with maturities greater than 12 months after the balance sheet date which are classified as non-current assets. Loans and receivables are included in trade and other receivables in the balance sheet.

(iii) Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets with fixed or determinable payments and fixed maturities that the Council’s management has the positive intention and ability to hold to maturity. If Council were to sell other than an insignificant amount of held-to-maturity financial assets, the whole category would be tainted and reclassified as available-for-sale. Held-to-maturity financial assets are included in non-current assets, except for those with maturities less than 12 months from the reporting date, which are classified as current assets.

(iv) Available-for-sale financial assets

Available-for-sale financial assets, comprising principally marketable equity securities, are non-derivatives that are either designated in this category or not classified in any of the other categories. They are included in non-current assets unless management intends to dispose of the investment within 12 months of the balance sheet date. Investments are designated as available-for-sale if they do not have fixed maturities and fixed or determinable payments and management intends to hold them for the medium to long term.

Recognition and derecognition

Regular purchases and sales of financial assets are recognised on trade-date – the date on which Council commits to purchase or sell the asset. Investments are initially recognised at fair value plus transaction costs for all financial assets not carried at fair value through profit or loss. Financial assets carried at fair value through profit or loss are initially recognised at fair value and transaction costs are expensed in the income statement. Financial assets are derecognised when the rights to receive cash flows from the financial assets have expired or
have been transferred and Council has transferred substantially all the risks and rewards of ownership.

When securities classified as available-for-sale are sold, the accumulated fair value adjustments recognised in equity are included in the income statement as gains and losses from investment securities.

Subsequent measurement

Loans and receivables and held-to-maturity investments are carried at amortised cost using the effective interest method.

Available-for-sale financial assets and financial assets at fair value through profit and loss are subsequently carried at fair value. Gains or losses arising from changes in the fair value of the financial assets at fair value through profit or loss category are presented in the income statement within other income or other expenses in the period in which they arise. Dividend income from financial assets at fair value through profit and loss is recognised in the income statement as part of revenue from continuing operations when Council’s right to receive payments is established. Changes in the fair value of other monetary and non-monetary securities classified as available-for-sale are recognised in equity.

Impairment

Council assesses at each balance date whether there is objective evidence that a financial asset or group of financial assets is impaired. In the case of equity securities classified as available-for-sale, a significant or prolonged decline in the fair value of a security below its cost is considered as an indicator that the securities are impaired. If any such evidence exists for available-for-sale financial assets, the cumulative loss—measured as the difference between the acquisition cost and the current fair value, less any impairment loss on that financial asset previously recognised in profit or loss—is removed from equity and recognised in the income statement. Impairment losses recognised in the income statement on equity instruments classified as available-for-sale are not reversed through the income statement.

(j) Estimation of Fair Value

The fair value of financial assets and financial liabilities must be estimated for recognition and measurement or for disclosure purposes.

The fair value of financial instruments traded in active markets is based on quoted market prices at the balance sheet date.

The fair value of financial instruments that are not traded in an active market is determined using valuation techniques. Council uses a variety of methods and makes assumptions that are based on market conditions existing at each balance date. These include the use of recent arm’s length transactions, reference to other instruments that are substantially the same, discounted cash flow analysis, and option pricing models making maximum use of market inputs and relying as little as possible on entity-specific inputs.

Quoted market prices or dealer quotes for similar instruments are used for long-term debt instruments held. Other techniques, such as estimated discounted cash flows, are used to determine fair value for the remaining financial instruments.
The nominal value less estimated credit adjustments of trade receivables and payables are assumed to approximate their fair values. The fair value of financial liabilities for disclosure purposes is estimated by discounting the future contractual cash flows at the current market interest rate that is available to the Council for similar financial instruments.

(k) Impairment

In accordance with Australian Accounting Standards the Council's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired. Where such an indication exists, an estimate of the recoverable amount of the asset is made in accordance with AASB 136 'Impairment of Assets' and appropriate adjustments made.

An impairment loss is recognised whenever the carrying amount of an asset or its cash-generating unit exceeds its recoverable amount. Impairment losses are recognised in the Income Statement.

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

(l) Trade and Other Payables

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the Municipality prior to the end of the financial year that are unpaid and arise when the Municipality becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

(m) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the municipality has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Council expects to pay and includes related on-costs.

(ii) Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where Council does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.
(n) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

_Borrowing Costs_

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(o) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

(p) Leases

Leases of fixed assets, where substantially all the risks and benefits incidental to the ownership of the asset, but not legal ownership, are transferred to the company, are classified as finance leases. Finance leases are capitalised recording an asset and a liability equal to the present value of the minimum lease payments, including any guaranteed residual value. Leased assets are amortised over their estimated useful lives. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Lease payments under operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

(q) Joint Venture

The municipality’s interest in a joint venture has been recognised in the financial statements by including its share of any assets, liabilities, revenues and expenses of the joint venture within the relevant items reported in the Balance Sheet and Income Statement. Information about the joint venture is set out in Note 16.

(r) Rates, Grants, Donations and Other Contributions
Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

Where contributions recognised as revenues during the reporting period were obtained on the condition that they be expended in a particular manner or used over a particular period, and those conditions were undischarged as at the reporting date, the nature of and amounts pertaining to those undischarged conditions are disclosed in Note 2(c). That note also discloses the amount of contributions recognised as revenues in a previous reporting period which were obtained in respect of the local government's operation for the current reporting period.

(s) Superannuation

The Council contributes to the Local Government Superannuation Scheme and the Occupational Superannuation Fund. Both funds are defined contribution schemes.

Contributions to defined contribution plans are recognised as an expense as they become payable. Prepaid contributions are recognised as an asset to the extent that a cash refund or a reduction in the future payments is available.

(t) Current and Non-Current Classification

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non-current based on Council's intentions to release for sale.

(u) Rounding Off Figures

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar.

(v) Comparative Figures

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

(w) Budget Comparative Figures

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.
Council Resolution
Moved: Cr King  Seconded: Cr Cunningham

SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies which Council adopts in the preparation of this years financial report are:

Basis of Preparation

The financial report is to be a general purpose financial report and be prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities), other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended).

The report has also been prepared on the accrual basis under the convention of historical cost accounting as modified by the accounting treatment relating to the revaluation of financial assets and liabilities at fair value through profit and loss and certain classes of non-current assets.

Critical Accounting Estimates

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances. The results of this experience and other factors combine to form the basis of making judgements about carrying values of assets and liabilities not readily apparent from other sources. Actual results may differ from these estimates.

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements, but a separate statement of those monies appears in the financial report.

(c) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables in the Balance Sheet
are stated inclusive of applicable GST.

(d) Cash and Cash Equivalents

Cash and cash equivalents in the balance sheet comprise cash at bank and in hand and short-term deposits with an original maturity of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities on the balance sheet.

(e) Trade and Other Receivables

Trade receivables, which generally have 30 - 90 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any allowance for uncollectible amounts.

Collectibility of trade receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

(f) Inventories

General

Inventories are valued at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months.

Land Held for Resale

Land purchased for development and/or resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the Income Statement as at the time of signing a binding contract of sale.

Land held for resale is classified as current except where it is held as non-current based on Council’s intention to release for sale.

(g) Fixed Assets

Initial Recognition
All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed includes the cost of all materials, direct labour and variable and fixed overheads.

Revaluation

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. For infrastructure and other asset classes where no active market exists, fair value is determined to be the current replacement cost of an asset less, where applicable, accumulated depreciation calculated on a basis to reflect the already consumed or expired future economic benefits. Those assets carried at a revalued amount, being their fair value at the date of revaluation less any subsequent accumulated depreciation and accumulated impairment losses, are to be revalued with sufficient regularity to ensure the carrying amount does not differ significantly from that determined using fair value at reporting date.

**Land under Roads**

In Western Australia, all land under roads is Crown Land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB1051 - Land Under Roads and the fact Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

Whilst such treatment is inconsistent with the requirements of AASB 1051, Local Government (Financial Management) Regulation 4(2) provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Council.

**Depreciation of Non-Current Assets**

All non-current assets having a limited useful life are separately and systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

- **Buildings** 50 to 100 years
- **Furniture and Equipment** 10 years
Plant and Equipment  5 to 15 years
Sealed roads and streets clearing and earthworks  not depreciated
  construction/road base  50 years
  original surfacing and major re-surfacing- bituminous seals  20 years
Gravel roads
  clearing and earthworks  not depreciated
  construction/road base  50 years
  gravel sheet  12 years
Formed roads (unsealed)
  clearing and earthworks  not depreciated
  construction/road base  50 years
Footpaths – slab  40 years

(i) Investments and Other Financial Assets

Classification

Council classifies its investments in the following categories: financial assets at fair value through profit or loss, loans and receivables, held-to-maturity investments and available-for-sale financial assets. The classification depends on the purpose for which the investments were acquired. Management determines the classification of its investments at initial recognition and, in the case of assets classified as held-to-maturity, re-evaluates this designation at each reporting date.

(i) Financial assets at fair value through profit and loss

Financial assets at fair value through profit or loss are financial assets held for trading. A financial asset is classified in this category if acquired principally for the purpose of selling in the short term. Derivatives are classified as held for trading unless they are designated as hedges. Assets in this category are classified as current assets.

(ii) Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They are included in current assets, except for those with maturities greater than 12 months after the balance sheet date which are classified as non-current assets. Loans and receivables are included in trade and other receivables in the balance sheet.

(iii) Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets with fixed or determinable payments and fixed maturities that the Council’s management has the positive intention and ability to hold to maturity. If Council were to sell other than an insignificant amount of held-to-maturity financial assets, the whole category would be tainted and reclassified as available-for-sale. Held-to-maturity financial assets are included in non-current assets, except for those with maturities less than 12 months.
from the reporting date, which are classified as current assets.

(iv) Available-for-sale financial assets

Available-for-sale financial assets, comprising principally marketable equity securities, are non-derivatives that are either designated in this category or not classified in any of the other categories. They are included in non-current assets unless management intends to dispose of the investment within 12 months of the balance sheet date. Investments are designated as available-for-sale if they do not have fixed maturities and fixed or determinable payments and management intends to hold them for the medium to long term.

Recognition and derecognition

Regular purchases and sales of financial assets are recognised on trade-date – the date on which Council commits to purchase or sell the asset. Investments are initially recognised at fair value plus transaction costs for all financial assets not carried at fair value through profit or loss. Financial assets carried at fair value through profit or loss are initially recognised at fair value and transaction costs are expensed in the income statement. Financial assets are derecognised when the rights to receive cash flows from the financial assets have expired or have been transferred and Council has transferred substantially all the risks and rewards of ownership.

When securities classified as available-for-sale are sold, the accumulated fair value adjustments recognised in equity are included in the income statement as gains and losses from investment securities.

Subsequent measurement

Loans and receivables and held-to-maturity investments are carried at amortised cost using the effective interest method.

Available-for-sale financial assets and financial assets at fair value through profit and loss are subsequently carried at fair value. Gains or losses arising from changes in the fair value of the financial assets at fair value through profit or loss category are presented in the income statement within other income or other expenses in the period in which they arise. Dividend income from financial assets at fair value through profit and loss is recognised in the income statement as part of revenue from continuing operations when Council’s right to receive payments is established. Changes in the fair value of other monetary and non-monetary securities classified as available-for-sale are recognised in equity.

