



Unconfirmed Minutes  
of the  
Ordinary Meeting  
Perenjori Shire Council

Held in the  
**The Pavilion, Wubin – Mullewa Highway, Perenjori**  
on the 18 July 2019,  
**commencing at 5:30 pm.**

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Unconfirmed Minutes of the Ordinary Meeting of the Perenjori Shire Council,  
held in the Council Chambers, Shire of Perenjori,  
on 18 July 2019, commencing at 5:30 pm.

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

The Commissioner Hon. Paul Omodei declared the Ordinary Meeting open at 5:30 pm.

**2. OPENING PRAYER**

The Commissioner Hon. Paul Omodei read the opening prayer.

**3. DISCLAIMER READING**

Nil

**4. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**

MEMBERS	Commissioner Hon. Paul Omodei
STAFF	Ken Markham – Manager Infrastructure Services (MIS) Emily Sutherland – Manager Corporate Development Services (MCDS) Emily Eakins – Community Development Officer (CDO) Karen Malloch – Executive Assistant (EA) Diane Rickard – Pool Manager Rick Ryan – Community Emergency Services Manager (CESM) Caroline Dahlberg – Customer Service Officer (CSO) Joel Hesford – Manager Cleaning Services (MCS)
DISTINGUISHED VISITORS	Marina Sucur – Department Local Government, Sport & Cultural Industries (DLGSC) Stuart Fraser – Department Local Government, Sport & Cultural Industries (DLGSC) Brian Baxter – Freeman, Shire of Perenjori Chris Lane – Council President, Shire of Three Springs
MEMBERS OF THE PUBLIC	Julie Bain, Lisa Smith, Phil Logue, Julie Lucas, Bree Golby, Sue Tate, Neavas Golby, John Lawson, Geoff Pridham, Laurie Butler, Paddy King, Rodney King, Janice Spencer, Lindsay Chappell
LEAVE OF ABSENCE	Nil
APOLOGIES	Nil

## **5. PUBLIC QUESTION TIME**

### **4.1 RESPONSE TO QUESTIONS TAKEN ON NOTICE**

Nil

### **4.2 QUESTIONS WITHOUT NOTICE**

Nil

## **6. NOTATIONS OF INTERESTS**

Disclosures of interest made before the Meeting:

Financial Interest – Local Government Act S 5.60A

Proximity Interest – Local Government Act S 5.60B

Interest Affecting Impartiality – Local Government – Code of Conduct

Nil

## **7. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

## **8. CONFIRMATION OF MINUTES**

### **8.1 ORDINARY COUNCIL MEETING**

#### **Background**

Minutes from the Ordinary Council Meeting held on the 16<sup>th</sup> May 2019.

#### **Voting Requirements**

The Commissioner

**C190718.1 Commissioner Decision**

#### **Minutes of the Ordinary Meeting**

**That the Minutes of the Ordinary Council Meeting held on 16th May 2019 be confirmed.**

**Moved: Commissioner P Omodei**

**Motion put and carried 1/0**

## 9. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

The Commissioner thanked the previous Manager of Corporate Development (MCDS), Joelene Dennis, for her excellent work for the Shire. Joelene recently resigned and has returned to her home in New South Wales. The Commissioner wished Joelene and family all future success.

## 10. PETITIONS, DEPUTATIONS, PRESENTATIONS

Nil

## 11. FINANCE

### 11.1 FINANCIAL STATEMENTS – MAY 2019

<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>MCDS – JOELENE DENNIS</b>
<b>RESPONSIBLE OFFICER</b>	<b>COMMISSIONER PAUL OMODEI</b>
<b>REPORT DATE:</b>	<b>11 JULY 2019</b>
<b>ATTACHMENTS</b>	<b>MONTHLY FINANCIAL REPORT 11.1</b>

#### Executive Summary

This item recommends that Council accepts the Financial Activity Statement for the period ending 31<sup>st</sup> May 2019

#### Background

Each month officers are required to prepare monthly financial reports, covering prescribed information, and present these to the Council. The financial reports show an operating surplus at the end of April 2019.

