Shire of Perenjori
MINUTES
Ordinary Council Meeting

Held in the Shire of Perenjori Council Chambers, Fowler Street, Perenjori on
18th March 2010,
Commencing at 1.30pm

Table of Contents

10031  PRELIMINARIES ........................................................................................................ 3
   10031.1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS ......... 3
   10031.2 OPENING PRAYER ......................................................................................... 3
   10031.3 DISCLAIMER READING ............................................................................... 3
   10031.4 RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE .... 3
   10031.5 PUBLIC QUESTION TIME ............................................................................ 3
   10031.6 PETITIONS / DEPUTATIONS / PRESENTATIONS ........................................ 3
   10031.7 NOTATIONS OF INTEREST ......................................................................... 4
   10031.8 APPLICATIONS FOR LEAVE OF ABSENCE ............................................... 4
   10031.9 CONFIRMATION OF MINUTES ................................................................... 4
   10031.10 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION .. 4
   10031.11 MATTERS FOR WHICH MEETING MAY GO BEHIND CLOSED DOORS .... 4

10032  ECONOMIC DEVELOPMENT ............................................................................ 5
   10032.1 ECONOMIC DEVELOPMENT REPORT ....................................................... 5
   10032.2 FLAT PACK HOUSING ............................................................................... 8
   10032.3 ADDITIONAL CARAVAN PARK ACCOMMODATION ................................ 10

10033  FINANCE ............................................................................................................ 14
   10033.1 BUDGET REVIEW ....................................................................................... 14
   10033.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY .................................. 17

10034  HEALTH BUILDING & PLANNING ................................................................. 19
   10034.1 APPLICATION FOR PLANNING APPROVAL – CO2 ALGAE ................. 19
   10034.2 MARCH 2010 INFORMATION ITEM ........................................................... 22
   10037.4.3 LATE ITEM, APPLICATION FOR PLANNING APPROVAL – EXTRACTIVE INDUSTRY 25

10035  PLANT & WORKS ............................................................................................... 28
   10035.1 ROAD MAINTENANCE FEBRUARY 2010 .................................................. 28
   10035.2 PLANT ....................................................................................................... 31

10036  GOVERNANCE .................................................................................................. 33
   10036.1 PERENJORI MEDICAL CENTRE – TRANSITION ARRANGEMENTS ...... 33
   10036.2 COMMUNITY HUB PROPOSAL ................................................................ 37
10036.3 BOARD VACANCY – MIDWEST DEVELOPMENT COMMISSION .................. 41
10036.4 PLANNING CONSENT – FARM REVEGETATION .......................... 43
10036.5 STRATEGIC GRAIN NETWORK REVIEW REPORT ......................... 51
10036.6 RESERVE FUNDS – CHANGE OF PURPOSE ................................. 54
10036.7 STRATEGIC MANAGEMENT PROGRAM – DEAKIN UNIVERSITY ....... 56
10036.8 UPGRADE TO LOCHADA AND NORTH ROADS ......................... 58
10036.9 KARARA HOUSING ........................................................................ 62
10036.10 LOCAL GOVERNMENT REFORM ............................................. 65

10037 OTHER BUSINESS ........................................................................... 71
10037.1 INFORMATION BULLETIN – TABLED IN THE COUNCIL CHAMBERS.... 71
10037.2 MOTIONS OF WHICH DUE NOTICE HAVE BEEN GIVEN ................. 72
10037.3 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN .. 72
10037.4 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION ................................................................. 73
10037.4.1 COMPLIANCE AUDIT RETURN .................................................. 73
10037.4.2 CORPORATE PUBLIC RELATIONS AND MARKETING ............... 76
10037.5 MATTERS BEHIND CLOSED DOORS ............................................. 85
10037.6 DATE OF NEXT MEETING / MEETINGS ....................................... 85
10037.7 CLOSURE ......................................................................................... 85
10031 PRELIMINARIES

10031.1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

Chairman Cr Laurie Butler opened the meeting at 1.30pm

10031.2 OPENING PRAYER

The Chairman led Council in the opening prayer

10031.3 DISCLAIMER READING

10031.4 RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

Present
Cr Laurie Butler - Deputy President
Cr Rodney Desmond
Cr Graeme Reid
Cr John Bensdorp
Cr John Cunningham
Cr Robyn Benton
Cr Jenny Hirsch
Cr Cathy Johnston

Stan Scott – Chief Executive Officer
Rose Jones – Deputy Chief Executive Officer
Phil Cleaver – Economic Development Officer
Garry Agnew – Director Development Services
Kimberley Wheeler – Executive Assistant
Ken Markham – Works Supervisor
(Arrived 1.36pm)

Apologies
Cr Chris King - President

10031.5 PUBLIC QUESTION TIME

Nil

10031.6 PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil
10031.7 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.

Cr John Cunningham noted financial interest in items 10036.4, 10036.9 and 10036.10 due to the pending sale of his property to Auscarbon.

Cr Cathy Johnston noted financial interest in item 10036.1 due to being an employee at the medical centre.

10031.8 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

10031.9 CONFIRMATION OF MINUTES

Minutes of Ordinary Council meeting held 18th February 2010 are attached.

Moved: Cr J H Hirsch Seconded: Cr R P Desmond
That the Minutes of the Ordinary meeting of Council held on the 18th February 2010 are accepted as a true and accurate record.
Carried: 8/0

10031.10 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION

Nil

10031.11 MATTERS FOR WHICH MEETING MAY GO BEHIND CLOSED DOORS

Nil
10032 ECONOMIC DEVELOPMENT

10032.1 ECONOMIC DEVELOPMENT REPORT

APPLICANT: SHIRE OF PERENJORI
FILE: 0
DISCLOSURE OF INTEREST: 0
AUTHOR: PHIL CLEAVER - EDO
RESPONSIBLE OFFICER PHIL CLEAVER - EDO
REPORT DATE: 08/03/10
ATTACHMENTS Nil

Executive Summary:

Applicants Submission:
The purpose of this report is to provide Council with snapshot of progress on the range of Economic Development Projects that have been under development.

Flat Pack Housing Concept
See separate Item on Progress

Other Developments
Westfarmers Energy has expressed interest in energy efficient panel production further discussions will take place in April

Eco Villages Worldwide will be visiting the Midwest on 13 March and intends to visit Perenjori. Eco Villages market a concept called an Eco Pod which has been deployed in country Victoria and attracted a 7.5 star energy rating. Solar Villages has flagged the possibility of transporting from Victoria an example or examples of their product.

Solar & Renewable Power:
The EMCV Solar Project will proceed as soon as land is available.

We have been requested by another proponent to provide letter of support. They are applying for funding from the Department of Environment and Conservation's Low Emissions Energy Development Fund (LEED). The opportunity of successfully accessing LEED funding will facilitate the construction of the power station in a shorter time frame and further promote the region as a leader in Renewable Energy.

to

The Perenjori Solar thermal project has lodged a funding proposal under the Solar Flagship Program and is seeking Council's support to promote the project to State decision makers. (see separate report).
Agriculture

Mulesing

Councillors are aware that the Shire has a share of the intellectual property associated with chemical mulesing. The compound and method are now undergoing efficacy trials both through Murdoch University and University of New England (Armidale NSW). The wool CRC is helping fund these trials.

Sardi SA, Part of WOOL CRC and CSIRO have advised they are close to signing off in concert with UNI of New England results of the ethics committee trials. An April meeting with all parties and funders will then prepare a business case for submission to council on rapid roll out of the commercial product.

Aquaculture

The EDO will be able to provide a verbal update on a meeting with Directors of Durack (formerly Central West College) and Batavia Maritime Institute scheduled for 16/3

Curtin University

As a result of pervious associations with Curtin University, Perenjori has been invited to participate in the John Curtin Weekend, Curtin’s largest community project, this year. Curtin will bring a team of volunteers (we choose how many) to Perenjori to work on a project chosen by the community. The volunteers can come up on Friday night or Saturday morning and return after lunch on Sunday. The volunteers all pay $45 which covers bus rental and fuel. The town look after the volunteers, especially accommodation and food for the weekend.

Possible projects include:

• Work on Old Railway station
• Mural upgrade of main street
• Assist Caravan park with matters to be advised
• Possible co-operation with a suitable Yarra Yarra project yet to be defined

There has also been further contact from Cutin University in relation to its Regional Planning Course. They brought a group of students to Perenjori last year as part of a Midwest Field trip. Last year’s visit was so successful they are seeking to repeat the process.

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:

The fundamental premise of the EDO activity is diversification of the economic base of Perenjori though complementary activity that will reduce our reliance on agriculture and mining.

Consultation:

The EDO maintains contact with a wide range of potential stakeholders, investors or funding organisations.
Comment:
The tasks have complied with effort to

- Diversify the local economy through attracting new industries or emerging technologies;
- Add value to existing agricultural industry through diversification or downstream processing
- Take advantage of existing intellectual capital within the district
- Encouraged partnerships with external bodies and agencies
- Overcome barriers to growth such as lack of available land or housing;

Within the scope of these activities also:

- Seek funding opportunities to offset the costs and/or widen the scope of economic development activities

Voting Requirements:
Simple Majority

Officers Recommendation:
1. That Council notes the Economic Development Report
2. That Council endorse involvement in the John Curtin Weekend.

Council Resolution:
Moved: Cr J H Hirsch                      Seconded: Cr R A Benton
1. That Council notes the Economic Development Report
2. That Council endorse involvement in the John Curtin Weekend and that their project be work on the old Railway Station.

Carried: 8/0
Executive Summary:

Patrick Beale will be visiting to provide an update for Council on the flat packed housing project.

Applicants Submission:

House 1 is under construction at present and Elected Members can visit the site to observe progress. There is significant interest from within the industry on the use of sandwich panels, particularly the roof panels.

House 2 will be constructed using a different builder using a very different approach including:

- The building will be mounted on a stump system rather than a slab. The steel stumps use an anchor system rather than concrete;
- Where the first housed has modular panels the second house will utilise wall sized panels;
- The involvements of SIPS, a company involved in the manufacture of wall panels overseas.

Background:

House 1 is being constructed by Bill Pitt and Sons with assistance from UWA.

House 2 will be built using a fixed price contract and will probably be built by a company associated with SIP, a company called ICS.

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:

We do not have a final cost on House 1 but it is likely to exceed the $250,000 target price. House 1 is funded from Council reserves and R4R Country Local Government Fund;
House 2 will be built under a fixed price contract and has already attracted a $170,000 grant from the R4R Regional Grants Scheme. The balance will be funded from the housing reserve.

**Strategic Implications:**

Now the houses are built they are attracting interest from potential commercial partners. House 2 has been earmarked as one of the 4 Karara houses.

**Consultation:**

Interest in the flat packed houses is the vehicle that attracted the Midwest Transportable proposal for the Caravan Park.

**Comment:**

Despite the length of time this project has taken it continues to reflect well on the Shire’s credentials as an innovative organisation.

**Voting Requirements:**

Simple majority

**Officers Recommendation:**

That Council notes the progress of the flat packed housing project.
10032.3 ADDITIONAL CARAVAN PARK ACCOMMODATION

APPLICANT: MIDWEST TRANSPORTABLES

FILE: 0

DISCLOSURE OF INTEREST: 0

AUTHOR: STAN SCOTT – CEO

RESPONSIBLE OFFICER PHIL CLEAVER - EDO

REPORT DATE: 11 MARCH 2010

ATTACHMENTS DRAFT MOU

Executive Summary:
Midwest Transportable has proposed that they supply, install and furnish 16 units (4 buildings) at the Perenjori Caravan Park in exchange for a share of the income for renting out of the units.

Applicants Submission:
The Midwest Transportable proposal is in essence that:

- MWT supply and install 4 buildings (16 sleeping units at the Perenjori Caravan Park)
- The donga style buildings be fitted with verandas and furnished by MWT
- The rooms be rented out in the same way as the existing chalets
- The income be distributed according to the formula set out in the MOU.

The details of the proposed MOU will need to be negotiated including:

- The period of the agreement
- The appropriate split of the income
- The target occupancy rate and whether the Shire makes any undertakings
- The tariff compared to the chalets

Background:
Mid West Transportable contacted the EDO in relation to possible commercialisation of the UWA houses.

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:
We need to ensure that the proposal covers council’s costs in maintaining and managing the units. If this proceeds we would not need to relocated Council’s two units from Livingstone Street saving $29,000.

Strategic Implications:
The lack of short term accommodation is a significant issue at present and there seems little prospect of a private sector response in the short term. This may also help solve the problem faced by Central earthmoving.

