



NOTICE OF MEETING

Dear Elected Member

The next Ordinary Council Meeting of the Shire of Perenjori will be held on Thursday 20th February 2014 in the Council Chambers, Fowler Street, Perenjori commencing at 1.30pm.

Ali Mills
Chief Executive Officer
13 February 2014

Shire of Perenjori Ordinary Council Meeting 20th February 2014

Agenda

13th February 2014
Copies forward to:

All Councilors

Cr CR King
Cr LC Butler
Cr RP Desmond
Cr GK Reid
Cr JH Hirsch
Cr JR Cunningham
Cr HC Wass
Cr LJ Smith
Cr PJ Waterhouse

Shire of Perenjori

AGENDA

Ordinary Council Meeting

To be held in the Shire of Perenjori Council Chambers, Fowler Street, Perenjori on 20th February 2014, to commence at 1.30pm.

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14021 PRELIMINARIES

14021.1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

14021.2 OPENING PRAYER

14021.3 DISCLAIMER READING

14021.4 RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

14021.5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

14021.6 PUBLIC QUESTION TIME

14021.7 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.

14021.8 APPLICATIONS FOR LEAVE OF ABSENCE

14021.9 CONFIRMATION OF MINUTES

Minutes of the Ordinary Council Meeting held on 20th of December 2013 are attached.

14021.10 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION

14021.11 PETITIONS / DEPUTATIONS / PRESENTATIONS

14022 CORPORATE AND DEVELOPMENT SERVICES**14022.1 FINANCIAL STATEMENTS – DECEMBER 2013**

APPLICANT:	SHIRE OF PERENJORI
FILE:	ADM 0081
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	DAVID FONG – SFO
RESPONSIBLE OFFICER:	PETER MONEY - MCDS
REPORT DATE:	20 FEBRUARY 2014
ATTACHMENTS	MONTHLY FINANCIAL REPORT

Executive Summary

The Financial Activity Statement Report is presented for the Month of 31 December 2013. 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 – 31 December 2013.

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, and MIS.

Comment

It is recommended that the Financial Activity Statement Report – 31 December 2013 be accepted.

Voting Requirements – Simple Majority**Officer and Committee Recommendation – Item 14022.1**

That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, accepts the Financial Activity Statement Report – 31 December 2013.

14022.2 ACCOUNTS FOR PAYMENT - DECEMBER 2013

APPLICANT:	SHIRE OF PERENJORI
FILE:	1306P
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	DAVID FONG – SFO
RESPONSIBLE OFFICER:	ALI MILLS – CEO
REPORT DATE:	20 FEBRUARY 2014
ATTACHMENTS:	ACCOUNTS FOR PAYMENT

Executive Summary

Recommendation - The Schedule of Accounts for 31 December 2013 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 14022.3

That the accounts paid to 31 December 2013 as listed in Schedule covering vouchers numbered from –

Municipal Account	
EFT	\$482,396.68
Direct Debits	\$48,379.26
Cheques	\$41,984.72
Corporate MasterCard	\$2,817
Bank Fees	\$1,195.91
Total	\$576,773.57

Trust Account - Shire	
EFT	\$350
Cheques	\$100
Bank Fees	
Total	\$450.00

Trust Account – Mt Gibson Public Benefit Funds	
EFT	\$0
Cheques	\$0
Bank Fees	\$0
Total	\$0

Totaling \$577,223.57 from Muni and Trust Account for the month of December 2013.

..... (Author).

.....(Manager/CEO)

14022.3 FINANCIAL STATEMENTS – JANUARY 2014

APPLICANT: SHIRE OF PERENJORI
FILE: ADM 0081
DISCLOSURE OF INTEREST: NIL
AUTHOR: DAVID FONG – SFO
RESPONSIBLE OFFICER: PETER MONEY - MCDS
REPORT DATE: 20 FEBRUARY 2014
ATTACHMENTS: MONTHLY FINANCIAL REPORT

Executive Summary

The Financial Activity Statement Report is presented for the Month of 31 January 2013. 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 – 31 January 2013.

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:
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 - 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 –

- (6) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail –
 - (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1) (b) or (c);
 - (b) budget estimates to the end of the month to which the statement relates;
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the month to which the statement relates.
- (7) Each statement of financial activity is to be accompanied by documents containing –
 - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
 - (b) an explanation of each of the material variances referred to in subregulation (1) (d); and (c) such other supporting information as is considered relevant by the local government.
- (8) The information in a statement of financial activity may be shown –
 - (a) according to nature and type classification; or

- (b) by program; or
- (c) by business unit
- (9) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —
 - (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - (b) recorded in the minutes of the meeting at which it is presented.
- (10) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

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

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

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Area 5: Investing in Councils Leadership

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

Consultation

Liaison with CEO, MCDS, and MIS.

Comment

It is recommended that the Financial Activity Statement Report – 31 January 2013 be accepted.

Voting Requirements – Simple Majority

Officer and Committee Recommendation – Item 14022.2
That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, accepts the Financial Activity Statement Report – 31 January 2013.

14022.4 ACCOUNTS FOR PAYMENT - JANUARY 2014

APPLICANT:	SHIRE OF PERENJORI
FILE:	1306P
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	DAVID FONG – SFO
RESPONSIBLE OFFICER:	ALI MILLS – CEO
REPORT DATE:	20 FEBRUARY 2014
ATTACHMENTS:	ACCOUNTS FOR PAYMENT

Executive Summary

Recommendation - The Schedule of Accounts for 31 January 2013 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:

- The payee's name;
- The amount of the payment
- The date of the payment; and
- 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 14022.4

That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 (as amended), confirms the accounts paid for 31 January 2013 as attached to and forming part of this report.

That the accounts paid to 31 January 2013 as listed in Schedule covering vouchers numbered from –

Municipal Account	
EFT	\$283,101.65
Direct Debits	\$14,489.52

Cheques	\$28,634.65
Corporate MasterCard	\$2,658.23
Bank Fees	\$332.19
Total	\$329,216.24

Trust Account - Shire	
EFT	\$300.00
Cheques	\$200.00
Bank Fees	\$0
Total	\$500.00

Trust Account – Mt Gibson Public Benefit Funds	
EFT	\$0
Cheques	\$0
Bank Fees	\$0
Total	\$0

Totalling \$329,716.24 from Muni and Trust Account for the month of January 2013.

..... (Author).

.....(Manager/CEO)

14022.5 BUDGET REVIEW 2012/13

APPLICANT:	SHIRE OF PERENJORI
FILE:	ADM0039
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	ALI MILLS - CEO
RESPONSIBLE OFFICER:	ALI MILLS - CEO
REPORT DATE:	20 February 2014
ATTACHMENTS:	BUDGET REVIEW

Executive Summary

Each Local Government is required to conduct a budget review between 1 January and 31 March each financial year. A budget review is a detailed comparison of the year to date actual results with the adopted budget.

Background

The review has been carried out by senior staff responsible for their own budgets. The review has required a thorough investigation of all areas to ensure expenditure and income stated will be accurate.

- Council is to consider the review and the options presented and decide whether or not to adopt the review, any part of the review or any recommendations made in the review.
- Within 30 days after Council has made its determinations, a copy of the review and determination is to be provided to the Department of Local Government.

The review highlights areas where income has been expected to be reduced or increased along with reduced or increased expenditure. The following provides a highlight of the significant changes which have impacted on the budget:

- Housing Project – Staff units, income or total project cost was not included in the adopted budget as it was thought Mingenew would pay contractors direct. \$311,000 will now be received along with a reduction due to the Commonwealth funds of 89,605 being removed and the total cost reflected in the expenditure.
- The income and expenditure amount for the RSL Memorial has been removed as there are no funding sources identified.
- Increased income has been projected for the Caravan Park with the Road crews in town with figures based on the crews staying for 16 weeks.
- Adjustments to the Mining project charges and private works areas to accurately reflect works
- Decrease in salaries across the Admin area, due to an over estimation in the adopted budget
- Reduction in Allocation to other services due to a reduction in Governance costs
- Reduction in Caravan Park Village Expense, and Reduction in Village fees

- Reduction in the Business Incubator project costs due to use of staff as opposed to contractors
- Adjustment of Wages and Salaries in the Infrastructure area to accommodate Manager and Supervisor positions, and to allow for the Mechanic and Apprentice.
- Rates, an increase in discounts provided of \$28 636, an increase Of \$94,168 GRV mining and a decrease of \$78,542 of UV rates.