#### Details

Presented is the Financial Activity Statement Report for the period ending 31<sup>st</sup> May 2019.

The following statements are presented to Council:

- Monthly Summary Information - Charts
- Statement of Financial Activity (Program, 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 sub-regulation (1) (d); and (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown –
  - (a) according to nature and type classification; or
  - (b) by program; or
  - (c) by business unit
- (4) A statement of financial activity, and the accompanying documents referred to in sub-regulation 34 (2), are to be –
  - (5) (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
  - (6) (b) recorded in the minutes of the meeting at which it is presented.
- (7) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

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

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

**Policy Implications**

Nil

**Financial Implications**

Shown in the attached data.

**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

**Voting Requirements**

The Commissioner

<b>C190718.2      Commissioner Decision</b>
<b><u>The Financial Activity Statements for the Period Ending 31 May 2019</u></b>
<b>That the Commissioner, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, accepts the Financial Activity Statement Report for the period ending 31st May 2019.</b>
<b>Moved: Commissioner P Omodei</b> <span style="float: right;"><b>Motion put and carried 1/0</b></span>



**11.2 ACCOUNTS FOR PAYMENT – MAY AND JUNE 2019**

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>1306P</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>LIZ MARKHAM - AO</b>
<b>RESPONSIBLE OFFICER:</b>	<b>COMMISSIONER PAUL OMODEI</b>
<b>REPORT DATE:</b>	<b>11 JULY 2019</b>
<b>ATTACHMENTS:</b>	<b>ACCOUNTS FOR PAYMENT 11.2</b>

**Executive Summary**

This item recommends that the schedule of accounts for payment for the months ending 31<sup>st</sup> May and 30<sup>th</sup> June 2019 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

(3) A list prepared under sub-regulation (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**

**Comment**

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

<b>Municipal Account</b>	
EFT	\$291,506.66
Direct Debits	\$106,668.85
Cheques	\$48,808.70
Corporate MasterCard	\$3,986.47
Bank Fees	\$201.47
<b>Total</b>	<b>\$451,172.15</b>
<b>Trust Account - Shire</b>	
EFT	\$
Cheques	\$
Bank Fees	\$
<b>Total</b>	<b>\$</b>
<b>Trust Account – Mt Gibson Public Benefit Funds</b>	
EFT	\$
Cheques	\$
Bank Fees	\$
<b>Total</b>	<b>\$</b>

***Totaling \$451,172.15 from Municipal and Trust Accounts for the Month ending 31<sup>st</sup> May 2019.***

<b>Municipal Account</b>	
EFT	\$433,364.59
Direct Debits	\$41,877.80
Cheques	\$18,558.03
Corporate MasterCard	\$1,282.20
Bank Fees	\$297.67
<b>Total</b>	<b>\$495,380.29</b>

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

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

*Totalling \$495,380.29 from Municipal and Trust Accounts for the month ending 30<sup>th</sup> June 2019*

**Voting Requirements**

The Commissioner

**C190718.3 Commissioner Decision**

**Accounts for Payment for the Months Ending 31 May and 30 June 2019**

**That the Commissioner, 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 and 30<sup>th</sup> June 2019 as attached to and forming part of this report.**

**Moved: Commissioner P Omodei**

**Motion put and carried 1/0**

## 12. COMMUNITY DEVELOPMENT

### 12.1 REQUEST FOR WAIVER OF FEES

<b>APPLICANT:</b>	<b>COMMUNITY RESOURCE CENTRE</b>
<b>FILE:</b>	<b>ADM 0416</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>CDO – EMILY EAKINS</b>
<b>RESPONSIBLE OFFICER:</b>	<b>COMMISSIONER PAUL OMODEI</b>
<b>REPORT DATE:</b>	<b>11 JULY 2019</b>
<b>ATTACHMENTS</b>	<b>LETTER OF REQUEST FROM CRC 12.1</b>

#### Executive Summary

This item seeks the support of Council to waive the fees of the Pavilion hire and the accommodation fees for the CRC to hold a community event.

