



Shire of  
**Perenjori**  
Embrace Opportunity

MINUTES  
*for the*  
ORDINARY COUNCIL  
MEETING

20 AUGUST 2020



## NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Council Member

The next Ordinary Meeting of the Shire of Perenjori will be held on Thursday 20 August 2020 in the Shire of Perenjori Council Chambers, 56 Fowler Street, PERENJORI WA 6620 - commencing at 5:30 pm.

A handwritten signature in black ink, appearing to read 'M Romeo', is positioned below the meeting details.

**Mr Mario Romeo**  
**CHIEF EXECUTIVE OFFICER**

Date: 14 August 2020

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## **COUNCIL ROLE**

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

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

## **DISCLAIMER**

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

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

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

# SHIRE OF PERENJORI

**Minutes for the Shire of Perenjori Ordinary Meeting of Council held on Thursday 20 August 2020, at the Shire of Perenjori Council Chambers, 56 Fowler Street, Perenjori WA 6620.**

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

The Presiding Member declare the meeting open at 5:30 pm and welcomed those in attendance.

### **Welcome to Country: -**

As per the Shire of Perenjori Policy (N° 1021) we wish to acknowledge the traditional owners of the land upon which the Shire of Perenjori is situated and to demonstrate respect for the original custodians.

***Therefore, I respectfully acknowledge the past and present custodians of the land on which we are meeting, the Badymia people.***

***I also acknowledge the pioneers who settled this country, developed the land and turned it into the productive country that we know today, allowing us to enjoy the lifestyle to which we have become accustomed.***

## **2. OPENING PRAYER:**

The Commissioner Paul Omodei to read.

## **3. DISCLAIMER READING:**

As printed.

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

### **4.1 ATTENDANCE:**

<b>MEMBERS:</b>	Hon. Paul Omodei - Commissioner
<b>STAFF:</b>	Mario Romeo – Chief Executive Officer (CEO) Ken Markham – Manager Infrastructure Services (MIS) Bianca Plug – Executive Assistant (EA) Emily Eakins – Community Development Officer (CDO)
<b>DISTINGUISHED VISITORS:</b>	Nil
<b>MEMBERS OF THE PUBLIC:</b>	Janice Spencer Joanne Hirsch John Lawson Laurie Butler Paddy King
<b>LEAVE OF ABSENCE:</b>	Nil
<b>APOLOGIES:</b>	Brian Baxter – Freeman Wayne Scheggia – Executive Advisor

**5. PUBLIC QUESTION TIME:**

Nil.

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

Nil.

**5.2 QUESTIONS WITHOUT NOTICE:**

**Q. Joanne Hirsch**

Why does it seem our ladies toilets (Pavilion) or other are always out of order when we hold events attracting larger numbers of people?

At the recent football match 8 August, the toilets were out of order. We have other functions coming up such as Community Market Day where they stopped functioning last year.

Perenjori is developing a laughable reputation with this problem.

**A. Mario Romeo – Chief Executive Officer**

The Shire has intention to maintain public facilities to a high standard at all times and as such, during COVID-19 all amenities have been regularly serviced. The Shire recently removed all tree roots from the Pavilion septic tanks.

It seems that the cause of the most recent blockage was due to the over use of toilet paper, however the Shire will investigate this issue and ensure that they are functioning prior to the Community Market Day.

**6. APPLICATIONS FOR LEAVE OF ABSENCE:**

Nil.

**6.1 APPLICATION/S FOR LEAVE OF ABSENCE:**

Nil.

**7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS:**

**7.1 ORDINARY MEETING HELD ON 14 JULY 2020:**

**OFFICER RECOMMENDATION**

**THAT the Minutes of the Ordinary Meeting of Council held on 14 JULY 2020, be confirmed as true and correct subject to no / the following corrections.**

**Moved: Commissioner P. Omodei Motion put and carried 1/0**

**7.2 SPECIAL MEETING HELD ON 30 JULY 2020:**

**OFFICER RECOMMENDATION**

**THAT the Minutes of the Special Meeting of Council held on 30 JULY 2020, be confirmed as true and correct subject to no / the following corrections.**

**Moved: Commissioner P. Omodei Motion put and carried 1/0**

**8. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION:**

**Agenda Format** - Before we start I would like to point out that we are continuing to refine our agenda "look and feel" and have updated the font and some of the internal layout. So, thanks to Bianca for her work on this.

Works Update –

- Completed gravelling 3km of Warriedar Coppermine Road.
- Working on Syson Road graveling between Kings Road North for approximately 9km including upgrading intersection North Caron East.
- Undertaking a couple of smaller gravel projects before concentrating on Carnamah – Perenjori Road and Warriedar Coppermine Road projects.
- We are currently moving another cell at the tip.
- The town crew are keeping on top of the weeds after the recent rain and keeping the town tidy.

