



**Perenjori**  
Embrace Opportunity

# MINUTES

of the

## ORDINARY MEETING

### Perenjori Shire Council

held on

Thursday, 17 October 2019  
Commencing at 5.30 pm

at the

**Shire of Perenjori Council Chambers, 56 Fowler Street,  
Perenjori WA 6620**

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## NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Council Member

The next Ordinary Meeting of the Shire of Perenjori will be held on Thursday 21 November 2019 in the Shire of Perenjori Council Chambers, 56 Fowler Street, PERENJORI WA 6620 - commencing at 5:30 pm.

**MR MARK CHESTER**  
**Acting Chief Executive Officer**

Date: 18 October 2019

**Note:** If interested persons would like to make comment on any items in this agenda, please email [ea@perenjori.wa.gov.au](mailto:ea@perenjori.wa.gov.au) or hand deliver written comment to the Shire of Perenjori – Po Box 22 / 56 Fowler Street PERENJORI WA 6620. To be included in the meeting, comments are to be delivered no later than 48 hours prior to the meeting.

The Chief Executive Officer will use his discretion as to whether the written comments are relevant and applicable to the meeting before approving their inclusion in the meeting.

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**COUNCIL ROLE**

Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government / body /agency.
Executive/Strategic	The substantial direction setting and oversight role of the Council e.g. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
Legislative	Includes adopting local laws, town planning schemes and policies.
Review	When Council reviews decisions made by Officers.
Quasi-Judicial	When Council determines an application/matter that directly affects a person’s rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.

Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g.: under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

**DISCLAIMER**

“Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity that has an application before the Shire must obtain, and should only rely on, written notice of the Shire’s decision and any conditions attaching to the decision and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person’s knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request.”

## Shire of Perenjori

Minutes of the Shire of Perenjori Ordinary Meeting of Council held on Thursday 17 October 2019, at the Shire of Perenjori Council Chambers, 56 Fowler Street, Perenjori WA 6620.

### **1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

Commissioner Hon. Paul Omodei declared the Ordinary Meeting open at 5.30 pm and welcomed those in attendance.

### **2 OPENING PRAYER**

The Commissioner Hon. Paul Omodei read the opening prayer.

### **3 DISCLAIMER READING**

As printed.

### **4 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED**

#### **4.1 ATTENDANCE:**

MEMBERS	Commissioner Hon. Paul Omodei
STAFF	Mark Chester Acting Chief Executive Officer (ACEO) Karen Malloch – Executive Assistant (EA) Domenica Curtin – Assistant Finance Officer
DISTINGUISHED VISITORS	Brian Baxter – Freeman of the Shire
MEMBERS OF THE PUBLIC	Five (5)
LEAVE OF ABSENCE	Nil
APOLOGIES	Nil

### **5 PUBLIC QUESTION TIME**

#### **5.1 RESPONSE TO QUESTIONS TAKEN ON NOTICE:**

Nil

#### **5.2 Questions Without Notice:**

- Q. A member of the public enquired if there is any progress on the establishment of a shop in Perenjori?
- A. The Commissioner replied that the Shire has applied for a grant from the Mid West Development Commission (MWDC) in order to develop a business plan/feasibility study. The Commissioner explained that there are a number of options to consider and believes it could be explored further by the new, incoming Shire Council when appointed.

## 6 APPLICATIONS FOR LEAVE OF ABSENCE

### 6.1 APPLICATION/S FOR LEAVE OF ABSENCE

Nil

## 7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

### 7.1 ORDINARY MEETING HELD ON 19 SEPTEMBER 2019

#### COUNCIL DECISION

**THAT the Minutes of the Ordinary Meeting of Council held on 19 September 2019, be confirmed as true and correct subject to no corrections.**

**Moved: Commissioner P Omodei**

**Motion put and carried 1/0**

## 8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

- The Commissioner gave a brief outline of the activities and meetings he has been involved in during the month of September, and future projects that he and the ACEO will be working on.
- The Commissioner stated that the Shire is very fortunate Mr Mark Chester has agreed to continue in his position as Acting Chief Executive Officer until the end of November 2019.
- The Commissioner announced the appointment of Mr Mario Romeo as the Deputy Chief Executive Officer, who will be commencing employment on 11 November 2019.
- Meanwhile, the advertising by WALGA for a Chief Executive Officer (CEO) has just concluded and the Acting CEO and the Commissioner will be interviewing candidates within the next two weeks.
- The Commissioner recently inspected the Wanarra East Road, the Rothsay mine site and the Perenjori/Rothsay Road, viewed the Caron Dam where further work is expected to occur and attended the North Midlands Sub-Group Regional Roads Group meeting held here at Perenjori.
- The Commissioner advised that discussion has been held with Top Iron, a company seeking an agreement to use the Wanarra East Road for the export of iron ore.
- The Commissioner and the Acting CEO have completed a preliminary inspection of Shire housing and the Perenjori Caravan Park in anticipation of discussions with CBH regarding their interest in a joint venture during harvest time for employee accommodation.
- The Commissioner complimented the Shire's outside crew and gardeners on the excellent appearance of the town scape. Clean-up and maintenance work have been conducted on the vacant blocks and further clean-up work is expected to take place when the "fire-break" notices are issued shortly.
- The Commissioner and the Acting CEO reflected on the excellent but under-utilised resource – the Business Incubators – adjacent to the Shire administration building which were funded by the Royalties for Regions program. Suggestions for usage of the Incubators is welcome, whether it be for contractors, artistic purposes or any general small business.
- The Commissioner outlined the purpose of Item 16.2 in the Agenda and to explain to the public present at the meeting about the significance of changing the Ward boundaries and the reduction of representation of Councillors. Training Packages and forums that will be made available to new councillors.

## 9 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

## 10 ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

### Matters Behind Closed Doors

*In accordance with Section 5.23(2) of the Local Government Act 1995, the meeting is closed to the members of the public for this item as the following sub-section applied:*

- a) *A matter affecting an employee or employees*

## 11 DECLARATION OF INTEREST

“Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.”

Nil

## 12 FINANCE REPORTS

### 12.1 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 30 SEPTEMBER 2019.

Applicant:	Shire of Perenjori
File:	ADM 0081
Disclosure of Interest:	Nil
Author:	Deb Barndon – Senior Finance Officer (SFO)
Responsible Officer:	Mark Chester - Acting Chief Executive Officer.
Attachments:	<ul style="list-style-type: none"><li>• Monthly Statement of Financial Activity for September 2019.</li><li>• Information Schedule for September 2019.</li></ul>

#### **Executive Summary:**

This item recommends that Council acknowledge that the Financial Activity Statements for the period ending 30 September 2019.

#### **Background:**

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires local governments to prepare a Monthly Statement of Financial Activity.

#### **Details:**

Nil

#### **Legal Compliance:**

Nil

#### **Policy Implications:**

Nil

**Budget Implications:** Shown in the attached data

**Strategic Community Plan:**

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

**Precedents:**

Nil

**Officer Comment:**

Nil

**Voting Requirements:** Simple Majority

**Change to Officer Recommendation**

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

**12.1.1 THE FINANCIAL ACTIVITY STATEMENTS FOR THE PERIOD ENDING 30 SEPTEMBER 2019.**

**COUNCIL DECISION**

**THAT Council receive the Financial Activity Statement Reports for the period ending 30 September 2019.**

**Moved: Commissioner P Omodei**

**Motion put and carried 1/0**

**12.2 SCHEDULE OF PAID ACCOUNTS AS AT 30 SEPTEMBER 2019.**

Applicant:	Shire of Perenjori
File:	ADM 0082
Disclosure of Interest:	Nil
Author:	Deb Barndon – Senior Finance Officer (SFO)
Responsible Officer:	Mark Chester - Acting Chief Executive Officer.
Attachments:	Nil

**Executive Summary:**

Council is presented the list of payments made from the Municipal, Trust and Reserve Accounts under delegation since the last Ordinary Council Meeting.