Impairment

Council assesses at each balance date whether there is objective evidence that a financial asset or group of financial assets is impaired. In the case of equity securities classified as available-for-sale, a significant or prolonged decline in the fair value of a security below its cost is considered as an indicator that the securities are impaired. If any such evidence exists for available-for-sale financial assets, the cumulative loss-measured as the difference between the acquisition cost and the current fair value, less any impairment loss on that financial asset previously recognised in profit or loss – is removed from equity and recognised in the income statement. Impairment losses
recognised in the income statement on equity instruments classified as available-for-sale are not reversed through the income statement.

(j) Estimation of Fair Value

The fair value of financial assets and financial liabilities must be estimated for recognition and measurement or for disclosure purposes.

The fair value of financial instruments traded in active markets is based on quoted market prices at the balance sheet date.

The fair value of financial instruments that are not traded in an active market is determined using valuation techniques. Council uses a variety of methods and makes assumptions that are based on market conditions existing at each balance date. These include the use of recent arm’s length transactions, reference to other instruments that are substantially the same, discounted cash flow analysis, and option pricing models making maximum use of market inputs and relying as little as possible on entity-specific inputs.

Quoted market prices or dealer quotes for similar instruments are used for long-term debt instruments held. Other techniques, such as estimated discounted cash flows, are used to determine fair value for the remaining financial instruments.

The nominal value less estimated credit adjustments of trade receivables and payables are assumed to approximate their fair values. The fair value of financial liabilities for disclosure purposes is estimated by discounting the future contractual cash flows at the current market interest rate that is available to the Council for similar financial instruments.

(k) Impairment

In accordance with Australian Accounting Standards the Council's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired. Where such an indication exists, an estimate of the recoverable amount of the asset is made in accordance with AASB 136 'Impairment of Assets' and appropriate adjustments made.

An impairment loss is recognised whenever the carrying amount of an asset or its cash-generating unit exceeds its recoverable amount. Impairment losses are recognised in the Income Statement.

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

(l) Trade and Other Payables

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the Municipality prior to the end of the financial year that are unpaid and arise when the Municipality becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.
(m) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(ii) **Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)**

The provision for employees’ benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the municipality has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Council expects to pay and includes related on-costs.

(ii) **Long Service Leave (Long-term Benefits)**

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where Council does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

(n) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

**Borrowing Costs**

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

(o) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.
Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

(p) Leases

Leases of fixed assets, where substantially all the risks and benefits incidental to the ownership of the asset, but not legal ownership, are transferred to the company, are classified as finance leases. Finance leases are capitalised recording an asset and a liability equal to the present value of the minimum lease payments, including any guaranteed residual value. Leased assets are amortised over their estimated useful lives. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Lease payments under operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses in the periods in which they are incurred.

(q) Joint Venture

The municipality’s interest in a joint venture has been recognised in the financial statements by including its share of any assets, liabilities, revenues and expenses of the joint venture within the relevant items reported in the Balance Sheet and Income Statement. Information about the joint venture is set out in Note 16.

(r) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

Where contributions recognised as revenues during the reporting period were obtained on the condition that they be expended in a particular manner or used over a particular period, and those conditions were undischarged as at the reporting date, the nature of and amounts pertaining to those undischarged conditions are disclosed in Note 2(c). That note also discloses the amount of contributions recognised as revenues in a previous reporting period which were obtained in respect of the local government’s operation for the current reporting period.

(s) Superannuation

The Council contributes to the Local Government Superannuation Scheme and the Occupational Superannuation Fund. Both funds are defined contribution schemes.

Contributions to defined contribution plans are recognised as an expense as they become payable. Prepaid contributions are recognised as an asset to the extent that a cash refund or a reduction in the future payments is available.

(t) Current and Non-Current Classification
In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council’s operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non-current based on Council’s intentions to release for sale.

(u) Rounding Off Figures

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar.

(v) Comparative Figures

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

(w) Budget Comparative Figures

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

CARRIED:9/0
9066.6 REVIEW OF POLICY MANUAL

APPLICANT: SHIRE OF PERENJORI
FILE: ADM0311
DISCLOSURE OF INTEREST: 0
AUTHOR: STAN SCOTT – CEO ________________________
RESPONSIBLE OFFICER STAN SCOTT – CEO ________________________
REPORT DATE: 14 MAY 2009
ATTACHMENTS List of policies proposed to be deleted
Draft revised Policy Manual

Executive Summary:
The Midwest Regional Council conducted a review of Council’s Policy Manual. The CEO and senior staff reviewed that document to develop final recommendations.

Applicants Submission:
The Policy Manual Review has identified a number of policies that are no longer relevant, are staff management issues or are subsumed by other decisions. It is recommended that these policies are deleted.

The remaining policies have been reviewed to ensure that:

- That are clear and succinct;
- They represent good practice;
- Continue to serve a valid purpose.

In some cases it has been suggested that policies adopt reference to best practice guides so that they will remain current,

Background:
The need for a review of the policy manual has been well known for some time.

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 new Manual will Council a worthwhile and current policy document.

Financial Implications: Nil
Strategic Implications: Nil

Consultation:
The MWRC and senior staff have been involved in developing the manual.

Comment:
The new Policy Manual remains a substantial document, and is a living document which will continue to evolve. When the proposed changes are adopted we will for the first time in a considerable period have a reliable framework to guide staff action and decision making.
It is proposed that Council deal with the Policy Manual at the June Ordinary Meeting as follows:

**Deleted Policies:**

Each Councillor identify any policies that they would like to discuss prior to decision on removal. Council consider a composite motion for all policy deletions that no-one objects to. Individual resolutions can then be considered on the remaining policies.

**Revised Policies**

Each Councillor identify any policies that they would like to discuss prior to decision on endorsement. Council consider a composite motion for all policy endorsements that no-one objects to. Individual resolutions can then be considered on the remaining policies.

This process would probably allow the review of the Policy Manual to be dealt with in the most efficient and effective manner. It will mean that Elected Members will need to consider their position and make notes ahead of the meeting.

**Voting Requirements:**

Simple Majority

**Officers Recommendation:**

A That Council rescind the following policies:

1. Drivers of all Shire vehicles are to check the water and oil levels in their vehicles before the first starting each morning
2. When purchasing new vehicles and plant, the year of manufacture is to be that of the year in which it is purchased, unless otherwise directed by Council.
3. Resolved that it be a matter of Council Policy that PJ1561, being the new Fire Truck, be used solely for Fire Fighting and Training.
4. This particular schedule to be matched with the current practise of depreciation, as approved by Finance and Council.
5. The CEO has the discretion to change over the Administration vehicles without requiring tenders to be called and only if it is of financial benefit to the Shire of Perenjori.
6. POLICY NO: 218 CONCRETE SUPPLY
   That Council charge ratepayers requesting concrete or concrete works within the boundaries of the Shire of Perenjori, the rate as set by Council for the supply, delivery and labour inclusive of any increase necessary, and non ratepayers either within or outside of Council's boundaries pay a surcharge of 20% on the price paid by ratepayers for the supply, delivery and labour involved for the supply of concrete or concrete works.
   That the CEO is given discreional powers to negotiate with any potential large buyers on prices.
7. POLICY NO. 10: FENCE REPAIRS
   Farmers be approached to ascertain costs of repairs to general fencing destroyed by works in adjacent areas, and if not repaired by the Council employees immediately, the farmers to be reimbursed for reasonable approved costs undertaken by themselves.
8. The main gate of the depot yard is to be locked each evening.
9. Unauthorised personnel outside of the Council staff are not permitted within depot precincts owing to insurance coverage and possible accidents.

10. POLICY NO. 143: ROAD CONSTRUCTION
    Resolved that before commencing any road construction, the Works Supervisor and may arrange for a Councillor representing the Ward concerned to accompany him to discuss with affected landowners the condition fences adjoining the works.

11. POLICY NO. 187: REHABILITATION OF GRAVEL PITS
    Resolved that it be Council Policy that any gravel pits used and exhausted should be rehabilitated and that the Works Supervisor shall notify Council at each February Council Meeting of the locations of such exhausted pits and following inspection by the Works Committee, a program of repair and rehabilitation will be implemented prior to winter. This to be subject to the land owners approval.

12. POLICY NO. 190: ROAD VERGE CLEARING
    It be a matter of Council Policy that clearing of medium to heavy vegetation from road verges be carried out only by the dozer to avoid damage to the graders.
    Graders to widen roads with common sense boundaries
    Prior to making the decision to change a road name, the request is to be advertised in the Bush Telegraph seeking public comment and/or objections and landowners adjoining the road in question should be advised in writing.

13. POLICY NO: 244 ANALYSIS OF COUNCIL SURPLUS/DEFICIT
    That motion 190400 reading that an analysis of Council surplus/deficit at 30 June each year be carried out to determine any works programme that has not been carried out in the current year, become Council policy.

14. POLICY NO: 240 GRAVEL ROADS
    To ensure two substandard gravel roads be reconstructed each financial year to a standard required under a hierarchal road function category. The policy to commence in the 2000/2001 financial year.

15. POLICY NO. 33 – HALL CLEANING DEPOSIT REFUNDS
    That providing the hired building is of a satisfactory standard of cleanliness, cleaning deposits are to be refunded as soon as possible after the function date.

16. POLICY NO. 152 – MINOR PURCHASES
    Charges for goods or services provided by the Shire of Perenjori valued at less than fifty dollars shall be paid prior to or at the time of the delivery of the goods or service.

17. That Council employees occupying Shire houses be advised that the CEO will only receive complaints or requests from the employees and not their spouse

18. POLICY NO. 45: PAINTING OF STAFF HOUSES BY TENANTS
    That where requested by tenants, the Shire supply the paint and the tenant to do the painting in conjunction with advice from the Building Maintenance Person.

19. POLICY NO. 142: EMPLOYEES RENTAL SUBSIDY
    The Shire employees living in houses other than Shire houses be subsidised for the excess of the rent paid for a comparable Shire house, provided there are no Shire houses available.

41
20. POLICY NO. 13: WATER RATES - STAFF HOUSING
   All waters above the amount of $44.00 per reading of the country water supply to be paid by the tenant, unless special allowance be made under special circumstances.

21. In the event that a resident of the Sundowners Lodge, for other than medical reasons:
   • vacates their unit for a period exceeding three months; or
   • fails to occupy their unit for at least nine months in any twelve month period,
   • shall be disqualified from residing at the lodge and required to forfeit their unit to the next eligible applicant on the waiting list.

22. The Football Club is to be permitted use of one change room only for training and home matches. The Club must leave the change rooms in a clean condition and be responsible for breakages. For finals and inter-association games, the kitchen and hall is to be free of charge to the ladies catering committee and the league is to pay $10.00 per use for the oval and change room.

23. No child nine (9) years of age or under will be admitted to the Perenjori Swimming Pool unless accompanied and supervised by a person at least seventeen (17) years of age.

24. Persons 16 years and under are to pay children's entrance fee to the swimming pool.

25. Council may consider providing to recognised Landcare Groups, assistance with equipment for the purpose of public awareness and information only.

26. POLICY NO. 59 – PAYMENT OF ALLOWANCE WHILE ON WORKER’S COMPENSATION
   That any allowances paid to employees are not to be paid while that employee is being paid workers compensation payments.

27. Where a staff member is required to travel on approved Council business, Council shall pay travel, meals and accommodation costs.
   Travelling costs shall be -
   In the case of travel by motor vehicle, travel shall be in a Council vehicle unless agreed between Council and the officer.
   A condition of agreement will be that in the absence of the above, the following applies:
   In the case of travel by motor vehicle (other than Council's), travelling expenses means fuel and oil costs only.
   In the case of other types of travel, the actual cost of travel. All expenses are to be authorised by the Chief Executive Officer
   Employees required to stay overnight when on Shire business are to be reimbursed reasonable expenses at the discretion of the CEO.

