Held in the Shire of Perenjori Council Chambers, Fowler Street, Perenjori on 16th July 2015, commencing at 2.42pm.

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PRELIMINARIES

DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

In the absence of the Shire President, the Deputy Shire President Cr L Butler declared the meeting open at 2.42pm

OPENING PRAYER

Cr L Butler led the opening prayer.

DISCLAIMER READING

RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

Cr L Butler
Cr J Cunningham
Cr G Reid
Cr R Desmond
Cr L Smith
Cr P Waterhouse
Cr J Hirsch
Ali Mills – CEO
Peter Money – MCDS
Ken Markham –MIS
Debby Barndon - SFO

Leave of Absence:
Cr Chris King has approved leave of Absence

Apologies:
Cr H Wass

RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

PUBLIC QUESTION TIME
15071.7 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.

15071.8 APPLICATIONS FOR LEAVE OF ABSENCE

15071.9 CONFIRMATION OF MINUTES
The minutes from the ordinary meeting of 18th June 2015 are attached and presented for confirmation.

Voting Requirements – Simple Majority
Moved: Cr L Smith
Seconded: Cr P Waterhouse

Council Resolution– Item 15071.9
That Council accepts the Minutes from the Ordinary Meeting of 18th June 2015 as a true and correct record of that Meeting.

Carried: 7/0

15071.10 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION

15071.11 PETITIONS / DEPUTATIONS / PRESENTATIONS

15072 CORPORATE AND DEVELOPMENT SERVICES

15072.1 FINANCIAL STATEMENTS – JUNE 2015
APPLICANT: SHIRE OF PERENJORI
FILE: ADM 0081
DISCLOSURE OF INTEREST: NIL
AUTHOR: DEBBY BARNDON – SENIOR FINANCE OFFICER
RESPONSIBLE OFFICER: PETER MONEY - MCDS
REPORT DATE: 14th JULY 2015
ATTACHMENTS MONTHLY FINANCIAL REPORT
Executive Summary


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 30 June 2015.

The following statements are presented to Council:

- Monthly Summary Information - Charts
- Statement of Financial Activity (Program of Nature and Type) this provides the budget and actual income and expenditure for operating and non-recurrent as well as 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 sub regulation (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 sub regulation 34 (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 statements are prepared in accordance with the Regulations and in the generally Accepted format.

Voting Requirements – Simple Majority

**Officer Recommendation – Item 15072.1**


**Council Resolution– Item 15072.1**

Moved: Cr L Smith  
Seconded: Cr J Cunningham


Carried: 7/0

**15072.2 ACCOUNTS FOR PAYMENT - JUNE 2015**

**APPLICANT:** SHIRE OF PERENJORI  
**FILE:** 1306P  
**DISCLOSURE OF INTEREST:** NIL  
**AUTHOR:** DEBBY BARNDON– SENIOR FINANCE OFFICER  
**RESPONSIBLE OFFICER:** PETER MONEY – MCDS  
**REPORT DATE:** 14th JULY 2015  
**ATTACHMENTS:** ACCOUNTS FOR PAYMENT

**Executive Summary**

This item recommends that the Council confirms the payment of accounts for June 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
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.

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.

**Voting Requirements – Simple Majority**

<table>
<thead>
<tr>
<th>Officer Recommendation – Item 15072.2</th>
</tr>
</thead>
<tbody>
<tr>
<td>That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 (as amended), confirms the accounts paid for the month ending 30 June 2015 totalling $861,296.92 from Municipal and Trust Accounts as attached to and forming part of this report be approved.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Municipal Account</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>EFT</strong></td>
</tr>
<tr>
<td><strong>Direct Debits</strong></td>
</tr>
<tr>
<td><strong>Cheques</strong></td>
</tr>
<tr>
<td><strong>Corporate MasterCard</strong></td>
</tr>
<tr>
<td><strong>Bank Fees</strong></td>
</tr>
<tr>
<td><strong>Total</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Trust Account - Shire</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>EFT</strong></td>
</tr>
<tr>
<td><strong>Cheques</strong></td>
</tr>
<tr>
<td><strong>Bank Fees</strong></td>
</tr>
<tr>
<td><strong>Total</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Trust Account – Mt Gibson Public Benefit Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>EFT</strong></td>
</tr>
</tbody>
</table>

Cheques: $0  
Bank Fees: $0  
Total: $0

*Totalling $861,296.92 Muni and Trust Accounts for the month ending 30 June 2015.*

**Council Resolution—Item 15072.2**

*Moved: Cr L Smith  
Seconded: Cr P Waterhouse  
That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 (as amended), confirms the accounts paid for the month ending 30 June 2015 totalling $861,296.92 from Municipal and Trust Accounts as attached to and forming part of this report be approved.*

