

## Shire of Perenjori

## MINUTES

## Ordinary Council Meeting

To be held in the Shire of Perenjori Council Chambers, Fowler Street, Perenjori on 19<sup>th</sup> June 2014, to commence at 1.30pm.

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**14061 PRELIMINARIES**

**14061.1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS**

Cr C King declared the meeting open at 1.32pm.

**14061.2 OPENING PRAYER**

Cr C King led Council in the opening prayer.

**14061.3 DISCLAIMER READING**

Nil

**14061.4 RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE**

Cr C King  
Cr J Cunningham  
Cr P Waterhouse  
Cr L Butler  
Cr G Reid  
Cr L Smith  
Cr J Hirsch  
Ali Mills – CEO  
Peter Money – ECDS  
David Fong – SFO  
Sam Parker – ECDC  
Ken Markham – MIS  
Carla Parker - EO

**Leave of Absence**

Nil

**Apologies**

Cr R Desmond  
Cr H Wass

**14061.5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**14061.6 PUBLIC QUESTION TIME**

Nil

**14061.7 NOTATIONS OF INTEREST**

**FINANCIAL INTEREST – LOCAL GOVERNMENT ACT S 5.60A**

**PROXIMITY INTEREST – LOCAL GOVERNMENT ACT S 5.60B**

**INTEREST AFFECTING IMPARTIALITY – LOCAL GOVERNMENT - CODE OF CONDUCT.**

**14061.8 APPLICATIONS FOR LEAVE OF ABSENCE**

Cr R Desmond completed a Request for Leave of Absence on 18<sup>th</sup> June 2014, for the period of 18<sup>th</sup> June 2014 til 31<sup>st</sup> July 2014.

**COUNCIL RESOLUTION – ITEM 14061.8**

Moved: Cr G Reid

Seconded: Cr J Cunningham

That Cr R Desmond's request for Leave of Absence is granted for the period of 18<sup>th</sup> June 2014 till 31<sup>st</sup> July 2014, for the Ordinary Council meeting to be held on 19<sup>th</sup> June 2014 and 17<sup>th</sup> July 2014.

Carried: 7/0

**14061.9 CONFIRMATION OF MINUTES**

Minutes of Ordinary Council Meeting held 15<sup>th</sup> May 2014 are attached.

**COUNCIL RESOLUTION – ITEM 114061.9**

Moved: Cr P Waterhouse

Seconded: Cr J Cunningham

That the minutes from the Ordinary Council Meeting held on 15<sup>th</sup> May 2014 be accepted as a true and accurate record.

Carried: 7/0

**14061.10 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION**

Nil

**14061.11 PETITIONS / DEPUTATIONS / PRESENTATIONS**

Nil

**14062 CORPORATE AND DEVELOPMENT SERVICES****14062.1 FINANCIAL STATEMENTS – MAY 2014**

<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>DAVID FONG – SFO</b>
<b>RESPONSIBLE OFFICER</b>	<b>PETER MONEY – MCDS</b>
<b>REPORT DATE:</b>	<b>19 JUNE 2014</b>
<b>ATTACHMENTS</b>	<b>MONTHLY FINANCIAL REPORT</b>

**Executive Summary**

The Financial Activity Statement Report is presented for the period ending 31 May 2014. The report complies with the requirements of Regulation 34 (Financial activity statement report) of the Local Government (Financial Management) Regulations 1996.

**Background**

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

**Details**

Presented is the Financial Activity Statement Report for the period ending 31 May 2014.

The following statements are presented to Council:

- Statement of Financial Activity (Statutory Reporting by Program) - 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))
- 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. - Graphical Representation
  - Note 3. – Net Current Funding Position
  - Note 4. – Cash & Investments
  - Note 5. – Major Variances
  - Note 6. – Budget Amendments
  - Note 7. – Receivables & Rates Information
  - Note 8. – Payables - Borrowings
  - Note 9. – Grants and Contributions
  - Note 10. – Cash Back Reserves
  - Note 11. - Capital Disposals and Acquisitions

- Note 12.- Trust Fund

### **Legal Compliance**

Regulation 34 (Financial activity statement report) of the Local Government (Financial Management) Regulations 1996 states –

- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail –
  - (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1) (b) or (c);
  - (b) budget estimates to the end of the month to which the statement relates;
  - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
  - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
  - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing –
  - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
  - (b) an explanation of each of the material variances referred to in subregulation (1) (d); and
  - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown –
  - (a) according to nature and type classification; or
  - (b) by program; or
  - (c) by business unit
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be –
  - (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
  - (b) recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

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

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

- c. is authorised in advance by the mayor or president in an emergency.

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

Area 5: Investing in Councils Leadership

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

**Consultation**

Liaison with CEO, MCDS, ECDC, and MIS.

**Comment**

It is recommended that the Financial Activity Statement Report for the period ending 31 May 2014 be accepted.

**Voting Requirements – Simple Majority**

<b>Officers and Committees Recommendation – Item 14062.1</b>
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<b>That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, accepts the Financial Activity Statement Report for the period ending 31 May 2014.</b>
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<b>COUNCIL RESOLUTION – ITEM 14062.1</b>
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Moved: Cr J Hirsch

Seconded: Cr J Cunningham

That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, accepts the Financial Activity Statement Report for the period ending 31 May 2014.

Carried: 7/0

**14062.2 ACCOUNTS FOR PAYMENT – MAY 2014**

<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>DAVID FONG – SFO</b>
<b>RESPONSIBLE OFFICER:</b>	<b>PETER MONEY - MCDS</b>
<b>REPORT DATE:</b>	<b>19 JUNE 2014</b>
<b>ATTACHMENTS:</b>	<b>ACCOUNTS FOR PAYMENT</b>

**Executive Summary**

**Recommendation - The Schedule of Accounts for month ending 30 April 2014 be confirmed.**

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.

**Background**

Council has delegated to the Chief Executive Officer the authority to make payments from the Municipal and Trust funds in accordance with the Local Government (Financial Management) Regulations 1996.

Under Regulation 13(1) of the Local Government (Financial Management) Regulations 1996, where a local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the Municipal fund or the Trust fund, each payment from the Municipal fund or the Trust fund is to be noted on a list compiled for each month showing:

- a) The payee's name;
- b) The amount of the payment
- c) The date of the payment; and
- d) Sufficient information to identify the transaction

That list should then be presented at the next Ordinary Meeting of the Council following the preparation of the list, and recorded in the minutes of the meeting at which it is presented.

**Legal Compliance**

Section 6.10 (d) of the Local Government Act 1995 refers, i.e.-

6.10. financial management regulations

Regulations may provide for —

(d) the general management of, and the authorisation of payments out of —

(i) the municipal fund; and

(ii) the trust fund,

of a local government.

Regulation 13(1), (3) & (4) of the Local Government (Financial Management) Regulations 1996 refers, i.e. -

13. Lists of Accounts

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —

- (a) the payee's name;
- (b) the amount of the payment;
- (c) the date of the payment; and
- (d) sufficient information to identify the transaction.

(3) A list prepared under subregulation (1) is to be —

- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

**Policy Implications**

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

**Financial Implications**

Ongoing management of Council funds by providing Council with sufficient information to monitor and review payments made

**Strategic Implications**

**Area 5: Investing in Councils Leadership**

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

**Consultation**

Nil

**Comment**

All accounts paid have been duly incurred and authorised for payment as per approved purchasing and payment procedures and it is therefore recommended that the payments, as contained within the Appendices, be confirmed.

**Voting Requirements – Simple Majority**

**Officer and Committee Recommendation – Item 14062.2**

That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 (as amended), confirms the accounts paid for the month ending 31 May 2014 totalling \$713,123.96 from Municipal and Trust Accounts as attached to and forming part of this report be approved.

Municipal Account	
EFT	\$638,870.94
Direct Debits	\$57,175.14
Cheques	\$16,291.5
Corporate MasterCard	\$565.55
Bank Fees	\$220.83
<b>Total</b>	<b>\$713,123.96</b>

Trust Account – Shire	
EFT	\$0
Cheques	\$0
Bank Fees	\$0
<b>Total</b>	<b>\$0</b>

Trust Account – Mt Gibson Public Benefit Funds	
EFT	\$0
Cheques	\$0
Bank Fees	\$0
<b>Total</b>	<b>\$0.00</b>

*Totalling \$713,123.96 from Muni and Trust Accounts for the month ending 31 May 2014 .*

## COUNCIL RESOLUTION – ITEM 14062.2

Moved: Cr L Smith

Seconded: Cr J Cunningham

That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 (as amended), confirms the accounts paid for the month ending 31 May 2014 totalling \$713,123.96 from Municipal and Trust Accounts as attached to and forming part of this report be approved.

Municipal Account	
EFT	\$638,870.94
Direct Debits	\$57,175.14
Cheques	\$16,291.5
Corporate MasterCard	\$565.55
Bank Fees	\$220.83
<b>Total</b>	<b>\$713,123.96</b>

Trust Account – Shire	
EFT	\$0
Cheques	\$0
Bank Fees	\$0
<b>Total</b>	<b>\$0</b>

Trust Account – Mt Gibson Public Benefit Funds	
EFT	\$0
Cheques	\$0
Bank Fees	\$0
<b>Total</b>	<b>\$0.00</b>

*Totalling \$713,123.96 from Muni and Trust Accounts for the month ending 31 May 2014 .*

**Carried: 7/0**

**14062.3 REVIEW OF RATE POLICY**

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>ADM 0311</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>PETER MONEY – MCDS</b>
<b>RESPONSIBLE OFFICER:</b>	<b>PETER MONEY – MCDS</b>
<b>REPORT DATE:</b>	<b>19 JUNE 2014</b>
<b>ATTACHMENTS:</b>	<b>PROPOSED RATE POLICY</b>

**Executive Summary**

This item recommends the Council adopt a revised rate policy as attached which includes collection, discounts and interest application

**Background**

The existing Rates Policy has some significant anomalies and contradictions that make it extremely difficult for the Administration to correctly apply the Policy to the rates accounts.

This comes about from the existing Policy anomalies especially as it applies to the two discounts and the interest on overdue accounts.

We are currently applying the discounts in accordance with the intent of the existing Policy but the intent of the Policy and the way in which the existing Policy is written are different. Some of the wording in the existing Policy is also open to different interpretations whereas a policy should be concise and indisputable.

In regards to the two discounts approved by the Council, Synergy Soft will only allow one discount to be applied. Therefore the second level discount of 5% that the Council approves must be applied manually to each individual applicable rate account and there is an additional cost to the Council for this to happen. It is understood that the Council is aware of the additional resources involved in applying this second discount and the revised Policy includes the continuation of the two discounts.