Consultation:
The CEO has discussed the proposal with the Caravan park manager and with Central Earthmoving.

Comment:
We would need to move quickly to capture the business from Central Earthmoving (or indeed another contractors if they are not the successful tenderer.) it is reasonable expected that work on the Extension Hill Road would commence in April.

Voting Requirements:
Absolute majority

Officers Recommendation:
That Council authorise the CEO to negotiate an arrangement with MWT for the installation of up to 16 room at the caravan park.

Council Resolution:
Moved: Cr G K Reid  Seconded: Cr C M Johnston

That Council authorise the CEO and the DDS Garry Agnew to negotiate an arrangement with MWT for the installation of up to 16 rooms at the caravan park.

Reason for Amendment: Amended due to the implications of additional accommodation at the Perenjori Caravan Park.

Carried: 8/0

Motion:
Moved: Cr J A Bensdorp  Seconded: J H Hirsch
That the option of additional laundry facilities at the caravan park be investigated by the Director of Development Services, Garry Agnew.

Carried: 8/0

Motion moved due to the need to address laundry facilities with the additional accommodation.
MIDWEST TRANSPORTABLES

ATT: Stan Scott  CC: Phil Cleaver
Chief Executive Officer  Economic Development Officer
Shire of Perenjori  Shire of Perenjori
44 Fowler Street  Perenjori WA 6620

Date: 9th March 2010

Memorandum of Understanding

The following document is the result of dialogue between Mr Stan Scott – CEO Shire of Perenjori, Mr Phil Cleaver – Economic Development Officer for the Shire of Perenjori and Mr Simon Kelly – Managing Director of Midwest Transportables Pty Ltd and Australian Transportable Solutions Pty Ltd.

It is gathered from these discussions that there is currently a problem with a shortage of short and long term accommodation in the town of Perenjori. This has a direct impact on the ability to bring in additional revenue into the town by way of the inability to accommodate visitors, workers and contracting companies.

Midwest Transportable (MWT) proposes to enter into an agreement with the Shire of Perenjori to install four new 14.4m x 3.3m Four Person Ensued Staff Quarters (16 Rooms) into the Perenjori Caravan Park to help alleviate this problem.

It is suggested that with the co-operation and involvement of both parties, a ‘Business Agreement’ be entered into whereby MWT will supply, install and furnish 16 rooms into a location still yet to be determined within the perimeters of the Perenjori Caravan Park. The cost for the connection of services to these rooms will also be covered by MWT; however, should these connection points be further than 10 metres from the final position of the units, the Shire of Perenjori would be required to cover the additional connection costs. It is proposed that a percentage share of the rental return be paid to each party based on their financial component and exposure. It is assumed that there are no major upgrades required to existing services to accommodate the installation of additional units.

Our preferred option would be to share the risk and exposure between both parties. The suggested term for the rental of these units is based on a five year period with the option of a further 5 years immediately following to be discussed between both parties. At the completion of the agreed rental periods from ATS, the Shire of Perenjori would take over ownership of the units.

The breakdown of the revenue gained from the rental of these units would be open to discussion but it is suggested that MWT retains an 80% share in the return and the Shire retains 20%. It would be suggested that the Shire would cover all outgoings and undertake the responsibility of managing, maintaining, cleaning and the supplying of linen for these rooms. We would require a minimum rental return of 75% per annum occupancy rate to cover our costs. The above percentages have been based on the current minimum rental return of $88.00 per night per room and would assume annual price increases would apply.
Should the ‘Business Agreement’ be drawn up in the near future, the delivery of these Accommodation Units could commence within the next few weeks from the signing of an agreement.

MWT is a locally owned Geraldton based business. Along with our co-existing company, Simtrac Pty Ltd, we have been providing a service to the Mining Industry throughout the Midwest Region of Western Australia over the past twenty years. Our primary focus has been the installation, renovation, alterations and relocation of Transportable Buildings and Modular Houses.

This MOU is meant as a guide for discussion only at this point and we look forward to meeting with you to work through this together.

Simon Kelly
Managing Director
Midwest Transportables Pty Ltd
Mob: 0438 211164
10033 FINANCE

10033.1 BUDGET REVIEW

APPLICANT: SHIRE OF PERENJORI
FILE: 0
DISCLOSURE OF INTEREST: 0
AUTHOR: STAN SCOTT - CEO
RESPONSIBLE OFFICER: ROSE JONES - DCEO
REPORT DATE: 11th MARCH 2010
ATTACHMENTS: BUDGET REVIEW 2009-10

Executive Summary:

Each Local Government is required to conduct a budget review between 1 January and 31 March each financial year. A budget review is a detailed comparison of the year to date actual results with the adopted budget.

Applicants Submission:

The budget review is bound separately.

Page 1 provides a comparative rate setting statement. The review maintains the carry out figure adopted in the original budget.

Page 2 – 3 highlights the significant proposed amendments to anticipated budget revenues and expenses. An explanation appears against each variation.

Pages 5 – 27 provide line by line variations to the chart of accounts with explanations against each proposed variance.

Pages 28-31 provide a revised capital budget.

Further pages set out disposal of assets, Roads Program, Borrowings and Grants. Significant impacts from grants are:

- The Country Local Government Fund allocation for 09/10 was ‘deferred’ impacting on housing and the swimming pool;
- The grant application for the aerodrome was unsuccessful
- The CSRFF Grant for the swimming pool was brought forward from 10/11.
- Funding was provided for seal widening of Perenjori Rothsay Road.

Background:

- The review has been carried out by senior staff responsible for their own budgets.
- Council is to consider the review and determine whether or not to adopt the review, any part of the review or any recommendations made in the review.
• Within 30 days after Council has made its determination, a copy of the review and determination is to be provided to the Department of Local Government.

Statutory Environment:
The requirement is covered by Regulation 33A of the Local Government (Financial Management) Regulations 1996 (FM Regulations).

Policy Implications: Nil

Financial Implications:
The budget review fine tunes the budget for the balance of the year, taking account of changed circumstances that were not evident when the budget was adopted.

Strategic Implications:
Council has committed to strategic investments in housing, community facilities and the aerodrome.

Consultation:
The budget review reflects changes agreed by Council during the year, and has had the input of all senior staff.

Comment:
2009/10 has been a very challenging year. Increased impacts from emerging mining projects have meant that it has been difficult to frame and manage a budget:

• For example the scope of works for aerodrome improvements has shifted substantially, and the extent of the scope that is possible this year has changed due to funding constraints;

• The Shire has a private works contract with Karara Mining for $100,000 for various minor works. This contract has now increased to $499,000, most of which will be passed on to local contractors, and is not even reflected in the budget review;

• The withdrawal of the Royalties for Regions Country Local Government fund has had a significant impact on our capital program;

Notwithstanding these challenges Council maintains a strong financial position.

Voting Requirements:
Absolute majority

Officers Recommendation:
That Council adopts the 2009/10 Budget Review

Council Resolution:
Moved: Cr J H Hirsch Seconded: Cr G K Reid
That Council adopts the 2009/10 Budget Review
Carried: 8/0
2.27pm DCEO Rose Jones left the meeting
2.28pm DCEO Rose Jones returned to the meeting
2.28pm Cr J A Bensdorp left the meeting
2.30pm Cr J A Bensdorp returned to the meeting
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 July 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 28th February 2010 including report on variances be accepted as presented.

2. Finance Report
   That the Finance Report for the period ended 28th February 2010 be accepted as presented.

3. Acquisition of Assets
   That the Acquisition of Assets Report for the period ended 28th February 2010 with a balance of $3,016,028.00 as presented be received.
4. Reserves Report
That the Reserves Report for the period ended 28th February 2010 with a balance of $1,361,312.00 as presented be received.

5. Net Current Assets
That the Net Current Assets report for the period ended 28th February 2010 as presented be received.

6. Bank Reconciliation’s
That the balances of the Municipal Fund of $524,925.46 and the Trust Fund of $41,884.27 as at 28th February 2010 as presented be received.

7. Sundry Creditors Report
That the Sundry Creditors Report for the period ended 28th February 2010 with a balance of $150,669.90 as presented be received.

8. Sundry Debtors Report
That the Sundry Debtors Report for the period ended 28th February 2010 with a balance of $345,819.07 as presented be received.

9. Accounts for Payment
That the Accounts for payment for the Municipal Account consisting of Cheque Numbers 17391 to 17437 and EFT Numbers 1407 to 1455 for $642,519.81 and the Trust Account consisting of Cheque Number 777 and EFT Numbers 1409 and 1412 for $740.00 for the period ended 28th February 2010 as presented be accepted.

10. Rates Outstanding
That the Rates Outstanding Report for the period ended 28th February 2010 with an outstanding balance of $121,737.00.

Council Resolution:
Moved: Cr R A Benton Seconded: Cr J A Bensdorp
That items 1-10 relating to the Financial Activity Reports ended 28th February 2010 be accepted.
Carried: 8/0
10034 HEALTH BUILDING & PLANNING

10034.1 APPLICATION FOR PLANNING APPROVAL – CO2 ALGAE

<table>
<thead>
<tr>
<th>APPLICANT:</th>
<th>HELEN SCOTT - CO2 ALGAE 89 CHITTERING STREET MUCHEA</th>
</tr>
</thead>
<tbody>
<tr>
<td>FILE:</td>
<td>ADM0355</td>
</tr>
<tr>
<td>DISCLOSURE OF INTEREST:</td>
<td>NIL</td>
</tr>
<tr>
<td>AUTHOR:</td>
<td>GARRY AGNEW DDS</td>
</tr>
<tr>
<td>RESPONSIBLE OFFICER</td>
<td>GARRY AGNEW DDS</td>
</tr>
<tr>
<td>REPORT DATE:</td>
<td>4 MARCH 2010</td>
</tr>
<tr>
<td>ATTACHMENTS</td>
<td>10034.1a, 10034.1b, 10034.1c, 10034.1d, 10034.1e,</td>
</tr>
</tbody>
</table>

Executive Summary:
Council is asked to consider an application for planning consent to develop Algae Raceway Ponds north of the dams on Reserve 18555.

Comment:
An Application for Planning Consent has been received from Helen Scott of 89 Chittering Street Muchea WA 6501 – see Attachment 10034.1a.

The application seeks Council approval to develop Algae Raceway Ponds 400m behind the dam – see Attachment 10034.1b (Google Earth Map mentioned in Application Form).

Attachment 10034.1c is a town planning scheme zoning map showing the location of the dams, Shire Depot and wheat bins.

Attachment 10034.1d is a map showing that the dams are located on Reserve 18555.

Attachment 10034.1e is a copy of the Vesting Order over Reserve 18555 – designated for the purpose of “Water Supply”. Note: no power to lease.

The application states that in addition to the raceway ponds there is proposed to be –
- a 600m² site shed to house the algae processing equipment (sols panels fixed to the roof); and
- a site hut (transportable) with amenities for site personnel.

The site will have a windmill to help pump water to the site.

Note: Helen Scott has also advised that if the land in question is not available then any position will be fine as they will supply power and water.
Considerations:

1. Reserve 18555 is Vested in Council for the purpose of “Water Supply” with no power to lease – application must be made to Landgate to change/amend the purpose of Reserve 18555 thereby allowing the opportunity to lease.
2. The propose position of the development on Reserve 18555 is within the surface water catchment area for the dams.
3. Formal access to the site will need to be determined and agreed upon after considering the water catchment drainage system.
4. There is no potable water supply for an on-site personnel amenities building.
5. Building licences will be required prior to construction of buildings only – no building licence is required for the algae racing ponds.
6. The sewage treatment and disposal system servicing an amenities building must be such that its operation cannot be compromised should the area be inundated during periods of heavy down pour.

Statutory Environment:

Shire of Perenjori Town Planning Scheme No.1
Land Administration Act 1997
Local Government (Miscellaneous Provisions) Act 1060
Health Act 1911
Occupational Safety and Health Act 1984

Policy Implications:

Nil.

Financial Implications:

Nil.

Voting Requirements:

Simple Majority

Officers Recommendation:

Helen Scott (CO2 Algae) of 89 Chittering Street Muchea is given “Approval in Principal” to develop Algae Raceway Ponds, associated shed for storage of processing equipment, an on-site personnel amenities building and a windmill for algae pond water supply at Reserve 18555 Perenjori.

Final Planning Consent will be granted if:

1. the Vesting Order for Reserve 18555 can be amended by Landgate to give Council power to lease; and
2. the following issues being resolved –
   i) the Perenjori Shire Works Supervisor being satisfied that the development will not impact on the water catchment area drainage system for the dams;
ii) access to the site being determined and agree upon in terms of the established drainage system to the dams;

iii) the submission of a scaled plan showing the total development of the site;

iv) advice on how a potable water supply will be provided to the amenities building; and

v) verifiable confirmation that a sewage treatment and disposal system for the amenities building cannot and will not be compromised during inundation of the area during a heavy down pour.

