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 Shire of Perenjori

## MINUTES

## Ordinary Council Meeting

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 Held in the Shire of Perenjori Council Chambers, Fowler Street, Perenjori on 18<sup>th</sup> July 2013,  
 commenced at 1.30 pm.
 

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<b>13071</b>	<b>PRELIMINARIES</b>
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**13071.1**      **DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS**

Cr C King officially opened the meeting at 1.45pm.

**13071.2**      **OPENING PRAYER**

Cr G Reid led Council in the opening prayer.

**13071.3**      **DISCLAIMER READING**

Nil

**13071.4**      **RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE**

Cr CR King  
Cr LC Butler  
Cr GK Reid  
Cr JH Hirsch  
Cr JR Cunningham  
Cr RP Desmond  
Cr PJ Waterhouse  
Cr HC Wass  
Cr LJ Smith  
Ali Mills –CEO  
Ken Markham – Works Supervisor  
David Fong – SFO (Left at 3.06pm)  
Carla Sanderson – Executive Assistant  
Samantha Elari – MWRC Administration - Observer

**Leave of Absence**

None

**Apologies**

None

**13071.5**      **RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**13071.6**      **PUBLIC QUESTION TIME**

Nil

**13071.7 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.

**13071.8 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**13071.9 CONFIRMATION OF MINUTES**

Minutes of Ordinary Council meeting held 20<sup>th</sup> June 2013 are attached.

<b>COUNCIL RESOLUTION – Item 13071.9</b>
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Moved: Cr L Butler

Seconded: Cr P Waterhouse

That the minutes from the Ordinary Council Meeting held on Thursday 20<sup>th</sup> June 2013 be accepted as a true and accurate record.

Carried: 9/0

**13071.10 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION**

**13071.11 PETITIONS / DEPUTATIONS / PRESENTATIONS**

**13072 FINANCE**

Moved: Cr L Butler

Seconded: Cr J Hirsch

That Council accept the Late Item 13079.3.1 Budget Information Report – 2013/2014, which is to be the first item on the Agenda.

Carried: 9/0

**13079.3.1 LATE ITEM BUDGET INFORMATION REPORT – 2013/2014**

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>ADM 0339</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>0</b>
<b>AUTHOR:</b>	<b>ALI MILLS - CEO</b>
<b>RESPONSIBLE OFFICER</b>	<b>ALI MILLS - CEO</b>
<b>REPORT DATE:</b>	<b>18<sup>TH</sup> JULY 2013</b>
<b>ATTACHMENTS</b>	<b>Documents</b>

**Executive Summary**

A Draft 2013-14 Budget is attached for Councils information.

**Background**

The draft budget has been developed by the administration to reflect decisions taken by Council, our strategic priorities and the efficient and effective management of our assets.

**Surplus**

The 2012/13 Surplus is estimated to be \$1.5 million. This includes, the carrying forward of;

Cash

Rates

Sundry Debtors

Inventory

Cash reserves

Sundry Creditors

Accrued interest on loans, salaries &amp; wages

Employee Provisions

**Rates Revenue**

In accordance with the requirements of the Local Government Act 1995 the Shire advertised its proposed Differential Rates for 2013/14. .

In response to the advertisement a local resident lodged a submission in writing suggesting that no rate increase should be adopted due to the hardships faced by many farmers over the recent years.

Council, when it adopts its budget may adopt a lower rate than that advertised so long as the budget documents include an explanation, and advertise the changed rate.

The Rating model shown in the draft Budget papers uses the new values with a GRV rate of 7.0571, Rural UV rate of 1.7577 cents in the dollar and Mining UV rate of 31.5 cents in the dollar. This has the effect of increasing revenue from \$2,372,552 to an estimated \$2,463,198 this represents a 5% increase.

A 5% increase was proposed, however it has been realised this will not be sufficient to meet the overall expenditure costs for the Shire. A 7% rate increase is now being proposed, which will provide the following income amount.

**Projected rate income:**

Category	2012-13	2013-14 5% rate inc	2013-14 7%rate inc
<b>Agricultural UV Rates</b>	\$1,415,401	\$1,486,171	\$1,514,479
<b>GRV Rates - Town sites</b>	\$74,213	\$77,923	\$79,407
<b>Mining UV Rates</b>	\$537,371	\$564,239	\$574,986
<b>Mining GRV Rates</b>	\$513,638	\$539,319	\$549,592
<b>Payments in Lieu of Rates</b>	\$10,197	\$10,197	\$10,197
<b>Adjustments (discounts/ costs / ESL Int)</b>	-174,096	-\$180,000	-\$180,000
<b>Total Rates</b>	<b>\$2,376,723</b>	<b>\$2,497,849.00</b>	<b>\$2,548,661.00</b>

**Financial Assistance Grants (FAGS) – General Purpose**

FAGS grants are Federal Grants to Local Government delivered via a State based Local Government Grants Commission. Funding is distributed in two components, the first of which is General purpose funding.

General Purpose funding which is delivered by a complex series of calculations based around “horizontal equalisation” to ensure that small local governments retain the capacity to deliver services.

The methodology is under review and this year’s allocation will be based on the new formula. At last years Northern Country Zone Conference the Grants Commission revealed that Perenjori can expect the maximum 15% increase for each of the next 2 years.

For the third year in succession part of the grant has been paid in advance before the end of the previous financial year. For this year the advance will be 50% of the allocation based on the previous formula. Based on this information the expected General Purpose grant is as follows.

	2011-12	2012-13	2013-14
<b>FAGS Grant</b>	\$741,460	\$852,679	958,516
<b>Advance Paid</b>	\$185,365	\$391,172	\$442,561
<b>Balance</b>	\$556,095	\$461,507	\$515,955

#### **Financial Assistance Grants (FAGS) – Untied Road Grant**

Untied Road Grants are provided based on the asset preservation model. The information provided by Local Governments to Main Roads through the Roman's Road Database is collated by the Grants Commission. The funding required maintaining that asset base is calculated and Local Governments receive a share based on their proportion of the asset base. The Perenjori asset base now includes the upgraded Wanarra and Mungada Roads. For the third year in succession 50% of the grant has been paid in advance before the end of the previous financial year.

	2011-12	2012-13	2013-14
<b>Untied Road Grant</b>	\$743,648	\$762,814	\$816,547
<b>Advance Paid</b>	\$185,912	\$437,616	\$437,575
<b>Balance</b>	\$557,736	\$325,198	\$378,972

#### **Fees and Charges**

Fees and charges have been reviewed with the following areas requiring changes:

- Building and Health Fees as per the new building standards in line with the Building and health Act;
- Burial Fees,
- Caravan Park fees;
- Rubbish Fees have been increased from \$200 to \$300 per household. It is advisable to look at cost recovery for this service, which would require our fees to be at \$400 per household. As this is a big rise it has been allocated over two years, requiring another \$100 increase in 2014/15.

All other fees have been left as per 2012/13 fees schedule.

#### **Significant Projects**

The Draft Budget will include a number of significant projects. Carry in projects from 2012-13 include:

- The second Flat Packed House ;
- Business Incubator project
- The Latham Bowling Green.

- The Perenjori Early Childhood Centre
- Community Bus – this project has been removed for 2013/14 and proposed for 2014/15.

Significant new projects in 2013-14 include:

- Staff Housing units through the Regional CLGF component;
- Telecommunication Towers
- The extensive Road Program
- Work to upgrade existing staff housing

#### **FUNDING PROPOSALS FOR PROJECTS:**

PROJECT	Council Funds	Other Funds	Loan	TOTAL
<b>Business Incubator project</b>	0	\$255,000 (CLGF)	\$165,000	<i>\$420,000</i>
<b>Latham Bowling Green</b>	0	\$100,000 (Reserve) \$122,000 (CLGF) \$20,000 (Mt Gib)	\$58,000	<i>\$300,000</i>
<b>PECC</b>	0	\$1,655,000	\$145,000	<i>\$1,800,000</i>

The following funding sources will assist with these costs:

- Mt Gibson Infrastructure funds 2013/14 - - \$200,000, allocated to the telecommunication towers
- RDA Funds – 89,605, allocated to the staff housing
- Mt Gibson Infrastructure Funds 2012/13 - \$200,000, funds for PECC,
- Country Local Government Funding – Regional, \$311,000 allocated for the staff housing, (held by Shire of Mingenew)

#### **Roads Program**

The roads program for 13/14 has been revised from \$3.04 m to \$2.795 m to assist with the balancing of the budget and includes:

- Regional Rd Group funding of \$540,659
- Roads to Recovery funding of \$362,109
- Black Spot funding of \$108,000
- Untied Road Grant of \$816,547
- Council funds of \$967,777 compared to previous of \$1,212,622

This brings the total cost of the program for 2013/14 to \$2,795,092.

**Plant Replacement Program**

Plant replacement is in accordance with the 10 year plan and includes:

- Replacement of Skid Steer Loader (Reserve funds)
- Replacement of Western Star (lease arrangement)
- New tri-axle Water Tanker (Reserve Funds)
- Replacement of the CDO vehicle, the CEO vehicle will be retained for a further year, whilst the CDO vehicle has a reported oil problem with advice indicating this should be replaced.
- Hino Light Truck (Reserve)
- Nissan UD two way Tipper (Lease)

The budget has included \$194,00 to be used from the Plant reserve fund. The Plant Reserve fund currently sits with \$230,788.

**Debentures**

The Budget is proposing the following new loans to fund the Council contribution for the following major projects:

Business Incubator Project: \$165,000

Latham Bowling Green: \$58,000

PECC: \$145,000

**Mid West Regional Council**

The costs have been increased by approx. 30% for the coming year, whilst it is unknown of the future of this Council. The revised budget proposed has reduced the fees back to the amounts paid in 2012/13. These costs will be reviewed by the Acting CEO, with the aim to minimise where possible.

**Operational Expenses****Staffing****New Positions**

**Two new positions are being proposed instead of the three originally proposed:**

- Grader/Operator
- Trainee Admin Officer

The Operator position is aimed to meet the current gap in the Road Works team, as well as preparing for when our Grader Driver retires. The Trainee Admin position will be targeted at local young people providing a career path opportunity into Local Government, and the Shire OF Perenjori with a trained Officer on completion if required.

**Positions Reduced:**

**DCEO** – this is still unknown, whilst it is evident a Senior Level person with excellent Project management skills is required, along with high end Financial Management skills it has not been determined what the best options for this will be. The budget has made an allowance for a replacement at the same rate as the previous DCEO. A pro rata amount has been determined with the current allocation at \$60,000 for the year. Funds have been included in the Consultants fees for the temporary Acting CEO.

**Cleaning Staff** – Cleaning staff numbers and hours have been reduced to reflect the reduced occupancy of the Mid West Transportables and better efficiency in other areas.

**Caravan Park** – Manager Position has not been replaced as was previously structured. It is proposed to have a Manager position with assistance from the Head Cleaner and other cleaners to manage the park. This will mean there will be no Assist Manager position.

The income and expenditure for the Caravan Park Village has been reduced to reflect the current low occupancy rates.