The Council has also chosen to not apply interest to overdue rates until after 31<sup>st</sup> January each year although the Act permits the charging of interest anytime after the due date. The application of a 5% discount ceases as at the 31<sup>st</sup> December; there is then a period of time until 31<sup>st</sup> January before interest can be applied. Therefore this clear month must be clearly stated as a period when neither discounts apply nor interest is charged.

If we followed the existing Policy (as it is written) we could apply a discount up until 31<sup>st</sup> December and at the same time charge interest on the overdue rates. The proposed new Policy removes this anomaly and clearly identifies the application of both the interest and later any interest on remaining overdue monies.

I have spoken with the Shire President and CEO on the Council's intent in regards to the rate policy and I have re-written the Policy to clearly reflect this intent which will ensure there will not be any ambiguity in the future.

**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**

This Policy does not change but clarifies the Council's intention in apply discounts and charging interest of overdue rates.

**Financial Implications**

Nil

**Strategic Implications**

Area 5: Investing in Councils Capacity – Our Leadership

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

**Consultation**

Shire President

CEO

Internal staff

Various sources of legislation and regulations.

**Comment**

The proposed Policy complies with the LG Act and Regulations and is intended to replace the existing Policy.

**Voting Requirements – Simple Majority****Officers Recommendation – Item 14062.3**

**That Council adopts the attached Rates Collection, Payments, Discounts and Interest Penalties Policy.**

**COUNCIL RESOLUTION – ITEM 14062.3**

**Moved: Cr J Cunningham**

**Seconded: Cr L Butler**

**That Council adopts the attached Rates Collection, Payments, Discounts and Interest Penalties Policy.**

**Carried: 7/0**

**14062.4 DEVELOPMENT APPLICATION FOR RAIL SIDING- LOT 103 PERENJORI**

<b>APPLICANT:</b>	<b>TOP IRON PTY LTD</b>
<b>FILE:</b>	<b>ADM 0153</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>PETER MONEY – MCDS</b>
<b>RESPONSIBLE OFFICER:</b>	<b>PETER MONEY – MCDS</b>
<b>REPORT DATE:</b>	<b>19 JUNE 2014</b>
<b>ATTACHMENTS:</b>	<b>APPLICATION</b>

**Executive Summary**

This item recommends the Council approve a development application for a rail siding for the stockpiling of iron ore.

The applicant advises the intention to construct various infrastructure including administration, dining room, ablutions, and workshop facilities and all relevant septic systems constructed on the site.

The infrastructure will be subject to building applications and is not included as part of this application.

**Background**

An application has been received from Top Iron for the development of a site for the stockpiling of iron ore prior to rail freighting to Geraldton port.

The development will include substantial infrastructure which is shown on the attached drawings and which will be subject to future building and septic applications.

The proposed site is on Lot 103 of Deposited Plan 401120 Perenjori which is zoned as Rural. Under the Shire of Perenjori Planning Scheme 2 this development is classed as 'A' which means that the use is not permitted unless the local government has exercised its discretion by granting planning approval after giving special notice in accordance with clause 9.4.3 of the Model Scheme Text.

Clause 9.4.3 requires that *"The local government may give notice or require the applicant to give notice of an application for planning approval in one or more of the following ways –*

*(a) notice of the proposed use or development served on nearby owners and occupiers who, in the opinion of the local government, are likely to be affected by the granting of planning approval, stating that submissions may be made to the local government by a specified date being not less than 14 days from the day the notice is served;*

*(b) notice of the proposed use or development published in a newspaper circulating in the Scheme area stating that submissions may be made to the local government by a specified day being not less than 14 days from the day the notice is published"*

The development will have significant effects on the Mullewa Wubin Road in terms of truck movements and interruptions to traffic travelling the route. However this is not a Shire controlled road and the applicant will need to liaise with Main Roads WA for access and egress to the Mullewa Wubin Road. It is recommended that the Shire formally advise Main Roads of the proposed development and ensure its comments and recommendations are provided to the Shire in writing.

Similarly the applicant will liaise with Brookfield Rail and acquire approvals for the rail use and evidence of these approvals will be required by the Shire.

Other matters that the applicant will need to address relate to dust control, noise control, environmental effects on the landscape, stockpiling of surface materials removed from the site and the effects of significant increased vehicular movements on local roads.

Clause 9.4.3 of the Model Scheme Text states that as a class 'A' the Council may grant planning approval after giving notice of application which may be given in a form determined by the local government.

As there are no apparent effects of the Perenjori townsite and there is a similar development in a nearby location, it is recommended the application be advertised in accordance with clause 9.4.3 (a) by giving notice to local landowners and allowing a 14 day period for submissions.

#### **Statutory Environment**

*Town Planning Scheme 2 – clause 4.3.2*

Model Scheme Text Clause 9.4

#### **Policy Implications**

Nil

#### **Financial Implications**

There will be a small cost required to write to adjacent landowners and other interested parties.

#### **Strategic Implications**

Area 1: Infrastructure and Natural Assets - Our Natural and Built Environment

*Goal: A community that develops and lives sustainably in a thriving natural and quality built environment, which meets current and future community needs.*

Area 2: Industry and Business Development – Our Economy

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

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**

Council

CEO

Applicant

Main Roads WA

City of Greater Geraldton Planning Department

**Comment**

The proposed development is generally supported by the Council and though there are some issues to resolve these can be managed through the building application process. Road management issues will be managed through consultation with Main Roads WA.

**Voting Requirements – Simple Majority****Officers Recommendation – Item 14062.4**

That Council approves the development application submitted by Top Iron for the development of a rail siding on Lot 103 on Deposited Plan 401120 Perenjori for the stockpiling of iron ore subject to the following conditions:

1. The application being advertised in accordance with clause 9.4.3 (a) of the Model Scheme Text with the adjoining or affected landowners being advised of the proposed developments and being given 14 clear days notice to respond;
2. That other affected or interested parties be advised of the development and be invited to make submissions;
3. That there are no objections to the development that are based on valid planning grounds;
4. The provision of an Environmental Plan for the site that is considered satisfactory to the Shire of Perenjori;
5. The provision of a Dust Management Plan that is considered satisfactory to the Shire of Perenjori;
6. The provision of a Waste Management Plan that is considered satisfactory to the Shire of Perenjori;
7. The provision of an Exit Strategy Document that is considered satisfactory to the Shire of Perenjori
8. Entering into a Rail Terminal Agreement with the Shire of Perenjori;
9. The provision to the Shire of Perenjori evidence of written approval from Main Roads WA of a Traffic Management Plan for the use, egress and ingress of the Mullewa Wubin Road;
10. Entering into a Road Access Agreement with the Shire of Perenjori.

**COUNCIL RESOLUTION – ITEM 14062.4****Moved: Cr L Butler****Seconded: Cr J Cunningham**

**That Council approves the development application submitted by Top Iron for the development of a rail siding on Lot 103 on Deposited Plan 401120 Perenjori for the stockpiling of iron ore subject to the following conditions:**

1. The application being advertised in accordance with clause 9.4.3 (a) of the Model Scheme Text with the adjoining or affected landowners being advised of the proposed developments and being given 14 clear days notice to respond;
2. That other affected or interested parties be advised of the development and be invited to make submissions;
3. That there are no objections to the development that are based on valid planning grounds;
4. The provision of an Environmental Plan for the site that is considered satisfactory to the Shire of Perenjori;
5. The provision of a Dust Management Plan that is considered satisfactory to the Shire of Perenjori;
6. The provision of a Waste Management Plan that is considered satisfactory to the Shire of Perenjori;
7. The provision of an Exit Strategy Document that is considered satisfactory to the Shire of Perenjori
8. Entering into a Rail Terminal Agreement with the Shire of Perenjori;
9. The provision to the Shire of Perenjori evidence of written approval from Main Roads WA of a Traffic Management Plan for the use, egress and ingress of the Mullewa Wubin Road;
10. Entering into a Road Access Agreement with the Shire of Perenjori.

Carried: 7/0

<b>14062.5 ADOPTION OF PLANNING POLICIES</b>
----------------------------------------------

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>ADM 0311</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>PETER MONEY – MCDS</b>
<b>RESPONSIBLE OFFICER:</b>	<b>ALI MILLS – CEO</b>
<b>REPORT DATE:</b>	<b>19 JUNE 2014</b>
<b>ATTACHMENTS:</b>	<b>PLANNING POLICIES</b>

**Executive Summary**

This item recommends the Council formally adopt the Planning Polices that were not correctly adopted in May of 2012.

**Background**

At the Ordinary Council Meeting of 20<sup>th</sup> May 2012 the Council adopted the Town Planning Scheme 2, The Planning Strategy and Planning Policies.

The adoption of the Scheme and Strategy are not questioned but the Council Item did not say which Planning Policies were adopted. Without the clarification of which documents were meant to be adopted, it can be argued that none of the Policies are effectively adopted.

In addition the respective Planning Policy documents are not included in the Minutes of the Meeting which makes it impossible to determine which Polices the Item refers to. Had actual

documents been kept with the Minutes that would have provided sufficient evidence of which Policies were adopted.

As it stands there is no evidence of what Policies were adopted and even the Policy documents themselves do not contain a date of adoption in the appropriate section of the Policy.

I have also contacted the WA Planning Commission as often local governments lodge Planning Policies with the Commission; they have no record of any Planning Policies for the Shire of Perenjori.

#### **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**

This Item will provided certainty to the adoption of the various Planning Policies.

#### **Financial Implications**

Nil

#### **Strategic Implications**

##### ***Area 5: Investing in Councils Capacity – Our Leadership***

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

#### **Consultation**

Internal staff

CEO

#### **Comment**

The Shire needs to ensure that it is acting correctly and though the Policies may have been provided for adoption in May 2012 there is no evidence to that effect; this Item will confirm the adoption.

#### **Voting Requirements – Simple Majority**

##### **Officers Recommendation – Item 14062.5**

That the Council of the Shire of Perenjori under and by virtue of the provisions and powers conferred upon it in that behalf by Local Planning Scheme No. 2, hereby confirms adoption of the following Policies:

Local Planning Policy 1 – Moveable Buildings Policy

Local Planning Policy 3 – Outline Development Plans Policy

Local Planning Policy 4 – Planning Approvals for Single Dwellings Policy

Local Planning Policy 5 – Bed and Breakfast and Tourist Accommodation Policy

Local Planning Policy 6 – Plantations Policy

Local Planning Policy 7 – Rural Residential development Policy  
Local Planning Policy 8 – John Street Development, Perenjori Policy  
Local Planning Policy 9 – Caretaker Dwellings in Industrial Areas Policy

**COUNCIL RESOLUTION – ITEM 14062.5**

**Moved: Cr J Cunningham**

**Seconded: Cr P Waterhouse**

**That the Council of the Shire of Perenjori under and by virtue of the provisions and powers conferred upon it in that behalf by Local Planning Scheme No. 2, hereby confirms adoption of the following Policies:**

**Local Planning Policy 1 – Moveable Buildings Policy**

**Local Planning Policy 3 – Outline Development Plans Policy**

**Local Planning Policy 4 – Planning Approvals for Single Dwellings Policy**

**Local Planning Policy 5 – Bed and Breakfast and Tourist Accommodation Policy**

**Local Planning Policy 6 – Plantations Policy**

**Local Planning Policy 7 – Rural Residential development Policy**

**Local Planning Policy 8 – John Street Development, Perenjori Policy**

**Local Planning Policy 9 – Caretaker Dwellings in Industrial Areas Policy**

**Carried: 7/0**

2.02pm David Fong left the Council Meeting.