**Background:**

Council delegates authority to the Chief Executive Officer annually:

To make payments from Trust, Reserve and Municipal Fund;

To purchase goods and services to a value of not more than \$200,000;

**Legal Compliance:**

*Local Government Act 1995*

*S6.5. Accounts and records*



*Local Government (Financial Management) Regulations 1996*

*R11. Payments, procedures for making etc.*

*R12. Payments from municipal fund or trust fund, restrictions on making*

*(1) A payment may only be made from the municipal fund or the trust fund —*  
*(a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or*

*(b) otherwise, if the payment is authorised in advance by a resolution of the council.*

*(2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.*

*S13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.*

*(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; and*

*(b) the amount of the payment; and*

*(c) the date of the payment; and*

*(d) sufficient information to identify the transaction.*

*(2) A list of accounts for approval to be paid is to be prepared each month showing —*

*(a) for each account which requires council authorisation in that month —*

*(i) the payee's name; and*

*(ii) the amount of the payment; and*

*(iii) sufficient information to identify the transaction; and*

*(b) the date of the meeting of the council to which the list is to be presented.*

*(3) A list prepared under sub-regulation (1) or (2) 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:**

**Council Role:**

**Council Policy Compliance:**

Payments are checked to ensure compliance with Council's Purchasing Policy Number 4007 – Procurement Policy.

**Budget Implications:**

All payments are made in accordance with the adopted annual budget.

**Strategic Community Plan:**

Strategy 1.3.2 of the Strategic Community Plan – Monitor and produce statutory budgetary and financial reporting requirements applicable to local government operations.

**Consultation:**

**Risk Assessment:**

**Precedents:**

Council endorses the Schedule of Paid Accounts at each Ordinary Council Meeting.

**Officer Comment:**

This is a schedule of 'paid accounts' - the accounts have been paid in accordance with Council's delegation.

Shire of Perenjori Local Government Act 1995 - Accounts for Payment for Month Ended 30 September 2019

Chq/EFT	Date	Name	Description	
412	02/09/2019	BANK FEES - BANK FEES NO GST	BANK FEES NO GST	7.00
412	02/09/2019	BANK FEES - BANK FEES NO GST	BANK FEES NO GST	10.00
412	03/09/2019	EFT GST - EFTPOS FEES WITH GST	EFTPOS FEES WITH GST	102.32
412	03/09/2019	EFT GST - EFTPOS FEES WITH GST	EFTPOS FEES WITH GST	139.01
413	02/09/2019	BANK FEES - BANK FEES NO GST	BANK FEES NO GST	22.00
<b>412</b>	<b>02/09/2019</b>	<b>BANK FEES</b>	<b>TOTAL PAYMENTS</b>	<b>-280.33</b>
AS#20171257	03/09/2019	AQUATIC SERVICES WA PTY LTD	Chemical Order	2176.20
AS#20171273	11/09/2019	AQUATIC SERVICES WA PTY LTD	2019 Pre-season service for plant	2187.90
<b>EFT12447</b>	<b>13/09/2019</b>	<b>AQUATIC SERVICES WA PTY LTD</b>	<b>TOTAL PAYMENTS</b>	<b>-4364.10</b>
683978	01/09/2019	ARROW BRONZE	Niche wall plaques x 2, postage	351.28
<b>EFT12448</b>	<b>13/09/2019</b>	<b>ARROW BRONZE</b>	<b>TOTAL PAYMENTS</b>	<b>-351.28</b>
7830117130	20/08/2019	ASHDOWN-INGRAM	Junction box, cable gland, side-marker, conduit tube, mini relay	232.54
<b>EFT12449</b>	<b>13/09/2019</b>	<b>ASHDOWN-INGRAM</b>	<b>TOTAL PAYMENTS</b>	<b>-232.54</b>
00035360	01/09/2019	AVON WASTE	Waste removal August 2019	1931.30
<b>EFT12450</b>	<b>13/09/2019</b>	<b>AVON WASTE</b>	<b>TOTAL PAYMENTS</b>	<b>-1931.30</b>
6940	22/08/2019	BLUEHILL COURIERS	1 x cut off wheel - Gton Mowers, 1 x skid truck parts returns-Truckline	66.00
6972	01/09/2019	BLUEHILL COURIERS	03/07 1 x printer - Winc	44.00
6971	01/09/2019	BLUEHILL COURIERS	16/08-1 x ctn Covs, 21/08-1 x po-go stick-Truckline, 21/08-1 x ctn parts-Stihl, 21/08-1 x ctn parts-Ashdowns, 23/08-6 x bags kitty litter--Pet City	126.50
6973	01/09/2019	BLUEHILL COURIERS	07/08-10 x lengths pvc pipe @ 6 mt, 20 x bags potting mix, 1 x ctn sundries-Bunnings, 14/08-2 x trays seedlings, 10 x pot plants-Patience Sandilands, 15/08-1 x ctn-Totally workwear, 21/08-18 x pot plants-Bunnings, 28/08-1 x ctn-totally workwear, 28/08-1 x ctn sundries-Bunnings	264.00
6974	01/09/2019	BLUEHILL COURIERS	4 x ctns cleaning product-Cleanpak, 2 x ctns laundry detergent, 6 x ctns disinfectant-Cleanpak	110.00
<b>EFT12451</b>	<b>13/09/2019</b>	<b>BLUEHILL COURIERS</b>	<b>TOTAL PAYMENTS</b>	<b>-610.50</b>
4023489242	01/09/2019	BOC LIMITED	Annual container services 29/07/2019 - 28/08/2019	80.15
<b>EFT12452</b>	<b>13/09/2019</b>	<b>BOC LIMITED</b>	<b>TOTAL PAYMENTS</b>	<b>-80.15</b>
2355/01760940	07/08/2019	BUNNINGS WAREHOUSE	Iconic brushed nickel entrance set I/N 4020097, yates 30 L waterwise granular soil wetter I/N3020407, Holman 90 mm x 6 m PVC stormwater pipe I/N 4770306, Brasshards, WELS 3 star all directional I/N5004127, 8G x 15 mm zenith galvanised button head stitching timber screws I/N 2420703	258.56

Shire of Perenjori Local Government Act 1995 - Accounts for Payment for Month Ended 30 September 2019