<table>
<thead>
<tr>
<th>Municipal Account</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>EFT</td>
<td>$788,881.89</td>
</tr>
<tr>
<td>Direct Debits</td>
<td>$ 51,388.11</td>
</tr>
<tr>
<td>Cheques</td>
<td>$ 20,598.95</td>
</tr>
<tr>
<td>Corporate MasterCard</td>
<td>$ 0.00</td>
</tr>
<tr>
<td>Bank Fees</td>
<td>$ 227.97</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$861,096.92</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Trust Account - Shire</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>EFT</td>
<td>$200.00</td>
</tr>
<tr>
<td>Cheques</td>
<td></td>
</tr>
<tr>
<td>Bank Fees</td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$200.00</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Trust Account – Mt Gibson Public Benefit Funds</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>EFT</td>
<td>$0</td>
</tr>
</tbody>
</table>
Cheques $0
Bank Fees $0
Total $0

Totalling $861,296.92 Muni and Trust Accounts for the month ending 30 June 2015.

Carried: 7/0

Debby Barndon left the meeting at 3.28pm
Liz Markham entered the meeting at 3.30pm

15072.3 APPLICATION FOR EXPLORATION LICENCE 70/4729

APPLICANT: CENTREX METALS LIMITED
FILE: ADM0216
DISCLOSURE OF INTEREST: NIL
AUTHOR: PETER MONEY - MCDS
RESPONSIBLE OFFICER: PETER MONEY - MCDS
REPORT DATE: 16TH JULY 2015
ATTACHMENTS APPLICATION AND MAPS

Executive Summary
This report recommends that Council acknowledges the application for an exploration licence from Centrex Metals and recommends to the Department of Mines and Petroleum that conditions be imposed if the licence is granted.

Background
Correspondence has been received from Centrex Metals Limited for an exploration licence to be granted on behalf of Centrex Potash Pty Ltd on land located between 5kms and 25kms south and south west of Morawa.

All applicants are required to notify the respective local government of the application for the licence and local governments are invited to comment and request that certain conditions be applied though this decision remains with the DMP.

The applicant has provided location plans detailing the subject land.

The applicant is responsible for advising any affected property owners of the application and this process is governed by the Department of Mines and Petroleum.

Statutory Environment
Mining Act 1978
33. Application for mining tenement by permit holder
Policy Implications
Nil
**Risk Management**

Local governments are invited to ask for conditions to be applied to any mining application and the Department of Mines will generally consider any conditions but does not necessarily impose those conditions. In this instance the subject land is private land and the Council may wish to apply for more than usual conditions to protect the interests of the land owner.

**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 need.

**Consultation**

Nil

**Comment**

Council has minimal power over whether licences are approved or not but can request that certain conditions be applied.

**Voting Requirements – Simple Majority**

**Officers Recommendation – Item 15072.3**

That Council acknowledges the application for an Exploration License from Centrex Metals Limited on behalf of Centrex Potash Pty Ltd for exploration licence 70/4729 and requests the following conditions be imposed by the Department of Mines and Petroleum if the 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 tenement prior to or at the termination of the 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. All works comply with the Environmental Protection (Noise) Regulations 1997.
Council Resolution - Item 15072.3

Moved: Cr J Cunningham
Seconded: Cr Reid

That Council acknowledges the application for an Exploration License from Centrex Metals Limited on behalf of Centrex Potash Pty Ltd for exploration licence 70/4729 and requests the following conditions be imposed by the Department of Mines and Petroleum if the 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 tenement prior to or at the termination of the 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. All works comply with the Environmental Protection (Noise) Regulations 1997.

Carried: 7/0
Shire of Perenjori
Ordinary Council Meeting
MINUTES
16th July 2015

June 19, 2015
Shire of Perenjori
58 Fowler Street
Perenjori
WA 6620

Attention: The Clerk of the Shire of Perenjori

RE: Mining Act Compliance: Application for Exploration Licence 70/4729

To Whom it may concern,

To comply with its requirements under the Mining Act of Western Australia, Centrex Metals Pty Ltd is writing to notify that an application has been made for an Exploration Licence covering the region described on the attached Form 21 and accompanying maps.

Should you have any further queries, please contact the Exploration Manager, Alastair Watts at the above address, via email at awatts@centrexmetals.com.au or by telephone on (08) 8100 2200.

Regards

Matthew Auldland
Project Geologist
Centrex Metals
Ph.: (08) 8100 2200
Mob: 0408 173 727
mauldland@centrexmetals.com.au
**APPLICATION FOR MINING TENEMENT**

<table>
<thead>
<tr>
<th>a) Type of tenement</th>
<th>b) Time &amp; Date</th>
<th>c) Mineral Field</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exploration Licence</td>
<td>a.m./p.m. / /</td>
<td>SOUTH WEST</td>
</tr>
</tbody>
</table>

For each applicant:
- Full name and ACN/ABN
- Address
- No. of shares
- Total No. of shares

**DESCRIPTION OF GROUND APPLIED FOR:**
- For Exploration Licences see Note 1. For other Licences see Note 2. For all Licences see Note 3.