**Village Accommodation** - Discussions were commenced this week with CBH for the use and occupation of several accommodation units in the Workers Accommodation Village at the Caravan Park. This will hopefully lead to a medium-term commitment from them in using the accommodation and add an important increase to the Shire's revenue stream.

**Candidates Briefing Session** - Eleven members of the public attended the session on Wednesday to receive information about standing for Council at the October 17 election.

Mr. Chris Event, Deputy Electoral Commissioner addressed the meeting and outlined the nomination process and associated requirements for the election process. He also

introduced Ms. Maragriet Metsemakers who has been appointed as the Returning Officer for Perenjori.

A further session for potential candidates who were unable to attend is available on request to the CEO. Nominations open on September 3<sup>rd</sup> and close at 4:00 pm on September 10.

**PECC Operations** -We are still in recruitment mode for essential staff to ensure the compliant operation of the centre, and until we have some success, we will need to limit the operating times of PECC by one day per week.

The coordinator is communicating with parents on these temporary changes and hopefully we will have some new recruits soon.

**Corella Control** - Local Governments in the WALGA Northern Country Zone (our regional neighbours) continue to advocate for more efforts to be made to control the impact of corellas on our local environment. More action and support from government is being requested.

**Emergency Housing** - In tonight's agenda there is an item which seeks to extend the circumstances in which the emergency accommodation established in response to the COVID-19 pandemic can be utilized more fully.

I am always concerned at the potential for domestic violence and other situations of crisis to impact on the individuals and families and I think extending the availability of these facilities to more fully serve the community is an important initiative.

**Commissioners Status** – My appointment as Commissioner is officially coming to a close with the completion of the October 17 election requirements. As I approach this time, I am increasingly conscious of the importance of transitioning my role to the new Council. I will be seeking to discuss this with the Minister and his senior staff to ensure that the new Council is able to access support after they are sworn in, and that the efforts of the last 15 months are not wasted for the sake of adequate transition.

**Underground Power** – I just want to keep this issue in front of you. We continue in our discussions with Western Power on this issue and they remain enthusiastic about the project and have again advised us that planning is on track and proceeding accordingly.

**Tourism** – Despite the COVID-19 pandemic and its associated economic impact, tourism is continuing to build in the mid-west. We are noticing approximately 30 vehicles per day visiting our location and camping is evident at the Caravan Park and RV sites throughout the Shire. Karen Malloch from the Shire office is assisting at the Visitor Centre and is keeping tourists informed and happy.

**Review of Local Government Act** – A committee has been set to review up to 65 recommendations. WALGA & LG Professionals will also make comment on the proposed changes.

## **9. PETITIONS/DEPUTATIONS/PRESENTATIONS:**

## **10. ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED:**

### **Matters Behind Closed Doors**

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

*A matter affecting an employee or employees*

*The personal affairs of any person;*



*A matter that if disclosed, would reveal –*

*A trade secret; or*

*Information that has a commercial value to a person; or*

*Information about the business, professional, commercial or financial affairs of a person.*

**11. DECLARATION OF INTEREST:**

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

No Declaration of Interests were made.

## 12. FINANCE REPORTS

### 12.1 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 31 July 2020

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM 0081
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Deb Barndon – Accountant
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	Monthly Statement of Financial Activity for July 2020 Information Schedule for July 2020

#### **Executive Summary:**

This item recommends that Council receive the Financial Activity Statements for the period ending 31 July 2020.

#### **Background:**

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

#### **Details:**

Nil.

#### **Legal Compliance:**

Nil.

#### **Policy Implications:**

Nil.

#### **Financial Implications:**

Shown in the attached data.

#### **Strategic Community Plan:**

Area 5: Investing in Councils Leadership.

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

#### **Consultation:**

Nil.

#### **Precedents:**

Nil.

#### **Officer Comment:**

Nil.

#### **CEO Comment:**

Nil.