#### Background

The Community Resource Centre have applied for funding from the Mt Gibson Public Benefit Trust Fund in order to hold a Community Event and are requesting Shire support, by the council waiving the fees for the use of the pavilion and the cost of accommodation.

The planned event is Bogan Bingo at the Pavilion, it is open to all members of the community, with potentially a creche available on the night. Tickets will be sold for the event from between \$20.00 - \$40.00 and money raised from the ticket sales will go towards holding more community events.

#### Comment

Nil

#### Statutory Environment

Nil

#### Policy Implications

Nil

#### Financial Implications

Cost of hiring the Pavilion - \$180.00  
 Bond for hire of the Pavilion - \$250.00  
 Cost of Accommodation - \$320.00 per night

#### Strategic Implications

Nil

#### Risk Management

Risk Statement	Level of Risk	Risk Mitigation Strategy
May set a precedence where other members of the community will expect the same	Low	

**Consultation**

Nil

**Voting Requirements**

The Commissioner

<b>C190718.4</b> <b>Commissioner Decision</b>
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<b><u>Request for Waiver of Fees</u></b>
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<b>That the Commissioner supports the request to waive the fees associated with the hire of the Pavilion and the use of the accommodation for a Community event. However, the bond fee will still apply.</b>
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<b>Moved: Commissioner P Omodei</b>
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<b>Motion put and carried 1/0</b>
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<b>13.      HEALTH, BUILDING AND PLANNING</b>
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Nil

## **14. PLANT AND WORKS**

### **14.1 PROGRESS REPORT ON ROAD MAINTENANCE MAY 2019**

<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>COMMISSIONER PAUL OMODEI</b>
<b>REPORT DATE:</b>	<b>11 JULY 2019</b>
<b>ATTACHMENTS:</b>	<b>MAP MAY 2019 14.1</b>

#### **Executive Summary**

This item seeks Council's acceptance of the road maintenance report for May 2019

#### **Background**

Listed are the roads that were graded for the month of May.

- Warriedar Coppermine Road
- Perenjori Rothsay Road
- Karara Road
- Back Bowgada Road
- Cunningham Road
- Olden Road
- Payne Road
- Norrish Road
- Keegan Road
- Sellner Road
- Stan Cannon Road
- Baxter Road
- Bamford Road
- Caron East Road
- Bob Kings Road
- Hirsch Road
- McDonald Road
- Billeroo Road
- Leibe Road
- Summers Road
- Farris Road
- Pharnam Road
- Waugh Road
- I Just Road
- Simpson Road
- Rabbit Proof Fence Road
- Maya East Road
- Coorow Maya Road

#### **Comment**

Several roads required grading due to lime and gypsum carting.

**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**

As per Road Maintenance Policy

**Financial Implications**

As per Road Maintenance Policy

**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**

Risk Statement	Level of Risk	Risk Mitigation Strategy
Not maintaining roads will lead to deterioration of the asset and safety issues for users.	High	To maintain roads to a standard and implementation of a Road Maintenance Plan.

**Consultation**

Team Leader, Grader Operators, Ratepayers.

**Voting Requirements**

The Commissioner

<b>C190718.5      Commissioner Decision</b>
<b><u>Road Maintenance Report for May 2019</u></b>
<b>That the road maintenance report for May 2019 be accepted as received.</b>
<b>Moved: Commissioner P Omodei</b> <span style="float: right;"><b>Motion put and carried 1/0</b></span>

## **14.2 PROGRESS REPORT ON ROAD MAINTENANCE JUNE 2019**

<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>COMMISSIONER PAUL OMODEI</b>
<b>REPORT DATE:</b>	<b>10 JULY 2019</b>
<b>ATTACHMENTS:</b>	<b>MAP JUNE 2019 14.2</b>

### **Executive Summary**

This item seeks Council's acceptance of the road maintenance report for June 2019

### **Background**

Listed are the roads that were graded for the month of June.

