

Shire of Perenjori

MINUTES

Ordinary Council Meeting

Held in the Shire of Perenjori Council Chambers, Fowler Street, Perenjori on the 17th September 2015, commenced at 3.00pm.

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15091 PRELIMINARIES

15091.1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

Cr C King declared the meeting open at 3.20pm

15091.2 OPENING PRAYER

Cr C King led the opening prayer.

15091.3 DISCLAIMER READING

15091.4 RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

- Cr C King
- Cr L Butler
- Cr G Reid
- Cr R Desmond
- Cr H Wass
- Cr P Waterhouse
- Cr L Smith
- Cr J Hirsch
- Ali Mills – Chief Executive Officer
- Peter Money – Manager Corporate Development Services
- Deb Barndon – Senior Finance Officer

Apologies:

Cr J Cunningham.

15091.5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

15091.6 PUBLIC QUESTION TIME

Nil.

15091.7 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.

15091.8 APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

15091.9 CONFIRMATION OF MINUTES

Minutes from the Ordinary Council Meeting held on the 20th August 2015 are attached.

Council Resolution – Item 15091.9
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That Council accepts the Minutes from the Ordinary Meeting of the 20 th August 2015 as a true and correct record of that Meeting.
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Council Resolution – Item 15091.9
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Moved: Cr G Reid

Seconded: Cr R Desmond

That Council accepts the Minutes from the Ordinary Meeting of the 20th August 2015 as a true and correct record of that Meeting.
--

Carried: 8/0

15091.10 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION

Councillor Chris King stated his appreciation to Councillor Jenny Hirsch and congratulated her on an accomplishment of 10 years as a Councillor.

Councillor Jenny Hirsch Thanked the Councillors and the Shire and expressed her best wishes.

15091.11 PETITIONS / DEPUTATIONS / PRESENTATIONS

15092 CORPORATE AND DEVELOPMENT SERVICES**15092.1 FINANCIAL STATEMENTS – AUGUST 2015**

APPLICANT:	SHIRE OF PERENJORI
FILE:	ADM 0081
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	DEBBIE BARNDON-SFO
RESPONSIBLE OFFICER	PETER MONEY - MCDS
REPORT DATE:	17TH SEPTEMBER 2015
ATTACHMENTS	MONTHLY FINANCIAL REPORT

Executive Summary

This item recommends the Council accepts the Financial Activity Statement for the period ending 31st August 2015.

Background

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

Details

Presented is the Financial Activity Statement Report for the period ending 31st August 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 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, & MIS.

Voting Requirements - Simple Majority**Officers Recommendation – Item 15092.1**

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 August 2015.

Officer Recommendation – Item 15092.1**Moved: Cr H Wass****Seconded: Cr L Smith**

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 August 2015.

Carried: 8/0**15092.2 ACCOUNTS FOR PAYMENT – AUGUST 2015**

APPLICANT: SHIRE OF PERENJORI
FILE: 1306P
DISCLOSURE OF INTEREST: NIL
AUTHOR: DEBBIE BARNDON – SENIOR FINANCE OFFICER
RESPONSIBLE OFFICER: PETER MONEY – MCDS
REPORT DATE: 17th September 2015
ATTACHMENTS: ACCOUNTS FOR PAYMENT

Executive Summary

This item recommends that the schedule of accounts for payment for the month ending 31st August 2015 to be confirmed.

Background

The Schedule of Accounts is presented pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996.

The report identifies payments made from the Municipal and Trust Fund.

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.

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

Nil

Comment

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

Voting Requirements – Simple Majority

Officer Recommendation – Item 15092.2

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

Municipal Account	
EFT	\$ 257,858.46
Direct Debits	\$ 77,425.38
Cheques	\$ 6,545.68
Corporate MasterCard	\$ 13,005.25
Bank Fees	\$ 194.60
Total	\$355,029.37
Trust Account - Shire	
EFT	\$ 4,647.23
Cheques	\$ 4,960.00

Total	\$ 9,607.23
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Trust Account – Mt Gibson Public Benefit Funds	
EFT	\$ 4,500.00
Cheques	\$ 0.00
Bank Fees	\$ 0.00
Total	\$ 4,500.00

Totalling \$369,136.60 from Municipal and Trust Accounts for the month ending 31st August 2015.