#### **Voting Requirements: Simple Majority**

#### **Change to Officer Recommendation**

No Change. OR:

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

**12.1.1 THE FINANCIAL ACTIVITY STATEMENTS FOR THE PERIOD ENDING 31 JULY 2020.**

**OFFICER RECOMMENDATION**

**THAT Council: Receive the Financial Activity Statement Reports for the period ending 31 July 2020.**

**Moved: Commissioner P. Omodei**

**Motion put and carried 1/0**

## 12.2 SCHEDULE OF FINANCIAL ACTIVITY FOR PERIOD ENDED 31 JULY 2020

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM 0082
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Deb Barndon – Accountant
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	Accounts for Payment 31 July 2020

### **Executive Summary:**

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

### **Background:**

Council delegates authority to the Chief Executive Officer annually:  
To make payments from Trust, Reserve and Municipal Fund;  
To purchase goods and services to a value of not more than \$200,000;

### **Legal Compliance:**

*Local Government Act 1995*

*S6.5. Accounts and records*

*Local Government (Financial Management) Regulations 1996*

*R11. Payments, procedures for making etc.*

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

*(1) A payment may only be made from the municipal fund or the trust fund —*

*(a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or*

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

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

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

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

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

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

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

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

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

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

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

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

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

- (b) the date of the meeting of the council to which the list is to be presented.
- (3) A list prepared under sub-regulation (1) or (2) is to be —
- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
- (b) recorded in the minutes of that meeting.

**Policy Implications:**

Nil.

**Council Role:**

Nil.

**Council Policy Compliance:**

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

**Financial Implications:**

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

**Strategic Community Plan:**

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

**Consultation:**

Nil.

**Risk Assessment:**

Nil.

**Precedents:**

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

**Officer Comment:**

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

**Accounts Paid for the Month Ending 31 July 2020.**

<b>Municipal Account</b>	
EFT	\$374,481.73
Direct Debits	\$85,126.50
Cheques	\$21,714.48
Corporate MasterCard	\$2,246.64
Bank Fees	\$377.25
<b>Total</b>	<b>\$483,946.60</b>

Totalling **\$483,946.60** from *Municipal* and *Trust Accounts* for the month ending **31 July 2020**.

**Voting Requirements: Simple Majority**

Change to Officer Recommendation:

No Change/OR:

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

**12.2.1 SCHEDULE OF PAID ACCOUNTS AS AT 31 JULY 2020.**

**OFFICER RECOMMENDATION**

**THAT Council: Receives the July Schedule of Paid Accounts Report.**

**Moved: Commissioner P. Omodei**

**Motion put and carried 1/0**

### 13. COMMUNITY DEVELOPMENT

#### 13.1 PERENJORI PUBLIC BENEFIT TRUST – ROUND 16

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM 0725
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Emily Eakins - Community Development Officer
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	Nil

#### Executive Summary:

This item provides information on the submissions received for the Perenjori Public Benefit Trust Round 16 which is to be presented to the PPBT panel on August 19, 2020.

#### Background:

Round 16 of the Perenjori Public Benefit Trust was open on June 29, 2020 and closed on July 31, 2020. There was a total of five applicants submitted by the following groups: Perenjori Pistol Club, Latham Golf and Bowling Club, Bush Heritage, Perenjori CRC and Desert Blue Connect. Councils Community Development Officer spoke with each about their applications to confirm or amend information, before rating the applications. The table below outlines each application, their rating and comments.

Applicant	Project	Amount Requested	Total Rating	Comments
<b>Perenjori Pistol Club</b>	Upgrade of the fencing to adhere to the new rules and regulations introduced and to replace the kitchen stove.	\$4,766.39	27	The pistol club is a sporting group that has a large member base. The club welcomes any members of the community who wishes to participate. The funds will be utilised to develop the club for the better.
<b>Latham Golf and Bowling Club</b>	The Latham golf & bowling club would like to upgrade their facilities by upgrading the tee boxes, ball washes and flags	\$29,694.50	27	The Latham golf & bowling club is a strong club in Latham that is welcoming and inclusive of all members of our community. This will not only benefit members but all those who travel from surrounding areas.
<b>Bush Heritage Australia</b>	This project will showcase the reserve history and the connection between both European users and the traditional owners.	\$15,500.00	27	This project will promote a connection with the traditional owners of the land. It will also help to promote tourism to the reserve once the shearing shed has been completed.
<b>Perenjori CRC</b>	The Perenjori CRC would like to hold a Community Market Day	\$8,105.00	27	The CRC has previously been successful for funding for similar events. This event will

	towards the end of September.			have zero cost for entry to participate.
<b>Desert Blue Connect</b>	This event aims to improve health and wellbeing for women living in Perenjori and the surrounding Midwest towns.	\$3,850.00	27	Desert blue connect offer a free service to communities throughout the Midwest, this event will boost awareness of what they have to offer.

**Statutory Environment:**

Nil.

**Policy Implications:**

Nil.

**Legal Compliance:**

Requests were considered and determined in accordance with the Mt Gibson Public Benefit Fund Agreement.

**Risk Management:**

Nil.