2355/00160110	01/09/2019	BUNNINGS WAREHOUSE	Pope adjustable flow trickler on spike - 10 pack I/N 3120455, Holman 12 adjustable nozzle and filter sprinkler 2 pack I/N 3120363	354.61
2355/99806990	01/09/2019	BUNNINGS WAREHOUSE	Plant mighty tuff Anigozanthus big red, Plant might tuff Anigozanthus big red, plant bush gem range, Anigozanthus bush bonanza, Rose Fortuniana 200 mm hybrid tea assorted	274.48
2355/99806931	01/09/2019	BUNNINGS WAREHOUSE	Morgan White toilet brush set - I/N: 0064911, Brasshards WELS 3 star all directional shower rose - IN: 5004127	437.00
2355/99806883	01/09/2019	BUNNINGS WAREHOUSE	Prolite 1 kg large fibreglass kit I/N 1560649, Fluidmaster bottom entry toilet inlet valve I/N4926949, Lockwood 40 mm laminated steel padlock- 4 pack I/N 4211086, master lock 40 mm solid brass padlock 6 pack I/N4211292, kinetic 12 mm x 10 m white standard thread seal I/N4920185, Selleys 260 g all clear multipurpose sealant I/N1210350, ramset 10 x 75 mm galvanised Dynabolt plus hex nut bolt I/N2263913	241.25
<b>EFT12453</b>	<b>13/09/2019</b>	<b>BUNNINGS WAREHOUSE</b>	<b>TOTAL PAYMENTS</b>	<b>-1565.90</b>
2361	04/09/2019	CANINE CONTROL	Ranger services - 2nd September 2019	510.96
<b>EFT12454</b>	<b>13/09/2019</b>	<b>CANINE CONTROL</b>	<b>TOTAL PAYMENTS</b>	<b>-510.96</b>
143	01/09/2019	CARNAMAH SMASH REPAIRS	1515 PJ - Rust Repairs to Bus as Per Quote	3262.05
142	01/09/2019	CARNAMAH SMASH REPAIRS	1515 PJ - Panel Repairs to Bus as Per Quote	2290.48
<b>EFT12455</b>	<b>13/09/2019</b>	<b>CARNAMAH SMASH REPAIRS</b>	<b>TOTAL PAYMENTS</b>	<b>-5552.53</b>
I321526	01/09/2019	CLEANPAK SOLUTIONS	Cleaning supplies as needed	728.38
I322095	09/09/2019	CLEANPAK SOLUTIONS	Cleaning supplies as needed	60.42
<b>EFT12456</b>	<b>13/09/2019</b>	<b>CLEANPAK SOLUTIONS</b>	<b>TOTAL PAYMENTS</b>	<b>-788.80</b>
<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
18575802	10/08/2019	COATES HIRE OPERATIONS PTY LTD	Hire of LG 500 compactor	474.43
<b>EFT12457</b>	<b>13/09/2019</b>	<b>COATES HIRE OPERATIONS PTY LTD</b>	<b>TOTAL PAYMENTS</b>	<b>-474.43</b>
6995	01/09/2019	CURLAN HOLDINGS PTY LTD	Contract Financial Services from 01/08/2019 - 30/08/2019	5775.00
<b>EFT12458</b>	<b>13/09/2019</b>	<b>CURLAN HOLDINGS PTY LTD</b>	<b>TOTAL PAYMENTS</b>	<b>-5775.00</b>
149482	01/09/2019	DEPARTMENT OF FIRE & EMERGENCY SERVICES PERTH	2019/2020 ESL Qtr 1 in accordance with the Department of Fire and Emergency Services of WA	12354.80
<b>EFT12459</b>	<b>13/09/2019</b>	<b>DEPARTMENT OF FIRE &amp; EMERGENCY SERVICES PERTH</b>	<b>TOTAL PAYMENTS</b>	<b>-12354.80</b>
984	11/09/2019	DONGARA MID WEST WASTE	Pump septic tank at camel soak	1210.00
<b>EFT12460</b>	<b>13/09/2019</b>	<b>DONGARA MID WEST WASTE</b>	<b>TOTAL PAYMENTS</b>	<b>-1210.00</b>
REFUND	12/09/2019	DYLAN HIRSCH	Refund on Pavilion Hire	250.00
<b>EFT12461</b>	<b>13/09/2019</b>	<b>DYLAN HIRSCH</b>	<b>TOTAL PAYMENTS</b>	<b>-250.00</b>

## Shire of Perenjori Local Government Act 1995 - Accounts for Payment for Month Ended 30 September 2019

1811	19/08/2019	GERALDTON TROPHY CENTRE	Name badge - for PECC	27.00
<b>EFT12462</b>	<b>13/09/2019</b>	<b>GERALDTON TROPHY CENTRE</b>	<b>TOTAL PAYMENTS</b>	<b>-27.00</b>
00004561	01/09/2019	GNC QUALITY PRECAST GERALDTON	Concrete pipes, headwalls,	10263.00
<b>EFT12463</b>	<b>13/09/2019</b>	<b>GNC QUALITY PRECAST GERALDTON</b>	<b>TOTAL PAYMENTS</b>	<b>-10263.00</b>
114592	01/09/2019	HERRINGS COASTAL PLUMBING/GAS	Caravan Park Chalet 2 toilet is blocked / chalet 4 - running water	123.26
114591	01/09/2019	HERRINGS COASTAL PLUMBING/GAS	Check toilets in Pavilion building a septic tank	163.67
114598	01/09/2019	HERRINGS COASTAL PLUMBING/GAS	Check toilets in oval toilets & septic system - require pumping	151.25
114581	01/09/2019	HERRINGS COASTAL PLUMBING/GAS	Urinal blocked	90.75
114590	01/09/2019	HERRINGS COASTAL PLUMBING/GAS	24 Livingstone St shower/toilet pipes blocked kitchen sink pipe overflowing.	121.00
<b>EFT12464</b>	<b>13/09/2019</b>	<b>HERRINGS COASTAL PLUMBING/GAS</b>	<b>TOTAL PAYMENTS</b>	<b>-649.93</b>
49001	01/09/2019	JMH MECHANICAL SERVICES	Bolt, Nut, Washer	7.00
48997	01/09/2019	JMH MECHANICAL SERVICES	Consumables, Solvent, Labour	284.93
<b>EFT12465</b>	<b>13/09/2019</b>	<b>JMH MECHANICAL SERVICES</b>	<b>TOTAL PAYMENTS</b>	<b>-291.93</b>
0131	01/09/2019	KINGS CIVIL AND EARTHMOVING	Semi watercart hire, semi watercart hire	16214.00
<b>EFT12466</b>	<b>13/09/2019</b>	<b>KINGS CIVIL AND EARTHMOVING</b>	<b>TOTAL PAYMENTS</b>	<b>-16214.00</b>
8877083	01/09/2019	MICK OBRIEN	Condan HF - High Frequency radio, postage	1895.75
<b>EFT12467</b>	<b>13/09/2019</b>	<b>MICK OBRIEN</b>	<b>TOTAL PAYMENTS</b>	<b>-1895.75</b>
105025	01/09/2019	MORAWA IGA	Purchases made from Morawa IGA	305.06
<b>EFT12468</b>	<b>13/09/2019</b>	<b>MORAWA IGA</b>	<b>TOTAL PAYMENTS</b>	<b>-305.06</b>
MORAWA ROADHOUSE	01/09/2019	MORAWA ROADHOUSE	Catering for LEMAC at Morawa	399.00
<b>EFT12469</b>	<b>13/09/2019</b>	<b>MORAWA ROADHOUSE</b>	<b>TOTAL PAYMENTS</b>	<b>-399.00</b>
542	01/09/2019	OHURA CONSULTING	Task 3 EBA - assistance with replacing the EBA plus travel	1230.46
<b>EFT12470</b>	<b>13/09/2019</b>	<b>OHURA CONSULTING</b>	<b>TOTAL PAYMENTS</b>	<b>-1230.46</b>
TRAV ACC AUGUST	05/09/2019	PAUL OMODEI AND ASSOCIATES	August 2019 travel / accommodation expenses for the Commissioner	4167.67
<b>EFT12471</b>	<b>13/09/2019</b>	<b>PAUL OMODEI AND ASSOCIATES</b>	<b>TOTAL PAYMENTS</b>	<b>-4167.67</b>
6607	01/09/2019	PERENJORI HOTEL	2 bags ice – Father's Day BBQ	11.00
<b>EFT12472</b>	<b>13/09/2019</b>	<b>PERENJORI HOTEL</b>	<b>TOTAL PAYMENTS</b>	<b>-11.00</b>
233	01/09/2019	PERENJORI ROADHOUSE	Purchases made from the Perenjori Roadhouse	148.17
226	01/09/2019	PERENJORI ROADHOUSE	Purchases made from the Perenjori Roadhouse	116.50
235	01/09/2019	PERENJORI ROADHOUSE	Purchases made from the Perenjori Roadhouse	109.67