<b>14063</b>	<b>ECONOMIC AND COMMUNITY DEVELOPMENT</b>
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**14063.1 BLUES FOR THE BUSH 2014 UPDATE****APPLICANT:** SHIRE OF PERENJORI**FILE:** ADM 0494**DISCLOSURE OF INTEREST:** NIL**AUTHOR:** SAM PARKER – ECDC**RESPONSIBLE OFFICER:** ALI MILLS - CEO**REPORT DATE:** 19 JUNE 2014**ATTACHMENTS:** MILESTONE TABLE**Executive Summary**

This item seeks Council's acceptance of the Blues for the Bush report for the month of May 2014.

**Background**

Council made a 3 year commitment to conduct of the Blues for the bush event, in partnership with Bush Heritage Australia at the ordinary Council meeting held on the 19<sup>th</sup> December 2013, endorsing the following recommendations:

1. *Council endorse the conduct of the Blues for the Bush and Community Open Day to be run in October 2014 and furthermore in 2015 and 2016 in partnership with Bush Heritage Australia.*
2. *That the Shire of Perenjori CEO be authorised to sign the MOU between Bush Heritage Australia and Shire of Perenjori for 2014 -2016.*

The following information provides a summary of actions to date:

**Event Status:**

The Event Team has made solid progress to complete 'Phase 1' of the project. This first phase has centered on establishing plans and guidelines for the successful management of the project. This fundamental stage has laid the foundations for the Event Team to now to build a high quality creative, family focused and safe event.

During May, the Event Team has moved our focus from planning into 'Phase 2' being the implementation of a Marketing and Promotional Plan for the event as well as ensuring the logistic and site supply requirements of the event are in place.

The key occurrences in May have been the delivery of the event's Marketing and Communication Plan, the contracting of the Site Manager and Creative Director and securing the Headline Act for the concert.

In June, the Event Team will focus on developing a safe site plan, ensuring relevant compliance is addresses, rolling out the marketing and promotional plan and finalizing the Open Day program.

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

**Budget and Expenditure:**

To date, the following income and expenditure has been registered for the event.

## INCOME

- \$30,000 Shire of Perenjori Contribution

## EXPENDITURE

- \$4,713.50 Project Management
- \$615.93 Over the Road Banner
- \$500.00 (approx.) Local Advertising
- \$6,663 deposit on ablutions;

Upcoming expenditure that can be expected that within the next month include:

- \$1,485 deposit on sound and lighting;
- \$6,663 deposit on ablutions;
- \$4,714 project management;
- \$2,000 approx. design work;
- \$1,980 deposit on stage;

The Event Team has not identified any new budgetary concerns. The issue of site fencing being considerably over budget has been rectified. This is because the amount of Site fencing will be significantly decreased from 2013 and the fence used will be reconsidered and more cost effective – and aesthetically pleasing. Confirmation received from the Department of Racing, Gaming & Liquor regarding fencing of a licensed premise has resulted in the site plan being developed utilizing less perimeter fencing and alternative materials.

**Key Event Logistics:**

Theaker Von Ziarno has been appointed as Site Manager for the project.

Theaker is a very experienced festival (aerial performer) as well as creative director, site manager and rigger. Theaker brings a wealth of knowledge and skills to the Event Team having worked on festivals in many regional and rural sites as well as many renowned international events. Theaker's bio and background is available at her website [www.artyms.com](http://www.artyms.com). Can you also identify that the site plan will be submitted to the appropriate body as per our discussions – by which date??

Theaker will be meeting with the Event Team in early June to develop the site scope and identify the key site requirements which will lead to the design of the first version of the Event Site Plan by the 20<sup>th</sup> June.

This Site Plan will then facilitate employing all site suppliers and logistical requirements.

Local emergency services (St John Ambulance, DFES and Police) have been contacted regarding their involvement with the event and will provide assistance in the development of the sites emergency response and risk management plans.

**Bar and Catering:**

No Perenjori based community group or organisation has taken up the offer to cater for the Blues for the Bush as a fundraising opportunity. Suitable caterers have therefore been sought from outside of the region. Left of Centre's Catering Coordinator has registered interest from various food vans and mobile caterers and will work with the Event Team's in securing suitable catering vendors.

During June, Sam Parker will be inviting the community to lodge expressions of interest for the management of the event's bar. The Catering Coordinator has also contacted the Carnamah Perenjori Football Club with an invitation to explore the option of managing the bar.

Depending on the community response, a list of requirements for the management of the bar will be developed with the direction of the Steering Committee for consideration. This will ensure any alcohol is served in line with licensing requirements and that the event remains a safe and enjoyable experience for all attendees.

By the end of June a suitable bar management arrangement will be finalized as well as most catering vendors being confirmed. Following this, the correct liquor license will be applied for as well as the required approval forms lodged by the vendors wishing to operate food outlets.

**Program:**

Theaker has also taken on the role of Creative Director for the event. She will add considerable value to the Open Day program while initiating projects to help the event meet its objective to 'engage, inspire and delight' its audience.

The first meeting with Theaker will involve the mapping of the first draft of the Open Day program and firming up the themes for the day.

As per the Key Milestones, the 1<sup>st</sup> Draft for the Open Day Program will be available by the 13<sup>th</sup> June.

The line-up for the Blues for the Bush Concert is almost complete with the following the intended performers.

Hat Fitz and Cara (QLD) <http://www.hatfitzcara.net/>

Chris Russell's Chicken Walk (VIC) <http://chrisrussellschickenwalk.com/>

The Yearlings featuring Sara Tindley (SA) [www.theyearlings.net](http://www.theyearlings.net) [www.saratindley.com](http://www.saratindley.com)

Junior Bowles (WA) [www.juniorbowles.com](http://www.juniorbowles.com)

**Marketing:**

The Event Team has presented the Marketing and Communications Plan for the event. This includes the schedules for paid advertising (local and regional), social media, web blogs and updates, e-circulars, media (radio) interviews and media releases.

The Marketing Matrix, which is available to view online at: <https://www.tomsplanner.com/public/b4b> using password: charlesdarwinreserve, offers the best overview of the planned marketing activities.

The implementation of the planned marketing activities has begun with the event's marketing and social media coordinator meeting with Geraldton Newspapers and establishing a sponsorship arrangement that will see a dollar for dollar contribution to advertising in the Mid West Times and Geraldton Guardian along with considerable editorial support.

The event's facebook page is being updated and developed to increase the number of followers the event page has. Targeted campaigns form part of the overall marketing approach and will be aimed at engaging with followers and selling tickets.

The first media release for the event is being developed for distribution the week of June 16<sup>th</sup> which marks the roll out of the media campaign. Promotional activities and schedules will follow on from this date with the most condensed activities taking place in line with ticket sales period from 1 July to the event.

Content and storylines for media releases and blogs will be decided upon as the Program for the Open Day is developed. Communications between the Event Team and BHA and SOP will ensure all media materials are shared with each organisation prior to distribution.

A 10m x 1m promotional banner has been delivered to the Shire for erection over the main road in Perenjori.

During the next month the marketing activities will see:

- Update to the [www.bluesforthebush.org.au](http://www.bluesforthebush.org.au) website;
- Event blogs;
- Implementation of the media release schedule;
- Distribution of an e-circular to all related databases;
- Advertising in local print publications;
- Ongoing updates to the events social media pages/profiles;

**Key Milestones:**

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

- Blues for the Bush Headliner booked;
- Marketing & Media Plan developed and adopted.

During June, the Event Team will focus on reaching following key milestones:

- 1<sup>st</sup> Draft of the Open Day Program, due 13<sup>th</sup> June
- 1<sup>st</sup> Site Plan Developed, due 20<sup>th</sup> June
- Key Suppliers Confirmed, due 27<sup>th</sup> June
- Open Day Program & Blues for the Bush Concert Line Up Confirmed, due 27<sup>th</sup> June

Once event funding is secured funding bodies and sponsors to be included in the advertising campaigns which kick –off in early July.

In addition to the above milestones, the Event Team will progress with:

- Implementing the Marketing Campaign;
- Securing an Organisation to manage the Bar;
- Supporting the Steering Committee to set concert ticket prices;
- Developing ticketing systems for the 1<sup>st</sup> July ticket opening date;
- Conducting a 2<sup>nd</sup> Site visit;

**Statutory Environment**

Nil

**Policy Implications**

Nil

**Financial Implications**

There will be financial implications for the 2014/15 budget, for \$40,000, and proposed equal commitments for 2015/16 and 2016/17 budgets.

**Strategic Implications****Area 1: Infrastructure and Natural Assets - Our Natural and Built Environment**

*Goal: A community that develops and lives sustainably in a thriving natural and quality built environment, which meets current and future community needs.*

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

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

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

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

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

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

**Consultation**

Bush Heritage Australia, Left of Centre, ECDC, CEO

**Comment**

The planning for the event is progressing well, and having the site manager now on board is a huge plus for the project. Having experience in providing site management as well as performing internationally will only enhance the experience of guests at the Blues for the Bush Concert and Open Day.

**Voting Requirements – Simple Majority****Officers Recommendation – Item 14063.1**

That Council receive the Blues for the Bush report for May 2014 as presented.

**COUNCIL RESOLUTION – ITEM 14063.1**

**Moved:** Cr G Reid

**Seconded:** Cr L Butler

**That Council receive the Blues for the Bush report for May 2014 as presented.**

**Carried: 7/0**

2.11pm Cr J Hirsch left the Council Chambers and did not participate in the next item 14063.2 Disability Access Inclusion Plan Progress Report.

**14063.2 DISABILITY ACCESS INCLUSION PLAN PROGRESS REPORT**

<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>SAM PARKER – ECDC</b>
<b>RESPONSIBLE OFFICER:</b>	<b>ALI MILLS - CEO</b>
<b>REPORT DATE:</b>	<b>19 JUNE 2014</b>
<b>ATTACHMENTS:</b>	<b>DAIP PROGRESS REPORT</b>

**Executive Summary**

This item seeks council's approval for the Disability Access and Inclusion Plan progress report, 2013/14 in order submit it to the Disability Services Commission to meet our compliance obligations.