Officer Recommendation – Item 15092.2

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 the month ending 31st August 2015 as attached to and forming part of this report.

Carried: 8/0

Municipal Account	
EFT	\$ 257,858.46
Direct Debits	\$ 77,425.38
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Bank Fees	\$ 194.60
Total	\$355,029.37

Trust Account - Shire	
EFT	\$ 4,647.23

Cheques	\$ 4,960.00
Total	\$ 9,607.23

Trust Account – Mt Gibson Public Benefit Funds	
--	--

EFT	\$ 4,500.00
Cheques	\$ 0.00
Bank Fees	\$ 0.00
Total	\$ 4,500.00

Totaling \$369,136.60 from Municipal and Trust Accounts for the month ending 31st August 2015.

15092.3 REVIEW OF TRAVEL FEES

APPLICANT:	SHIRE OF PERENJORI
FILE:	ADM 0311
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	PETER MONEY – MCDS
RESPONSIBLE OFFICER:	PETER MONEY MCDS
REPORT DATE:	17TH SEPTEMBER 2015
ATTACHMENTS	NIL

Executive Summary

This item recommends that the Council adopts the travel fees as determined by the Salaries and Allowances Tribunal (SAT) on 17th June 2015.

Background

The Local Government Act allows for elected members to claim an allowance per kilometre for the use of their own vehicles for actual kilometers travelled by members to attend any official meeting of the Council.

Auditors also require that elected members complete and sign their own declaration forms and attest that the kilometer's they are claiming were actually travelled.

The same declaration is made by any employee of the Shire who, with approval of the CEO, uses their own vehicle for travel approved by the CEO.

Because of the importance of ensuring claims for travel are compliant, I confirmed with WALGA prior to budget adoption to confirm that *Schedule F* of the *Public Service Award 1992* was still applicable when determining the rates for travel.

In accordance with that advice the Council adopted the following *“Travel costs to be calculated at the same rate applicable to the reimbursement of travel costs in the same or similar circumstances under Schedule F of the Public Service Award 1992 issued by the Western Australian Industrial Relations Commission as at the date of this determination.”*

Since the budget was adopted the SAT has amended its ruling on the payment of fees and travel costs that affects elected members and employees and has ruled that *“travel costs incurred with the use of a privately owned or leased vehicle (rather than a commercially hired vehicle) are to be calculated at the same rate contained in Section 30.6 of the Local Government Officers (Western Australia) Interim Award 2011 as at the date of this determination.”*

The Local Government Officers Interim Award rates are as follows:

Area	Over 2600cc	Over 1600cc to 2600cc	1600cc and under
South West	93.97	67.72	55.85
Land Division			

These above fees will also apply to elected members and employees who make a claim for kilometres travelled for approved Council or business purposes.

Statutory Environment

In accordance with the SAT decision 17th June 2015

Policy Implications

Nil

Financial Implications

The only fee greater than that already paid is for vehicles over 2600cc and as the travel costs for elected members is not excessive the overall financial implications (depending on the number of meetings attended) will be around \$2,000 - \$4,000 annually.

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.

Risk Management

This item is to formally adopt fees that are already set by the SAT and therefore there are no risks to the Shire in any respects.

Consultation

Department of Local Government

Comment

Nil

Voting Requirements – Absolute Majority**Officers Recommendation – Item 15092.3**

That Council adopts the following travel costs for travel incurred using private vehicles when carrying out approved Shire business:

Area	Over 2600cc	Over 1600cc to 2600cc	1600cc and under
South West	93.97	67.72	55.85

Officers Recommendation – Item 15092.3

Moved: Cr G Reid

Seconded: Cr L Butler

That Council adopts the following travel costs for travel incurred using private vehicles when carrying out approved Shire business:

Area	Over 2600cc	Over 1600cc to 2600cc	1600cc and under
South West	93.97	67.72	55.85

Carried: 8/0

15093 INFRASTRUCTURE SERVICES**15093.1 ROAD MAINTENANCE – AUGUST 2015**

APPLICANT:	SHIRE OF PERENJORI
FILE:	R123
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	KEN MARKHAM-MANAGER INFRASTRUCTURE SERVICES
RESPONSIBLE OFFICER:	KEN MARKHAM-MANAGER INFRASTRUCTURE SERVICES
REPORT DATE:	17TH SEPTEMBER
ATTACHMENTS	MAP

Executive Summary

This item seeks Council's acceptance of the road maintenance report for the month of August 2015.

