

## Shire of Perenjori

## AGENDA

## Ordinary Council Meeting

Held in the Shire of Perenjori Council Chambers, Fowler Street, Perenjori on the 16<sup>th</sup> June 2016 at 3.00 pm.

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**MINUTES**

**16<sup>th</sup> June 2016**

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**16061 PRELIMINARIES**

**16061.1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS**

President L Butler declared the meeting open at 3.26pm

**16061.2 OPENING PRAYER**

President L Butler led the opening prayer

**16061.3 DISCLAIMER READING**

**16061.4 RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE**

Cr L Butler – Shire President

Cr P Waterhouse – Deputy President

Cr L Smith

Cr J Cunningham

Cr R Desmond

Cr R Spencer

Cr J Hirsch

Cr P Waterhouse

Cr G Reid

Peter Money – Acting CEO

Debby Barndon – SFO

Liz Markham – Accounts Officer

Leave of Absence;

Cr K Pohl

**16061.5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

**16061.6 PUBLIC QUESTION TIME**

**16061.7 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.

**16061.8 APPLICATIONS FOR LEAVE OF ABSENCE****16061.9 CONFIRMATION OF MINUTES**

Minutes from the Ordinary Council Meeting held on the 21<sup>st</sup> April 2016 are attached.

**Officers Recommendation – Item 16061.9**

That Council accepts the Minutes from the Ordinary Meeting of the 21<sup>st</sup> April 2016 as a true and correct record of that Meeting.

**Council Resolution – Item 16061.9**

Moved: Cr J Hirsch

Seconded: Cr P Waterhouse

That Council accepts the Minutes from the Ordinary Meeting of the 21<sup>st</sup> April 2016 as a true and correct record of that Meeting.

Carried: 8/0

**16061.10 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION****16061.11 PETITIONS / DEPUTATIONS / PRESENTATIONS****16062 CORPORATE AND DEVELOPMENT SERVICES****16062.1 FINANCIAL STATEMENTS – APRIL 2016**

APPLICANT: SHIRE OF PERENJORI

FILE: ADM 0081

DISCLOSURE OF INTEREST: NIL

AUTHOR: DEBBY BARNDON-SFO

RESPONSIBLE OFFICER: PETER MONEY - MCDS

REPORT DATE: 16<sup>TH</sup> JUNE 2016

ATTACHMENTS: MONTHLY FINANCIAL REPORT

**Executive Summary**

This item recommends that Council accepts the Financial Activity Statement for the period ending 30<sup>th</sup> April 2016.

**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 30<sup>th</sup> April 2016.

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 –



Carried: 8/0
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<b>16062.2 FINANCIAL STATEMENTS – MAY 2016</b>
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<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>DEBBY BARNDON-SFO</b>
<b>RESPONSIBLE OFFICER</b>	<b>PETER MONEY - MCDS</b>
<b>REPORT DATE:</b>	<b>16<sup>TH</sup> JUNE 2016</b>
<b>ATTACHMENTS</b>	<b>MONTHLY FINANCIAL REPORT</b>

**Executive Summary**

This item recommends that Council accepts the Financial Activity Statement for the period ending 31<sup>st</sup> May 2016.

**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 31<sup>st</sup> May 2016.

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 –

- (6) 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.
- (7) 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.
- (8) 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
- (9) 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.
- (10) 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 –

- (2) 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****Committee Recommendation – Item 16062.2**

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> May 2016.

**Council Resolution – Item 16062.2**

**Moved: Cr J Cunningham**

**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 31<sup>st</sup> May 2016.**

**Carried: 8/0**

**16062.3 ACCOUNTS FOR PAYMENT – APRIL 2016**

**APPLICANT: SHIRE OF PERENJORI**  
**FILE: 1306P**  
**DISCLOSURE OF INTEREST: NIL**  
**AUTHOR: DEBBY BARNDON – SENIOR FINANCE OFFICER**  
**RESPONSIBLE OFFICER: PETER MONEY – MCDS**  
**REPORT DATE: 16<sup>TH</sup> JUNE 2016**  
**ATTACHMENTS: ACCOUNTS FOR PAYMENT**

**Executive Summary**

This item recommends that the schedule of accounts for payment for the month ending 30<sup>th</sup> April 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

**MINUTES****16<sup>th</sup> June 2016**

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**

<b>Committee Recommendation – Item 16062.3</b>	
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 <sup>th</sup> April 2016 as attached to and forming part of this report.	
<b>Municipal Account</b>	
EFT	\$ 245,588.46
Direct Debits	\$ 93,596.54
Cheques	\$ 46,905.46
Corporate MasterCard	\$ 2,334.46
Bank Fees	\$ 293.83
<b>Total</b>	<b>\$ 388,718.75</b>
<b>Trust Account - Shire</b>	
EFT	\$ 0.00
Cheques	\$ 0.00
Bank Fees	\$ 0.00
<b>Total</b>	<b>\$ 0.00</b>
<b>Trust Account – Mt Gibson Public Benefit Funds</b>	
EFT	\$ 14,055.80
Cheques	\$ 0.00

## MINUTES

16<sup>th</sup> June 2016

Bank Fees	\$ 0.00
<b>Total</b>	<b>\$ 14055.80</b>

*totalling \$402,774.55 from Municipal and Trust Accounts for the month ending 30<sup>th</sup> April 2016.*

## Council Resolution – Item 16062.3

Moved: Cr L Smith

Seconded: Cr R Spencer

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<sup>th</sup> April 2016 as attached to and forming part of this report.

Carried: 8/0

Municipal Account	
EFT	\$ 245,588.46
Direct Debits	\$ 93,596.54
Cheques	\$ 46,905.46
Corporate MasterCard	\$ 2,334.46
Bank Fees	\$ 293.83
<b>Total</b>	<b>\$ 388,718.75</b>

Trust Account - Shire	
EFT	\$ 0.00
Cheques	\$ 0.00
Bank Fees	\$ 0.00
<b>Total</b>	<b>\$ 0.00</b>

Trust Account – Mt Gibson Public Benefit Funds	
EFT	\$ 14,055.80
Cheques	\$ 0.00

## MINUTES

16<sup>th</sup> June 2016

Bank Fees	\$ 0.00
<b>Total</b>	<b>\$ 14055.80</b>

*totalling \$402,774.55 from Municipal and Trust Accounts for the month ending 30<sup>th</sup> April 2016.*