**Background**

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

Some of the key items delivered include:

- An accessible website
- Accessibility aspects included in any planning.
- Directly referenced in event planning ensuring accessibility for all guest
- Work due to commence shortly on priority parking areas on the main street in Perenjori.

Council endorsed the Disability Access and Inclusion Plan in June 2013

***COUNCIL RESOLUTION – Item 13062.3***

***Moved: Cr L Butler***

***Seconded: Cr J Cunningham***

***Council adopt the proposed Draft Disability Access and Inclusion Plan.***

***Carried: 6/0***

*Part of the requirement for this process is the submission of an annual Disability Access and Inclusion Plan progress report.*

**Statutory Environment**

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

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

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

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

a) progress made by the relevant public authority and any agents and contractors of the relevant public authority in achieving the desired outcomes specified in Schedule 3; and

b) the strategies implemented by the relevant public authority to inform its agents and contractors of its disability access and inclusion plan”.

#### **Policy Implications**

Ensures Compliance with Local Government Act 1995.

#### **Financial Implications**

Nil

#### **Strategic Implications**

### **Area 3: People and place – Our Community**

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

#### **Consultation**

Community, Shire Staff and CEO

#### **Comment**

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

#### **Voting Requirements – Simple Majority**

<b>Officers Recommendation – Item 14063.2</b>
<p>1. That Council accept the Disability Access and Inclusion Plan Progress Report for the period of 2013/14, as presented.</p> <p>2. That the progress report is submitted to the Disability Services Commission by 4<sup>th</sup> July 2014.</p>

**COUNCIL RESOLUTION – ITEM 14063.2**

Moved: Cr L Smith

Seconded: Cr J Cunningham

1. That Council accept the Disability Access and Inclusion Plan Progress Report for the period of 2013/14, as presented.
2. That the progress report is submitted to the Disability Services Commission by 4<sup>th</sup> July 2014.

Carried: 6/0

2.15pm Cr J Hirsch returned to the Council Chambers

**14063.3 PERENJORI PUBLIC BENEFIT TRUST - ALLOCATIONS**

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>ADM 0430</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>SAM PARKER – ECDC</b>
<b>RESPONSIBLE OFFICER:</b>	<b>ALI MILLS - CEO</b>
<b>REPORT DATE:</b>	<b>19 JUNE 2014</b>
<b>ATTACHMENTS:</b>	<b>MINUTES</b>

**Executive Summary**

The purpose of this report is for Council to receive the minutes of meeting held on 29<sup>th</sup> May 2014.

**Background**

Council awarded the Perenjori Public Benefit Trust Committee delegated authority in the November 2012 council meeting under Section 5.6 of the Local Government Act 1995.

The Committee meet twice a year, to discuss funding applications presented for projects that will be delivered within the Shire of Perenjori that will benefit residents within the Shire. The Committee is Chaired by the Shire President, and has a community representative, and representatives from both Mount Gibson Mining and SinoSteel,

In this latest round, there were 7 applications totalling approximately \$104,000.

The Committee approved the funding application outlined below:

***Perenjori Golf Club - \$17472.00 for Synthetic turf installation on the Golf Tees.***

***Latham Bowling Club - \$8569.00 for outdoor seating.***

***Perenjori RSL - \$2530.00 for the installation of new windows for the RSL building.***

***Perenjori Centenary Book- \$31,000 for the publishing of "Sound of the Cockies"***

**Statutory Environment**

Nil

**Policy Implications**

Nil

**Financial Implications**

Perenjori Public Benefit Trust guidelines

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

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

**Consultation**

Perenjori Public Benefit Trust Committee.

**Comment**

Community groups across the Shire are fully aware of the grants, with each round becoming more competitive.

**Voting Requirements – Simple Majority****Officers Recommendation – Item 14063.3**

**That Council receive and accept the minutes of the Perenjori Public Benefit Trust meeting held on 29<sup>th</sup> May 2014.**

**COUNCIL RESOLUTION – ITEM 14063.3**

**Moved: Cr L Smith**

**Seconded: Cr P Waterhouse**

**That Council receive and accept the minutes of the Perenjori Public Benefit Trust meeting held on 29<sup>th</sup> May 2014.**

**Carried: 7/0**

**14063.4 HACC USE OF SPORTS PAVILION – WAIVERING OF FEES REQUEST**

**APPLICANT: HOME AND COMMUNITY CARE TEAM**

**FILE: ADM 0051**

**DISCLOSURE OF INTEREST: NIL**

**AUTHOR: SAM PARKER – ECDC**

**RESPONSIBLE OFFICER: ALI MILLS - CEO**

**REPORT DATE: 19 JUNE 2014**

**ATTACHMENTS: NIL**

**Executive Summary**

This item seeks approval from Council to waive the fees of hiring of the Pavilion for senior activities which the Home and Community Care (HACC) program.

**Background**

The HACC team are looking to move their activity sessions for seniors from the Sports Club to the Perenjori Sports Pavilion. HACC are looking to organise more frequent and a wider variety of activities.

The reason for the move is the requirement for more space to run different kinds of activities, and the current costs at the Perenjori Sports Club are difficult to manage.

By being able to use the pavilion, HACC will be able to offer more frequency and variety of activities to senior members of the community. They do a great job, in supporting the senior community members and providing opportunities for them to come together and reduce the feelings of rural isolation. This will be for the period of 2014/2015 financial and will be reviewed on an annual basis.

The HACC group meets all the criteria set out in the Shire of Perenjori Donations Policy that was endorsed by Council on 21<sup>st</sup> March 2014.

**Statutory Environment**

Nil

**Policy Implications**

On the 21<sup>st</sup> March 2013 Council endorsed the adoption of the Donations Policy. The policy has a section including General Donations which state:

***General Community Donations***

*Council will consider donations to the community, subject to the adoption of a budget for that purpose on an as need basis. Applicants for a Council donation must be able to demonstrate that they can:*

- *Meet an identified social need of the Perenjori community in accordance with Council's Community Strategy or other relevant social planning documents;*
- *Effectively deliver the project; and*
- *Provide value for money.*

**Financial Implications**

The implications are approximately \$5400 per annum based on HACC using the pavilion 1 day a week for 45 weeks of the year.

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

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

**Consultation**

HACC, Seniors and CEO

**Comment**

A number of senior residents in both Perenjori and Latham currently access Home Care services, and this is a valuable resource that is available to the Shire's residents. The weekly activities provide opportunity for seniors to socialize together.

**Voting Requirements – Simple Majority****Officers Recommendation – Item 14063.4**

1. Council waive the Perenjori Sports Pavilion hire fees for one day per week for HACC activities during the 2014/15 Financial year.

Or

2. Council set a discounted rate for the HACC to hire the Perenjori Sports Pavilion.

Or

3. Council decline to waive the hire fees for HACC for the hire of Perenjori Sports Pavilion.

**COUNCIL RESOLUTION – ITEM 14063.4**

Moved: Cr J Hirsch

Seconded: Cr L Smith

Council waive the Perenjori Sports Pavilion hire fees for one day per week for HACC activities during the 2014/15 Financial year.

Carried: 7/0

**14063.5 REQUEST FROM THE PERENJORI PLAYGROUP FOR SUPPORT FOR CLEANING**

**APPLICANT: PERENJORI PLAYGROUP**

**FILE: ADM 0051**

**DISCLOSURE OF INTEREST: NIL**

**AUTHOR: SAM PARKER – ECDC**

**RESPONSIBLE OFFICER: ALI MILLS - CEO**

**REPORT DATE: 19 JUNE 2014**

**ATTACHMENTS: NIL**

**Executive Summary**

This item seeks Council's consideration of the Perenjori Play Group's request for financial support in the cleaning of the RSL Building they currently use.

**Background**

The Perenjori Playgroup have placed a request in writing for support from the Shire with regards to the cleaning of the RSL building, which is currently used to run the playgroup from.

Perenjori Playgroup are requesting fully subsidised or part subsidised support, to cover the costs of a paid cleaning service.

The membership base has declined, and the cleaning was previously conducted on a voluntary roster. With the reduced numbers the capacity of the volunteers has been significantly reduced and is no longer possible. The request asks for a cleaner once a fortnight for a period of two hours each time.

The Public Benefit Trust is not appropriate for this purpose as the guidelines state that the Trust won't support operational costs.

The Perenjori Playgroup's request does meet the criteria set out in the Donations Policy endorsed by Council on 21<sup>st</sup> March 2013.

#### **Policy Implications**

On the 21<sup>st</sup> March 2013 Council endorsed the adoption of the Donations Policy. The policy has a section including General Donations which state:

#### ***General Community Donations***

*Council will consider donations to the community, subject to the adoption of a budget for that purpose on an as need basis. Applicants for a Council donation must be able to demonstrate that they can:*

- *Meet an identified social need of the Perenjori community in accordance with Council's Community Strategy or other relevant social planning documents;*
- *Effectively deliver the project; and*
- *Provide value for money.*

#### **Statutory Environment**

Nil

#### **Financial Implications**

The financial implication for the year of would be expected to be approx. \$2000.

#### **Strategic Implications**

#### **Area 3: People and place – Our Community**

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

#### **Consultation**

Playgroup, CEO and MCDS

#### **Comment**

There are a number of options presented to Council for consideration, with the Perenjori Early Childhood Centre not due for completion until later in 2014, the playgroup are using the RSL building.

The potential positive PR the Shire could receive from supporting this request could provide a return on the investment.

#### **Voting Requirements – Simple Majority**

**Officers Recommendation – Item 14063.5**

1. Council fully subsidise the cleaning of the building with donation of \$2000 to the Perenjori Playgroup.

Or

2. Arrange for the Shire of Perenjori Cleaning staff to undertake the work of cleaning the Perenjori RSL Building as part of their cleaning duties.

Or

3. Make a smaller donation to the Perenjori Playgroup in support of their request.

Or

4. Decline the request from the Perenjori Playgroup.

**COUNCIL RESOLUTION – ITEM 14063.5**

**Moved: Cr J Hirsch**

**Seconded: Cr P Waterhouse**

**That Council declines the request from the Perenjori Playgroup for support funding for the cleaning of the playgroup building.**

**Carried: 7/0**

**2.21pm Sam Parker left the Council Meeting.**

**2.22pm Cr Hirsch Left the Council Chambers.**

**2.23pm Cr Hirsch returned to the Council Chambers.**

<b>14064</b>	<b>INFRASTRUCTURE SERVICES</b>
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**14064.1 ROAD MAINTENANCE MAY 2014**

**APPLICANT:** SHIRE OF PERENJORI  
**FILE:** NIL  
**DISCLOSURE OF INTEREST:** NIL  
**AUTHOR:** KEN MARKHAM – MIS  
**RESPONSIBLE OFFICER:** KEN MARKHAM – MIS  
**REPORT DATE:** 19 JUNE 2014  
**ATTACHMENTS:** MAP

**Executive Summary**

Listed are the roads graded for the month of May 2014.