28. POLICY NO. 189: SAFETY BOOTS
   Resolved that Council supply safety boots to all employees covered under the M.E.U and Metal awards and that they be requested to wear them at all times otherwise Council will not be liable for workers compensation payment for accidents involving employees who do not wear safety boots and that the old boots will be replaced when they are worn out.
POLICY NO. 208: PURCHASE OF FOOTWEAR
It be a matter of Council Policy that standard footwear only be purchased for the outside staff and any extra expenses to be met by the employee.

29. POLICY NO: 228 LEAVE LIABILITY

Accrual of Leave Liability:
1. 0-5 years 25% of entitlement
2. 5-7 years 50% of entitlement.
3. 7 years and over 100% of entitlement

30. At the February meeting of Council each year, Council is to be presented with a report showing the Annual Leave and Long Service Leave accrued by all Staff members.

All staff members are required to take annual leave within 12 months of it becoming due, unless deferment is granted by resolution of Council.

B That Council adopt the following policies including proposed revisions and new policies as set out in the revised Policy Manual:

1000 – ADMINISTRATION
1001 – Preparation and Delivery of Council Meeting Agendas
1002 – Rationalisation of MWRC Member Shires Senior Staff
1003- Legal Representation Costs Indemnification
1004- Complaints Handling Procedure

2000 – PLANT
2001 – Plant Report’s
2002 – Plant and Workshop Use by Employees
2003 – Identification of Tools
2004 – Non Employee Use of Shire Plant
2005 – Materiality of Plant and Equipment Purchases
2006 – Bus Hire Charges

3000 – WORKS
3001 – Private Works for Ratepayers with Outstanding DEBTS
3002 – Damage to Roads & Sand Drift
3003 – Drainage Culverts – Cost Sharing
3004 – Road signs
3005 – Grading of Roads
3006 – Road Names
3007 – Long Vehicle (Extra Mass) Permits
3008 – Gravel Supply Policy
4000 - FINANCE
4001 – Payment of Accounts to Obtain Discount Offered by Suppliers
4002 – Self Supporting Loans
4003 – Debt Collection Procedure
4004 – Rates Collection, Payment & Discount
4005 – Managing Council Budgets
4006 – Payment of Accounts at Post Office
4007 – Reserve Accounts
4008 – Buy Local Policy
4009 – Purchasing Policy
4010 – Accounting Policy
5000 – HOUSING
5001 – Bonds
5002 – Employees Rental Subsidy for Private Rentals
5003 – Housing Renovations by Tenants
5004 – Housing Tenancy Agreements
6000 – COUNCIL BUILDINGS, RESERVES, PARKS & GARDENS
6001 – Plans for service utilities
6002 – Picking Wildflowers
7000 – HEALTH, BUILDING & PLANNING
7001 – Erection of Memorials
8000 – EMPLOYEES
8001 – Employee Loss of Drivers License
8002 – Uniform Subsidy – Administration Staff
8003 – Equal Employment Opportunity Statement
8004 – Elected Members & Staff Training
8005 – Sexual Harassment
8006 – Staff Relocation
8007 – Private Use of Motor Vehicles
8008 – Employee’s Responsibility for Motor Vehicles in Their Care
8009 – Payments to Employee’s In Addition to Contract or Award
9000 – OCCUPATIONAL SAFETY AND HEALTH
9001 – Fitness for Work Policy
9002 – Outside Staff Injury & Accident Incentive Scheme
Council Resolution

Moved: Cr King  Seconded: Cr Hirsch

A  That Council rescind the following policies:

1. Drivers of all Shire vehicles are to check the water and oil levels in their vehicles before the first starting each morning.

2. When purchasing new vehicles and plant, the year of manufacture is to be that of the year in which it is purchased, unless otherwise directed by Council.

3. Resolved that it be a matter of Council Policy that PJ1561, being the new Fire Truck, be used solely for Fire Fighting and Training.

4. This particular schedule to be matched with the current practise of depreciation, as approved by Finance and Council.

5. The CEO has the discretion to change over the Administration vehicles without requiring tenders to be called and only if it is of financial benefit to the Shire of Perenjori.

6. POLICY NO: 218  CONCRETE SUPPLY

That Council charge ratepayers requesting concrete or concrete works within the boundaries of the Shire of Perenjori, the rate as set by Council for the supply, delivery and labour inclusive of any increase necessary, and non ratepayers either within or outside of Council’s boundaries pay a surcharge of 20% on the price paid by ratepayers for the supply, delivery and labour involved for the supply of concrete or concrete works.

That the CEO is given discretional powers to negotiate with any potential large buyers on prices.

7. POLICY NO. 10:  FENCE REPAIRS

Farmers be approached to ascertain costs of repairs to general fencing destroyed by works in adjacent areas, and if not repaired by the Council employees immediately, the farmers to be reimbursed for reasonable approved costs undertaken by themselves.

8. The main gate of the depot yard is to be locked each evening.

9. Unauthorised personnel outside of the Council staff are not permitted within depot precincts owing to insurance coverage and possible accidents.

10. POLICY NO. 143:  ROAD CONSTRUCTION

Resolved that before commencing any road construction, the Works Supervisor and may arrange for a Councillor representing the Ward concerned to accompany him to discuss with affected landowners the condition fences adjoining the works.

11. POLICY NO. 187:  REHABILITATION OF GRAVEL PITS

Resolved that it be Council Policy that any gravel pits used and exhausted should be rehabilitated and that the Works Supervisor shall notify Council at each February Council Meeting of the locations of such exhausted pits and following inspection by the Works Committee, a program of repair and rehabilitation will be implemented prior to winter. This to be subject to the land owners approval.
12. POLICY NO. 190: ROAD VERGE CLEARING
   It be a matter of Council Policy that clearing of medium to heavy vegetation from road verges be carried out only by the dozer to avoid damage to the graders.
   Graders to widen roads with common sense boundaries
   Prior to making the decision to change a road name, the request is to be advertised in the Bush Telegraph seeking public comment and/or objections and landowners adjoining the road in question should be advised in writing.

13. POLICY NO: 244 ANALYSIS OF COUNCIL SURPLUS/DEFICIT
   That motion 190400 reading that an analysis of Council surplus/deficit at 30 June each year be carried out to determine any works programme that has not been carried out in the current year, become Council policy.

14. POLICY NO: 240 GRAVEL ROADS
   To ensure two substandard gravel roads be reconstructed each financial year to a standard required under a hierarchal road function category. The policy to commence in the 2000/2001 financial year.

15. POLICY NO. 33 – HALL CLEANING DEPOSIT REFUNDS
   That providing the hired building is of a satisfactory standard of cleanliness, cleaning deposits are to be refunded as soon as possible after the function date.

16. POLICY NO. 152 – MINOR PURCHASES
   Charges for goods or services provided by the Shire of Perenjori valued at less than fifty dollars shall be paid prior to or at the time of the delivery of the goods or service.

17. That Council employees occupying Shire houses be advised that the CEO will only receive complaints or requests from the employees and not their spouse

18. POLICY NO. 45: PAINTING OF STAFF HOUSES BY TENANTS
   That where requested by tenants, the Shire supply the paint and the tenant to do the painting in conjunction with advice from the Building Maintenance Person.

19. POLICY NO. 142: EMPLOYEES RENTAL SUBSIDY
   The Shire employees living in houses other than Shire houses be subsidised for the excess of the rent paid for a comparable Shire house, provided there are no Shire houses available.

20. POLICY NO. 13: WATER RATES - STAFF HOUSING
   All waters above the amount of $44.00 per reading of the country water supply to be paid by the tenant, unless special allowance be made under special circumstances.

21. In the event that a resident of the Sundowners Lodge, for other than medical reasons:
   • vacates their unit for a period exceeding three months; or
   • fails to occupy their unit for at least nine months in any twelve month
period,

- shall be disqualified from residing at the lodge and required to forfeit their unit to the next eligible applicant on the waiting list.

22. The Football Club is to be permitted use of one change room only for training and home matches. The Club must leave the change rooms in a clean condition and be responsible for breakages. For finals and inter-association games, the kitchen and hall is to be free of charge to the ladies catering committee and the league is to pay $10.00 per use for the oval and change room.

23. No child nine (9) years of age or under will be admitted to the Perenjori Swimming Pool unless accompanied and supervised by a person at least seventeen (17) years of age.

24. Persons 16 years and under are to pay children’s entrance fee to the swimming pool.

25. Council may consider providing to recognised Landcare Groups, assistance with equipment for the purpose of public awareness and information only.

26. POLICY NO. 59 – PAYMENT OF ALLOWANCE WHILE ON WORKER’S COMPENSATION

That any allowances paid to employees are not to be paid while that employee is being paid workers compensation payments.

27. Where a staff member is required to travel on approved Council business, Council shall pay travel, meals and accommodation costs.

Travelling costs shall be -

In the case of travel by motor vehicle, travel shall be in a Council vehicle unless agreed between Council and the officer.

A condition of agreement will be that in the absence of the above, the following applies:

In the case of travel by motor vehicle (other than Council’s), travelling expenses means fuel and oil costs only.

In the case of other types of travel, the actual cost of travel. All expenses are to be authorised by the Chief Executive Officer.

Employees required to stay overnight when on Shire business are to be reimbursed reasonable expenses at the discretion of the CEO.

28. POLICY NO. 189: SAFETY BOOTS

Resolved that Council supply safety boots to all employees covered under the M.E.U and Metal awards and that they be requested to wear them at all times otherwise Council will not be liable for workers compensation payment for accidents involving employees who do not wear safety boots and that the old boots will be replaced when they are worn out.

POLICY NO. 208: PURCHASE OF FOOTWEAR

It be a matter of Council Policy that standard footwear only be purchased for the outside staff and any extra expenses to be met by the employee.

29. POLICY NO: 228 LEAVE LIABILITY
Accrual of Leave Liability:

1. 0-5 years 25% of entitlement
2. 5-7 years 50% of entitlement.
3. 7 years and over 100% of entitlement

At the February meeting of Council each year, Council is to be presented with a report showing the Annual Leave and Long Service Leave accrued by all Staff members.

All staff members are required to take annual leave within 12 months of it becoming due, unless deferment is granted by resolution of Council.