**16062.4 ACCOUNTS FOR PAYMENT – MAY 2016**

**APPLICANT:** SHIRE OF PERENJORI  
**FILE:** 1306P  
**DISCLOSURE OF INTEREST:** NIL  
**AUTHOR:** DEBBY BARNDON – SENIOR FINANCE OFFICER  
**RESPONSIBLE OFFICER:** PETER MONEY – MCDS  
**REPORT DATE:** 16<sup>TH</sup> JUNE 2016  
**ATTACHMENTS:** ACCOUNTS FOR PAYMENT

**Executive Summary**

This item recommends that the schedule of accounts for payment for the month ending 31<sup>st</sup> May 2016 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**

**Committee Recommendation – Item 16062.4**

**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> May 2016 as attached to and forming part of this report.**

<b>Municipal Account</b>	
EFT	\$ 459,519.12
Direct Debits	\$ 94,967.93
Cheques	\$ 12,630.29
Corporate MasterCard	\$ 5,557.41
Bank Fees	\$ 242.70
<b>Total</b>	<b>\$ 572,917.45</b>

<b>Trust Account - Shire</b>	
EFT	\$ 0.00
Cheques	\$ 0.00
Bank Fees	\$ 0.00
<b>Total</b>	<b>\$ 0.00</b>

<b>Trust Account – Mt Gibson Public Benefit Funds</b>	
EFT	\$ 0.00
Cheques	\$ 0.00
Bank Fees	\$ 0.00
<b>Total</b>	<b>\$ 0.00</b>

*totalling \$572,917.45 from Municipal and Trust Accounts for the month ending 31<sup>st</sup> May 2016.*

**Council Resolution – Item 16062.4****Moved: Cr J Cunningham****Seconded: Cr J Hirsch**

**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> May 2016 as attached to and forming part of this report.**

**Carried: 8/0**

<b>Municipal Account</b>	
EFT	\$ 459,519.12
Direct Debits	\$ 94,967.93
Cheques	\$ 12,630.29
Corporate MasterCard	\$ 5,557.41
Bank Fees	\$ 242.70
<b>Total</b>	<b>\$ 572,917.45</b>

<b>Trust Account - Shire</b>	
EFT	\$ 0.00
Cheques	\$ 0.00
Bank Fees	\$ 0.00
<b>Total</b>	<b>\$ 0.00</b>

<b>Trust Account – Mt Gibson Public Benefit Funds</b>	
EFT	\$ 0.00
Cheques	\$ 0.00
Bank Fees	\$ 0.00
<b>Total</b>	<b>\$ 0.00</b>

***totalling \$572,917.45 from Municipal and Trust Accounts for the month ending 31<sup>st</sup> May 2016.***

**16062.5 APPLICATION FOR PROSPECTING LICENCES 59/2092 AND 59/2093**

<b>APPLICANT:</b>	<b>RAYMOND JOHN BUTLER</b>
<b>FILE:</b>	<b>ADM 0216</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>16<sup>TH</sup> JUNE 2016</b>
<b>ATTACHMENTS:</b>	<b>MAPS &amp; APPLICATION FORM</b>

**Executive Summary**

This report recommends that Council acknowledges the applications and recommends to the Department of Mines and Petroleum that conditions be imposed if the license is granted.

**Background**

Correspondence has been received from Terry Butler-Blaxell on behalf of the owner Raymond John Thomas Butler advising the Shire of two applications for prospecting leases on land within the Shire. The application is for land on Ninghan and is described in the applications.

All applicants are required to notify the respective local government of the application for the licences. The applicant has provided location plans detailing the subject land.

**Statutory Environment**

*Mining Act 1978*

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

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

- a) The Chief Executive Officer of the local government;
- b) The owner and occupier of the private land; and Minutes – Ordinary Meeting held on 21st June 2012 (Page 47)
- c) Each mortgagee of the land under a mortgage endorsed or noted on the title or land register or record relating to that land, but if there is no occupier of the land, or no such occupier can be found, the notice of the application shall be affixed in some conspicuous manner on the land

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications*****Area 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.*



**Risk Management**

Local governments are invited to comment of mining, prospecting or exploration applications and may ask for conditions to be applied if the licence is granted. The Department of Mines will generally consider any conditions requested but do not necessarily impose those conditions.

There are no known risks if the Council declines to seek conditions other than those normally applied by the Department unless the Council knows of specific matters on the subject lease.

**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****Officer Recommendation – Item 16062.5**

That Council acknowledges the application for a prospecting leases from Terry Butler-Blaxell numbers 59/2092 and 59/2093 and requests that the following conditions be imposed by the Department of Mines and Petroleum if the licence is to be issued:

1. Abandoned equipment and temporary buildings being removed from the tenement prior to or at the termination of the leases.
2. No activities taking place to the detriment of any roads, streets or verges.
3. Minimum disturbance being made to natural vegetation.
4. Adequate dust suppression control methods and practices being used.
5. All works comply with the Environmental Protection (Noise) Regulations 1997.

All waste materials, rubbish and plastic sample bags to be removed within 60 days of placement.

**Council Resolution – Item 16062.5**

**Moved: Cr R Desmond**

**Seconded: Cr P Waterhouse**

**That Council acknowledges the application for a prospecting leases from Terry Butler-Blaxell numbers 59/2092 and 59/2093 and requests that the following conditions be imposed by the Department of Mines and Petroleum if the licence is to be issued:**

- 1. Abandoned equipment and temporary buildings being removed from the tenement prior to or at the termination of the leases.**
- 2. No activities taking place to the detriment of any roads, streets or verges.**
- 3. Minimum disturbance being made to natural vegetation.**
- 4. Adequate dust suppression control methods and practices being used.**
- 5. All works comply with the Environmental Protection (Noise) Regulations 1997.**

**All waste materials, rubbish and plastic sample bags to be removed within 60 days of placement.**

**Carried: 8/0**





This item recommends that the Council approves the construction of an oversize shed on 36 (Lot 80) Russell Street Perenjori.

**Background**

The applicants have submitted plans for the construction of a shed on their property which has an R-Code of R10/30. The application was sent to a qualified Building Surveyor for assessment.

The shed is 13 square metres oversize and the vertical wall height is 0.6 metres over height. The oversize of 13 square metres is not significant considering the lot size is 1,000 square metres and setbacks on Russell Street and Hesford Street comply with the R-Code setbacks.

However Council approval is required for the additional wall height that is 0.6 metres above that allowed. In some instances the additional building height can result in objections from neighbours if the building blocks sunlight or if it is considered unsightly affecting the neighbour's vista. In this instance the proposed building is also backing on to a Public Access Way which provides additional clearance from neighbouring properties.