<table>
<thead>
<tr>
<th>(d) Name</th>
<th>(e) Address</th>
<th>(f) Number of Shares</th>
</tr>
</thead>
<tbody>
<tr>
<td>CENTREX POTASH PTY LTD (ACN: 004 044 451)</td>
<td>SE 1102 147 PIRIE ST, ADELAIDE, SA, 5003</td>
<td>600</td>
</tr>
</tbody>
</table>

**Approximately 5 km to 25 km south and south west of Woomera**

This application affects Private Property.

<table>
<thead>
<tr>
<th>(g) Location</th>
<th>(h) Description of boundaries</th>
<th>(i) Area (ha or km²)</th>
</tr>
</thead>
<tbody>
<tr>
<td>SE 1102 147 PIRIE ST, ADELAIDE, SA</td>
<td></td>
<td>5000</td>
</tr>
</tbody>
</table>

**Signature of applicant or agent (if agent state full name and address):**

<table>
<thead>
<tr>
<th>(j) Signature</th>
<th>(j) Full Name and Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alastair Watts</td>
<td>SE 1102 147 PIRIE ST, ADELAIDE, SA, 5000</td>
</tr>
</tbody>
</table>

**Date:** 04/03/2015

**NOTES**

1. **EXPLORATION LICENCE**
   - Attachments 1 and 2 form part of every application for an exploration licence and must be lodged with this form in lieu of (b), (c), (d) and (e) above.
   - An application for an Exploration Licence shall be accompanied by a statement specifying the method of exploration, details of the proposed work programme, estimated cost of exploration and technical and financial ability of the applicant(s).

2. **PROSPECTING/MISC: MINE LICENCE AND MINING/GENERAL PURPOSE LEASE**
   - This application form shall be accompanied by a map on which are clearly delineated the boundaries of the area applied for.

3. **GROUND AVAILABILITY**
   - The onus is on the applicant to ensure that ground is available to be marked out and/or applied for.
   - The following action should be taken to ascertain ground availability:
     - (a) Public search;
     - (b) Register search;
     - (c) Ground inspection.

4. **APPLICATIONS OVER PRIVATE LAND**
   - The period for lodgement of an objection is within 21 days of service of this notice, or the date noted above for mining leases, whichever is the longer period.
15073 INFRASTRUCTURE SERVICES

15073.1 ROAD MAINTENANCE – JUNE 2015

APPLICANT: SHIRE OF PERENJORI
FILE: R123
DISCLOSURE OF INTEREST: NIL
AUTHOR: ROB GREEN – WORKS SUPERVISOR
RESPONSIBLE OFFICER: KEN MARKHAM – MANAGER INFRASTRUCTURE SERVICES
REPORT DATE: 8TH JULY 2015
ATTACHMENTS: MAP

Executive Summary
This item seeks Council acceptance of the road maintenance report for the month June 2015.

Background
Listed are the roads graded for the month of June 2015.

Barrett Road       Chapple Road
Cannon East Road   Caffin Road
Dring Road         Coorow/Maya Road
Farrs Road         Hirsch Road
Old Perth Road     Parnham Road
Payne Road         Summers Road
Spencer Road       Summers Road
Shoulders on Carnamah /Perenjori Road
Shoulders on Three Springs/Perenjori Road

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

Policy Implications
Nil

Financial Implications
As per road maintenance budget

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.
Risk Management
Nil

Consultation
Nil

Comment
The roads graded in June 2015 were roads which are high traffic areas and roads with wash outs from recent rains.

Voting Requirements – Simple Majority

<table>
<thead>
<tr>
<th>Committee Recommendation – Item 15073.1</th>
</tr>
</thead>
<tbody>
<tr>
<td>That the road maintenance report for June 2015 be accepted as presented.</td>
</tr>
</tbody>
</table>

Council Resolution – Item 15073.1

Moved: Cr J Hirsch  
Seconded: Cr J Cunningham

That the road maintenance report for June 2015 be accepted as presented.

Carried: 7/0
Executive Summary
This item seeks Council’s input into the submissions for Regional Road Group projects for the 2016/17 financial year.

Background
Each year submissions are prepared for Regional Road Group projects. The roads that can be submitted are listed in the Roads 2030 document of which a copy is attached. A five year plan is submitted with applications. A copy of last years is attached.

One of the changes to applications is that no more than one project can be submitted per year for each road.