Council Resolution:

Moved: Cr C M Johnston    Seconded: Cr J R Cunningham

That planing consent be granted to Helen Scott (CO2 Algae) of 89 Chittering Street Muchea WA 6501 for the development of an Algae Raceway Ponds activity at “Industrial Zoned” Lot 163 England Crescent Perenjori; conditional upon:

1. the submission of an approved site development plan; and
2. the endorsement of a suitable agreement covering the lease of Lot 163 England Crescent

Carried: 8/0
10034.2 MARCH 2010 INFORMATION ITEM

1. BUILDING LICENCES

The following Building Licence have been processed since February 2010.

**Building Licence No. 02/10**

<table>
<thead>
<tr>
<th>Owner:</th>
<th>Wesley Benton</th>
</tr>
</thead>
<tbody>
<tr>
<td>Location:</td>
<td>Lot 205 Taylors Road Latham</td>
</tr>
<tr>
<td>Description:</td>
<td>Relocated second-hand single residence</td>
</tr>
<tr>
<td>Builder:</td>
<td>Steve Hartzr</td>
</tr>
<tr>
<td>Construction Cost:</td>
<td>$175,000.00</td>
</tr>
<tr>
<td>Fees:</td>
<td></td>
</tr>
<tr>
<td>Building Licence Fee</td>
<td>$557.00</td>
</tr>
<tr>
<td>Gov’t BCITF Levy</td>
<td>$350.00</td>
</tr>
<tr>
<td>BRB Levy</td>
<td>$ 40.00</td>
</tr>
<tr>
<td></td>
<td>$947.00</td>
</tr>
</tbody>
</table>

**Building Licence No. 03/10**

<table>
<thead>
<tr>
<th>Owner:</th>
<th>Karara Mining Limited</th>
</tr>
</thead>
<tbody>
<tr>
<td>Location:</td>
<td>Lot 4278 Karara Road Perenjori</td>
</tr>
<tr>
<td>Description:</td>
<td>Permanent accommodation camp and administration</td>
</tr>
<tr>
<td>Builder:</td>
<td>Doric Constructions (Aus) Pty Ltd</td>
</tr>
<tr>
<td>Construction Cost:</td>
<td>$68,000,000.00</td>
</tr>
<tr>
<td>Fees:</td>
<td></td>
</tr>
<tr>
<td>Building Licence Fee</td>
<td>$181,960.00</td>
</tr>
<tr>
<td>Gov’t BCITF Levy</td>
<td>$136,000.00</td>
</tr>
<tr>
<td>BRB Levy</td>
<td>$ 40.00</td>
</tr>
<tr>
<td></td>
<td>$318,000.00</td>
</tr>
</tbody>
</table>
Building Licence No. 04/10

Owner: Troy Johnson
Location: Lot 27 Chapple Street Latham
Description: Below ground pool and pool fence
Builder: Owner-Builder
Construction Cost: $15,000.00
Fees: Building Licence Fee $85.00
BRB Levy $40.00
$125.00

2. PERENJORI AQUATIC CENTRE

Council is informed that there has been an issue of ground subsidence surrounding the Aquatic Centre Treatment Plant building – this is being addressed by AVP.

An inspection of the new Perenjori Aquatic Centre has been carried out by the Health Department of WA.

During the week 8th to 12 March:

- remedial works were carried out to rectify subsided areas surrounding the plant room, to restabilise the ground affected and coordinate with builder to relay affected paving areas;
- activate re-circulation systems to both pools;
- adjust floor nozzles;
- review electrical installation for sign-off status
- review earthing installation for sign-off status;
- review Lux transmission for sign-off;
- commission of chemical dosing systems; and
- coordination of training for Liz and other staff.

The following week:

- backwash training of staff;
- pool available for microbiological sampling by the DDS;
- final training with Liz; and
- review compliance status with Health Department requirements.

Subject to all issues being addressed the target for approval is the 20th March 2010.
3. SUBDIVISION 60 DOWNER STREET

The installation of the water service to the 60 Downer Street subdivision has commenced with completion programmed for the 23 February 2010.

Western Power and Telstra supply has been applied for but confirmation for commencement of installation has not been received.

Recent advice from HTD Planners is that Western Power has not issued installation directions due to changes to its appointed Contractor – it is hoped that this will be resolved in two to three weeks.
10034.3 LATE ITEM, APPLICATION FOR PLANNING APPROVAL – EXTRACTIVE INDUSTRY

APPLICANT: ANTHONY, BRENDA N AND AARON MASON
FILE: A592
DISCLOSURE OF INTEREST: NIL
AUTHOR: GARRY AGNEW DDS
RESPONSIBLE OFFICER GARRY AGNEW DDS
REPORT DATE: 17 MARCH 2010
ATTACHMENTS 10034.2a

Executive Summary:
Application for Planning Consent to develop an extractive industry activity at the following Mason family properties – Lakeview, Orchidridge, Brendaron, Whitewells, Pollards, Harvio and Greens.

Comment:
An Application for Planning Consent has been received from Anthony, Brendan and Aaron Mason C/o 171 Mason Road Perenjori for the development of an extractive industry (gravel extraction) at their “Rural” zoned properties - Lakeview, Orchidridge, Brendaron, Whitewells, Pollards, Harvio and Greens – see Attachment 10034.2a.

The Shire of Perenjori Town Planning Scheme No.1 defines “Rural” as follows -

Clause 3.2.4 of the Shire of Perenjori Town Planning Scheme states that the objectives of the “Rural” zone are:

To identify areas which should be retained for rural uses to conserve the rural landscape and amenity of the locality.

The Shire of Perenjori Town Planning Scheme No. 1 defines Rural Pursuit as follows –

“Rural Pursuit” means the use of land for any of the purposes set out hereunder and shall include such building normally associated therewith:

- the rearing or agistment of goats, sheep, cattle or beasts of burden;
- the stabling, agistment or training of horses;
- the growing of trees, plants, shrubs, or flowers for replanting in domestic, commercial or industrial gardens;
- the growing of vegetables, fruit, cereals or food crops;
• sale of produce grown solely on the lot, but does not include the following except as approved by Council:
  • the keeping of pigs;
  • poultry farming;
  • intensive livestock feedlots;
  • the processing treatment or packing of produce; and
  • the breeding, rearing or boarding of domestic pets.

The carrying on an extractive industry involves:

• the extraction of sand, gravel, clay, turf and rock, stone, minerals, or similar substance from land, and also the storage, treatment or manufacture of products from those materials from which it is extracted or on land adjacent thereto; or
• the production of salt by the evaporation of sea water.

The above is generally covered under a Local Law however the Shire of Perenjori does not have an Extractive Industry Local Law.

Shire of Perenjori Town Planning Scheme No.1 – Table ‘1’ Zoning Table; an extractive industry is an AA Use in a Rural Zone.

‘AA’ Means that the Council may, at its discretion, permit the use.

**Statutory Environment:**

Shire of Perenjori Town Planning Scheme No.1

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

**Policy Implications:**

Nil.

**Financial Implications:**

Nil.

**Voting Requirements:**

Simple Majority
Officers Recommendation:

Planning consent is granted to Anthony, Brendan and Aaron Mason C/o 171 Mason Road Perenjori for the development of an extractive industry activity (gravel extraction) at their following properties; Lakeview, Orchidridge, Brendaron, Whitewells, Pollards, Harvio and Greens; conditional upon:

- there being no screening of material;
- that effective measures are taken to suppress dust;
- the activity not encroaching within 500m from the road servicing the properties; nor
- store, or permit to be stored, any explosives or explosive devices on the site without the prior approval of the Local Government and the Department of Minerals and Energy

Council Resolution:

Moved: Cr R P Desmond          Seconded: Cr J R Cunningham

Planning consent is granted to Anthony, Brendan and Aaron Mason C/o 171 Mason Road Perenjori for the development of an extractive industry activity (gravel extraction) at their following properties; Lakeview, Orchidridge, Brendaron, Whitewells, Pollards, Harvio and Greens; conditional upon:

- there being no screening of material;
- that effective measures are taken to suppress dust;
- the activity not encroaching within 500m from the road servicing the properties; nor
- store, or permit to be stored, any explosives or explosive devices on the site without the prior approval of the Local Government and the Department of Minerals and Energy

Carried: 8/0

3.02pm EDO Phil Cleaver and DDS Garry Agnew left the meeting
10035 PLANT & WORKS

10035.1 ROAD MAINTENANCE FEBRUARY 2010

APPLICANT: KEN MARKHAM – WORKS SUPERVISOR
FILE: 0
DISCLOSURE OF INTEREST: 0
AUTHOR: KEN MARKHAM – WORKS SUPERVISOR
RESPONSIBLE OFFICER KEN MARKHAM – WORKS SUPERVISOR
REPORT DATE: 8TH March 10
ATTACHMENTS MAP

Executive Summary:
Listed are the roads graded for the month of February

Applicants Submission:
Lochada rd Rabbit Proof Fence rd
Old Perth rd Mungada rd
Perenjori Rothsay rd Taylors rd
Karara rd Rowe rd
Wanarra rd Hirsch rd
Oversby Sth rd Caffin rd
Oliver rd Benton rd
Spencer rd I Just rd
Bunjil Nth East rd Syson rd
Forte rd

Background:
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:
As per Council’s Road Maintenance Budget

Strategic Implications:
To maintain roads to a standard

Consultation: Nil
Comment: Nil
Voting Requirements: Nil
Officers Recommendation: Nil
10035.2 PLANT

APPLICANT: KEN MARKHAM – WORKS SUPERVISOR
FILE: 0
DISCLOSURE OF INTEREST: 0
AUTHOR: KEN MARKHAM – WORKS SUPERVISOR
RESPONSIBLE OFFICER KEN MARKHAM – WORKS SUPERVISOR
REPORT DATE: 8th March 2010
ATTACHMENTS Attachment 10035.2 - 3 quotes

Executive Summary:
Council in their plant replacement budget agreed to purchase a dolly to join our fleet. This is to enable us to tow a trailer on the second new UD Nissan 6 wheel tipper, thus giving more versatility.

Applicants Submission:
Howard Porter, Dongara Body builders and Evertrans where approached to provide a quote to supply a dolly.
Howard Porter Quoted $24,900 + GST and licence/Inspection $550
Dongara Body Builders Quoted $28,200 + GST and Inspected
Evertrans Quoted $25,200 +GST with now allowance for inspection or licence.
Brad Phillips from Brad’s Bulk Haulage has offered the Shire a 2007 TSE tandem axle dolly for $16,000 + GST. The dolly has new towing eye, new tyres, new 9 leaf spring packs, new brake boosters and is licensed.
Council budgeted $20,000 to purchase a Dolly

Background:

Statutory Environment:
Local Government Act 1995 S3.1 – the general function of Local Government is to provide for the good government of people in its district.
Policy Implications: Nil
Financial Implications:
Budget of $20,000 would require extra funds from plant reserve to pay for purchase if buying new.
Strategic Implications:
Consultation: Nil
Comment:
Council will recall that the Shire purchased side tipping trailers from Howard Porter and have had some issues with them, mainly the last trailer with rams that were supplied not suitable for the job. They have since informed us that we need to increase the output on our PTO pumps. The issue is that if we had any problems with the dolly, we might end up with the same service.

The only thing against Evertrans is that they are located in Albany and as such if we had any issues with the dolly, then the distance factor could have an effect.

Dongara Body Builders is the most expensive of the quotes.

Brad Phillips dolly is 3 years old but has been overhauled with new tyres, brake boosters, towing eye and leaf springs.

Voting Requirements:
Simple majority

Officers Recommendation:
That Council purchase one of the dollies quoted and if required fund the extra amount from plant reserve.

Council Recommendation:

Moved: Cr J R Cunningham  Seconded: Cr G K Reid
That council purchase the 2007 TSE tandem axle dolly from Brad’s Bulk Haulage for the cost of $16,000 + GST

Carried: 8/0

3.20pm Works Supervisor Ken Markham left the meeting
Cr Johnston is employed as the medical receptionist at the Perenjori Medical Centre and has a direct financial interest in the outcome.

Executive Summary:
Dr Deji Afilaka ceased operating as the GP for Morawa and Perenjori on 25 February 2010. Dr Nallini Rao has accepted a two year posting to commence late April 2010. Council needs to determine what arrangements to put in place for the transition period.