To ensure the Council follows due process, the applicant has sought letters of approval from two property owners who own properties within 60 metres of the applicant. The other properties within the 60 metres radius are owned by the Shire.

The applicant has obtained written agreement from those two property owners with unconditional objections and these letters are kept on file.

As there are no objections, the additional height is not excessive and setbacks comply, it is recommended the application is approved and a Building Permit issued.

**Statutory Environment**

Town Planning Scheme

Residential Design Codes – State Planning Policy

**Policy Implications**

Policy 7002 – employing a building service

**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.*

**Risk Management**

The application was forwarded to a licenced Building Surveyor for assessment. It is 0.6 meters over height but this is not considered excessive. The Shire reduces the risk of neighbours objecting to what could be considered a loss of sunlight and or vista by ensuring the applicant provides written neighbour agreement.

**Consultation**

Mr. Dave Gibson – City of Greater Geraldton

**Comment**

Nil

**Voting Requirements – Simple Majority**

**Officers Recommendation – Item 16062.6**

That Council approves the issue of a Building Licence for Richard Staines for the construction of a shed on 36 (Lot 80) Russell Street Perenjori in accordance with the submitted plans.

**Council Resolution – Item 16062.6****Moved: Cr G Reid****Seconded: Cr R Spencer**

**That Council approves the issue of a Building Licence for Richard Staines for the construction of a shed on 36 (Lot 80) Russell Street Perenjori in accordance with the submitted plans.**

**Carried: 8/0**

Cr L Butler declared an impartiality interest in item 16062.7 as the property owner is his brother.

Cr Butler vacated the chair at 3:50pm and Cr Waterhouse (Deputy President) took the chair for this item. Cr Butler remained in the room but did not participate in the debate and did not vote on the item.

**16062.7 PLANNING APPLICATION – FARM FORESTRY**

<b>APPLICANT:</b>	<b>AUSCARBON PTY LTD</b>
<b>FILE:</b>	<b>NIL</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>16<sup>TH</sup> JUNE 2016</b>
<b>ATTACHMENTS:</b>	<b>NIL</b>

**Executive Summary**

This item seeks Council consideration of approval for the establishment of a tree plantation in Perenjori. Two recommendations are presented for Council consideration which specifically refer to the width of firebreaks and also for the addition of an extra clause on maintenance.

**Background**

At its Ordinary Meeting of the Council on 21<sup>st</sup> April 2016, the Council gave conditional approval for a development of a farm forestry project.

*That Council in accordance with its Farm Forestry Policy grants conditional approval for the establishment of a tree plantation on up to 1,000 hectares of land on Plan 202080, Victoria Location 7877 Solomon Road Perenjori subject to the proponent lodging the Silviculture Plan, Transport Strategy and Fire Management Plan and providing the Council a map of the land and the planting site prior to plantings commencing.*

To ensure compliance with the Council decision advice was sought from a qualified planner who has had experience in such approvals.

The planner suggested some minor modifications to the proposed plan which are addressed later in this item.

The more contentious comments relate to the width of firebreaks and in this matter the planner suggested;

- A firebreak width of 30 metres could be applied. Based on the feedback from farmers in the planners own Shire the volunteer firefighters were concerned about the necessity to fight large fires with minimal equipment and support services being at a distance.
- Fires starting on a farm property and entering the plantation could result in the farmer being held responsible;
- The effects of a fire starting in a plantation and threatening surrounding farm land could be a significant risk.

The planner also commented that if the road verge does not contain vegetation (or there is very minimal vegetation) along the road verge this could be included within the firebreak calculation of 30 metres.

It was further advised that a 20m firebreak internally on 200ha lots within the plantation could be acceptable so long as the plantation owner was aware that the local volunteer fire brigade was under no obligation to enter into the plantation to fight the fire, and the Chief Fire Control Officer's direction on the day may well be to contain the fire to within the perimeter firebreak only.

In response to the above comments Auscarbon advise:

- A 30 metre firebreak is seen as excessive in respect to the surrounding land-use and general undulating topography.
- Specifically for this project property, increasing the width by 10 metres means that the approximately 20 km perimeter, approximately 20 hectares would not be able to be established.
- Auscarbon would accept the inclusion of a 20 metre firebreak (as compared to the suggested 30 metres) around each 200 ha together with our already suggested approximate 100 ha block size limitation.

### **On-site inspection**

On Tuesday 7<sup>th</sup> June the site was inspected by the Community Emergency Services Manager who made the following comments:

- Firebreaks on existing plantations in the area are about 20 metres;
- A 20 metre firebreak would be consistent with adjacent plantations;
- Distance between tree rows on the existing plantation is about 10 metres;
- In some instances (and in this application) verge vegetation is substantial;
- Firebreaks on adjacent plantations are overgrown and in need of maintenance work;
- There is concern maintenance is not as thorough as it should be;
- There is a need to introduce a process on checking on firebreaks on existing and new plantation.

Accordingly the recommendation is open to Council to determine the most appropriate width of the firebreaks.

### **Additional comments from the planner concerning the Management Plan**

In reference to the document provided by Auscarbon titled Plantation development Plans Location Victoria 7877, "Hughes Block" Bowgada, the suggested the addition of the words

“This Plan will be reviewed annually taking into account site and surrounding conditions and local government requirements” and this be inserted just before “4. Transport Strategy” on page 9 of 17.

This would then address the prior 6 points that are in the Management Plan and under the heading ‘Horticultural Crop Maintenance’.

By doing this it would provide some ability for the local government to request expansion/modification of the Management Plan at a later stage should the operations of the plantation be deemed to be not meeting local government expectations.

There is little information provided comments under the headings ‘pests and vermin’, and ‘weed control’ and the insertion of the suggested text would help address these matters.

The applicant has already provided an amended version of the document with this statement included but it is suggested it still be documented in this item and the Council recommendation.

**Statutory Environment**

Local Planning Scheme 2011 – Permitted uses

**Policy Implications**

Local Planning Policy No. 6

Farm Forestry Policy 7009

Code of Practice for Timber Plantations in Western Australia

Guidelines for Plantation Fire Protection

**Financial Implications**

There should be no financial implications for the Council – any advertising would be charged to the applicant.

**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**

The Council’s Strategic Plan encourages the diversification of industries within the Shire and the purpose of the application fits this category.

The Council should consider the components of its Farm Forestry Policy to ensure there are no social, environmental and loss of prime agricultural land that would conflict with the policy objectives of farm forestry.

