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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 19<sup>th</sup> February 2015, commenced at 1.30pm.
 

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**15021 PRELIMINARIES**

**15021.1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS**

Cr C King opened the meeting at 1:32pm

**15021.2 OPENING PRAYER**

Opening pray was led by Cr C King

**15021.3 DISCLAIMER READING**

**15021.4 RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE**

Cr C King

Cr P Waterhouse

Cr H Wass

Cr L Butler

Cr L Smith

Cr R Desmond

Cr G Reid

Cr J Cunningham

Peter Money – MCDS

Ken Markham – MIS

Leah Adams - CDO

Liz Markham – Administration Officer

**Apologies**

Cr J Hirsch

Ali Mills - CEO

**15021.5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

**15021.6 PUBLIC QUESTION TIME**

**15021.7 NOTATIONS OF INTEREST**

**FINANCIAL INTEREST – LOCAL GOVERNMENT ACT S 5.60A**

**PROXIMITY INTEREST – LOCAL GOVERNMENT ACT S 5.60B**

**INTEREST AFFECTING IMPARTIALITY – LOCAL GOVERNMENT - CODE OF CONDUCT.**

**15021.8 APPLICATIONS FOR LEAVE OF ABSENCE**

**15021.9 CONFIRMATION OF MINUTES**

The minutes from the ordinary meeting of 18<sup>th</sup> December 2014 are attached and presented for confirmation.

Moved : Cr R Desmond

Seconded: Cr L Butler

That Council accepts the Minutes from the Ordinary Meeting of 18<sup>th</sup> December 2014 as a true and correct record of that Meeting.

Carried8/0

**15021.10 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION****15021.11 PETITIONS / DEPUTATIONS / PRESENTATIONS****15022 CORPORATE AND DEVELOPMENT SERVICES****15022.1 FINANCIAL STATEMENTS – DECEMBER 2014**

<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 – SFO</b>
<b>RESPONSIBLE OFFICER:</b>	<b>PETER MONEY - MCDS</b>
<b>REPORT DATE:</b>	<b>19<sup>th</sup> FEBRUARY 2015</b>
<b>ATTACHMENTS</b>	<b>MONTHLY FINANCIAL REPORT</b>

**Executive Summary**

This item recommends the Council accepts the Financial Activity Statement for the period ending 31<sup>st</sup> December 2014.

**Background**

Each month officers are required to prepare monthly financial reports, covering prescribed information, and present these to Council for acceptance.

**Details**

Presented is the Financial Activity Statement Report for the period ending 31<sup>st</sup> December 2014.

The following statements are presented to Council:

- Monthly Summary Information - Charts
- Statement of Financial Activity (Program and Nature& Type) - 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))
- Statement of Capital Acquisitions and Capital Funding
- 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 1.- Significant Accounting Policies
  - Note 2. - Explanation of Material Variances
  - Note 3. – Net Current Funding Position
  - Note 4. – Cash & Investments
  - Note 5. – Budget Amendments
  - Note 6. – Receivables
  - Note 7. – Cash Back Reserves
  - Note 8. – Capital Disposals
  - Note 9. – Rating Information
  - Note 10. – Information on Borrowings
  - Note 11. – Grant and Contributions
  - Note 12.- Trust Fund
  - Note 13.- Details of Capital Acquisition

### **Legal Compliance**

Regulation 34 (Financial activity statement report) of the Local Government (Financial Management) Regulations 1996 states –

- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail –
  - (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1) (b) or (c);
  - (b) budget estimates to the end of the month to which the statement relates;
  - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
  - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
  - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing –
  - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
  - (b) an explanation of each of the material variances referred to in subregulation (1) (d); and (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown –
  - (a) according to nature and type classification; or
  - (b) by program; or
  - (c) by business unit
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be –
  - (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
  - (b) recorded in the minutes of the meeting at which it is presented.

- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

Section 6.8 of the Local Government Act 1995 (Expenditure from municipal fund not included in annual budget) states –

Section 6.8 of the Local Government Act 1995 (Expenditure from municipal fund not included in annual budget) states –

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure –
- a. is incurred in a financial year before the adoption of the annual budget by the local government; or
  - b. is authorised in advance by resolution\*; or
  - c. is authorised in advance by the mayor or president in an emergency.

#### **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 MCDS, FO and MIS.

#### **Comment**

The report complies with the requirements of Regulation 34 (Financial activity statement report) of the Local Government (Financial Management) Regulations 1996..

#### **Voting Requirements – Simple Majority**

<b>Committee Recommendation – Item 15022.1</b>
That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, accepts the Financial Activity Statement Report for the period ending 31 <sup>st</sup> December 2014.

<b>Council Resolution – Item 15022.1</b>
--

**Moved: Cr L Smith**

**Seconded: Cr H Wass**

**That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, accepts the Financial Activity Statement Report for the period ending 31<sup>st</sup> December 2014.**

**Carried:8/0**

**15022.2 ACCOUNTS FOR PAYMENT - DECEMBER 2014**

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>1306P</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>DAVID FONG – SFO</b>
<b>RESPONSIBLE OFFICER:</b>	<b>ALI MILLS – CEO</b>
<b>REPORT DATE:</b>	<b>19<sup>th</sup> FEBRUARY 2015</b>
<b>ATTACHMENTS:</b>	<b>ACCOUNTS FOR PAYMENT</b>

**Executive Summary**

This item recommends that the Council confirms the payment of accounts for December 2014 as shown on the attached schedule.

**Background**

Council has delegated to the Chief Executive Officer the authority to make payments from the Municipal and Trust funds in accordance with the Local Government (Financial Management) Regulations 1996.

Under Regulation 13(1) of the Local Government (Financial Management) Regulations 1996, where a local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the Municipal fund or the Trust fund, each payment from the Municipal fund or the Trust fund is to be noted on a list compiled for each month showing:

- a) The payee's name;
- b) The amount of the payment
- c) The date of the payment; and
- d) Sufficient information to identify the transaction

That list should then be presented at the next Ordinary Meeting of the Council following the preparation of the list, and recorded in the minutes of the meeting at which it is presented

**Legal Compliance**

Section 6.10 (d) of the Local Government Act 1995 refers, i.e.-

6.10. financial management regulations

Regulations may provide for —

(d) the general management of, and the authorisation of payments out of —

(i) the municipal fund; and

(ii) the trust fund,

of a local government.

Section 6.10 (d) of the Local Government Act 1995 refers, i.e.-

6.10. financial management regulations

Regulations may provide for —

(d) the general management of, and the authorisation of payments out of —

(i) the municipal fund; and

(ii) the trust fund,

of a local government.

Regulation 13(1), (3) & (4) of the Local Government (Financial Management) Regulations 1996 refers, i.e. -

13. Lists of Accounts

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —

- (a) the payee's name;
- (b) the amount of the payment;
- (c) the date of the payment; and (
- d) sufficient information to identify the transaction.

(3) A list prepared under subregulation (1) is to be —

- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

**Policy Implications**

All accounts paid have been duly incurred and authorised for payment as per approved purchasing and payment procedures.

**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**

FO

**Comment**

All accounts paid have been duly incurred and authorised for payment as per approved purchasing and payment procedures. The Schedule is presented in accordance with Regulation 13 of the Local Government (Financial Management) Regulations 1996 and identifies payments made from the Municipal and Trust Fund.