**Consultation:**

Perenjori Pistol Club – Brendan Mason  
 Latham Golf and Bowling Club – Gavin Broun  
 Bush Heritage Australia – Jessica Stingemore  
 Perenjori CRC – Julie Bain  
 Desert Blue Connect – Narelle King  
 Mt Gibson Perenjori Public Benefit Trust Committee – Hon. Paul Omodei, Dene Solomon, Reece Olney

**Financial Implications:**

Monies to be allocated from the Trust to successful applicants.

**Precedents:**

Two funding rounds occur per annum.

**Strategic Community Plan:**

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.

**Officer Comment:**

The Committee meeting for Round 16 of the Mt Gibson Perenjori Public Benefit funding will be held on August 19 at 3:00 pm. A formal recommendation and the minutes from the committee meeting will be submitted for the Commissioner to approve at the Council meeting on August 20, 2020.

**Voting Requirements: Simple Majority**

Change to Officer Recommendation  
 As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution: Amendment made as per the Commissioner's request.



**13.1.1 PERENJORI PUBLIC BENEFIT TRUST - ROUND 16**

**OFFICER RECOMMENDATION**

**THAT the funding allocations from the Mt Gibson Public Benefit Fund be approved.**

**Moved: Commissioner P. Omodei**

**Motion put and carried 1/0**

## 13.2 EMERGENCY HOUSING UTILISATION

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM 0108
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Emily Eakins - Community Development Officer
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	Nil

### Executive Summary:

This item seeks to clarify the ongoing use of the emergency housing that was established in response to the COVID-19 pandemic.

### Background:

Council adopted a COVID-19 Community Response Plan on April 16 which included the establishment of two emergency houses. One house was established to deal with urgent health isolation needs and another to accommodate situations of domestic violence.

COVID-19 has been well controlled in WA with no recent cases recorded of community spread, and as a result no utilisation of the emergency accommodation has been necessary to date. This situation continues to be monitored acknowledging the continuing capacity for infection evidenced by the situation in Victoria and New Zealand.

However, police have advised of the increasing need for emergency housing outside of the COVID-19 response. In addition, short term accommodation for council supported activity occasionally arises for which this housing could be utilised.

The Australian Institute of Health and Welfare (AIHW) reports that in Australia one woman is killed every nine days and one man is killed every 29 days by a current or former partner. During the 2019/2020 financial year 15 people were killed as a result of domestic and family violence.

### Statutory Environment:

Nil.

### Policy Implications:

This decision will extend the Council's commitment to assisting the community in dealing with domestic violence and the general emergency housing need of the local region.

### Legal Compliance:

Nil.

### Risk Management:

Risk Statement	Level of Risk	Risk Mitigation Strategy
Increasing risk of short term emergency accommodation needs.	Medium.	Utilise COVID-19 emergency accommodation for short term relief situations.
Lack of accommodation options in the local region.		

**Consultation:**

Perenjori CEO – Mario Romeo  
Perenjori Executive Advisor – Wayne Scheggia  
Perenjori OIC – Phil Woods  
Perenjori Constable – Bhavesh Patel  
Morawa OIC – Gus Forbes

**Financial Implications:**

The houses have already been established and operating funds exist within the Community Development budget. No additional expenses are anticipated.

**Precedents:**

Nil.

**Strategic Community Plan:**

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.

**Officer Comment:**

Local police have expressed their concern at the lack of available short-term general emergency accommodation, within our local policing hub, which means that if there is ever a need to relocate an individual they must be moved to Geraldton.

Extending the scope of the COVID-19 emergency housing will give local police officers a much improved capacity to deal with short term domestic violence situations or other personal safety circumstances requiring short term respite.

Other Council supported activities occasionally require short term accommodation for which the emergency accommodation could be utilised in the absence of – and subject to – any active emergency or health clients.

Utilising our emergency housing options in this way will provide individuals with a place to stay until crisis care can be contacted and alternative support provided – usually within 48 hours.

**Voting Requirements: Simple Majority**

Change to Officer Recommendation

No Change. OR:

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

**13.2.1 EMERGENCY HOUSING UTILISATION**

**OFFICER RECOMMENDATION**

**THAT the utilisation of the COVID-19 emergency housing for local region domestic violence respite or other supported short term accommodation needs identified by the Community Development Officer be endorsed.**

**Moved: Commissioner P. Omodei**

**Motion put and carried 1/0**

### 13.3 COMMUNITY MARKET DAY

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM 0245
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Emily Eakins - Community Development Officer
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	Nil

#### **Executive Summary:**

This item is to make note of the Community Market Day Event that will take place on September 19, 2020.

#### **Background:**

Each year around August the Perenjori Agricultural Society puts on the annual Perenjori Agricultural Show. Unfortunately, this year due to the impact of COVID-19 the Ag Society made the difficult decision to cancel the show.