CODA	COD	ORG	REV	Revised	Notes
04329	REALISATION OF SALE OF ASSET	30,000.00	22,727.00	-7,273.00	increased
04325	PROCEEDS FROM SALE OF ASSETS	-30,000.00	-22,727.00	7,273.00	Decreased
05105	CONTRIBUTION - MT GIBSON - COMMUNAL AREA	-10,000.00	0.00	10,000.00	Decreased
05104	CONTRIBUTION - FESA - COMMUNAL AREA	-5,000.00	0.00	5,000.00	Decreased
05103	CONTRIBUTION - ST JOHN AMBULANCE - COMMUNAL AREA	-5,000.00	0.00	5,000.00	Decreased
08421	EARLY CHILDHOOD CENTRE - GRANT INCOME - MT GIBSON	-200,000.00	0.00	200,000.00	Decreased
	Housing Grant - Regional		-311,000.00	311,000.00	Increased
09309	HOUSING GRANT - RDA	-89,605.00	0.00	89,605.00	Decreased
09308	HOUSING GRANT - FLAT PACK HOUSE 2	-85,000.00	-17,000.00	68,000.00	Decreased
09306	HOUSING RENT- STAFF	-115,000.00	-125,000.00	-10,000.00	Increased
10491	REALISATION OF SALE OF ASSET	14,000.00	13,636.00	-364.00	Increased
10490	PROCEEDS OF SALE OF ASSET	-14,000.00	-13,636.00	364.00	Decreased
11908	GRANT INCOME - RSL MEMORIAL GRANT INCOME - LATHAM	-100,000.00	0.00	100,000.00	Decreased
11522	BOWLING GREEN - MT GIBSON	-20,000.00	0.00	20,000.00	Decreased
11500	Pavilion Hire Charges	-300.00	-1,400.00	-1,100.00	Increased
11301	Swimming Pool - Admission Fees MRWA Service Agreement Income	-6,000.00	-8,000.00	-2,000.00	Increased
12753	- ABC BUSINESS INCUBATOR - RENTAL	-20,000.00	-40,000.00	-20,000.00	Increased
13909	INCOME	-17,000.00	0.00	17,000.00	Decreased
13500	Building Permit Fees Caravan Park Village	-2,500.00	-1,000.00	1,500.00	Decreased
13185	Accommodation Fees	-200,000.00	-154,000.00	46,000.00	Decreased
13150	Caravan Park Fees	-100,000.00	-170,000.00	-70,000.00	Increased
14950	REIMBURSEMENTS INCOME	-46,200.00	-73,646.00	-27,446.00	Increased
14504	Reimbursements - Good Insurance	-4,000.00	-6,633.71	-2,633.71	Increased
14106	Mining Project Charges	-720,000.00	-500,000.00	220,000.00	Decreased
14102	Private Works Other	-110,000.00	-240,000.00	130,000.00	Increased
				<u>207,925.29</u>	

03099	Administration allocated	43,543.00	36,680.33	-6,862.67	Decreased
03402	WRITE-OFFS	20,000.00	0.00	-20,000.00	Decreased
03499	Administration Allocated	43,543.00	36,680.33	-6,862.67	Decreased
04007	COUNCIL IPAD COSTS	14,810.00	9,000.00	-5,810.00	Decreased
04099	Administration Allocated	435,431.00	366,804.13	-68,626.87	Decreased
04100	WCRC Annual Contribution	67,801.12	40,000.00	-27,801.12	Decreased
04105	other Services	10,000.00	7,500.00	-2,500.00	Decreased
04200	Administration Salaries	341,364.55	300,000.00	-41,364.55	Decreased
04201	Superannuation Expense	36,298.00	30,000.00	-6,298.00	Decreased
04209	Telephone Expense	30,000.00	27,000.00	-3,000.00	Decreased
	Office Equipment Maintenance				
04211	Expense	4,000.00	2,000.00	-2,000.00	Decreased
04212	Postage Expense	6,500.00	2,700.00	-3,800.00	Decreased
04215	Photocopier Expense	18,000.00	15,000.00	-3,000.00	Decreased
04217	TRAVELLING & ACCOMMODATION	15,000.00	12,000.00	-3,000.00	Decreased
04218	Admin Vehicle Running Expenses	6,000.00	12,000.00	6,000.00	increased
04220	AUDIT FEES EXPENSE	25,000.00	30,000.00	5,000.00	increased
04223	Admin Training Salaries	9,000.00	0.00	-9,000.00	Decreased
04224	Training Expenses	12,000.00	10,000.00	-2,000.00	Decreased
04232	RECORD KEEPING	5,000.00	0.00	-5,000.00	Decreased
04238	CONSULTANT FEES	40,000.00	40,100.00	100.00	increased
04245	Software Licensing	35,000.00	30,000.00	-5,000.00	Decreased
	CEO PROFESSIONAL				
04266	DEVELOPMENT	6,000.00	0.00	-6,000.00	Decreased
04267	STRATEGIC PLANNING	25,000.00	33,260.00	8,260.00	increased
04299	Allocation to Other Services	-1,088,579.00	-920,443.00	168,136.00	increased
04332	INSURANCES	9,000.00	2,636.00	-6,364.00	Decreased
	Fire Vehicles Maintenance				
05005	Expense	3,000.00	7,000.00	4,000.00	increased
05299	ADMINISTRATION ALLOCATED	10,886.00	9,170.29	-1,715.71	Decreased
05399	ADMINISTRATION ALLOCATED	10,886.00	9,170.29	-1,715.71	Decreased
	DEPRECIATION - OTHER LAW &				
05609	ORDER	0.00	3,057.00	3,057.00	increased
07002	EHO Expenses	10,000.00	5,000.00	-5,000.00	Decreased
07208	DOCTOR - PRACTICE SUPPORT	4,500.00	15,000.00	10,500.00	increased
07299	Administration Allocated	10,886.00	9,170.29	-1,715.71	Decreased
08499	ADMINISTRATION ALLOCATED	10,886.00	9,170.29	-1,715.71	Decreased
09204	60 DOWNER ST MNTCE EXPENSE	5,406.00	3,552.00	-1,854.00	Decreased
09207	58 Hesford St Mntce Expense	8,312.00	6,312.00	-2,000.00	Decreased
09212	APU - 79 Russell St Mntce Expense	9,021.00	7,021.00	-2,000.00	Decreased
	29 Livingstone Street Mntce				
09218	Expense	12,216.00	15,710.87	3,494.87	increased
09220	107B Livingstone Street Mntce	3,169.00	5,200.00	2,031.00	increased