**Voting Requirements – Simple Majority**

**Officer and Committee Recommendation – Item 15022.2**

That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 (as amended), confirms the accounts paid for the month ending 31<sup>st</sup> December 2014 as attached to and forming part of this report.



<b>Municipal Account</b>	
EFT	\$853,419.37
Direct Debits	\$51,173.11
Cheques	\$90,868.77
Corporate MasterCard	\$1,911.22
Bank Fees	\$1,160.7
<b>Total</b>	<b>\$998,533.17</b>

<b>Trust Account - Shire</b>	
EFT	\$250.00
Cheques	
Bank Fees	
<b>Total</b>	<b>\$250.00</b>

<b>Trust Account – Mt Gibson Public Benefit Funds</b>	
EFT	\$0
Cheques	\$0
Bank Fees	\$0
<b>Total</b>	<b>\$0</b>

*Totalling \$998,783.17 from Muni and Trust Accounts for the month ending 31<sup>st</sup> December 2014.*

<b>Council Resolution – Item 15022.2</b>
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Moved: Cr H Wass

Seconded: Cr L Smith

That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 (as amended), confirms the accounts paid for the month ending 31<sup>st</sup> December 2014 as attached to and forming part of this report.

<b>Municipal Account</b>	
EFT	\$853,419.37
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<b>Total</b>	<b>\$998,533.17</b>
<b>Trust Account - Shire</b>	
EFT	\$250.00
Cheques	
Bank Fees	
<b>Total</b>	<b>\$250.00</b>
<b>Trust Account – Mt Gibson Public Benefit Funds</b>	
EFT	\$0
Cheques	\$0
Bank Fees	\$0
<b>Total</b>	<b>\$0</b>

*Totalling \$998,783.17 from Muni and Trust Accounts for the month ending 31<sup>st</sup> December 2014.*

**Carried: 8/0**

<b>15022.3 FINANCIAL STATEMENTS – JANUARY 2015</b>
--

<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 – SFO</b>
<b>RESPONSIBLE OFFICER:</b>	<b>PETER MONEY - MCDS</b>
<b>REPORT DATE:</b>	<b>19<sup>th</sup> FEBRUARY 2015</b>
<b>ATTACHMENTS:</b>	<b>MONTHLY FINANCIAL REPORT</b>

**Executive Summary**

This item recommends the Council accepts the Financial Activity Statement for the period ending 31<sup>st</sup> January 2015.

**Background**

Each month officers are required to prepare monthly financial reports, covering prescribed information, and present these to Council for acceptance.

**Details**

Presented is the Financial Activity Statement Report for the period ending 31<sup>st</sup> January 2015.

The following statements are presented to Council:

- Monthly Summary Information - Charts
- Statement of Financial Activity (Program and Nature& Type) - 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))
- Statement of Capital Acquisitions and Capital Funding
- 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 1.- Significant Accounting Policies
  - Note 2. - Explanation of Material Variances
  - Note 3. – Net Current Funding Position
  - Note 4. – Cash & Investments
  - Note 5. – Budget Amendments
  - Note 6. – Receivables
  - Note 7. – Cash Back Reserves
  - Note 8. – Capital Disposals
  - Note 9. – Rating Information
  - Note 10. – Information on Borrowings
  - Note 11. – Grant and Contributions
  - Note 12.- Trust Fund
  - Note 13.- Details of Capital Acquisition

**Legal Compliance**

Regulation 34 (Financial activity statement report) of the Local Government (Financial Management) Regulations 1996 states –

(1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail –

- (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1) (b) or (c);
- (b) budget estimates to the end of the month to which the statement relates;
- (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
- (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and

- (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing —
- (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
  - (b) an explanation of each of the material variances referred to in subregulation (1) (d); and
  - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown —
- (a) according to nature and type classification; or
  - (b) by program; or
  - (c) by business unit
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —
- (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
  - (b) recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

Section 6.8 of the Local Government Act 1995 (Expenditure from municipal fund not included in annual budget) states —

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —
- a. is incurred in a financial year before the adoption of the annual budget by the local government; or
  - b. is authorised in advance by resolution\*; or
  - c. is authorised in advance by the mayor or president in an emergency.

#### **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 MCDS, FO and MIS.

#### **Comment**

The report complies with the requirements of Regulation 34 (Financial activity statement report) of the Local Government (Financial Management) Regulations 1996.

Voting Requirements – Simple Majority**Committee Recommendation – Item 15022.2**

That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, accepts the Financial Activity Statement Report for the period ending 31<sup>st</sup> January 2015

**Council Resolution – Item 15022.2**

Moved: Cr L Smith

Seconded: Cr H Wass

That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, accepts the Financial Activity Statement Report for the period ending 31st January 2015.

Carried: 8/0

**15022.4 ACCOUNTS FOR PAYMENT - JANUARY 2015**

**APPLICANT:** SHIRE OF PERENJORI  
**FILE:** 1306P  
**DISCLOSURE OF INTEREST:** NIL  
**AUTHOR:** DAVID FONG – SFO  
**RESPONSIBLE OFFICER:** ALI MILLS – CEO  
**REPORT DATE:** 19<sup>th</sup> FEBRUARY 2015  
**ATTACHMENTS:** ACCOUNTS FOR PAYMENT

**Executive Summary**

This item recommends that the Council confirms the payment of accounts for January 2015 as shown on the attached schedule

**Background**

Council has delegated to the Chief Executive Officer the authority to make payments from the Municipal and Trust funds in accordance with the Local Government (Financial Management) Regulations 1996.

Under Regulation 13(1) of the Local Government (Financial Management) Regulations 1996, where a local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the Municipal fund or the Trust fund, each payment from the Municipal fund or the Trust fund is to be noted on a list compiled for each month showing:

- a) The payee's name;
- b) The amount of the payment
- c) The date of the payment; and
- d) Sufficient information to identify the transaction

That list should then be presented at the next Ordinary Meeting of the Council following the preparation of the list, and recorded in the minutes of the meeting at which it is presented.

**Legal Compliance**

Section 6.10 (d) of the Local Government Act 1995 refers, i.e. -

6.10. financial management regulations

Regulations may provide for —

(d) the general management of, and the authorisation of payments out of —

(i) the municipal fund; and

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of a local government.

Regulation 13(1), (3) & (4) of the Local Government (Financial Management) Regulations 1996 refers, i.e. -

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(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —

(a) the payee's name;

(b) the amount of the payment;

(c) the date of the payment; and (

d) sufficient information to identify the transaction.

(3) A list prepared under subregulation (1) is to be —

(a) presented to the council at the next ordinary meeting of the council after the list is prepared; and

(b) recorded in the minutes of that meeting.

### **Policy Implications**

All accounts paid have been duly incurred and authorised for payment as per approved purchasing and payment procedures.