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<b>EFT12473</b>	<b>13/09/2019</b>	<b>PERENJORI ROADHOUSE</b>	<b>TOTAL PAYMENTS</b>	<b>-374.34</b>
REFUND - BUS	12/09/2019	PERENJORI SHIRE SOCIAL CLUB	Refund on bus hire - York	200.00
<b>EFT12474</b>	<b>13/09/2019</b>	<b>PERENJORI SHIRE SOCIAL CLUB</b>	<b>TOTAL PAYMENTS</b>	<b>-200.00</b>
10022733	01/09/2019	PROTECTOR FIRE SERVICES	Fire extinguisher service	3694.85
<b>EFT12475</b>	<b>13/09/2019</b>	<b>PROTECTOR FIRE SERVICES</b>	<b>TOTAL PAYMENTS</b>	<b>-3694.85</b>
102680	02/09/2019	ROYAL LIFE SAVING (WA BRANCH)	Royal Life Resources - Watch Around Water	528.83
<b>EFT12476</b>	<b>13/09/2019</b>	<b>ROYAL LIFE SAVING (WA BRANCH)</b>	<b>TOTAL PAYMENTS</b>	<b>-528.83</b>
61617428	01/09/2019	STAR TRACK EXPRESS	Freight	10.04
<b>EFT12477</b>	<b>13/09/2019</b>	<b>STAR TRACK EXPRESS</b>	<b>TOTAL PAYMENTS</b>	<b>-10.04</b>
0414-S428100	01/09/2019	TOLL IPEC PTY LTD	Freight - 17/06/2019 - Alemlube WA 3 x 43 kg	25.41
0413-S428100	01/09/2019	TOLL IPEC PTY LTD	19/08-Winc-11 x 135 kg, 19/08-Truck Centre-1 x 5 kg, 21/08-Sender - 1 x 15 kg, 21/08-Pumps Australia-1 x 3 kg, 22/08-Winc-1 x 2 kg	118.86
0415-S428100	08/09/2019	TOLL IPEC PTY LTD	03/09 - Winc 1 x 65 kg, 04/09 - Winc 1 x 10 kg, 04/09 - Winc 1 x 1 kg	57.31
<b>EFT12478</b>	<b>13/09/2019</b>	<b>TOLL IPEC PTY LTD</b>	<b>TOTAL PAYMENTS</b>	<b>-201.58</b>
18154	01/09/2019	WALLIS COMPUTER SOLUTIONS	ADSL internet 25 g Internet Data allowance - Depot -August 2019	77.00
18326	03/09/2019	WALLIS COMPUTER SOLUTIONS	ADSL internet 25 g Internet Data allowance - Depot - September 2019	77.00
<b>EFT12479</b>	<b>13/09/2019</b>	<b>WALLIS COMPUTER SOLUTIONS</b>	<b>TOTAL PAYMENTS</b>	<b>-154.00</b>
PER1908	01/09/2019	WILDFLOWER COUNTRY INC	Wildflower Country Incorporated - annual membership contribution 2019/2020 financial year	4950.00
<b>EFT12480</b>	<b>13/09/2019</b>	<b>WILDFLOWER COUNTRY INC</b>	<b>TOTAL PAYMENTS</b>	<b>-4950.00</b>
M544289	01/09/2019	WINC AUSTRALIA PTY LIMITED	Colour meter reading Lanier - 20/07 - 20/8/19, Black and white meter reading Lanier - 20/07-20/08/19	401.19
9028308752	01/09/2019	WINC AUSTRALIA PTY LIMITED	Post it flag twin pack	15.29
9028336752	01/09/2019	WINC AUSTRALIA PTY LIMITED	Ricoh black toner cartridge	267.65
9028306314	01/09/2019	WINC AUSTRALIA PTY LIMITED	1 kg Allens Bananas	21.04
<b>EFT12481</b>	<b>13/09/2019</b>	<b>WINC AUSTRALIA PTY LIMITED</b>	<b>TOTAL PAYMENTS</b>	<b>-705.17</b>
7830117551	28/08/2019	ASHDOWN-INGRAM	AC Compressor, Receiver Drier, Oil	960.30
7830117519	28/08/2019	ASHDOWN-INGRAM	Parts Tray	14.30
<b>EFT12482</b>	<b>26/09/2019</b>	<b>ASHDOWN-INGRAM</b>	<b>TOTAL PAYMENTS</b>	<b>-974.60</b>
1008863943	03/09/2019	AUSTRALIA POST	Postage for the month of August 2019	59.49
<b>EFT12483</b>	<b>26/09/2019</b>	<b>AUSTRALIA POST</b>	<b>TOTAL PAYMENTS</b>	<b>-59.49</b>
DEDUCTION	03/09/2019	AUSTRALIAN SERVICES UNION	Payroll Deduction for 03/09/2019	25.90
DEDUCTION	17/09/2019	AUSTRALIAN SERVICES UNION	Payroll Deduction for 17/09/2019	25.90
<b>EFT12484</b>	<b>26/09/2019</b>	<b>AUSTRALIAN SERVICES UNION</b>	<b>TOTAL PAYMENTS</b>	<b>-51.80</b>

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GRAVEL	05/09/2019	BESTRY NOMINEES PTY LTD	Supply-4000 m <sub>3</sub> gravel, supply-3000 m <sub>3</sub> gravel, supply-15000 m <sub>3</sub> gravel	36300.00
<b>EFT12485</b>	<b>26/09/2019</b>	<b>BESTRY NOMINEES PTY LTD</b>	<b>TOTAL PAYMENTS</b>	<b>-36300.00</b>
SI-00045656	09/09/2019	BLUE DIAMOND MACHINERY	Premium large mobile evaporative air conditioner up to 200 m <sub>2</sub> , 4 diesel water transfer pump"	2581.00
<b>EFT12486</b>	<b>26/09/2019</b>	<b>BLUE DIAMOND MACHINERY</b>	<b>TOTAL PAYMENTS</b>	<b>-2581.00</b>
REFUND	01/09/2019	DIANE RICKARD	Refund for LWIA Conference - parking, meals	376.05
<b>EFT12487</b>	<b>26/09/2019</b>	<b>DIANE RICKARD</b>	<b>TOTAL PAYMENTS</b>	<b>-376.05</b>
5355	12/09/2019	Geraldton Air Compressors	Pressure Control Valve	101.20
<b>EFT12488</b>	<b>26/09/2019</b>	<b>Geraldton Air Compressors</b>	<b>TOTAL PAYMENTS</b>	<b>-101.20</b>
185	09/09/2019	M & D BESTRY AG TRUST	Supply of 4000 m <sub>3</sub> gravel	6600.00
184	09/09/2019	M & D BESTRY AG TRUST	supply of 3000 m <sub>3</sub> gravel	4950.00
<b>EFT12489</b>	<b>26/09/2019</b>	<b>M &amp; D BESTRY AG TRUST</b>	<b>TOTAL PAYMENTS</b>	<b>-11550.00</b>
8911	01/09/2019	MARKET CREATIONS	Managed Service Agreement - September 2019	3346.20
8842	01/09/2019	MARKET CREATIONS	Office 365 Exchangeonline, Office 365 Enterprise E3 licenses 2019	1070.30
8908	01/09/2019	MARKET CREATIONS	VCPU, VRAM, Tier 2 cloud storage, Windows server cloud licence, Windows remote desktop service, Mirco worry free security services	161.98
8909	01/09/2019	MARKET CREATIONS	Technical Business hours 2019	1194.34
8910	01/09/2019	MARKET CREATIONS	Records Management Solutions/Archive Cartons September 2019	530.75
<b>EFT12490</b>	<b>26/09/2019</b>	<b>MARKET CREATIONS</b>	<b>TOTAL PAYMENTS</b>	<b>-6303.57</b>
29325	01/09/2019	MARKETFORCE	Advertising for DCEO - Wednesday West Australian 07/08/2019, Saturday's West Australian 10/08/2019	259.07
29323	01/09/2019	MARKETFORCE	Advert - General Hand - Seek 09/08/2019, Midwest Times 14/08/2019	536.80
29324	01/09/2019	MARKETFORCE	Advert - change of Council Meeting Date	120.08
<b>EFT12491</b>	<b>26/09/2019</b>	<b>MARKETFORCE</b>	<b>TOTAL PAYMENTS</b>	<b>-915.95</b>
1495216	01/09/2019	MCINTOSH & SONS	O- ring remote kit, nut, freight	76.11
<b>EFT12492</b>	<b>26/09/2019</b>	<b>MCINTOSH &amp; SONS</b>	<b>TOTAL PAYMENTS</b>	<b>-76.11</b>
<b>Chq/EFT</b>	<b>Date</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
161492	01/09/2019	MULLEWA FARM SUPPLIES	1000 lt Adblue	880.00
<b>EFT12493</b>	<b>26/09/2019</b>	<b>MULLEWA FARM SUPPLIES</b>	<b>TOTAL PAYMENTS</b>	<b>-880.00</b>
MW3902	12/09/2019	ST JOHN AMBULANCE MORAWA	7 x bites and stings first aid kits	105.00
<b>EFT12494</b>	<b>26/09/2019</b>	<b>ST JOHN AMBULANCE MORAWA</b>	<b>TOTAL PAYMENTS</b>	<b>-105.00</b>
9028384400	04/09/2019	WINC AUSTRALIA PTY LIMITED	Stationary, cleaning products	570.39
<b>EFT12495</b>	<b>26/09/2019</b>	<b>WINC AUSTRALIA PTY LIMITED</b>	<b>TOTAL PAYMENTS</b>	<b>-570.39</b>
61	19/09/2019	SWEETMANS HARDWARE	PJ1578 – 100 Lt Diesel	165.80