	Expense				
09222	71 Carnamah Road Mntce Expense	13,798.00	3,000.00	-10,798.00	Decreased
	137 Crossing Street Mntce				
09223	Expense	5,210.00	14,500.00	9,290.00	increased
09224	59 Hesford Street Mntce Expense	8,257.00	3,000.00	-5,257.00	Decreased
09225	60 Hesford Street Mntce Expense	7,461.00	8,278.00	817.00	increased
09227	80 Hesford Street Mntce Expense	12,396.00	7,396.00	-5,000.00	Decreased
09233	355 HIRSHAUER ST MTCE	5,418.00	2,316.00	-3,102.00	Decreased
09234	356 HIRSHAUER ST MTCE	5,791.00	2,000.00	-3,791.00	Decreased
09299	Administration Allocated	54,429.00	45,850.62	-8,578.38	Decreased
	Contributions (Executive Officer				
10900	Salary) Expense	13,000.00	0.00	-13,000.00	Decreased
	Public Conveniences Cleaning				
10810	Costs	8,500.00	6,000.00	-2,500.00	Decreased
	Public Conveniences Mntce				
10800	Expense	6,725.00	8,725.00	2,000.00	increased
10498	ADMINISTRATION ALLOCATED	10,886.00	9,170.29	-1,715.71	Decreased
10421	LOSS ON SALE OF ASSET	6,392.00	-2.80	-6,394.80	Decreased
10413	CENTENARY: BOOK	15,000.00	21,000.00	6,000.00	increased
10411	CDO Superannuation	6,476.00	6,756.00	280.00	increased
10400	Cemetery Maintenance Expense	7,000.00	5,000.00	-2,000.00	Decreased
10298	ADMINISTRATION ALLOCATED	10,886.00	9,170.29	-1,715.71	Decreased
10199	ADMINISTRATION ALLOCATED	10,886.00	9,170.29	-1,715.71	Decreased
11899	Administration Allocated	21,771.00	18,339.74	-3,431.26	Decreased
11822	BLUES FOR THE BUSH EVENT	30,000.00	45,000.00	15,000.00	increased
11699	Administration Allocated	21,771.00	18,339.74	-3,431.26	Decreased
11498	ADMINISTRATION ALLOCATED	10,886.00	9,170.29	-1,715.71	Decreased
11407	Parks & Gardens Expense- JOB	170,000.00	185,000.00	15,000.00	increased
11299	ADMINISTRATION ALLOCATED	10,886.00	9,170.29	-1,715.71	Decreased
11203	Pool Operating Expense	83,300.00	85,000.00	1,700.00	increased
11202	TRAINING & CONFERENCE - POOL	2,450.00	2,000.00	-450.00	Decreased
	SUPERANNUATION - POOL				
11201	MANAGER	6,138.00	6,743.00	605.00	increased
	SWIMMING POOL MANAGERS				
11200	SALARY	80,898.00	72,898.00	-8,000.00	Decreased
11099	ADMINISTRATION ALLOCATED	10,886.00	9,170.29	-1,715.71	Decreased
11010	Latham Halls Cleaning Costs	3,000.00	1,500.00	-1,500.00	Decreased
11001	Latham Hall Mntce Expense	4,404.00	5,904.00	1,500.00	increased
11000	PERENJORI HALL MNTCE EXPENSE	15,679.00	8,679.00	-7,000.00	Decreased
12600	Administration Allocated	65,315.00	55,020.91	-10,294.09	Decreased
12299	Administration Allocated	108,858.00	91,701.24	-17,156.76	Decreased
12200	Street Lighting Expense	29,000.00	20,000.00	-9,000.00	Decreased
13899	ADMINISTRATION ALLOCATED	10,886.00	9,170.29	-1,715.71	Decreased
	BUSINESS INCUBATOR -				
13610	OPERATING EXPENSES	10,000.00	0.00	-10,000.00	Decreased
13699	Administration Allocated	10,886.00	9,170.29	-1,715.71	Decreased

AGENDA

12th February 2014

13603	Standpipes Mntce Expense	5,000.00	8,500.00	3,500.00	increased
13499	ADMINISTRATION ALLOCATED	10,886.00	9,170.29	-1,715.71	Decreased
13404	EHO Other Expense	3,000.00	0.00	-3,000.00	Decreased
13400	EHO Expense	10,000.00	5,000.00	-5,000.00	Decreased
13199	ADMINISTRATION ALLOCATED	10,886.00	9,170.29	-1,715.71	Decreased
13399	ADMINISTRATION ALLOCATED	10,886.00	9,170.29	-1,715.71	Decreased
13175	CVP Village Cleaning Costs Midwest Transportables	20,000.00	30,000.00	10,000.00	increased
13173	Commission Expense Caravan Park Village Maintenance	187,198.88	140,000.00	-47,198.88	Decreased
13172	Expense Caravan Park Village	20,750.00	12,000.00	-8,750.00	Decreased
13171	Superannuation CARAVAN PARK COMPUTER	0.00	2,576.00	2,576.00	increased
13111	SOFTWARE	7,630.00	0.00	-7,630.00	Decreased
13108	CVP CLEANING Backpackers/Barracks Cleaning	55,860.00	60,000.00	4,140.00	increased
13107	Costs	45,000.00	40,000.00	-5,000.00	Decreased
13103	Caravan Park Building Expense	10,875.00	3,000.00	-7,875.00	Decreased
14912	REIMBURSEMENTS EXPENSE LESS SALARY & WAGES	14,000.00	73,646.00	59,646.00	increased
14803	ALLOCATED	-2,396,892.00	-2,217,296.00	179,596.00	increased
14800	GROSS SALARIES & WAGES	2,396,892.00	2,217,296.00	179,596.00	Decreased
14499	Administration Allocated	21,772.00	18,340.59	-3,431.41	Decreased
14405	Insurance	60,000.00	49,890.00	-10,110.00	Decreased
14404	Repair Wages	75,000.00	100,000.00	25,000.00	increased
14401	Tyres & Tubes	25,000.00	15,000.00	-10,000.00	Decreased
14299	Administration Allocated VEHICLE OPERATING EXPENSES -	76,201.00	64,191.21	-12,009.79	Decreased
14222	BUILDING MAINTENANCE OFFICER	8,000.00	0.00	-8,000.00	Decreased
14215	Industrial Special Risk Insurance	45,000.00	3,804.00	-41,196.00	Decreased
14214	LESS ALLOCATED TO JOBS	-633,711.00	-655,628.21	-21,917.21	Decreased
14210	Staff Training - Wages	2,000.00	13,000.00	11,000.00	increased
14205	Travel & Accommodation Exp's MIS & WORKS SUPERVISOR	2,000.00	2,510.00	510.00	increased
14200	SALARY	101,387.00	173,000.00	71,613.00	increased
14099	Administration Allocated	10,886.00	9,170.29	-1,715.71	Decreased
14003	Mining Project Expense	600,000.00	460,000.00	140,000.00	Decreased
14000	Private Works Expense	150,000.00	220,000.00	70,000.00	increased
				<u>213,642.17</u>	
005TF	TRANSFER FROM RESERVES	-38,300.00	-245,370.55	-	Increased

				207,070.55	
				-	
021TF	Transfer from Reserve		-200,000.00	200,000.00	Increased
	TRANSFER FROM RESERVE -				
011TF	SWIMMING POOL	-35,004.00	0.00	<u>35,004.00</u>	Decreased
				-	
				<u>372,066.55</u>	
	LAND & BUILDINGS - DOG & CAT				
05350	POUND	5,500.00	14,000.00	8,500.00	Increased
	PERENJORI FIRE STATION -				
05151	COMMUNAL AREA	25,000.00	0.00	-25,000.00	Decreased
	HOUSING PROJECT 2013 (CLGF				
09284	STAFF HOUSING - 2 UNITS)	189,000.00	410,000.00	221,000.00	Increased
09283	CAPITAL - 80 HESFORD ST	10,440.00	0.00	-10,440.00	Decreased
09282	CAPITAL - 356 HIRSHAUER ST	5,600.00	6,582.00	982.00	Increased
09281	CAPITAL - 355 HIRSHAUER ST	5,600.00	6,228.00	628.00	Increased
09280	CAPITAL - FLAT PACK HOUSE 2	71,450.00	74,000.00	2,550.00	Increased
09273	CAPITAL - 107A/B LIVINGSTONE	510.00	5,620.00	5,110.00	Increased
	CAPITAL - LOT 71 CARNAMAH				
09268	ROAD	0.00	5,500.00	5,500.00	Increased
09264	CAPITAL - 29 LIVINGSTONE STREET	6,000.00	9,000.00	3,000.00	Increased
09259	CAPITAL -61 HESFORD STREET	9,280.00	4,280.00	-5,000.00	Decreased
09258	CAPITAL -60 HESFORD STREET	1,820.00	2,700.00	880.00	Increased
09256	CAPITAL - 137 CROSSING STREET	10,260.00	22,000.00	11,740.00	Increased
09250	Capital - 159 John Street	3,770.00	4,500.00	730.00	Increased
				-	
11855	RSL MEMORIAL	100,000.00	0.00	100,000.00	Decreased
	PERENJORI TOWN HALL				
11053	RENOVATIONS	3,160.00	10,160.00	7,000.00	Increased
	CAPITAL - BUSINESS INCUBATOR				
13651	(RUSSELL STREET DEPOT)	420,000.00	380,000.00	-40,000.00	Decreased
	CARAVAN PARK - HOT WATER				
13194	SYSTEMS (LGEEP)	0.00	15,102.00	15,102.00	Increased
	CARAVAN PARK- PLANT &				
13193	EQUIPMENT	0.00	18,500.00	18,500.00	Increased
04252	Capital - CEO Vehicle	50,000.00	40,439.12	-9,560.88	Decreased
	PLANT & EQUIPMENT - CDO				
10450	VEHICLE	36,000.00	33,455.00	-2,545.00	Decreased
	LGEEP Project		3,663.00	3,663.00	Increased
12001	Road Construction Expense	1,716,772.00	1,661,919.00	-54,853.00	

Council - JOB					Decreased
	LATHAM BOWLING GREEN				
11482	RESURFACING	300,000.00	293,000.00	-7,000.00	Decreased
005TT	TRANSFER TO RESERVES	0.00	207,070.55	207,070.55	Increased
				<u>257,556.67</u>	
03116	Discount Allowed	180,000.00	208,636.62	28,636.62	Increased
03112	BACK RATES	0.00	22,509.10	22,509.10	Increased
03110	Ex Gratia Rates	-10,219.00	-10,868.42	-649.42	Increased
03107	GRV Mining Rates	-456,994.00	-551,162.94	-94,168.94	Increased
03103	Minimum Rates GRV Perenjori	-7,755.00	-5,295.00	2,460.00	Decreased
03101	Rates GRV	-75,853.00	-75,853.23	-0.23	Increased
03100	Rates UV	-1,498,432.00	-1,419,889.13	78,542.87	Decreased
				<u>37,330.00</u>	
Net Changes				-82,896.76	

Statutory Environment

The requirement is covered by Regulation 33A of the Local Government (Financial Management) Regulations 1996 (FM Regulations).