CARRIED: 9/0

Council Resolution

Moved: Cr West  Seconded: Cr Cunningham

B That Council adopt the following policies including proposed revisions and new policies as set out in the revised Policy Manual:

1000 – ADMINISTRATION
1001 – Preparation and Delivery of Council Meeting Agendas
1002 – Rationalisation of MWRC Member Shires Senior Staff
1003 – Legal Representation Costs Indemnification
1004 – Complaints Handling Procedure

2000 – PLANT
2001 – Plant Report’s
2002 – Plant and Workshop Use by Employees
2003 – Identification of Tools
2004 – Non Employee Use of Shire Plant
2005 – Materiality of Plant and Equipment Purchases
2006 – Bus Hire Charges

3000 – WORKS
3001 – Private Works for Ratepayers with Outstanding DEBTS
3002 – Damage to Roads & Sand Drift
3003 – Drainage Culverts – Cost Sharing
3004 – Road signs
3005 – Grading of Roads
3006 – Road Names
3007 – Long Vehicle (Extra Mass) Permits
3008 – Gravel Supply Policy
Shire of Perenjori

Ordinary Meeting

MINUTES

18th JUNE 2009

4000 - FINANCE
4001 – Payment of Accounts to Obtain Discount Offered by Suppliers
4002 – Self Supporting Loans
4003 – Debt Collection Procedure
4004 – Rates Collection, Payment & Discount
4005 – Managing Council Budgets
4006 – Payment of Accounts at Post Office
4007 – Reserve Accounts
4008 – Buy Local Policy
4009 – Purchasing Policy
4010 – Accounting Policy

5000 – HOUSING
5001 – Bonds
5002 – Employees Rental Subsidy for Private Rentals
5003 – Housing Renovations by Tenants
5004 – Housing Tenancy Agreements

6000 – COUNCIL BUILDINGS, RESERVES, PARKS & GARDENS
6001 – Plans for service utilities
6002 – Picking Wildflowers

7000 – HEALTH, BUILDING & PLANNING
7001 – Erection of Memorials

8000 – EMPLOYEES
8001 – Employee Loss of Drivers License
8002 – Uniform Subsidy – Administration Staff
8003 – Equal Employment Opportunity Statement
8004 – Elected Members & Staff Training
8005 – Sexual Harassment
8006 – Staff Relocation
8007 – Private Use of Motor Vehicles
8008 – Employee’s Responsibility for Motor Vehicles in Their Care
8009 – Payments to Employee’s In Addition to Contract or Award

9000 – OCCUPATIONAL SAFETY AND HEALTH
9001 – Fitness for Work Policy
9002 – Outside Staff Injury & Accident Incentive Scheme

CARRIED: 9/0
Cr Bensdorp left the meeting at 3.04pm

9066.7 STRUCTURAL REFORM

APPLICANT: SHIRE OF PERENJORI
FILE: ADM0056
DISCLOSURE OF INTEREST: 0
AUTHOR: STAN SCOTT – CEO
RESPONSIBLE OFFICER: STAN SCOTT – CEO
REPORT DATE: 11 JUNE 2009
ATTACHMENTS
1. Ministerial Circular 05-2009
2. WALGA Reform Report – Bulletin 7
3. Access Economics – Updated Sustainability Assessment for the Shire of Perenjori
4. Draft Review Submission Proposal

Executive Summary:
This item is to update elected members on progress of structural reform.

Applicants Submission:

Regional Developments
At the last Meeting of the MWRC Regional Councillors provided the following update of the situation for their Councils

Shire of Carnamah;
- Not changed its situation from the last meeting, being their resolution to pool funds for a study with Coorow, Carnamah and Irwin with an open invitation to any other Shire who wishes to be included.
- Cr Davies reported that the Shire was committed as the coastal areas are the growth potential areas for the region and they did not wish to lose previous substantial investment in this area by the shire.

Shire of Coorow;
- Resolved at their May meeting to negotiate with the Shire of Carnamah to progress an immediate amalgamation between the two shires.
- has also resolved to approach the Shires of Carnamah, Three Springs, Mingenew, Morawa, Perenjori, Dandaragan, Irwin and Moora to jointly apply to the Department as a group of Councils for funding to engage a consultant to undertake a study on the optimum mergings of these Councils.
- Cr Girando reported the Council was still experiencing difficulties with the number of options available and the diversity of their region between the coastal areas and the adjoining shires.
It was noted that they would seek a completely impartial consultant to conduct the study, meaning someone who does not have past history with the region.

Shire of Mingenew:
- No change from last meeting, Council resolution was to work with Three Springs, Perenjori, and Morawa
- Mr Pearse noted that the final decision made by the Shire of Coorow may impact their options as they are committed to inland regions only.

Shire of Morawa:
- No change from last meeting, Council resolution was to work with Perenjori, Three Springs, Mingenew and Mullewa

Shire of Mullewa:
- Cr Messino reported that meetings had been held with the Shire of Chapman Valley and the City of Geraldton Greenough
- He reported a list of requirements for the Mullewa community had been presented and agreed upon by the City.
- He noted no community consultation had taken place and when negotiations had been finalized the options would be presented to the community and meeting time with the Shire President would be available to all ratepayers.
- Cr Messino reported his personal opinion was that an amalgamation between the Shires of Mullewa, Morawa, Perenjori, Mingenew and Three Springs would still be financially unviable as there are not enough residents in these localities.
- Cr Messino reported that in his opinion the future lies with the coast and inland working together and the growth areas are the coastal ones.
- He noted that in discussions with people in the communities of Walkaway and Greenough who were opposed initially to the amalgamation with the City are very positive about the increase in services their communities are experiencing since the amalgamation of Geraldton and Greenough councils.

Shire of Three Springs:
- Have passed a Council resolution to negotiate with the Shires of Mingenew, Coorow, Carnamah, Morawa and Perenjori. The priority being Morawa, Perenjori, Three Springs and Mingenew

Only Perenjori and Mullewa have yet to hold community meetings. Perenjori’s meetings are scheduled for next week – Tuesday 23rd June 2009. A discussion paper has been circulated by mail to Perenjori electors.

Ministerial Circular
The Ministerial circular indicated that amalgamated Local Governments will be able to establish wards based on existing Local Government boundaries, but departures from one vote one value would be permitted for one electoral cycle only.

The Checklists
The checklists submitted by Local Governments will be assessed by the Department and given a score. The score will impact on how Local Governments are expected to move forward.

The Reform Submission
A joint submission will be prepared on behalf of the Shires of Morawa, Perenjori, Mingenew and Three Springs. Stephen Goode and Brian Dollery have been appointed to undertake the review. Importantly the review will consider approaches other than amalgamation for improving outcomes for local communities.

Background:
In February 2009, the Minister for Local Government announced wide ranging Local Government Reform Strategies. As part of this announcement, the Minister encouraged each local government within Western Australia to embrace the opportunity for voluntary amalgamations, including a reduction in the number of elected members to groupings of between six and nine.

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 reform submission will cost Close to $50,000 but it appears the Department may meet the full cost.

Strategic Implications:
Nil new.

Consultation:
There have been several meetings between Shire President and CEOs within the MWRC grouping and with other neighbouring Councils of Dalwallinu and Yalgoo.
The project team has not yet had a formal meeting.

Comment:
The CEO continues to maintain contact with neighbouring Councils. Joanne Burges has been confirmed as facilitator of our community meetings.

Voting Requirements:
Simple Majority

Officers Recommendation:
1. That as many elected members as possible attend the Community Meetings be held on Tuesday 2nd June 2009 and 2pm and 6 pm in Latham and Perenjori respectively.
2. That Council endorse the appointment of Stephen Goode and Brian Dollery to produce our reform submission with Mingenew, Three Springs and Morawa.

Council Resolution
Moved: Cr King Seconded: Cr Hirsch
1. That as many elected members as possible attend the Community Meetings be held on Tuesday 2nd June 2009 and 2pm and 6 pm in Latham and Perenjori respectively.
2. That Council endorse the appointment of Stephen Goode and Brian Dollery to produce our reform submission with Mingenew, Three Springs and Morawa.

CARRIED: 8/0
9066.8 SOLAR POWER GENERATION

APPLICANT: SHIRE OF PERENJORI
FILE: ADM0150
DISCLOSURE OF INTEREST: 0
AUTHOR: STAN SCOTT – CEO
RESPONSIBLE OFFICER STAN SCOTT – CEO
REPORT DATE: 19 MAY 2009
ATTACHMENTS NIL

Executive Summary:

EMC Solar has responded to Council’s advice on arrangements for lease of land.

Applicants Submission:

The CEO has discussed the options with EMC Solar and EMC Solar has agreed that from year 8 onwards the Shire would be paid the equivalent of the feed in tariff for 5% of the installed capacity.

If, for example, the installed capacity is 1MW, 5% of that capacity is 50KW. The return can be calculated as follows:

<table>
<thead>
<tr>
<th>ANNUAL PRODUCTION</th>
<th>PRICE PAID PER KWh</th>
<th>TOTAL REVENUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>109,500</td>
<td>$0.15</td>
<td>$16,425</td>
</tr>
<tr>
<td>109,500</td>
<td>$0.20</td>
<td>$21,900</td>
</tr>
<tr>
<td>109,500</td>
<td>$0.25</td>
<td>$27,375</td>
</tr>
<tr>
<td>109,500</td>
<td>$0.30</td>
<td>$32,850</td>
</tr>
<tr>
<td>109,500</td>
<td>$0.40</td>
<td>$43,800</td>
</tr>
</tbody>
</table>

Background:

Council resolved at its March Ordinary Meeting as follows:

Agree in principle to the proposed arrangements for Site 1 subject to the following:

- That the proposed disposition is advertised and submissions considered;
- That the development commences within 2 years;
- That the lease payments in the 8th and subsequent years are linked to output (to be negotiated with proponent);

Statutory Environment:

Council is required under the provisions of s3.58 of the Local Government Act 1995 to advertise any disposition of property (including by lease) that has not been the subject of a public tendering process.

Policy Implications: Nil

Financial Implications:

The site in question is owned by Council, zoned agricultural and is not providing any return to Council.
Strategic Implications:
Since the initial discussion with EMC Solar:

- Council has considered a submission from Murdoch University on Solar Thermal;
- Murdoch has applied for funding from the MWDC to conduct a bankable feasibility study on Solar Thermal in this region;
- The State has announced substantial increases in power tariffs.
- The federal government has announced support for large scale solar power generation in the budget.

Council must decide whether to proceed with advertising the EMC Solar Proposal or await further developments.

Consultation:
The CEO has had discussions with EMC Solar, Murdoch University. MWDC and the Shire of Morawa.

Comment:
Council has been working on solar power for some years. Small scale solar power generation is limited by:

- Availability of suitable sites close to Western Power Infrastructure;
- The capacity of the distribution network.

The preferred site for EMC Solar would also be an ideal site for demonstration scale solar thermal. There would be insufficient distribution capacity to accommodate both projects in Perenjori. If the network upgrade proceeds it may be possible to accommodate both projects.

Both projects are speculative to some degree:

- The Murdoch project will rely on the results of a bankable feasibility study demonstrating commercial potential;
- The EMC Solar project is largely about securing suitable PV sites for when it is viable to do so. They have however raised no objection to a 2 year development time frame.

The final decision is really one of assessing risk and reward. The EMC project is based on existing technology but is also more certain.

The Murdoch project is likely to be more expensive and attract a greater level of attention. It may also help attract large scale generation which is not constrained by the distribution network.

Voting Requirements:
Simple majority

Officers Recommendation:
1. That Council accept the EMC Solar Proposal, but seek to lease 5 hectares of the site to EMC solar;
2. That Council advertise the proposed disposition of land.
Council Resolution

Moved: Cr King  Seconded: Cr Cunningham

1. That Council accept the EMC Solar Proposal, but seek to lease 5 hectares of the site to EMC solar;
2. That Council advertise the proposed disposition of land.

CARRIED: 8/0
Executive Summary:

Kulbardi Hill Consulting has produced a trails development plan on behalf of the Shires of Perenjori, Dalwallinu, Morawa and Mullewa.

Applicants Submission:

The intention was to produce a Master Plan for a drive trail based around the Wubin Mullewa Road. The lack of a unifying theme along the route led instead to the development of a somewhat broader concept “Exploring Wildflower Country – The Eastern Route”. This proposal has a number of potential benefits over a traditional drive trail including:

- We are able to leverage from the very successful Wildflower Country brand and promotional material;
- It allows us to include a number of places and sites of interest without the need to make them fit a theme;
- Uses signage and interpretation to brand the elements of the trail;
- Can be expanded later to include other parts of the Wildflower Country Group
- May be expanded to include the very exciting Art Belt concept;
- Allows us to effectively promote the region outside the traditional wildflower season.

Importantly the project has been very well developed, thoroughly researched and meticulously planned. As a result we are very well placed to gain funding support for the project.