### **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**

FO

### **Comment**

All accounts paid have been duly incurred and authorised for payment as per approved purchasing and payment procedures and it is therefore recommended that the payments, as contained within the Appendices, be confirmed

### **Voting Requirements – Simple Majority**

**Officer and Committee Recommendation – Item 15022.4**

That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 (as amended), confirms the accounts paid for 31<sup>st</sup> January 2015 as attached to and forming part of this report

<b>Municipal Account</b>	
EFT	\$ 429,707.58
Direct Debits	\$45,927.71
Cheques	\$12,935.85
Corporate MasterCard	\$2,548.35
Bank Fees	\$199.59
<b>Total</b>	<b>\$491,319.08</b>

<b>Trust Account - Shire</b>	
EFT	\$ 1,260.00
Cheques	\$12,411.20
Bank Fees	\$0
<b>Total</b>	<b>\$13,671.20</b>

<b>Trust Account – Mt Gibson Public Benefit Funds</b>	
EFT	\$0
Cheques	\$0
Bank Fees	\$0
<b>Total</b>	<b>\$0</b>

*Totalling \$504,990.28 from Muni and Trust Accounts for the month ending 31<sup>st</sup> January 2015.*

## Council Resolution – Item 15022.4

Moved: Cr L Smith

Seconded: Cr H Wass

That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 (as amended), confirms the accounts paid for 31<sup>st</sup> January 2015 as attached to and forming part of this report.

Municipal Account	
EFT	\$ 429,707.58
Direct Debits	\$45,927.71
Cheques	\$12,935.85
Corporate MasterCard	\$2,548.35
Bank Fees	\$199.59
<b>Total</b>	<b>\$491,319.08</b>
Trust Account - Shire	
EFT	\$ 1,260.00
Cheques	\$12,411.20
Bank Fees	\$0
<b>Total</b>	<b>\$13,671.20</b>
Trust Account – Mt Gibson Public Benefit Funds	
EFT	\$0
Cheques	\$0
Bank Fees	\$0
<b>Total</b>	<b>\$0</b>

*Totalling \$504,990.28 from Muni and Trust Accounts for the month ending 31<sup>st</sup> January 2015.*

**Carried: 8/0**



**15022.5 BUDGET REVIEW**

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>ADM0039</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>ALI MILLS – CEO &amp; PETER MONEY -MCDS</b>
<b>RESPONSIBLE OFFICER:</b>	<b>PETER MONEY - MCDS</b>
<b>REPORT DATE:</b>	<b>17<sup>TH</sup> FEBRUARY 2015</b>
<b>ATTACHMENTS</b>	<b>FINANCIAL DOCUMENT</b>

**Executive Summary**

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

**Background**

The review has been carried out by senior staff responsible for their own budgets. The review has required a thorough investigation of all areas over several meetings to ensure expenditure and income stated will be as accurate as possible.

Local Government Financial Management regulation 33A requires the Council to consider the review for the period from July to December of that financial year. The regulation also requires the Council to consider the local governments financial position, consider the options presented and decide whether or not to adopt the review as presented, any part of the review or any recommendations made in the review, and consider the outcomes that are forecast in the budget

The Shire is required to provide the budget review to the Department of Local Government within 30 days after Council has made its determinations.

The review provides the details of anticipated changes in income and expenditures and these changes are identified below.

In some instances the changes are minor and a verbal explanation is provided. More significant changes to income or expenditures are provided in the attachments.

**The following table provides a summary of the changes:**

<b>Item</b>	<b>Account No</b>	<b>Proposed Change to Budget</b>	<b>Details</b>
1	04007 Council Ipad costs	+ \$6,000	This is to allow for the purchase and preparation of new iPads
2	04017	+ \$7,000	For Aus Day, Anzac Day, Street Party, Seniors and Volunteers
3	04099 Administration Allocated	Nil as yet, note: this will not affect	We are to carry out an exercise to determine the administration time allocated to different areas of operation. This is to satisfy audit and ensure future

		the bottom line	allocations are correct.
3	New Account in Governance area - Consultant	+ \$8,000	The Ward Review requires substantial officer time which we cannot accommodate without deferring other essential tasks. A quote was received from a former CEO to acquire the details and provide the new boundary details.
4	04214 Computer Equip maint	+ \$5000	One additional PC and two PC'S required replacement – unbudgeted. This is counteracted by reduced photocopier costs from the acquisition of the new copier.
5 6	04238 Consultants	+ \$8,000	Particularly for finance support with the loss of the SFO and allowing time for the new SFO. Will be used for budget review and in the early stages of preparation of the new budget.
7	07250 Medical Centre Building	- \$15,000	Medical centre proposed building works – not essential and time will not permit the work to proceed.
8	04245 Software Licensing	+ \$4,000	Purchase of Electronic P/O software
9	05106 FESA Grant Capital	+\$25,000	Project not approved by DFES, offset with no expenditure
10	05107 Grant – Mount Gibson	+\$10,000	As above
11	05150 Latham Fire/Amb Shed	-\$50,000	As above
12	New account	+ \$2,000	Purchase of a new fogging machine – funder from reduced Mosquito Control expenditure
13	08425 PECC Lotterywest Grant	- \$30,000	Reduced budgeted income, unexpected, \$300,000 originally budgeted however \$270,000 approved ex gst
14	08633 Childcare expenses	+ \$42,000	Increase in budgeted expenses – refer also to increased income of \$10,000, to allow for operations from mid-March
15	09291 General House Cleaning Exp	- \$15,000	Reduced expenditure – houses occupied and less cleaning required
16	09292 General House Maint	+ \$30,000	House maintenance budget increased due to unexpected increase in maintenance. Partially offset by an expected \$20,000 refund through an insurance claim
17		No effect	It is proposed in 2015/2016 to move the building

			officers wages out of the works area into a separate account. This allows more control over building costs and the employees are not affected by the overheads of the works area.
18	09284 Housing Project	+ \$80,000	Nordic Homes – spreadsheet also provided. Costs for this project were incorrectly allocated to the Housing Capital Account; a value of \$99,821. We also have \$40,916 not yet claimed by Nordic including a 10% retention. It is expected we will receive some refund for repair work done by our staff. The increases in costs were due to: <ul style="list-style-type: none"> <li>• Extensive earth moving and fill work required to the lot before and after units placed</li> <li>• Increased costs in concreting not expected</li> </ul>
19	09286 Capital General Housing	- \$110,000	The budgeted works will not be carried out this year – possibly expectations were too high. Suggest a transfer of funds to Nordic Homes Capital and a sum to allow for the purchase of artificial turf. Remainder transferred to maintenance which has had higher than expected costs. See spreadsheet
20	10202 Town Planning and Other	-\$20,000	No progress in this area as yet, for new subdivision, focus has been on existing vacant lots
21	10001 Refuse site Maint	+ \$15,000	More than expected works required at the rubbish tip to comply with conditions of the licence
22		+ \$3,000	New budget to cover costs of a designer to prepare concept drawings for the pavilion (see also caravan park)
23	10410 CDO Salaries	-\$25,000	Gap in recruitment from previous to present, reduction in overall agreed annual salary amount
24	10412 CDO Project Expenses	+\$40,000	New project Anzac Centenary, offset by \$15,000 income
25	11822 Blues for the Bush	+ \$58,392	Higher than budgeted costs for the Blues for the Bush, partially offset below
26	11823 Blues for the Bush Event Income	- \$22,314	Sharing of the over expenditure from Bush Heritage
27	11053 Perenjori Town Hall	- \$10,000	The proposed work cannot be accommodated this financial year
28	11200 Swimm Pool Managers	-\$10,000	Not a full year of wages due to position commencing August