**General Other Areas that have been reduced or removed from the budget**

03111	Rates Legal Income	increased \$10,000
04003	Members Conferences	decreased by \$14,600 to \$25,000
04222	Removal allowance	decreased by \$3,000 to zero
05014	CESM	decreased by \$5,000 to \$13,000
07205	Doctors Vehicle	decreased by \$1,000 to \$2000
12651	Licensing Commission (Inc)	increased by \$1,000 to \$13,000
14504	Good Insurance	Income added \$4,000
04220	Audit Expense	decreased by \$12,500 to \$23,000
04232	Record Keeping	decreased by \$14,000 to \$5,000
04267	Strategic Planning	decreased by \$20,000 to \$35,000
05202	Wild Dog Control	decreased by \$10,000 to \$20,000
08007	Contribution to MEITA	decreased by \$10,000 to 0
09254	60 Downer Street	decreased by \$85,000 to 0
09268	71 Carnamah Road	decreased by \$22,080 to 0
10100	Refuse Collections	increased by \$10,000 to \$30,000
10131	Morawa/Perenjori Waste site	decreased By \$10,000 to \$10,000
10132	Regional Waste Plan	decreased by \$30,000 to \$10,000

11205	Removal of old pool	decreased by \$4,500 to 0
11400	Sports Club exp	decreased by \$12,000 to 0
11408	Golf and Bowls expense	decreased by \$20,000 to \$25,000
11424	Sport and Rec Planning	decreased by \$30,000 to 0
11427	Removal of old netball	decreased by \$4000 to 0
11428	Removal of old shearing shed	decreased by \$5000 to 0
11484	Playground equipment	decreased by \$20,000 to 0
11485	Streetscape improve	decreased by \$15,000 to 0
11818	Heritage Tourism Assess	decreased by \$10,000 to 0
11820	Movie Facilitation	decreased by \$20,000 to 0
11821	Art Program	decreased by \$20,000 to 0
13211	Marketing Plan	decreased by \$15,000 to 0
13212	Residents Booklet	decreased by \$5,000 to 0
13213	Perenjori Prospect	decreased by \$3000 to 0
13816	Business Support	decreased by \$15,000 to 0
	Community Bus	decreased \$170,000 to 0
	Masonic Hall	decreased by \$49,000 to 0
	Depot maintenance	decreased by \$33,250 to \$40,000

### Elected Members Fees and Allowances

Elected Members Fees and Allowances are shown below as outlined in the determination on June 2013 by the Salaries and Allowances Tribunal.

Council Meeting Fees (per meeting) have been increased to reflect the maximum amounts as presented.

It is suggested that council review the fees and allowances and determine whether they wish to continue with per meeting payments (1) & (2) or alternatively go to an annual payment (3).

#### 1. Council Meeting Attendance Fees – Per Meeting

RECIPIENT	MINIMUM	MAXIMUM
President	\$88	\$463
Councillor (other than President)	\$88	\$225

#### 2. Committee Meeting and Prescribed Meeting Attendance Fees – Per Meeting

RECIPIENT	MINIMUM	MAXIMUM
Council member including President	\$44	\$113

### 3. Annual Attendance Fees in Lieu of Council Meeting & Committee Meeting Attendance Fees

RECIPIENT	MINIMUM	MAXIMUM
President	\$3,500	\$18,500
Councillor (other than President)	\$3,500	\$9,000

### 4. Annual Allowance for a President

RECIPIENT	MINIMUM	MAXIMUM
President	\$500	\$19,000

### 5. Annual Allowance for a Deputy President

RECIPIENT	AMOUNT
Deputy President	25 per cent

### 6. Expenses to be Reimbursed

Travel costs to be calculated at the same rate applicable to the reimbursement of travel costs in the same or similar circumstances under the Public Service Award 1992 issued by the Western Australian Industrial Relations Commission as at the date of this determination.

OR

### 7. Annual Allowances in Lieu of Reimbursement

Annual Allowances Determined Instead of Reimbursement for Particular Types of Expenses

7.1 For the purpose of section 5.99A(b) of the LG Act, the minimum annual allowance for ICT expenses is \$500 and the maximum annual allowance for ICT is \$3,500.

7.2 For the purposes of section 5.99(a) of the LG Act, the annual allowance for travel and accommodation expenses is \$50.

### Statutory Environment

*Local Government Act 1995* S6.2 sets out the requirement for an annual budget as follows:

#### **6.2. Local government to prepare annual budget**

(1) During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt\*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.

\* *Absolute majority required.*

(2) In the preparation of the annual budget the local government is to have regard to the contents of the plan for the future of the district made in accordance with section 5.56 and to prepare a detailed estimate for the current year of —

- (a) the expenditure by the local government;
  - (b) the revenue and income, independent of general rates, of the local government; and
  - (c) the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.
- (3) For the purposes of subsections (2)(a) and (b) all expenditure, revenue and income of the local government is to be taken into account unless otherwise prescribed.
- (4) The annual budget is to incorporate —
- (a) particulars of the estimated expenditure proposed to be incurred by the local government;
  - (b) detailed information relating to the rates and service charges which will apply to land within the district including —
    - (i) the amount it is estimated will be yielded by the general rate; and
    - (ii) the rate of interest (if any) to be charged by the local government on unpaid rates and service charges;
  - (c) the fees and charges proposed to be imposed by the local government;
  - (d) the particulars of borrowings and other financial accommodation proposed to be entered into by the local government;
  - (e) details of the amounts to be set aside in, or used from, reserve accounts and of the purpose for which they are to be set aside or used;
  - (f) particulars of proposed land transactions and trading undertakings (as those terms are defined in and for the purpose of section 3.59) of the local government; and
  - (g) such other matters as are prescribed.
- (5) Regulations may provide for —
- (a) the form of the annual budget;
  - (b) the contents of the annual budget; and
  - (c) the information to be contained in or to accompany the annual budget.

**Policy Implications**

Nil

**Financial Implications**

Specific financial implications are as outlined in the Detail Section of this report.

**Strategic Implications**

The draft 2013/14 budget has been developed based on the existing Corporate Business and Community Strategic Plan documents. These plans are needing to be adjusted to reflect the proposed budget.

**Consultation**

Whilst no specific consultation has occurred on the draft 2013/14 budget, community consultation and engagement has previously occurred during development of the Community Strategic Plan from which the Corporate Business Plan was developed. In addition the proposed differential rates were advertised in the Geraldton Guardian on the 22<sup>nd</sup> May 2013.

**Comment**

The Rates proposed were originally based on a 5% increase across all rate codes, however as more accurate figures became available it was evident this would not be sufficient and a 7% rate increase is being recommended, which is still lower than Council's advertised intention in May 2013. A mixture of the rate increase, loans, and use of reserve funds has assisted in getting the budget to a balance point.

Rubbish Charges in 2012/13 were \$200.00 per service. For full cost recovery of the contract costs this would need to be increased to \$400. It is proposed that consideration be given to implementing this over the next 2 years.

Instalment arrangements are in line with previous years.

Discount and interest charges have not been altered and are the same as for previous years.

**Officers Recommendation – Item 13079.3.1**

1. Receive the Budget Information Report for the proposed 2013/14 Budget for the Shire of Perenjori with updated data and details as presented.
2. To set a Special Meeting date for the 31<sup>st</sup> July 2013, for adoption of the Shire of Perenjori Budget 2013/14.

2.40pm Ali Mills left the Council Chambers.

2.41pm Carla Sanderson left the Council Chambers.

2.44pm David Fong and Ken Markham left the Council Chambers.

2.45pm Ali Mills, Carla Sanderson and Ken Markham re-entered the Council Chambers.

2.46pm David Fong re-entered the Council Chambers.

**COUNCIL RESOLUTION – Item 13079.3.1**

**Moved: Cr G Reid**

**Seconded: Cr J Cunningham**

1. Receive the Budget Information Report for the proposed 2013/14 Budget for the Shire of Perenjori with updated data and details as presented.
2. To set a Special Meeting date for the 31<sup>st</sup> July 2013, for adoption of the Shire of Perenjori Budget 2013/14.

**Carried: 9/0**

**13072.1 FINANCIAL STATEMENTS – JUNE 2013**

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>ADM 0081</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>DAVID FONG – SENIOR FINANCE OFFICER</b>
<b>RESPONSIBLE OFFICER</b>	<b>ALI MILLS–CEO</b>
<b>REPORT DATE:</b>	<b>9<sup>th</sup> July 2013</b>
<b>ATTACHMENTS</b>	<b>MONTHLY FINANCIAL REPORT</b>

**Executive Summary**

The Local Government Financial Management Regulations, Clause 34 (1) requires that a monthly financial report be presented to Council in a form and manner preferred by the Council. The monthly financial report is provided as a separate attachment. This format has been developed by Haines Norton, in conjunction with the Department of Local Government and is one that is generally adopted by Western Australian Local Governments. Some sheets are still under development, and will be available to Council over the next few months. This format is not mandatory, and is generally flexible, so should Council require further financial information to be included, it can be.

**Background**

The following statements are presented to Council:

- Statement of Financial Activity (Statutory Reporting by Program) - This provides the budget and actual income and expenditure for operating and non-recurrent as well and the closing surplus to date. (FM Reg 34(1))
- Net Current (Assets) Funding Position (Note 3.)-This provides the amount of assets over liabilities within the Balance Sheet. (FM Reg 34 (1)(e))
- Notes to the Financial Statements include:
  - Note 4. – Cash & Investments
  - Note 5. – Major Variances
  - Note 6. – Budget Amendments
  - Note 7. – Receivables & Rates Information
  - Note 8. – Payables - Borrowings
  - Note 9. - Reserves
  - Note 10. - Capital Works Program ( under development)
  - Note 11. - Trust Fund

The reporting requirements provide Council with a comparison between budget and actual income and expenditure as well as the funding requirements and movements for the reporting period.

**Accounts for Payment**

Regulation 13 (3) of the Local Government (Financial Management) Regulations 1996 requires that a list of payments be presented to Council and recorded in the Minutes of Council.

Accordingly, payments made for the period to 30 June 2013 are attached to the financial report. This report contains details of the payments made by the Shire in relation to goods & services received.

**Statutory Environment**

Local Government (Financial Management) Regulations 1996  
Presentation of a monthly financial activity report is required by the *Local Government Act (section 6.4)* and *Local Government (Financial Management) Regulation 34 (1)*.

Section 6.14 of the *Local Government Act 1995* grants Council the power to invest surplus funds.

Regulation 13 (3) of the Local Government (Financial Management) Regulations 1996 requires that a list of payments be presented to Council and recorded in the Minutes of Council.

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Area 5: Investing in Councils Leadership

Goal: Strengthen the Shire's position as an innovative, independent local Government providing excellence in all areas of governance, management and leadership.

**Consultation**

Liaison with CEO and External Contractor

**Comment**

As this is the last month of the financial year 12/13, it is sometimes not uncommon to have that many variances as presented in the Financial Reports for the period ended 30<sup>th</sup> June 2013.

**Voting Requirements - Absolute Majority**

**Officer and Committees Recommendation – Item 13072.1**

That the Financial Reports for the period ended 30 June 2013, as attached to the Ordinary Council Agenda of 18<sup>th</sup> July 2013, be accepted

**COUNCIL RESOLUTION – Item 13072.1**

Moved: Cr L Smith

Seconded: Cr J Hirsch

That the Financial Reports for the period ended 30 June 2013, as attached to the Ordinary Council Agenda of 18<sup>th</sup> July 2013, be accepted.