Background

Listed are the roads graded for the month of August 2015.

Gellatly Road	Rabbit Proof Fence Road
Sellner Road	Bryant Road
Baxter Road	Watson Road
Gellatly West Road	
Caffin Road	
Maya South West Road	

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

As per the 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.

Consultation

Nil

Comment

There was a reduction in the number of roads graded in August due to one of the operators being on leave which allowed for the graders to be rotated through the workshop for repairs and servicing.

Voting Requirements – Simple Majority

Officers Recommendation – Item 15093.1
That the road maintenance report for August 2015 be accepted as presented.

Officers Recommendation – Item 15093.1
Moved: Cr L Butler Seconded: Cr P Waterhouse
That the road maintenance report for August 2015 be accepted as presented.
Carried: 8/0

15094 GOVERNANCE**15094.1 DISABILITY ACCESS INCLUSION PLAN PROGRESS REPORT 2014/15**

APPLICANT:	SHIRE OF PERENJORI
FILE:	ADM0211
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	CEO - ALI MILLS
RESPONSIBLE OFFICER:	COMMUNITY DEVELOPMENT OFFICER
REPORT DATE:	17TH SEPTEMBER 2015
ATTACHMENTS	DAIP PROGRESS REPORT

Executive Summary

This item seeks council's approval for the Disability Access and Inclusion Plan progress report for 2014/2015.

Background

Public authorities (State Government agencies and Local Governments) in Western Australia have been required to have Disability Service Plans (DSPs) as part of the Disability Services Act (1993). DSPs have been in place for over 10 years, and a great deal of progress has been made by State and Local Government towards ensuring that their services, buildings, and information are accessible to people with disabilities.

Council endorsed the Disability Access and Inclusion Plan in June 2013:

COUNCIL RESOLUTION – Item 13062.3

Moved: Cr L Butler

Seconded: Cr J Cunningham

Council adopt the proposed Draft Disability Access and Inclusion Plan.

Carried: 6/0

Under the Disability Services Act 1993 (amended 2004), the Minister for Disability Services is required to table a report in Parliament each year on the progress of Disability Access and Inclusion Plans (DAIPs) in Western Australia.

The information provided by public authorities will inform this report for 2014–2015 and show how DAIP strategies have been progressed to meet the desired outcomes as required in the Act. This includes services to the public delivered by agents and contractors as specified in the Disability Service Regulations.

Agents, Contractors, funded and sponsored agencies can include non-government and not-for-profit organisations and businesses that undertake work on behalf of a public authority involving interaction with the community. Contracted employees should not be considered as contractors for

this report.

While many strategies supporting DAIP outcomes have an ongoing effect, strategies are reported as being completed in 2014–2015 if they were implemented as intended during the year.

In addition to compliance with the Act, the DAIP progress report helps identify best practice and showcases innovative ideas that assist the development of resources and information-sharing.

The following provides details of this year’s progress report to the Disability Services Commission:

Disability Access and Inclusion Plan (DAIP) Progress Report 2014–2015

Name of public authority: Shire Of Perenjori_____

Name of contact person: Ali Mills_____

Phone number: 99730100_____

Email: _____
ceo@perenjori.wa.gov.au

Please complete and forward to the Disability Services Commission by 3 July 2015

1. For 2014–2015, please indicate in each of the outcome areas of your DAIP:

	Number of strategies/ initiatives planned (Strategies/ initiatives planned whether implemented or not).	Strategies/ initiatives completed	Overall how effective have your completed strategies/initiatives been in enhancing access and inclusion on a scale of 1-4? Please rate each completed strategy / initiatives using the rating scale below.															
Outcome 1	6	5	2	3	3	3	3	3										
1. Difficulty with staff appointment to monitor and review plan. 2. More consideration is now given to people with mobility issues in event planning and activities.																		
Outcome 2	7	5	3	2	3	3	2	3	3									
3. Resources allocated for Disabled facility at Park, difficulty getting reasonable prices for build options so have now resorted to our own building team, due to occur in Jan 2016. 4.																		