Applicants Submission:
There are a number of implications arising from the departure of Dr Afilaka and the appointment of a new general practitioner.

Locum Services
Locums are very difficult to locate at present and there has been recent press on the difficulties faced by numerous local practices including Three Springs and Northampton. In the past we have been able to fund locum services from within the practice. This may not be possible on this occasion.

There has been some interest from a Doctor to work weekends, which would mean doing consultations for one day in each down. It may be necessary to top up Medicare rebates to cover the cost of this arrangement.

Medical Centres
Under the model operated by Morawa and Perenjori the Shires provide the medical centres and a contribution to some expenses and the doctor operates the practice as a business for their own benefit. This model has worked extremely well. Unlike many rural areas the cost of the medical practice is quite modest.

In the situation we are faced with at present the medical centres would for all intents and purposes cease to operate between doctors. This means that medical centre staff would not be paid and patient administration would not be undertaken.
There is an opportunity during the hiatus between doctors to invest in activities that will improve the quality of patient care and the potential returns to future GP’s which is very important in the current competitive market.

Activities that could contribute to practice development include:

1. Staff training – the receptionist could complete formal medical reception training externally, and could attend a two day pathology course in Perth. The latter course would allow the receptionist to take blood for pathology and test blood pressure.

2. Practice accreditation – this process allows practices to obtain higher reimbursements for some services from Medicare and introduces a quality system for managing patient health (as opposed to just treating sickness). The new GP expressed interest in this process and we have been offered support from another medical practice to pursue this process.

3. Patient administration – notwithstanding that there is no doctor in attendance there is patient administration to be done. There is an agreement by the Three Springs GP to prepare scripts for regular medications for patients with chronic conditions. Administrative staff will need to extract medical summaries to allow this to occur.

Background:
The model operated by Morawa and Perenjori the Shires provide the medical centres is quite unusual in WA. Many towns are operating medical practices and employing doctors. Under these arrangements towns are often involved in bidding wars to attract doctors. As employees the doctors have less stake in practice development.

Under the local model we make a contribution to some expenses and the doctor operates the practice as a business for their own benefit. This model has worked extremely well. Unlike many rural areas the cost of the medical practice is quite modest.

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 cost of maintaining staffing at the medical centre and the practice development activities are as follows:

- Staffing cost - $2,000
- Training – Reception $675
- Pathology $550
- Practice Accreditation – $2,750 per Shire
- TOTAL COST $5,975

Strategic Implications:
Medical services are a critical requirement for maintaining a viable community.
Consultation:
The CEO met with staff from the Shire of Morawa and both medical centres. Dr Tony Tropiano from Mandurah Medical Centre was born in Morawa and still has family in the region. He has been providing support and advice during the last few weeks.

Comment:
There remains a critical shortage of GPs in rural WA with newspapers reporting in excess of 50 vacancies. We have been fortunate that the previous GP was prepared to wait until we had found a replacement and the new GP was attracted by what we had to offer. The 6 week gap was unfortunately unavoidable.

While there has been no undertaking given to either the new GP or practice staff it is in no-one’s interest for practice staff to have no income during the hiatus. Further, efforts by the Shires to invest in improvements to the practices during the interim period will show good faith with the new GP and hopefully contribute to retaining the new doctor.

It would be possible just to pay staff and keep practices on care and maintenance. There are however few opportunities while the practices are operating for staff to undertake training or make the administrative changes necessary to support accreditation. Ultimately it is that patients that benefit from better trained staff and processes focussed on wellness.

The financial contribution is relatively small.

Voting Requirements:
Absolute Majority

Officers Recommendation:
That Council allocate funds to support the following:

- Ongoing employment of medical receptionist;
- Formal medical reception training and pathology training for current incumbent
- Deposit for the commencement of accreditation processes.

That Council recognise this as unbudgeted expenditure.

Cr Johnston noted an interest in the item 10036.1 as she is an employee of the medical centre.

3.20pm Cr Johnston left the meeting

Moved: Cr J A Bensdorp    Seconded: Cr G K Reid

That Cr Johnston may return to the meeting but does not vote

Carried: 7/0

3.21pm Cr Johnston returned to the meeting
Council Resolution:
Moved: Cr G K Reid
Seconded: Cr J R Cunningham

That Council allocate funds to support the following:

• Ongoing employment of medical receptionist;
• Formal medical reception training and pathology training for current incumbent
• Deposit for the commencement of accreditation processes.

That Council recognise this as unbudgeted expenditure.

Carried: 7/0

3.29pm Cr Reid left the meeting
3.30pm Cr Reid returned to the meeting
10036.2 COMMUNITY HUB PROPOSAL

APPLICANT: CITY OF GERALDTON GREENOUGH  
FILE: 0  
DISCLOSURE OF INTEREST: 0  
AUTHOR: STAN SCOTT – CEO  
RESPONSIBLE OFFICER: STAN SCOTT – CEO  
REPORT DATE: 5 MARCH 2010  
ATTACHMENTS: Extract from Minutes of the CoGG Ordinary Council meeting of 2 March 2010

Executive Summary:
The City of Geraldton Greenough has invited the Shires of Morawa and Perenjori to join with it in an Expression of Interest for the Community Hub initiative outlined by the Economic Audit Committee in its October 2009 final report for the demonstration regional and remote hubs respectively.

Applicants Submission:
The City of Geraldton Greenough at its 2 March Ordinary Meeting resolved as follows:

That Council by Simple Majority pursuant to s5.56 of the Local Government Act 1995 (as amended) RESOLVES to:

1. ADVISE the Department of Premier & Cabinet of the intent of the City of Geraldton-Greenough and Shires of Morawa and Perenjori (subject to their concurrence) to lodge an Expression of Interest for the Community Hub initiative outlined by the Economic Audit Committee in its October 2009 final report for the demonstration regional and remote hubs respectively;

2. SUPPORTS the intention to lodge an Expression of Interest for the Community Hub initiative outlined by the Economic Audit Committee in its October 2009 final report; and

3. ADVISES the Department of Treasury & Finance of the Council’s support for the Economic Audit Committee’s Recommendation 26 Parts (a) & (b) in relation to land development through the Department of Planning/ Western Australian Planning Commission (WAPC) modelling future land demand throughout the State, taking account of economic and population forecasts; The Council believes it is essential that this work accurately reflects:

   a. what is actually occurring in the regions, rather than based on historical data that does not reflect the reality that is occurring;

   b. that any modelling incorporate scenarios which actively consider the concepts of facilitating the growth in the regional centres and their associated communities rather than assuming the vast
majority of the State’s population growth will occur in metropolitan Perth; and
c. that these same principles apply to the statistics used for other State infrastructure (hard and soft) service provision.

The Shires of Perenjori and Morawa have been invited to join in the proposal. Our participation strengthens the proposal in that:

- It will allow the delivery of both a regional and a rural remote pilot;
- The fact that all 3 local governments are actively engaging in the reform process adds strength to the proposal;
- It significantly improves the prospect of attracting a pilot to Morawa and Perenjori. Very few small shires will be able to attract a city partner to strengthen and support its proposal. The Midwest is one of the few regions where such a collaboration might work.

Background:
The Economic Audit Committee’s origins related to a State Government election commitment on a review of existing public service operations. There are wide ranging series of recommendations arising out of the Committee’s investigations and an extract from the report SC146A is attached for reference. The full report is also available at:


In relation to the Community Hub concept the following background information is provided from the report:

“The Committee’s deliberations highlighted the issue of service delivery in regional and remote areas. The low population density and vast size of Western Australia pose unique challenges that require innovative approaches. The particular needs of remote communities are too rarely addressed.

Decision-making in administrative silos and the tendency for bureaucratic power to be centralised in Perth, undermines localised responses to community needs. Reforms that empower citizens and communities across Western Australia, including through local area coordinators and community hubs, have the potential to deliver greater benefits in regional and remote areas.

And:

Local Governments also have an important role to play in empowering citizens. They are the level of government closest to the community. State Government agencies should work with Local Governments much more closely in the design and delivery of services, as the latter possess the detailed knowledge, infrastructure and community relationships that are indispensable to addressing local needs. The reform of Local Governments launched by the current Government has the potential to improve service delivery through better strategic planning at community level, generating the critical mass necessary for efficient and effective service provision, and enhanced community engagement beyond the ballot box.

The report goes on to describe the Community Hub “model”
To achieve this, community hubs would have a number of core features, including:

- co-located service brokers or mentors with the devolved responsibility and authority to make decisions across a range of government services at the local level;
- an information-sharing network on available services and service recipients (with appropriate privacy safeguards);
- a common method of establishing a citizen’s priority service needs through discussion that recognises the skill and experience of those in need; and
- shared bureau corporate service to support the brokers.

Given the range of services and infrastructure offered by Local Governments, their active involvement in the hubs will be critical. Depending on the nature of a community and the preferences expressed by people within it, a range of additional features could apply, including co-location of service provision within existing infrastructure and the allocation of discretionary budgets to brokers to provide ad hoc assistance to vulnerable individuals and families. Funding could be drawn from a common pool or discrete allocations from home agencies. Governance arrangements for the hubs could involve management by community organisations or a hybrid management structure.

The key recommendation from the conclusions of the committee’s investigations in this area resulted in:

Recommendation 10: Conduct six demonstration projects of community hubs in metropolitan, regional and remote areas. These community hubs will bring together State and Local Government service brokers (public servants and community providers) and provide them with devolved responsibility and authority to make decisions across a range of agency services at the local level.

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 community hub initiative provides the capacity for local governments to deliver a whole raft of services on behalf of the State.

Financial Implications:

The initiative should be fully funded by the State.

Strategic Implications:

This initiative should allow us to significantly improve the quality of service to the community.

Consultation:

The combined rural remote and regional hub concept initially arose out of discussions between CoGG and the Shire of Morawa. Adding Perenjori to the mix broadens the range of state responsibilities that can potentially be captured and strengthens the proposal.
Comment:
The report foreshadowed 6 trials across the State to cover regional rural and remote, and Local Government and other partner agencies. There should be significant benefits to participating communities. This proposal appears to be the best chance for Perenjori to participate in one of the pilots.

Voting Requirements:
Simple majority

Officers Recommendation:
That Council resolve to join with The City of Geraldton Greenough and the Shires of Morawa in an Expression of Interest for the Community Hub initiative outlined by the Economic Audit Committee in its October 2009 final report.

3.31pm Rose Jones left the meeting

Council Resolution:
Moved: Cr J H Hirsch  
Seconded: Cr C M Johnston

That Council resolve to join with The City of Geraldton Greenough and the Shires of Morawa in an Expression of Interest for the Community Hub initiative outlined by the Economic Audit Committee in its October 2009 final report.

Carried: 8/0
Executive Summary:
The Midwest Development Commission has advised that it has two Local Government vacancies.

Applicants Submission:
The terms for existing members Cr Pauline Forrester, Cr John Sewell and Cr Simon Broad are due to expire and the MWDC is accepting nominations from local governments within the Mid West Region.

Background:
The MWDC is seeking members experienced in the economic and social development of the region.

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:
Members are paid meeting fees of $500 for a full day and $330 for a half day. Travelling allowances are paid in accordance with public sector standards.

Strategic Implications:
Nil

Consultation:
Nil

Comment:
Any nomination should be endorsed by Council.

Voting Requirements:
Simple Majority

Officers Recommendation:
That Council determine whether to nominate an Elected Member for one of the Local Government vacancies on the MWDC Board,
3.35pm Rose Jones returned to the meeting
3.37pm Cr Hirsch left the meeting

Council Resolution:
Moved: J A Bensdorp
Seconded: Cr R P Desmond

That councillors support the nomination of Cr King if he is interested in the position

Carried: 7/0
10036.4 PLANNING CONSENT – FARM REVEGETATION

APPLICANT: AUSCARBON

FILE: 0

DISCLOSURE OF INTEREST: 0

AUTHOR: STAN SCOTT – CEO

RESPONSIBLE OFFICER: STAN SCOTT – CEO

REPORT DATE: 9 March 2010

ATTACHMENTS: Application for Planning Consent

Executive Summary:
Auscarbon has acquired a farming property in the Shire of Perenjori which intends to return to its natural state through revegetation with local species.

Applicants Submission:
Auscarbon wrote to us as follows:

We wish to advise that we are intending to revegetate properties in the more marginal (Eastern) areas of the Perenjori Shire. We will be using 20-30 local species of Eucalypts, Meleleuca, Acacia and Casuarina in what will replicate the original landscape in the area. All seed to be used has been collected locally and there will be significant co-benefits to our neighbours with a reduction of the water table and increase in biodiversity habitat.