The Shire of Perenjori were in support of this decision as it was in the best public health interest of the local community at the time. With the ease in restrictions the Community Resource Centre has approached Council to come together to put on a community event that will be affordable and fun for all members of the community.

The event will be held on September 19, 2020 from 11:00 am – 4:00 pm. There will be free entertainment for all during the day to enjoy and then from 6:00 pm – late there will be music and a licenced bar area.

#### **Statutory Environment:**

Nil.

#### **Policy Implications:**

Nil.

#### **Legal Compliance:**

Nil.

#### **Risk Management:**

Nil.

#### **Consultation:**

Perenjori CEO – Mario Romeo  
Perenjori Executive Advisor – Wayne Scheggia  
Perenjori Community Resource Centre – Julie Bain  
Perenjori Agricultural Society – Phil Logue

#### **Financial Implications:**

There will be a maximum of \$8,000.00 spent from the Community Functions Expense budget.

#### **Precedents:**

Nil.

**Strategic Community Plan:**

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.

**Officer Comment:**

There is a need to reinvigorate Community engagement following the easing of COVID-19 restrictions.

*This event will allow the community to get together in a safe and relaxed environment that is affordable.*

**Voting Requirements: Simple Majority**

Change to Officer Recommendation

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution: Amendment made as per the Commissioner's request.

**13.3.1 COMMUNITY MARKET DAY**

**OFFICER RECOMMENDATION**

**THAT the Community Market Day to be held on September 19, 2020 be endorsed.**

**Moved: Commissioner P. Omodei**

**Motion put and carried 1/0**

### 13.4 PURPLE BENCH PROJECT

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM 0245
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Emily Eakins - Community Development Officer
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	Letter & Project Flyer

#### **Executive Summary:**

This item explores the opportunity for the Shire of Perenjori to raise awareness of Domestic Violence throughout the town by painting a purple bench. The bench will include a plaque which will provide vital information on where to seek help should it ever be required.

#### **Background:**

The first purple bench in Western Australia was launched by the Hon. Simone McGurk, MLA Minister for Prevention of Family and Domestic Violence and Dr Brad Pettitt, Mayor, City of Fremantle on the day before International Women's Day 2018. Since then the initiative has been supported by local governments, members of parliament and community organisations with 80 benches already installed throughout the state.

The Australian Institute of Health and Welfare (AIHW) reports that in Australia one woman is killed every nine days and one man is killed every 29 days by a current or former partner. During the 2019/2020 financial year 15 people were killed as a result of domestic and family violence.

The Purple benches honour the victims of domestic violence, provide information on how to get help when experiencing domestic violence and give the community an opportunity to rest and reflect.

#### **Statutory Environment:**

Nil.

#### **Policy Implications:**

Nil.

#### **Legal Compliance:**

Nil.

#### **Risk Management:**

Nil.

#### **Consultation:**

Perenjori Community Resource Centre – Julie Bain  
Perenjori CEO – Mario Romeo  
Manager of Infrastructure – Ken Markham

#### **Financial Implications:**

Sufficient funds are allocated in the Community Development Project budget for this project.

**Precedents:**

Nil.

**Strategic Community Plan:**

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.

**Officer Comment:**

This project will complement Council's other Domestic Violence mitigation initiatives throughout the community.

**Voting Requirements: Simple Majority**

Change to Officer Recommendation

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution: Amendment made as per the Commissioner's request.

**13.4.1 PURPLE BENCH PROJECT**

**OFFICER RECOMMENDATION**

**THAT the Purple Bench Project for the Shire of Perenjori be endorsed.**

**Moved: Commissioner P. Omodei**

**Motion put and carried 1/0**

**14. HEALTH, BUILDING AND PLANNING**

**15. PLANT AND WORKS**

**16. GOVERNANCE**

**16.1 CODE OF CONDUCT & EMPLOYEES POLICY MANUAL REVIEW**

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM 0784
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Wayne Scheggia – Executive Advisor
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	Employees Policy Manual & Code of Conduct 2020

**Executive Summary:**

This report presents the revised Code of Conduct and Employee Policy Manual for adoption by Council.

An important part of the organisational reform instituted since the release of the Inquiry Report has involved awareness raising on the requirements of the Code of Conduct and training in workplace behaviour across the staff. This training was pre-empted by an administrative review of both the Code of Conduct and Employee Policy Manual documentation, carried out by Local Government Insurance Services, to ensure both documents were up to date and compliant.

**Background:**

A critical risk management strategy in preparing for the return to an elected Council includes the reinforcement of the Code of Conduct and appropriate workplace behaviour with the staff.