Background:

In 2007 it was proposed that each of the North Midlands Councils contribute an extra $7,000 to the MWRC to allow the employment of a regional Tourism Development Officer. The proposal was defeated at the MWRC so the Shires of Perenjori, Morawa and Mullewa agreed to jointly fund a part time officer using that $7,000 allocation. This allowed us to focus on the North Eastern Region and to use the work done as part of the Agriculture Development Partnership.

One of the projects undertaken by the tourism officer was grant funding for a trails development plan. This proposal is the result of that grant.

The Executive Summary of the proposal is set out on the pages that follow, and complete copies of the proposal are available for perusal by Council.
EXECUTIVE SUMMARY

The original concept for this project was to create a “drive trail” linking Dalwallinu to Geraldton, via Perenjori, Morawa and Mullewa. The intention was to encourage more travellers to use this route on their way north or south, or as a destination-specific holiday attraction.

Drive trails have become quite popular as a means of packaging a set of visitor sites or experiences into a single new “product” that can be used to increase tourist numbers in a given region or area. In certain circumstances they can (and do) work very well – but to function effectively they need:

- A clear and cohesive theme that can bind a series of sites together, and (of course!)
- A set of sites that have a reasonably coherent focus

In discussions with the four Shires, and in reviewing the potential stopping places (sites) in the study area it became apparent that trying to “force” this raw material into a traditional drive trail would in fact be difficult and possibly counter-productive.

One of the key goals of this project is to help this region expand its tourist season beyond the two to three months of “wildflower season”. The area is rightly famous for fabulous wildflower displays from late July to early October – and its visitor numbers skyrocket during that period. Capacity constraints in the small towns involved mean that numbers cannot be effectively increased in these three months. While there is a clear understanding that summer is not a strong prospect for expansion, there is still the capacity to extend visitation to potentially cover the period from late March to late November.

To do this it is necessary to awaken the understanding that this is an interesting and enjoyable region to visit in any of the cooler months – that there are things to see and do beyond just looking at wildflowers. However, here lies the second part of the challenge that faced this project: the strongest “branding” (and therefore the greatest visitor awareness) is based on the very effective promotion of “Wildflower Country”.

So, in shaping the outcomes of this project the consultants were faced with the challenge of expanding visitation to Wildflower Country – without focussing on wildflowers! And they were faced with another challenge – how to “package” a set of interesting but widely disparate sites into a “drive trail”, for the best of the possible stopping places have a distinctly scattered set of themes.

Following the first field trip, it was apparent that a traditional drive trail would not be the best way to fulfill the desired outcomes of this project. It was also apparent that the project has a number of significant resources that could be utilised or applied in a more creative fashion to arrive at these outcomes (see list on P 7).

Another factor that has influenced the new direction for this project was the desire expressed by the client group that the outcome of this project not be limited in terms of potential future growth, whether that might be in their own areas or in the wider constituency of Wildflower Country. This also militated against a traditional drive trail as such entities tend to become “set” in terms of signage and promotional / visitor guide materials.

The net result of all of this is the “Exploring Wildflower Country” concept enshrined in this report. While this concept is built around the development and promotion of an initial set of stopping places or sites, it does not include packaging these into a point-to-point drive trail. Rather, it envisions them being promoted as a “pick and mix” set of opportunities – places that are bound together by common visual and interpretive elements, but which each respond to a strong local theme. And it envisions them as a foundation or framework that can be infinitely expanded to “grow” the concept both in terms of locations and of site-specific attractions.
While it is not intended to promote a point-to-point drive as such, the sites selected for development in Stage 1 of the project fall close to the main through routes: the Great Northern Highway – Mullewa Wubin Road – Geraldton Mt Magnet Road link. A quick look at the map that appears on the following page shows that there is a logical flow through the area – and it is proposed that this be initially promoted as the “Eastern Route”. Doing so will help focus attention on the Shires that have funded this work and developed the project, in the first case at least.

In the first case it is intended that the outcomes of this project be promoted broadly as follows:

"Exploring Wildflower Country”

The Eastern Route

In summary the “Exploring Wildflower Country” project proposes:

- Development of an initial set of 21 sites, to an even and moderately-high level of visitor appeal;
- Installation of a series of uniquely designed and visually appealing “site markers” (and turn / advance warning markers) that will brand the experience and be it into the Wildflower Country connection;
- A potent interpretive program that focuses strongly on creative visual images / structures such as rusty steel cut-out images, with traditional text-based signage forming a “supporting act” only;
- A very powerful Stage 2 of development that picks up on the surprising artistic elements already present in the study area and significantly enhances this through a series of add-on projects to be communally known as “ArtBelt”;
- Promotion of the outcomes as “Exploring Wildflower Country: the Eastern Route”, in the first case, with an open invitation to the development of additional sites or attractions in the future (so long as they embrace the core bonding elements of the site markers and steel interpretive structures).

This is a very exciting concept – it is different, it “fits” the region, it is creative, and it is infinitely expandable. Not surprisingly, it comes at a cost. The table below brings together all components of the project:

<table>
<thead>
<tr>
<th>Item</th>
<th>Total cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Works list outlined in Section 5 (construction &amp; installation costs)</td>
<td>163,450</td>
</tr>
<tr>
<td>Steel cut-out images and associated first-person signs</td>
<td>75,920</td>
</tr>
<tr>
<td>Interpretive &amp; map panels, with steel cut-out support posts</td>
<td>77,015</td>
</tr>
<tr>
<td>Sculptural steel site and directional / warning markers</td>
<td>199,450</td>
</tr>
<tr>
<td>Fingerboards and warning signs</td>
<td>4,190</td>
</tr>
<tr>
<td>Write, design &amp; supply 20,000 copies 440 x 630 brochure/map</td>
<td>14,900</td>
</tr>
<tr>
<td>Prepare comprehensive marketing plan for project</td>
<td>12,500</td>
</tr>
<tr>
<td>Marketing budget for expenditure as per plan above</td>
<td>45,000</td>
</tr>
<tr>
<td>Stage 2 “ArtBelt” planning study, as per proposal</td>
<td>52,940</td>
</tr>
<tr>
<td>SUB-TOTAL (not inc GST)</td>
<td>645,365</td>
</tr>
<tr>
<td>TOTAL INC GST ($645,365)</td>
<td>709,900</td>
</tr>
</tbody>
</table>
At a first glance this may seem like a substantial set of figures. However, in reviewing the table above and its implications for the future of this project, several matters are worthy of consideration:

- A quite conscious decision has been made to pitch this project above and beyond the common “drive trail” kind of tourism attraction. This choice was always going to have ramifications in terms of cost. However, as with most things in life “you get what you pay for”.

- At this stage there are 4 local governments actively involved in the project. Assuming the City of Geraldton-Greenough comes on board there will be 5. Even simply splitting the total project cost five ways brings this in as a sub-$130,000 project per Shire – and that is without grant funding. No question that this remains a significant sum, especially for smaller councils, but it does put a clearer perspective on the scale of costs overall.

- There are a number of large grant programs on offer at present that would appear ideally suited to funding a project like this, especially as it crosses regional boundaries – and is so clearly pitched to be on the cutting edge of tourism / regional developments.

- Should the client group wish to trim the overall budget there are some “targets” that could be cut to save significant sums. For example, a decisions could be taken to replace all of the 38 advance warning markers with “standard” brown-and-white signs on posts – this would save close to $100,000. All steel cut-outs could be dropped, at a saving of some $75,000. Simply using local contractors to undertake all creative steel works (markers, cut-outs, posts etc) might introduce cost reductions.

In the end, it must be recognised that this project has the capacity to be the foundation of a significant region-changing process. As such, it does have a price to it. Pruning can be undertaken, but that too will have a cost. In this case, it is highly like that boldness will be rewarded.

**Recommendations**

1. Brief the City of Geraldton-Greenough and invite them to join the project;
2. Each council to seek ratification of this report as soon as possible;
3. Five councils to meet and establish a process for funding, implementation and project management;
4. Each council to make contribution to project funds in 2009/10 budget (to match grants);
5. Immediately set about seeking substantial grant funding for project;
6. Continue to encourage Shire of Dalwallinu to join “Wildflower Country” grouping;
7. Brief remainder of Wildflower Country grouping on project.
The proposed interpretive sites are set out on the map below.
Set out below are some of the consultants initial thoughts on how the individual sites might be interpreted.

**Interpretive structure suggestions**

The list below is simply an initial capture of the consultant’s thoughts during fieldwork for this planning study. Here images are so important to the project that an allowance for an extra 2-day field trip, including consultation with locals, is included at the start of the implementation project – this is crucial to ensure the best possible image is nominated for each site (along with accompanying text to effectively tell the story).

<table>
<thead>
<tr>
<th>Location</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dalwallinu</td>
<td>Children among giant acacia flowers, and super-size wheat heads</td>
</tr>
<tr>
<td>Wubin</td>
<td>Lumper with load of wheat bags suspended from the onsite crane</td>
</tr>
<tr>
<td>Burtine Rocks</td>
<td>A bungarra perched on person’s head, among giant orchids</td>
</tr>
<tr>
<td>Maya</td>
<td>Farmer in the old army tank, &amp; woman &amp; child with his lunch basket</td>
</tr>
<tr>
<td>Latham</td>
<td>Gustav Liebe, at work building wall</td>
</tr>
<tr>
<td>Caron Dam</td>
<td>Drainage channel construction worker carrying rail sleeper</td>
</tr>
<tr>
<td>Perenjori</td>
<td>A flock of sheep &amp; farmer with dog</td>
</tr>
<tr>
<td>Bowgada Nature Reserve</td>
<td>Possums at play among giant flowers</td>
</tr>
<tr>
<td>Morawa</td>
<td>Man hanging off windmill, repairing it (not full size!)</td>
</tr>
<tr>
<td>War Rock</td>
<td>Warning Aborigines, or catchment wall construction crew at work</td>
</tr>
<tr>
<td>Gutha Hell</td>
<td>A couple dancing</td>
</tr>
<tr>
<td>Bilya Rock</td>
<td>A portrait John Forrest with map, binoculars</td>
</tr>
<tr>
<td>Canna</td>
<td>School children at play, or at old school desk</td>
</tr>
<tr>
<td>Tardun</td>
<td>Railway fettlers at work, or lady waiting for train</td>
</tr>
<tr>
<td>Wilroy</td>
<td>Dingo trying to catch echidna among giant everlasting</td>
</tr>
<tr>
<td>Mullewa Information Bay</td>
<td>Drover and cattle (already in place)</td>
</tr>
<tr>
<td>Tenindewa Stockyards</td>
<td>Woman and child waiting on loading ramp by railway</td>
</tr>
<tr>
<td>44 Mile Nature Reserve</td>
<td>Person picking banksia flowers, with kangaroo &amp; emu in b-ground</td>
</tr>
<tr>
<td>Eradu Nature Reserve</td>
<td>Farmer &amp; wife (and child/children) with picnic</td>
</tr>
<tr>
<td>Kojarina Chapel</td>
<td>Monsignor Hawes arriving on horseback</td>
</tr>
<tr>
<td>Geraldton (Museum)</td>
<td>Person photographing giant wildflowers</td>
</tr>
</tbody>
</table>

The consultant’s report contains full details of signage required, ‘story’ theme for each of the 21 interpretive panels, site plans for each location and details of all permissions required.
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 entire project has been costed at $645,365. This approximates $130,000 for each of the 5 Councils involved. The consultant has identified a range of possible funding sources. There would be some requirement for some matching funding from the Local Governments involved. An allocation of $25,000 for each of the next 2 years would probably suffice.

Strategic Implications:

An important part of tourism promotion is that it also has appositive impact of current and potential residents.