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<b>EFT12496</b>	<b>19/09/2019</b>	<b>SWEETMANS HARDWARE</b>	<b>TOTAL PAYMENTS</b>	<b>-165.80</b>
A577	24/09/2019	BEAMER NOMINEES	Rates refund for assessment A 577 2 Downer St PERENJORI 6620	5375.54
<b>EFT12497</b>	<b>25/09/2019</b>	<b>BEAMER NOMINEES</b>	<b>TOTAL PAYMENTS</b>	<b>-5375.54</b>
REFUND	26/09/2019	CANDY NOORDHOF	Refund - Cat Trap Bond	55.00
<b>EFT12498</b>	<b>26/09/2019</b>	<b>CANDY NOORDHOF</b>	<b>TOTAL PAYMENTS</b>	<b>-55.00</b>
GRAVEL	26/09/2019	JOHN CHARLES LAWSON	Supply of 10000 m <sup>3</sup> of gravel	16500.00
<b>EFT12499</b>	<b>26/09/2019</b>	<b>JOHN CHARLES LAWSON</b>	<b>TOTAL PAYMENTS</b>	<b>-16500.00</b>
19747	06/09/2019	SYNERGY	Electricity usage from 15/06/2019 - 13/08/2019 All accounts	10578.43
<b>19747</b>	<b>06/09/2019</b>	<b>SYNERGY</b>	<b>TOTAL PAYMENTS</b>	<b>-10578.43</b>
Telstra Main Act	06/09/2019	TELSTRA CORPORATION LIMITED	Telstra - all accounts	4606.96
<b>19748</b>	<b>01/09/2019</b>	<b>TELSTRA CORPORATION LIMITED</b>	<b>TOTAL PAYMENTS</b>	<b>-4606.96</b>
19749	06/09/2019	WATER CORPORATION	Water usage from 20/06/2019 - 15/08/2019 all accounts	9873.89
<b>9013405577</b>	<b>04/09/2019</b>	<b>WATER CORPORATION</b>	<b>TOTAL PAYMENTS</b>	<b>-9873.89</b>
19750	16/09/2019	SYNERGY	Electricity usage from 01/08/2019 - 30/08/2019 all accounts	5325.73
<b>19720</b>	<b>16/09/2019</b>	<b>SYNERGY</b>	<b>TOTAL PAYMENTS</b>	<b>-5325.73</b>
A15207	24/09/2019	CULLEN EXPLORATION PTY LTD	Rates refund for assessment A15207 E59/02305 MINING TENEMENT PERENJORI WA 6620	585.10
<b>19751</b>	<b>26/09/2019</b>	<b>CULLEN EXPLORATION PTY LTD</b>	<b>TOTAL PAYMENTS</b>	<b>-585.10</b>
SUPER	03/09/2019	SUPER CHOICE	Superannuation	10186.94
<b>DD12218.1</b>	<b>03/09/2019</b>	<b>SUPER CHOICE</b>	<b>TOTAL PAYMENTS</b>	<b>-10186.94</b>
01	02/09/2019	WESTNET	Monthly charges for 01/09/2019 - 01/10/2019	269.85
<b>DD12219.1</b>	<b>02/09/2019</b>	<b>WESTNET</b>	<b>TOTAL PAYMENTS</b>	<b>-269.85</b>
CESM	06/09/2019	WRIGHT EXPRESS FUEL	CESM - fuel charges for the month of August 2019, CESM	237.84
<b>DD12230.1</b>	<b>06/09/2019</b>	<b>WRIGHT EXPRESS FUEL</b>	<b>TOTAL PAYMENTS</b>	<b>-237.84</b>
MC	12/09/2019	BANKWEST MASTERCARD	29/07 - Cheapoair.com.au, 09/08 - Esplanade Hotel Fremantle - Conference Pool Manager	240.48
<b>DD12244.1</b>	<b>12/09/2019</b>	<b>BANKWEST MASTERCARD</b>	<b>Payments from Corporate Credit Card 25/07/2019 - 23/08/2019</b>	<b>-240.48</b>
CESM	16/09/2019	SG FLEET AUSTRALIA PTY LIMITED	Lease on 1GLS 927/14/09/2019 - 13/10/2019, Fuel charges-4/09/2019 -13/10/2019, Lease Regional Bull Module-14/09/2019-13/10/2019	2921.82
<b>DD12245.1</b>	<b>16/09/2019</b>	<b>SG FLEET AUSTRALIA PTY LIMITED</b>	<b>TOTAL PAYMENTS</b>	<b>-2921.82</b>
RICOH	16/09/2019	BOQ FINANCE (AUST) LTD	Lease -Ricoh MPC 6004 ex SP - 012-0673495-000	156.83
<b>DD12246.1</b>	<b>16/09/2019</b>	<b>BOQ FINANCE (AUST) LTD</b>	<b>TOTAL PAYMENTS</b>	<b>-156.83</b>

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99	15/09/2019	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 99 Principal payment - PERENJORI AQUATIC CENTRE, Loan No. 99 Interest payment - PERENJORI AQUATIC CENTRE, Loan No. 99 Fixed Component - PERENJORI AQUATIC CENTRE	42184.86
<b>DD12247.1</b>	<b>15/09/2019</b>	<b>WESTERN AUSTRALIAN TREASURY CORPORATION</b>	<b>TOTAL PAYMENTS</b>	<b>-42184.86</b>
PRES	16/09/2019	REFUEL AUSTRALIA	Fuel account for the month of August 2019	21177.80
<b>DD12248.1</b>	<b>16/09/2019</b>	<b>REFUEL AUSTRALIA</b>	<b>TOTAL PAYMENTS</b>	<b>-21177.80</b>
SUPER	17/09/2019	SUPER CHOICE	Superannuation Payments 17/09/2019	9431.09
<b>DD12250.1</b>	<b>17/09/2019</b>	<b>SUPER CHOICE</b>	<b>TOTAL PAYMENTS</b>	<b>-9431.09</b>
BAS - AUGUST	17/09/2019	AUSTRALIAN TAXATION OFFICE	BAS for the month of August 2019	4187.00
<b>DD12252.1</b>	<b>17/09/2019</b>	<b>AUSTRALIAN TAXATION OFFICE</b>	<b>TOTAL PAYMENTS</b>	<b>-4187.00</b>
			<b>TOTAL PAYMENTS FOR THE MONTH OF SEPTEMBER</b>	<b>\$287,512.35</b>



**Accounts Paid for the Month Ending 30 September 2019.**

<b>Municipal Account</b>	
EFT	\$165,267.40
Direct Debits	\$90,754.03
Cheques	\$30,970.11
Corporate MasterCard	\$240.48
Bank Fees	\$280.33
<b>Total</b>	<b>\$287,512.35</b>
<b>Trust Account – Mt Gibson Public Benefit Funds</b>	
EFT	\$
Cheques	\$
Bank Fees	\$
<b>Total</b>	<b>\$</b>

Totalling **\$287,512.35** from *Municipal* and *Trust Accounts* for the month ending **30 September 2019**.