Though not required, the Council may wish to consider the advertising of the proposal particularly if there are potential conflicts with neighbouring property owners.

**Consultation**

Simon Lancaster – Shire of Chapman Valley

Kent Broad – Auscarbon Pty Ltd

CEO

DFIS – Community Emergency Services Manager

**Comment**

Council's Farm Forestry Policy (No. 7009) best covers this application as Farm Forestry – which is defined as “Any commercial tree production on farmland.”

**Voting Requirements – Simple Majority**

**Officer Recommendation – Item 16062.7**

Option 1

That Council;

(1) Grant approval for the establishment of a tree plantation on up to 1,000 hectares of land on Plan 202080, Victoria Location 7877 Solomon Road Perenjori on submission of the Silviculture Plan, Transport Strategy and Fire Management Plan including a map of the land and the planting site prior to plantings commencing.

(2) The plan is to include 30 metre firebreaks along the site perimeter.

(3) That in the proposed plan submitted to the Shire, the words “This Plan will be reviewed annually taking into account site and surrounding conditions and local government requirements” be inserted just before “4. Transport Strategy” on page 9 of 17.

Option 2

That Council;

(1) Grant approval for the establishment of a tree plantation on up to 1,000 hectares of land on Plan 202080, Victoria Location 7877 Solomon Road Perenjori on submission of the Silviculture Plan, Transport Strategy and Fire Management Plan including a map of the land and the planting site prior to plantings commencing.

(2) The Council accepts the inclusion of 20 metre firebreaks along the site perimeter.

(3) That in the proposed plan submitted to the Shire, the words “This Plan will be reviewed annually taking into account site and surrounding conditions and local government requirements” be inserted just before “4. Transport Strategy” on page 9 of 17.

**Council Resolution – Item 16062.7**

**Moved: Cr J Cunningham**

**Seconded: Cr R Desmond**

**That Council;**

**(1) Grant approval for the establishment of a tree plantation on up to 1,000 hectares of land on Plan 202080, Victoria Location 7877 Solomon Road Perenjori on submission of the Silviculture Plan, Transport Strategy and Fire Management Plan including a map of the land and the planting site prior to plantings commencing.**

**(2) The Council accepts the inclusion of 20 metre firebreaks along the site perimeter.**

**(3) That in the proposed plan submitted to the Shire, the words “This Plan will be reviewed annually taking into account site and surrounding conditions and local government requirements” be inserted just before “4. Transport Strategy” on page 9 of 17.**

**Carried: 7/0**



Cr Butler resumed the chair at 3:55 pm

<b>16063 COMMUNITY DEVELOPMENT OFFICER</b>
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<b>16063.1 DISABILITY ACCESS INCLUSION PLAN PROGRESS REPORT 2015/16</b>
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<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>ADM0211</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>COMMUNITY DEVELOPMENT OFFICER</b>
<b>RESPONSIBLE OFFICER:</b>	<b>COMMUNITY DEVELOPMENT OFFICER</b>
<b>REPORT DATE:</b>	<b>16<sup>TH</sup> JUNE 2016</b>
<b>ATTACHMENTS</b>	<b>DAIP PROGRESS REPORT</b>

**Executive Summary**

This item seeks council's approval for the Disability Access and Inclusion Plan progress report, in order to provide it to the Disability Services Commission to meet our compliance obligations.

**Background**

Public authorities (State Government agencies and Local Governments) in Western Australia are 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.

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 form this report for 2015–2016 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 2015–2016 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.

**Statutory Environment**

**MINUTES****16<sup>th</sup> June 2016**

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 the Disability Services Act 1993.

**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 of Perenjori was contacted about Outcome 7 '**People with disability have the same opportunities as other people to obtain and maintain employment with a public authority**' in March as nothing has been put in for Reports 2014/15 in this section.

**Voting Requirements – Simple Majority****Officers Recommendation – Item 16063.1**

That Council accept the 2015-2016 Disability Access and Inclusion Plan progress report as presented.

**Council Resolution – Item 16063.1**

**Moved: Cr P Waterhouse**

**Seconded: Cr R Spencer**

That Council accept the 2015-2016 Disability Access and Inclusion Plan progress report as presented.

Carried: 8/0

### 16063.2 BLUES FOR THE BUSH CONCERT AND OPEN DAY PROGRESS REPORT

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>ADM 0494</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>CDO – CHRISTINA LAUE</b>
<b>RESPONSIBLE OFFICER:</b>	<b>COMMUNITY DEVELOPMENT OFFICER</b>
<b>REPORT DATE:</b>	<b>16<sup>TH</sup> JUNE 2016</b>
<b>ATTACHMENTS</b>	<b>Expenditure, Key Milestones Update, Program Outline</b>

#### Executive Summary

This item seeks Council's acceptance of the Blues for the Bush Concert and Open Day report for the month of May 2016.

#### **Event Status**

During the past month, the Project Team has prepared three more arts based grants, developed the Open Day program (draft outline attached) and finalised the Marketing Plan and allocated the marketing budget.

The concert line-up has also been all but confirmed.

Key event suppliers have been contracted and community engagement activities continue.

During June, the Project Team will continue to finalise the Open Day Program, and develop a robust and workable ticketing system.

A visit to Perenjori in early June will see Theaker (Creative Director/ Site Manager) and Christina Laue (Community Development Officer) visit schools in Perenjori, Morawa and Dalwallinu as well as conduct a Site Visit at Charles Darwin Reserve to begin site planning with Bush Heritage staff.

The Steering Committee have not raised any red flag issues with the Project Team.

To date all key Event Milestones (as per accompanying document) have been met.

#### **Budget and Expenditure**

Project expenditure to date totals just over \$20,746. The accompanying spreadsheet shows a breakdown of expenses.

The expenditure has increased during May and will continue to do so over the coming months as we pay key supplier deposits and start to expend the marketing budget.

No overspend on the budget has been recorded.