With the above in mind some of the projects to be considered are:

- **Perenjori Rothsay** – construct road to 7.4m seal slk 32.2 – 34.85
- **Perenjori Rothsay road** – Commence reseal slk 17.9 – 32.2
- **Hill road** – Primerseal widening’s to 7m and reseal 800m
- **Morawa South road** – Primerseal widening’s slk 0.00 - 5.14
- **Boundary road** – commence reseal 7.2 – 15.54

By placing roads and projects in a priority order, we will also have a 5 year plan to submit for future years proposed works.

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
All successful applications are subject to a 1/3 contribution from Council. Maximum allocation for a project is $450,000 of which Council would need to fund $150,000.

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
Greenfield Technical Services

Comment
With only one road project for each road per year, there needs to be a reassessment of priorities and requirements. In particular Perenjori Rothsay road and Boundary road require resealing to commence sooner rather than later on previous widening’s and extensions.

The first 5km of Latham Coorow road is having previous widening’s reconstructed this financial year and will then require resealing in 2 – 3 years.

It would be good to have the widening’s on Morawa South and Hill road completed over the next year or two to tie in with previous works and the work that Morawa Shire has done on their section of Morawa South road. This will make the Morawa – Carnamah route a 7 meter sealed road right through.

Voting Requirements – Simple Majority

<table>
<thead>
<tr>
<th>Committee Recommendation – Item 15073.2</th>
</tr>
</thead>
<tbody>
<tr>
<td>That the following projects be submitted for Regional Road Group funding round for 2016/17 and presented to Council for endorsement.</td>
</tr>
<tr>
<td>➢ Perenjori Rothsay Road – Commence Reseal</td>
</tr>
<tr>
<td>➢ Boundary Road – Commence Reseal</td>
</tr>
<tr>
<td>➢ Hill Road – Primerseal widening’s and reseal</td>
</tr>
<tr>
<td>➢ Morawa South Road- Primerseal widening’s</td>
</tr>
<tr>
<td>➢ Syson Road - Stabilise</td>
</tr>
</tbody>
</table>

Council Resolution – Item 15073.2

Moved: Cr J Cunningham  Seconded: Cr L Smith

That the following projects be submitted for Regional Road Group funding round for 2016/17 and presented to Council for endorsement.

➢ Perenjori Rothsay Road – Commence Reseal
➢ Boundary Road – Commence Reseal
➢ Hill Road – Primerseal widening’s and reseal
➢ Morawa South Road- Primerseal widening’s
➢ Syson Road - Stabilise

Carried: 7/0
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<th>Project</th>
<th>Year</th>
<th>Year</th>
<th>From</th>
<th>To</th>
<th>Scope of Works</th>
<th>Length</th>
<th>$ per km</th>
<th>score</th>
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<td>Primeseal widening 1 x 1.5m</td>
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<td>$61,304</td>
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<td>$304,414</td>
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<td>Rothsay Road</td>
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<td>2016-15</td>
<td>23.00</td>
<td>26.00</td>
<td>Construct Road to 7.4m seal standard</td>
<td>3.00</td>
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<td>TROJAN HAULAGE</td>
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<td>KEN MARKHAM - MANAGER INFRASTRUCTURE SERVICE</td>
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<td>8th JULY 2015</td>
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**Executive Summary**
This item seeks Council’s decision on an application for concessional loading on several Shire roads by Trojan Haulage.

**Background**
An application has been received from Mr Ron Griffiths on behalf of Trojan Haulage seeking approval to operate Double Road Trains (27.5 metres) with Concessional Loading Bulk Product Scheme (23.5t on tri axle groups). The roads they are requesting are Perenjori Rothsay, Warriedar Coppermine and Karara roads. They currently deliver diesel fuel to Karara mine site.

The company states that with Concessional Loading they will be able to reduce their trips from 5 to 4 per week.

The condition of the unsealed sections of roads is such that they continuously require maintaining. Allowing concessional loading has the potential to deteriorate the roads even quicker. It is noted that Karara Mining pay for the grading maintenance of the roads but do not contribute for upgrades or wear and tear on the sealed sections.

Previously Council granted permission for Toll Mining Services West to transport fuel under Concessional Loading Bulk Product Scheme (23.5 ton per tri axle group) to Karara mine site. If approved the following roads would be affected:
Perenjori-Rothsay Rd (5140015), Warriedar Coppermine Rd (5140141) and Karara Rd (5140016).

**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**
Policy number 3007 – Long Vehicle (Extra mass) permits.

**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

Comment
Council has previously granted permission to other operators for the Concessional Bulk Product Scheme (23.5t on tri axle groups). These companies are also freighting diesel fuel to Karara.

If approved the same operating conditions would apply along with an approval period.