To enable this to occur discussions were held with Local Government Insurance Services (LGIS) who agreed to undertake an administrative review of both the Code and the Manual prior to the training, and to deliver three onsite training sessions to ensure all staff received the necessary instruction.

Both the documentation reviews and the training sessions were provided as cost-free member services to the Shire.

**Statutory Environment:**

Local Government Act (1995)

5.103. Codes of conduct

(1) Every local government is to prepare or adopt a code of conduct to be observed by council members, committee members and employees.

**Policy Implications:**

Revises and updates the existing Code of Conduct and Employee Policy manuals.

**Budget Implications:**

Nil.



**Risk Management:**

<b>Risk Statement</b>	<b>Level of Risk</b>	<b>Risk Mitigation Strategy</b>
Compliance with legislation, regulation and policy.	Low.	Maintain reporting schedule.
Inappropriate conduct/behaviour.	Medium.	Periodic training and awareness raising.

**Consultation:**

CEO, LGIS, WALGA

**Strategic Community Plan:**

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

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

**Comment:**

Feedback from staff was very positive regarding the conduct of the training and information provided.

Council's documentation is current and compliant with the contemporary requirements of the relevant legislative and regulatory requirements.

Importantly, the new Council will need to be provided with similar training opportunities in relation to the Code of Conduct to ensure that they are equally familiar with the requirements and expectations that sit with them as elected members. This should form an early element of the Council's induction training.

**Voting Requirements: Simple Majority**

Change to Officer Recommendation

No Change. OR:

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

**16.1.1 CODE OF CONDUCT & EMPLOYEES POLICY MANUAL REVIEW**

**OFFICER RECOMMENDATION**

**That the revised Code of Conduct and Employee Policy Manual be adopted.**

**Moved: Commissioner P. Omodei**

**Motion put and carried 1/0**

## 16.2 REQUEST FOR CEO ANNUAL LEAVE

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	PER 394
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Mario Romeo - Chief Executive Officer
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	Nil

### Executive Summary:

This item seeks Council's approval for the Chief Executive Officer to appoint Executive Advisor, Wayne Scheggia as Acting CEO during the requested leave period.

### Background:

Chief Executive Officer, Mario Romeo is requesting leave from Wednesday 16 September to Monday 21 September 2020 (Inclusive) for a period of four (4) working days. It is advisable to appoint an Acting CEO to ensure the effective operations of the Shire are maintained. Council's Executive Advisor has extensive experience and knowledge in Local Government and has the capacity to fill the acting role.

### Statutory Environment:

*Local Government Act 1996.*

### Policy Implications:

Nil.

### Legal Compliance:

Nil.

### Risk Management:

Risk Statement	Level of Risk	Risk Mitigation Strategy
Not appointing an Acting CEO would leave the organisation without a responsible person to attend to any matters.	A moderate consequence which is possible resulting in medium level of risk.	Contracting of an experienced Acting CEO whilst the CEO is on annual leave.

### Consultation:

Wayne Scheggia – Executive Advisor.

### Financial Implications:

The Executive Advisor would be paid a higher duties allowance due to the additional responsibilities.

### Precedents:

Nil.

### Strategic Community Plan:

Area 5: Investing in Councils Capacity – Our Leadership

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

**CEO Comment:**

The Executive advisor has been with the Shire of Perenjori since February 2020 and has extensive knowledge and experience in Local Government to be able to confidently fill the A/CEO role during the requested leave period.

**Voting Requirements: Simple / Absolute Majority**

Change to Officer Recommendation

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution: Amendment made as per the Commissioner's request.

**16.2.1 REQUEST FOR CEO ANNUAL LEAVE**

**OFFICER RECOMMENDATION**

**THAT:**

- 1. Leave for the CEO be approved from 16 September to 21 September 2020 (inclusive).**
- 2. Appoint the Executive Advisor as the Acting CEO for the Shire of Perenjori from 16 September to 21 September 2020 (inclusive).**

**Moved: Commissioner P. Omodei**

**Motion put and carried 1/0**

### 16.3 FREEDOM OF INFORMATION STATEMENT

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM 0228
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Mario Romeo - Chief Executive Officer
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	FOI Information Statement

#### **Executive Summary:**

This item recommends that Council endorses the proposed Freedom of Information (FOI) statement for the 2020/21 financial year.

#### **Background:**

At the Ordinary Council Meeting held 19 April 2018 the Shire of Perenjori adopted a FOI Policy and Information Statement. This policy, along with the *Freedom of Information Act 1992* requires the annual updating and publishing of the Information Statement.

The Information Statement must contain:

- The Agency's Mission Statement.
- Details of legislation administered.
- Details of the agency structure.
- Details of decision-making functions.
- Opportunities for public participation in the formulation of policy and performance of agency functions.
- Documents held by the agency.
- The operation of FOI in the agency.