Policy Implications

Nil

Financial Implications

The budget review fine tunes the budget for the balance of the year, taking account of changed circumstances that were not evident when the budget was adopted.

Strategic Implications

Council has committed to strategic investments as detailed in the Corporate Business Plan.

Consultation

The budget review has the input of all senior staff, and is reflective of discussions held with Council regarding this situation.

Comment

The process for the budget review was much improved from the previous year, with more accurate estimations being made. I envisage next year will be improved again as the figures within the budget adopted are more reflective of the situation.

Voting Requirements - Absolute majority

Officers Recommendation – Item 14022.4**That Council:**

1. Adopts the Statutory Budget Review for the financial year of 2013/14
2. That a copy of the Budget Review be sent to the Department of Local Government within 30 days of Council considering it.

14022.6 AUDIT

APPLICANT:	SHIRE OF PERENJORI
FILE:	ADM0081
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	PETER MONEY - MCDS
RESPONSIBLE OFFICER:	PETER MONEY - MCDS
REPORT DATE:	20 February 2014
ATTACHMENTS:	AUDIT REPORT AND MANAGEMENT LETTER

Executive Summary

The 2012/2013 Audit Report and Management Letter from UHY Haines Norton are presented for the Audit Committee's endorsement and/or amendment.

Background

The Shire is required to prepare annual financial statements by 30th September and the auditor is to prepare a report in respect of the Financial Statements by 31st December each year. The required details and information was provided to the auditors during September and October 2013 but there were a number of queries on some minor matters particularly relating to the calculation of fair value.

There were no significant issues identified in the financial or audit reports.

Statutory Environment

Local Government Act 1995 s6.4 Financial Report

Local Government Financial Management Regulations 1996

Local Government Audit Regulations 1996

Australian Accounting Standards

Policy Implications

Nil

Financial Implications

The cost of this report is more than budgeted due to the need to involve Accountant Megan Shirt to answer numerous minor questions on the fair value calculations.

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

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

Consultation

Megan Shirt – Accountant
UHY Haines Norton

Comment

Nil

Voting Requirements – Simple Majority**Officers Recommendation – Item 14022.4**

That the Audit Committee accepts the Audit Report and Management Letter and recommends the Report and Management Letter for Council endorsement.

14022.7 ADOPTION OF COMPLIANCE AUDIT RETURN

APPLICANT: SHIRE OF PERENJORI
FILE: ADM0081
DISCLOSURE OF INTEREST: NIL
AUTHOR: PETER MONEY - MCDS
RESPONSIBLE OFFICER: ALI MILLS - CEO
REPORT DATE: 20 February 2014
ATTACHMENTS: COMPLIANCE AUDIT RETURN 2013

Executive Summary

This Item recommends that the Audit Committee accepts the attached Compliance Audit Return and recommends the Council adopts the Return without amendment.

Background

Local Governments are required to carry out a compliance audit in relation to the period 1 January to 31 December each year relative to the requirements set out in the attached document.

The Return is completed online via the Department of Local Government (DLG) website, provided to the Audit Committee prior to being referred to the Council for adoption.

The Return addresses various compliance matters with which local government CEO'S must advise the Department they have complied or explain why the compliance was not met.

The Return must be provided to the Department by 31st March each year after it has been adopted by the Council and signed by the President and CEO.

Compliance issues have been met except with the provision of the Audit Report which was not received prior to 31st December. However UHY Haines Norton formally applied for an extension to this date and this is recorded in the Return.

Statutory Environment

Local Government (Audit) Regulations 1996 clause 14 requires adoption of the Return prior to providing it to the Department of Local Government.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Area 5: Investing in Councils Capacity – Our Leadership

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

Consultation

Nil

Comment

The Return demonstrates the Shire complied with all compliance matters.

Voting Requirements – Simple Majority

Officers Recommendation – Item 14022.7
That the Audit Committee accepts the Compliance Audit Return 2013 without amendment and recommends it for adoption by the Council.

14022.8 NAME CHANGES FOR OLD PERTH ROAD
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APPLICANT:	SHIRE OF PERENJORI
FILE:	ADM0343
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	PETER MONEY - MCDS
RESPONSIBLE OFFICER:	PETER MONEY - MCDS
REPORT DATE:	20 FEBRUARY 2014
ATTACHMENTS:	NONE

Executive Summary

This Item seeks a Council decision on a proposed name for the southern section of the Old Perth Road to be provided to the Geographic Names Committee.

Background

In 2013 the Council advised the Geographic Names Committee (GNC) that it wanted to change the name of Old Perth Road to Carstairs Road. The GNC advised that significant changes should have occurred to the road structure or other significant reasons occur for them to support a change.

The GNC was then advised that Old Perth Road had recently had an intersection re-alignment at the junction with Caron Road and also a cul de sac had been constructed at its southern extremity and the junction with the Mullewa Wubin road was now closed.

The GNC subsequently advised the Shire that as the road was now two distinct roads it is appropriate to have two separate road names. Effectively the whole of the realigned Old Perth Road should not have one single name.

The proposed Carstairs name would be suitable for the northern section of the road as this is in close proximity to the Carstairs property. Old Perth Road could be retained for the southern section of the road from Caron Road to the cul-de-sac if that is the Council's long term preference.

However if it is not Council's intention to retain any of the name Old Perth Road then it would be far easier and save discussion and negotiation at a later date to change the name of the southern section at the same time as the northern section. To retain the name now and if a further name change was received in future years this may not be well received by the GNC.

Therefore it would be appropriate to continue with the proposed name of Carstairs Road for the northern section of Old Perth Road and offer another name for the southern section of Old Perth Road.

In proposing any names the Council needs to be mindful that the GNC will ask for a précis of the reasons for accepting proposed names which may include personal achievements and history of the person or family for whom the road is to be named.

Of course names may also relate to geographic or other features of names proposed that are not of persons.

Accordingly direction is sought from the Council on a proposed name change for the southern section of Old Perth Road or a direction that Old Perth Road be retained for that section.

Statutory Environment

Geographic Names Committee Guidelines

8.5 Road naming amendments

Road names are intended to be enduring. The renaming of any road is discouraged unless there are good reasons for a change of name. Reasons that may be considered in support of a name change are:

redesign of a road layout;

changed traffic flow;

mail delivery problems;

the misspelling of a name in the original application;

name duplication issues; and

property street addressing issues

Policy Implications

Nil

Financial Implications

There are no direct financial costs if the name changes meet the GNC guidelines.

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.

This strategy area will build the capacity of the Council to undertake ongoing planning, reviews and report on progress and develop leadership and management capacity within Council and staff. It will also ensure Council strategically targets fundraising strategies to achieve key projects

Consultation

Nil

Comment

The Geographic Names Committee seeks to ensure re-naming processes are well thought out and various options considered and are within the guidelines.