**Voting Requirements:** Simple Majority

Change to Officer Recommendation:

No Change/OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

**12.2.1 SCHEDULE OF PAID ACCOUNTS AS AT 30 SEPTEMBER 2019.**

**COUNCIL DECISION**

**THAT Council receives the September Schedule of Paid Accounts Report.**

**Moved: Commissioner P Omodei**

**Motion put and carried 1/0**

**12.3 RATEPAYER GIFTING FOUR PROPERTIES TO COUNCIL**

Applicant: Shire of Perenjori  
 File: ADM 0033  
 Disclosure of Interest: Nil  
 Author: Louise Sequerah – Rates Officer  
 Responsible Officer: Mark Chester - Acting CEO  
 Attachments: A493 A494 A495 A496 - Letter from Ratepayer.

**Executive Summary:**

Mrs Bronwyn Margaret Hill (nee Batterham) was bequeathed four vacant lots in Maya. She has no interest in the properties and has not been paying the rates and charges.

Mrs Hill wishes to gift these properties to council on the proviso that rates, charges and transfer fees are paid for by the Council.

**Background:**

Mrs Hill was bequeathed four vacant lots in Maya, opposite the silos.

<b>Assess</b>	<b>Parcel Descriptions</b>
A493	Land ID 40P158284
A494	Land ID 41P158284
A495	Land ID 42P158284
A496	Land ID 43P158284



In March 2019, the Rates Officer started debt recovery action against Mrs Hill.

On 21 May 2019 she contacted the Rates Officer and stated:

- Mrs Hill was declared bankrupt in 2012.
- At that time, she requested council take ownership of properties.
- She has not been receiving rate notices. The Secret Harbour address that the rate notices were sent to, was her daughters who has not lived there for at least 4-years.
- Her current surname is Hill.
- She cannot afford to pay outstanding rates and will declare bankruptcy if we continue with debt recovery action.

Research subsequent to this phone call has determined:

- 1) In 2013, Mrs Hill contacted Council requesting that they take possession of the properties. This was declined.
- 2) Landgate advise that to have the properties transferred into the Council's name we would need:
  - a. To do a *Simple Transfer of Title*.
  - b. There will be fees and stamp duties due to do this.

- 3) Settlement Agents have advised to complete a *Simple Transfer of Title*, the following fees would be incurred:

Details	Fee Estimate
Settlement Fee normally \$963.00, but Denise has offered a discount to Council.	\$660.00
Landgate Registration Fee	\$174.70
PEXA Fees	\$228.14
Certificate of Title Searches	\$169.50
P&P	\$40.00
EAS fees	\$200.00
Stamp Duty, is nil as the transfer is to local government	\$0.00
<b>Total Estimated Fees</b>	<b>\$1,472.34</b>

- 4) The Water Corporation are not servicing these blocks, so no outstanding charges exist.
- 5) AMPAC have stated that even if Mrs Hill is bankrupt, that Local Government Rates are still due and payable.  
Council could start a *Means Inquiry* where the owner is forced by the Magistrates Court into a payment arrangement. Based on experience this will cost about \$5,000 per property to do this.
- 6) The ratepayer has provided a letter stating their intention to hand over possession of these properties at no cost to the shire.

**Policy Implications:**

Debt Collection is being performed in accordance with Council Policy - 4002 – Rates Collection, Payment & Discount and the Local Government Act 1995.

**Budget Implications:**

If Council chooses to accept these properties, the following expenses and loss of revenue will be incurred:

Settlement Agent Fees to Transfer the Properties	\$1,472.34
Write off Rates & Charges on the four assessments. As at 30 September 2019 the total amount due.	\$15,682.00
<b>Total liability</b>	<b>\$17,154.34</b>

If Council declines this offer, the anticipated expenditure to force a *Means Inquiry* is \$20,000.00, with no guarantee of the recovery of the outstanding rates and charges of \$15,682.00.

**Strategic Community Plan:**

**Area 5: Investing in Council's Capacity – Our Leadership**

**Goal:** *Strengthen the Sire’s position as an innovative and proactive Local government providing excellence in all areas of governance, management and leadership.*

**Risk Management:**

The risk is low. Pursuing unpaid rates at a significant cost for little return is time consuming and a higher cost than the liability to be incurred as outlined in the officer report.

**Consultation:**

Louise Sequerah, Rates Officer.

Previous Chief Executive Officers.

Mark Chester, current Acting Chief Executive Officer.

Libby Rodrigues, Senior Consultant, Assistant Registrar of Titles, Landgate.

Lauren Marsh, Senior Account Manager, AMPAC Debt Recovery.

Denise Gannaway, Peter Groom Settlements.

The above officers have had ongoing consultation as to the process and council’s policy in relation to the recovery of outstanding rates and charges.

**Precedents:**

Nil

**Officer Comment:**

Based on the research performed, Council has three options in relation to how this matter can be resolved:

- 1) Continue debt recovery action against Mrs Hill. It is unlikely that this will be effective and will be an expensive exercise for no benefit.
- 2) Have Mrs Hill (nee Batterham) sign the property over to Council. This will cost Council the transfer fees, and the rates and charges will have to be written off. The benefit of this is that Council owns the land and can set the land as non-rateable so that no further debt is incurred.
- 3) Have Mrs Hill transfer the property to the Crown. This is a more involved process than transferring to Council.

Option 3 will require Council to write off the rates and in so doing lose control over the land.

**Voting Requirements:** Absolute Majority

**Change to Officer Recommendation**

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

**12.3.1 RATEPAYER GIFTING FOUR PROPERTIES TO COUNCIL**

**COUNCIL DECISION:**

**THAT Council:**

- 1) **Accepts the gift of four properties from Mrs Bronwyn Margaret Hill.**

Assess	Parcel Descriptions
A493	Land ID 40P158284
A494	Land ID 41P158284
A495	Land ID 42P158284
A496	Land ID 43P158284

- 2) Appoints Peter Groom Settlements to complete the *Simple Transfer of Title* for these four properties.
- 3) Approves to write off rates, charges and interest on the four properties.

Moved: Commissioner P Omodei

Motion put and carried 1/0

<b>13</b> <b>COMMUNITY DEVELOPMENT</b>
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Nil

<b>14</b> <b>HEALTH, BUILDING AND PLANNING</b>
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Nil

<b>15</b> <b>PLANT AND WORKS</b>
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Nil

<b>6</b> <b>GOVERNANCE</b>
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**16.1 WESTERN POWER REQUEST FOR EASEMENT TO BESS ASSET CARNAMAH PERENJORI ROAD LOT 1 DIAGRAM 19720 (C/T 1203/234).**

Applicant:                      Western Power  
File:                                ADM0611  
Disclosure of Interest:        Nil  
Author:                            Mark Chester - Acting CEO  
Responsible Officer:          Mark Chester - Acting CEO  
Attachments:                    Associated correspondence and diagrams

**Executive Summary:**

Council is asked to consider signing an easement to guarantee Western Power’s access to the Western Power Battery Energy Storage System (BESS). Correspondence from Western Power is attached in Appendix 16.1 with the Deposit Plan 413625.