#### **Income**

As per Steering Committee correspondence, the fundraising activities to date have resulted in the project being in a very positive position with a large percentage of the required \$260,000 cash being raised or expected to be confirmed in coming the weeks. A snapshot of the budget position is:

	Budget
Revenue	<b>\$140,500</b>
Costs	<b>\$260,000</b>
Shortfall	<b>(\$119,500)</b>

Confirmed funding of \$140,500 is from the following sources:

#### Sponsor Revenue

Sponsor	Amount
Bush Heritage	\$33,000
Shire of Perenjori	\$32,000
Mt Gibson	\$25,000
Karara	\$10,000
Pew Trusts	\$5,000
Patience Transport	\$5,000
Bitutek	\$500
<b>TOTAL</b>	<b>\$110,500</b>

#### Grant Income

Grant	Amount
LotteryWest	\$20,000
Tourism WA	\$10,000
<b>TOTAL</b>	<b>\$30,000</b>

The \$119,500 shortfall is expected to be funded as follows:

#### Expected/indicated income of \$108,000

Source	Amount
Ticket Sales	\$60,000
Arts Funding (core budget implication)	\$15,000
Gunduwa	\$28,000
Gunduwa Youth (core budget	\$5,000

## MINUTES

16<sup>th</sup> June 2016

implication)	
<b>TOTAL</b>	<b>\$108,000</b>

**Requested sponsorship** and grant funding (formal applications and approaches) totals \$70,000. Of this only **\$11,500** is needed to meet \$260,000 revenue if all of the \$108,000 expected income is confirmed.

### Gunduwa Youth Program

Although it has not yet been formally approved, it is expected that the Gunduwa Regional Conservation Council will contribute \$10,000 to the programing and implementation of youth activities and elements of the Open Day.

This contribution will allow workshops (hip hop, circus skills, dance etc) to be held in the lead up to, and on the day, of the event and will allow for transport, meals and supervision of the youth and children involved.

Positive feedback from the Perenjori Primary School, Dalwallinu and Morawa District High School will hopefully mean that the workshops and programs on offer both in the lead up to, and at, the Blues for the Bush will be well supported by the younger people in our communities.

As mentioned previously, Theaker and Christina have visited these three schools and an update on their visit will be provided in next month's Project Report.

### Program

The Project Team is committed to offering a high quality, dynamic Open Day program with something for everyone. We are excited with the prospect of bringing internationally regarded performers to our festival with the help of funding from the Department of Culture and Arts (DCA).

The first draft of the Open Day program has been prepared on the premise that the (DCA) funding we have applied for will be forthcoming. The DCA arts grants have quick turnaround times so an outcome of these grants should be known in the near future.

If unsuccessful, this will allow for plenty of time to rework the program and prioritise our existing Open Day budget.

The budget overview accompanies this report and within the next two weeks this will be populated into a tactile promotional flyer for e- distribution and use on social media.

### Concert

It is with great pleasure that we are in a position to announce to you our concert line up. This information is confidential until the roll out of our Marketing Plan as we have some marketing activities planned that hinge on our ability to keep our line up under wraps (e.g. guess the artist competitions via social media). We are also still negotiating with one or two artists and therefore this is still a work in progress.

Following feedback received from the 2014 concert, we have brought together a show featuring many talented, high profile and rocking acts that all have blues core or background.

### Ticket Sales

Before you receive your next Project Report, you will have noticed tickets will be on sale for the

and complete booking system that integrates with the Blues for the Bush website and also our social media pages. Tickets will be available for purchase online or in person at the Shire office.

The downfall with any ticketing system for the event is that without internet reception at the venue, ticketing 'check in' information is not updated in real time. This means that potentially people can copy tickets and access the event without a valid ticket.

We are in the process of approaching Telstra to ascertain the options for mobile internet reception for the event. Not only will this assist in our ticketing processes, it will allow us to offer vendors EFTPOS and from a safety point of view it will decrease risks at our event. We aim to raise \$60,000 in ticket sales. At \$70 for adult tickets and \$25 for children, we hope to sell the equivalent to 1,000 adult tickets and aim to get 1,250 people through the gate.

### **Key Milestones**

Key milestones achieved for this project to date, as per the attached document, include:

- Project Managers appointed;
- Expenditure budget developed and adopted;
- Project Team structure and roles confirmed;
- Primary grant applications completed and lodged;
- Open Day theme and structure confirmed;
- Headliner confirmed;
- Development of a MOU for the management of the bar;
- Marketing & Media Plan developed;
- Program development;
- Concert line up booked;
- Arts grant (secondary) applications completed and lodged

In the coming months, the Project Team will progress with:

- Meeting with the Site Manager to discuss site requirements;
- Site Plan developed;
- Implementing the Marketing Campaign;
- Tickets on sale;
- Confirming and Booking Key suppliers.

### **Statutory Environment**

Nil

### **Policy Implications**

Nil

### **Financial Implications**

There will be financial implications for the 2016/2017 budget for \$40,000.

### **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.*

#### **Area 2: Industry and Business Development – Our Economy**

**MINUTES****16<sup>th</sup> June 2016**

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

**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 4: Investing in Community Capacity – Civic Leadership**

*Goal: Supporting community's strong volunteering culture and supporting community leaders to grow and develop.*

**Consultation**

Bush Heritage Australia, Left of Centre, Gunduwa, Jo Draper Morawa, Theaker von Ziarno, Karen Marshall, Tonia Carslake, CDO Yalgoo, Principal Dalwallinu Steve Routledge

**Comment**

All aspects of the event are running smoothly, with marketing now being ramped up across the state. The Management team will now meet weekly to monitor any actions that need addressing.

**Voting Requirements – Simple Majority****Officers Recommendation – Item 16063.2**

That Council receive the Blues for the Bush report for May 2016 as presented.

**Council Resolution – Item 16063.2****Moved: Cr L Smith****Seconded: Cr G Reid****That Council receive the Blues for the Bush report for May 2016 as presented.****Carried: 8/0**

4.17pm Christina Laue left the room.

**16064 INFRASTRUCTURE SERVICES****16064.1 ROAD MAINTENANCE REPORT – APRIL 2016**

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>R999</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>KEN MARKHAM-MANAGER INFRASTRUCTURE SERVICES</b>
<b>RESPONSIBLE OFFICER:</b>	<b>KEN MARKHAM-MANAGER INFRASTRUCTURE SERVICES</b>
<b>REPORT DATE:</b>	<b>16<sup>TH</sup> JUNE 2016</b>
<b>ATTACHMENTS:</b>	<b>ROAD MAP</b>

**Executive Summary**

This item seeks Council's acceptance of the road maintenance report for April 2016

**Background**

Listed are the roads graded for the month of April.

Payne Road	Forte Road
North Road	Watson Road
Norrish Road	Chisholm Road
Syson Road	Rabbit Proof Fence Road
Oliver Road	Williams Road
Smith Road	Caffins Road
Kings Road	Coorow Maya Road
Spencer 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****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**

The risk of not undertaking road maintenance is that the roads become unsafe and the asset deteriorates.

**Consultation**

Nil

**Comment**

The Shire received significant rainfall across the region with several roads in the Southern half of the Shire bearing the brunt. We have put an initial list forward to Main Roads for flood damage and are currently waiting as to whether we are successful.