Monitoring of the listed roads will be carried out to determine if any excessive wear is happening and this will include the sealed sections of roads where Karara Mining do not contribute to the maintenance or upkeep of. Traffic counters will also be placed on the affected roads

Voting Requirements – Simple Majority

<table>
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<th>Committee Recommendation – Item 15073.3</th>
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<td>1. That Council approves the concessional loading application form Trojan Haulage to operate on the following roads: Perenjori Rothsay, Warriedar Coppermine and Karara using Double Road Trains (27.5 Metres) subject to an operating period and the following conditions:</td>
</tr>
<tr>
<td>- Operator must carry written approval form the Shire of Perenjori permitting use of the named roads.</td>
</tr>
<tr>
<td>- Permit holders are to comply with Main Roads WA Operating Conditions for restricted vehicle access including mass, width and length limits, and configurations.</td>
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<tr>
<td>- In the event that road closures are activated due to bad weather or for any other reason, all vehicle movements on the subject roads will cease until the road closures are lifted by the Shire of Perenjori.</td>
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<tr>
<td>- The Shire of Perenjori reserves the right to revoke this permit in the event of the permit holder breaching any of the conditions or it the named used roads are showing excess wear and tear from high use.</td>
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</table>
Council Resolution – Item 15073.3

Moved: Cr J Hirsch  Seconded: Cr P Waterhouse

1. That Council approves the concessional loading application form Trojan Haulage to operate on the following roads: Perenjori Rothsay, Warriedar Coppermine and Karara using Double Road Trains (27.5 Metres) subject to an operating period and the following conditions:

- Operator must carry written approval form the Shire of Perenjori permitting use of the named roads.
- Permit holders are to comply with Main Roads WA Operating Conditions for restricted vehicle access including mass, width and length limits, and configurations.
- In the event that road closures are activated due to bad weather or for any other reason, all vehicle movements on the subject roads will cease until the road closures are lifted by the Shire of Perenjori.
- The Shire of Perenjori reserves the right to revoke this permit in the event of the permit holder breaching any of the conditions or if the named used roads are showing excess wear and tear from high use.

Carried: 7/0

15074 GOVERNANCE

15074.1 PERENJORI OCCUPATIONAL SAFETY AND HEALTH POLICY

APPLICANT: SHIRE OF PERENJORI
FILE: ADM0214
DISCLOSURE OF INTEREST: ALI MILLS - CEO
AUTHOR: ALI MILLS - CEO
RESPONSIBLE OFFICER: ALI MILLS - CEO
REPORT DATE: 16TH JULY 2015
ATTACHMENTS: OCCUPATIONAL SAFETY AND HEALTH POLICY

Executive Summary
This item seeks council endorsement of the Perenjori Occupational Safety and Health Policy.

Background
Council endorsed the Risk Management Governance Framework in October 2014 with, “Inadequate safety and security practices”, as a theme within the framework.

A Safety Team has been established with the following members:

CEO
Two meetings have been held with the following being agreed upon:

**The Role of the Safety Team is to:**

- Develop and monitor progress of the Shires OH&S Plan
- Develop and monitor progress of the Shires OH&S Schedule
- Assist in the investigation of incidents and evaluate the effectiveness of corrective actions
- Communicate Health & Safety information to shire employees
- Develop, review, and communicate policies, standard work procedures, RACs, safe work method statements, and other Systems related documents or practices in the workplace
- Review the results of audits and inspections and make recommendations for hazard control and improvements
- Assist in measurement of safety performance and reporting to management and employees
- Conduct RACs, develop SWMS’s, Policies and Procedures as required
- Discuss and action any Safety issue raised by the workforce.

**Team membership should follow these guidelines:**

- Membership is voluntary
- Must be a cross-section of site employees
- Team should have at least four (4) members
- CEO and Infrastructure Manager shall be a team member (or Proxy in attendance for)
- Management or Supervisory staff should not make up more than half of team
- Team should have a Chairman elected by the Safety Team members
- Length of time as a team member should be a minimum of 6 months.
- Appropriate training shall be provided to all Team members

The team has recently agreed to adopt the following Occupational Safety and Health Policy:

**Occupational Safety and Health Policy**

This policy outlines the Shire of Perenjori’s commitment to establish and continuously improve, through the establishment of measurable objectives and targets, an
occupational safety and health management system intended to identify and control hazards with the goal of reducing illness and injury within our workplace. The shire is committed to managing occupational safety and health, including the development and implementation of an Occupational Safety and Health Management system that complies with or exceeds legislative requirements.

**The Policy of the Shire of Perenjori is to ensure that every employee works in an environment where every effort is made to prevent accidents, injury and disruption to employees’ health from foreseeable work hazards.**

- Provide and maintaining a safe working environment.
- Providing adequate training, instruction and supervision to enable employees to perform their work safely and effectively.
- Investigating all actual and potentially injurious occurrences in order to identify and control the cause to reduce the level of risk in the workplace.
- Engage and consult stakeholders and representatives (including Volunteers and contracted Service Providers) in matters regarding occupational safety and health in the workplace.