Carried: 9/0

**13072.2 ACCOUNTS FOR PAYMENT**

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>1305P</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>DAVID FONG – SENIOR FINANCE OFFICER</b>
<b>RESPONSIBLE OFFICER:</b>	<b>ALI MILLS–CEO</b>
<b>REPORT DATE:</b>	<b>9<sup>th</sup> July 2013</b>
<b>ATTACHMENTS</b>	<b>ACCOUNTS FOR PAYMENT</b>

**Executive Summary**

To present the listing of accounts paid from the Municipal Fund and Trust Fund in accordance with the requirements of the Local Government (Financial Management) Regulations 1996.

**Background**

Council delegated to CEO the exercise of its power under Financial Management Regulation 12 to make payments from Municipal Fund and Trust Fund.

**Statutory Environment**

Local Government Act 1995 – Section 5.42

Local Government (Financial Management) Regulations 1996 – Regulations 12 and 13

**Policy Implications**

All accounts are paid as per the Shire of Perenjori's 2012/13 Budget.

**Financial Implications**

Ongoing management of Council funds by providing Council with sufficient information to monitor and review payments made.

**Strategic Implications**

Area 5: Investing in Councils Leadership

Goal: Strengthen the Shire's position as an innovative, independent local Government providing excellence in all areas of governance, management and leadership

**Consultation**

Nil

**Comment**

Regulation 13 (3) of the Local Government (Financial Management) Regulations 1996 requires that a list of payments be presented to Council and recorded in the Minutes of Council.

Accordingly, payments made for the period to **30<sup>th</sup> June 2013** are attached to the financial report. This report contains details of the payments made by the Shire in relation to goods & services received.

**Voting Requirements – Simple Majority**

<b>Officer and Committees Recommendation – Item 13072.2</b>	
<i>That the accounts paid to 30 June 2013 as listed in Schedule covering vouchers numbered from –</i>	
<b>Municipal Account</b>	
EFT 4682-4774	\$430,091.06
Chq 18652-18679	\$79,449.96
Credit Card	\$654.31
<b>Total EFT , Cheques &amp; Credit Cards</b>	<b><u>\$510,195.33</u></b>
<b>Trust Account</b>	
EFT 4762-4770	\$1,300.00
Chq	Nil
Credit Card	Nil
<b>Total EFT , Cheques &amp; Credit Cards</b>	<b>\$1,300.00</b>
<b>Total</b>	<b>\$511,495.33</b>
<i>Totalling \$511,495.33 be endorsed by Council.</i>	
.....(Author)	.....(Manager/CEO)

## COUNCIL RESOLUTION – ITEM 13072.2

Moved: Cr J Hirsch

Seconded: Cr J Cunningham

*That the accounts paid to 30 June 2013 as listed in Schedule covering vouchers numbered from –*

Municipal Account	
EFT 4682-4774	\$430,091.06
Chq 18652-18679	\$79,449.96
Credit Card	\$654.31
<b>Total EFT , Cheques &amp; Credit Cards</b>	<b><u>\$510,195.33</u></b>

Trust Account	
EFT 4762-4770	\$1,300.00
Chq	Nil
Credit Card	Nil
<b>Total EFT , Cheques &amp; Credit Cards</b>	<b>\$1,300.00</b>

<b>Total</b>	<b>\$511,495.33</b>
--------------	---------------------

*Totalling \$511,495.33 be endorsed by Council.*

.....(Author)

.....(Manager/CEO)

Carried: 9/0

**NOTE;**

Due to the report unable to be considered as Ministerial approval has not yet been received for the Differential Rates, a new revised agenda item has been prepared for Council consideration. Late Item 13079.3.1 Budget Information Report – 2013/2014

**13072.3 DRAFT BUDGET 2013/14**

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>0</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>0</b>
<b>AUTHOR:</b>	<b>ALI MILLS - CEO</b>
<b>RESPONSIBLE OFFICER</b>	<b>ALI MILLS - CEO</b>
<b>REPORT DATE:</b>	<b>18<sup>TH</sup> JULY 2013</b>
<b>ATTACHMENTS</b>	<b>DRAFT BUDGET 13/14</b>

**Executive Summary:**

A Draft 2013-14 Budget is attached for Councils adoption.

**Background**

The draft budget has been developed by the administration to reflect decisions taken by Council, our strategic priorities and the efficient and effective management of our assets.

**Surplus**

The 2012/13 Surplus estimate is unknown at this time. The budget has been structured excluding a 12/13 surplus/deficit.

The surplus is limited by the requirements of the *Local Government Act* s6.34 which limits the surplus to 10% of rate collections – the maximum surplus we can budget for is \$248,969

**Rates Revenue**

In accordance with the requirements of the Local Government Act 1995 the Shire advertised its proposed Differential Rates for 2013/14. .

In response to the advertisement a local resident lodged a submission in writing suggesting that no rate increase should be adopted due to the hardships faced by many farmers over the recent years.

Council, when it adopts its budget may adopt a lower rate than that advertised so long as the budget documents include an explanation, and advertise the changed rate.

Valuations:

Type	Aggregate Values	% of Total
Country UV	83,100,880	97.93%
Latham GRV	100,126	1.12%
Mining Rates UV	1,759,475	2.07%
Other Towns GRV	11,560	0.12%
PJ GRV	980,834	11.1%
Mining Rates GRV	7,761,000	87.66%

The Rating model shown in the draft Budget papers uses the new values with a GRV rate of 7.0571, Rural UV rate of 1.7577 cents in the dollar and Mining UV rate of 31.5 cents in the dollar. This has the effect of increasing revenue from \$2,372,552 to an estimated \$2,463,198 this represents a 5% increase.

Projected rate income:

Category	2011 -12	2012-13	2013-14
<b>Agricultural UV Rates</b>	\$1,334,540	\$1,394,238	1,467,013
<b>GRV Rates - Townsites</b>	\$66,839	\$67,354	79,980
<b>Mining UV Rates</b>	\$454,950	\$558,515	567,984
<b>Mining GRV Rates</b>	\$494,730	\$570,016	547,702
<b>Payments in Lieu of Rates</b>	\$12,497	\$12,497	\$10,219
<b>Adjustments (discounts/ costs / ESL Int)</b>	-\$108,725	-\$180,000	-\$180,000
<b>Total Rates</b>	\$2,254,831	\$2,372,551	\$2,492,898

#### Rates Discounts

Council has the option of altering its current discount arrangements. The existing arrangement provides a discount of 10% on all current rates paid within 35 days from the date of issue, this is a common arrangement (see table below) amongst local governments. Council also provides a discount of 5% on all current rates paid between the day following the first due date and close of business on the 13<sup>th</sup> January.

For comparison purposes the Rates Discount provided by some neighbouring Shire is shown below:

Shire	Discount
<b>Morawa</b>	5% (35 days)
<b>Mingenew</b>	No Discount
<b>Three Springs</b>	7.5%** (35 days)
<b>Dalwallinu</b>	5% (35 days)
<b>Chapman Valley</b>	No Discount

\*\*are discussing reducing this rate

#### Interest Charges

Councils existing arrangement is that no interest is charged on overdue rates. The *Local Government Act 1995*, provides the ability for local governments to charge up to 11% on any rates outstanding after the due date. As shown in the table below the majority of councils have adopted this process to encourage the prompt payment of rates.

Shire	Interest
Morawa	11% after 35 days
Mingenew	11% after 35 days
Three Springs	11% after 35 days
Dalwallinu	11% after 35 days
Chapman Valley	11% after 35 days

#### **Financial Assistance Grants (FAGS) – General Purpose**

FAGS grants are Federal Grants to Local Government delivered via a State based Local Government Grants Commission. Funding is distributed in two components, the first of which is General purpose funding.

General Purpose funding which is delivered by a complex series of calculations based around “horizontal equalisation” to ensure that small local governments retain the capacity to deliver services.

The methodology is under review and this year’s allocation will be based on the new formula. At last years Northern Country Zone Conference the Grants Commission revealed that Perenjori can expect the maximum 15% increase for each of the next 2 years.

For the third year in succession part of the grant has been paid in advance before the end of the previous financial year. For this year the advance will be 50% of the allocation based on the previous formula. Based on this information the expected General Purpose grant is as follows.

	2011-12	2012-13	2013-14
<b>FAGS Grant</b>	\$741,460	\$852,679	958,516
<b>Advance Paid</b>	\$185,365	\$391,172	\$442,561
<b>Balance</b>	\$556,095	\$461,507	\$515,955

#### **Financial Assistance Grants (FAGS) – Untied Road Grant**

Untied Road Grants are provided based on the asset preservation model. The information provided by Local Governments to Main Roads through the Roman’s Road Database is collated by the Grants Commission. The funding required maintaining that asset base is calculated and Local Governments receive a share based on their proportion of the asset base. The Perenjori asset base now includes the upgraded Wanarra and Mungada Roads. For the third year in succession 50% of the grant has been paid in advance before the end of the previous financial year.

	2011-12	2012-13	2013-14
<b>Untied Road Grant</b>	\$743,648	\$762,814	\$816,547
<b>Advance Paid</b>	\$185,912	\$437,616	\$437,575
<b>Balance</b>	\$557,736	\$325,198	\$378,972

**Fees and Charges**

Fees and charges have been reviewed with the following areas requiring changes:

- Building and Health Fees as per the new building standards in line with the Building and health Act;
- Burial Fees,
- Caravan Park fees;

All other fees have been left as per 2012/13 fees schedule.

**Significant Projects**

The Draft Budget will include a number of significant projects. Carry in projects from 2012-13 include:

- The second Flat Packed House ;
- Business Incubator project
- The Latham Bowling Green.
- The Perenjori Early Childhood Centre
- Community Bus

Significant new projects in 2013-14 include:

- Staff Housing units through the Regional CLGF component;
- Telecommunication Towers
- The extensive Road Program
- Work to upgrade existing staff housing

The following funding sources will assist with these costs:

- Mt Gibson Infrastructure funds - \$200,000, allocated to the telecommunication towers
- RDA Funds – 89,605, allocated to the staff housing
- Council Reserve Funds, Sport and Recreation facilities, \$100,000 Latham Bowling Green
- Council Reserve Funds, Community Bus, \$35,000
- Mt Gibson Infrastructure Funds \$200,000, plus \$1.5m of other funds for PECC,
- Country Local Government Funding – Regional, \$311,000 allocated for the staff housing

**Roads Program**

The roads program for 13/14 totals \$3.04m and includes:

- Regional Rd Group funding of \$540,659
- Roads to Recovery funding of \$362,109
- Black Spot funding of \$108,000
- Untied Road Grant of \$816,547
- Council funds of \$1,212,622

This brings the total cost of the program for 2013/14 to \$3,039,936, details of the program are provided in the draft budget papers.

**Plant Replacement Program**

Plant replacement is in accordance with the 10 year plan and includes:

- Replacement of Skid Steer Loader (Reserve funds)
- Replacement of Western Star (lease arrangement)
- Replacement of Admin Light vehicles
- New tri-axle Water Tanker
- Replacement of Mitsubishi Triton ute
- Replacement of the CEO and CDO vehicle
- Hino Light Truck
- Nissan UD two way Tipper

**Debentures**

The Budget does not include any new loans

**Mid West Regional Council**

The costs have been increased by approx. 30% for the coming year, whilst it is unknown of the future of this Council. These costs will be reviewed by the Acting CEO, with the aim to minimise where possible.