	Salary		
29	13112 Remove Pond	- \$11,000	This work cannot be completed this year due to the time for preparation for septic plans for the caravan park. The Dept of Health will require full plans before giving approval for leach drain installation
30	New account	+ \$3,000	Costs for the development plans for the caravan park from external designer
31	13191 Capital - Fencing	- \$14,000	The caravan park fencing cost was less than expected. Proposed to use this excess to fund the driveways at the John Street houses (Nordic)
32	13603 Standpipes Maint	+ \$15,000	Proposal to install a card system to capture water use and issue invoices.
33	14000 Private Works Expense	+\$80,000	Increased demand for maintenance
34	14102 Private Works Other	-\$20,000	Increase in work and income, Mount Gibson
35	14103 Plant Hire Charges	-\$60,000	Increase in work and use of plant, Mount Gibson
36	14207 Long Service Leave Expense	+ \$16,000	Audit has identified a shortfall in the Leave Reserve – the current Reserve has \$57,000 which does not adequately cover the potential costs to the Shire.
37	14400 Fuels and Oils	+ \$30,000	Shortfall in budgeted expenditure – due to more than expected road works and maint required on plant
38		No effect	Payments under workers compensation to be refunded to the Shire
39		New account	Proposed new account for 2015/2016 to allocate wages paid to employees on emergency / community services – fire fighting ambulance calls

It is expected there will be some surplus funds with the new brought forward figure. Council may wish to consider the need for further housing development for seniors and staff and build the housing reserve funds for potential future projects.

The other projects which have been identified as priorities within Councils Community and Corporate Business Plans include the Town revitalisation and the rejuvenation of the Perenjori Recreation Centre/Pavilion.

#### **Statutory Environment**

Local Government (Financial Management) Regulations 1996, regulation 33A

#### **Policy Implications**

Nil

#### **Financial Implications**

This review fine tunes the budget for the remainder of the year, taking into consideration changed circumstances that were not evident when the budget was adopted

### **Strategic Implications**

Area 5: Investing in Councils Capacity – Our Leadership

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

### **Consultation**

The budget review has the input of all senior staff, and is reflective of discussions held with Council regarding this situation. Most of the changes in circumstances have been highlighted in various Council meetings and other changes are predicted using the best knowledge available.

### **Comment**

Annual budgets are by nature predictions of what will happen during the term of the budget. Though budgets are carefully prepared unexpected circumstances and external influences result in the need to review the proposed activities for the remainder of the financial year. The process for this review has been thorough and the expected changes are suggested from careful analysis of each circumstance

### **Voting Requirements – Absolute Majority**

<b>Officers and Committees Recommendation – Item 15022.5</b>
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<p><b>That in accordance with Regulation 33A of the Local Government (Financial Management) Regulations 1996 Council:</b></p>
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- |  |
|--|
| <ol style="list-style-type: none"> <li><b>1. Adopts the statutory budget review for the financial year of 2014/2015.</b></li> <li><b>2. That a copy of the budget review be provided to the Department of Local Government within 30 days of Council adoption</b></li> </ol> |
|--|

<b>Council Resolution – Item 15022.5</b>
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**Moved: Cr J Cunningham**

**Seconded: Cr L Butler**

**That in accordance with Regulation 33A of the Local Government (Financial Management) Regulations 1996 Council:**

- 1. Adopts the statutory budget review for the financial year of 2014/2015, with amendments made at this meeting.**
- 2. That a copy of the budget review be provided to the Department of Local Government within 30 days of Council adoption**

**Carried by Absolute Majority: 8/0**

**15022.6 APPLICATION FOR COMMERCIAL SEED LICENCE**

<b>APPLICANT:</b>	<b>MILTON MILLOY FOR MEEDAC</b>
<b>FILE:</b>	<b>ADM0159</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>PETER MONEY - MCDS</b>
<b>RESPONSIBLE OFFICER:</b>	<b>PETER MONEY - MCDS</b>
<b>REPORT DATE:</b>	<b>19<sup>TH</sup> FEBRUARY 2015</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

**Executive Summary**

This item recommends the Council approve the Application for taking of seeds from Native Flora.

**Background**

The applicant has applied to the Shire for permission to collect seeds from protected Native Flora for commercial purposes. The land on which the seeds are to be collected are the ex-Karara Pastoral Lease which is Crown Land managed by the Shire. In accordance with the *Wildlife Conservation Act 1950* the applicant requires Shire approval to carry out this activity.

**Statutory Environment**

Wildlife Conservation Act 1950

**Policy Implications**

Policy 6002 – seeding picking on Council reserves requires Council permission and DEC or its successor.

**Financial Implications**

Nil

**Strategic Implications**

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

Area 2: Industry and Business Development – Our Economy

**Consultation**

Nil

**Comment**

Nil

**Voting Requirements – Simple Majority****Officers Recommendation – Item 15022.6**

**That Council approves the issue of a Commercial Purposes Licence to take protected Native Flora from Crown Land for Commercial Purposes to Milton Milloy for a period of one year.**

**Council Resolution – Item 15022.6**

Moved: Cr J Cunningham

Seconded: Cr L Smith

That Council approves the issue of a Commercial Purposes Licence to take protected Native Flora from Crown Land for Commercial Purposes to Milton Milloy for a period of one year.

Carried: 8/0

<b>15022.7 DEVELOPMENT APPLICATION LOT M1304 BATEMAN ROAD PERENJORI</b>
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<b>APPLICANT:</b>	<b>LANDWEST URBAN AND RURAL PLANNING CONSULTANT</b>
<b>FILE:</b>	<b>ADM0153</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>PETER MONEY - MCDS</b>
<b>RESPONSIBLE OFFICER:</b>	<b>PETER MONEY - MCDS</b>
<b>REPORT DATE:</b>	<b>19<sup>TH</sup> FEBRUARY 2015</b>
<b>ATTACHMENTS</b>	<b>APPLICATION</b>

#### Executive Summary

The item recommends the Council supports the application to subdivide lot M3104 into two lots of 785 and 772 hectares each in accordance with the development proposal made on behalf of the property owners David James Hebiton and Robert Neil Hebiton.

#### Background

The proposal is to subdivide the existing lot M1304 at the corner of Bateman and Parkwood Roads. The existing landholding is 1,557.8 Ha in area and contains an existing homestead and outbuilding.

The dwelling is self-sufficient for power (solar and generator/battery) and has access to on-site water supply. The lot contains about 45 ha of remnant vegetation and the remainder is broad acre farming land.

The proposal is to create two lots of 785 and 772 ha each. Both lots will retain access to existing constructed roads and Lot A of 785 Ha will retain the existing buildings.

In the submission the applicant states that;

- There is no change to the proposed use of the land in that it is retained as broad acre farming;
- The proposal will enable the proposed lots to be sold individually and increase the viability of use as broad acre farming land;
- The current size makes it difficult for on-selling to adjoin landowners;
- There is some interest from prospective purchasers and individual lots will be more easily financed;
- The applicant also claims the individual lots would help the viability of the land to continue as broad acre farming land.