**Employees have a duty of care to:**

- Working with care for their own safety and that of other employees, contractors, volunteers and public who may be affected by their acts or omissions.
- Reporting hazards, accidents, incidents and near misses to their Line Manager.
- Co-operating positively in the fulfillment of the obligations placed on their employer.
Assisting in the reporting and investigation of any accidents with the objective of

A safe and efficient place of work is our goal, and we must all be committed by working together to reach this outcome.

Chief Executive Officer

The policy will be provided to each existing employee through two large staff meetings led by the CEO and will be included in the induction process of all new employees. The policy will also be displayed on all staff notice boards and in staff work areas to assist with the development of a culture which embraces safety and healthy practices across all work areas.

A Safety Management Implementation Plan has been developed and is in the process of being implemented also.

Statutory Environment

Occupation Safety and Health Act 1984
Occupational Safety and Health Regulations 1996
Australian Standard including 4801 and 31000.

Policy Implications

Any previous OSH policies would be replaced by this one.

Financial Implications

Funds needed to implement plans will be covered in Council’s existing operating budget. Where additional funds are required these will be budgeted for during annual budget and review processes.

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 Council’s 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.

Risk Management

The policy has been developed to reduce any risks for the Shire as an organisation and is being embraced across the organisation. The risk is if employees don’t embrace or be cooperative with the plans and/or policy and there are incidents that occur due to the negative work culture. The Safety Team approach and embedding the Policy in all work areas will ensure OSH remains as a high priority for all with a bottom-up and Top down joint approach.

Consultation

Risk Management Coordinator Monty Archdale
Safety Team
Staff in general
Comment
It is pleasing to see the Risk Framework, Safety Management Plan and Policy become active in the work areas. The structure is now in place and there are good discussions happening in all work areas around safety and health and wellbeing of staff. The Senior Management team are very committed to this process and understand how critically important it is to the Shire as an organisation but more importantly to each and every one of our employees.

Voting Requirements – Simple Majority

<table>
<thead>
<tr>
<th>Officers Recommendation – Item 15074.1</th>
</tr>
</thead>
<tbody>
<tr>
<td>That Council endorse the Perenjori Occupational Health and Safety Policy, July 2015 as presented.</td>
</tr>
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<table>
<thead>
<tr>
<th>Council Resolution – Item 15074.1</th>
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<tbody>
<tr>
<td>Moved: Cr R Desmond</td>
</tr>
<tr>
<td>That Council endorse the Perenjori Occupational Health and Safety Policy, July 2015 as presented.</td>
</tr>
<tr>
<td>Carried: 7/0</td>
</tr>
</tbody>
</table>

**15074.2 YARRA YARRA CATCHMENT MANAGEMENT GROUP (YYCMG) - FUNDING**

| APPLICANT: | YYCMG |
| FILE: | ADM 0161 |
| DISCLOSURE OF INTEREST: | NIL |
| AUTHOR: | ALI MILLS - CEO |
| RESPONSIBLE OFFICER: | ALI MILLS -CEO |
| REPORT DATE: | 16th JULY 2015 |
| ATTACHMENTS: | LETTER |

**Executive Summary**
This item requires council to consider the release of the Yarra Yarra Catchment Regional Council (YYCRC) left over funds to the YYCMG for drainage maintenance purposes.

**Background**
At a meeting of the YYCRC on the 22nd October 2013 the CEO of YYCRC was delegated power to carry out various tasks in the matter of finalising the entity of the Yarra Yarra Catchment Regional Council. Amongst that delegation of power was to sell the vehicles by public tender, dispose of such assets as the laptops and any other minor asset.

The YYCRC sought council approval to receive any surplus funds and to administer these as per the recommendations from the YYCRC meeting held in May 2014 which Council endorsed on the 15th May 2014.

All costs have now been paid and there is $14,891.14 remaining in a reserve account.
unallocated for drainage maintenance purposes.

**Statutory Environment**
Nil

**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.

**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**
Nil

**Consultation**
YYCMG - Officer

**Comment**
Nil

**Voting Requirements – Simple Majority**

**Officers Recommendation – Item 14074.2**

That Council allocate the amount of $14,891.14 to the Yarra Yarra Catchment Management Group for the purpose of drainage maintenance across the Yarra Yarra area.

**Council Resolution – Item 14074.2**

Moved: Cr G Reid  Seconded: Cr R Desmond

That Council allocate the amount of $14,891.14 to the Yarra Yarra Catchment Management Group for the purpose of drainage maintenance across the Yarra Yarra area.

Carried: 7/0
Dear Ali,

Following the wind up of the Yarra Yarra Catchment Regional Council in 2014, there were funds left in trust with the Shire of Perenjori, with the recommendation that these be passed on to the Yarra Yarra Catchment Management Group for particular projects.

We would like to apply for the $14,891.14 that was collected from landholders as their "Drain Service Fees". We propose to use this money for the intent that it was originally collected, namely ongoing drain maintenance.