**Operational Expenses****Staffing****New Positions**

**Three new positions are being proposed:**

- Grader/Operator
- General Operator
- Trainee Admin Officer

The two Operator positions are aimed to meet the current gap in the Road Works team, as well as preparing for when our Grader Driver retires. The Trainee Admin position will be targeted at local young people providing a career path opportunity into Local Government, and the Shire OF Perenjori with a trained Officer on completion if required.

**Positions Reduced:**

**DCEO** – this is still unknown, whilst it is evident a Senior Level person with excellent Project management skills is required, along with high end Financial Management skills it has not been determined what the best options for this will be. The budget has made an allowance for a replacement at the same rate as the previous DCEO.

**Cleaning Staff** – Cleaning staff numbers and hours have been reduced to reflect the reduced occupancy of the Mid West Transportables and better efficiency in other areas.

**Caravan Park** – Manager Position has not been replaced as was previously structured. It is proposed to have a Manager position with assistance from the Head Cleaner and other cleaners to manage the park. This will mean there will be no Assist Manager position.

The income and expenditure for the Caravan Park Village has been reduced to reflect the current low occupancy rates.

**Elected Members Fees and Allowances**

Elected Members Fees and Allowances are shown below as outlined in the determination June 2013 by the Salaries and Allowances Tribunal.

Council Meeting Fees (per meeting) have been increased to reflect the maximum amounts as presented.

It is suggested that council review the fees and allowances and determine whether they wish to continue with per meeting payments (1) & (2) or alternatively go to an annual payment (3).

**8. Council Meeting Attendance Fees – Per Meeting**

RECIPIENT	MINIMUM	MAXIMUM
President	\$88	\$463
Councillor (other than President)	\$88	\$225

**9. Committee Meeting and Prescribed Meeting Attendance Fees – Per Meeting**

RECIPIENT	MINIMUM	MAXIMUM
Council member including President	\$44	\$113

**10. Annual Attendance Fees in Lieu of Council Meeting & Committee Meeting Attendance Fees**

RECIPIENT	MINIMUM	MAXIMUM
President	\$3,500	\$18,500
Councillor (other than President)	\$3,500	\$9,000

**11. Annual Allowance for a President**

RECIPIENT	MINIMUM	MAXIMUM
President	\$500	\$19,000

**12. Annual Allowance for a Deputy President**

RECIPIENT	AMOUNT
Deputy President	25 per cent

**13. Expenses to be Reimbursed**

Travel costs to be calculated at the same rate applicable to the reimbursement of travel costs in the same or similar circumstances under the Public Service Award 1992 issued by the Western Australian Industrial Relations Commission as at the date of this determination.

OR

**14. Annual Allowances in Lieu of Reimbursement**

Annual Allowances Determined Instead of Reimbursement for Particular Types of Expenses

- 14.1 For the purpose of section 5.99A(b) of the LG Act, the minimum annual allowance for ICT expenses is \$500 and the maximum annual allowance for ICT is \$3,500.
- 14.2 For the purposes of section 5.99(a) of the LG Act, the annual allowance for travel and accommodation expenses is \$50.

**Statutory Environment:**

*Local Government Act 1995* S6.2 sets out the requirement for an annual budget as follows:

**6.2. Local government to prepare annual budget**

- (1) During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt\*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.
- \* Absolute majority required.*
- (2) In the preparation of the annual budget the local government is to have regard to the contents of the plan for the future of the district made in accordance with section 5.56 and to prepare a detailed estimate for the current year of —
- (a) the expenditure by the local government;
  - (b) the revenue and income, independent of general rates, of the local government; and
  - (c) the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.
- (3) For the purposes of subsections (2)(a) and (b) all expenditure, revenue and income of the local government is to be taken into account unless otherwise prescribed.
- (4) The annual budget is to incorporate —
- (a) particulars of the estimated expenditure proposed to be incurred by the local government;
  - (b) detailed information relating to the rates and service charges which will apply to land within the district including —
    - (i) the amount it is estimated will be yielded by the general rate; and
    - (ii) the rate of interest (if any) to be charged by the local government on unpaid rates and service charges;
  - (c) the fees and charges proposed to be imposed by the local government;
  - (d) the particulars of borrowings and other financial accommodation proposed to be entered into by the local government;
  - (e) details of the amounts to be set aside in, or used from, reserve accounts and of the purpose for which they are to be set aside or used;
  - (f) particulars of proposed land transactions and trading undertakings (as those terms are defined in and for the purpose of section 3.59) of the local government; and
  - (g) such other matters as are prescribed.

(5) Regulations may provide for —

- (a) the form of the annual budget;
- (b) the contents of the annual budget; and
- (c) the information to be contained in or to accompany the annual budget.

**Policy Implications:**

Nil

**Financial Implications:**

Specific financial implications are as outlined in the Detail Section of this report and as itemised in the draft 2013/14 budget attached for adoption for the Future and Strategic planning documents adopted by Council.

**Strategic Implications:**

The draft 2013/14 budget has been developed based on the existing Corporate Business and Community Strategic Plan documents.

**Consultation:**

Whilst no specific consultation has occurred on the draft 2013/14 budget, community consultation and engagement has previously occurred during development of the Community Strategic Plan from which the Corporate Business Plan was developed. In addition the proposed differential rates were advertised in the Geraldton Guardian on the 22<sup>nd</sup> May 2013.

**Comment:**

The Rates proposed are based on a 5% increase across all rate codes, which is lower than Council's advertised intention in May 2013.

Rubbish Charges in 2012/13 were \$200.00 per service. For full cost recovery of the contract costs this would need to be increased to \$400. It is proposed that consideration be given to implementing this over the next 2 years.

Instalment arrangements are in line with previous years.

Discount and interest charges to be determined.

<b>OFFICER RECOMMENDATION – Item 13072.3</b>
--

**That:**

**Part A – Municipal Fund Budget for 2013/2014**

Pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, the council adopt the Municipal Fund Budget as contained in Attachment 13072.3 of this agenda and the minutes, for the Shire of Perenjori for the 2013/2014 financial year which includes the following:

- Statement of Comprehensive Income by Nature and Type
- Statement of Comprehensive Income by Program

- Statement of Cash Flows
- Rate Setting Statement
- Notes to and Forming Part of the Budget
- Budget Program Schedules
- Transfers to/from Reserve Accounts

### Voting Requirements - Absolute Majority

### Part B – General and Minimum Rates, Instalment Payment Arrangements

1. For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, council pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995* impose the following differential general rates and minimum payments on Gross Rental and Unimproved Values.

#### **1.1 DIFFERENTIAL GENERAL RATES:**

Differential General Rates	Cents in the Dollar
Rural (UV)	<b>1.7577</b>
Mining (UV)	<b>31.5</b>
Mining (GRV)	<b>7.0571</b>
Townsite (GRV)	<b>7.0571</b>

#### **1.2 MINIMUM RATES:**

Minimum Rates	Per Assessment
Rural (UV)	<b>\$230</b>
Mining (UV)	<b>\$390</b>
Perenjori Townsite (GRV)	<b>\$230</b>
Latham Townsite (GRV)	<b>\$120</b>
Other Townsite (GRV)	<b>\$65</b>

2. Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, council nominates the following due dates for the payment in full by instalments:
  - Full payment and 1<sup>st</sup> instalment due date      19<sup>th</sup> September
  - 2<sup>nd</sup> Quarterly instalment due date              15<sup>th</sup> November
  - 3<sup>rd</sup> Quarterly instalment due date              13<sup>th</sup> January
  - 4<sup>th</sup> Quarterly instalment due date              11<sup>th</sup> March

3. Pursuant to Section 6.46 of the Local Government Act 1995, council offers a discount of 10% to ratepayers who have paid their rates in full, including arrears, waste and service charges, on or before 19<sup>th</sup> September 2013 or 35 days after the date of service appearing on the rate notice, whichever is the later. Council offers a further discount of 5% on rates up until 13<sup>th</sup> January 2014.
4. Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 67 of the *Local Government (Financial Management) Regulations 1996*, council adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$10 for each instalment after the initial instalment is paid.

Voting Requirements - Absolute Majority

**Part D – General Fees and Charges for 2013/2014**

Pursuant to section 6.16 of the *Local Government Act 1995*, council adopts the Fees and Charges inclusive of the draft 2013/2014 budget included as Attachment 13072.3 of this agenda and minutes.

Voting Requirements - Absolute Majority

**Part E – Other Statutory Fees for 2013/2014**

1. Pursuant to section 67 of the *Waste Avoidance and Resources Recovery Act 2007*, council adopt the following charges for the removal and deposit of domestic and commercial waste:
  - 1.1 Residential Premises – per weekly collection
    - 240ltr bin \$300
    - 240ltr bin – eligible pensioner \$150
  - 1.2 Commercial Premises – per weekly collection
    - 240ltr bin \$300

Voting Requirements – Simple Majority

**Part F – Elected Members’ Fees and Allowances for 2013/2014**

1. Pursuant to section 5.99 of the *Local Government Act 1995* and regulation 34 of the *Local Government (Administrations) Regulations 1996*, council adopts the following annual fees for payment of elected members in lieu of individual meeting attendance fees:

RECIPIENT	MINIMUM	MAXIMUM
President	\$3,500	\$18,500
Councillor (other than President)	\$3,500	\$9,000

OR

## Per Meeting Fee: Council

RECIPIENT	MINIMUM	MAXIMUM
President	\$88	\$463
Councillor (other than President)	\$88	\$225

## Per Meeting Fee: Committee

RECIPIENT	MINIMUM	MAXIMUM
Council member including President	\$44	\$113

2. Pursuant to section 5.99A of the *Local Government Act 1995* and regulations 34A and 34AA of the *Local Government (Administration) Regulations 1996*, council adopts the following annual allowances for elected members:

ALLOWANCE	MINIMUM	MAXIMUM
ICT Allowance	\$500	\$3500
Information Technology Allowance		\$1,000

3. Pursuant to section 5.98(5) of the *Local Government Act 1995* and regulation 33 of the *Local Government (Administration) Regulations 1996*, council adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:

RECIPIENT	MINIMUM	MAXIMUM
President	\$500	\$19,000

4. Pursuant to section 5.98A of the *Local Government Act 1995* and regulation 33A of the *Local Government (Administration) Regulations 1996*, council adopts the following annual local government allowance to be paid in addition of the annual meeting allowance:

RECIPIENT	MINIMUM	MAXIMUM
Deputy President	\$125	\$4,750

5. Expenses to be Reimbursed

Travel costs to be calculated at the same rate applicable to the reimbursement of travel costs in the same or similar circumstances under the Public Service Award 1992 issued by the Western Australian Industrial Relations Commission as at the date of this determination.

OR

6. Annual Allowances in Lieu of Reimbursement

Annual Allowances Determined Instead of Reimbursement for Particular Types of Expenses

- a. For the purpose of section 5.99A(b) of the LG Act, the minimum annual allowance for ICT expenses is \$500 and the maximum annual allowance for ICT is \$3,500.
- b. For the purposes of section 5.99(a) of the LG Act, the annual allowance for travel and accommodation expenses is \$50.

**Voting Requirements – Absolute Majority**

**Part G – Material Variance Reporting for 2013/2014**

In accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, and *AASB 1031 Materiality*, the level to be used in statements of financial activity in 2013/2014 for reporting material variances shall be 10% or \$10,000 whichever is the greater.