The Council's Local planning Strategy is silent on subdivisions such as this and the Planning Policy for the Subdivision for Homestead Lots under the Shire's Town Planning Scheme does not specifically refer to subdivisions such as this.

Therefore the reference document is the WA Planning Commission Development Control Policy 3.4 section 6. The applicant also refers to this Policy and quotes the overarching

objective of the Policy is to ensure the protection of viable and productive agricultural land and avoid the introduction of incompatible uses.

In seeking advice from the Shire of Chapman Valley Manager of Planning he concurs with this and also points out that this Policy from the WAPC was specifically implemented to control the subdivision of rural land in and around the Avon Valley that was being subdivided into homestead lots – and the subsequent loss of viable farming land.

This application if approved would result in two lots of a substantial size and the intention is that they remain as broad acre farming land. Therefore they comply with WAPC Policy 3.4. Further to that the lots surrounding this land are significantly smaller as shown the Landgate map attached. In fact some of those lots are less than 400 hectares.

The other matters to consider are the effect on any Shire facilities or utilities such as scheme water of scheme electricity. In this regard the agencies are part of the consultation process and will respond accordingly. There are existing shire roads that service both properties and therefore there is no further cost to the Shire for additional service roads.

Therefore there are no obvious impediments to the subdivision of the property and accordingly it is recommended the Council support this application.

**Statutory Environment**

Shire of Perenjori Local Planning Strategy 2010

Local Planning Policy 2 – Subdivision for Homestead Lots

WA Planning Commission Policy DC 3.4

**Policy Implications**

Local Planning Policy 2

**Financial Implications**

There will be no financial cost to the Shire.

**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.*

**Risk Management**

In assessing the risks there is no apparent risks that could affect the Shire of Perenjori.

**Consultation**

WAPC

Shire of Chapman Valley, Manager Planning & Development

**Comment**

The Manager of Planning & development at the Shire of Chapman Valley was consulted and provided information on a number of aspects of the proposal. One of the key indicators was the compatibility with lots surrounding the subject land. In this instance this application



retains lots of a size that are larger than some surrounding lots and therefore compatible. No conditions were identified that could or should be applied to the proposed development.

#### Voting Requirements – Simple Majority

#### **Officers Recommendation – Item 15022.7**

**That Council supports the development application for the subdivision of Lot M304 into two separate lots of 785 and 772 hectares each in accordance with the attached application and maps.**

#### **Council Resolution – Item 15022.7**

**Moved: Cr R Desmond**

**Seconded: Cr L Butler**

**That Council supports the development application for the subdivision of Lot M304 into two separate lots of 785 and 772 hectares each in accordance with the attached application and maps.**

**Carried: 8/0**

#### **15022.8 REVIEWED CODE OF CONDUCT**

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>ADM0311</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>As an employee the author is subject to the requirements of this document.</b>
<b>AUTHOR:</b>	<b>PETER MONEY - MCDS</b>
<b>RESPONSIBLE OFFICER:</b>	<b>PETER MONEY - MCDS</b>
<b>REPORT DATE:</b>	<b>19<sup>TH</sup> February 2015</b>
<b>ATTACHMENTS:</b>	<b>DRAFT CODE OF CONDUCT</b>

#### Executive Summary

This item recommends the Council adopts a revised Code of Conduct.

#### Background

The Code of Conduct was last adopted by the Council in February 2008. These documents are regularly reviewed and updated and generally reflect legislative changes but also changes that are identified through investigation of administrative practices and the way in which local government members and employees behaviours may change.

Effectively the behaviours in the local government industry are reviewed continually and the Code may be amended to improve the transparency and integrity of the behaviours of members and employees. This document reflects the changes that have occurred since 2008.

Section 5.105 of the Act also states that “Regulations may prescribe rules, to be known as the rules of conduct for council members, that council members are required to observe.” The Code of Conduct is considered to contain best practice aspects of professional conduct for members and employees.

In many instances the changes are quite subtle and this document presented here covers all the changes proposed or recommended.

Rather than amend the 2008 Code of Conduct I have presented the draft code proposed by WALGA with some minor amendments.

### **Statutory Environment**

#### **5.103. Codes of conduct**

(1) Every local government is to prepare or adopt a code of conduct to be observed by council members, committee members and employees.

Local Government (Administration) Regulations 1996 (Regulations 34B and 34C).

### **Policy Implications**

Nil

### **Financial Implications**

Nil

### **Strategic Implications**

Area 5: Investing in Councils Capacity – Our Leadership

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

### **Consultation**

CEO

### **Comment**

Nil

### **Voting Requirements - Simple Majority**

<b>Officers Recommendation – Item 15022.8</b>
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<b>That Council adopts the draft Code of Conduct – February 2015</b>
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<b>Council Resolution – Item 15022.8</b>
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**Moved: Cr G Reid**

**Seconded: Cr P Waterhouse**

**That Council adopts the draft Code of Conduct – February 2015.**

**Carried: 8/0**

<b>15023</b>	<b>ECONOMIC AND COMMUNITY DEVELOPMENT</b>
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<b>15023.1</b>	<b>ANZAC CENTENARY PROJECT</b>
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<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>ADM0430</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>LEAH ADAMS - CDO</b>
<b>RESPONSIBLE OFFICER:</b>	<b>LEAH ADAMS- CDO</b>
<b>REPORT DATE:</b>	<b>19<sup>TH</sup> FEBRUARY 2015</b>
<b>ATTACHMENTS:</b>	<b>ANZAC CENTENARY PROJECT GRANT APPLICATION</b>

**Executive Summary**

This item recommends that the council support the allocation of funds in the budget to meet the shortfall to allow the ANZAC Centenary Project to occur.

**Background**

The Commonwealth Government have offered \$15,000, half of the requested amount for the Anzac memorial project to celebrate the centenary of World War I. The project entails a 2 metre x 1.5 metre bronze relief of the WWI rising sun emblem to be inlaid in a concrete pad, next to the existing Anzac Memorial. This bronze relief will be one of the largest in WA and possibly Australia, which will be a feature on the main street of Perenjori and a draw card for visitors to the area. Surrounding the relief will be inlaid plaques with information about those from the Shire of Perenjori who served in WWI.

Former CDO Samuel Parker and Council's CEO Ali Mills completed the grant proposal in early 2014, with the support of MP Melissa Price. On news of the approval of the grant (20th January 2015), CEO Ali Mills sought guidance from Shire President Chris King to proceed, due to the short time frame to complete the project before Anzac Day. The bronze relief has commenced, and CDO Leah Adams has been in contact with the Historical Society's Andrew Bowman-Bright regarding information for the individual plaques. Further research and cross referencing will need to occur to ensure accurate information.

The total project cost is \$40,000 with the contribution from Council now required being \$25,000.

**Statutory Environment**

Nil

**Policy Implications**

Nil

**Financial Implications**

Allocation of \$25,000.00 for the project in the 2014-2015 budget.

**Risk Management**

The identified risks have been considered with mitigations in place. Timing is the main potential risk, with such a short lead time to action the project. Any delay could result in the project not being ready for Anzac Day 2015.

**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.*

Area 5: Investing in Councils Capacity – Our Leadership

**Consultation**

Ali Mills, CEO

Cr Chris King, Shire President

**Comment**

This is a meaningful and significant project, coinciding with the Anzac Centenary this year, providing a memorial for the many families of veterans still residing in the area.