Rabbit Proof Fence road	Baxter road
Kings road	Smith road
Mason road	Sutherland road
Grant road	Koolanooka South road
Odea road	Young road
Hill road	Olden road
Cunningham road	Payne road
Bowgada East road	Bestry road
Solomon road	Sharpe road

**Background**

Nil

**Statutory Environment**

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

**Policy Implications**

Nil

**Financial Implications**

As per road maintenance budget

**Strategic Implications**

Area 1: Infrastructure and Natural Assets – Our Natural and Built Environment

Goal: A Community that develops and lives sustainably in a thriving natural and quality built environment, which meets current and future community needs

**Consultation**

Works Supervisor  
 Maintenance Crew

**Comment**

Maintenance grading carried out for the month of May 2014 was done by Council graders and a contractor. A culvert was found collapsed on Grant road whilst the grader was working on the road and will need to be replaced. The contractor graded Warriedar Coppermine road.

**Voting Requirements – Simple Majority**

<b>Officers and Committees Recommendation – Item 14064.1</b>
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That the road maintenance report for May 2014 be accepted as presented.
-------------------------------------------------------------------------

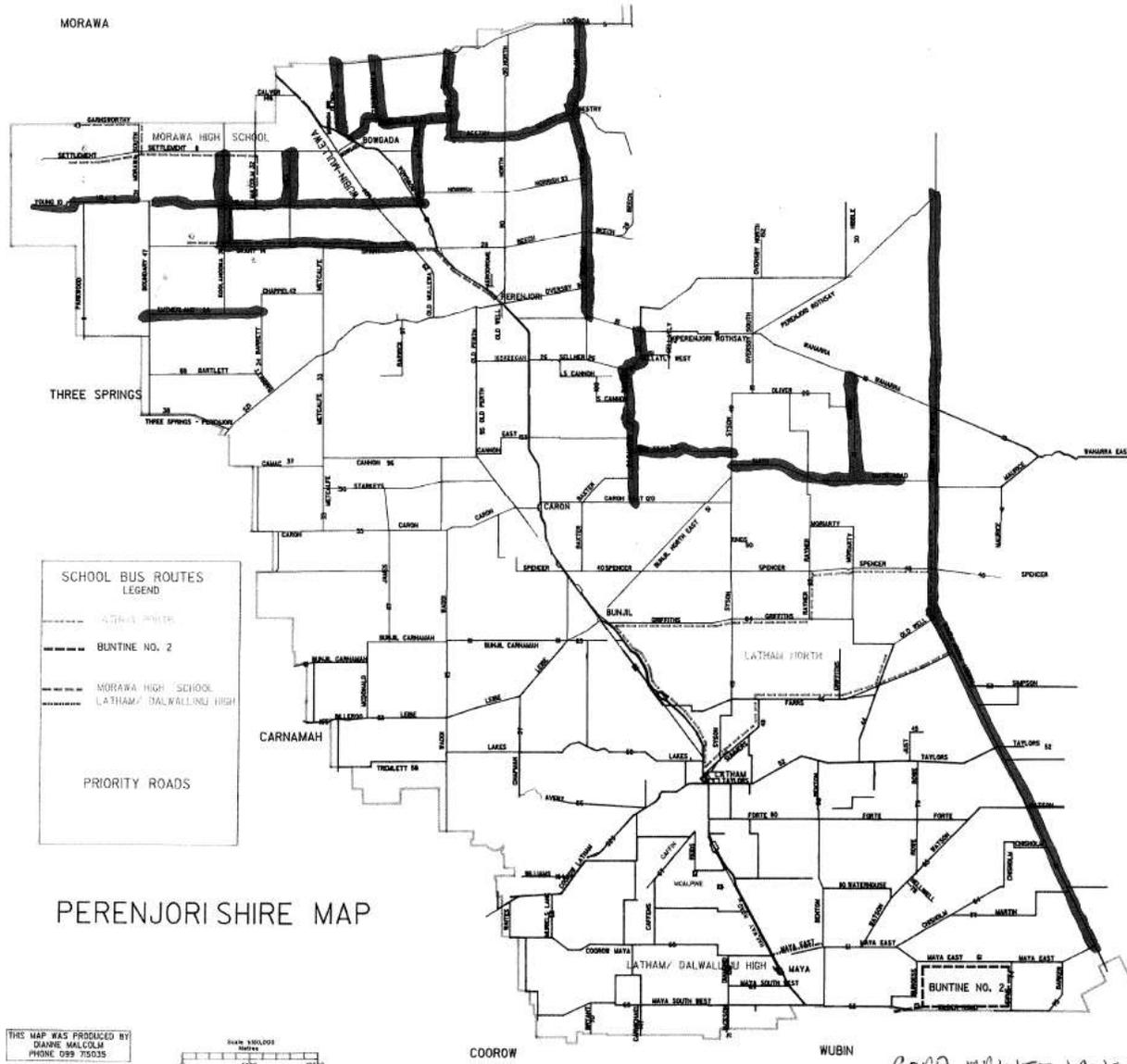
<b>COUNCIL RESOLUTION – ITEM 14064.1</b>
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**Moved: Cr L Butler**

**Seconded: Cr G Reid**

**That the road maintenance report for May 2014 be accepted as presented.**

**Carried: 7/0**



THIS MAP WAS PRODUCED BY  
DARNE MALCOLM  
PHONE 099 750035



COOROW

WUBIN

ROAD MAINTENANCE MAY 14

**14064.2 PROPOSED PLANT REPLACEMENT BUDGET**

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>ADM 0339</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>KEN MARKHAM – MIS</b>
<b>RESPONSIBLE OFFICER:</b>	<b>KEN MARKHAM – MIS</b>
<b>REPORT DATE:</b>	<b>19 JUNE 2014</b>
<b>ATTACHMENTS:</b>	<b>SPREADSHEET</b>

**Executive Summary**

The 10 year plant replacement budget has been reviewed and is being presented for Committee discussion and recommendation to Council for the 2014/2015 financial year.

**Background**

The 10 year Plant replacement program was developed to assist the Perenjori Shire Council with the management of its plant and vehicle fleet, providing optimum replacement timeframes.

The following changes have been made to the plant replacement budget;

- A new ride on mower has been added to the budget for the Latham Golf Club.
- A new set of gang mowers for the Perenjori oval/hockey grounds.
- The Community bus has been included in the plant replacement spreadsheet.

To accommodate these additions, two utilities have moved to the 2015/2016 financial year.

The replacement of the grader, which is Council owned is currently in the program as an outright purchase.

The Chief Executive Officers vehicle is now scheduled for replacement every two years, as opposed to every year.

The other vehicles scheduled for replacement are the gardeners Hino tipper and the Manager Corporate and Development Services vehicle.

**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**

The proposed plant replacement will require up to \$512,000 worth of funding. This will reduce by \$240,000 if the grader is leased and if a grant can be secured for the community bus.

**Strategic Implications**

Area 1: Infrastructure and Natural Assets – Our Natural and Built Environment

Goal: A Community that develops and lives sustainably in a thriving natural and quality built environment, which meets current and future community needs

**Consultation**

Works Supervisor

Chief Executive Officer

**Comment**

The addition of a new ride on mower for the Latham Golf Club is due to the current machines becoming increasingly unreliable and requiring extensive repairs to keep them going.

The proposal for a set of gang mowers for the oval and hockey ground is to significantly reduce the time the gardener spends on mowing these two areas with the current mower. It is proposed to keep the existing mower for use in the other areas of the Parks and gardens. This would be scheduled for replacement in the 2015/16 financial year.

The community bus has been included in the schedule and hopefully a grant can be secured to assist with the replacement. There are some funds in the reserve, but for the last 4- 5 years we have obtained prices to replace the bus and have not had sufficient funds.

The Volvo grader is due for replacement and this machine is Council owned. A decision will need to be made as to whether to lease the new one or to purchase outright. The current program has allowed to purchase, but will need to be determined as the budget process occurs, to see if purchasing can be afforded.

**Voting Requirements – Simple Majority****Officers and Committee Recommendation – Item 14064.2**

That the Plant and Works Committee review the proposed 10 year plant replacement program for 2014/2015 Budget.

**COUNCIL RESOLUTION – ITEM 14064.2**

Moved: Cr L Butler

Seconded: Cr P Waterhouse

That the Plant and Works Committee receives the review of the proposed 10 year plant replacement program for 2014/2015 Budget.

Carried: 7/0

**14064.3 DRAFT ROAD PROGRAM 2014/15**

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>ADM 0339</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>KEN MARKHAM – MIS</b>
<b>RESPONSIBLE OFFICER:</b>	<b>KEN MARKHAM – MIS</b>
<b>REPORT DATE:</b>	<b>19 JUNE 2014</b>
<b>ATTACHMENTS:</b>	<b>SPREADSHEET</b>

**Executive Summary**

A draft road program for the 2014/15 financial year has been prepared for review by the Plant and Works Committee.

**Background**

Each year a draft road program is presented to Council for consideration and adoption for the upcoming financial year.

This year's road program is unknown in some areas due to a delay in regards to funding for Regional Road Group. If these funds are reduced there will need to be changes made to the program. There is currently \$1.935 million dollars in Council and Regional Road Group funds proposed for several projects. The road program is based on assumptions that the funding that was originally approved for several Regional Road Group projects is forthcoming.

There are some additions to the previously proposed program with the addition of Metcalfe, Caron and Sutherland roads. For several years there have been requests for works to be carried out on Metcalfe road, between Perenjori Carnamah and Grant roads. The proposed works on Caron road will complete the gravelling of the road that has had previous works carried out. There is a section of Sutherland road at the Western end that requires some gravel and drainage works.

To enable the Perenjori Shire to deliver this road program, the use of contractors will be needed to assist. The Regional Road Group projects on the Perenjori Rothsay road will be the main area where contractors would need to be utilised due to the size of the project.

**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**

The proposed budget for the 2014/15 road program is currently at \$3.72 million dollars of which Council needs to allocate \$1,684,710 of Council and FAG's money.

**Strategic Implications**

Area 1: Infrastructure and Natural Assets – Our Natural and Built Environment

Goal: A Community that develops and lives sustainably in a thriving natural and quality built environment, which meets current and future community needs

#### **Consultation**

Main Roads

CEO

Council

#### **Comment**

If all funding is forthcoming for the RRG projects, the proposed road program will be the biggest that we have undertaken. This will require utilization of contractors to assist in delivering the program. We have been using contractors for several years now and more so this financial year due to staffing issues.

#### **Voting Requirements – Simple Majority**

#### **Officers and Committee Recommendation – Item 14064.3**

That the Plant and Works Committee review the draft road program for 2014/15 for recommendation to Council in the 2014/15 budget.