Voting Requirements – Simple Majority**Officers Recommendation – Item 14022.8**

That Council;

- 1. Reaffirms its decision to name the northern section of Old Perth Road from the intersection with Carnamah Perenjori Road to the intersection with Caron Road, as Carstairs Road; and**
- 2. Designates the southern section of Old Perth Road from the intersection with Caron Road to the southern end which is now a cul de sac to be named XXXXX Road.**

14022.9 REALIGNMENT OF AIRFIELD RESERVE

APPLICANT:	SHIRE OF PERENJORI
FILE:	ADM0190
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	PETER MONEY - MCDS
RESPONSIBLE OFFICER:	PETER MONEY - MCDS
REPORT DATE:	20 FEBRUARY 2014
ATTACHMENTS:	NONE

Executive Summary

This Item recommends that the Council request the Department of Lands to realign the boundaries of Reserve 17056 and Reserve 21977. This realignment is to encompass the encroachments already existing on reserve 17056 into the Airfield Reserve 21544. A map is attached showing the recommended realignment.

The Item also seeks Council approval to request the Department of Lands to amend the Management Order on Reserve 21977 giving the Shire authority to lease on the Reserve or to license improvements on the Reserve.

Background

At the Ordinary Meeting of 15th August 2013 The Council approved the construction of a hangar at the Perenjori airfield. The applicant's preferred location was the northern corner of reserve 17056 which required an application to Landgate to amend the vesting order over the Reserve. A draft Lease Agreement has also been provided to Landgate but the approval of the lease has been delayed as they identified some infrastructure on the Reserve that has not been authorised.

In mid-January the Department of Lands as the controller of Reserves, sought information from the Shire about the improvements as they are not in accordance with the Reserve's Management Order. The Department was subsequently advised that the improvements were a shed housing the landing lights control equipment, a toilet and septic, shelter for the ambulance and part of the taxi way. The Department advised that these improvements would require a change to the Management Order on Reserve 17056 though they are part of the airfield infrastructure. Any development on the airfield Reserve 21977 would also require changes to that Management Order.

Further to that, the developments which are airfield infrastructure infringe on Reserve 17056 which is a Recreation and Show Ground Reserve, not the airfield Reserve. For this reason it was suggested to the Department that a portion of R17056 be incorporated into the airfield Reserve R21977 through a boundary realignment which would incorporate these improvements into the airfield reserve.

At the same time as applying for a boundary realignment it is appropriate to ask the Department to approve the existing improvements by means of an amendment to the Management order giving the Shire the power to lease or licence improvements on Reserve 21977.

The Department may support the realignment of the boundaries for both these Reserves and a change to the Management Order on Reserve 21977 which would enable the Shire to consider approving further developments on the Reserve should there be any future demand.

Statutory Environment

The Shire has been granted Management Orders for the Reserves but this does not include the power to lease or make improvements. Changes to the Management Orders must be granted through the Department of Lands.

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Strategic Plan 2013 – 2023

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

Consultation

Department of Lands

Aero Surveys Pty Ltd

Landgate

Comment

Nil

Voting Requirements – Simple Majority

Officers Recommendation – Item 14022.9

That Council:

1. Requests the Department of Lands to issues a Section 18 Ministerial consent to finalise the proposed lease of a portion of Reserve 21977 which will amend the Management Order permitting the lease of a portion of the Reserve to Aero Surveys Pty Ltd; and
2. Requests the Department of Lands to realign the northern boundary of Reserve 17056 “Recreation and Showground” to coordinates 29°25’ 28.82” S and 116° 16’ 49.26” E as shown on the maps below and incorporate that portion of R17056 into Airfield Reserve R21977.

14022.10 APPLICATIONS FOR EXPLORATION LICENCE 59/143

APPLICANT:	MINJAR GOLD PTY LTD
FILE:	ADM0216
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	PETER MONEY - MCDS
RESPONSIBLE OFFICER:	PETER MONEY - MCDS
REPORT DATE:	20 FEBRUARY 2014
ATTACHMENTS:	LETTER AND MAP

Executive Summary

Correspondence has been received advising Council of applications for Miscellaneous Licences submitted to the Department of Mines and Petroleum (DMP).

This report recommends that Council acknowledges the applications and recommends to the DMP that certain conditions be imposed.

Background

We have been advised this company has applied to the DMP for a miscellaneous licence. All companies have a requirement to notify the respective Shire of the application for the licence. They have provided location plans detailing land area to be explored.

Correspondence received from:

- Andersons Tenement Management for an exploration Licence 59143

Statutory Environment

Mining Act 1978

33. Application for mining tenement by permit holder

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

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

Policy Implications

Nil

Financial Implications

Nil

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

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

Consultation

Nil

Comment

Whilst Council has minimal power over whether exploration licences are approved or not it is recommended that certain conditions be presented.

Voting Requirements – Simple Majority**Officers Recommendation – Item 14022.10**

That Council acknowledges the application for miscellaneous Licence 59/133 and 59/134 and requests the following conditions be imposed by the Department of Mines and Petroleum if the exploration licences are to be issued:

1. All surface holes drilled for the purpose of exploration are to be capped, filled or otherwise made safe after completion.
2. All costeans and other disturbances to the surface of the land made as a result of exploration, including drill pads, grid lines and access tracks, being backfilled and rehabilitated to the satisfaction of the district mining engineer. Backfilling and rehabilitation being required no later than six (6) months after excavation unless otherwise approved in writing by the district mining engineer.
3. Abandoned equipment and temporary buildings being removed from the mining tenement prior to or at the termination of exploration program.
4. No activities taking place to the detriment of any roads, streets or verges.
5. Minimum disturbance being made to natural vegetation.
6. Adequate dust suppression control methods and practices being used.
7. Except with the approval of the Shire of Perenjori, all mining excavations or drilling operations being backfilled and the ground reinstated and revegetated at the completion of the operation to the satisfaction of the Shire of Perenjori.
8. All works comply with the Environmental Protection (Noise) Regulations 1997.
9. All waste materials, rubbish and plastic sample bags to be removed within 60 days of placement.

14022.11 POLICY MANUAL

APPLICANT:	SHIRE OF PERENJORI
FILE:	ADM0311
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	PETER MONEY - MCDS
RESPONSIBLE OFFICER:	PETER MONEY - MCDS
REPORT DATE:	20 FEBRUARY 2014
ATTACHMENTS:	NONE

Executive Summary

This item recommends the first third of the Draft Policy Manual 2014 be adopted with any changes made by the Council at the February Council Meeting.

Background

The Council Policy Manual has not been reviewed since June 2009. Since that time there has been policy additions and amendments that have never been incorporated into the Manual, changes in legislation that affect Policies, changes in the operations of local governments and also changes in the expectations of the Council, Employees and the Community that all have effects on Policies.

Policies are set by the Council which effectively operational guidelines for the CEO. Policies also direct processes on how certain matters are to be managed provided they do not conflict with legislation. Therefore the Council determines the content of the Policy Manual but being mindful that Policies should be practical, achievable and fair.

The Draft Policy Manual 2014 is a more comprehensive document than the previous Manual and includes Policies relating to many contemporary issues that were absent in the 2009 Manual. Because of the size of the document it is proposed to issue it in three parts and this item refers to the first part issued to the elected members in January 2014.

The suggested changes are too numerous to list individually but they include deletions, amendments and additions. All new Policies are highlighted in purple and where there has been significant changes to Policies these are highlighted in yellow or have a strikeout through the print which indicate either additions or removal.

At this stage the index is not accurate and the formatting of the document is not addressed. The reason is that the Council could make changes that would affect the formatting and therefore it is proposed to index and format the document when the Council is satisfied with the content of the whole document.

It is also suggested that any changes the Council wishes to make to this first part of the document are made at the Council Meeting with the live document.

Statutory Environment

Local Government Act 1995

S2.7 - Role of council

- (2) Without limiting subsection (1), the council is to —
 (b) determine the local government's policies

Policy Implications

This Manual proposes some significant changes to Policies and operational procedures.

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

Local Government Act

Other Acts and Regulations relative to various Policies.

Comment

The Draft Policy Manual 2014 is a dynamic document subject to constant change and improvement and should be the basis of the internal operations of the Shire.

Voting Requirements – Simple Majority**Officers Recommendation – Item 14022.11**

That Council adopts part 1 on the Draft Policy Manual 2014 for Administration, Plant and Works with amendments made at the Council Meeting.