Please confirm that this is acceptable to the Shire of Perenjori

Background:
Council has previously given permission for Emmott Environmental to collect seed on behalf of Auscarbon.

Council referred consideration of this item at the February meeting pending further policy research by the CEO

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.

Shire of Perenjori Town Planning Scheme Number 1,

Section 5.6 Rural / Pastoral Development States as follows:

In considering applications for planning consent, subdivision or rezoning within the Rural or Pastoral Zones, the Council shall have regard to:

a) The need to ensure that the continuation of rural and use is protected, encouraging where appropriate, the retention and expanding of agricultural activities and supporting proposals which promote the retention of predominant lot sizes in the locality.
b) The need to preserve the rural character and rural appearance of the land within these zones;

c) The need to protect, preserve and enhance any natural undeveloped land areas throughout the Zones by requiring as conditions on any planning consent issued, the planting of vegetation which will assist in the balancing of the greenhouse effect, provision for shade, prevention of erosion, reduction in salinity, of the provision of habitats for fauna.

d) The Department of Planning and Urban Development’s policy DC3.4 “Rural Land Use Planning Policy” (This policy has been replaced by WAPC “Statement of Planning Policy No. 11 Agricultural and Rural Land Use Planning”)

An extract from that policy which summarises the main issues is reproduced below.
Adoption of a new Local Planning Policy requires proposed policies to be advertised for public comment.

**Policy Implications:**

The Western Australian Planning Commission has prepared two Statements of Planning Policy which inform decision making on this proposal.

**STATEMENT OF PLANNING POLICY No. 2**

**ENVIRONMENT AND NATURAL RESOURCES POLICY**

The objectives of this policy are:
• to integrate environment and natural resource management with broader land use planning and decision-making;
• to protect, conserve and enhance the natural environment; and
• to promote and assist in the wise and sustainable use and management of natural resources.

The policy goes on to discuss the inter-relationship between this policy and rural land use as follows:

5.6 Agricultural Land and Rangelands

Western Australia contains large areas devoted to agricultural pursuits such as livestock, cropping and horticulture, as well as pastoral grazing on the arid and semi-arid rangelands of the north. These natural resource assets require consideration in terms of ecological diversity and the environment, as well as the social and cultural values of communities.

In the more remote parts of the State, social issues such as rural decline is increasing the pressure on natural resources, as a community's capacity for management decreases whilst requirements to intensify agricultural activities are increased.

The rangelands cover over 85% of Western Australia and contain essential elements of the State’s biological diversity. Only about 2% of Western Australia’s population lives in these arid and semi-arid lands. Pastoralism is by far the most extensive use, although these lands produce the majority of the State’s mineral and energy wealth.

Productive agricultural land is a finite resource that must be managed sustainably for the long term. Planning should ensure that the State’s agricultural base is protected from the unplanned loss of high quality productive agricultural land due to permanent changes of land use, and maximise the potential of productive farm land which is of high quality and strategic significance in the State, regional and local context. The Statement of Planning Policy No. 11: Agricultural and Rural Land Use Planning Policy requires identification and protection of agricultural areas of State, regional and local significance through identification in regional planning schemes, local planning strategies and town planning schemes.

Planning strategies, schemes and decision-making should:

(i) Protect and enhance areas of agricultural significance, having regard to State, regional and local issues and characteristics, and to the requirements of Statement of Planning Policy No. 11: Agricultural and Rural Land Use Planning.

(ii) Consider the natural resource capability of rangelands and agricultural lands.

(iii) Diversify compatible land use activities in agricultural areas and rangelands based on principles of sustainability and recognizing the capability and capacity of the land to support those uses.

The policy goes on to say:

Local governments and State agencies will need to take account of these policy measures to ensure integrated decision-making and in the planning and management of the environment and natural resources.
The other policy guidance is in the now superseded planning policy as follows:

**STATEMENT OF PLANNING POLICY No. 11**

**AGRICULTURAL AND RURAL LAND USE PLANNING**

The policy is guided by the following fundamental principles—

- The State’s priority agricultural land resource should be protected.
- Rural settlement opportunities should be provided if sustainable and of benefit to the community.
- The potential for land use conflict should be minimised.
- The State’s natural resources should be carefully managed.

The four key objectives of the policy are—

1. Protect agricultural land resources wherever possible by—
   a. discouraging land uses unrelated to agriculture from locating on agricultural land;
   b. minimising the ad hoc fragmentation of rural land; and
   c. improving resource and investment security for agricultural and allied industry production.

2. Plan and provide for rural settlement where it can—
   a. benefit and support existing communities, and
   b. have access to appropriate community services and infrastructure.

3. Minimise the potential for land use conflict by—
   a. providing adequate separation distance between potential conflicting land uses;
   b. introducing management requirements that protect existing agricultural land uses;
   c. identify areas that are suitable and capable for intensive agricultural pursuits as agricultural priority areas; and
   d. avoid locating new rural settlements in areas that are likely to create conflict with established or proposed agricultural priority areas.

4. Carefully manage natural resources by—
   a. discouraging development and/or subdivision that may result in land or environmental degradation;
   b. integrating land, catchment and water resource management requirements with land use planning controls;
   c. assisting in the wise use of resources including energy, minerals and basic raw materials;
   d. preventing land and environmental degradation during the extraction of minerals and basic raw materials; and
   e. incorporating land management standards and sequential land use change in the land use planning and development process.
Considering the proposal in the context of this policy guidance would suggest that Council policy should ensure that:

1. Prime agricultural land is protected and that conservation developments are encouraged in areas that represent marginal agricultural land;

2. Council may seek to set a preferred percentage of agricultural land that remains for agricultural purposes. This target would seek to balance the economic and community contributions arising from a vibrant agricultural sector with redressing some of the problems that have arisen from extensive clearing. Across the agricultural zone of the Shire perhaps a target in the range of 80 to 85% of existing agricultural land retained for agricultural purposes.

Financial Implications: Nil

Strategic Implications:
There are environmental benefits from the proposal.

Consultation: Nil

Comment:
Auscarbon is specifically targeting marginal agricultural land on the eastern fringe of the agricultural area. The proposal will have environmental benefits for that property, neighbouring properties and the catchment. The remnant vegetation in the agricultural areas of the Shire of Perenjori has already been identified by DEC as a significant issue. The Auscarbon proposal is a first step in redressing this issue.

Shires in the South of Western Australia have had issues with farm forestry which has expanded exponentially on prime agricultural land displacing other agricultural pursuits and impacting on local population and services. As the first such venture in Perenjori these issues are less pressing. Further Auscarbon is developing a biodiverse ecosystem rather than a monoculture in tree plantations.

Council has recognised in the development of draft planning policies for the new Town Planning Scheme that there will be a need to balance reafforestation projects with traditional agricultural pursuits. We are however a long way from a situation where traditional usage is under serious threat. We also have the advantage of the emerging iron ore industry adding to economic activity.

Finally Auscarbon intends to continue to crop those parts of the property best suited to agriculture (around 10% of the property).

Voting Requirements:
Simple Majority

Officers Recommendation:
That Council provide consent for the change of use from broad acre agriculture to revegetation.
That Council develop a Local Planning Policy to provide guidance on future applications for farm revegetation as a land use.

Cr Cunningham noted an interest in the item 10036.4

3.39pm Cr Cunningham left the meeting
3.39pm Cr Hirsch returned to the meeting

Moved: Cr J A Bensdorp  Seconded: Cr G K Reid

Council Resolved that Cr Cunningham is to stay outside of the chambers and not to vote.

Carried: 7/0

Council Resolution:

Moved: Cr R A Benton  Seconded: Cr J H Hirsch

That Council provide consent for the change of use from broad acre agriculture to revegetation.

That Council develop a Local Planning Policy to provide guidance on future applications for farm revegetation as a land use.

Carried: 7/0

3.45 Cr Cunningham returned to the meeting
**SCHEDULE NO. 5**

TOWN PLANNING AND DEVELOPMENT ACT 1928, (AS AMENDED)

SHIRE OF PERENJORI

TOWN PLANNING SCHEME NO. 1

**Application for Planning Consent**

1. Surname of Applicant: **Auscarbon Pty Ltd**
   Given Names: .................................................................
   Full Address: 61 Carrington Street, Nedlands, WA 6009

2. Surname of (if different from above)
   Land Owner: ...........................................................................
   Given Names: ...........................................................................
   Submitted by: **Auscarbon Pty Ltd**

3. Address for correspondence: P.O. Box 395, Nedlands, WA 6909

4. Locality of development: **East Perenjori**
   Title details of land: (Charles Road) (Selden Road)

5. Name of road
   Serving property: .....................................................................

6. State type of development: **Revegetation of property with Biodiverse Species**

7. Nature and size of all buildings proposed: N/A
   Materials to be used on external surfaces of buildings: N/A
   General treatment of open portions of the site: **As above in (8)**
   Details of car parking and landscaping proposals: N/A
   Approximate cost of proposed development: $2,880.00
   Estimated time for construction: 2 years

(Both signatures are required if applicant is not the owner)

**Signature of Owner**
**Signature of Applicant or Agent**

**DATE:** 12/2/2010  **DATE:** ...........................................................

**NOTE:** This form should be completed and forwarded to the Shire Council together with 2 COPIES of detailed plans showing complete details of the development including a site plan showing the relationship of the land to the area generally. In areas where close development exists, or is in the course of construction, plans shall show the siting of buildings and uses on lots immediately adjoining the subject land.
10036.5 STRATEGIC GRAIN NETWORK REVIEW REPORT

APPLICANT: SHIRE OF PERENJORI
FILE: 0
DISCLOSURE OF INTEREST: 0
AUTHOR: STAN SCOTT – CEO
RESPONSIBLE OFFICER STAN SCOTT – CEO
REPORT DATE: 16 FEBRUARY 2009
ATTACHMENTS ATTACHMENT 10036.5
WALGA INFO PAGE
Extract from Report

Executive Summary:
The Grain Freight Network Review is complete and the consultant is preparing business cases for upgrade of those roads identified in the review.

Applicants Submission:
The Grain Freight Network Review has some significant recommendations for this area including:

- That the rail line between Maya and Perenjori only delivers 70,000 tonnes per annum, is uneconomic and should be closed.
- The Perenjori to Morawa, and Morawa to Mullewa sections of the Wubin to Mullewa Road have been assessed as Category B – Significant Grain Routes already in degraded or unsuitable condition. The report recommends capital investment of $46M on these road links.
- The report identifies routes that will experience increased significant usage due to shirt interbin movements. While this list is not intended to be comprehensive, only 3 local roads were listed throughout the state. Two of these are Perenjori Carnamah and Bunjil Carnamah with a recommended capital expenditure of $2.9M and 3.3M respectively.
- Capital expenditure of approximately $2M per site is recommended for Perenjori, Morawa and Mullewa.

Background:
The report was commissioned by the Freight and Logistics Council on behalf of the Strategic Grain Network Committee.

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 report recommends significant capital expenditure on roads that service Perenjori.

Strategic Implications:
There has long been recognition that it is difficult to justify a first class road network alongside a first class rail network. The report seeks to strike a balance between the two.

Consultation:
Cr King from Perenjori and Cr Chappell from Morawa are represented on the committee. The Mid West was a late inclusion in the review.

Comment:
While the proposed closure of the rail line south of Perenjori is disappointing, it makes sense in the context of the review. The majority of grain from Maya, Latham and Bunjil is already being cleared by road by CBH. Further “concerns over the future availability of flexible train pathing on the Perenjori line due to iron ore traffic levels” mean this is unlikely to change in the future. The recommended investment in upgrades to arterial roads in this region is long overdue. This includes:

- Perenjori to Morawa: $16.0 Million
- Morawa to Mullewa: $31.0 Million
- Bunjil to Carnamah: $3.3 Million
- Perenjori to Carnamah: $2.9 Million
- Morawa to Mingenew: $10.8 Million
- Carnamah to Mingenew: $8.0 Million

Apart from the clear benefits for the grain logistics task, these investments if they are forthcoming will improve the transport links between Perenjori and Geraldton and Perenjori and Perth which will have safety benefits and other potential economic benefits.