**Voting Requirements – Simple Majority****Officers Recommendation – Item 16064.1**

That the road maintenance report for April 2016 be accepted as presented.

**Council Resolution – Item 16064.1**

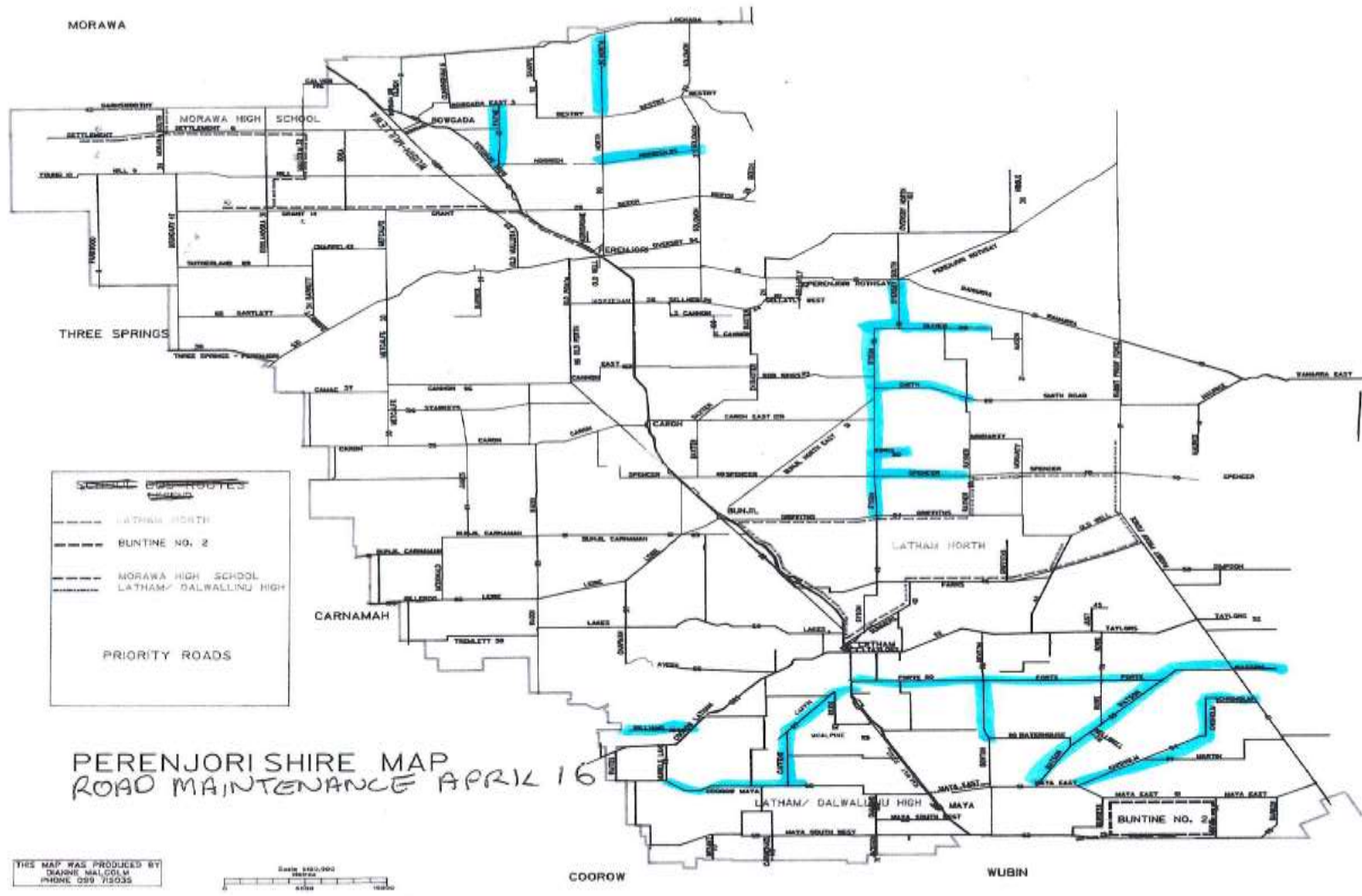
**Moved: Cr R Desmond**

**Seconded: Cr G Reid**

**That the road maintenance report for April 2016 be accepted as presented.**

**Carried: 8/0**





**16064.2 ROAD MAINTENANCE REPORT – MAY 2016**

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>R999</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>KEN MARKHAM-MANAGER INFRASTRUCTURE SERVICES</b>
<b>RESPONSIBLE OFFICER:</b>	<b>KEN MARKHAM-MANAGER INFRASTRUCTURE SERVICES</b>
<b>REPORT DATE:</b>	<b>16<sup>TH</sup> JUNE 2016</b>
<b>ATTACHMENTS:</b>	<b>ROAD MAP</b>

**Executive Summary**

This item seeks Council's acceptance of the road maintenance report for May 2016

**Background**

Listed are the roads graded for the month of May.

Settlement Road	Rayner Road
Sharpe Road	Moriarty Road
North Road	Griffiths Road
Bestry Road	Syson Road
Solomon Road	Farrs Road
Metcalfe Road	Summers Road
Cannon Road	Pharnam Road
Starkeys Road	Waugh Road
Spencer Road	Iona Road
Old Perth Road	Otte 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****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**

The risk of not undertaking road maintenance is that the roads become unsafe and the asset deteriorates.