**Voting Requirements – Simple Majority**

<b>COUNCIL RESOLUTION – Item 13072.3</b>
--

That:

**Part A – Municipal Fund Budget for 2013/2014**

Moved:

Seconded:

Pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, the council adopt the Municipal Fund Budget as contained in Attachment 13072.3 of this agenda and the minutes, for the Shire of Perenjori for the 2013/2014 financial year which includes the following:

- Statement of Comprehensive Income by Nature and Type
- Statement of Comprehensive Income by Program
- Statement of Cash Flows
- Rate Setting Statement
- Notes to and Forming Part of the Budget
- Budget Program Schedules
- Transfers to/from Reserve Accounts

**Voting Requirements - Absolute Majority**

Carried:

**Part B – General and Minimum Rates, Instalment Payment Arrangements**

Moved:

Seconded:

5. For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, council pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995* impose the following differential general rates and minimum payments on Gross Rental and Unimproved Values.

**1.1 DIFFERENTIAL GENERAL RATES:**

Differential General Rates	Cents in the Dollar
Rural (UV)	1.7577
Mining (UV)	31.5
Mining (GRV)	7.0571
Townsite (GRV)	7.0571

**1.2 MINIMUM RATES:**

Minimum Rates	Per Assessment
Rural (UV)	\$230
Mining (UV)	\$390
Perenjori Townsite (GRV)	\$230
Latham Townsite (GRV)	\$120
Other Townsite (GRV)	\$65

6. Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, council nominates the following due dates for the payment in full by instalments:

- Full payment and 1<sup>st</sup> instalment due date      19<sup>th</sup> September
- 2<sup>nd</sup> Quarterly instalment due date              15<sup>th</sup> November
- 3<sup>rd</sup> Quarterly instalment due date              13<sup>th</sup> January
- 4<sup>th</sup> Quarterly instalment due date              11<sup>th</sup> March

7. Pursuant to Section 6.46 of the *Local Government Act 1995*, council offers a discount of 10% to ratepayers who have paid their rates in full, including arrears, waste and service charges, on or before 19<sup>th</sup> September 2013 or 35 days after the date of service appearing on the rate notice, whichever is the later. Council offers a further discount of 5% on rates up until 13<sup>th</sup> January 2014.

8. Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 67 of the *Local Government (Financial Management) Regulations 1996*, council adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$10 for each instalment after the initial instalment is paid.

Voting Requirements - Absolute Majority

Carried:

Part D – General Fees and Charges for 2013/2014

Moved:

Seconded:

Pursuant to section 6.16 of the *Local Government Act 1995*, council adopts the Fees and Charges inclusive of the draft 2013/2014 budget included as Attachment 13072.3 of this agenda and minutes.

Voting Requirements - Absolute Majority

Carried:

Part E – Other Statutory Fees for 2013/2014

Moved:

Seconded:

2. Pursuant to section 67 of the *Waste Avoidance and Resources Recovery Act 2007*, council adopt the following charges for the removal and deposit of domestic and commercial waste:

2.1 Residential Premises – per weekly collection

- 240ltr bin \$300
- 240ltr bin – eligible pensioner \$150

2.2 Commercial Premises – per weekly collection

- 240ltr bin \$300

Voting Requirements – Simple Majority

Carried:

Part F – Elected Members' Fees and Allowances for 2013/2014

Moved:

Seconded:

7. Pursuant to section 5.99 of the *Local Government Act 1995* and regulation 34 of the *Local Government (Administrations) Regulations 1996*, council adopts the following annual fees for payment of elected members in lieu of individual meeting attendance fees:

RECIPIENT	MINIMUM	MAXIMUM
President	\$3,500	\$18,500
Councillor (other than President)	\$3,500	\$9,000

OR

## Per Meeting Fee: Council

RECIPIENT	MINIMUM	MAXIMUM
President	\$88	\$463
Councillor (other than President)	\$88	\$225

## Per Meeting Fee: Committee

RECIPIENT	MINIMUM	MAXIMUM
Council member including President	\$44	\$113

8. Pursuant to section 5.99A of the *Local Government Act 1995* and regulations 34A and 34AA of the *Local Government (Administration) Regulations 1996*, council adopts the following annual allowances for elected members:

ALLOWANCE	MINIMUM	MAXIMUM
ICT Allowance	\$500	\$3500
Information Technology Allowance		\$1,000

9. Pursuant to section 5.98(5) of the *Local Government Act 1995* and regulation 33 of the *Local Government (Administration) Regulations 1996*, council adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:

RECIPIENT	MINIMUM	MAXIMUM
President	\$500	\$19,000

10. Pursuant to section 5.98A of the *Local Government Act 1995* and regulation 33A of the *Local Government (Administration) Regulations 1996*, council adopts the following annual local government allowance to be paid in addition of the annual meeting allowance:

RECIPIENT	MINIMUM	MAXIMUM
Deputy President	\$125	\$4,750

**11. Expenses to be Reimbursed**

Travel costs to be calculated at the same rate applicable to the reimbursement of travel costs in the same or similar circumstances under the Public Service Award 1992 issued by the Western Australian Industrial Relations Commission as at the date of this determination.

**OR**

**12. Annual Allowances in Lieu of Reimbursement**

Annual Allowances Determined Instead of Reimbursement for Particular Types of Expenses

- a. For the purpose of section 5.99A(b) of the LG Act, the minimum annual allowance for ICT expenses is \$500 and the maximum annual allowance for ICT is \$3,500.
- b. For the purposes of section 5.99(a) of the LG Act, the annual allowance for travel and accommodation expenses is \$50.

**Voting Requirements – Absolute Majority**

Carried:

**Part G – Material Variance Reporting for 2013/2014**

Moved:

Seconded:

In accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, and *AASB 1031 Materiality*, the level to be used in statements of financial activity in 2013/2014 for reporting material variances shall be 10% or \$10,000 whichever is the greater.

**Voting Requirements – Simple Majority**

Carried:

<b>13073</b>	<b>COMMUNITY DEVELOPMENT</b>
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Nil

**13074 HEALTH BUILDING & PLANNING****Declaration of Proximity Interest**

Cr R Desmond and Cr C King declared a Proximity Interest in item 13074.1 Application for Planning Approval for Office – Lot 96 Farrell Street, Perenjori because they both are neighbours.

2.54pm Cr R Desmond and Cr C King left council chambers.

Cr L Butler took the role of chair.

**13074.1 APPLICATION FOR PLANNING APPROVAL FOR OFFICE – LOT 96 FARRELL STREET, PERENJORI**

<b>APPLICANT:</b>	<b>BPH Transport</b>
<b>FILE:</b>	<b>A108</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>Nil</b>
<b>AUTHOR:</b>	<b>EHO, Geoffrey Benson</b>
<b>RESPONSIBLE OFFICER:</b>	<b>CEO, Ali Mills</b>
<b>REPORT DATE:</b>	<b>4 July 2013</b>
<b>ATTACHMENTS</b>	<b>Map – Site plans</b>

**Executive Summary**

For Council to consider a temporary planning approval, for a 2 year period, for an Office at Lot 96 Farrell Street, Perenjori.

**Background**

An application has been received from BPH Transport for the development of an Office on their property situated at Lot 96 Farrell Street, Perenjori.

The subject lot is 1.8160 Ha in size and has an existing dwelling with swimming pool and two sheds on the site.

The lot is Zoned Residential R2.5 under the provisions of the Shire of Perenjori Local Planning Scheme No.2 (the Scheme).

The subject lot is also being used as a transport depot for a cartage and earthmoving business, with up to 15 trucks operating from the site.

The applicants, BPH Transport, wish to locate an office on the subject lot, from which to run the business.

**Statutory Environment**

Planning and Development Act 2005 and the Shire of Perenjori Local Planning Scheme No.2.

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Area 1: Infrastructure and Natural Assets - Our Natural and Built Environment

Goal: A community that develops and lives sustainably in a thriving natural and quality built environment, which meets current and future community needs.

**Consultation**

CEO, BPH

**Comment**

Given that the subject land is zoned residential under the Scheme, ordinarily the operation of a transport depot on the land would be prohibited under the scheme. However the business has been operating on the lot for some time and it is considered unrealistic to require the business to cease at this late stage.

So that the business can operate legally on the land under provisions of the Scheme, it has been proposed to amend the Scheme to change the zone of the land to a more appropriate zone for the operation of the transport depot. This process will take from 12 to 18 months.

Therefore Shire staff propose that Council consider a temporary approval for the proposed office, that would allow it to be developed on the lot now, but be conditional on the Scheme amendment discussed above being finalized.

If the future zone is considered, say Special Use, then the development of an office on the land would probably be appropriate.

**Voting Requirements – Simple Majority****Officers Recommendation – Item 13074.1**

That Council agrees to grant Planning Approval for the development of an Office on Lot 96 Farrell Street, Perenjori, in accordance with the attached plans, for a temporary period of two (2) years, while a Scheme Amendment for the subject property is finalised, to change the zone of the property to a more appropriate zone for the existing Transport Depot use.

**COUNCIL RESOLUTION – Item 13074.1**

Moved: Cr J Hirsch

Seconded: Cr J Cunningham

That Council agrees to grant Planning Approval for the development of an Office on Lot 96 Farrell Street, Perenjori, in accordance with the attached plans, for a temporary period of two (2) years, while a Scheme Amendment for the subject property is finalised, to change the zone of the property to a more appropriate zone for the existing Transport Depot use.

Carried: 7/0

3.06pm Cr C King and Cr R Desmond re-entered the council chambers. David Fong left the Council Meeting.

**13075 PLANT AND WORKS****13075.1 ROAD MAINTENANCE JUNE 2013**

<b>APPLICANT:</b>	<b>WORKS SUPERVISOR</b>
<b>FILE:</b>	<b>NONE</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NONE</b>
<b>AUTHOR:</b>	<b>KEN MARKHAM - WORKS SUPERVISOR</b>
<b>RESPONSIBLE OFFICER</b>	<b>KEN MARKHAM – WORKS SUPERVISOR</b>
<b>REPORT DATE:</b>	<b>1<sup>st</sup> July 2013</b>
<b>ATTACHMENTS</b>	<b>MAP</b>

**Executive Summary**

Listed are the roads graded for the month of June.

<i>Rabbit Proof Fence road</i>	<i>Summers Road</i>
<i>Oversby North Road</i>	<i>Forte Road</i>
<i>Oversby South Road</i>	<i>Taylor's Road</i>
<i>Oversby Road</i>	<i>Rowe Road</i>
<i>Oliver Road</i>	
<i>Hibbles Road</i>	
<i>Grant Road</i>	
<i>Metcalfe Road</i>	
<i>Chappel Road</i>	

**Background**

Nil

**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**

Area 1: Infrastructure and Natural Assets - Our Natural and Built Environment

Goal: A community that develops and lives sustainably in a thriving natural and quality built environment, which meets current and future community needs.