Given the nature of the deep drainage system, there is no specific timeframe for carrying out these works. Rather they are undertaken on an as needed basis, with decisions for spending the funds decided at the meetings of the YYCMG, or following a teleconference or similar if works are urgent.

Following recent heavy rainfall throughout the catchment we will be undertaking some repairs in the Jibberding sub-catchment within the next few weeks to repair a drain wall and re-install a flume.

If you require any further information please do not hesitate to contact me.

Yours faithfully,

Peter Syme
Chairperson for the YYCMG
<table>
<thead>
<tr>
<th>15074.3</th>
<th>PERENJORI INDEPENDENT LIVING UNITS - PROJECT</th>
</tr>
</thead>
<tbody>
<tr>
<td>APPLICANT:</td>
<td>SHIRE OF PERENJORI</td>
</tr>
<tr>
<td>FILE:</td>
<td>ADM 0</td>
</tr>
<tr>
<td>DISCLOSURE OF INTEREST:</td>
<td>NIL</td>
</tr>
<tr>
<td>AUTHOR:</td>
<td>ALI MILLS – CHIEF EXECUTIVE OFFICER</td>
</tr>
<tr>
<td>RESPONSIBLE OFFICER:</td>
<td>ALI MILLS – CHIEF EXECUTIVE OFFICER</td>
</tr>
<tr>
<td>REPORT DATE:</td>
<td>16TH JULY 2015</td>
</tr>
<tr>
<td>ATTACHMENTS</td>
<td>APPLICATION AND BUDGET</td>
</tr>
</tbody>
</table>

**Executive Summary**

This item requires Council to consider the potential lack of financial contribution from the Department of Housing for the Perenjori Independent Living Units Project, and the possible need for Council to cover this shortfall.

**Background**

Council endorsed the application for funding to the Midwest Development Commission, Regional Grant Scheme (RGS) for this project on the 18th December 2014.

That Council:

1. **Endorse the application for funding to the MWDC Regional Grant Scheme for two senior units to be constructed to provide affordable and accessible housing for local seniors.**

2. **Allocate a minimum of $171,894 in the 2015/16 budget for this project**

The total project cost came to $528,082 including the value of the land. The application presented this project as a three way partnership with the MWDC and the Department of Housing. The total contribution with these contributions would result in $171,894 contribution from the Shire. The Department of Housing (DoH) and MWDC will be requested to commit $170,594 each and the land value of $13,500 is an in-kind contribution by the Shire.

Council were informed in the agenda item that:

*If the DoH does not contribute the amount or contributes less and the Council continues with the project, the Council will be expected to provide this difference either through a loan or through the budget to enable the project to proceed. Alternatively the project is abandoned until such time funds can be secured for this project.*

Communication with the DoH representatives has indicated the project does not fit any allocations they currently have. Council’s CEO has made an approach to Shane Love our local MP to seek support in identifying any opportunities through his networks.

If there are no opportunities identified Council will need to consider whether it will allocate further funds of $170,594 to enable the project to proceed, or the other option is to return the grant funds to the MWDC and re-allocate the existing commitment of $171,894 towards another project or projects.
Recent news from the Commonwealth Government has indicated the four mobile phone towers will be provided to our Shire with no contributions required. Currently $230,000 is allocated to contribute towards the cost of the Latham tower being developed. Council could allocate part of these funds needed to cover the DoH shortfall amount. $150,000 of these funds are in a reserve account, Telecommunications, and as per section 6.11(2) of the Local Government Act before it uses the money for another purpose, it must give one month’s local public notice of the proposed change of purpose or proposed use.

Timing is also an issue as the MWDC would like the project to commence asap with a completion time expected early in 2016.

**Statutory Environment**

Absolute majority decision as per the Local Government Act, section 6.11(2) regarding changing the purpose of funds in a reserve account.

**Policy Implications**

Nil

**Financial Implications**

A further $170,594 may be required to cover the DoH shortfall, if Council decides to proceed with the project.

**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.

**Risk Management**

Timing – if the project is delayed the MWDC may not approve variations to the agreement as this is a noted point throughout the funding agreement. This could impact on any further funding applications to the RGS.

**Consultation**

MP – Shane Love
Trevor Gregory – DoH Regional Manager
Tiffany Allen – DoH, Business Development Manager

**Comment**

The project is a very important one for our community, one which addresses real local needs providing opportunity for two seniors to remain living in Perenjori close to their family supports and networks. As the funding contribution is not required for the Telecommunication towers these funds could be put to good use enabling the project to proceed within the required timeframe.
Voting Requirements – Absolute Majority

Officers Recommendation – Item 15074.3

1. Accept the offer of $170,894 from the MidWest Development Commission for the Perenjori Independent Living Units project;

2. Continue to seek opportunities for funding from the Department of Housing until the 30th July 2015, and

3. Endorse the re-allocation of $171,894 from the Reserve - Telecommunications to enable the Perenjori Independent Living Units project to continue in the instance that DoH funding is not committed by the 31st July 2015.