**Consultation**

Nil

**Comment**

Nil

**Voting Requirements – Simple Majority**

<b>Officers Recommendation – Item 16064.2</b>
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That the road maintenance report for May 2016 be accepted as presented.
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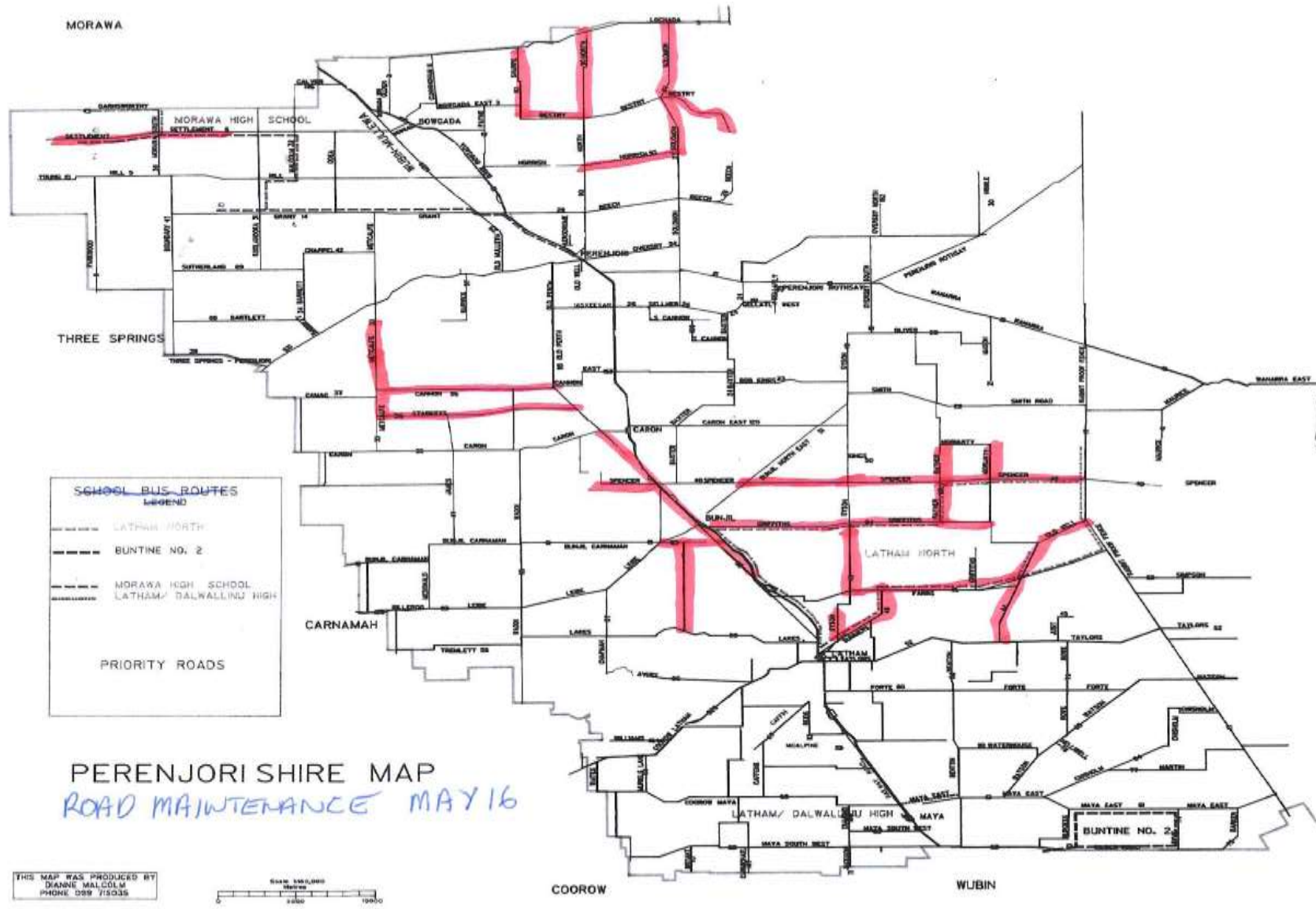
<b>Council Resolution – Item 16064.2</b>
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<b>Moved: Cr J Hirsch</b>
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<b>Seconded: Cr P Waterhouse</b>
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<b>That the road maintenance report for May 2016 be accepted as presented.</b>
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<b>Carried: 8/0</b>
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## 16065 GOVERNANCE

## 16065.1 APPLICATION FOR ANNUAL LEAVE - CEO

APPLICANT:	SHIRE OF PERENJORI
FILE:	ADM
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	CEO – ALI MILLS
RESPONSIBLE OFFICER:	CEO – ALI MILLS
REPORT DATE:	16 <sup>TH</sup> JUNE 2016
ATTACHMENTS	NIL

**Executive Summary**

This item seeks Council's endorsement of 10 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 10 days Annual leave commencing on the 13<sup>th</sup> June 2016 to the 24<sup>th</sup> June 2016.

As the leave period is for two weeks 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 and has approx. 17 days owing.

As there was no meeting in May, the request was distributed to Councillor's via email on the 3<sup>rd</sup> June 2016 with eight Councillors supporting the recommendation and the remaining one being away on leave.

**Policy Implications:**

Nil

**Financial Implications:**

A higher duties amount will be paid to the MCDS for assuming the Acting CEO role and the associated responsibilities that attach to the position.

**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**

It is important to have an Acting CEO for this time providing the key responsible person for staff to refer. Not having an Acting CEO could leave staff to their own devices with a lack of clear direction and key person to refer to on important matters.

**Consultation**

Payroll

Comment

Nil

**Officers Recommendation – Item 16065.1**

That Council approve the following leave dates for the CEO:

Commencing on the 13<sup>th</sup> June 2016 to the 24<sup>th</sup> June 2016 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 16065.1****Moved: Cr L Smith****Seconded: Cr R Spencer**

**That Council approve the following leave dates for the CEO:**

**Commencing on the 13<sup>th</sup> June 2016 to the 24<sup>th</sup> June 2016 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****16065.2 PROPOSED SCHEDULE OF COUNCIL MEETING DATES FOR 2016/17****APPLICANT: SHIRE OF PERENJORI****FILE: ADM0211****DISCLOSURE OF INTEREST: NIL****AUTHOR: CEO – ALI MILLS****RESPONSIBLE OFFICER: CEO – ALI MILLS****REPORT DATE: 16<sup>TH</sup> JUNE 2016****ATTACHMENTS NIL****Executive Summary**

This item seeks Council's endorsement of the proposed meeting dates for the 2016/17 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 on Council meeting days has included Finance Committee Meeting, Council Forum and Ordinary Council Meeting.

**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**

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.

**Risk Management**

Nil

**Consultation**

Councillors

**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 26 September 2016
Christmas Day	Sunday 25 December 2016
Boxing Day	Monday 26 December 2016
New Year's Day	Sunday 1 January 2017
Australia Day	Thursday 26 January 2017
Labour Day	Monday 6 March 2017
Good Friday	Friday 14 April 2017
Easter Monday	Monday 17 April 2017
Anzac Day	Tuesday 25 April 2017
Western Australia Day	Monday 6 June 2017

Possible variations to the Third Thursday of each month at 1.00 pm are as follows:

- Council does not generally meet in January and May.
- The proposed schedule removes the meeting in November also.

- An earlier December meeting is proposed to compensate for there being no meeting in November. This earlier date helps overcome issues with the time involved in additional end of the year work requirements and reporting and with employees preparing for periods of leave.