**Consultation**

Nil

**Comment**

Nil

**Voting Requirements – Simple Majority**

<b>Officer and Committees Recommendation – Item 13075.1</b>
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That the road maintenance report for June 2013 be accepted as presented.
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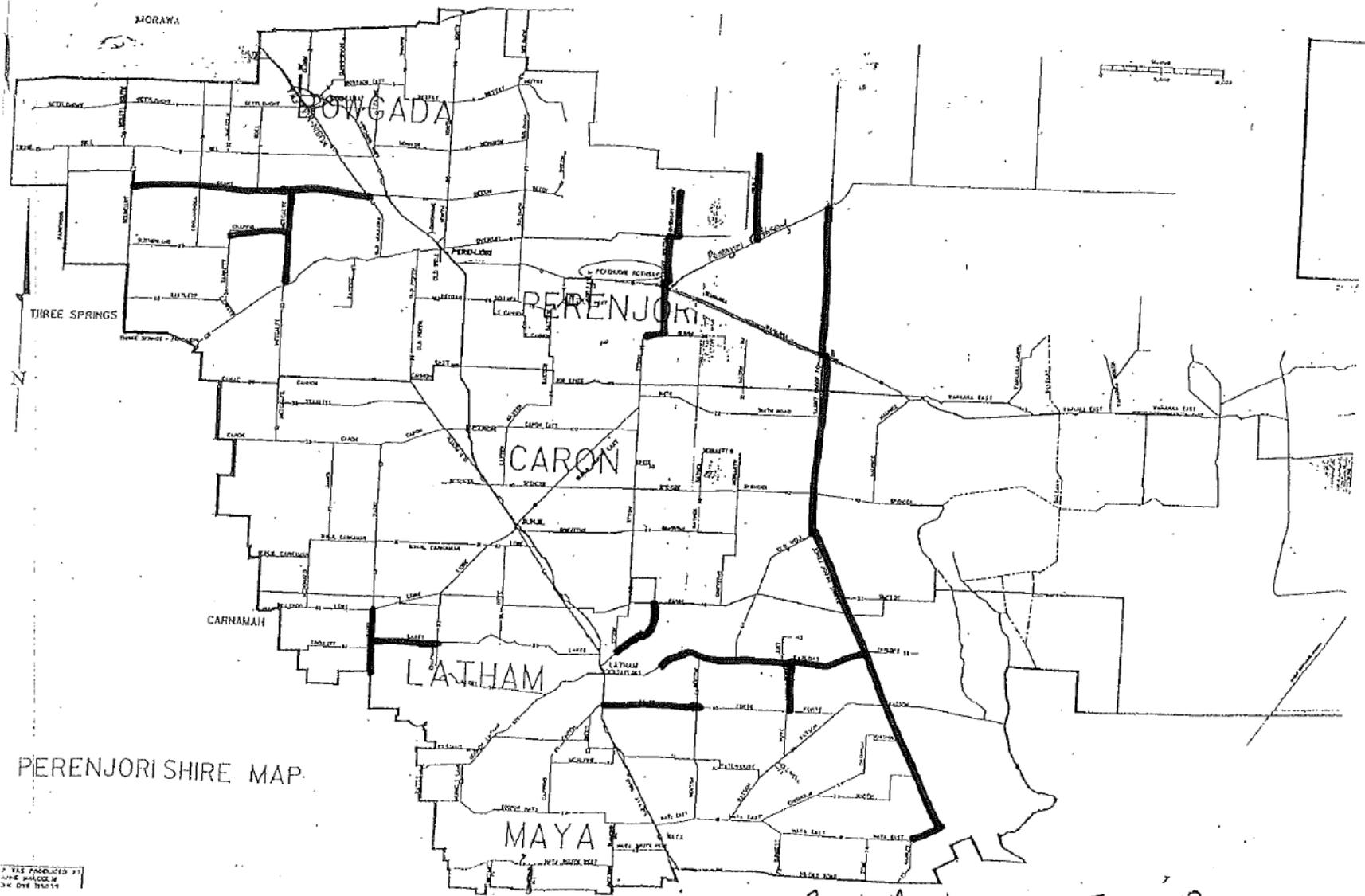
<b>COUNCIL RESOLUTION – Item 13075.1</b>
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**Moved: Cr L Butler**

**Seconded: Cr H Wass**

**That the road maintenance report for June 2013 be accepted as presented.**

**Carried: 9/0**



Road Maintenance June 13

7 HAS PRODUCED BY  
JANE BALDWIN  
24 DEC 2010

<b>13075.2</b>	<b>REGIONAL ROAD GROUP</b>
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<b>APPLICANT:</b>	<b>WORKS SUPERVISOR</b>
<b>FILE:</b>	<b>ADM0142</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>KEN MARKHAM - WORKS SUPERVISOR</b>
<b>RESPONSIBLE OFFICER</b>	<b>KEN MARKHAM – WORKS SUPERVISOR</b>
<b>REPORT DATE:</b>	<b>1<sup>st</sup> July 2013</b>
<b>ATTACHMENTS</b>	<b>CURRENT 5 YEAR RRG PROGRAM</b>

**Executive Summary**

Funding applications have been called for the 2014/15 round of Regional Road Group (RRG) submissions. Councils Work Supervisor has prepared a program to be submitted and seeks Council's endorsement of this.

**Background**

New requirements require Local Governments to submit a five year proposed RRG program. Information has been received from Main Roads indicating that there is a surplus amount of money available for the 2014/2015 financial year. The Shire of Perenjori has opportunity to include additional road works in its submission. Councils Work Supervisor has developed a proposal to include to seal, widen and reseal the full lengths of Boundary, Hill and Morawa South roads. The proposed program is not set in concrete and can be amended each year. It would be a good time to apply for the upgrade of the unsealed section of Perenjori Rothsay Road. In addition to these works it would be opportunistic to also apply for the proposed project of Boundary Road and the Perenjori Rothsay Road. We can currently apply for the section of Perenjori Rothsay Road from 0.00 – 34.8km. This can occur by completing several applications depending on the extent of the upgrade/s. We have been advised of the requirement for matching funding of one third of the total project cost.

**Statutory Environment**

Nil

**Policy Implications**

Nil

**Financial Implications**

As per plant replacement program.

**Strategic Implications**

Area 1: Infrastructure and Natural Assets - Our Natural and Built Environment

Goal: A community that develops and lives sustainably in a thriving natural and quality built environment, which meets current and future community needs.

**Consultation**

Main Roads  
CEO

**Comment**

The program of works proposed aim to take advantage of the surplus funds that maybe a available to assist our Shire in attending to the larger more costly projects. As stated the program can be adjusted if required.

**Voting Requirements – Simple Majority****Officer and Committees Recommendation – Item 13075.2**

That Council accept the Shire of Perenjori five year Regional Road Group Program as presented, to include the addition of the Perenjori Rothsay Road for the 2014/15 year.

SHIRE OF PERENJORI 5 YEAR RRG PROGRAM AS OF 2013/14								
Project	Year		Location	Scope of Works	RRG Project Value	RRG Annual Total	LG Contribution	RRG Contribution
Boundary Road	1	2013-14	SLK 0.0 – 7.85	Primerseal widening 2 x 1.5m	\$ 584,414.00	\$ 584,414.00	\$ 194,804.67	\$ 389,609.33
Boundary Road	2	2014-15	SLK 7.85 – 12.75	Primerseal widening 2 x 1.5m	\$ 450,000.00	\$ 450,000.00	\$ 150,000.00	\$ 300,000.00
Boundary Road	3	2015-16	SLK 12.75 – 15.08	Primerseal widening 2 x 1.5m	\$ 219,500.00	\$ 669,500.00	\$ 223,166.67	\$ 446,333.33
Boundary Road	3	2015-16	SLK 0.0 – 9.5	Commence 7m wide reseal	\$ 450,000.00			
Hill Road	4	2016-17	SLK 0.0 – 0.75	Primerseal widening 2 x 1.5m	\$ 94,500.00	\$ 494,500.00	\$ 164,833.33	\$ 329,666.67
Morawa South Road	4	2016-17	SLK 0.0- 5.14	Primerseal widening 2 x 1.5m	\$ 400,000.00			
Boundary Road	5	2017-18	SLK 9.5 – 15.08	Complete 7m wide reseal	\$ 180,000.00	\$ 440,000.00	\$ 146,666.67	\$ 293,333.33
Hill Road	5	2017-18	SLK 0.0 – 0.75	7m wide reseal	\$ 90,000.00			
Morawa South Road	5	2017-18	SLK 0.0- 5.14	7m wide reseal	\$ 170,000.00			

**COUNCIL RESOLUTION – Item 13075.2**

Moved: Cr L Butler

Seconded: Cr G Reid

That Council accept the Shire of Perenjori five year Regional Road Group Program as presented, to include the addition of the Perenjori Rothsay Road for the 2014/15 year.

Carried: 9/0

**13075.3 LATE ITEM – PLANT LEASE**

<b>APPLICANT:</b>	<b>WORKS SUPERVISOR</b>
<b>FILE:</b>	<b>ADM 0341</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>KEN MARKHAM - WORKS SUPERVISOR</b>
<b>RESPONSIBLE OFFICER</b>	<b>KEN MARKHAM – WORKS SUPERVISOR</b>
<b>REPORT DATE:</b>	<b>8<sup>TH</sup> JULY 2013</b>
<b>ATTACHMENTS</b>	<b>NONE</b>

**Executive Summary**

Council is requested to make a decision on the replacement of the UD Nissan with the lease agreement for one of the UD Nissans being due to expire this financial year.

**Background**

Council requested an investigation into the costs of the lease arrangements for the UD Nissan which is up for replacement as its lease term expires.

The current agreement was for 5 years with ISIS Capital advising the contract allows for the existing agreement to continue at the current repayments. If Council were considering purchasing the truck this would be at current market value or could be returned to the finance company. The lease agreement does not have provision for a balloon payment whereby the vehicle becomes the Shire's.

The costs of this agreement have been at \$10,418 per quarter (exc gst) over a minimum of 60 months. This totals \$208,360 for the 60 months with the addition of set up fees.

The options available to Council for the replacement of this plant item include:

- Continue to lease from ISIS
- Purchase this truck at Market price from ISIS
- Purchasing a new truck outright
- Tendering to lease a similar truck

Paying for the existing truck at current market value would require an estimate outlay of \$150,000.

A truck with similar specifications will be required to enable the road work program to be implemented throughout 2013/14.

Purchasing outright would be approx. \$250,000.

**Statutory Environment**

Nil

**Policy Implications**

Nil

**Financial Implications**

Funds will be required to be allocated in the 2013/14 budget based on Council's decision.

**Strategic Implications**

Area 1: Infrastructure and Natural Assets - Our Natural and Built Environment

Goal: A community that develops and lives sustainably in a thriving natural and quality built environment, which meets current and future community needs.

**Consultation**

ISIS Capital

**Comment**

The author is of the opinion that there would be no benefit in purchasing the machine at market value at the end of the 5 years from the finance company as this vehicle has served its purpose and for the Shires requirement's we will need a newer or new replacement.

We could continue to lease the current vehicle for a further period but this would have minimal benefits. The vehicle is in need of replacement and if we keep it or purchase it there will be risks associated with maintaining a vehicle of this age and state.

Given the above explanations the preferred option is to return the vehicle to ISIS Capital and go out to tender for a new vehicle and look at new leasing arrangements with a leasing company.