Consultation:

This has been a consultative project across 5 Shires.

Comment:

The proposal is a very impressive and comprehensive document and should help attract funding support from government. This is the kind of project that may fit the definition of regional common use infrastructure under the Royalties for Regions Country Local Government Fund.

Voting Requirements:

Simple Majority

Officers Recommendation:

That Council adopts the consultant’s recommendations as follows:

1. That Council ratifies the report
2. That we brief the City of Geraldton-Greenough and invite them to join the project;
3. The five councils to meet and establish a process for funding, implementation and project management;
4. Each council to make contribution to project funds in 2009/10 budget (to match grants) (subject to final budget deliberations)
5. Immediately set about seeking substantial grant funding for project;
6. Continue to encourage Shire of Dalwallinu to join “Wildflower Country” grouping;
7. Brief remainder of Wildflower Country grouping on project.

Council Resolution

Moved: Cr West Seconded: Cr Butler

That Council adopts the consultant’s recommendations as follows:

1. That Council ratifies the report
2. That we brief the City of Geraldton-Greenough and invite them to join the project;
3. The five councils to meet and establish a process for funding, implementation and project management;

4. Each council to make contribution to project funds in 2009/10 budget (to match grants) (subject to final budget deliberations)

5. Immediately set about seeking substantial grant funding for project;

6. Continue to encourage Shire of Dalwallinu to join “Wildflower Country” grouping;

7. Brief remainder of Wildflower Country grouping on project.

CARRIED:8/0
Executive Summary:
The commonwealth, through the WA Local Government Grants Commission has advanced one quarter of the 2009/10 FAGS Grant.

Applicants Submission:
The WA Local Government Grants Commission advised as follows:

The advance payments for the Shire of Perenjori will be $163,996 in General Purpose funding and $171,933 in Local Road funding. It should be noted that four quarterly payments will still be made in 2009/10 but the total pool of funding will be reduced by $56m to accommodate the advance payment.

The Commonwealth has made this payment to accelerate the provision of funding to local governments to facilitate its strategy of supporting economic growth and jobs. Local governments will be able to bring forward their delivery of some services when they may otherwise have been provided later in 2009 or in 2010.

The advance payment will be recognised as revenue for 2008/09 as control passes to the local government on receipt of the grant. This affects the comparatives between budget and actual for the 2008/09 financial year and will require a budget amendment. Local governments can spend these funds before the end of the 2008/09 Financial Year.

If these funds are spent in the 2008/09 financial year, then local governments will need to ensure they have sufficient funds for 2009/10 to complete their planned programs and activities for that year. Local governments need to ensure their budgets for 2009/10 recognise the reduction in the 2009/10 FAGS payments.
The WA Local Government Grants Commission (the Commission) was advised by the Commonwealth Government on 14 May 2009 that an Amendment Bill was passed to amend the Local Government (Financial Assistance) Act 1995 to allow an advance FAGS payment based on a funding pool equivalent to one quarter of the 2009/10 funding pool. This will provide an additional payment of $56 million in 2008/09 with a corresponding reduction in 2009/10. This amount includes General Purpose and Road Grants.

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 advance payment will have both benefits and disadvantages. One of the benefits is that there is no slow down in Council spending pending rate receipts. It will however distort year to year comparisons of Council’s financial position and affect financial ratios. It also means that Council will need to adopt a deficit budget for 09/10.

Strategic Implications: Nil

Consultation: Nil

Comment:

The advance payment has the following implications:

- The payment will need to be recognised as income for the current budget year;
- The carry out figure for 08/09 will increase by almost $336,000;
- The 09/10 budget will include a reduction of $316,000 in Grant Income;
- The 09/10 budget will be a deficit budget;

Council’s Financial Ratios will also be affected:

<table>
<thead>
<tr>
<th>Ratio</th>
<th>2009</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Ratio</td>
<td>Higher</td>
<td>Unchanged</td>
</tr>
<tr>
<td>Untied cash to trade creditors</td>
<td>Higher</td>
<td>Unchanged</td>
</tr>
<tr>
<td>Debt Ratio</td>
<td>Marginally Lower</td>
<td>Unchanged</td>
</tr>
<tr>
<td>Debt Service Ratio</td>
<td>Lower</td>
<td>Higher</td>
</tr>
<tr>
<td>Gross Debt to Revenue Ratio</td>
<td>Lower</td>
<td>Higher</td>
</tr>
<tr>
<td>Gross Debt to Economically realisable assets ratio</td>
<td>Marginally Lower</td>
<td>Unchanged</td>
</tr>
<tr>
<td>Rate Coverage ratio</td>
<td>Lower</td>
<td>Higher</td>
</tr>
<tr>
<td>Outstanding Rates Ratio</td>
<td>Unchanged</td>
<td>Unchanged</td>
</tr>
</tbody>
</table>

In summary the advance payment will make this year’s position look better and next years position look worse that would otherwise have been the case. It will make it more difficult for
elected members to due a true comparison of trends. The main benefit is the improved availability of cash in the early part of 1009/10.

Voting Requirements:
Absolute Majority

Officers Recommendation:
That Council amend its 09/10 Budget to recognise increased grant income as follows:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Current</th>
<th>Revised</th>
</tr>
</thead>
<tbody>
<tr>
<td>03300</td>
<td>Grant Commission Grant</td>
<td>$633,591</td>
<td>$797,587</td>
</tr>
<tr>
<td>03301</td>
<td>Untied Road Grant</td>
<td>$625,600</td>
<td>$797,533</td>
</tr>
</tbody>
</table>

That Council note that the anticipated carry out for 2008/09 will increase by $336,000

That Council note that the CEO will be budgeting for a $336,000 deficit in 2009/10.

Council Resolution
Moved: Cr West  Seconded: Cr King
That Council amend its 09/10 Budget to recognise increased grant income as follows:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Current</th>
<th>Revised</th>
</tr>
</thead>
<tbody>
<tr>
<td>03300</td>
<td>Grant Commission Grant</td>
<td>$633,591</td>
<td>$797,587</td>
</tr>
<tr>
<td>03301</td>
<td>Untied Road Grant</td>
<td>$625,600</td>
<td>$797,533</td>
</tr>
</tbody>
</table>

That Council note that the anticipated carry out for 2008/09 will increase by $336,000

CARRIED:8/0

Moved: Cr King  Seconded: Cr West
That $336,000 be transferred to the Road Reserve in the 2008/09 financial year.

CARRIED:8/0
9067 OTHER BUSINESS

Cr Bensdorp returned to the meeting at 3.55pm

On behalf of the Shire and Councillors, the President wished Domenica all the best in her new venture as a mother and expressed their greatest appreciation for everything that Domenica has done in her time with the Shire of Perenjori.

9067.1 INFORMATION BULLETIN – TABLED IN THE COUNCIL CHAMBERS

WALGA – Local Government News. Issue No.19.09
WALGA – Local Government News. Issue No.20.09
WALGA – Local Government News. Issue No.21.09
WALGA – Local Government News. Issue No.22.09
WALGA – info page
WALGA – Economic Briefing May 2009 Budget Edition
WALGA – Training & development 2009 Quarterly Calendar
Extension Hill – Email on Magnetite Project
DPI – Notice of Intention to take to Grant Estates
DPI – Notice of Intention to take for Public work
Shire of Coorow – Letter. Local Government structural Reform
Office if Crime Prevention –Shire of Perenjori community safety and crime prevention plan
Environment Protection Authority – Eneabba to Koolanooka Transmission Line
McLeods Barristers & Solicitors – WALGA's request for tenders for legal services
The Mining Chronicle June 09. Vol14 No.5
Sister Cities Australia Newspaper – Tamworth goes Country
Government Media Office – Ministerial Media Statements
Office of Native Title – Newsletter edition 33
The Reach Foundation – New Development at the Reach Foundation
Australian Competition & Consumer Commission – Update 2009 issue 25
Legacy Newsletter Winter 2009
Hetherington – Application for misc Licence 59/97
Bureau of Meteorology – Automatic Weather Station at Perenjori
9067.2 MOTIONS OF WHICH DUE NOTICE HAVE BEEN GIVEN

9067.3 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

9067.4 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

9067.4.1 LATE ITEM - TENDER FOR CONSTRUCTION OF AQUATIC CENTRE

APPLICANT: EASTMAN POLETTI SHERWOOD ARCHITECTS
FILE: ADM0163
DISCLOSURE OF INTEREST: 0
AUTHOR: STAN SCOTT – CEO
RESPONSIBLE OFFICER: STAN SCOTT – CEO
REPORT DATE: 17 JUNE 2009
ATTACHMENTS Memo from Greg Eastman

Executive Summary:
Two tenders have been received. Greg Eastman recommends acceptance of the tender from PS Chester and Son with some suggestions on how the overall cost might be reduced.

Applicants Submission:
The Eastman Letter advises:
Two tenders were received:

- PS Chester & Son $2,424,400.00 + GST
- Cimeco Pty Ltd $3,087,640.90 + GST

PS Chester acknowledged receiving addenda’s 1 and 2.
Cimeco Pty Ltd acknowledged receiving addenda 1.

The Cimenco tender contained a significant number of clarifications, whilst PS Chester’s tender contained no clarifications. A late tender was received 24 hours late from BLS Constructions for $2,900, 000.00 Inc GST.

We are not aware of any reasons why only 2 responses were received other than common knowledge that the market place is busy and the State Government is about to release a substantial program of schools capital works throughout the Western Australia.

Further Greg Eastman recommends as follows:
PS Chester is well known to Eastman Poletti Sherwood. They have worked in the Midwest and Geraldton area for many years. They are more than capable of satisfactory completing this
We recommend your council accept PS Chester & Son as the preferred tenderer.

As the project cost is over budget Council has two options.

1. Accept the PS Chester tender as submitted and the subcontract pool price as per the previous council meeting decision($1,272,000.00 + GST ) or
2. Negotiate with PS Chester on a list of saving options.

Background:

Tenders for the buildings associated with the proposed Perenjori Aquatic Centre were advertised in the Geraldton Guardian and The West Australian and closed at the Shire on Friday 12th June 2009.