#### **COUNCIL RESOLUTION – ITEM 14064.3**

Council decided that Item 14064.3 lay on the table until the next Council meeting due to new information just arriving from Main Roads which will impact on the Road Program presented.

#### **14064.4 RESTRICTED ACCESS VEHICLE ROUTE RE-ASSESSMENTS**

**APPLICANT:** SHIRE OF PERENJORI  
**FILE:** ADM0172  
**DISCLOSURE OF INTEREST:** NIL  
**AUTHOR:** KEN MARKHAM – MIS  
**RESPONSIBLE OFFICER:** KEN MARKHAM – MIS  
**REPORT DATE:** 19 JUNE 2014  
**ATTACHMENTS:** LETTERS

#### **Executive Summary**

This report provides feedback from the applications sent to Main Roads for the re-assessment of the RAV's on roads put forward by the Perenjori Shire Council from a review of the road network

#### **Background**

The Perenjori Shire held a workshop in late 2013 to review the road network and the RAV classifications on each of the roads. The changes were forwarded to Main Roads for re-assessment. Letters have been received in regards to several roads where they did not meet the guidelines for RAV changes.

The following list of roads is what has been received to date from the requests sent to Main Roads for the RAV assessments.

- Keogh road- Current network 5, requested network 6. Pavement width needs widening and swept paths upgrade on intersection of Solomon/ Keogh roads.
- Morawa South road – current network 5, requested network 7. Requires swept path upgrade with Hill road.
- Boundary road- current network 4, requested network 7. Requires widening.
- Hill road – current network 4, requested network 7. Road widening required and swept path with intersection of Morawa South road needs upgrading.
- Parkwood road- current as of right, requested network 5. Requires significant widening at the Southern end. Intersection works required with Young/ Hill roads.
- Sutherland road – current network 4, requested network 5. Requires intersection works with Boundary road.

If these roads are to be accepted, then works will need to be carried out to have them meet the requirements of the requested RAV upgrade. Most of the works involve widening and swept paths of intersections.

#### **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**

Works would require costing and inclusion into road program.

#### **Strategic Implications**

Area 1: Infrastructure and Natural Assets – Our Natural and Built Environment

Goal: A Community that develops and lives sustainably in a thriving natural and quality built environment, which meets current and future community needs

#### **Consultation**

Council

Main Roads

#### **Comment**

The majority of works required would be fairly straight forward.

Parkwood road needs a fair amount of vegetation clearing to enable the widening of the pavement to be done.

The requirements for Boundary road could be deferred until we apply and receive RRG funds to continue the seal widening.

Some of the swept path requirements for intersections will need to be assessed on ground as to whether the works can be done without land acquisitions.

#### **Voting Requirements – Simple Majority**

Nil

**Officers and Committee Recommendation – Item 14064.4**

That the comments regarding the Restricted Access Vehicle re-assessments be noted and the upgrade works for the following roads be approved/ not approved to allow the roads to be either accepted for their RAV changes or remain as they are:

1. Keogh road – Upgrade works the pavement width and intersection swept path with Solomon road be approved, to allow for the network upgrade to network 6.
2. Morawa South road – Upgrade works to intersection with Hill road be approved, to allow for the network upgrade to network 7. When funding becomes available.
3. Boundary road – Upgrade works to the pavement width be approved, to allow for the network upgrade to network 7. When funding becomes available.
4. Hill road – Upgrade works to the pavement width and intersection swept paths with Morawa South road be approved, to allow for the network upgrade of a network 7. When funding becomes available.
5. Parkwood road – Upgrade works to the pavement width and intersection swept paths with Hill/ Young roads be approved, to allow for the network upgrade to network 5. Once clearing permits have been obtained and funding becomes available.
6. Sutherland road – Upgrade works to the intersection swept paths with Boundary road be approved to allow for the network upgrade to a network 5.

**COUNCIL RESOLUTION – ITEM 14064.4**

**Moved: Cr L Butler**

**Seconded: Cr G Reid**

**That the comments regarding the Restricted Access Vehicle re-assessments be noted and the upgrade works for the following roads be approved to allow the roads to be either accepted for their RAV changes or remain as they are:**

- 1. Keogh road – Upgrade works the pavement width and intersection swept path with Solomon road be approved, to allow for the network upgrade to network 6.**
- 2. Morawa South road – Upgrade works to intersection with Hill road be approved, to allow for the network upgrade to network 7. When funding becomes available.**
- 3. Boundary road – Upgrade works to the pavement width be approved, to allow for the network upgrade to network 7. When funding becomes available.**
- 4. Hill road – Upgrade works to the pavement width and intersection swept paths with Morawa South road be approved, to allow for the network upgrade of a network 7. When funding becomes available.**
- 5. Parkwood road – Upgrade works to the pavement width and intersection swept paths with Hill/ Young roads be approved, to allow for the network upgrade to network 5. Once clearing permits have been obtained and funding becomes available.**
- 6. Sutherland road – Upgrade works to the intersection swept paths with Boundary road be approved to allow for the network upgrade to a network 5.**

**Carried: 7/0**

Moved: Cr L Butler

Seconded: Cr L Smith

That for the next Item 140645.1 Review of Staffing Positions, Council close the meeting to the public and Shire staff excepting the CEO. Council raised the need to discuss matters affecting employees.

Carried: 7/0

2.36pm Peter Money, Ken Markham and Carla Parker left the Council Chambers.

<b>14065 GOVERNANCE</b>
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<b>14065.1 REVIEW OF STAFFING POSITIONS: ECONOMIC AND COMMUNITY DEVELOPMENT COORDINATOR (ECDC) AND EXECUTIVE OFFICER (EO)</b>
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**APPLICANT:** SHIRE OF PERENJORI  
**FILE:** ADM 0398  
**DISCLOSURE OF INTEREST:** NIL  
**AUTHOR:** ALI MILLS – CEO  
**RESPONSIBLE OFFICER:** ALI MILLS – CEO  
**REPORT DATE:** 19 JUNE 2014  
**ATTACHMENTS:** POSITION DESCRIPTIONS

**Executive Summary**

This report seeks the support of Council for the review and changing of the ECDC and EO positions role and functions.

**Background**

Council supported an Organisational review and restructure in August 2013, which supported the following:

1. *That Council supports the revised organisation structure as presented in the Organisation Chart July 2013, including:*
  - a. *Manager of Corporate and Development Services position,*
  - b. *Title and role changes for the Community Development Officer to Coordinator of Economic and Community Development, and*
  - c. *Works Supervisor to become the Manager of Infrastructure Services, and the current Leading Hand to become the Works Supervisor.*

**ECDC Position**

The ECDC position is recognised as a Senior Designated Employee within the Delegation's Register 2013, with new incumbents requiring the endorsement of Council.

The existing incumbent, Sam Parker has resigned from the position providing three months' notice as per the employment contract. Sam Parker will leave this position on the July 18<sup>th</sup> 2014. The review of the role and function of the Community Development Officer position in

August 2013 aimed to include economic development recognizing the importance of this area which accordingly resulted in a title change of the position. It was also intended to increase the level of responsibility with the Aquatic Centre being placed within the positions portfolio area. The position as is does offer a very attractive package, including a Senior Level Officer salary, house and car benefits. The extension of the role to take on additional areas and responsibilities coincided with a very busy time within operations where the CEO was very internally focused.

It is now timely to review the role and function of this position with the resignation of Sam Parker, and the changes achieved within operations across the organisation. The area of economic development is very strategically focused and is appropriate for the CEO to be leading and driving.

The area of Community Development, in particular community communications and community engagement is requiring attention with consistent practices needing to take place ensuring the community is being kept well informed and engaged. The level of skills and experience required to fulfil this position is considered less than that of a more Senior Officer position at a Coordinator level.

Comparison with other like positions in regional areas does indicate there is room for small reductions across the salary and benefits of the remuneration package.

Recent advertising of the position as the Community Development Officer has attracted 16 applications, 7 being very good quality with considerable experience, knowledge and skills. The Shire President, CEO and MCDS will conduct interviews.

It is proposed to leave the position as a Senior Employee enabling continued Council involvement and endorsement of any replacements, however the title and level of responsibilities will change.

#### **EO Position**

The EO role was very focused on supporting the CEO and Council ensuring the areas of Governance and Property Management were brought in line with standards and compliance requirements. This role was vital in providing that support particularly over the past year with a number of areas needing attention. The current incumbent, Carla Parker has submitted a request for Parenting Leave for a period of 12 months departing on the 23rd July 2014.

It is timely now to review this positions role and function as the work levels have changed with the establishment of set practices within the administration areas. It is proposed that this position will provide some responsibility in leading, monitoring and supporting the small administration team, ensuring multi-skilling is maintained.

The Salary of this position is that of a Senior Officer level, and whilst this level of skill and knowledge has been required it is proposed that this will not need to be maintained for the future. It is proposed to reduce the salary level to be in line with a Senior Administration position of a small Shire.

It is proposed to fill this position with a 12 month contract utilizing the service of Council's previous Aquatic Centre Manager.

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications****Area 5: Investing in Councils Capacity – Our Leadership**

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

**Consultation**

Senior Staff

**Comment**

The vacancies have provided opportunities for review, ensuring we are obtaining maximum benefit from positions, whilst maintaining a strong team approach of support. The changes are not expected to have any detrimental impact on current operations, and in fact will assist in providing clear direction for the new incumbents.

**Voting Requirements - Simple Majority****Officers Recommendation – Item 14065.1**

That Council supports:

- a) The changing of the Economic and Community Development Coordinator position title and role to be, Community Development Officer;
- b) The changing of the title within the Delegations Register 2013;
- c) That Community Development Officer position remains as a designated Senior Employee.

**Moved: Cr L Smith****Seconded: Cr J Cunningham****That Council re-open the meeting to the public and Shire staff.****Carried: 7/0****3.02pm Peter Money, Ken Markham and Carla Parker returned to the Council Chambers****COUNCIL RESOLUTION – ITEM 14065.1****Moved: Cr L Smith****Seconded: Cr J Cunningham****That Council supports:**

- a) **The changing of the Economic and Community Development Coordinator position title and role to be, Community Development Officer;**
- b) **The changing of the title within the Delegations Register 2013;**

- c) That Community Development Officer position remains as a designated Senior Employee.

Carried: 7/0

<b>14065.2 SCHEDULE OF ORDINARY MEETINGS</b>
----------------------------------------------

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>ADM 0398</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>CARLA SANDERSON – EO</b>
<b>RESPONSIBLE OFFICER:</b>	<b>ALI MILLS – CEO</b>
<b>REPORT DATE:</b>	<b>19 JUNE 2014</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

**Executive Summary**

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

**Background**

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.