- North Road
- Lochada Road
- Bestry Road
- Solomon Road
- Old Perth Road
- Malcolm Road
- Old Mullewa Road
- Syson Road
- Bunjil North East Road
- Griffith Road
- Forte Road
- Watson Road
- Chisholm Road
- Maya East Road
- Rabbit Proof Fence Road
- Maya South West Road

### **Comment**

Several roads required grading due to lime and gypsum carting.

### **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**

As per Road Maintenance Policy

### **Financial Implications**

As per Road Maintenance Policy

### **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**

Risk Statement	Level of Risk	Risk Mitigation Strategy
Not maintaining roads will lead to deterioration of the asset and safety issues for users.	High	To maintain roads to a standard and implementation of a Road Maintenance Plan.

**Consultation**

Team Leader, Grader Operators, Ratepayers.

**Voting Requirements**

The Commissioner

<p><b>C190718.6      Commissioner Decision</b></p>
<p><b><u>Road Maintenance Report for June 2019</u></b>  <b>That the road maintenance report for June 2019 be accepted as received.</b>  <b>Moved: Commissioner P Omodei</b> <span style="float: right;"><b>Motion put and carried 1/0</b></span></p>

## 15. GOVERNANCE

### 15.1 REVIEW OF THE DELEGATIONS REGISTER

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>ADM0202</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>COMMISSIONER PAUL OMODEI</b>
<b>RESPONSIBLE OFFICER</b>	<b>COMMISSIONER PAUL OMODEI</b>
<b>REPORT DATE:</b>	<b>10 JULY 2019</b>
<b>ATTACHMENTS</b>	<b>Nil</b>

#### Executive Summary

Two delegations need to be re-delegated to the Commissioner.

1. Executing and Affixing of Common Seal to Documents.
2. Bush Fires Act 1954 – Authorised Person.

#### Background

Council passed the following resolution at the 15 November 2018, Ordinary Council Meeting.

#### ***Council Decision – 18112.5***

***Res No: 18112.5***

***Moved: Cr L Smith***

***Seconded: Cr R Spencer***

***That Council:***

***Approves the Delegation Register with the recommended amendments for 2018.***

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

#### Comment

The Delegation Register is to formalise the Council’s “day to day” functions/operations through empowerment of the Commissioner and staff to operate efficiently, effectively and productively in the interest of good governance.

#### Consultation

The Commissioner Cr Hon. Paul Omodei  
Independent Financial Consultant

#### Statutory Environment

The Council is empowered pursuant to Sections 5.16 and 5.42 of the Local Government Act 1995 to delegate roles and responsibilities, while Section 5.46 (2) requires an annual review of delegations by Council.

#### Policy Implications

There are no evident policy implications in relation to this review.

#### Financial Implications

Nil

**Strategic Implications**

This item is relevant to the Councils approved Strategic Community Plan 2017 – 2027 and Corporate Business Plan 2017 – 2021.

**Voting Requirements**

The Commissioner

<b>C190718.7</b> <b>Commissioner Decision</b>
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<b><u>That the Commissioner</u></b>
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- |   |
|---|
| <ol style="list-style-type: none"><li><b>1. Authorise the Commissioner to perform the duties of delegations Executing and Affixing of Common Seal to Documents and Bush Fires Act 1954 – Authorised Person.</b></li></ol> |
|---|

<b>Moved: Commissioner P Omodei</b>
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<b>Motion put and carried 1/0</b>
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## 15.2 APPOINT REPRESENTATIVES TO EXTERNAL COMMITTEES

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>ADM0202</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>COMMISSIONER PAUL OMODEI</b>
<b>RESPONSIBLE OFFICER</b>	<b>COMMISSIONER PAUL OMODEI</b>
<b>REPORT DATE:</b>	<b>10 JULY 2019</b>
<b>ATTACHMENTS</b>	<b>Nil</b>

### Executive Summary

The purpose of this report is to formalise a Council decision to nominate representatives to external Committees to exercise the powers and discharge the duties of the local government

### Background

Council passed the following resolution at the 15 November 2018, Ordinary *Council Meeting*.