<table>
<thead>
<tr>
<th>SAVING OPTIONS FOR CONSIDERATION</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>POTENTIAL CHANGE</strong></td>
</tr>
<tr>
<td><strong>ADMINISTRATION</strong></td>
</tr>
<tr>
<td>*1) Remove pool from building contract.</td>
</tr>
<tr>
<td>*2) Remove PS for shelters($20000.00) from contract.</td>
</tr>
<tr>
<td>3)a Remove Blumetal from contract.</td>
</tr>
<tr>
<td>3)b Remove path from contract.</td>
</tr>
<tr>
<td>*4) Change fencing as discussed(delete colorbond metal).</td>
</tr>
<tr>
<td>*5) Brickpaving in place of coloured concrete to pool concourse.</td>
</tr>
<tr>
<td>*6) remove limestone walls from contract, substitute chainwire fence.</td>
</tr>
<tr>
<td>*7) Remove BBQ from contract.</td>
</tr>
<tr>
<td>*8) remove concrete kerbing to garden beds (under fenceline to remain)</td>
</tr>
<tr>
<td>*9) Remove landscaping inc Loam from contract.</td>
</tr>
<tr>
<td>*10) Change to S/S trough urinal and standard tapware (not antivandel)</td>
</tr>
<tr>
<td>11) Remove plant room and replace with zinculume shed-no verandah</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>---</td>
</tr>
<tr>
<td>12)</td>
</tr>
<tr>
<td>*13)</td>
</tr>
<tr>
<td>*14)</td>
</tr>
<tr>
<td>*15)</td>
</tr>
<tr>
<td>*16)</td>
</tr>
<tr>
<td>*17</td>
</tr>
</tbody>
</table>

### FUNDING SUMMARY

<table>
<thead>
<tr>
<th>Swimming Pool Costings</th>
<th>Swimming Pool Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>AVP Pools $1,125,000</td>
<td>CSRFF Sport &amp; Rec (10/11 &amp; 11/12) $749,000</td>
</tr>
<tr>
<td>Ps Chester &amp; Sons $1,299,400</td>
<td>Royalties for Regions 08/09 $236,709</td>
</tr>
<tr>
<td>Professional Fees $113,000</td>
<td>Royalties for Regions 09/10 $443,111</td>
</tr>
<tr>
<td>Shire Costs $50,000</td>
<td>Council Reserves @ June 09 $424,282</td>
</tr>
<tr>
<td>Contingency $25,000</td>
<td>Funding Shortfall $574,452</td>
</tr>
<tr>
<td>Savings identified -$184,846</td>
<td>Loan Funding</td>
</tr>
<tr>
<td>TOTAL COST $2,427,554</td>
<td>Long Term - 15 years $574,452</td>
</tr>
<tr>
<td></td>
<td>Short Term - 2 years $749,000</td>
</tr>
<tr>
<td></td>
<td>Total Borrowings $1,323,452</td>
</tr>
</tbody>
</table>

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 notional budget for the swimming pool project as included in the grant application was $2,311,500 ex GST. After adjustments the final project will approximate this figure.

Strategic Implications:
Replacement of the swimming pool is a significant strategic investment.

Consultation:
There has been significant consultation during the process between the pool committee, Garry Agnew and Greg Eastman. Greg Eastman’s recommendations were considered by the CEO with advice from Domenica Curtin, Rose Jones and Liz Markham.

Comment:
The administration’s views on some of the potential savings are set out in the table. The funding position is also set out in the table. It is worth noting the timing differences with the Sport and Recreation Grant. It is paid in two instalments in July 2010 (80%) and July 2011 (20%). It may be necessary to take out a short term loan in lieu of this grant as the payments will fall due before the grant funding is paid.

Voting Requirements:
Absolute Majority

Officers Recommendation:
1. That Council appoint PS Chester & Son as builder for the swimming pool complex with the following changes to the specifications:
   • Remove pool from building contract.
   • Remove concrete kerbing to garden beds (under fenceline to remain)
   • Change to standard tapware (not anti-vandal)
   • Change some external linings to Colourbond Custom Orb.
   • Council to remove trees.
   • G2 and G3 to be solid core Flush panel doors.
   • Vinyl tiles to Store2, First Aid, kiosk and Gym, non-slip concrete to Ablutions.
   • Above ground balance tanks in lieu of below ground.
2. That Council obtain loan funding as follows:
   Long Term - 15 years $575,000
   Short Term - 2 years $750,000
3. That Building contracts not be offered until borrowings are approved.

Council Resolution
Moved: Cr Bensdorp               Seconded: Cr Reid
1. That Council appoint PS Chester & Son as builder for the swimming pool complex with the following changes to the specifications:
   • Remove pool from building contract.
• Remove concrete kerbing to garden beds (under fenceline to remain)
• Change to standard tapware (not anti-vandal)
• Council to remove trees.
• G2 and G3 to be solid core Flush panel doors.
• Above ground balance tanks in lieu of below ground.

2. That Council obtain loan funding as follows:
   
   Long Term - 15 years  $750,000
   Short Term - 2 years   $750,000

3. That Building contracts not be offered until borrowings are approved.

CARRIED: 9/0
Shire of Perenjori
Ordinary Meeting
18th JUNE 2009

The CEO
Shire of Perenjori
Perenjori
WA

Attn. Mr. S Scott
18/6/2009

Dear Stan,

Re: Perenjori Aquatic Centre
   Tender Report for Building Tenders

Tenders for the buildings associated with the proposed Perenjori Aquatic Centre were advertised in the Geralton Guardian and The West Australian and closed at the Shire on Friday 12th June 2009.

Tender documents were picked up from the Office of Eastman Polett Sherwood by the following registered builders:

- AVP Commercial Pools
- Cimeco Pty Ltd
- BLS Constructions
- GSSC
- PS Chester & Son
- Dakina Constructions
- Team Roof

WA Building Group also requested documents; however they were withheld based on their current performance on a project for Northampton Shire Council.

Two tenders were received:

- PS Chester & Son: $2,424,400.00 + GST
- Cimeco Pty Ltd: $3,087,640.90 + GST

PS Chester acknowledged receiving addenda’s 1 and 2.
Cimeco Pty Ltd acknowledged receiving addenda 1.
The Cimeco tender contained a significant number of clarifications, whilst PS Chester’s tender contained no clarifications. A late tender was received 24 hours late from BLS Constructions for $2900, 000.00 Inc GST.

We are not aware of any reasons why only 2 responses were received other than common knowledge that the market place is busy and the State Government is about to release a substantial program of schools capital works throughout the Western Australia.

FUNDING

The available funds for the project indicated by the CEO as being available are:

1. Dept of Sport and Recreation: $749,000.00
2. Council Reserves current: $424,282.00
3. Royalties for Regions: $230,709.00
4. Future Country Local Government Funds: $445,111.00

Total $1,853,102.00

PROJECT COST

1. Building tender including $1250000.00 for AVP Pools tender: $2424400.00
2. Add for additional pool costs to take to accepted price by Council: $22000.00
3. Professional fees-Pool tender brief and assessment, main building-architectural, structural, electrical: $113000.00
4. Estimate etc for works by Shire as per tender documents (tree removal not included): $50000.00
5. Contingency: $25000.00

Total Project Cost: $2654400.00

FUNDING SHORTFALL

$2654400.00-$1853102.00 = $781298.00
All figures above are excluding GST
BUDGET AT DECEMBER 2008

Our “Proposed Projects Submission” budgets at 16 December 2008 indicated as follows:

Project 1: Replacement of existing Substant Pool complex.
Projects value including project management, consultants, as per separate advice to Shire.
$236,500.00 ex GST
Less Department of Sport and Recreation grant $75,100.00
Less Shire Reserve fund $50,000.00
RLCIP contribution sought $111,400.00

RECOMMENDATION

PS Chester is well known to Eastman Poletti Sherwood. They have worked in the Midwest and Geraldton area for many years. They are more than capable of satisfactory completing this project on time and to budget. We recommend your council accept PS Chester & Son as the preferred tenderer.

It was always intended that council would borrow a portion of the funds required for the project; however the exact amount of borrowing was always dependant on the actual project cost which is now known. As the project cost is over budget Council has two options.

1. Accept the PS Chester tender as submitted and the subcontract pool price as per the previous council meeting decision ($1,272,900.00 + GST) or
2. Negotiate with PS Chester on a list of saving options.

SAVINGS OPTIONS

In anticipating that council may wish to limit the amount of funds to be borrowed and complete the project the following options have been costed and offered by PS Chester & Son after discussions with Eastman Poletti Sherwood. It is anticipated council may choose to accept some, but not all after discussion at the council meeting of Thursday 18th June 2009 (all prices are ex GST)

- Remove pool from building contract. $75,000.00
- Remove PS for shelters ($200,000.00) from contract. $210,000.00
- Remove Blumetal from contract. $190,000.00
- Remove path from contract. $108,000.00
- Change fencing as discussed (delete colorbond metal). $180,000.00
- Bricklaying in place of coloured concrete to pool concourse. $118,400.00
- Remove limestone walls from contract, substitute chainwire fence. $100,400.00
- Remove BBQ from contract. $150,000.00
- Remove concrete kerbing to garden beds (under fence line to remain) $288,000.00
- Remove landscaping inc. lawns from contract. $20,000.00
- Change to 5/5 trough urinal and standard tapware (not antivandal) $550,000.00
- Remove plant room and replace with zincalume shed no verandah attached. $810,000.00
- Change external linings to Colourbond Custom Grd. $100,000.00
- Replace Crimsafe Screens with Diamond Grill security Screens. $220,000.00
- Removal of trees PS $500.00 Council to remove. $500,000.00
- G2 and G3 to be solid core Flash panel doors. $950,000.00
- Vinyl tiles to Store2, First Aid, Kiosk and Gym Commercial vinyl to Ablutions. $110,000.00
- In addition, if the pool subcontract as previously accepted by council is varied to provide above ground balance tanks there is a net saving of: $323,300.00

If all savings options were to be taken the revised project cost would become $229,302.00 and required borrowings would become $439,930.00.

In considering the above it is important that options which adversely impact on the overall concept should not be taken, if at all possible.

As a guide, it is our opinion that options marked with an asterisk could be taken. On this basis the project cost would adjust to $220,107.00 and required borrowings to $530,086.00.

We look to discussing the above and hopefully reaching a consensus at Thursday’s meeting.

Yours Faithfully

GREG EASTMAN
9067.4.2  LATE ITEM – PERENJORI RECREATIONAL LAKE

APPLICANT:  DPI - STATE LAND SERVICES
FILE:  ADM0159
DISCLOSURE OF INTEREST:  0
AUTHOR:  STAN SCOTT – CEO  ________________________
RESPONSIBLE OFFICER  STAN SCOTT – CEO  ________________________
REPORT DATE:  16 JUNE 2009
ATTACHMENTS  Correspondence from DPI

Executive Summary:
DPI has advertised a Notice of intention to take land for a Public Work which will result in the establishment of a recreation reserve encompassing the recreational lake. The taking order seems to have exceeded the amount of land necessary for the purpose.

Applicants Submission:
The taking order for the establishment of the recreation reserve contains 3 parcels of land:

1. Part of Lot 7264 – this portion should not have been included;
2. Lot 2766 – This portion should also not have been included;
3. Part of Lot 11824 – This was the area intended to be classified as a recreation reserve.

The following extract from the taking order sets out more details:

PARCEL OF LAND NO 1:
LAND DESCRIPTION:
1. Part of Lot 7264 on Deposited Plan 201984 being Pastoral Lease 3114-806 Crown Lease 238-1972 and shown as Lot 3008 on Deposited Plan 59864 Volume 3139 Folio 659 Area: 433.1936 hectares; 2. Lot 7266 on Deposited Plan 201983 being Pastoral Lease 3114-806 Crown Lease 238-1972 and shown as Lot 3008 on Deposited Plan 59864 Volume 3139 Folio 660 Area: 575.7655 hectares; 3. Part of Lot 11824 on Deposited Plan 238438 being Pastoral Lease 3114-806 Crown Lease 238-1972 and shown as Lot 3008 on Deposited Plan 59864 Volume 3139 Folio 658 Area: 476.7028 hectares
PLAN/DIAGRAM: Deposited Plans 201984, 201983, 238438 and 59864
LAND SITUATED IN: Shire of Perenjori
NATURE OF INTERESTS TO BE TAKEN: All registered and unregistered interests (including any native title rights and interests) in the land under the heading “Description of Land” other than interests of the Crown and excluding all rights created by the grant of existing tenements under the Mining Act 1978.
PURPOSE OF PUBLIC WORK FOR WHICH THE LAND IS PROPOSED TO BE DESIGNATED:
To create a reserve for the purpose of “Recreation”.
REASON WHY THE LAND IS SUITABLE FOR, OR IS NEEDED FOR, THE PUBLIC WORK:
The land has been identified as suitable for the above purpose.
DATE FROM WHICH LAND IS LIKELY TO BE REQUIRED: 1 July 2010
DPI FILE: 02400-1964/03  DPI REF.:061559

The total area in the taking order is almost 1500 Ha, while the actual area agreed is less than 477 hectares. The maps below illustrate the area of reserve required or intended compared to the area actually included in the taking order.
Map 1 – Area needed for reserve

Map 2 – Area included in Taking Order
18th May 2009

Chief Executive Officer
Perenjori Shire
PO Box 22
PERENJORI WA 6620

Dear Sir

NOTICE OF INTENTION TO TAKE FOR PUBLIC WORK - LAND ADMINISTRATION ACT 1997 AND NATIVE TITLE ACT 1993.