**Voting Requirements – Simple Majority****Officers Recommendation – Item 15023.1**

1. It is recommended that Council endorse the allocation of \$25,000 in the 2014/2015 budget review process, for the Anzac Centenary Project 2015.

**Council Resolution – Item 15023.1**

Moved: Cr L Smith

Seconded: Cr R Desmond

1. It is recommended that Council endorse the allocation of \$25,000 in the 2014/2015 budget review process, for the Anzac Centenary Project 2015.

Carried: 8/0

**15023.2 GYM FEES AND CHARGES**

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>ADM0430</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>LEAH ADAMS-CDO</b>
<b>RESPONSIBLE OFFICER:</b>	<b>LEAH ADAMS-CDO</b>
<b>REPORT DATE:</b>	<b>17<sup>TH</sup> FEBRUARY 2015</b>
<b>ATTACHMENTS:</b>	<b>NIL</b>

**Executive Summary**

This item recommends that the council endorse the presented fees and charges for the Perenjori Gym.

**Background**

There are currently no endorsed fees and charges for use of the Perenjori Gym. Whilst fees and charges have been applied in practice, it has become evident that these are not in the current fees and charges schedule. The Local Government Act as outlined in the Statutory

Environment heading requires council to determine fees and charges, which normally occurs when the annual budget is adopted.

The Perenjori gym is a great facility available to all visitors and residents. The shortest membership timeframe currently available is one month. However, if the facilities were available for use on a single day or weekend, the facility may see an increase in usage and income. This opportunity would be attractive for short term residents such as contractors, visitors attending weekend events such as the WA Off Road Racing Championships and Blues for the Bush Open Day and Concert, and locals who want to use the facilities only occasionally.

It is proposed that a \$5.00 day pass and a \$10.00 weekend pass could be offered. Those wishing to use the facilities would need to apply during Shire office hours. Those visiting for a weekend wishing to use the facilities would need to pre-apply, via a phone call or an enquiry through the Shire website.

There is currently a refundable bond of \$100 was originally designed to cover the cost of the keys given to users if lost. However, since the gym is now accessible by a pin code, it can be questioned what the bond is required for. The technicalities of the bond can be tedious, for example, many visitors are only able to pay their bond in cash and expect to receive their cash back, which is not possible due to the money being held in a trust account. There have been zero incidences of damage since the facility has been operating, and a CCTV camera and monitor are soon to be installed for security purposes. It is proposed that the bond be removed.

Proposed	Bond	\$0
	Day	\$5
	Weekend	\$10
	1 month	\$20.00
	3 months	\$50.00
	6 months	\$90.00
	12 months	\$160.00

Throughout research for this item, it has been made aware that the gym fees and charges schedule is not included in the budget review. The Local Government Act as outlined below requires council to determine fees and charges.

### **Statutory Environment**

Local Government (Financial Management) Regulations 1996. Annual Budget – s. 6.2 Part 3

#### 24. Service charges information

In relation to each service charge, the annual budget is to include –

- a) Details of the nature of the service for which the service charge is imposed;
- b) The objects of, and reasons for, the service charge;
- c) The amount of the service charge
- d) An estimate of the total amount to be imposed by way of the service charge

#### 25. Fees and charges information

In relation to fees and charges imposed under the Act or any other written law, the annual budget is to include an estimate of the total revenue from the fees or charges for each program.

**Policy Implications**

Nil

**Financial Implications**

May bring in minor additional income

**Risk Management**

There may be complaints from existing gym users about previous bond charges. Staff feel this can be overcome with communication and the return of bonds paid to all users

**Strategic Implications****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**

Ali Mills, Lara Stanley

**Comment**

A short term gym membership would be attractive to those visiting Perenjori, and provide an opportunity for more people to use the facilities. Security is important, and will be continuously reviewed for effectiveness.

**Voting Requirements – Absolute Majority**

<b>Officers Recommendation – Item 15023.2</b>		
<b>That Council endorse the following fees and charges for the Perenjori gym for the 2015 budget:</b>		
Current	Bond	\$100.00
	1 month	\$20.00
	3 months	\$50.00
	6 months	\$90.00
	12 months	\$160.00
Proposed	Bond	\$0
	Day	\$5
	Weekend	\$10
	1 month	\$20.00
	3 months	\$50.00
	6 months	\$90.00
	12 months	\$160.00

**Council Resolution – Item 15023.2****Moved: Cr L Butler****Seconded: Cr H Wass**

**That Council endorse the following fees and charges for the Perenjori gym for the 2015 budget:**

Current	Bond	\$100.00
	1 month	\$20.00
	3 months	\$50.00
	6 months	\$90.00
	12 months	\$160.00
Proposed	Bond	\$0
	Day	\$5
	Weekend	\$10
	1 month	\$20.00
	3 months	\$50.00
	6 months	\$90.00
	12 months	\$160.00

Carried by Absolute Majority: 8/0

<b>15024</b>	<b>INFRASTRUCTURE SERVICES</b>
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<b>15024.1</b>	<b>ROAD MAINTENANCE DECEMBER 2014/JANUARY 2015</b>
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**APPLICANT:** SHIRE OF PERENJORI  
**FILE:** R123  
**DISCLOSURE OF INTEREST:** NIL  
**AUTHOR:** ROB GREEN - MCDS  
**RESPONSIBLE OFFICER:** KEN MARKHAM – MIS  
**REPORT DATE:** 19<sup>TH</sup> FEBRUARY 2015  
**ATTACHMENTS:** MAP

**Executive Summary**

This item seeks Council acceptance of the road maintenance report for the months of December 2014 and January 2015.

**Background**

Listed are the roads graded for the months of December 2014 and January 2015

Lochada rd	North rd
Parkwood rd	Keogh rd
Young rd	Syson rd
Olden rd	Koolanooka rd
Malcom rd	Back Bowgada rd
Bestry rd	Stan Cannon rd
Hill rd	Taylors rd
Maya East rd	Caffin rd

**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**

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

**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**

The roads graded in December 2014/January 2015 had high volumes of traffic due to harvest and contract water cart

**Voting Requirements – Simple Majority**

<b>Committee Recommendation – Item 15024.1</b>
<b>That the road maintenance report for December 2014/January 2015 be accepted as presented.</b>
<b>Council Resolution – Item 15024.1</b>