Outcome 3	5	5	3	3	3	3	3												
5. Wider awareness of need to include consideration for people with disabilities in all forms of information dissemination, with flexibility to offer face to face approach and support where needed.																			
6.																			
Outcome 4	3	3	3	3	3														
7. Inclusion in Council and Employee induction processes.																			
8.																			
Outcome 5	2	2	3	3															
9.																			
10.																			
Outcome 6	4	4	3	3	3	3													
11. Various consultation methods used to address special needs and ensure all have opportunities to express views. New Facebook page has added another opportunity for feedback and engagement.																			
12.																			
Outcome 7																			
13.																			
14.																			

2. For 2014–2015, how have you informed Agents and Contractors about our DAIP? (Please tick)

Provided a copy of your agency DAIP	yes
Provided a link to the DAIP on your website	yes
Sent a letter	yes
Referenced in a contract(s)	yes
Referenced in a contract variation(s)	yes
Included requirement in funding/sponsorship agreements	no
Other (please describe)	

3. How do Agents or Contractors report progress of outcomes to you? (Please tick)

Through internal annual progress reporting systems (email, meetings etc.)	yes
Completing a contractor progress reporting template	yes
Did not report (please explain)	

4. Please provide a description of any significant DAIP initiatives undertaken by your organisation in 2014–2015.

Initiatives undertaken by your organisation to enhance access and inclusion.

- Development of formal induction processes for staff and Councillors to include awareness of the DAIP and Outcome areas.
-

Initiatives undertaken by your organisation's agent and contractors to enhance access and inclusion (if applicable).

-
-
-

1. What challenges did you experience with strategies not completed? (Please tick):

Budgetary constraints (please explain)	<input type="checkbox"/>
<u>Costs associated with building on site in Perenjori.</u>	
Lack of support / input and feedback from the community (please explain)	<input type="checkbox"/>
Difficulties with contractor or agent input (please explain)	
<u>Need to implement contractor induction process to include details of DAIP</u>	
Difficulties coordinating strategies/initiatives (please explain)	<input type="checkbox"/>
<u>Lack of staff resources and capacity for people to take carriage of the plan and ensure progress.</u>	
Other (please explain):	<input type="checkbox"/>

2. How would you rate your overall satisfaction with the quality of service provided to your organisation by the Access and Inclusion branch (please tick)

	Very Satisfied	Satisfied	Unsatisfied	Very Unsatisfied	Not Sure
Satisfaction with quality of service provided	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Statutory Environment

The Disability Services Act was amended in 2004 and now requires public authorities to develop and implement Disability Access and Inclusion Plans (DAIPs). The requirements of DAIPs build on those of DSPs, so that people with disabilities can access services provided by public authorities in Western Australia in a way that facilitates increased independence, opportunities and inclusion within the community.

The Act makes DAIPs mandatory, and guides their development, implementation and reporting. The Act also requires that DAIPs apply to agents and contractors providing a service to the public for public authorities as well as the staff of the authority.

Section 29B of the Act states “a public authority that has a disability access and inclusion plan must take all practicable measures to ensure that the plan is implemented by the public authority and its officers, employees, agents or contractors”.

The Act’s associated Regulation 8 states “Information in reports about disability access and inclusion plans (s. 29). For the purposes of section 29(4) of the Act, a report about a disability access and inclusion plan must include information relating to:

- a) Progress made by the relevant public authority and any agents and contractors of the relevant public authority in achieving the desired outcomes specified in Schedule 3; and
- b) The strategies implemented by the relevant public authority to inform its agents and contractors of its disability access and inclusion plan”.

Policy Implications

Ensures Compliance with Local Government Act 1995.

Financial Implications

Nil

Strategic Implications**Area 3: People and place – Our Community**

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

Consultation

Community, Shire Staff

Comment

The Shire continues to monitor and review the Disability Access and Inclusion Plan, to ensure the Shire, its facilities and events are all accessible to the entire community.