The attached notice of intention, which is forwarded for your information, was recently issued to comply with the requirements of the Land Administration Act 1997 and Native Title Act 1993.

Any persons having or claiming to have an interest in the land the subject of the notice, may lodge an objection in writing with this office no later than the date specified being 17th July 2009.

Objections will be dealt with under the provisions of the Land Administration Act 1997.

Please quote our reference and job numbers in all correspondence.

DPI will advise you further at the conclusion of the notification period.

Yours faithfully

Jeanne Baker
for MANAGER MID WEST
STATE LAND SERVICES

Background:
The Shire of Perenjori and the pastoral lessee had agreed that a recreation reserve be established on a portion of the pastoral lease. The recreation lease was the result of a drainage project to recover and rehabilitate salt affected land. The drainage basin established as part of this project is located on Lot 11824. It was agreed with the lessee that this basin would have value as a passive recreation area and it was further agreed that the basin and some of the surrounding land would be set aside for recreation purposes. The NOITT seeks to codify this agreement.

**Statutory Environment:**

*The Land Administration Act 1997* provides the legal basis for the taking of land. The land in question is crown land covered by a pastoral lease.

**Policy Implications:** Nil  
**Financial Implications:** Nil  
**Strategic Implications:**  
Establishing the recreation reserve remains a worthwhile exercise, but not to the detriment of the landholder.

**Consultation:**  
The CEO met with Dene Solomon to discuss the Taking Order. Mr Solomon will be making his own representations to DPI.

**Comment:**  
Lot 7266 contains the best water resources on the entire collective pastoral property, and lot 7264 provides the link between lot 7266 and the rest of the station.  
The situation is complicated further by the impending change of status of the pastoral lease to a grazing lease.

**Voting Requirements:**  
Simple Majority  

**Officers Recommendation:**  
That Council supports the taking of the portion of Lot 1182, but does NOT support taking of the land included in the balance of the order.

**Council Resolution**  
Moved: Cr Reid  
Seconded: Cr Cunningham  
That Council supports the taking of the portion of Lot 1182, but does NOT support taking of the land included in the balance of the order.  
CARRIED: 8/0
<table>
<thead>
<tr>
<th><strong>9067.4.3</strong></th>
<th><strong>LATE ITEM - CLOSURE OF OLD PERTH ROAD</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>APPLICANT:</strong></td>
<td>SHIRE OF PERENJORI</td>
</tr>
<tr>
<td><strong>FILE:</strong></td>
<td>ADM0209/R095</td>
</tr>
<tr>
<td><strong>DISCLOSURE OF INTEREST:</strong></td>
<td>0</td>
</tr>
<tr>
<td><strong>AUTHOR:</strong></td>
<td>STAN SCOTT – CEO</td>
</tr>
<tr>
<td><strong>RESPONSIBLE OFFICER:</strong></td>
<td>STAN SCOTT – CEO</td>
</tr>
<tr>
<td><strong>REPORT DATE:</strong></td>
<td>15 JUNE 2009</td>
</tr>
<tr>
<td><strong>ATTACHMENTS</strong></td>
<td>Submissions from Susannah Medway and</td>
</tr>
<tr>
<td></td>
<td>Meredith Moreton</td>
</tr>
</tbody>
</table>

**Executive Summary:**

At its April Ordinary Meeting Council resolved to close the section of Old Perth Road that intersects with Wubin Mullewa Rd south of Bunjil.

**Applicants Submission:**

The CEO has advertised Council’s intention to close Old Perth Road and has received two submissions:
Shire of Perenjori
ORDINARY MEETING
MINUTES
18TH JUNE 2009

---

DEAR STAN,

With regard to the closure of Red Perth Rd & cut north of Latham, I don’t know whether you were aware of that road is to be incinerated in my bus run next year for safety of school for Hamish McPhail. I do understand that it is a dangerous spot and I was wondering if it was too be closed can there be put in an alternative road further down towards Bunyip. I appreciate your cooperation in this matter.

Yours sincerely,

[Signature]

---

MURRAY MORRIS

---

M A HUTTON

SCHOOL BUS CONTRACTORS

6 BELL ST

LATHAM, WA 660

STAN SCOTT

C/O PERENJORN SHIRE

PO BOX 223

PERENJORN, WA 6260

22 MAY 2009

RE: ROAD CLOSURE.
TO WHOM IT MAY CONCERN

RE: CLOSURE OF OLD PERTH ROAD

I would like to put forward my submission that Old Perth Road stay open.

I have two children, one of which who is 3 and starting school next year and the other in a few years. At present the school bus stops at our front gate which is more convenient and a lot safer than stopping up near Bunjil main road because of all the roadtrains unloading up at the wheatbin area. Leaving the road open would make it a lot easier for us to travel to Latham to collect mail and attend school activities.

I am only aware of one accident in the last 100 years at this site and as most know of this are very aware to be careful when turning at this intersection.

Please consider my submission to keep the road open.

Thankyou

Suzannah Medway
Both submissions raise concerns about school bus servicing of the locality. The potential danger for the school bus potentially using that intersection was a significant factor in Council’s decision to close the intersection.

**Background:**
The CEO published the following Notice in the bush telegraph:

**ROAD CLOSURE**
**OLD PERTH ROAD**
**INTERSECTION WITH WUBIN MULLEWA ROAD**

In accordance with the provisions of Section 3.50 of the Local Government Act 1995 notice is hereby given of Council’s intention to permanently close Old Perth Road near the intersection with Wubin Mullewa Road 8 km North of the Latham townsite.

**Details of the proposed closure**

Old Perth Road will be permanently closed between Wubin Mullewa Road and the Western side of the railway reserve.

**Reasons for Proposed Closure**
The Old Perth Road / Wubin Mullewa Road intersection has a minor unsealed road intersecting with a main road at an acute angle on a section of the main road that has both a long sweeping bend and a crest.

The intersection was identified as an accident black spot and has been assessed by a safety auditor and Council’s contract engineer. A number of treatment options were considered by Council. Council was not satisfied that any of the options would result in a safe intersection. As the intersection receives limited traffic and readily accessible alternative routes are available Council has resolved that the intersection be closed.

**Submissions**

Members of the public are invited to make submissions on the proposed closure. Submissions close at 4pm on Tuesday 26 May 2009 and should be addressed to:

Stan Scott, CEO, Shire of Perenjori, PO Box 22, Perenjori WA 6620.

**Statutory Environment:**

*Local Government Act 1995* S3.50 sets out the requirements for closing a thoroughfare including giving Local Public Notice, informing affecting landowners and notifying Main Roads.

**Policy Implications:** Nil

**Financial Implications:**

Upgrade to the existing intersection was budgeted to cost $23,000.

**Strategic Implications:** Nil

**Consultation:**
The two submissions were in response to the statutory consultation requirements.

**Comment:**
Both public submissions acknowledge that the intersection is dangerous. One suggests that despite the inherent danger that local awareness of the danger is sufficient. The other submission suggests relocation of the intersection 100 metres close to Bunjil.
Council cannot afford to just ignore the danger, and the danger has been confirmed by the safety audit.

The alternative route for the school bus would be via Liebe Toad. There is an off road parking area very suitable for the pick up and drop off of children. If farm gate collection is not possible this would represent an addition 1.3 km for that parents to drop off their children at the bus stop.

As council is aware, part of the investigation of remedial works included examining alternatives within 100 metres of the current intersection. Due to the interaction of crests and curves in that location this kind of realignment did not substantially improve site lines.

If Council did wish to relocate the intersection to actually make it safe it would need to be relocated approximately 700 metres North. This would involve land acquisition and construction of 400 metres of new road. The image below illustrates:

The cost of this treatment would be substantially more than was budgeted for the intersection and would take some time because of the land acquisition requirements and the need for permissions from Main Roads WA and Westnet Rail. It would be difficult to justify the additional expenditure to overcome relatively minor inconvenience.

Even if Council was to pursue the alternative above it would still be prudent to proceed with the road closure in the meantime.

**Voting Requirements:**

Simple Majority

**Officers Recommendation:**

That Council proceed with the closure Old Perth Road between Wubin Mullewa Road and the Western side of the railway reserve 8 km North of the Latham townsite.
Council Resolution

Moved: Cr West                Seconded Cr Reid

That Council proceed with the closure Old Perth Road between Wubin Mullewa Road and the Western side of the railway reserve 8 km North of the Latham townsite.

CARRIED: 8/0
Executive Summary:

Council is required by the Act and the CEO’s Employment Contract to review the CEO’s performance annually. The CEO’s current contract of Employment expires on 29th May 2011.

Applicants Submission:

Performance Review

The default process for the performance review is set out in Section 4 of the Contract (see Extract attached). The CEO and Council can agree to an alternative process, but in the absence of such an agreement the default process is used.

Features of the process are:

- Appointment of a reviewing person to act on behalf of Council. This may be a Councillor, a consultant such as Mike Fitz Gerald, or another person.
- The CEO conducts a self assessment.
- The CEO and the Reviewing Person meet to discuss the review and provide feedback
- The CEO and Reviewing Person prepare a report for Council

Salary Review

Section 6 of the Agreement makes provision for an annual salary review. At the last review in 2008 Council set salary adjustment for 2009 and 2010, so review of salary is not a consideration.

Background:

The CEO and Council negotiated a new contract in June 2008. At its may 2009 Ordinary meeting Council resolved to conduct the review at today’s meeting. The Assessment form was circulated with the May Agenda.

Statutory Environment:

*Local Government Act 1995* S5.38 – sets out the requirement for an annual performance review. When discussing staff matters Council should meet behind closed doors.

Policy Implications: Nil

Financial Implications: Nil
Strategic Implications: Nil

Consultation:
The nominated Reviewing Person will need to be in a position to gain feedback from Council on their views on the CEO’s performance. This may be accomplished through:

- Written feedback to the reviewing person
- Council going behind closed doors in the absence of the CEO to provide oral feedback
- If Council elects to appoint a consultant, a special meeting may be needed.

Attached to last month’s agenda is a Councillor Assessment Form. In line with Council feedback from the 2007 process there is now provision for Elected Members to rate the individual elements of the performance criteria.

Comment:
The CEO’s self assessment is attached. The process set out in the contract is the default process if no alternative process is agreed between the parties.

The process agreed in 2007 and 2008 worked fairly well with the review conducted behind closed doors by Council, followed by a discussion with the CEO.

Voting Requirements:
Absolute Majority

Officers Recommendation:
That Council review the CEO’s performance based on the CEO’s self assessment and the assessments by elected members

Council Resolution
Moved: Cr Baxter Seconded Cr West
That Council laid item 6067.4.4 on the table to the Full council meeting in July.
CARRIED: 8/0

9067.5 MATTERS BEHIND CLOSED DOORS
Nil

9067.6 DATE OF NEXT MEETING / MEETINGS

9067.7 CLOSURE
There being no further business the meeting was closed at 4.00pm.

I certify that this copy of the Minutes is a true and correct record of the meeting held 18th June 2009.

Signed: ______________________
Presiding Elected Member
Date: ______________________