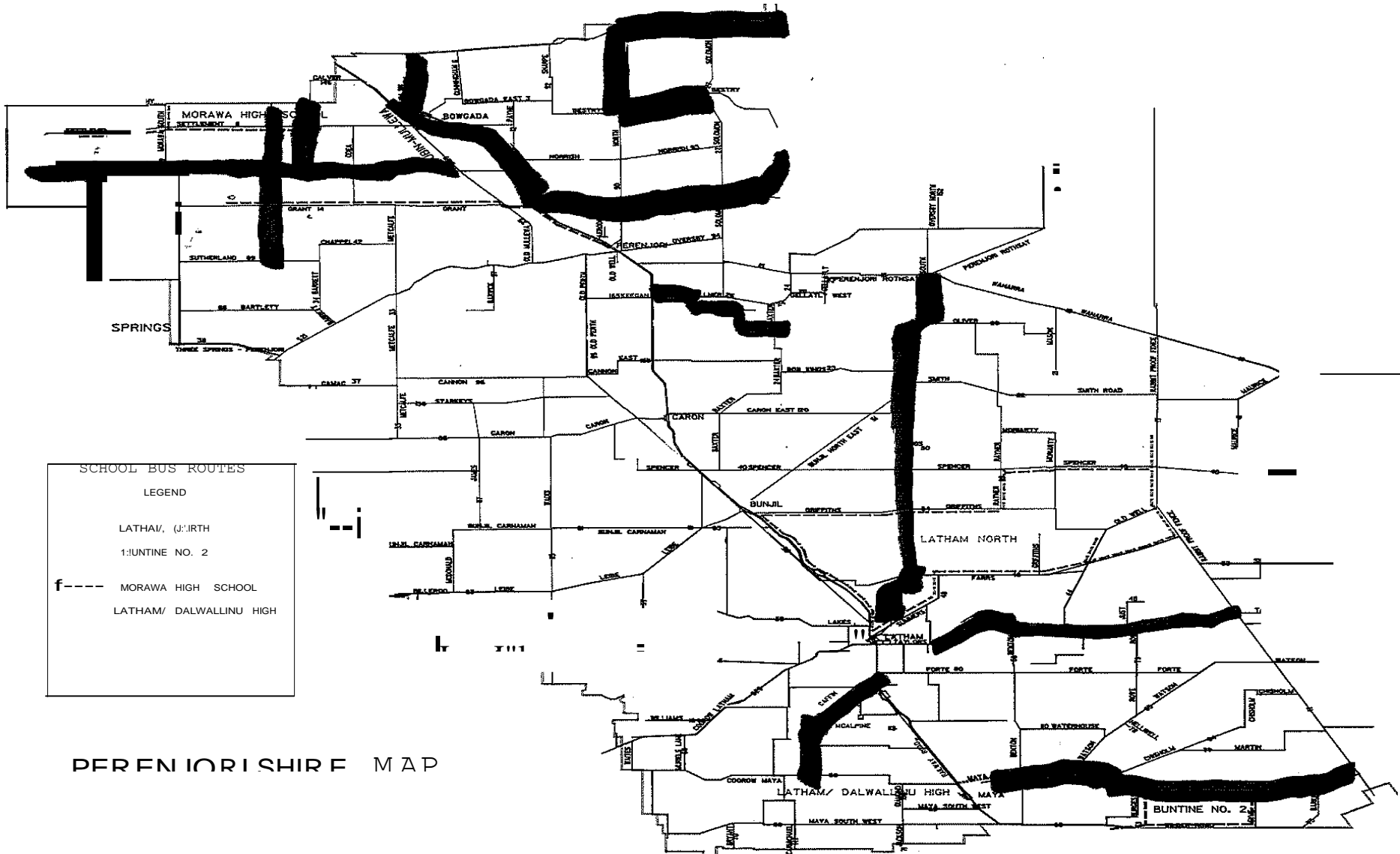
**Moved: Cr G Reid**

**Seconded: Cr R Desmond**

**That the road maintenance report for December 2014/January 2015 be accepted as presented.**

**Carried: 8/0**





**15024.2 REVIEW OF RESTRICTED ACCESS VEHICLE NETWORK**

<b>APPLICANT:</b>	<b>MANAGER OF INFRASTRUCTURE SERVICES</b>
<b>FILE:</b>	<b>ADM0172</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>KEN MARKHAM - MIS</b>
<b>RESPONSIBLE OFFICER:</b>	<b>KEN MARKHAM - MIS</b>
<b>REPORT DATE:</b>	<b>17<sup>TH</sup> FEBRUARY 2015</b>
<b>ATTACHMENTS:</b>	<b>SPREADSHEET (Hard Copy)</b>

**Executive Summary**

This report seeks Council endorsement of the update on the requested changes to RAV's for various Perenjori Shire roads sent to Main Roads back in 2013.

**Background**

The Perenjori Shire held a workshop back in 2013 to review its road network and the RAV's for each road. A list was compiled and forwarded to Main Roads with requested changes to the network. Due to the large amount of roads to be reviewed it has taken a while for the assessments to be carried out. The attached spreadsheet gives an update on the roads that have been assessed and what their outcomes have been.

**Statutory Environment**

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

Section 3.57 Local Government Act 1995 (“the Act”)

Part 4 Local Government (Functions and General) Regulations 1996 (“the Regulations”)

Local Government (Functions and General) Amendment Regulations 2007 (“the Regulations”)

**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**

Councillors, Main Roads, CEO

**Comment**

With a large amount of roads being unsuccessful in gaining their requested updates, it may be time to again review these roads and determine whether Council wishes to continue working towards having the various roads upgraded or let them remain as they are.

This will mean assessing each road against the comments supplied by Main Roads to determine if the upgrade works are possible and then budgeting for them in some or most of the cases.

**Voting Requirements – Simple Majority**

**Committee Recommendation – Item 15024.2**

**That the review of the Restricted Access Vehicle’s for the Perenjori Shire road network be accepted as presented.**

**Council Resolution – Item 15024.2**

**Moved: Cr L Butler**

**Seconded: Cr H Wass**

**That the review of the Restricted Access Vehicle’s for the Perenjori Shire road network be accepted as presented.**

**Carried:8/0**

**15025 GOVERNANCE**

**15025.1 ANNUAL LEAVE - CEO**

**APPLICANT: SHIRE OF PERENJORI**  
**FILE:**  
**DISCLOSURE OF INTEREST: ALI MILLS - CEO**  
**AUTHOR: ALI MILLS - CEO**  
**RESPONSIBLE OFFICER: ALI MILLS - CEO**  
**REPORT DATE: 19<sup>TH</sup> FEBRUARY 2015**  
**ATTACHMENTS: NIL**

**Executive Summary**

This item seeks Council’s endorsement of five days Annual leave for the CEO and the appointment of the Manager of Corporate and Development Services to Act as the CEO throughout the leave.

**Background**

The CEO is proposing to take 5 days Annual leave commencing on the 18<sup>th</sup> February 2015 and returning to work on the 25<sup>th</sup> February 2015.

As the leave period coincides with a Council meeting it is proposed to have an Acting CEO, being Council’s Manager Corporate and Development Services (MCDS). The MCDS will be paid at the base rate for a Band 4 CEO as per the Local Government Award.

The CEO is entitled to 5 weeks annual leave as per the contract.

**Strategic Implications****Area 5: Investing in Councils Capacity – Our Leadership**

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

**Consultation**

Payroll

**Comment**

Nil

**Voting Requirements – Simple Majority****Officers Recommendation – Item 15025.1**

That Council approve the following leave dates for the CEO:

Commencing on the 18<sup>th</sup> February 2015 to the 24<sup>th</sup> February 2015 inclusive, and endorse the appointment of the Manager of Corporate and Development Services for this period of time as the Acting CEO.

**Council Resolution – Item 15025.1**

Moved: Cr L Smith

Seconded: Cr P Waterhouse

That Council approve the following leave dates for the CEO:

Commencing on the 18th February 2015 to the 24th February 2015 inclusive, and endorse the appointment of the Manager of Corporate and Development Services for this period of time as the Acting CEO.