**Background:**

BESS is a new innovation introduced by Western Power to overcome the frequent power outages within the Perenjori townsite. Western Power have reviewed arrangements in relation to access to their assets and have identified that there is no legal easement to guarantee access to the site.

**Legal Compliance:**

The Commissioner and the Acting CEO will require delegated authority from the Council to sign and seal the easement. Shire of Perenjori Local Law Standing Orders, s 5.2 Order of Business requires Ordering of the Common Seal.

**Policy Implications:**

Council Policy 1009 – Common Seal Execution of Documents states: -

“Only authorised documents can be validly executed with the common seal affixed and the President and the Chief Executive Officer are to attest the affixing of the seal.”

**Budget Implications:**

The compensation of \$3,600 is unbudgeted income and will be included in the mid-year budget review in February, March 2020.

**Strategic Community Plan:**

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 and maintains current and future community needs.

**Consultation:**

Acting Chief Executive Officer consulted with Western Power staff and research of Shire of Perenjori records.

**Precedents:**

None.

**Officer Comment:**

Western Power are seeking agreement to the easement through Lot 1, of diagram 19720 to secure ongoing legal access to the BESS asset. Once agreed to by Council Western Power will prepare the legal documents for signing.

A copy of the request and a site plan defining the easement location is included in appendix 16.1.

As the BESS project is recognized as a success story for Western Power and the community of Perenjori has benefited from the initiative there is no reason that the easement and ongoing security of the asset should be withheld.

**Voting Requirements:** Absolute Majority

**Change to Officer Recommendation**

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

**16.1.1 WESTERN POWER REQUEST FOR EASEMENT TO BESS ASSET CARNAMAH PERENJORI ROAD LOT 1 DIAGRAM 19720 (C/T 1203/234).**

**COUNCIL DECISION**

**THAT:**

- 1. Council approve the request from Western Power to grant an easement through Lot 1 Diagram 19720 as shown on the attached plan, at appendix 16.1 to provide Western Power legal access to their Battery Energy Storage System (BESS) on Carnamah Perenjori Road.**
- 2. Accept the offer of compensation of \$3,600.00 excluding GST.**
3. Delegate authority to the Commissioner and Acting Chief Executive Officer to sign the easement documents and execute the common seal to the documents.

**Moved: Commissioner P Omodei**

**Motion put and carried 1/0**

## **16.2 REVIEW OF WARD BOUNDARIES AND OFFICES OF COUNCIL**

Applicant:	Mark Chester
File:	ADM 0669
Disclosure of Interest:	Nil
Author:	Mark Chester - Acting CEO
Responsible Officer:	Mark Chester - Acting CEO
Attachments:	Nil

### **Executive Summary:**

This report is to seek Council endorsement of the Commissioner's approach to the Minister for Local Government; Heritage; Culture and the Arts and the Local Government Advisory Board to seek approval for an exemption to reduce the timeframe for the process to review ward boundaries and the number of elected members on the council from 9 down to 7.

The application to the Minister, and the Advisory Board seeks to reduce the advertising period from 6-weeks to 2-weeks, this will allow the community time for reviewing the proposal and make submissions, with a report back to council in December of the outcome.

This request is to enable the changes to apply to the Shire of Perenjori election of May 2020.

### **Background:**

A review of wards was conducted in 2015, that review resulted in minor changes to ward boundaries. This review is to discontinue with wards and to reduce the council representation from 9 to 7. Currently the elector to councillor ratio is 39 to 1. The proposal is 50 to 1. This is not considered burdensome for the 7 councillors.

### **Legal Compliance:**

The Local Government Act 1995 sets out the procedure to be followed by the Shire and the Local Government Advisory Board. Sections 2.1 to 2.2 and Schedule 2.2.

#### **2.1. State divided into districts**

- (1) The Governor, on the recommendation of the Minister, may make an order —
  - (a) declaring an area of the State to be a district; or
  - (b) changing the boundaries of a district; or
  - (c) abolishing a district; or
  - (d) as to a combination of any of those matters.
- (2) Schedule 2.1 (which deals with creating, changing the boundaries of, and abolishing districts) has effect.
- (3) The Minister can only make a recommendation under subsection (1) if the Advisory Board has recommended under Schedule 2.1 that the order in question should be made.

#### **2.2. Districts may be divided into wards**

- (1) The Governor, on the recommendation of the Minister, may make an order —
  - (a) dividing a district into wards; or
  - (b) creating new wards in a district that is already divided into wards; or
  - (c) changing the boundaries of a ward; or
  - (d) abolishing any or all of the wards into which a district is divided; or
  - (e) as to a combination of any of those matters.
- (2) For the purposes of this Act —

- (a) an order that divides a district into wards is to be regarded as establishing a ward system for the district; and
  - (b) an order that abolishes all of the wards into which a district is divided and does not create new wards, is to be regarded as discontinuing the ward system for the district.
- (3) Schedule 2.2 (which deals with wards and representation) has effect.
- (4) The Minister can only make a recommendation under subsection (1) if the Advisory Board has recommended under Schedule 2.2 that the order in question should be made.

**Policy Implications:**

None

**Budget Implications:**

The outcome if the proposal is approved will reduce the cost of members by up to \$10,000 on sitting fees, reduce training costs, reduce conference and accommodation costs and travelling expenses.

**Strategic Community Plan:**

Area 5 Investing in Councils Capacity – Our Leadership.

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

**Consultation:**

The Acting Chief Executive Officer consulted with the Commissioner and the Research and Support Officer of the Local Government Advisory Board. The Commissioner has consulted the Minister for Local Government.

**Precedents:**

The Local Government Act 1995 requires local governments to review ward boundaries and representation every 8-years.

The Shire of Perenjori conducted a review in 2015 that resulted in changes to ward boundaries.

**Officer Comment:**

It is recommended that the Council endorse the action of the Commissioner in seeking approval from the Minister for Local Government and the Local Government Advisory Board to reduce the timeframe for the review of ward boundaries and representation.

This was progressed ahead of the council meeting to expedite the request and assist the reduction of the usual timeframe that is outlined as follows: -

Advice from Local Government Advisory Board, working backwards from the May 2020 election date, to ensure that gazettal of any changes takes place by the end of January 2020. To meet that timeframe, the Board would normally require up to five months of preparation time, to undertake all administrative and statutory requirements – which includes:

1. Writing of a summary report for the Board for the ward and representation review once it is received.
2. Board's consideration of proposal and recommendation to Minister.
3. Submission of recommendation briefing to Minister.
4. Consideration of recommendation by Minister and subsequent advice to Board.
5. Advice of outcome to the affected LG.
6. Preparation of Governor's Orders in conjunction with State Solicitors Office (SSO).
7. Preparation of deposited plans in conjunction with Landgate (If required).
8. Submission of formal paperwork to Governor in Executive Council for final approval.



9. Consideration and approval of recommendation by Execute Council.
10. Preparation of paperwork for publication in the Gazette.
11. Final publication in Gazette

Note: steps 1 to 11 occur after the Shire has advertised the proposal for 6-weeks calling for submissions.