#### ***Council Decision – 18112.5***

***Res No: 18112.5***

***Moved: Cr L Smith***

***Seconded: Cr R Spencer***

***That Council:***

***Approves the Delegation Register with the recommended amendments for 2018.***

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

### Comment

That the Commissioner and Officers to be appointed as representatives for the Shire of Perenjori on the following committees:

#### **Statutory Committees:**

*Structural Reform Project Team*  
*Plant & Works Committee*  
*Health, Building & Planning Committee*  
*Audit Committee*  
*Finance Committee*  
*OHS Committee*

#### **Community Committees:**

*Wild Flower Country Tourism Group*  
*Perenjori Supermarket Working Group*  
*Perenjori Tourism Committee*  
*Perenjori Townscape Committee*  
*Perenjori Early Childhood Centre Advisory Committee (PECC)*  
*Perenjori Public Community Benefit Fund*  
*North Midlands Leadership Project Board*

#### **External Committees:**

*Morawa Regional Council*  
*Mid West Industrial Road Safety Alliance (MWIRSA)*  
*North Midlands Education, Industry, Training Alliance (NMEITA)*  
*North Midland Sub-Regional Road Group (NMSRRG)*  
*Regional Roads Group – Mid West Region (RRG – MWR)*

*Mid West Investment Commission (MWIC)*  
*Midwest Regional Council (MWRC)*  
*North Midlands Fixed Wireless Network MWFWN)*  
*Northern Zone of the Western Australian Local Government Association (WALG)A*  
*Local Emergency Management Committee (LEMC)*  
*Development Assessment Panels (DAPS)*

**Appointments Under the Bush Fires Act 1954**

*Chief Bush Fire Control Officer (CBFCO)*  
*Deputy Chief Bush Fire Control Officer (DCBFCO)*  
*Fire Control Officers*  
*Perenjori Fire Weather Control Officer*  
*Latham Fire Weather Control Officer*

**Consultation**

The Commissioner  
Independent Financial Consultant

**Statutory Environment**

All Committees are established under provisions of Sections 5.8 to 5.18 of the local Government Act 1995.

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

This item is relevant to the Councils' approved Committee structure.

**Voting Requirements**

The Commissioner

<b>C190718.8</b>	<b>Commissioner Decision</b>
<p><b>Authorise the Commissioner and Officers to be appointed as representatives for the Shire of Perenjori on the following committees:</b></p> <p><b>Statutory Committees:</b>  <i>Structural Reform Project Team</i>  <i>Plant &amp; Works Committee</i>  <i>Health, Building &amp; Planning Committee</i>  <i>Audit Committee</i>  <i>Finance Committee</i>  <i>OHS Committee</i></p> <p><b>Community Committees:</b>  <i>Wild Flower Country Tourism Group</i>  <i>Perenjori Supermarket Working Group</i>  <i>Perenjori Tourism Committee</i>  <i>Perenjori Townscape Committee</i>  <i>Perenjori Early Childhood Centre Advisory Committee (PECC)</i>  <i>Perenjori Public Community Benefit Fund</i>  <i>North Midlands Leadership Project Board</i></p> <p><b>External Committees:</b>  <i>Morawa Regional Council</i>  <i>Mid West Industrial Road Safety Alliance (MWIRSA)</i>  <i>North Midlands Education, Industry, Training Alliance (NMEITA)</i>  <i>North Midland Sub-Regional Road Group (NMSRRG)</i>  <i>Regional Roads Group – Mid West Region (RRG – MWR)</i>  <i>Mid West Investment Commission (MWIC)</i>  <i>Midwest Regional Council (MWRC)</i>  <i>North Midlands Fixed Wireless Network MWFVN)</i>  <i>Northern Zone of the Western Australian Local Government Association (WALGA)</i>  <i>Local Emergency Management Committee (LEMC)</i>  <i>Development Assessment Panels (DAPS)</i></p> <p><b>Appointments Under the Bush Fires Act 1954</b>  <i>Chief Bush Fire Control Officer (CBFCO)</i>  <i>Deputy Chief Bush Fire Control Officer (DCBFCO)</i>  <i>Fire Control Officers</i>  <i>Perenjori Fire Weather Control Officer</i>  <i>Latham Fire Weather Control Officer</i></p>	
<p><b>Moved: Commissioner P Omodei</b> <span style="float: right;"><b>Motion put and carried 1/0</b></span></p>	