Voting Requirements – Simple Majority

Officers Recommendation – Item 15094.1

That Council accept the 2014-2015 Disability Access and Inclusion Plan progress report as presented.

Officers Recommendation – Item 15094.1

Carried: Cr J Hirsch

Seconded: Cr P Waterhouse

That Council accept the 2014-2015 Disability Access and Inclusion Plan progress report as presented.

Carried: 8/0

15094.2 PROPOSED COUNCIL MEETING DATES FOR 2015/16

APPLICANT:	SHIRE OF PERENJORI
FILE:	ADM0211
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	CEO - ALI MILLS
RESPONSIBLE OFFICER:	CEO – ALI MILLS
REPORT DATE:	17TH SEPTEMBER 2015
ATTACHMENTS	NIL

Executive Summary

This item seeks council's endorsement of the proposed meeting dates for the 2015/16 year.

Background

Local Governments are required to advertise their schedule of meetings at least once per year.

The proposed meeting dates and times for the next 12 months are set out below.

The Schedule of Council meeting days has included, Council Forums and Ordinary Council Meetings.

Statutory Environment

Local Government (Administration) Regulations – Reg 12 sets out the need for Local Public Notice of the date time and venue of Ordinary Councils meetings.

Local Government Act 1995, Part 5, Administration, s 5.3 Ordinary and special council meetings,

- (1) A council is to hold ordinary meetings and may hold special meetings.
- (2) Ordinary meetings are to be held not more than 3 months apart.
- (3) If council fails to meet as required by subsection (2) the CEO is to notify the Minister of that failure.

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

Nil

Comment

It is proposed that the Finance and Plant Committee Meetings will be held on as per usual, being the second Wednesday of the month for the Plant and Works and the third Tuesday of the month for the Finance Committee.

The proposed schedule reflects this practice. The gazetted public holidays for 2015/16 are set out below. There is no impact on Council's meeting schedule.

Queen's Birthday	Monday 28 September 2015
Christmas Day	Friday 25 December 2015
Boxing Day	Saturday 26 December 2015
New Year's Day	Friday 1 January 2016
Australia Day	Tuesday 26 January 2016
Labour Day	Monday 7 March 2016
Good Friday	Friday 25 March 2016
Easter Monday	Monday 28 March 2016
Anzac Day	Monday 25 April 2016
Queen's Birthday	Monday 6 June 2016

Possible variations to the Third Thursday of each month at 3.00pm are as follows:

- Council does not generally meet in January.
- Council has had evening meetings in November harvest and May during seeding.

- The proposed schedule removes the meetings in November and May.

Policy Implications

Ensures Compliance with Local Government Act 1995.

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

Councillors

Comment

One meeting has been allocated to take place in Latham, providing opportunity for the community to attend a meeting and to submit any requests to be considered in the annual budgetary process.

Voting Requirements – Simple Majority

Officers Recommendation – Item 15094.2				
That the Council agree to the following schedule of meetings for 2015/2016 to be held in the Shire of Perenjori Council Chambers and the Latham Community Centre, for one meeting on the 17 th March 2016 and advertise through Local Public Notice.				
Finance Committee Meeting Date	Finance Committee Meeting Time	Ordinary Council Meeting Date	Council Forum Time	Ordinary Council Meeting Time
Tuesday		Thursday		
14 th July 2015	4.30pm	16 th July 2015	1.00 pm	3.00 pm
18 th August 2015	4.30pm	20 st August 2015	1.00 pm	3.00 pm
15 th September 2015	4.30pm	17 th September 2015	1.00 pm	3.00 pm
13 th October 2015	4.30pm	15 th October 2015	1.00 pm	3.00 pm
17 th November 2015	4.30pm	No Meeting		
15 th December 2015	4.30pm	17 th December 2015	1.00 pm	3.00 pm

16 th February 2016	4.30pm	16 th February 2016	1.00 pm	3.00 pm
15 th March 2016	4.30pm	17 th March 2016 - Latham	1.00 pm	3.00 pm
19 th April 2016	4.30pm	21 st April 2016	1.00 pm	3.00 pm
17 th May 2016	4.30pm	19 th November		7.00 pm
14 th June 2016	4.30pm	16 th June 2016	1.00 pm	3.00 pm

Officers Recommendation – Item 15094.2**Moved: Cr L Butler****Seconded: Cr P Waterhouse**

That the Council agree to the following schedule of meetings for 2015/2016 to be held in the Shire of Perenjori Council Chambers and the Latham Community Centre, for one meeting on the 17th March 2016 and advertise through Local Public Notice.