**Policy Implications**

Nil

**Financial Implications**

Nil

**Strategic Implications**

**Area 5: Investing in Councils Capacity – Our Leadership**

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

**Consultation**

Nil

**Comment**

Ordinary Council Meetings and Finance Committee Meetings have been held in the past on the third Thursday of the months. It is proposed that the Finance Committee Meeting be held on the Wednesday the week prior to the Ordinary Council Meeting.

The proposed schedule reflects this practice. The gazetted public holidays for 2014/15 are set out below. There is no impact on Council's meeting schedule.

Queen's Birthday	Monday 29 September 2014
Christmas Day	Thursday 25 December 2014
Boxing Day	Friday 26 December 2014
New Year's Day	Thursday 1 January 2015
Australia Day	Monday 26 January 2015
Labour Day	Monday 2 March 2015
Good Friday	Friday 3 April 2015
Easter Monday	Monday 6 April 2015
Anzac Day	Saturday 25 April 2015 and Monday 27 April 2015
Foundation Day	Monday 1 June 2015

Possible variations to the Third Thursday of each month at 1.30pm are as follows:

- Council does not generally meet in January.
- Council usually has an evening meeting in November harvest and May during seeding.

#### **Voting Requirements – Simple Majority**

<b>Officers Recommendation – Item 14065.2</b>					
The Council agree to and advertise through Local Public Notice the following schedule of meetings for 2014/2015 to be held in the Shire of Perenjori Council Chambers.					
<b>Finance Committee Meeting Date</b>	<b>Finance Committee Meeting Time</b>	<b>Plant and Works Committee Meeting Time</b>	<b>Ordinary Council Meeting Date</b>	<b>Council Forum Time</b>	<b>Ordinary Council Meeting Time</b>
<b>Wednesday</b>			<b>Thursday</b>		
9 <sup>th</sup> July 2014	4.00pm	5.00pm	17 <sup>th</sup> July 2014	11.00 am	1.30 pm
13 <sup>th</sup> August 2014	4.00pm	5.00pm	21 <sup>st</sup> August 2014	11.00 am	1.30 pm
10 <sup>th</sup> September 2014	4.00pm	5.00pm	18 <sup>th</sup> September 2014	11.00 am	1.30 pm
8 <sup>th</sup> October 2014	4.00pm	5.00pm	16 <sup>th</sup> October 2014	11.00 am	1.30 pm

12 <sup>th</sup> November 2014	4.00pm	5.00pm	20 <sup>th</sup> November 2014	<b>No Forum</b>	<b>7.00 pm</b>
10 <sup>th</sup> December 2014	4.00pm	5.00pm	18 <sup>th</sup> December 2014	11.00 am	1.30 pm
11 <sup>th</sup> February 2015	4.00pm	5.00pm	19 <sup>th</sup> February 2015	11.00 am	1.30 pm
11 <sup>th</sup> March 2015	4.00pm	5.00pm	19 <sup>th</sup> March 2015	11.00 am	1.30 pm
8 <sup>th</sup> April 2015	4.00pm	5.00pm	16 <sup>th</sup> April 2015	11.00 am	1.30 pm
13 <sup>th</sup> May 2015	4.00pm	5.00pm	21 <sup>st</sup> May 2015	<b>No Forum</b>	<b>7.00 pm</b>
10 <sup>th</sup> June 2015	4.00pm	5.00pm	18 <sup>th</sup> June 2015	11.00 am	1.30 pm

<b>COUNCIL RESOLUTION – ITEM 14065.2</b>
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**Moved: Cr J Cunningham**

**Seconded: Cr G Reid**

The Council agree to and advertise through Local Public Notice the following schedule of meetings for 2014/2015 to be held in the Shire of Perenjori Council Chambers.

<b>Finance Committee Meeting Date</b> <b>Wednesday</b>	<b>Finance Committee Meeting Time</b>	<b>Plant and Works Committee Meeting Time</b>	<b>Ordinary Council Meeting Date</b> <b>Thursday</b>	<b>Council Forum Time</b>	<b>Ordinary Council Meeting Time</b>
9 <sup>th</sup> July 2014	4.00pm	5.00pm	17 <sup>th</sup> July 2014	11.00 am	1.30 pm
13 <sup>th</sup> August 2014	4.00pm	5.00pm	21 <sup>st</sup> August 2014	11.00 am	1.30 pm
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12 <sup>th</sup> November 2014	4.00pm	5.00pm	20 <sup>th</sup> November 2014	<b>No Forum</b>	<b>7.00 pm</b>
10 <sup>th</sup> December 2014	4.00pm	5.00pm	18 <sup>th</sup> December 2014	11.00 am	1.30 pm

11 <sup>th</sup> February 2015	4.00pm	5.00pm	19 <sup>th</sup> February 2015	11.00 am	1.30 pm
11 <sup>th</sup> March 2015	4.00pm	5.00pm	19 <sup>th</sup> March 2015	11.00 am	1.30 pm
8 <sup>th</sup> April 2015	4.00pm	5.00pm	16 <sup>th</sup> April 2015	11.00 am	1.30 pm
13 <sup>th</sup> May 2015	4.00pm	5.00pm	21 <sup>st</sup> May 2015	<b>No Forum</b>	<b>7.00 pm</b>
10 <sup>th</sup> June 2015	4.00pm	5.00pm	18 <sup>th</sup> June 2015	11.00 am	1.30 pm

Carried: 7/0

**Disclosure of Impartiality Interest – Item 14065.3 – Cr L Smith**

Cr L Smith declares an impartiality interest in item 14065.3 Request for a Donation to the Perenjori & District Agricultural Society due to being a Committee Member.

**14065.3 REQUEST FOR A DONATION TO THE PERENJORI & DISTRICTS AGRICULTURAL SOCIETY**

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>ADM 0051</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>ALI MILLS-CEO</b>
<b>RESPONSIBLE OFFICER:</b>	<b>ALI MILLS – CEO</b>
<b>REPORT DATE:</b>	<b>19 JUNE 2014</b>
<b>ATTACHMENTS</b>	<b>NIL</b>

**Executive Summary**

This item requests Council consideration of a donation to the Perenjori & Districts Agricultural Society (P&DAS).

**Background**

On the 21<sup>st</sup> March 2013 Council endorsed the adoption of the Donations Policy. The policy has a section including General Donations which state:

***General Community Donations***

*Council will consider donations to the community, subject to the adoption of a budget for that purpose on an as need basis. Applicants for a Council donation must be able to demonstrate that they can:*

- *Meet an identified social need of the Perenjori community in accordance with Council's Community Strategy or other relevant social planning documents;*
- *Effectively deliver the project; and*
- *Provide value for money.*

The P&DAS has presented a letter which asks, "to be considered for the \$5000 from the community funding money if available". P&DAS was referred to the Community Benefit Funding process for application to the recent funding round. P&DAS has been advised their application was unsuccessful. P&DAS has received financial support from Council in the past, and is requesting further assistance from Council this year for a donation of \$5000.

Council has an existing line item in the budget under the Recreation and Culture Function, Acc: 11800 Community Event – Ag Society. Council can each year determine within the budget process the amount allocated to this item. No allocation was made in this year's budget due to a very heavy "culling" process to reduce the deficit.

We are now in a better financial position to support this as expenditure has been less than expected in other areas.

Council's CEO has recently met with the committee to explain and discuss the chain of events that have happened, and addressed any thoughts that may have formed around the importance and value of the P&DAS Show to the Perenjori community. The following points were noted from the meeting:

- Need for communication from P&DAS on expectations and needs, a year in advance to coincide with budgeting process
- Need for communication from Shire on funding status
- Allocation of an Officer to attend P&DAS meetings to assist with communication and Shire support of the event
- The provision of funding and in kind support from the Shire is relied upon and needed
- Decision making on both sides has been based on assumptions based on what may have occurred in previous years
- There needs to be some determination to ensure this situation doesn't arise again, as staffing or Committee membership changes.

#### **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**

The donations Policy provides the perimeters for the offering of donations.

#### **Financial Implications**

\$5000 of unbudgeted expenditure will be required from account 11880 Community Event – Ag Society.

#### **Strategic Implications**

Area 5: Investing in Councils Capacity – Our Leadership

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

### **Consultation**

P&DAS committee

### **Comment**

As stated by Councillors at the Council meeting in May 2014 this is a very important event for the community. As a Shire we are very lucky that there is such enthusiastic and capable community members who take this event on year after year with little reliance on Council and our resources. The \$5000 request is a small price to pay for such great outcomes for our community.

### **Voting Requirements – Simple Majority**

#### **Officers Recommendation – Item 14065.3**

That Council:

1. Allocates a donation of \$\_\_\_\_\_ from the 2013/14 budget to the Perenjori & Districts Agricultural Society to support the conduct of the Annual Show.
2. Continues the allocation of \$\_\_\_\_\_ in the annual budgeting process where possible;
3. Supports the allocation of a Council Officer to attend the P&DAS meetings to ensure communications for the preparation and running of the event are maintained.  
  
and/or
4. Declines the request for financial support for the 2014/15 financial year.

#### **COUNCIL RESOLUTION – ITEM 14065.3**

**Moved: Cr G Reid**

**Seconded: Cr J Cunningham**

**That Council:**

- 1. Allocates an unbudgeted donation of \$5,000 from the 2013/14 budget to the Perenjori & Districts Agricultural Society to support the conduct of the Annual Show. This is to be funded from the CDO Project Expenses account no. 0412.**
- 2. Continues the allocation of sponsorship in the annual budgeting process where possible.**

3. Supports the allocation of a Council Officer to attend the P&DAS meetings to ensure communications for the preparation and running of the event are maintained.

Carried: 7/0 – By Absolute Majority

#### 14065.4 MUNGADA ROAD – ACCESS TO THE PUBLIC

APPLICANT:	SHIRE OF PERENJORI
FILE:	R142
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	ALI MILLS-CEO
RESPONSIBLE OFFICER:	ALI MILLS – CEO
REPORT DATE:	19 JUNE 2014
ATTACHMENTS	MAP

#### Executive Summary

This item requests Council write to Karara Mining Limited (KML) to formally request public access to Mungada Road.

#### Background

Mungada Road has presented a number of queries in relation to ownership, access, control and overall responsibility for some time. KML have challenged this recently with Council's CEO setting up a meeting with Main roads, KML and the Shire.

The meeting was held at the Shire on the 21<sup>st</sup> May 2014 with the aim of determining who is the road "owner" and thus responsible for access, maintenance and inspections. KML revealed they had a miscellaneous mining lease over the majority of the road, whilst there was a small section of approx. 10 km's which was gazetted under the Shire of Perenjori.