### 15.3 PROPOSED SCHEDULE OF COUNCIL MEETING DATES FOR 2019/20

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>ADM 0211</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>COMMISSIONER PAUL OMODEI</b>
<b>RESPONSIBLE OFFICER</b>	<b>COMMISSIONER PAUL OMODEI</b>
<b>REPORT DATE:</b>	<b>10 JULY 2019</b>
<b>ATTACHMENTS</b>	<b>Nil</b>

#### Executive Summary

This item seeks Council's endorsement of the proposed meeting dates for the 2019/20 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

Nil

#### Comment

The schedule of meeting on the third Thursday of the month recognises practices from previous years:

- Council does not traditionally meet in January;
- Council has a March Meeting in Latham;

- Meetings have been altered slightly to meet the Commissioners’ appointments;
- Notice for Statutory meetings i.e. Finance, Audit and Plant & Works Committees will be advertised in advance;
- There will be two meetings in May 2020 to meet the running of the Local Government Election and the Commissioner’s final meeting.

The gazetted public holidays for 2019/20 are set out below.

There is no impact on the proposed Council’s meeting schedule.

Queen's Birthday	Monday 30 September 2019
Christmas Day	Wednesday 25 December 2019
Boxing Day	Thursday 26 December 2019
New Year's Day	Wednesday 1 January 2020
Australia Day	Saturday 26 January 2020
Labour Day	Monday 2 March 2020
Good Friday	Friday 10 April 2020
Easter Monday	Monday 13 April 2020
Anzac Day	Saturday 25 April 2020 ANZAC Day holiday Monday 27 April
Western Australia Day	Monday 1 June 2020

ORDINARY COUNCIL MEETINGS 2019/2020		
Ordinary Council Meeting Date Thursday	Council Forum Time	Ordinary Council Meeting Time
18 July 2019	4:30 pm	5:30 pm
22 August 2019	4:30 pm	5:30 pm
19 September 2019	4:30 pm	5:30 pm
17 October 2019	4:30 pm	5:30 pm
21 November 2019	4:30 pm	5:30 pm
19 December 2019	4:30 pm	5:30 pm
January 2020	NO MEETING	NO MEETING
13 February 2020	4:30 pm	5:30 pm
19 March 2020 Latham	4:30 pm	5:30 pm
16 April 2020	4:30 pm	5:30 pm
7 May 2020	4:30 pm	5:30 pm
21 May 2020	4:30 pm	5:30 pm
18 June 2020	4:30 pm	5:30 pm



### Voting Requirements

The Commissioner

**C190718.9 Commissioner Decision**

**The Schedule of Council Meetings for 2019/2020**

**That the Commissioner endorse the following schedule of meetings for 2019/2020 to be held in the Shire of Perenjori Council Chambers and the Latham Community Centre and advertise through local media, the Perenjori Shire Public Notice board and the Shire website.**

**Moved: Commissioner P Omodei**

**Motion put and carried 1/0**

## **16. PROJECT STATUS REPORTS**

Nil

## 17. STATUS REPORTS

### 17.1 STATUS REPORT MAY/JUNE 2019

<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>COMMISSIONER PAUL OMODEI</b>
<b>RESPONSIBLE OFFICER</b>	<b>COMMISSIONER PAUL OMODEI</b>
<b>REPORT DATE:</b>	<b>10 JULY 2019</b>
<b>ATTACHMENTS</b>	<b>GOVERNMENT GAZETTE ARTICLE JUNE 26, 2019</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 Councillors are kept informed on the progress of the work undertaken by the Shire of Perenjori.