Voting Requirements:
Simple Majority

Officers Recommendation:
1. That Council supports the outcome of the Strategic Grain Network Review;
2. That Council authorise the CEO to work with Main Roads WA to assist it to prepare the business case for the investments set out in the review;
3. That the CEO prepare a proposal for the Regional Roads Group that the Bunjil Carnamah Road to be upgraded from a Category 2 to Category 1 Road of Regional Significance
4. That Council lobby the State and Federal Governments for allocation of funds towards the investments identified in the report.
Council Resolution:

Moved: Cr J R Hirsch  Seconded: Cr G K Reid

1. That Council note but does not support the outcome of the Strategic Grain Network Review;

2. That Council authorise the CEO to work with Main Roads WA to assist it to prepare the business case for the investments set out in the review;

3. That the CEO prepare a proposal for the Regional Roads Group that the Bunjil Carnamah Road to be upgraded from a Category 2 to Category 1 Road of Regional Significance

4. That Council lobby the State and Federal Governments for allocation of funds towards the investments identified in the report

Carried: 8/0

Reason for amendment:
Council did not support the Strategic Grain Network review outcome in that it is against the closing of the railway network in the region.

4.00pm Cr Hirsch left the meeting
4.00pm Meeting adjourned
4.25pm Project Officer John Elliot informed council of his new role.
4.37pm Meeting Resumed
10036.6 RESERVE FUNDS – CHANGE OF PURPOSE

APPLICANT:  SHIRE OF PERENJORI
FILE:  0
DISCLOSURE OF INTEREST:  0
AUTHOR:  ROSE JONES DCEO
RESPONSIBLE OFFICER  ROSE JONES DCEO
REPORT DATE:  10 MARCH 2010
ATTACHMENTS  None

Executive Summary:

$445,000 from the 2008-09 Country Local Government Fund was placed in the Staff Housing Reserve in 2008-09 to be utilised for the construction of staff housing. As Country Local Government Funding for 2009-10 has been ‘deferred’ it is considered expedient to change the purpose of $135,000 of these Reserve Funds so that they can be utilised to offset the shortfall in funds for the Perenjori Aquatic Centre.

Applicants Submission:

Section 6.11 of the Local Government Act requires that Council endorse by Absolute Majority any decision to use Reserve funds for a purpose different to that purpose for which they have been set aside.

Background:

Council determined the allocation of 2008-09 grant funds between the Flat Pack Housing Project and the Perenjori Aquatic Centre on the basis that the 2009-10 grant from the Country Local Government Fund of $436,993 would go entirely to the Aquatic Centre construction. In the absence of this funding it has been necessary to seek alternative funding arrangements. Council has been fortunate in receiving a payment from the Department of Sport and Recreation in respect of the CSRFF grant in advance of the proposed timeline.

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.

Local Government Act 1995 S6.11(2)(b) – Subject to subsection (3), before a local government …. uses the money in a reserve account for another purpose, it must give one month’s local public notice of the proposed change of purpose or proposed use.

Policy Implications:

Nil.

Financial Implications:

Nil.
Strategic Implications:
Nil.

Consultation:
The change in use of the grant funds has been approved by the Department of Local Government’s Senior Grants Officer, Troy Hancock.

Comment:
Council’s endorsement of the change in proposed use of the Reserve Funds is required so that local public advertisement of the proposed change can be given at least one month prior to the use of the monies.

Voting Requirements:
Absolute majority

Officers Recommendation:
(1) That Council endorse the change in use of $135,000 from the Staff Housing Reserve to be utilised for the purpose of meeting costs associated with the construction of the Perenjori Aquatic Centre and
(2) That one month’s local public notice of the proposed change in use of the reserve funds be given and
(3) that the change in use of the reserve funds be recorded in the 2009-10 Annual Financial Report of the Shire of Perenjori.

Council Resolution:
Moved: Cr R A Benton   Seconded: Cr R P Desmond

1) That Council endorse the change in use of $135,000 from the Staff Housing Reserve to be utilised for the purpose of meeting costs associated with the construction of the Perenjori Aquatic Centre and

(2) That one month’s local public notice of the proposed change in use of the reserve funds be given and

(3) that the change in use of the reserve funds be recorded in the 2009-10 Annual Financial Report of the Shire of Perenjori.

Carried: 7/0
10036.7 STRATEGIC MANAGEMENT PROGRAM – DEAKIN UNIVERSITY

APPLICANT: CEO
FILE: 0
DISCLOSURE OF INTEREST: CEO
AUTHOR: STAN SCOTT – CEO
________________________
RESPONSIBLE OFFICER: STAN SCOTT – CEO
________________________
REPORT DATE: 10 MARCH 2010
ATTACHMENTS: NIL

Executive Summary:
The CEO is seeking Council’s support to attend a residential Strategic Management program at the Geelong Campus of Deakin University Business School between 18 and 24 April 2010.

Applicants Submission:
The new contract negotiated with the CEO in 2008 includes provision for professional development activities.
The CEO has postgraduate management qualifications and prior to taking up country local government postings was one unit short of achieving an MBA qualification. The proposed program would provide the remaining unit and would allow the CEO to apply for the award of the MBA.

Background:
In 2009 the CEO attended the LGMA National Conference in Darwin under these provisions.
There is no equivalent residential program available in WA and the logistics of participating in a non-residential program from Perenjori are onerous.

Statutory Environment:
The CEO’s Contract includes the following provision:

Council provide and meet the expenses for additional professional development activities including travel and accommodation to the value of $4,000 per annum. Activities may include tertiary studies, courses or conferences. The Officer shall provide the Council with a detailed report on return from each conference or activity.

Professional development allowances are not cumulative and if not used in any year of the contract will be forfeited.
Policy Implications: Nil

Financial Implications:
The costs of the program is as follows:

- Tuition Fees $2449
- Residential Fees $2,226
- Airfares and incidentals $825

Total Cost $5,500

Strategic Implications:
Importantly the present challenges and opportunities facing the Shire of Perenjori require a strong strategic focus and form this point of view, the program is very timely.

Exposing the CEO to the experience of managers from other States and other industries should help managing the changes that will confront local government over the next 2 years.

Consultation: Nil

Comment:
The residential occurs in the week following the April Council meeting.

Voting Requirements:
Absolute Majority

Officers Recommendation:
1. That the CEO be authorised to attend Strategic Management residential and the Deakin Business School in Geelong from 18 to 24 April 2010.
2. That council authorise the additional expenditure of $1,500 over the $4,000 budgeted.

Council Resolution:
Moved: Cr R A Benton Seconded: Cr J A Bensdorp

1. That the CEO be authorised to attend Strategic Management residential and the Deakin Business School in Geelong from 18 to 24 April 2010.
2. That council authorise the additional expenditure of $1,500 over the $4,000 budgeted.

Carried: 7/0
Executive Summary:
Karara Mining Limited has sought Council's permission to upgrade some roads servicing the Karara Iron ore Project.

Applicants Submission:
Frank Cosoleto wrote to the CEO in the following terms:

Further to last week’s discussion I attach documentation that I hope is sufficient for you to take to the Shire meeting on 18th March and put forward our request for approval to upgrade the road.

The documents provided are:

1. A typical cross section taken from the proposed Mungada Road Upgrade. We have used this drawing because we have not commenced design yet but the standard will be the same as shown. Essentially we will provide for 9m of gravel and 8m sealed.


I confirm that we are planning a survey to pick up existing levels and features along the existing roads that we will use as the basis of design.

The scope of works includes the following summary:

The Perenjori-Lochada access route upgrade is designed to improve vehicle access between Perenjori and Lochada Camp.

The access route includes the following roads:

• North Road
• Lochada Road (also named Ginormous Rd on some map databases)

The upgrade design is to cater for trucks consisting of a prime mover with two trailers, having an overall vehicle length of 36.5m.

The upgrading works are described in Figure 1 and include:
• Seal widening on North Road between Keogh Rd and Bestry Rd - approximate distance is 8200 m. The existing seal varies from 3.3 m to 3.8 m. Widening will be carried out to 8 m.

• Gravel sheeting, pavement widening and bitumen sealing between Bestry Rd and Mungada Rd - approximate distance 24,300 m.

The Contractor shall execute the Works as defined herein in the Scope of Works in accordance with the drawings, specifications, best industry practice, associated Australian Standards, Contractor developed procedures and all statutory requirements.

The image below shows the proposed scope.
The CEO has requested additional detail on the specification for the seal.

Background:
Council will recall the Karara Mining discussed the proposed upgrade with Council at its presentation on 18 February 2010. The CEO has advised Karara of the likely
impact of the Karara Project on Perenjori Rothsay, Warriedar Coppermine and Karara Roads, and the likely need to seal this as the direct route from Perth. Karara has acknowledged this advice but still see sealing the proposed route as a priority.

Karara has submitted a purchase order to the Shire to maintain access roads to site including the two routes discussed and Mungada Road through to Morawa. This order is for up to $399,000 over the next 6 months.

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 project will have no cost to the Shire, but we will eventually become responsible for maintenance of the new road. This may become an issue when the Lochada Camp is decommissioned in 3 years time.

Strategic Implications:
Mining company investment in common use infrastructure is to be encouraged.

Consultation:
The CEO has had discussions with Peter McBain, Frank Cosoleto (both from Karara Mining) and Clive Ascot from Worley Parsons about the best route to invest in.

Comment:
While the proposed route is not the route that Council would most like developed it does provide a valuable piece of infrastructure for the Shire.

Voting Requirements:
Simple majority

Officers Recommendation:
That Council approves the proposed scope of works.

Moved: Cr G K Reid                  Seconded: Cr C M Johnston
That council invite both Cr Cunningham and Cr Butler back in and allow them to vote.  
Carried: 5/0

Cr Cunningham and Cr Butler both returned to the meeting

Cr Cunningham decided not to vote.

Council Resolution:
Moved: Cr C M Johnston                  Seconded: Cr J A Bensdorp
That Council approves the proposed scope of works.
Carried: 6/0
Executive Summary:
At its February Ordinary Meeting Council authorised the CEO to prepare a business plan for mining housing. This document should be available to be tabled at the meeting. Karara has confirmed its intentions through a request for proposal.

Applicants Submission:
The letter from Karara is set out on the next page. The Karara letter requests a proposal from the Shire for the development of the housing.

While this will be set out in more detail in the business plan the proposed model is as follows:

- That the Shire prepare and advertise a business plan including its intention to borrow money for the housing development. Self supporting borrowings as part of a business plan are treated differently in financial reporting than normal borrowings;
- The residences will be 4 bedroom, two bathroom finished to an appropriate ‘executive’ standard.
- That we will seek a lease period of up to 20 years to fund the borrowings;
- That the rates paid by GROH (previously GEHA) be used as the benchmark. This is the rate paid by the state to housing providers, not the rate paid by officers.
- That the second UWA house be included in the pool of 4 houses. We already have a $170,000 grant for this house which is contingent on the house being flat packed and being leased to the mining industry.

These features would form the basis of the proposal to Karara.

Background:
The CEO of Gindalbie Metals made the housing commitment almost 2 years ago. Karara is honouring the commitment from its owner.

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.
Section 3.59 sets out the requirements for commercial enterprises by Local Governments including the need to prepare a business plan and advertise for public input for 6 weeks.

Policy Implications: Nil

Financial Implications:
The housing will be self supporting. The budget will be structured so that the lease costs covers both the borrowings and the maintenance so there is no impact on Council’s budget.
Strategic Implications:
Council has identified the development of land and housing as key objectives in its strategic plan.

Consultation:
The provision and support for housing has been a topic of discussion with Gindalbie and Karara throughout the project development phase.

Comment:
The proposed model involves using Council resources to develop housing. There is no reason that Council could not use this project to attract private investment. This would involve advertising for individual or companies to build housing for lease by the Shire. This would be then leased in turn to Karara. This would have the advantage of not tying up Council’s borrowing capacity, but Council would not own the houses.

Voting Requirements:

Officers Recommendation:
That Council note receipt of the formal letter from Karara.

Council Resolution:
Moved: Cr R P Desmond Seconded: Cr J R Cunningham
That Council note receipt of the formal letter from Karara
Carried: 7/0
Executive Summary:
The department has advised of the expecting timing of LGAB considerations
The Shire President has advised the LGAB and other Shires of resolution to develop a business plan.
The Structural Reform Working Group has appointed John Elliott as project officer.

Applicants Submission:
Correspondence from the Department
See attachment.

Correspondence from Shire President
The President informed the LGAB and other Shires of the results of Council deliberations at last months meeting.

Other Developments
The Structural Reform Working Group has appointed John Elliott as project officer. John will commence employment on Monday 15 March 2010, and will attend today’s meeting.
The SRWG met in Morawa on 10 March 2010 and considered latest developments. Tim Fowler and Ross Earnshaw from the DLG also attended.

Background:
In September 2009 Council resolved to amalgamate, under a Voluntary Sustainable Amalgamation model, with the Shires of Mingenew, Morawa and Three Springs.

Statutory Environment:
Local Government Act 1995 Schedule 2.1 sets out the provisions in relation to structural reform.