Carried: 8/0

Cr L Butler left the meeting at 2.35pm

**15026 PROJECT STATUS REPORT**

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>NIL</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>19<sup>th</sup> FEBRUARY 2015</b>
<b>ATTACHMENTS</b>	<b>PROJECT STATUS REPORT</b>

**Executive 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 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.

**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 5: Investing in Councils Capacity – Our Leadership

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

**Consultation**

Staff

**Comment**

Nil

<b>Officers Recommendation – Item 15026</b>
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<b>Council accepts the Project Status Report as presented for the months of December 2014 and January 2015.</b>
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<b>Council Resolution – Item 15026</b>
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Moved: Cr J Cunningham

Seconded: Cr R Desmond

**Council accepts the Project Status Report as presented for the months of December 2014 and January 2015**

**Carried: 7/0**

**15027 STATUS REPORT**

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>NIL</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>19<sup>th</sup> FEBRUARY 2015</b>
<b>ATTACHMENTS</b>	<b>Status Report</b>

**Executive 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.

**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 5: Investing in Councils Capacity – Our Leadership

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

**Consultation**

Staff

**Comment**

Nil

**Officers Recommendation – Item 15027**

**Council accepts the Status Report as presented for the months of December 2014 and January 2015.**

Council Resolution- Item 15027
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Moved: Cr Cunningham

Seconded: Cr R Desmond

Council accepts the Status Report as presented of the months of December 2014 and January 2015

Carried: 7/0

**15028 OTHER BUSINESS****15028.1 MOTIONS OF WHICH DUE NOTICE HAVE BEEN GIVEN****15028.2 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN****15028.3 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION**

A motion was called to deal with the Late Item 15028.3.1

Moved: Cr H Wass

Seconded: Cr R Desmond

Moved that Council accepts the late item 15028.3.1.

Carried: 7/0

<b>15028.3.1 CONFIDENTIAL – ROAD ACCESS, PUBLIC BENEFIT AGREEMENTS, TOP IRON PTY LTD</b>
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APPLICANT: TOP IRON

FILE: ADM 0528

DISCLOSURE OF INTEREST: NIL

AUTHOR: ALI MILLS - CEO

RESPONSIBLE OFFICER: ALI MILLS - CEO

REPORT DATE: 19<sup>TH</sup> FEBRUARY 2015**ATTACHMENTS****Voting Requirements – Simple Majority**

<b>Officers Recommendation – Item 15028</b>
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**That Council:**

1. Endorse the CEO to continue negotiations with Top Iron Pty Ltd, to reach an agreement based on Council's preferences;
2. Contract a suitable legal firm to finalise the agreements with all charges to be paid by Top Iron PTY LTD.
3. Request the CEO continue to work with WALGA to establish a user fee, (a cents per tonne per km rate) for RAV haulage on Wanara Road.

**Council Resolution – Item 15028**

Moved: Cr G Reid

Seconded: Cr H Wass

That Council:

1. Endorse the CEO to continue negotiations with Top Iron Pty Ltd, to reach an agreement based on Council's preferences;
2. Contract a suitable legal firm to finalise the agreements with all charges to be paid by Top Iron PTY LTD.
3. Request the CEO continue to work with WALGA to establish a user fee, (a cents per tonne per km rate) for RAV haulage on Wanara Road.

Carried: 7/0

**15028.4 MATTERS BEHIND CLOSED DOORS****15028.5 CONFIDENTIAL ITEM –PROPOSED DISPOSAL OF VACANT SHIRE LAND**

APPLICANT:	SHIRE OF PERENJORI
FILE:	ADM0084
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	ALI MILLS–CEO
RESPONSIBLE OFFICER	ALI MILLS–CEO
REPORT DATE:	19 <sup>th</sup> FEBRUARY 2015
ATTACHMENTS	JOHN STREET SUBDIVISION CONDITIONS RESERVE PRICES (2009) VALUATIONS 2014

**Voting Requirements – Simple Majority****Officers Recommendation – Item 15028.5**

That Council authorises the sale and necessary marketing of the following lots within the John Street Sub division, Lots; 357, 358, 359, 352, 341, 343, 344, 346, 348, 349 in accordance with the s3.58 of the Local Government Act.

**Council Resolution – Item 15028.5**

Moved: Cr H Wass

Seconded: Cr L Butler

That Council authorises the sale and necessary marketing of the following lots within the John Street Sub division, Lots; 357, 358, 359, 352, 341, 343, 344, 346, 348, 349 in accordance with the s3.58 of the Local Government Act.

Carried: 8/0



**15028.6 CONFIDENTIAL ITEM – 10 YEAR TENURE OF BROOKFIELD STATION BUILDING**

APPLICANT: SHIRE OF PERENJORI  
 FILE: ADM0344  
 DISCLOSURE OF INTEREST: NIL  
 AUTHOR: ALI MILLS–CEO  
 RESPONSIBLE OFFICER: ALI MILLS–CEO  
 REPORT DATE: 19<sup>th</sup> FEBRUARY 2015  
 ATTACHMENTS: NIL

**Voting Requirements – Simple Majority**

**Officers Recommendation – Item 15028.6**

**That Council:**

Accepts the offer of a 10 year tenure with Brookfield Rail for use of the existing Railway station building in the CBD of Perenjori.

**OR**

Declines the offer of a 10 year tenure with Brookfield Rail for use of the existing Railway station building in the CBD of Perenjori.

**Council Resolution – Item 15028.6**

**Moved:**

**Seconded:**

**That Council:**

Accepts the offer of a 10 year tenure with Brookfield Rail for use of the existing Railway station building in the CBD of Perenjori.

**OR**

Declines the offer of a 10 year tenure with Brookfield Rail for use of the existing Railway station building in the CBD of Perenjori.

**Carried:**

Councillors have not had significant time to review this agenda item 15028 and have requested it be re-presented to the 19<sup>th</sup> March 2015 Ordinary Council Meeting.

**15028.7 CONFIDENTIAL ITEM – SMALL TIPPER TRUCK E-QUOTE**

**APPLICANT:** SHIRE OF PERENJORI  
**FILE:** ADM366  
**DISCLOSURE OF INTEREST:**  
**AUTHOR:** Ken Markham – Manager Infrastructure Services  
**RESPONSIBLE OFFICER:** Ken Markham – Manager Infrastructure Services  
**REPORT DATE:** 11.02.15  
**ATTACHMENTS** QUOTES

Voting Requirements – Simple Majority

**Committee Recommendation – Item 15028.7**

That the quote from Daimler Trucks for the supply and delivery of one Fuso Canter 515 with the trade of Council's existing Hino 300 tipper.

**Council Resolution – Item 15028.7**

Moved: Cr G Reid

Seconded: Cr J Cunningham

That the quote from Daimler Trucks for the supply and delivery of one Fuso Canter 515 with the trade of Council's existing Hino 300 tipper.

Carried: 7/0

**DATE OF NEXT MEETING / MEETINGS**

The date of the next Council meeting will be held on Thursday 19<sup>th</sup> March 2015 at 1.30pm.

**15028.8 CLOSURE**

Cr C King closed the meeting at 3.34pm