#### Background

Nil

#### Comment

Resolutions from Council Meetings are being progressed as expectedly as possible

#### 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*

#### Risk Management

Nil

#### Consultation

Nil

<b>Appointment of the Commissioner</b>	The appointment of the Commissioner appeared in the Government Gazette 26 June 2019, for the Commissioner Hon. Paul Omodei to be appointed until 20 May 2020, when a Local Government Election for a new Council will be held.		Completed June 2019
<b>New Contract for the Provision of Medical Services</b>	1. That Council endorses the new contract for the sharing of the medical service with the Shire of Morawa. 2. That Council be provided with a report on the operation of the Perenjori Medical Practice and associated trends, at the end of a six-month period.	New agreement finalised with Medical Practitioner and Shire of Morawa 1 June 2019	CEO completed May 2019

**Voting Requirements**

The Commissioner

<p><b>C190718.10 Commissioner Decision</b></p>
<p><b><u>Status Report for the Months of May/June 2019</u></b></p> <p><b>That the Commissioner accepts the Status Report as presented for the months of May/June 2019.</b></p> <p><b>Moved: Commissioner P Omodei</b> <span style="float: right;"><b>Motion put and carried 1/0</b></span></p>

**18. ORDERING THE COMMON SEAL**

Document	Organisation	Purpose	Date
Contract for the Sharing of Medical Services	Medical Practitioner. Shire of Morawa, Shire of Perenjori.		1 June 2019

**19. REPORTS OF COMMITTEES AND MEMBERS**

Nil

**20. MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

Nil

**21. CONFIDENTIAL REPORTS**

Nil

**22. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil

**23. NOTICE OF MOTIONS**

Nil

**24. URGENT BUSINESS**

**24.1 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER**

**APPLICANT:** SHIRE OF PERENJORI  
**FILE:** ADM0649  
**DISCLOSURE OF INTEREST:** NIL  
**AUTHOR:** COMMISSIONER PAUL OMODEI  
**RESPONSIBLE OFFICER:** COMMISSIONER PAUL OMODEI  
**REPORT DATE:** 18 JULY 2019  
**ATTACHMENTS:** NIL

**Executive Summary**

This matter has been brought forward as an Urgent Item on the basis of the requirement to appoint an Acting Chief Executive Officer (ACEO).

**Background**

Following Council’s decision to terminate the former CEO’s contract, the Commissioner has sought a suitable candidate from a list of potential Acting Chief Executive Officers provided by the Department of Local Government, Sport and Cultural Activities (DLGSC) and the West Australian Local Government Association (WALGA).

**Financial Implications**

The Acting Chief Executive Officer (ACEO) will be paid commensurate with the remuneration rates set by the Salaries and Allowances Tribunal 2019 in Band 4.

**Voting Requirements**

The Commissioner

**C1907.24.1 Commissioner Decision**

**APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER**

**That the Commissioner appoint Mark Chester of Stirling Street, Bunbury as the Acting Chief Executive Officer at the Shire of Perenjori for three months commencing 30 July 2019, subject to the terms and conditions set by the Commissioner. In the interim the Commissioner appoints Emily Sutherland, current acting Manager Corporate Development Services (MCDS), until 30 July 2019.**

**Commissioner P Omodei**

**Motion put and carried 1/0**

## **25. MEETING CLOSURE**

There being no further business the Commissioner closed the meeting at 5:49 pm.

## **26. NEXT MEETING**

The next Councillor Briefing session will commence at 4:30 pm, 22 August 2019 and will be immediately followed by the Ordinary Meeting of Council, in the Perenjori Pavilion, Wubin-Mullewa Highway, Perenjori.