4. Advertise the changed use of the Telecommunications funds to the Perenjori community as per the Local Government Act.

Council Resolution – Item 15074.3

Moved: Cr G Reid
Seconded: Cr L Smith

The CEO has advised Council that new information will be forthcoming in the next month, which will impact on the decision with Council resolving the matter for the August Meeting 2015.

Carried: 7/0

15075 PROJECT STATUS REPORT

APPLICANT: SHIRE OF PERENJORI
FILE: NIL
DISCLOSURE OF INTEREST: NIL
AUTHOR: ALI MILLS–CEO
RESPONSIBLE OFFICER: ALI MILLS–CEO
REPORT DATE: 16th JULY 2015
ATTACHMENTS PROJECT STATUS REPORT

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

Officers Recommendation – Item 15075
Council accepts the Project Status Report as presented for the month of June 2015.

Council Resolution – Item 15075

Moved: Cr J Hirsch                      Seconded: Cr J Cunningham
That Council accepts the Project Status Report as presented for the month of June 2015.

Carried: 7/0

15076 STATUS REPORT

<table>
<thead>
<tr>
<th>APPLICANT:</th>
<th>SHIRE OF PERENJORI</th>
</tr>
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<tbody>
<tr>
<td>FILE:</td>
<td>NIL</td>
</tr>
<tr>
<td>DISCLOSURE OF INTEREST:</td>
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<tr>
<td>AUTHOR:</td>
<td>ALI MILLS–CEO</td>
</tr>
<tr>
<td>RESPONSIBLE OFFICER</td>
<td>ALI MILLS–CEO</td>
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<tr>
<td>REPORT DATE:</td>
<td>16th JULY 2015</td>
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<tr>
<td>ATTACHMENTS</td>
<td>Status Report</td>
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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 15076

Council accepts the Status Report as presented for the month of June 2015.

Council Resolution– Item 15076

Moved: Cr G Reid  
Seconded: Cr J Cunningham

That Council accepts the Status Report as presented for the month of June 2015.  
Carried: 7/0

15077 OTHER BUSINESS

15077.1 MOTIONS OF WHICH DUE NOTICE HAVE BEEN GIVEN
15077.2 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

15077.3 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

15077.4 MATTERS BEHIND CLOSED DOORS
Moved that Council move behind closed doors to discuss Item 15077.4.1
Moved: Cr J Cunningham 
Seconded: Cr P Waterhouse
Carried: 7/0

15077.4.1 CONFIDENTIAL ITEM –TOP IRON ROAD ACCESS AGREEMENT

<table>
<thead>
<tr>
<th>APPLICANT:</th>
<th>TOP IRON</th>
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<tbody>
<tr>
<td>FILE:</td>
<td>ADM0533</td>
</tr>
<tr>
<td>DISCLOSURE OF INTEREST:</td>
<td>NIL</td>
</tr>
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<td>AUTHOR:</td>
<td>ALI MILLS–CEO</td>
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<tr>
<td>ATTACHMENTS</td>
<td>WALGA- USER GUIDE, ESTIMATION THE INCREMENTAL COST IMPACT ON SEALED LOCAL ROADS FROM ADDITIONAL FREIGHT TASKS.</td>
</tr>
</tbody>
</table>

Voting Requirements – Simple Majority

Officers Recommendation – Item 15077.4.1

That Council advises Top Iron that:

1. It will be adopting the WALGA recommended formula for determining fees for road maintenance as has been recommended by WALGA,

2. Council agrees to pay 50% of legal costs association with the development of a Road Access Agreement with a cap of $2500 contribution.

3. The CEO and Shire President work within the parameters as conveyed by Council and aim to achieve a completed Road Access Agreement.
Council Resolution – Item 15077.4.1

Moved: Cr L Smith
Seconded: Cr J Cunningham

That Council advises Top Iron that:

1. It will be adopting the WALGA recommended formula for determining fees for road maintenance as has been recommended by WALGA,

2. Council agrees to pay 50% of legal costs association with the development of a Road Access Agreement with a cap of $2500 contribution.

3. The CEO and Shire President work within the parameters as conveyed by Council and aim to achieve a completed Road Access Agreement.

Carried: 7/0

15077.5 DATE OF NEXT MEETING / MEETINGS

The date of the next Council meeting will be held on Thursday 21st August 2015 at 2.30pm.

15077.6 CLOSURE

Cr L Butler declared the meeting closed 4.17pm

I certify that this copy of the Minutes is a true and correct record of the meeting held on 16th July 2015.

Signed: ________________________

Presiding Elected Member

Date: _________________________