14023 ECONOMIC AND COMMUNITY DEVELOPMENT**14023.1 PERENJORI CENTENARY BOOK**

APPLICANT:	SHIRE OF PERENJORI
FILE:	ADM0406
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	SAM PARKER – ECDC
RESPONSIBLE OFFICER:	SAM PARKER – ECDC
REPORT DATE:	20 FEBRUARY 2014
ATTACHMENTS:	NONE

Executive Summary

Seeking endorsement from Council to support the Centenary Committee to apply for Mt Gibson Public Benefit Trust to secure an additional \$30,000 needed to publish the Perenjori Centenary Book to a high quality including the audio book.

Background

As part of the Perenjori Centenary Celebrations in 2012, the committee sought Council support to commission a book, documenting the history of the Shire of Perenjori, over its hundred year lifespan as a European settlement.

The purpose was to create an engaging history of the area, told through the communities own words. The outcome of the book is to create a resource that's captures the rich social fabric of the town.

Bill Bunbury was appointed as the author of the book, who came highly recommended as the best person to deliver this project. Both Bill and his wife Jenny have undertaken a great deal of research, and transcribed hours of interviews to create a paper based book and an audio book to tell the story of the town of Perenjori.

The book is split into 5 main chapters, which span the 100 years of Perenjori, with stories covering the different era's, made up from interviews with current and former residents who lived through those periods. In total 87 people were interviewed including previous audio recordings that were undertaken in 1995 for the book.

A grant of \$12,500 was secured from LotteryWest to contribute to the project. The Shire is now looking to have the book published.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

\$9000 from the 2013/14 Budget Review

Strategic Implications

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

With various members of the community and councilors

Comment

This has been an ongoing project since the Centenary in September 2012, and has involved a large number of current and former Perenjori residents. It is a wonderful project that documents the history of the town in a way that keeps it alive for future generations.

Voting Requirements – Simple Majority

Officers Recommendation – Item 14023.1

1. That Council support the progress of the Centenary Book by endorsing the allocation of \$9000 as part of the 2013/14 Budget Review, whilst supporting the Centenary Committee to apply for \$30,000 in the next round of Mount Gibson Public Benefit Trust Fund.
2. Council formerly acknowledge written thanks to Bill and Jenny Bunbury for their commitment and excellent work with the writing of the book and Professor Geoffrey Bolton for the forward he wrote for the book.
3. Council acknowledge current and former residents who have been involved in the creation of the book.

14023.2 COUNCILLOR NOMINATION FOR MEMBERSHIP OF THE BLUES FOR THE BUSH AND COMMUNITY OPEN DAY MANAGEMENT GROUP.

APPLICANT:	SHIRE OF PERENJORI
FILE:	ADM0494
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	SAM PARKER – ECDC
RESPONSIBLE OFFICER:	ALI MILLS - CEO
REPORT DATE:	20 FEBRUARY 2014
ATTACHMENTS:	MANAGEMENT COMMITTEE ROLE DESCRIPTION STEERING COMMITTEE STRUCTURE

Executive Summary

The Shire of Perenjori and Bush Heritage Australia are seeking a Councillor to sit on the management group for the event.

The purpose of this role is to enable the nominated Councillor to be an advocate of the event and feed back to Council, and address any issues raised by Council.

Background

The Shire of Perenjori has agreed to run the Blues for the Bush and Community Open Day in 2014, and in principle until 2016 in partnership with Bush Heritage Australia. With the MOU now signed, Bush Heritage Australia and the Shire of Perenjori are looking to form the management group who will oversee the event and ensure it is run to the highest standards that will create an event of state significance.

The specifics of the role are included in the attachment to this item, but in summary the role will involve:

- Being an Advocate for the event to Council, the community and stakeholders
- Supporting the strategic decision making process

- Communicating feedback to Council and being the main point of contact for Council to raise issues
- Regular attendance at meetings

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.

Corporate Business Plan Shire of Perenjori 2013 - 2017 Page 10

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.

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

Based on lessons learned in the previous year, and further feedback from Council.

Comment

Having a Councilor as part of the management group, will ensure Council are kept up to date with developments in the event. It will also enable the nominated Councilor to be an advocate for the event, and provide a direct link to council in order to address issues

Voting Requirements – Simple Majority**Officers Recommendation – Item 14023.2**

That Council endorse Councillor (*Insert Name*) to be the Council representative on the Event Management Group for the Blues for the Bush Event for 2014 and 2015

14024	INFRASTRUCTURE SERVICES
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14024.1	ROAD MAINTENANCE NOVEMBER 2013
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APPLICANT: MANAGER OF INFRASTRUCTURE SERVICES

FILE: NIL

DISCLOSURE OF INTEREST: NIL

AUTHOR: KEN MARKHAM - MIS

RESPONSIBLE OFFICER: KEN MARKHAM – MIS

REPORT DATE: 19 FEBRUARY 2014

ATTACHMENTS: MAP

Executive Summary

Listed are the roads graded for the months of December 2013 and January 2014.

Settlement Road	Olden Road
Hill Road	Back Bowgada Road
Grant Road	Syson Road
North Road	Spencer Road
Lochada Road	Coorow Maya Road
Keogh Road	Wilder Road
Bartlett 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

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

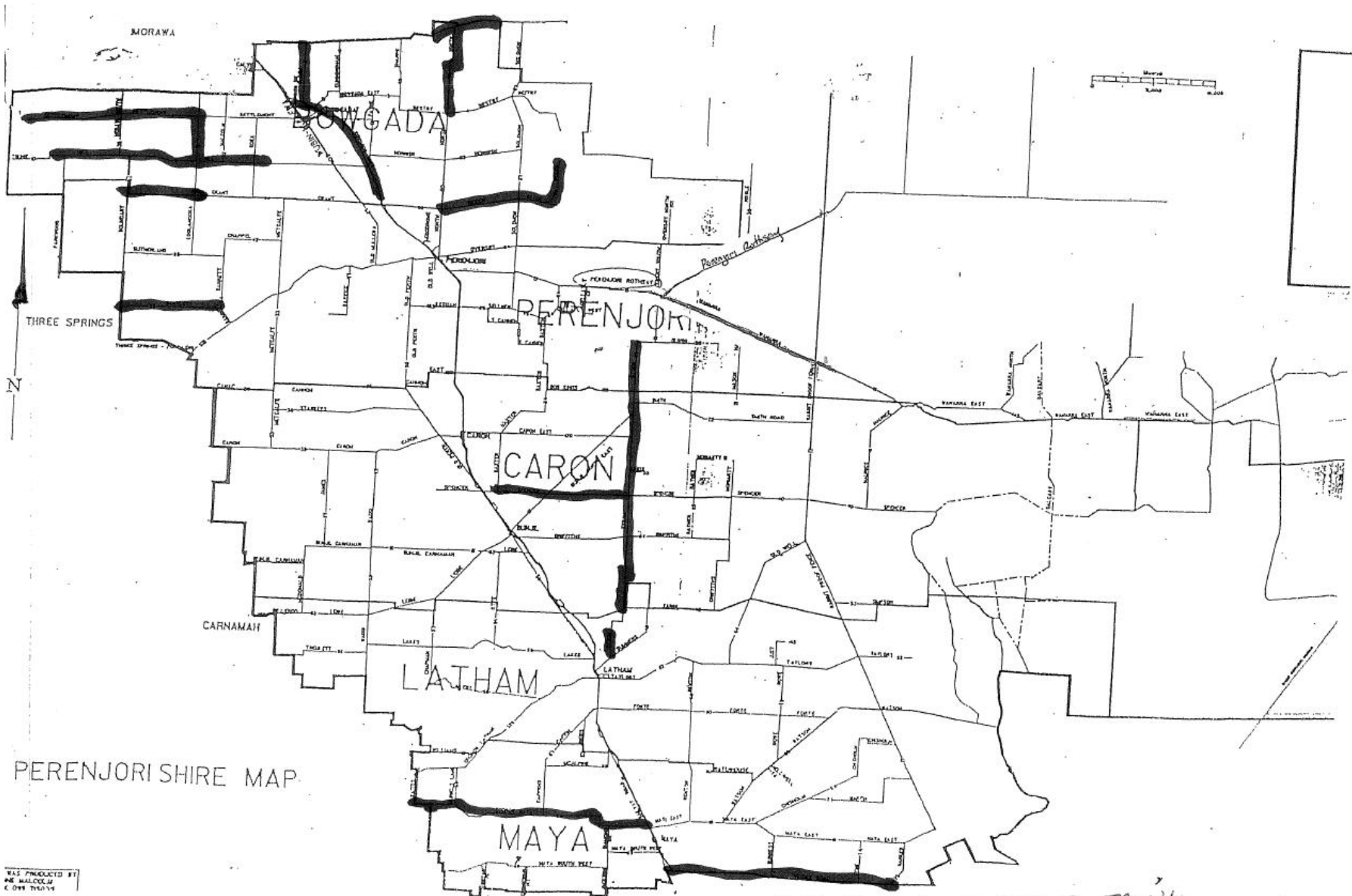
Nil

Comment

Nil

Voting Requirements – Simple Majority

Officer and Committee Recommendation – Item 14024.1
That the road maintenance report for December 13 and January 14 be accepted as presented.