Policy Implications:
Nil
Financial Implications: Nil

Strategic Implications:
The process for amalgamation has commenced and the referral to the Advisory Board has been made.

Consultation:
The SRWG met on 10 March 2010.

Comment:
Council will have the opportunity to meet with the new project officer.

Voting Requirements:
Simple Majority

Officers Recommendation:
1. That Council notes these developments.

Council Resolution:
Moved: Cr C M Johnston    Seconded: Cr R A Benton
1. That Council notes these developments

Carried: 7/0
Dear Chris

AMALGAMATION PROPOSAL - SHIRES OF MINGENEW, MORAWA, PERENJORI AND THREE SPRINGS

I would like to thank you for your efforts in supporting and progressing the proposed amalgamation of the Shires of Mingenew, Morawa, Perenjori and Three Springs.

As part of this process and to assist you in planning for the amalgamation I have attached a schedule that details the Local Government Advisory Board’s (the Board) process for dealing with amalgamation proposals.

The indicative time frames included in the schedule should be considered a maxima. As the circumstances associated with each amalgamation will differ, there is a likelihood that these time frames can be reduced.

I trust this information will provide your elected members and staff with a better understanding of the process employed by the Board when dealing with amalgamation proposals.

I am advised that the Board will be considering your proposal at a meeting planned for the middle of March 2010. The date has not been fixed at this stage. A grant of $50,000 has already been approved in contribution towards the cost of a project officer to progress the amalgamation.

I look forward to working with you to facilitate a positive result for local government and the affected communities.

Yours sincerely

Jennifer Mathews
DIRECTOR GENERAL

15 February 2010

Att

cc Mr Stan Scott, Chief Executive Officer
## Local Government/Advisory Board

### Formal Inquiry Process

<table>
<thead>
<tr>
<th>Step</th>
<th>Timeframe</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Board receives and considers proposal.</td>
<td>1 week</td>
</tr>
<tr>
<td>2. Board resolves to conduct a formal inquiry and advises local</td>
<td></td>
</tr>
<tr>
<td>governments accordingly.</td>
<td></td>
</tr>
<tr>
<td>4. Advertise public submission period.</td>
<td>6 weeks</td>
</tr>
<tr>
<td>5. Arrange public hearings (normally one in each of the affected</td>
<td></td>
</tr>
<tr>
<td>local governments) Private hearings can also be arranged.</td>
<td></td>
</tr>
<tr>
<td>6. Board meets with each local government and other major</td>
<td></td>
</tr>
<tr>
<td>stakeholders (if considered necessary) individually to discuss</td>
<td></td>
</tr>
<tr>
<td>the proposal.</td>
<td></td>
</tr>
<tr>
<td>7. Analyse public submissions and submissions from local</td>
<td>1 week</td>
</tr>
<tr>
<td>governments and other stakeholders.</td>
<td></td>
</tr>
<tr>
<td>8. Prepare Inquiry Report.</td>
<td>3 weeks</td>
</tr>
<tr>
<td>9. Board considers Inquiry Report and makes amendments where</td>
<td></td>
</tr>
<tr>
<td>necessary, Board accepts Report.</td>
<td></td>
</tr>
<tr>
<td>10. Report forwarded to Minister.</td>
<td>1 day</td>
</tr>
<tr>
<td>11. Board recommends the amalgamation. (If the Board recommends</td>
<td>3 days</td>
</tr>
<tr>
<td>rejection of the amalgamation the Minister must accept the</td>
<td></td>
</tr>
<tr>
<td>recommendation and local governments are advised that the</td>
<td></td>
</tr>
<tr>
<td>amalgamation will not proceed and no further action is required.)</td>
<td></td>
</tr>
<tr>
<td>12. Local governments are advised of the Board’s recommendation.</td>
<td></td>
</tr>
<tr>
<td>13. Board prepares and advertises notice advising electors of their</td>
<td>6 weeks</td>
</tr>
<tr>
<td>right to a poll.</td>
<td></td>
</tr>
<tr>
<td>14. No poll requested - Minister accepts recommendation.</td>
<td></td>
</tr>
<tr>
<td>15. Poll is requested.</td>
<td>1 week</td>
</tr>
<tr>
<td>16. Board prepares yes and no case in relation to the amalgamation</td>
<td></td>
</tr>
<tr>
<td>and provides this to the affected local governments.</td>
<td></td>
</tr>
<tr>
<td>17. Local government/s appoints the WA Electoral Commission or</td>
<td>6 weeks</td>
</tr>
<tr>
<td>person approved by the WA Electoral Commission to conduct a</td>
<td></td>
</tr>
<tr>
<td>poll/s.</td>
<td></td>
</tr>
<tr>
<td>18. Poll/s return a majority yes vote or is invalid – Minister may</td>
<td>1 week</td>
</tr>
<tr>
<td>accept the recommendation to amalgamate. (If there is a valid</td>
<td></td>
</tr>
<tr>
<td>poll and it returns a majority no vote, local governments are</td>
<td></td>
</tr>
<tr>
<td>advised that the amalgamation will not proceed and no further</td>
<td></td>
</tr>
<tr>
<td>action is required.)</td>
<td></td>
</tr>
<tr>
<td>19. Local Governments are advised of the Minister’s acceptance of</td>
<td></td>
</tr>
<tr>
<td>the recommendation.</td>
<td></td>
</tr>
<tr>
<td>20. Landgate prepares technical descriptions.</td>
<td>2 weeks</td>
</tr>
<tr>
<td>21. Parliamentary Council prepare the Governor’s orders in accordance</td>
<td></td>
</tr>
<tr>
<td>with recommendations and other transitional issues.</td>
<td>2 weeks</td>
</tr>
<tr>
<td>22. Executive Council Papers are prepared and despatched to the</td>
<td>2 weeks</td>
</tr>
<tr>
<td>Department of Premier and Cabinet for approval.</td>
<td></td>
</tr>
<tr>
<td>23. The Governor’s Orders are published in the Government Gazette</td>
<td>1 week</td>
</tr>
<tr>
<td>and the new local government is established from 1 July.</td>
<td></td>
</tr>
</tbody>
</table>

1. Estimated maximum timeframe with no poll: 28 weeks
2. Estimated maximum timeframe with poll: 33 weeks
3 March 2010

Cr Melvin Congerton
Chair
Local Government Advisory Board
Department of Local Government
Level 1 Dumas House
2 Havelock St
WEST PERTH 6005

Dear Cr Congerton

Local Government Advisory Board Inquiry – Mingenew, Morawa, Perenjori, Three Springs

Council has been advised by the Department of Local Government that Minister Castrilli has referred the proposed amalgamation of Mingenew, Morawa, Perenjori and Three Springs shires to the Local Government Advisory Board for consideration. We understand that you will shortly be initiating that inquiry and calling for public submissions.

As you know there has been significant disquiet in the industry, which culminated in a forum at Ascot Racecourse on 9 February 2010. The publicity leading up to that forum has created significant disquiet within the Perenjori community which is of course being expressed to elected members. The recent announcement by the Shire of Chapman Valley that it is withdrawing from its proposed amalgamation with the Shire of Mullewa and the City of Geraldton Greenough can only exacerbate this concern.

At our Council meeting the following week Minister Castrilli attended and responded to questions from elected members. Notably the Minister shares our view that structural reform is about improving services and outcomes, not saving money. Council resolved at that meeting to commission the development of a business plan for the new entity. While in our case this will be on an accelerated time frame it will minor the information available to Regional Transition Groups.

Our challenge in the structural reform process is to carry the community with us. It is not sufficient to suggest that there may be an involuntary process sometime in the future. We need to be able to present evidence to demonstrate the benefits to the community from being part of a larger local government.
The business plan will support evidence based decision making. In light of the above I am requesting that the LGAB not make a final recommendation on the proposed amalgamation until the business case is available to inform decision making. While every effort will be made to expedite the development of this report it will probably take until around September 2010 for this to be completed.

Your support on this matter would be greatly appreciated. If you require any further information or clarification please contact my CEO Stan Scott on 9973 1002 or ceo@perenjori.wa.gov.au; or me on 0427 734 042 or finiterre@bigpond.com.

Yours Faithfully

Chris King
Shire President

cc:
Hon John Castrilli, Minister for Local Government; Heritage; Citizenship and Multicultural Interests.
Ms Jennifer Matthews, Director General, Department for Local Government
Shires of Morawa, Mingenew, Three Springs
10037 OTHER BUSINESS

10037.1 INFORMATION BULLETIN – TABLED IN THE COUNCIL CHAMBERS

- LETTER FROM WESTERN AUSTRALIA TREASURY CORPORATION REGARDING DEBENTURE LOAN 87 – 15 February 2010
- LETTER FROM WESTERN AUSTRALIA TREASURY CORPORATION REGARDING DEBENTURE LOAN 88 – 15 February 2010
- WALGA WORKFORCE SOLUTIONS RPL - AN INFORMATION SESSION FOR COUNCILLORS
- WALGA ECONOMIC BRIEFING – February 2010
- WESTERN AUSTRALIAN BUSINESS NEWS – 4th to 10th February 2010
- WESTERN AUSTRALIAN BUSINESS NEWS – 11th 17th February 2010
- MINING CHRONICLE – March 2010
- WOMENS REPORT CARD: MEASURING WOMENS PROGRESS 2009 UPDATE – 29 January 2010
- LEGACY NEWSLETTER – Autumn 2010
- THE COUNTRY LINK – Issue 3 December 2009
- LIEBE GROUP NEWSLETTER – February 2010 Volume 13 Issue 1
- REGIONAL REPORT E-NEWSLETTER – 26 February 2010 Edition 34
- REGIONAL REPORT E-NEWSLETTER – 5 March 2010 Edition 35
- LOCAL GOVERNMENT NEWS – Issue No. 08.10
- LOCAL GOVERNMENT NEWS – Issue No. 09.10
- MEDIA STATEMENT PAUL PAPALIA CSC, MLA – 9 March 2010
- PLANNING AND COMMUNITY DEVELOPMENT NEWSLETTER – 5 March 2010
- PUBLIC ADVOCATE NEWS – March 2010
- CORRUPTION PREVENTION – February 2010
- STRUCTERRE CONSULTING GROUP, ELECTRONIC CERTIFICATION – 25 Feb 2010
- MINE STYLE – March 2010
10037.2 MOTIONS OF WHICH DUE NOTICE HAVE BEEN GIVEN

Nil

10037.3 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil
10037.4 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

10037.4.1 COMPLIANCE AUDIT RETURN

APPLICANT: DEPUTY CEO
FILE: ADM0057
DISCLOSURE OF INTEREST: 0
AUTHOR: ROSE JONES - DCEO
RESPONSIBLE OFFICER STAN SCOTT - CEO
REPORT DATE: 17TH MARCH 2010
ATTACHMENTS COMPLIANCE AUDIT RETURN 2009

Executive Summary:

Council is required to adopt the Local Government Compliance Audit Return for the period 1st January 2009 to 31st December 2009.

Applicant’s Submission

Each section of the Compliance Audit return has been completed and initialled by the responsible officers. Each councillor is required to have the opportunity to review the return and make comment to Council.

Once adopted, the return is then electronically submitted through to the Department of Local Government via their website.

This is required to be submitted by the 31st March 2010.

Statutory Environment:

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

Policy Implications: N/A
Financial Implications: N/A
Strategic Implications: N/A

Consultation:

All responsible officers are involved in the process of reviewing the Compliance Audit return for the year.

Voting Requirements: Absolute Majority
Comment:
For 2009 the Shire of Perenjori was compliant in all respects with the requirements monitored through the Compliance Audit Return accept the following:

- **Section: Executive Functions**  Question: 10  (Page 5)
  Has the local government kept plans for the levels and alignments of public thoroughfares that are under its control or management, and made those plans available for public inspection.
  Comment: Shire does not have complete records of all thoroughfares

- **Section: Finance**  Question: 2  (Page 10)
  Was the annual report accepted by absolute majority by the local government by 31 December 2009?
  Comment: The annual report was accepted at February Council meeting within two months of receipt of the Auditor’s report.

- **Section: Finance**  Question: 93  (Page 18)
  Was the Auditor’s report for 2008-09 received by the local government by 31 December 2009?
  Comment: The Auditor’s report was received on 12 January 2010. The auditor sought approval from the Department to extend the reporting deadline to 31 January 2010.