**Voting Requirements – Simple Majority**

<b>Officer and Committees Recommendation – Item 13075.3</b>
<ol style="list-style-type: none"><li>1. That the UD Nissan be returned to ISIS Capital at the end of its current 5 year agreement.</li><li>2. That a tender for a new lease vehicle or purchase of vehicle of similar specifications be advertised immediately.</li><li>3. That within the tender document the option for a balloon payment be requested.</li><li>4. That the tender assessment be presented to Council for endorsement.</li></ol>

**COUNCIL RESOLUTION – Item 13075.3**

Moved: Cr G Reid

Seconded: Cr J Cunningham

1. That the UD Nissan be returned to ISIS Capital at the end of its current 5 year agreement.
2. That a tender for a new lease vehicle or purchase of vehicle of similar specifications be advertised immediately.
3. That within the tender document the option for a balloon payment be requested.
4. That the tender assessment be presented to Council for endorsement.

Carried: 9/0

**13075.4 CORPORATE BUSINESS PLAN 2013-2017**

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>ADM0138</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>Nil</b>
<b>AUTHOR:</b>	<b>CEO – ALI MILLS</b>
<b>RESPONSIBLE OFFICER</b>	<b>CEO – ALI MILLS</b>
<b>REPORT DATE:</b>	<b>18<sup>th</sup> July 2013</b>
<b>ATTACHMENTS</b>	<b>Corporate Business Plan – Hard Copy</b>

**Executive Summary**

The Shire of Perenjori Draft Corporate Business Plan 2013 – 2017 has been completed based on the Community Strategic Plan 2013-2023 and is now presented for Council approval.

**Background**

The *Local Government (Administration) Regulations 1996* has been amended to require each local government to adopt a Strategic Community Plan and a Corporate Business Plan.

Section 5.56(1) and (2) of the Act requires that each local government is 'to plan for the future of the district', by developing plans in accordance with the regulations.

The new regulations specify what a 'plan for the future' should involve. In particular, local governments will be formally required to develop and adopt two new planning instruments:

- A Strategic Community Plan, and
- A Corporate Business Plan.

In February 2012, the previous CEO presented Council with a proposal which involved the contracting of Sue Middleton from WA Grassroots Development with the following proposal:

- Develop a clear vision of the current economic base and future economic base for the industries and communities within the Shire. It will propose a growth plan for the Shire.
- Detail a response to the unique opportunities and challenges facing the Shire.
- Be a basis for future detailed planning by Council and regional planning with MWDC, RDL, WAPC, DOP and infrastructure agencies/bodies.
- Link to land use plans and processes of the Shire (however it won't be a statutory planning process).
- Detail the social infrastructure (health, education, social service provision, childcare, aged care, police, recreation etc) and services required to ensure the liveability and competitiveness of the Shire.
- Detail the physical infrastructure asset condition and needs for the future.
- Detail environmental issues and needs for the future to ensure the sustainability of the community's future.

This plan operationalises the Vision and Goals for the future of the community, and creates a framework by which the goals in the Strategic Plan can be achieved. The Corporate Business Plan sets the Strategic Direction and identifies priority areas of delivery and investment. It also identifies the operational risks for the Shire to achieve the communities vision, and identified required improvements. It provides an assessment of the resource capability of the Shire and determines the resources required to deliver on the priorities and projects. It also provides performance targets that will allow Council to provide a means of reporting to the community and our project partners.

The Corporate Business Plan sets out the major activities that it intends to undertake in the next four years. The annual budget and plan for the Shire will be developed from the Corporate Business Plan each year. This is therefore a very useful document for community as it gives a complete picture of how the Shire is working on their behalf to achieve the vision articulated in the Strategic Community Plan 2012 – 2022.

In this Corporate Business Plan, the Shire is affirming its support for delivering on core services, as well as funding a proactive growth and development strategy. This is in direct response to the community needs expressed in the Strategic Community Plan, and will enable Perenjori to reach its target population of 1,200 people in the next 10 years.

### **Statutory Environment**

Local Government Act 1995 S 5.56 states:

5.56. Planning for the future

- (1) A local government is to plan for the future of the district.
- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

The new regulations specify what a 'plan for the future' should involve. In particular, local governments will be formally required to develop and adopt two new planning instruments:

- A Strategic Community Plan, and
- A Corporate Business Plan.

**Policy Implications**

Nil

**Financial Implications**

The cost of this process has been included in the existing budget

**Strategic Implications**

Area 5: Investing in Councils Capacity – Our Leadership

Goal: Strengthen the shires position as an innovative, independent local government providing excellence in all areas of governance, management and leadership.

**Consultation**

Community  
Department of Local Government  
Business  
Government  
Council

**Comment**

The process for developing the plan has been very extensive with the benefit of having a very experienced and competent facilitator in Sue Middleton on board to drive this. As a result the plan is very reflective of the community and Council and the aspirations they have to see the community grow and continue to develop. The important process from here is to ensure the plan remains reflective of the needs and interests across the community with regular reviewing of the plan.

**Voting Requirements – Absolute Majority**

<b>Officers Recommendation – Item 13076.1</b>
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That Council adopts the Shire of Perenjori Corporate Business Plan 2013-2017.
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<b>COUNCIL RESOLUTION – Item 13076.1</b>
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**Moved: Cr L Smith**

**Seconded: Cr J Hirsch**

**That Council adopts the Shire of Perenjori Corporate Business Plan 2013-2017.**

**Carried: 9/0**

<b>13075.5</b>	<b>APPLICATION FOR MISCELLANEOUS LICENCE</b>
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<b>APPLICANT:</b>	<b>Hetherington Exploration and Mining Title Services</b>
<b>FILE:</b>	<b>ADM0216</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>Ali Mills - CEO</b>
<b>RESPONSIBLE OFFICER:</b>	<b>Ali Mills - CEO</b>
<b>REPORT DATE:</b>	<b>18<sup>th</sup> July 2013</b>
<b>ATTACHMENTS</b>	<b>Letters and map</b>

**Executive Summary**

Correspondence has been received from Hetherington Exploration and Mining Title Services advising the Shire of a Miscellaneous License Application number 59/137. The letter does not advise when the application was lodged with the Department of Mines and Petroleum.

The Item recommends Council acknowledges the application and if it considers it necessary, recommends to the Department of Mines and Petroleum (DMP) any conditions it would like to be applied.

**Background**

The Shire has been advised by Hetherington Exploration and Mining Title Services of an application for a Miscellaneous License. All companies have an obligation to notify the respective local government of the application for a license. A location plan has been provided.

**Statutory Environment**

Mining Act 1978

**33. Application for mining tenement by permit holder**

1) Subject to subsection (1a), where an application is made in accordance with this Act for a mining tenement that relates to private land notice of the application shall be given in the prescribed manner by the applicant to —

a) the Chief Executive Officer of the local government;

b) the owner and occupier of the private land

c) each mortgagee of the land under a mortgage endorsed or noted on the title or land register or record relating to that land, but if there is no occupier of the land, or no such occupier can be found, the notice of the application shall be affixed in some conspicuous manner on the land.

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Area 2: Industry and Business Development – Our Economy

Goal: Fostering and maximising growth across the economy, embracing opportunities for diversifying and strengthening our economic base.

**Consultation**

Nil

**Comment**

Whilst Council has minimal power over whether exploration licences are approved or not it is recommended that certain conditions be applied.

**Voting Requirements – Simple Majority****Officers Recommendation – Item 13076.2**

That Council acknowledges the application for miscellaneous Licence 59/136 and requests the following conditions be imposed by the Department of Mines and Petroleum if the exploration licence is to be issued:

1. All surface holes drilled for the purpose of exploration are to be capped, filled or otherwise made safe after completion.
2. All costeans and other disturbances to the surface of the land made as a result of exploration, including drill pads, grid lines and access tracks, being backfilled and rehabilitated to the satisfaction of the district mining engineer. Backfilling and rehabilitation being required no later than six (6) months after excavation unless otherwise approved in writing by the district mining engineer.
3. Abandoned equipment and temporary buildings being removed from the mining tenement prior to or at the termination of exploration program.
4. No activities taking place to the detriment of any roads, streets or verges.
5. Minimum disturbance being made to natural vegetation.
6. Adequate dust suppression control methods and practices being used.
7. Except with the approval of the Shire of Perenjori, all mining excavations or drilling operations being backfilled and the ground reinstated and revegetated at the completion of the operation to the satisfaction of the Shire of Perenjori.
8. All works comply with the Environmental Protection (Noise) Regulations 1997.
9. All waste materials, rubbish and plastic sample bags to be removed within 60 days of placement.

**COUNCIL RESOLUTION – Item 13076.2**

**Moved: Cr R Desmond**

**Seconded: Cr L Butler**

**That Council acknowledges the application for miscellaneous Licence 59/136 and requests the following conditions be imposed by the Department of Mines and Petroleum if the exploration licence is to be issued:**

- 1. All surface holes drilled for the purpose of exploration are to be capped, filled or otherwise made safe after completion.**

2. All costeans and other disturbances to the surface of the land made as a result of exploration, including drill pads, grid lines and access tracks, being backfilled and rehabilitated to the satisfaction of the district mining engineer. Backfilling and rehabilitation being required no later than six (6) months after excavation unless otherwise approved in writing by the district mining engineer.
3. Abandoned equipment and temporary buildings being removed from the mining tenement prior to or at the termination of exploration program.
4. No activities taking place to the detriment of any roads, streets or verges.
5. Minimum disturbance being made to natural vegetation.
6. Adequate dust suppression control methods and practices being used.
7. Except with the approval of the Shire of Perenjori, all mining excavations or drilling operations being backfilled and the ground reinstated and revegetated at the completion of the operation to the satisfaction of the Shire of Perenjori.
8. All works comply with the Environmental Protection (Noise) Regulations 1997.
9. All waste materials, rubbish and plastic sample bags to be removed within 60 days of placement.

Carried: 9/0

<b>13075.6</b>	<b>PERMISSION TO COLLECT NATIVE SEED</b>
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<b>APPLICANT:</b>	<b>GREENING AUSTRALIA WA</b>
<b>FILE:</b>	<b>ADM 0159</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>ALI MILLS - CEO</b>
<b>RESPONSIBLE OFFICER:</b>	<b>ALI MILLS - CEO</b>
<b>REPORT DATE:</b>	<b>18<sup>TH</sup> JULY 2013</b>
<b>ATTACHMENTS</b>	<b>LETTER OF REQUEST</b>

#### Executive Summary

Greening Australia WA is seeking permission to collect native seeds on Perenjori Shire reserves.

#### Background

Greening Australia WA is seeking to collect native seed for revegetating properties in the region using local provenance seeds and has sought permission to collect native seed on shire reserves and road verges. Seed collected will be utilised in strategic re-vegetation projects throughout the region, and will directly benefit the community as a whole. Some seed may also be used for the purposes of research into best practice re-vegetation and development of tree cropping programs for the region.

Permission is being sought for a twelve month period beginning July 2013.

**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**

Council's policy 6002 states:

Permission to collect flora (including fire wood and seed harvesting) from land under control of Council (i.e. road reserves, vested reserves, freehold etc) may only be granted by resolution of Council, and will be subject to the applicant obtaining the necessary approval from the Department of Environment and Conservation or its successor.

**Financial Implications**

Nil

**Strategic Implications**

Area 1: Infrastructure and Natural Assets - Our Natural and Built Environment

Goal: A community that develops and lives sustainably in a thriving natural and quality built environment, which meets current and future community needs.

**Consultation**

Nil

**Comment**

Seed is most prolific on road verges as a result of additional water runoff from roads. Any seed collected is retained within the region for the purpose of revegetation and biodiversity protection.