A copy of the Information Statement is to be published on the Shire of Perenjori website and hard copies made available at the Shire of Perenjori Administration building. Under the FOI Act, the Shire is also required to forward a copy to the Commissioner as soon as practicable. This Information Statement will be required when completing the FOI Statistic Return for 2020/21.

#### **Statutory Environment:**

Under terms of *Section 96* of the *Freedom of Information Act 1992*, each government agency is to publish an up-to-date Information Statement annually. *Section 97(2)* stipulates that a copy of that Information Statement must be provided to the Commissioner as soon as practicable after the statement is published under *Section 96*.

#### **Policy Implications:**

Policy 1018 – Freedom of Information.

#### **Legal Compliance:**

Nil.

**Risk Management:**

<b>Risk Statement</b>	<b>Level of Risk</b>	<b>Risk Mitigation Strategy</b>
Not publishing the Information Statement places the Shire of Perenjori in breach of the <i>Freedom of Information Act 1992</i> .	High.	Council endorses the attached Information Statement.

**Consultation:**

Regulations.

**Financial Implications:**

Nil.

**Precedents:**

Nil.

**Strategic Community Plan:**

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

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

**CEO Comment:**

The attached FOI Information Statement has only had minor changes made. These include the preamble, contact information and the organisational structure. This Information Statement has been developed in line with the *FOI Act 1992*.

**Voting Requirements: Simple / Absolute Majority**

Change to Officer Recommendation

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution: Amendment made as per the Commissioner's request.

**16.3.1 FREEDOM OF INFORMATION STATEMENT**

**OFFICER RECOMMENDATION**

**THAT the Shire of Perenjori Information Statement 2020/21 be endorsed.**

**Moved: Commissioner P. Omodei**

**Motion put and carried 1/0**

**17. CONFIDENTIAL REPORT**

**18. ORDERING THE COMMON SEAL**

Document	Organisation	Purpose	Date
-	-	-	-

**19. REPORTS OF COMMITTEES AND MEMBERS**

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

**21. NOTICE OF MOTIONS**

*(for consideration at the following meeting, if given during the meeting).*

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

**22.1 LATE ITEM: AMENDMENT TO SCHEDULE OF MEETING'S 2020**

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM 0211
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Mario Romeo - Chief Executive Officer
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	Nil

**Executive Summary:**

This item seeks Council's endorsement to change the Ordinary Council Meeting date for the month of September 2020 and adopt a Special Council Meeting date following the 2020 Council Elections.

**Background:**

Local Governments are required to advertise their schedule of meetings at least once per year. At the Ordinary Council meeting held on 16 June 2020 Council adopted a schedule of meetings until October 2020. This item seeks to amend the schedule by changing the date of the September Ordinary Council Meeting from Thursday 17 September 2020 to Tuesday 15 September 2020 and adopt a Special Council Meeting date following the 2020 Council Elections being, Tuesday 20 October 2020 at 5:00 pm.

The time of the Ordinary Council meeting will remain the same as previous meetings with the Community Briefing Session commencing at 5:00 pm, followed by the Ordinary Council Meeting commencing at 5:30 pm.

The purpose of the Special Meeting of Council is to swear in the newly elected members to the Shire of Perenjori Council and elect a Shire President, Deputy and Committee Members.

**Statutory Environment:**

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

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

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

**Policy Implications:**

Ensures Compliance with Local Government Act 1995.

**Legal Compliance:**

Nil.

**Risk Management:**

Nil.

**Consultation:**

Commissioner  
CEO  
Executive Advisor

**Financial Implications:**

Nil.

**Precedents:**

Nil.

**Strategic Community Plan:**

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

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

**CEO Comment:**

As per the *Local Government Act 1995* the Shire of Perenjori will advise members of the public of the change in date by advertising through all local avenues.

**Voting Requirements: Simple Majority**

Change to Officer Recommendation

No Change. OR:

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

**22.1.1 AMENDMENT TO SCHEDULE OF MEETING'S 2020**

**OFFICER RECOMMENDATION**

**THAT the Schedule of Council Meeting's be amended to change the September Ordinary Council Meeting Date to Tuesday, 15 September 2020 and include the Special Council Meeting Date of Tuesday, 20 October 2020.**

**Moved: Commissioner P. Omodei**

**Motion put and carried 1/0**

## 22.2 LATE ITEM: PERENJORI PUBLIC BENEFIT TRUST – ROUND 16 FUNDING ALLOCATIONS

<b>Applicant:</b>	Shire of Perenjori
<b>File:</b>	ADM 0725
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Emily Eakins – Community Development Officer
<b>Responsible Officer:</b>	Mario Romeo - Chief Executive Officer
<b>Attachments:</b>	Minutes

### Executive Summary:

This item provides information on the submissions received for the Perenjori Public Benefit Trust Round 16 which is to be presented to the PPBT panel on August 19, 2020.