- **Section: Local Government Employees**  Question: 16  (Page 20)
  Did Council adopt a policy relating to employees whose employment terminates, setting out the circumstances in which council would pay an additional amount to that which the employee is entitled under a contract or award.
  Comment: Council has a policy on farewell gifts for departing employees

- **Section: Local Government Employees**  Question: 17  (Page 20)
  Did Council adopt a policy relating to employees whose employment terminates, setting out the manner of assessment of an additional amount.
  Comment: No Council does not

- **Section: Local Laws**  Question: 13  (Page 22)
  Have all reviews of local laws under section 3.16 of the Act been carried out within a period of 8 years.
  Comment: A review was due in 2008-09. With the proposed amalgamation to take place 01/07/11 the review may be conducted to align with other shires.
Tenders for Providing Goods and Services  Question 23  (Page 31)

Does the local governments Tender Register include particulars of the decision made to invite tenders and if applicable the decision to seek expressions of interest under regulation 21(1)

Comment: Council has delegated authority to CEO to call tenders for budgeted capital purchases.

Officers Recommendation:

That Council adopt the Compliance Audit Return for 2009.

Council Resolution:

Moved: Cr J R Cunningham  Seconded: Cr G K Reid

That Council adopt the Compliance Audit Return for 2009.

Carried: 7/0
Executive Summary:
At its February Meeting Council resolved that the Shire should obtain professional media advice. The CEO has obtained quotes on a suite of public relations and marketing products to improve our public communications.

Applicants Submission:
The product offerings are as follows:

Media Advice
Market Creation is offering 4 hours per month of professional media support and advice for $440 per month. Under this arrangement they would actively seek out positive stories for media releases and provide advice when Council seeks to put out a particular message.

It is proposed that this service commence from 1 April 2010. The cost for this financial year would be $1320, with a full year cost in 2010/11 of $5280.

Website Design and Development
The Shire of Perenjori’s website was developed in house by staff using Joomla, a freeware application designed for use by non expert web designers. This experiment has not been particularly successful. To develop expertise people need to practice, and there was no sufficient opportunity for staff to use the program to develop the expertise.

We have obtained 3 quotes for developing a replacement web site:

- Market Creation is offering to develop a new website for us including the supply of Spark Content Management System software and staff training for $9,460. One additional features are included and annual hosting fee the total cost of the Market Creations offering is $13,540.

- Creative Nature is the designer for the Karara Mining website. Their offering allows for a home page and 9 secondary pages including hosting for $5,560. Ongoing content management will be charged at $150 per hour. While the website cost going in is cheaper, it appears there will be less opportunity for in house content management so ongoing costs are likely to be higher.
• City of Lights Video and Multimedia has quoted to redevelop the design and layout and update the existing website using Joomla freeware. The cost of $7,590 is cheaper than Market Creation because it is not supplying software.

Each of the providers would deliver a good quality of product. Market Creations is preferred because it consolidates our public relations effort and still allows a reasonable degree of in-house updates.

New Logo

Council will recall we previously looked at a new draft logo, but the logo had no support from Council and the project did not proceed. The scope set for Market creations was to develop a community logo that reflects the community identity and could continue to be used following amalgamation. It would be used by the Shire in the interim but would not be a “Shire” logo. The quote for this service is $7,280.

Background:

At its February Ordinary Meeting Council resolved that “the Shire of Perenjori engages a professional for media advice”.

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:

<table>
<thead>
<tr>
<th>WEB SITE DEVELOPMENT AND HOSTING</th>
<th>Cost</th>
<th>Yes / No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Web Site Set Up</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Design (including Flash)</td>
<td>$3,120</td>
<td>✓</td>
</tr>
<tr>
<td>Project Management / Copywriting Content</td>
<td>$1,040</td>
<td>✓</td>
</tr>
<tr>
<td>Inserting initial content</td>
<td>$1,040</td>
<td>✓</td>
</tr>
<tr>
<td>Content Management</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Content Management System &amp; Procedure Manual</td>
<td>$4,000</td>
<td>✓</td>
</tr>
<tr>
<td>Training (phone or on-site local)</td>
<td>$260</td>
<td>✓</td>
</tr>
<tr>
<td>Optional Modules</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Image Gallery</td>
<td>$780</td>
<td>✓</td>
</tr>
<tr>
<td>E-Newsletter</td>
<td>$1,300</td>
<td>✓</td>
</tr>
<tr>
<td>Latest News Display</td>
<td>$780</td>
<td>✓</td>
</tr>
<tr>
<td>Email Template</td>
<td>$520</td>
<td>✓</td>
</tr>
<tr>
<td>Customised Signatures 7 Staff</td>
<td>$210</td>
<td>✓</td>
</tr>
<tr>
<td>Technical Services</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Web Site Hosting (annual)</td>
<td>$420</td>
<td>✓</td>
</tr>
<tr>
<td>DNS Set Up (once Only)</td>
<td>$70</td>
<td>✓</td>
</tr>
<tr>
<td>Total Cost Web Site Development</td>
<td>$13,540</td>
<td>✓</td>
</tr>
</tbody>
</table>

| CONTRACTED PUBLIC RELATIONS      |      |          |
| Monthly retainer - 4 hours per month - April to Jun 10 | $1,320 | ✓ |
| Total Cost Contracted PR         | $1,320 | ✓ |
NEW BRAND FOR PERENJORI COMMUNITY

- Design of corporate logo and stationery suite concepts $4,420 ✓
  (Including Master CD and Corporate Identity Reference Folder)
- Marketing Consultancy (including 2 site Visits) $2,600 ✓
- Word Templates $260 ✓
- Powerpoint Templates $390 ✓
- Fax Templates $260 ✓
Total Cost - Community Rebranding $7,280

TOTAL COST PR & MARKETING $22,140

FUNDS AVAILABLE

- 4235 Web Site Maintenance $5,000
- 11814 Community Development Expense $10,000
- 13605 Shire Branding $7,500

Total Funds Available $22,500

Strategic Implications:
The package of measure will improve community engagement and promotion of the community.

Consultation: Nil

Comment:
One consistent element of community feedback is that there is not sufficient publicity on the good things that happen in this community, and Perenjori’s role in the mining industry is not sufficiently recognised. This feedback is probably a contributing factor to the community’s concerns about amalgamation.

By making an investment in the image projected by the shire through the logo, the website and proactive media communication we can raise our profile and support our community.

Voting Requirements: Absolute Majority

Officers Recommendation:
1. That Council engage Market Creations to:
   - Develop a new website
   - Develop a new community logo; and
   - Provide a professional PR service.
2. That the remaining funds from Community Development be used to
compliment existing allocations to Web Site maintenance and Shire Branding
to meet these costs.

Council Resolution:
Moved: Cr J A Bensdorp Seconded: Cr J R Cunningham

1. That Council engage Market Creations to:
   • Develop a new website
   • Develop a new community logo; and
   • Provide a professional PR service.

2. That the remaining funds from Community Development be used to
compliment existing allocations to Web Site maintenance and Shire
Branding to meet these costs.

Carried: 6/1
March 12 2010

Shire Of Perenjori
Attn: Stan Scott
44 Fowler Street
Perenjori, 6620

Dear Stan

RE: O067 Website Design and Development

Thank you for the opportunity to supply a quotation to design and develop your website.

Market Creations will bring to your website the blend of original and creative graphic design with technical expertise in programming. Professional copywriting for the content of your site can also be provided. This means your website will look good, function well and will include the option to allow your staff to maintain the content of the site. Further, the site will be designed with search engine indexing in mind.

The commercial costs for our services are as follows:

**Website Set Up:**
- Design home page and following pages (including Flash) $3,432
- Project Management/Copywriting $1,144
- Inserting initial content $1,144

**Content Management Software:**
- Spark Content Management System & Procedure Manual $4,400
- Training (phone or on-site local) $286

OR

- Spark CMS Set Up Fee $858
- Content Management $143/hr

(for Market Creations to update your content for you at regular intervals)
Optional Modules you may like to consider:

<table>
<thead>
<tr>
<th>Module</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Image Gallery</td>
<td>$858</td>
</tr>
<tr>
<td>E-Newsletter</td>
<td>$1,430</td>
</tr>
<tr>
<td>Latest News Display</td>
<td>$858</td>
</tr>
<tr>
<td>Email Template</td>
<td>$572</td>
</tr>
<tr>
<td>Customised Email Signature*</td>
<td>$33 per individual signature</td>
</tr>
</tbody>
</table>

* Each signature needs to be included in the HTML coding of the email template to ensure it will operate correctly in your version of Outlook. Please note that future upgrades to new versions of Outlook may require additional programming to the template which would be chargeable.

A brief explanation of our services and modules is appended to this quotation. Additional technical services for hosting your website and being found on the internet are also available.

We look forward to making a difference. Remember, sometimes all it takes is a creative spark!

Yours sincerely

Sarah-Jayne Collins
Market Creations

Did you know that as at December 2008, 86% of Australians access internet services, 97% of them via broadband?

Source: Nelson Online - The Australian Internet and Technology Report
March 12 2010

Shire Of Perenjori
Attn: Stan Scott
44 Fowler Street
Perenjori 6620

Dear Stan

RE: O069 PR Contract

Thank you for the opportunity to present a proposal to serve the Shire of Perenjori’s public relations requirements.

We would like to propose a monthly contract arrangement whereby Market Creations would invoice the Shire of Perenjori for four hours of service per month at a rate of $121 an hour including GST. The amount of hours would be reviewed every three months with overs being invoiced at that time or unders rolled over into the next period or credited as required. An activity report would be provided quarterly and a 12 month commitment would be sought.

Market Creations operates with a rigorous electronic time sheet system that would allow for the accurate reporting of hours and activity. The contract is offered below Market Creations’ standard hourly rate of $143/hr.

Printing costs and media buying would attract additional charges but would always be quoted and signed off by you prior to proceeding or booking. Please note that Market Creations can administrate the invoicing for media bookings with a 10% media management fee applying.

Should you require further information in relation to this quotation, please do not hesitate to contact me on 9920 8500.

We look forward to making a difference. Remember, sometimes all it takes is a creative spark!

Kind Regards

Sarah-Jayne Collins
Market Creations
March 12 2010

Shire Of Perenjori
Attn: Stan Scott
44 Fowler Street
Perenjori 6620

Dear Stan

RE: C070 Community Branding

I look forward to the opportunity of working with you in creating your new community brand.

Creation of community brand identity is a hallmark of Market Creations’ business. We have successfully assisted many local government authorities and community organisations to breathe new life into their communities through the branding process. The process itself can empower a community, build capacity and promote a positive “can do” attitude.

An integral part of the corporate identity process will be pre and post workshops run onsite with your council and your community. The pre workshop will generate ideas and guide us on what is important to your community, so that we are accurate with our design brief. The post workshop is the opportunity for us to present a series of conceptual logos to the council.

With the information obtained at the pre workshop, Market Creations will create a design brief and positioning statement to capture the essence of your shire. From here, a range of original logos will be designed for your consideration. We will work with you to ensure you are absolutely satisfied with the choice of your logo. Once your logo is chosen, Market Creations will translate the logo design into a complete stationery suite inclusive of business cards, letterheads, with compliment slips and envelopes.

On acceptance of a preferred stationery suite, all designs will be saved in formats suitable for print on a master copy CD-Rom and presented with a corporate identity reference manual. The manual serves as a guide for using your logo in subsequent applications. It is a valuable reference point for all your future dealings with third party suppliers of promotional and printing material, ensuring that the integrity of your identity is at all times preserved.
Once your corporate identity is established, Market Creations looks forward to the opportunity to bring all your important messages to life, and build your brand, through a range of promotional material.

Market Creations can also provide quotations for printing your stationery requirements following the design process. As part of the design of the stationery suite we will recommend stock types that would best complement your new corporate identity.

- Design of corporate logo and stationery suite concepts $4,862
  (Including Master CD and Corporate Identity Reference Folder)
- Marketing consultancy services $2,860
  (Including two on site workshops)
- Remote Marketing consultancy services $1,144

We can also translate your stationery into Microsoft Office templates:

- Word Template $286
- Powerpoint Template $429
- Fax Template $286

If you have any queries regarding this quote or any other matter please do not hesitate to call me on 9920 8500.

We look forward to making a difference. Remember, sometimes all it takes is a creative spark!

Kind regards

Sarah-Jayne Collins
Market Creations
10037.5 MATTERS BEHIND CLOSED DOORS

10037.6 DATE OF NEXT MEETING / MEETINGS

The next Ordinary Council Meeting will be held on 15th April 2010

10037.7 CLOSURE

There being no further business the meeting was closed at 5.37pm.

I certify that this copy of the Minutes is a true and correct record of the meeting held 18th March 2010.

Signed: ______________________
Presiding Elected Member
Date: ______________________