The CEO recommends that permission is granted subject to the following conditions:

*Permission is subject to the following conditions:*

- *That seed collectors have the necessary license from the Department of Environment and Conservation;*
- *That permission is obtained from landholders for collection on private land.*
- *That seed is limited to 20% of the seed from any specimen.*
- *That collectors maintain records of locations where seed is collected so that particular areas are not over utilised.*

**Voting Requirements – Simple Majority****Officers Recommendation – Item 13076.3**

That Council grants permission for Greening Australia WA to collect native seeds on Shire of Perenjori reserves and road verges from July 2013 for a period of twelve months, subject to the following conditions:

- That seed collectors have the necessary license from the Department of Environment and Conservation;
- That permission is obtained from landholders for collection on private land.
- That seed is limited to 20% of the seed from any specimen.
- That collectors maintain records of locations where seed is collected so that particular areas are not over utilised.

**COUNCIL RESOLUTION – Item 13076.3**

Moved: Cr J Hirsch

Seconded: Cr H Wass

That Council grants permission for Greening Australia WA to collect native seeds on Shire of Perenjori reserves and road verges from July 2013 for a period of twelve months, subject to the following conditions:

- That seed collectors have the necessary license from the Department of Environment and Conservation;
- That permission is obtained from landholders for collection on private land.
- That seed is limited to 20% of the seed from any specimen.
- That collectors maintain records of locations where seed is collected so that particular areas are not over utilised.

Carried: 9/0

**13075.7 DONATION PERENJORI SPORTS CLUB**

<b>APPLICANT:</b>	<b>PERENJORI SPORT CLUB</b>
<b>FILE:</b>	<b>ADM0051</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>ALI MILLS – CEO</b>
<b>RESPONSIBLE OFFICER:</b>	<b>ALI MILLS – CEO</b>
<b>REPORT DATE:</b>	<b>18<sup>TH</sup> JULY 2013</b>
<b>ATTACHMENTS</b>	<b>LETTER</b>

**Executive Summary**

This report seeks the support of Council to make a contribution towards the power costs associated with running the Club.

**Background**

The Shire of Perenjori has a current arrangement in place with the Perenjori Sport Club to provide a 75% rebate on water costs and 25% rebate on power costs associated with running the club. As the water costs will now be reduced significantly due to the conversion from grass to synthetic surface of the Bowling Green, the Club is seeking to change this arrangement to cover 75% of power costs and 25 % of water costs.

The Sports Club has indicated their Power bills for 2012/13 amounted to \$8,400 and the Water at \$2,200.

There has been an allocation in the budget for contributions to the water and power charges as presented by the Club. For the 2012/13 financial year a total amount of was provided to the club to assist with overall power and water costs.

The Shire of Perenjori has established a Donations Policy which assists with the assessment of such requests. The Policy states:

*Council is committed to building strong and resilient communities in Perenjori and to maximising social wellbeing for all citizens. One means of achieving these goals is to provide assistance being financial or in kind in the form of donations to individuals and groups to help develop leadership skills, increase community participation in civic life and address identified social issues.*

The criteria are as follows:

CRITERIA	PERENJORI SPORTS CLUB SITUATION
The status of the applicant organisation (eg charity, not for profit).	Club status, Not for Profit
The numbers of people benefiting	Open to whole community
The availability of the event, service to the community.	Open to all, families, sporting groups, events
The alignment of the event, service or activity with Council's philosophies and strategic direction.	Very applicable
The perceived benefit of the event or activity to the Perenjori community	Very applicable and accessible
Alternative funding sources that may be applicable.	Nil other than own
Contribution to the event or activity made by the applicant organisation or individual/s.	Organisation covers all other operational costs including staff
Commitment to acknowledgement of the Shire of Perenjori	Shire to be acknowledged as a sponsor

**Statutory Environment**

Nil

**Policy Implications**

Donations Policy

**Financial Implications**

An approximate amount of \$6,500 will need to be placed on the 2013/14 budget.

**Strategic Implications**

Area 3: People and place – Our Community

Goal: Demonstrating a high quality of life for all, offering relevant activities, facilities, and services to enable people to meet their needs and achieve their potential.

**Consultation**

Bev Hepworth

**Comment**

The Perenjori Sports Club provides for an excellent facility in our community, with the challenge of continuing to maintain and cover operational costs. Other than insurance for the building this is the only contribution the Shire of Perenjori would make to the Club.

**Voting Requirements – Simple Majority****Officers Recommendation – Item 13076.4**

1. That Council supports the request from the Perenjori Sporting Club to cover 75% of power costs and 25% of water costs for the 2013/14 financial year.
2. That the total amount of contribution towards power and water from the Shire of Perenjori to the Perenjori Sports Club will not exceed \$6,500 for the 2013/14 financial year.

**COUNCIL RESOLUTION – Item 13076.4**

Moved: Cr G Reid

Seconded: Cr J Hirsch

1. That Council supports the request from the Perenjori Sporting Club to cover 75% of power costs and 25% of water costs for the 2013/14 financial year.
2. That the total amount of contribution towards power and water from the Shire of Perenjori to the Perenjori Sports Club will not exceed \$6,500 for the 2013/14 financial year.

Lost: 0/9

Cr C King asked that Shire staff leave the Council Chamber for the Confidential Item 13075.8.

3.43pm Ken Markham, Samantha Elari and Carla Sanderson left the Council Chambers.

**13075.8 CONFIDENTIAL ITEM**

<b>APPLICANT:</b>	<b>SHIRE PRESIDENT – CR CHRIS KING</b>
<b>FILE:</b>	<b>PER 259</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>CEO – ALI MILLS</b>
<b>AUTHOR:</b>	<b>SHIRE PRESIDENT – CR CHRIS KING</b>
<b>RESPONSIBLE OFFICER</b>	<b>CEO – ALI MILLS</b>
<b>REPORT DATE:</b>	<b>18<sup>TH</sup> JULY 2013</b>
<b>ATTACHMENTS</b>	<b>COMPLETED REVIEWS</b>

**Officers Recommendation – Item 13076.6**

That Council, following the Chief Executive Officer Six (6) Month Probationary Performance Review:

1. Confirms the appointment of the Chief Executive Officer in accordance with the terms and conditions of the CEO Employment Contract between the Shire of Perenjori and Allison Marie Mills, for five year period 17 October 2012 – 17 October 2017.

**COUNCIL RESOLUTION – Item 13076.6**

**Moved: Cr H Wass**

**Seconded: Cr P Waterhouse**

**That Council, following the Chief Executive Officer Six (6) Month Probationary Performance Review:**

1. **Confirms the appointment of the Chief Executive Officer in accordance with the terms and conditions of the CEO Employment Contract between the Shire of Perenjori and Allison Marie Mills, for five year period 17 October 2012 – 17 October 2017.**

**Carried: 9/0**

3.46pm Ken Markham, Samantha Elari and Carla Sanderson re-entered the Council Chambers.

**13076 PROJECT STATUS REPORT**

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>Nil</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>0</b>
<b>AUTHOR:</b>	<b>ALI MILLS–CEO</b>
<b>RESPONSIBLE OFFICER</b>	<b>ALI MILLS–CEO</b>
<b>REPORT DATE:</b>	<b>9<sup>th</sup> July 2013</b>
<b>ATTACHMENTS</b>	<b>Project Status Report</b>

**SUMMARY**

The project status report is provided to Council in order that actionable items are recorded and results reported to council. Although this is information only, the project status report is to be accepted by Council and recorded in the minutes to ensure councils are kept informed on the progress of the work undertaken by the Shire of Perenjori.

**Officers Recommendation – Item 13077**

Council accepts the Project Status Report as presented.

**COUNCIL RESOLUTION – Item 13077**

Moved: Cr P Waterhouse

Seconded: Cr J Cunningham

Council accepts the Project Status Report as presented.

Carried: 9/0

**13077 STATUS REPORT**

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>Nil</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>0</b>
<b>AUTHOR:</b>	<b>ALI MILLS–CEO</b>
<b>RESPONSIBLE OFFICER</b>	<b>ALI MILLS–CEO</b>
<b>REPORT DATE:</b>	<b>9<sup>th</sup> July 2013</b>
<b>ATTACHMENTS</b>	<b>Status Report</b>

**SUMMARY**

The status report is provided to Council in order that actionable items are recorded and results reported to council. Although this is information only, the status report is to be accepted by Council and recorded in the minutes to ensure councils are kept informed on the progress of the work undertaken by the Shire of Perenjori.

**Officers Recommendation – Item 13078**

Council accepts the Status Report as presented.

**COUNCIL RESOLUTION – Item 13078**

**Moved: Cr R Desmond**

**Seconded: Cr J Cunningham**

**Council accepts the Status Report as presented.**

**Carried: 9/0**

3.57pm Cr G Reid left the Council Chambers

3.58pm Cr G Reid re-entered the Council Chambers

**13078 OTHER BUSINESS**

**13078.1 MOTIONS OF WHICH DUE NOTICE HAVE BEEN GIVEN**

**13078.2 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

**13078.3 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION**

**SEPTEMBERS COUNCIL MEETING**

Cr C King approved for Council to consider Septembers Council Meeting.

**Moved: Cr L Smith**

**Seconded: Cr J Hirsch**

**Due to the Fire control officers course being held on 18<sup>th</sup> & 19<sup>th</sup> September it is proposed that the September Council Meeting be held at 5.30pm on the evening of Thursday 19<sup>th</sup> September.**

**Carried: 9/0**

**CONFIDENTIAL ITEM – CIVIC LEGAL SOLICITORS**

Moved: CR J Cunningham

Seconded: Cr L Butler

Cr C King asked that Shire staff except the CEO, leave the council chambers for an urgent confidential item.

Carried: 9/0

4.05pm Ken Markham, Samantha Elari and Carla Sanderson left the Council Chambers for the Confidential Item.

**COUNCIL RESOLUTION - CIVIC LEGAL SOLICITORS**

Moved: Cr G Reid

Seconded: Cr P Waterhouse

That council agree to a final extension for Weelhamby Holdings Pty Ltd, rates assessment and recovery matter, until the 1<sup>st</sup> August 2013.

Carried: 9/0

4.21pm Ken Markham, Samantha Elari and Carla Sanderson re-entered the Council Chambers.

**13079.3.1 LATE ITEM BUDGET INFORMATION REPORT – 2013/2014**

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>ADM 0339</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>0</b>
<b>AUTHOR:</b>	<b>ALI MILLS - CEO</b>
<b>RESPONSIBLE OFFICER</b>	<b>ALI MILLS - CEO</b>
<b>REPORT DATE:</b>	<b>18<sup>TH</sup> JULY 2013</b>
<b>ATTACHMENTS</b>	<b>Documents</b>

Cr H Wass asked for it to be note in the minutes that thanks is given to the Works Supervisor and Shire for the new Perenjori Bowling Green fence.

**13078.4 DATE OF NEXT MEETING / MEETINGS**

The next Ordinary Council Meeting will be held on the 15<sup>th</sup> August 2013.

**13078.5 CLOSURE**

Cr C King officially closed the meeting at 4.34 pm.

*I certify that this copy of the Minutes is a true and correct record of the meeting held on 18<sup>th</sup> July 2013.*

**Signed:** \_\_\_\_\_

*Presiding Elected Member*

**Date:** \_\_\_\_\_