### Background:

Round 16 of the Perenjori Public Benefit Trust was open on June 29, 2020 and closed on July 31, 2020. There was a total of five applicants submitted by the following groups: Perenjori Pistol Club, Latham Golf and Bowling Club, Bush Heritage, Perenjori CRC and Desert Blue Connect. Councils Community Development Officer spoke with each about their applications to confirm or amend information, before rating the applications. The table below outlines each application, their rating and comments.

Applicant	Project	Amount Requested	Amount Recommended	Amount Rewarded	Rating	Comments
<b>Perenjori Pistol Club</b>	Upgrade of the fencing to adhere to the new rules and regulations introduced and to replace the kitchen stove	\$4,766.39	\$4,766.39	\$4,766.39	27	The Pistol Club is a sporting group that has a large member base. The Club welcomes any members of the community who wishes to participate. The funds will be utilised to develop the club for the better
<b>Latham Golf and Bowling Club</b>	The Latham golf & bowling club would like to upgrade their facilities by upgrading the tee boxes, ball washes and flags	\$29,694.50	\$29,694.50	\$29,694.50	27	The Latham golf & bowling club is a strong club in Latham that is welcoming and inclusive of all members of our community. This will not only benefit members but all those who travel from surrounding



						areas.
<b>Bush Heritage Australia</b>	This project will showcase the reserve history and the connection between both European users and the traditional owners.	\$15,500.00	\$15,500.00	\$15,500.00	27	This project will promote a connection with the traditional owners of the land. It will also help to promote tourism to the reserve once the shearing shed has been completed.
<b>Perenjori CRC</b>	The Perenjori CRC would like to hold a Community Market Day towards the end of September	\$8,105.00	\$8,105.00	\$8,105.00	27	The CRC has previously been successful for funding for similar events. This event will have zero cost for entry to participate
<b>Desert Blue Connect</b>	This event aims to improve health and wellbeing for women living in Perenjori and the surrounding Midwest towns.	\$3,850.00	\$3,850.00	\$3,850.00	27	Desert blue connect offer a free service to communities throughout the Midwest, this event will boost awareness of what they have to offer.

**Statutory Environment:**

Nil.

**Policy Implications:**

Nil.

**Legal Compliance:**

Requests were considered and determined in accordance with the Mt Gibson Public Benefit Fund Agreement.

**Risk Management:**

Nil.

**Consultation:**

Perenjori Pistol Club – Brendan Mason  
 Latham Golf and Bowling Club – Gavin Broun  
 Bush Heritage Australia – Jessica Stingemore

Perenjori CRC – Julie Bain

Desert Blue Connect – Narelle King

Mt Gibson Perenjori Public Benefit Trust Committee – Hon. Paul Omodei, Dene Solomon, Reece Olney

**Financial Implications:**

Monies to be allocated from the Trust to successful applicants.

**Precedents:**

Two funding rounds occur per annum.

**Strategic Community Plan:**

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.

**Officer Comment:**

The Committee meeting for Round 16 of the Mt Gibson Perenjori Public Benefit funding was held on August 19 at 2:00 pm. The Minutes of this meeting have been submitted as an attachment to this item.

**Voting Requirements: Simple Majority**

Change to Officer Recommendation

No Change. OR:

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

**22.2.1 LATE ITEM: PERENJORI PUBLIC BENEFIT TRUST – ROUND 16 FUNDING ALLOCATIONS**

**OFFICER RECOMMENDATION**

**THAT the following funding allocations from the Mt Gibson Public Benefit Fund be approved:**

<b>Perenjori Pistol Club</b>	<b>\$4,766.39</b>
<b>Latham Golf and Bowling Club</b>	<b>\$29,694.50</b>
<b>Bush Heritage Australia</b>	<b>\$15,500.00</b>
<b>Perenjori CRC</b>	<b>\$8,105.00</b>
<b>Desert Blue Connect</b>	<b>\$3,850.00</b>

**Moved: Commissioner P. Omodei**

**Motion put and carried 1/0**

**23. CLOSURE OF MEETING**

There being no further business the Commissioner P. Omodei declared the meeting closed at 5.50 pm.

**24. NEXT MEETING:**

The Presiding Officer advised that the date of the next Ordinary Meeting of Council will be 15 September 2020, commencing at 5:30 pm at the Shire of Perenjori Council Chambers 56 Fowler Street, Perenjori WA 6620.