The requests made by the Commissioner are as follows: -

*On behalf of Council I seek your support to minimize the usual process, to reduce the timeframe and steps in the process and to enable the Advisory Board to deal with the proposal to discontinue wards and to reduce the offices of council from 9 to 7, out of session so that the changes can be made in time for the proposed May 2020 election.*

*Given the timeframe and the steps to be followed it is considered an impossible task to complete each of the steps to adhere to the preliminary election advertising requirements.*

*A report is to go to the Council on the 17 October 2019 to endorse the review and this application to the Minister and the Board for this exemption.*

*The proposed exemption is to authorise the Shire of Perenjori to advertise for 14 days, calling for public submissions the proposal to discontinue ward boundaries and to reduce the offices of council to 7.*

*This will provide the electors with the opportunity to comment, enable the final report to be presented to Council in November, with the submission to the Advisory Board in November, December. As the wards are to be discontinued the cadastral mapping will be the District boundary, thus avoiding the complexity of tracking and describing boundaries, a significant saving in time and resources.*

*Section 2.3 (4) of the Local Government Act 1995 states that the Minister can only make a recommendation under subsection (1) (abolish wards) if the Advisory Board has recommended under Schedule 2.2 that the order in question should be made.*

*In support of this request I offer the following observations: -*

- i) The Shire of Perenjori has a population of 617 persons and 354 electors*
- ii) The Shire has 9 elected members, being a ratio of 39 electors per councillor*
- iii) There are currently 4-wards*
- iv) If a full review is left until the new Council is elected in May 2020 the new elected members may have a conflict of interest in that they may not be inclined to vote for a complete spill to go to the polls with a reduced number in 2021*
- v) The Ward system is not necessary with such a small population*
- vi) With all homes and persons having access to the internet there is no compelling reason to have 9-elected members represent 39 electors each with a total population of 617 people*
- vii) Savings of up to \$10,000 per annum can be achieved by reducing the number*
- viii) Maintaining 7-elected members provides sufficient numbers to deal with the business of council for times when members are absent*
- ix) A councillor to elector ratio of 39 to 1 is far too low, even the proposed ratio of 50 to 1 is not able to be substantiated, but accepted as a compromise so that meetings can proceed if members are absent*
- x) Fewer councillors will provide for more effective and efficient decision making*

*Your support of this exemption request will be appreciated, please advise me if any further information is required. I am available to meet with you or your representative if required.*

It is further recommended that the Acting Chief Executive Officer advertise the following proposal for two (2) weeks in the Bush Telegraph and the Geraldton newspaper.

**Shire of Perenjori  
Review of Wards and Representation**

The Shire of Perenjori is conducting a review of its wards and representation and invites public participation in the review.

The proposal is to discontinue wards and reduce the number of elected members from 9 to 7.

The ratio of elected members to electors will be 50 to 1.

(\*\*A report is included in the ordinary meeting of council agenda of the 17 October 2019 at [www.perenjori.wa.gov.au](http://www.perenjori.wa.gov.au) web site.)

Public submissions are invited and must be submitted to the Shire of Perenjori at:

15 Fowler Street Perenjori WA 6220

Phone: (08) 9973 0100 Email: [ceo@perenjori.wa.gov.au](mailto:ceo@perenjori.wa.gov.au)

By [a date not less than 2-weeks after the notice is first given].

For further information (and a copy of the information sheet/discussion paper) please contact:

Ms Karen Malloch at the Shire of Perenjori on 9973 0100.

**Note:** - should the Minister and the Local Government Advisory Board support not be forthcoming the advertising will need to be extended to 6-weeks to meet the guideline requirements, the procedure then will continue as normal with the best endeavours made to make the changes to meet the May 2020 election deadline, subject to the Council's consideration of submissions received.

**Voting Requirements:** Absolute Majority

**Change to Officer Recommendation**

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

**Note:** The Acting CEO advised the meeting that the Local Government Advisory Board have advised Council in writing that the request to allow a 2-week advertising period for submissions is rejected. The advertising will now be 6 weeks as per part 5) of the officer recommendation.

**16.2.1 REVIEW OF WARD BOUNDARIES AND OFFICES OF COUNCIL**

**COUNCIL DECISION**

**THAT COUNCIL:**

- 1) **Endorse the actions of the Commissioner in requesting the approval of the Minister for Local Government; Heritage; Culture and the Arts and the Local Government Advisory Board to approve the reduction in the timelines for the review of the Shire of Perenjori ward boundaries and representation.**
- 2) **Endorse the officer report that outlines the proposal to discontinue (abolish) wards and reduce the offices of council from nine (9) to seven (7).**
- 3) **Direct the Acting Chief Executive Officer to give local public notice for two weeks of the proposal as outlined in the office report.**
- 4) **Consider the only options being considered are, one, no change, and two, discontinued (abolish) wards and reduce councillor numbers from nine (9) to seven (7).**
- 5) **Authorise the Acting Chief Executive Officer to extend the advertising of the proposal for a total of six (6) weeks if the Minister and the Local Government Advisory Board reject the request from the Council to shorten the process.**

**Moved: Commissioner P Omodei**

**Motion put and carried 1/0**

<b>17 CONFIDENTIAL REPORTS</b>
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At 5.55 pm, the Commissioner advised the gallery that the business before the Council is to be considered behind closed doors.

**ATTENDANCE:** 5.56 pm the public left the meeting.

**ATTENDANCE:** Remaining in the meeting were the Commissioner Hon. Paul Omodei, the Acting Chief Executive Officer - Mark Chester and Karen Malloch – Executive Assistant.

### **17.1 COUNCIL GO BEHIND CLOSED DOORS**

#### **COUNCIL DECISION**

That Council go behind closed doors to consider a matter affecting an employee.

Moved: Commissioner P Omodei

Motion put and carried 1/0

### **17.2 COUNCIL RETURN FROM BEHIND CLOSED DOORS**

#### **COUNCIL DECISION**

That Council return to standing orders and re-open the meeting to the public (5:59pm).

Moved: Commissioner P Omodei

Motion put and carried 1/0

**ATTENDANCE:** 5.59 pm the public returned to the meeting.

The public returned to the meeting including, Domenica Curtin – Assistant Finance Officer.

The Commissioner informed the public that the outcome of the discussion behind closed doors is as follows:

### **17.3 APPOINTMENT OF DEPUTY CHIEF EXECUTIVE OFFICE – DESIGNATED SENIOR EMPLOYEE**

#### **COUNCIL DECISION**

**THAT:**

1. Council approve the Acting Chief Executive Officer's proposal to appoint Mr Mario Romeo as Deputy Chief Executive Officer on a Contract of Employment for five (5) years commencing 11 November 2019.
2. Council delegate authority to the Commissioner and the Acting Chief Executive Officer to sign and seal the Contract of Employment.

Moved: Commissioner P Omodei

Motion put and carried 1/0

<b>18 ORDERING THE COMMON SEAL</b>
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Document	Organisation	Purpose	Date
Deputy Chief Executive Officer (DCEO) Employment Contract.	Shire of Perenjori	Five-year contract.	17/09/2019
Easement to Bess Asset Carnamah Perenjori Road Lot 1 Diagram 19720 (C/T 1203/234).	Western Power	For Western Power to legally access the Battery Energy Storage System (BESS) on Carnamah Perenjori Road.	17/10/2019

**19 REPORTS OF COMMITTEES AND MEMBERS**

Nil

**20 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**21 NOTICE OF MOTIONS  
(for consideration at the following meeting, if given during the meeting).**

Nil

**22 NEW BUSINESS OF AN URGENT NATURE ADMITTED BY COUNCIL**

Nil

**23 CLOSURE OF MEETING**

There being no further business the Commissioner closed the meeting at 6:00 pm.

**24. NEXT MEETING**

The Presiding Officer advises that the date of the next Ordinary Meeting of Council will be on Thursday 21 November 2019, commencing at 5:30 pm at the Shire of Perenjori Council Chambers – 56 Fowler Street, Perenjori WA 6620.

***I certify that this copy of the Minutes is a true and correct record of the meeting held on 17 October 2019.***

**Signed:** \_\_\_\_\_  
**Commissioner P Omodei**

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