One meeting has been allocated to take place in Latham again in March; this will provide opportunity for the community to attend another meeting and to submit any requests to be considered in the annual budgetary process.

#### Voting Requirements – Simple Majority

#### **Officers Recommendation – Item 16065.2**

That the Council agree to the following schedule of meetings for 2016/2017 to be held in the Shire of Perenjori Council Chambers and the Latham Community Centre and advertised through Local Public Notice.

Finance Committee Meeting Date Tuesday	Finance Committee Meeting Time	Ordinary Council Meeting Date Thursday	Council Forum Time	Ordinary Council Meeting Time
19 <sup>th</sup> July 2016	5.00 pm	21 <sup>st</sup> July 2016	1.00 pm	3.00 pm
16 <sup>th</sup> August 2016	5.00 pm	18 <sup>th</sup> August 2016	1.00 pm	3.00 pm
13 <sup>th</sup> September 2016	5.00 pm	15 <sup>th</sup> September 2016	1.00 pm	3.00 pm
18 <sup>th</sup> October 2016	5.00 pm	20 <sup>th</sup> October 2016	1.00 pm	3.00 pm
November 2016		NO MEETING		
13 <sup>th</sup> December 2016	5.00 pm	8 <sup>th</sup> December 2016	1.00 pm	3.00 pm
January 2017		NO MEETING		
14 <sup>th</sup> February 2017	5.00 pm	16 <sup>th</sup> February 2017	1.00 pm	3.00 pm
14 <sup>th</sup> March 2017	5.00 pm	16 <sup>th</sup> March 2017 - Latham	1.00 pm	3.00 pm
18 <sup>th</sup> April 2017	5.00 pm	20 <sup>th</sup> April 2017	1.00 pm	3.00 pm
May 2017		NO MEETING		
13 <sup>th</sup> June 2017	5.00 pm	15 <sup>th</sup> June 2017	1.00 pm	3.00 pm



## Council Resolution – Item 16065.2

Moved: Cr J Cunningham

Seconded: Cr R Spencer

That the Council agree to the following schedule of meetings for 2016/2017 to be held in the Shire of Perenjori Council Chambers and the Latham Community Centre and advertised 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
19 <sup>th</sup> July 2016	5.00 pm	21 <sup>st</sup> July 2016	1.00 pm	3.00 pm
16 <sup>th</sup> August 2016	5.00 pm	18 <sup>th</sup> August 2016	1.00 pm	3.00 pm
13 <sup>th</sup> September 2016	5.00 pm	15 <sup>th</sup> September 2016	1.00 pm	3.00 pm
18 <sup>th</sup> October 2016	5.00 pm	20 <sup>th</sup> October 2016	1.00 pm	3.00 pm
15 <sup>th</sup> November 2016	5.00 pm	17 <sup>th</sup> November 2016	X	7.00 pm
13 <sup>th</sup> December 2016	5.00 pm	15 <sup>th</sup> December 2016	1.00 pm	3.00 pm
January 2017		NO MEETING		
14 <sup>th</sup> February 2017	5.00 pm	16 <sup>th</sup> February 2017	1.00 pm	3.00 pm
14 <sup>th</sup> March 2017	5.00 pm	16 <sup>th</sup> March 2017 - Latham	1.00 pm	3.00 pm
18 <sup>th</sup> April 2017	5.00 pm	20 <sup>th</sup> April 2017	1.00 pm	3.00 pm
16 <sup>th</sup> May 2017	5.00 pm	18 <sup>th</sup> May 2017	X	7.00 pm
13 <sup>th</sup> June 2017	5.00 pm	15 <sup>th</sup> June 2017	1.00 pm	3.00 pm

The Council amended the Officer Recommendation as it feels missing the November and May meetings is not necessary and will hold night meetings in those months. The Council also wants to keep meetings on the third Thursday of each month and amended the proposed date for the December meeting.

**16066 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 – CHIEF EXECUTIVE OFFICER</b>
<b>RESPONSIBLE OFFICER</b>	<b>ALI MILLS – CHIEF EXECUTIVE OFFICER</b>
<b>REPORT DATE:</b>	<b>16<sup>TH</sup> June 2016</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

**Officer Recommendation – Item 16066**

Council accepts the Project Status Report as presented for the months of April and May 2016.

**Council Resolution – Item 16066****Moved: Cr R Desmond****Seconded: Cr R Spencer****Council accepts the Project Status Report as presented for the months of April and May 2016.****Carried: 8/0**

Cr G Reid left room at 4:32 pm

**16067 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 – CHIEF EXECUTIVE OFFICER</b>
<b>RESPONSIBLE OFFICER</b>	<b>ALI MILLS – CHIEF EXECUTIVE OFFICER</b>
<b>REPORT DATE:</b>	<b>16<sup>TH</sup> JUNE 2016</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

**Officer Recommendation – Item 16067**

Council accepts the Status Report as presented for the months of April and May 2016.

**Council Resolution – Item 16067**

Moved: Cr L Smith

Seconded: Cr J Cunningham

Council accepts the Status Report as presented for the months of April and May 2016.

Carried: 7/0

Cr Reid returned to the meeting at 4:35pm

**16068 OTHER BUSINESS****16068.1 MOTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN****16068.2 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN****16068.3 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION****16068.4 MATTERS BEHIND CLOSED DOORS**

For item 16068.4.1 Council decided not to go behind closed doors for the discussion on the item as they considered they were sufficiently informed on the matters in the item. Accordingly Council voted on the item in open Council.

**16068.4.1 CONFIDENTIAL ITEM – BUDGET AMENDMENT**

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>ADM</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>16<sup>th</sup> June 2016</b>
<b>ATTACHMENTS:</b>	<b>NIL</b>

**Voting Requirements – Absolute Majority**

**Committee Recommendation – Item 16068.4.1**

That Council approves a budget amendment for the 2015/2016 budget by reducing the Transport Operating Revenue from \$2,374,663 to \$1,555,200, a reduction of \$819,463.

**Council Resolution – Item 16068.4.1**

**Moved: Cr J Hirsch**

**Seconded: Cr R Spencer**

**That Council approves a budget amendment for the 2015/2016 budget by reducing the Transport Operating Revenue from \$2,374,663 to \$1,555,200, a reduction of \$819,463.**

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

**16068.5 DATE OF NEXT MEETING**

The date of the next Ordinary Council meeting is to be held on Thursday 21<sup>st</sup> July 2016 commencing at 3.00pm.

**16068.6 CLOSURE**

President L Butler declared the meeting closed at 4.39pm