In August of 2010, a request from KML was presented to Council for an upgrade of Mungada Road, with requests from Council to gain assurance of Public access to the road, and that the purpose of the Road is an as access Road, not as a haul Road. The following is extracted from the Council minutes of 11<sup>th</sup> August 2010:

*Karara Mining Limited has requested permission for the upgrade of the Mungada Road. The proposed upgrade will utilise the same profile as the previously approved project. Essentially this consists of a 9 metre gravel formation with an 8 metre bitumen seal. This route will link up with the road constructed to Koolanooka and will provide a sealed road from Morawa to Karara.*

*The CEO has requested assurance from Karara as follows:*

1. *Public access – I understand there are presently private road signs erected and a checkpoint where members of the public are turned away. While we understand that the public needs to be kept out of the mine site, there needs to be provision for through traffic. I discussed this with Steve Murdoch and Frank Cosoleto last week and we discussed the possibility of an information bay for non mine traffic. The Shires of Perenjori and Morawa are developing a drive trail between the two towns that includes Mungada and Karara Roads as part of the route.*

2. *The second issue is haul traffic. Council will need assurance that the purpose of the upgrade is as an access road, not a haul road. The process for hauling ore on public roads has already been set through precedent with other projects, and is usually accompanied by a road use agreement. There is no such expectation for an access road.*

*That Council approved the proposed upgrade subject to continued public access and a clear understanding that the approval does not extend to the use of the road for hauling iron ore.*

#### **COUNCIL RESOLUTION**

**Moved: Cr LC Butler**

**Seconded: JH Hirsch**

***That Council approved the proposed upgrade subject to continued public access and a clear understanding that the approval does not extend to the use of the road for hauling iron ore.***

***Carried: 8/0***

Public access was discussed at the meeting with Cr King stating that this would be important for visitors to our communities. KML indicated they would investigate permit options to allow the public to travel on the road. The road would be managed under the Rules and Conditions for a Miscellaneous Mining Lease which would include needing to close for one day a year.

#### **Statutory Environment**

Nil

#### **Policy Implications**

Nil

#### **Financial Implications**

Nil

#### **Strategic Implications**

Area 1: Infrastructure and Natural Assets - Our Natural and Built Environment

Goal: A community that develops and lives sustainably in a thriving natural and quality built environment, which meets current and future community needs.

#### **Consultation**

Main Roads

KML

MIS

#### **Comment**

A clear direction is now provided for KML to meet their responsibilities in relation to maintaining and managing access to the road. It would be important for our tourism industry to continue common usage of the road allowing visitors and locals to use the road without impacting on the mine activities.

#### **Voting Requirements – Simple Majority**

<b>Officers Recommendation – Item 14065.4</b>
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That Council writes to Karara Mining Limited requesting Mungada Road to continue to be open to the public.

**COUNCIL RESOLUTION – ITEM 14065.4**

**Moved: Cr L Smith**

**Seconded: Cr G Reid**

**That Council writes to Karara Mining Limited requesting Mungada Road to continue to be open to the public.**

**Carried: 7/0**

**14065.5 POST CODE CHANGE FOR THE LOCALITY OF BUNJIL**

**APPLICANT: SHIRE OF PERENJORI**

**FILE: ADM 0416**

**DISCLOSURE OF INTEREST: NIL**

**AUTHOR: ALI MILLS-CEO**

**RESPONSIBLE OFFICER: ALI MILLS – CEO**

**REPORT DATE: 19 JUNE 2014**

**ATTACHMENTS LETTER**

**Executive Summary**

This item requests Council receive information regarding the proposed post code change for the locality of Bunjil.

**Background**

The CEO had received a call from Australia Post explaining there were some existing frustrations with Rural Property Addressing which was rolled out in 2006 in the Shire of Perenjori. Prior to the change, residents were able to use any locality/postcode combination they liked and thus stream their mail to whatever post facility was closest to them. Rural Property Addressing removed this flexibility so that now residents within the locality of BUNJIL WA 6623 must use the correct locality/postcode set, and this combination currently circulates mail to Morawa PO for collection. There is no street delivery service into this locality, so most residents have a PO Box at their nearest facility, which works perfectly if all

mail is addressed to the PO Box. Unfortunately neither residents nor Post has any control over this.

In order to improve this situation it is proposed to change the postcode of this locality from 6623 to 6620 so that street addressed mail will then be circulated to Perenjori PO for collection, which should 'logistically' better support all the residents of this locality. Rural Property address data from Landgate and Perenjori shire (although dated now) shows that there were 45 Rural Road Numbers allocated in BUNJIL - where 19 have PO Box or collect mail from Perenjori PO, 11 from Carnamah PO, 8 from Latham PO and 7 where alternate addresses. The data supports that most residents use Perenjori PO for mail delivery.

Australia Post have drafted up a letter which will be distributed to all rated addressees within the BUNJIL locality, to ensure the proposal has the support of residents. A one month comment period will be arranged in order to receive any views from residents.

Landgate and local postal facilities have been advised. The Shire of Perenjori will provide Australia Post with a list of names and addresses of landowners in the locality of Bunjil to assist with the communication process.

#### **Statutory Environment**

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

#### **Policy Implications**

Nil

#### **Financial Implications**

Nil

#### **Strategic Implications**

Area 5: Investing in Councils Capacity – Our Leadership

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

#### **Consultation**

Senior Finance Officer

#### **Comment**

The post code change would appear to address current frustrations for residents of Bunjil. The comment period will be important to allow any residents to share their views on whether this proposed change is supported.

#### **Voting Requirements – Simple Majority**

<b>Officers Recommendation – Item 14065.5</b>
That Council receives information presented on the proposed postcode change for the locality of Bunjil.

<b>COUNCIL RESOLUTION – ITEM 14065.5</b>
<p><b>Moved: Cr J Hirsch</b> <span style="float: right;"><b>Seconded: Cr J Cunningham</b></span></p> <p><b>That Council receives information presented on the proposed postcode change for the locality of Bunjil.</b> <span style="float: right;"><b>Carried: 7/0</b></span></p>

#### **Adjournment**

Cr C King adjourned the meeting for 10 minutes from 3.30pm.

3.40pm – The meeting reconvened with all those being present before the adjournment returning to the meeting with the exception of Ken Markham.

<b>14066</b>	<b>PROJECT STATUS REPORT</b>
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<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>NIL</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>ALI MILLS – CEO</b>
<b>RESPONSIBLE OFFICER</b>	<b>ALI MILLS – CEO</b>
<b>REPORT DATE:</b>	<b>19 JUNE 2014</b>
<b>ATTACHMENTS</b>	<b>PROJECT STATUS REPORT</b>

**SUMMARY**

The project status report is provided to Council in order that actionable items are recorded and results reported to council. Although this is information only, the project status report is to be accepted by Council and recorded in the minutes to ensure councils are kept informed on the progress of the work undertaken by the Shire of Perenjori.

<b>Officers Recommendation – Item 14066</b>
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Council accepts the May 2014 Project Status Report as presented.
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<b>COUNCIL RESOLUTION – ITEM 14066</b>
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**Moved: Cr P Waterhouse**

**Seconded: Cr L Butler**

**Council accepts the May 2014 Project Status Report as presented.**

**Carried: 7/0**

<b>14067</b>	<b>STATUS REPORT</b>
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<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>NIL</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>ALI MILLS – CEO</b>
<b>RESPONSIBLE OFFICER</b>	<b>ALI MILLS – CEO</b>
<b>REPORT DATE:</b>	<b>19 JUNE 2014</b>
<b>ATTACHMENTS</b>	<b>STATUS REPORT</b>

**SUMMARY**

The status report is provided to Council in order that actionable items are recorded and results reported to council. Although this is information only, the status report is to be accepted by Council and recorded in the minutes to ensure councils are kept informed on the progress of the work undertaken by the Shire of Perenjori.

<b>Officers Recommendation – Item 14067</b>
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<b>Council accepts the May 2014 Status Report as presented.</b>
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<b>COUNCIL RESOLUTION – ITEM 14067</b>
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Moved: Cr L Butler

Seconded: Cr J Cunningham

Council accepts the May 2014 Status Report as presented.

Carried: 7/0

**14068 OTHER BUSINESS**

**14068.1 MOTIONS OF WHICH DUE NOTICE HAVE BEEN GIVEN**

**14068.2 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

**14068.3 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION**

Moved: C J Cunningham

Seconded: Cr L Smith

That Council accept Item 14068.3.1 Deed of Settlement as a late item.

Carried: 7/0

<b>14068.3.1 CONFIDENTIAL ITEM : DEED OF SETTLEMENT</b>
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<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>ADM 0445</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>ALI MILLS - CEO</b>
<b>RESPONSIBLE OFFICER:</b>	<b>ALI MILLS - CEO</b>
<b>REPORT DATE:</b>	<b>19 JUNE 2014</b>
<b>ATTACHMENTS</b>	<b>Deed of Settlement</b>

**Officers Recommendation – Item 14068.3.1**

That Council approves the Deed of Settlement and Release as presented and the applying of the corporate seal to the document.

**COUNCIL RESOLUTION – ITEM 14068.3.1**

Moved: Cr J Cunningham

Seconded: Cr P Waterhouse

That Council approves the Deed of Settlement and Release as presented and the applying of the corporate seal to the document.

Carried: 7/0

**14068.4 MATTERS BEHIND CLOSED DOORS**

Moved: Cr J Hirsch

Seconded: Cr G Reid

That Council close the meeting to the public for Item 14068.5 Appointment of Senior Designated Officer, as this matter relates to matters of a future employee.

Carried: 7/0

**14068.5 CONFIDENTIAL: APPOINTMENT OF SENIOR DESIGNATED OFFICER-COMMUNITY DEVELOPMENT OFFICER POSITION**

APPLICANT: SHIRE OF PERENJORI

FILE: ADM 0402

DISCLOSURE OF INTEREST: NIL

AUTHOR: ALI MILLS-CEO

RESPONSIBLE OFFICER: ALI MILLS – CEO

REPORT DATE: 19 JUNE 2014

ATTACHMENTS NIL

**Officers Recommendation – Item 14069.5**

That Council:

Endorses the appointment of \_\_\_\_\_ as the Community Development Officer for a 3 year contract, commencing \_\_\_\_\_ 2014.

**COUNCIL RESOLUTION – ITEM 14068.3.1**

Moved: Cr J Hirsch

Seconded: Cr G Reid

That Council:

Endorses the appointment of Jenni Gould as the Community Development Officer for a 3 year contract, commencing July 2014.

Carried: 7/0

Moved: Cr J Cunningham

Seconded: Cr L Smith

That the meeting re-open to the public.

Carried: 7/0

**14068.7 DATE OF NEXT MEETING / MEETINGS**

The next Ordinary Council meeting will be held on the 17<sup>th</sup> July 2014 at 1.30pm.

**14068.8 CLOSURE**

Cr C King closed the meeting at 4.46pm.

*I certify that this copy of the Minutes is a true and correct record of the meeting held on 19<sup>th</sup> June 2014.*

*Signed:* \_\_\_\_\_

*Presiding Elected Member*

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