PERENJORI SHIRE MAP

MAP PRODUCED BY
MR. MALCOLM
C. DYE 2010/11

ROAD MAINTENANCE DEC 13 JAN 14

14024.2 REGIONAL ROAD GROUP

APPLICANT:	MANAGER OF INFRASTRUCTURE SERVICES
FILE:	ADM0141
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	KEN MARKHAM - MIS
RESPONSIBLE OFFICER:	KEN MARKHAM - MIS
REPORT DATE:	19 FEBRUARY 2014
ATTACHMENTS:	DRAFT ROAD BUDGET

Executive Summary

This item seeks the council's endorsement of the applications to add roads to be added to the Roads 2030 document for Regional Road Group funding. Applications close on the 7th March 2014.

Background

During a workshop on Council's road network last year to review RAV's, current and future road user needs, identify gaps, concerns and opportunities to guide the road works program along with roads of regional significance and road hierarchy the workshop identified several roads for addition the roads of regional significance.

The roads identified were Warriedar Coppermine Road, Karara Road, Syson Road, Summers Road and Oversby South Road.

This report seeks Councils confirmation of the roads they wish to have considered for addition to the Roads 2030 document.

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

Council road review workshop 2013, involving Councillors, CEO

Comment

By having the listed roads on the Roads 2030 document, Council would then be able to apply for Regional Road Group funding to carry out works on these roads. This could be of benefit to the Shire and road users.

Voting Requirements – Simple Majority**Officer and Committee Recommendation – Item 14024.2**

That the following Shire of Perenjori roads be forwarded for consideration and addition to the Roads 2030 document:

- Warriedar Coppermine Road
- Karara Road
- Syson Road
- Oversby South Road
- Summers Road

14024.3 GENERAL BUSINESS – MOTION MOVED WITHOUT NOTICE

At the Plant and Works Committee Meeting held on Wednesday 19th February 2014 the following motion was moved;

Moved: Cr Butler

Seconded: Cr Wass

That the section of Oliver Road between Syson and Oversby South, and the section of Oversby South from Perenjori/Rothsay to Oliver be named Syson Road.

Moved: 5/0

Committee Recommendation – Item 14024.3

That the section of Oliver Road between Syson and Oversby South, and the section of Oversby South from Perenjori/Rothsay to Oliver be named Syson Road.

14025	GOVERNANCE
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14025.1	ANNUAL REPORT 2012/13
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APPLICANT: SHIRE OF PERENJORI

FILE: ADM0303

DISCLOSURE OF INTEREST: NIL

AUTHOR: ALI MILLS - CEO

RESPONSIBLE OFFICER: ALI MILLS - CEO

REPORT DATE: 20 FEBRUARY 2014

ATTACHMENTS: ANNUAL REPORT

Executive Summary

The Annual Report for the 2012/13 financial year is presented for Council's endorsement, along with the proposed date for the Annual Electors meeting.

Background

An Annual Report is required to be produced every year after the audit has been completed and upon receipt of the Audit Report.

The 2012/2013 Annual Report (attached) has been prepared in accordance with Section 5.53 of the Local Government Act and includes the audited Annual Financial Report.

The Annual Report highlights the Shire of Perenjori's achievements in 2012/13.

For statutory compliance a local government must:

- If the Auditors Report is not available in time for the annual report to be accepted by 31 December, the annual report is to be accepted no later than 2 months after the auditor's report becomes available. As the audit report became available on the 7th February 2014 the annual report must be accepted before 7th April 2014.
- Advertise the availability of the annual report
- The date of the Annual Electors Meeting is also required to be set. The meeting must be held within 56 days of acceptance of the Annual Report, that is by 4th April 2014.
- It is proposed that the annual meeting of Electors be held at 5.00 pm on Wednesday 5th March 2014 at the Perenjori Pavilion.
- Fourteen days public notice of the meeting is also required.

The Shire is required to prepare annual financial statements by 30th September and the auditor is to prepare a report in respect of the Financial Statements by 31st December each year. The required details and information was provided to the auditors in January 2013, with a number of further queries requiring follow-up between January and February 2014.

The auditors have stated in their management Report that, “ the audit in respect of the year ended 30 June 2013 was more efficient and, whilst finalisation of the audit has been delayed, the reasons for the delay relate predominantly to the new reporting requirements in respect of fair value, recognition of Crown Land and the new ratios”.

Correspondence generated by the auditor to the Department of Local Government requested an extension until the 31st March. The audit report, management report and financial report were presented electronically to the Shire on the 7th February 2014.

The Financial Report is a key component of the Annual report which provides the details of the Shires financial position with a thorough checking of financial practices. No adverse comments have been raised whilst there are areas that can benefit from improvement.

Statutory Environment

Section 5.53 of the Local Government Act requires the preparation of an annual report and details what has to be contained within.

Section 5.54 requires that the Annual Report for a financial year be accepted no later than 31 December after that financial year or within 2 months of receiving the auditor’s report. Council is required to hold an Annual Electors Meeting within 56 days of acceptance of the Annual Report. Pending adoption of the Annual Report, the Annual Electors meeting will be scheduled for 1st May 2013.

Strategic Implications

Area 5: Investing in Councils Capacity – Our Leadership

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

Consultation

Staff

DLG

Comment

The Annual Report provides information on the years activities and providing facts and figures on achievements in varying areas. Staff have worked as a team to present this information. The detailed financial report should provide a return of confidence of the community and Council that our financial management practices are back on track and in control.

Voting Requirements – Absolute Majority

Officers Recommendation – Item 14025.1
<p>That Council by Absolute Majority by virtue of section 5.54 of the Local Government Act 1995 resolves to:</p> <ol style="list-style-type: none"> 1. Adopt the 2012/13 Annual Report for the financial period ending 30 June 2013 for the Shire of Perenjori; and 2. Request that the CEO arrange an Annual Electors meeting to be held on Wednesday 5th April 2014 as per section 5.27(2) of the Act.

14025.2	BROOKFIELD RAIL – INTERFACE AGREEMENT
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APPLICANT: SHIRE OF PERENJORI

FILE: ADM0344

DISCLOSURE OF INTEREST: NIL

AUTHOR: ALI MILLS - CEO

RESPONSIBLE OFFICER: ALI MILLS - CEO

REPORT DATE: 20 FEBRUARY 2014

ATTACHMENTS: AGREEMENT

Executive Summary

Council's endorsement is sought for the signing of the Interface Agreement for Public Road and Rail Crossing at Grade Interfaces between Brookfield Rail Pty Ltd, the Shire of Perenjori and the Commissioner of Main Roads WA.

Background

New legislation is coming into effect on 1 February 2014 that requires Road Managers and Rail Infrastructure Managers to enter into an agreement for all road/rail interfaces.

An interface agreement is a written agreement between the road manager and rail infrastructure manager, which details the management of safety risks at locations where road and railway tracks cross. The agreement can cover one or more level crossings.

The Act places obligations on road managers and rail infrastructure managers to ensure safety risks at each level crossing are identified, assessed and managed. The Interface Agreement is a formal agreement between both parties on the management of these safety risks.

Parties who unreasonably delay negotiation or refuse to enter an agreement could face penalties from the Rail Safety Regulator.

The Agreement provided outlines the responsibilities of all as follows:

Responsibilities

Where not otherwise subject to separate agreement, the parties agree that each party to this Agreement will have the following responsibilities in respect of the Interfaces specified in Schedule 1:

Main Roads Western Australia/Commissioner of Main Roads (MRWA)

- Install and maintain the appropriate regulatory signs, warning signs, road markings and advance flashing warning panels on Public Road approaches to Level Crossings – excludes signage affixed to railway hardware.