Carried: 8/0

Finance Committee Meeting Date Tuesday	Finance Committee Meeting Time	Ordinary Council Meeting Date Thursday	Council Forum Time	Ordinary Council Meeting Time
14 th July 2015	4.30pm	16 th July 2015	1.00 pm	3.00 pm
18 th August 2015	4.30pm	20 st August 2015	1.00 pm	3.00 pm
15 th September 2015	4.30pm	17 th September 2015	1.00 pm	3.00 pm
13 th October 2015	4.30pm	15 th October 2015	1.00 pm	3.00 pm
17 th November 2015	4.30pm	19 th November		7.00pm
15 th December 2015	4.30pm	17 th December 2015	1.00 pm	3.00 pm
16 th February 2016	4.30pm	16 th February 2016	1.00 pm	3.00 pm
15 th March 2016	4.30pm	17 th March 2016 - Latham	1.00 pm	3.00 pm
19 th April 2016	4.30pm	21 st April 2016	1.00 pm	3.00 pm
17 th May 2016	4.30pm	No Meeting		

14 th June 2016	4.30pm	16 th June 2016	1.00 pm	3.00 pm
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15095 PROJECT STATUS REPORT

APPLICANT:	SHIRE OF PERENJORI
FILE:	NIL
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	ALI MILLS – CHIEF EXECUTIVE OFFICER
RESPONSIBLE OFFICER	ALI MILLS – CHIEF EXECUTIVE OFFICER
REPORT DATE:	17th SEPTEMBER 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 15095

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

Officers Recommendation – Item 15095

Moved: Cr L Smith

Seconded: Cr L Butler

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

Carried: 8/0

15096 STATUS REPORT

APPLICANT:	SHIRE OF PERENJORI
FILE:	NIL
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	ALI MILLS – CHIEF EXECUTIVE OFFICER
RESPONSIBLE OFFICER	ALI MILLS – CHIEF EXECUTIVE OFFICER
REPORT DATE:	17TH SEPTEMBER 2015
ATTACHMENTS	STATUS REPORT

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 15096

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

Officers Recommendation – Item 15096**Moved: Cr Waterhouse****Seconded: Cr Butler****Council accepts the Status Report as presented for the month of August 2015.****Carried: 8/0****15097 OTHER BUSINESS****15097.1 MOTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN****15097.2 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN****15097.3 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION****15097.4 MATTERS BEHIND CLOSED DOORS****15097.4.1 CONFIDENTIAL ITEM – APPOINTMENT OF GRAPHIC DESIGN DEVELOPMENT OFFICER**

APPLICANT:	SHIRE OF PERENJORI
FILE:	ADM 0402
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	ALI MILLS - CEO
RESPONSIBLE OFFICER:	ALI MILLS - CEO
REPORT DATE:	17TH SEPTEMBER 2015
ATTACHMENTS	RESUME AND POSITION DESCRIPTION

Voting Requirements – Simple Majority

Officers Recommendation – Item 15097.4.2

That Council endorse the appointment of Miss Christina Laue as the Graphic Design Development Officer with the Shire of Perenjori, offering a four year standard WALGA contract and the remuneration package as presented.

Officers Recommendation – Item 15097.4.2

Moved: Cr L Smith

Seconded: Cr G Reid

That Council endorse the appointment of Miss Christina Laue as the Graphic Design Development Officer with the Shire of Perenjori, offering a four year standard WALGA contract and the remuneration package as presented.

Carried: 8/0

15097.5 DATE OF NEXT MEETING

The date of the next Council meeting will be held on Thursday 15th October 2015 at 3.00pm.

15097.6 CLOSURE

Cr C King declared the meeting closed at 4.16pm.

I certify that this copy of the Minutes is a true and correct record of the meeting held on 17th September 2015.

Signed: _____

Presiding Elected Member

Date: _____