Road Manager – Local Government

- Maintain the Road approaches up to three metres (3m) either side from the outside running rail.
- Arrange, undertake and maintain any vegetation clearing and/or removal of other physical obstructions on Roads (including on adjacent private properties if required) to provide requisite driver visibility sightlines on the approaches to railway Level Crossings.
- Notify the Rail Infrastructure Manager of any road works planned, either of a temporary or permanent nature, in the vicinity of a crossing. (See section 9 of this Agreement)
- Notify the Rail Infrastructure Manager of any change in land use adjacent to an Interface or any change in Level Crossing use.
- Report to MRWA any damaged and unserviceable line marking and signage associated with a Level Crossing identified during inspection in accordance with normal maintenance regimes.

Rail Infrastructure Manager

- Install and maintain flashing lights and boom barriers, warning bells, pedestrian mazes, gates and crossing paths (not approach paths) including any signage affixed to these devices.
- Provide control devices for advance warning signs.
- Undertake and maintain any vegetation clearing and/or removal of other physical obstructions within the Rail Corridor to provide adequate visibility on the approaches to railway Level Crossings.
- Maintain the roadway within three metres (3m) of the outside running rail.

Reciprocal responsibilities of all parties

- Notify each other party of material changes to usage of an Interface of which a party is aware. These changes may arise from things such as higher speed rail or road traffic, increased volume of rail or road traffic (for example arising from a changes in land usage or development) or change of road vehicle types or change to road designation (for example to an oversize vehicle route). If the parties identify a new risk (or increased level of an existing risk), the parties must, as appropriate reassess and manage these risks so far as is reasonably practicable.

Consultation with Mal Shervill from WALGA has indicated most local governments are comfortable with the agreement and will proceed with signing it. There have been a minority who have raised the following concerns:

- Risks associated with not reporting any damaged and unserviceable line marking and signage associated with a level crossing. The concern here is having the capacity to ensure regular monitoring and reporting.

- Responsibility for arranging, undertaking and maintaining any vegetation clearing and or removal of obstructions on roads. Once again this can be a resourcing and timing issue.
- Costs – associated with the responsibilities, as there is no consistent model across WA from Brookfields on this. This will be discussed at a future time.

Strategic Implications

Area 5: Investing in Councils Capacity – Our Leadership

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

Consultation

Staff

DLG

Comment

Nil

Voting Requirements – Simple Majority

Officers Recommendation – Item 14025.2

That Council endorses the signing of the Interface Agreement (Rail Safety Act 2010 WA), Public Road and Rail Crossing at Grade Interfaces between Brookfield Rail, Shire of Perenjori and the Commissioner of Main Roads.

14025.3 ANNUAL LEAVE – CEO

APPLICANT: SHIRE OF PERENJORI

FILE: NIL

DISCLOSURE OF INTEREST: NIL

AUTHOR: ALI MILLS - CEO

RESPONSIBLE OFFICER: ALI MILLS - CEO

REPORT DATE: 20 FEBRUARY 2014

ATTACHMENTS: NIL

Executive Summary

This item seeks Council's endorsement of Annual leave for the CEO and the appointment of the Manager of Corporate and Development Services to Act as the CEO throughout the leave.

Background

The CEO is proposing to take 17 days Annual leave commencing on the 10th March 2014 and returning to work on the 1st April 2014. The CEO currently has 22 days accrued as annual leave.

As the leave periods are for a reasonable time and does coincide with a Council meeting it is proposed to have an Acting CEO, being Council's Manager Corporate and Development Services (MCDS). The MCDS will be paid at the base rate for a Band 4 CEO as per the Local Government Award.

The CEO is entitled to 4 weeks annual leave as per the contract.

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

Payroll

Comment

Nil

Voting Requirements – Simple Majority

Officers Recommendation – Item 14025.3

That Council approve the following leave dates for the CEO:

Commencing on the 10TH March 2014 to the 1st April 2014 inclusive, and endorse the appointment of the Manager of Corporate and Development Services for this period of time as the Acting CEO.

14025.4 CLUB DEVELOPMENT OFFICER SCHEME – NORTH MIDLANDS APPLICATION

APPLICANT: SHIRE OF PERENJORI

FILE: ADM0413

DISCLOSURE OF INTEREST: NIL

AUTHOR: ALI MILLS - CEO

RESPONSIBLE OFFICER: SAM PARKER - ECDC

REPORT DATE: 20 FEBRUARY 2014

ATTACHMENTS: APPLICATION

Executive Summary

Council's endorsement of the application to the Department of Sport and Recreation Club Development Officer Scheme for 2014 and 2015.

Background

The Club Development Officer (CDO) Scheme is a collaborative partnership between the Department of Sport and Recreation (DSR) and Local Governments (LG) and demonstrates a total commitment of \$6.28 million from 2009/10 to 2012/13. The scheme currently employs 38 CDOs in 48 LGs across the state from Kununurra to Esperance.

The role of the CDO is to build the capacity of community sport and recreation clubs through the provision of education, information, resources and training programs to club administrators, committees and boards in a wide range of management and governance areas.

The North Midlands areas have been identified by DSR in the Midwest Club Development Plan 2013 - 2017 as benefiting from being included in the Club Development Officer Scheme. A Club Development Officer has been included as number 20, Medium priority project in Council's Corporate Business Plan:

Community consultations conducted by DSR in 2013/13 identified the following concerns and issues:

North Midlands Strengths

- Coordination between sports- Winter sports all travel together
- Social involvement – Sport is one of the most important social vehicles in the district.

Weaknesses

- Lack of volunteers (same people, lack of experience, lack of interest from young people)
- Declining playing members (lack of commitment)

Opportunities

- Educate committee members
- Applying for grants (i.e. volunteers)

Threats

- Declining population
- Everyday costs
- Building and health compliance make small facilities in communities non-viable
- Grade 7's leaving the district.

The following strategies were stated within the report:

Strategic Outcome: Clubs demonstrate sound governance and strong business practices

Organisational Development	
Strategies	Partners/Key stakeholders
Educate and support committee members in achieving good governance practices, processes and structures	DSR, LG's, RSA's clubs and broader community

Strategic Outcome: Sport and Recreation is served by a skilled, dedicated and abundance workforce

Organisational Development	
Strategies	Partners/Key stakeholders
Improve planning and management of workforce	DSR, LG's, RSA's, clubs
Reduce volunteer workload and turnover	DSR, LG's, RSA's, clubs

Improve recruitment and retention strategies	DSR, LG's, RSA's, clubs
Targeted acknowledgement and rewards for volunteers	DSR, LG's, RSA's, clubs
Deliver specialised and quality training and development opportunities for club workforce	DSR, LG's, RSA's, clubs and regional service providers
Promote the Mid West Academy of Sport (MWAS) development opportunities for coaches and talented players	DSR, LG's, RSA's, MWA's and clubs

Strategic Outcome: Clubs will allow more people to become more active more often

Organisational Development	
Strategies	Partners/Key stakeholders
Promote and support initiatives that enable sports to be played in the same town and participants can travel together	DSR, LG's, RSA's, clubs
Provide greater acknowledgement that sport provides the social fabric for communities to encourage participation	DSR, LG's, RSA's, clubs
Support initiatives that modify games to account for declining membership/population	DSR, RSA's, clubs

Strategic Outcome: Clubs will have access to resources that assist them in delivering sport and recreation to their communities

Organisational Development	
Strategies	Partners/Key stakeholders
Promote funding opportunities to Sport and recreation clubs	DSR, LG's, RSA's, clubs
Support sport and recreation clubs in the application of grants and funding	LG's and clubs
Support Regional Sporting Associations through the organisational sustainability program to further support sport and recreation clubs	DSR, RSA's
Support Clubs to address the increasing operational costs and explore alternative and additional revenue opportunities	DSR, LG's, clubs

Further to these strategies discussions have occurred with CEO's from Shires of Three Springs, Mingenew and Morawa and DSR regarding the implementation of such strategies to provide the support and guidance Clubs across the Shires require. All agree the Club Development Scheme could provide the necessary resources to ensure a dedicated officer was employed to implement such strategies which would work towards strengthening our Clubs and providing benefits to our communities.

Funding

DSR recently advertised a new funding round for the Club Development Scheme 2014 and 2015 with new areas encouraged to apply. A maximum of \$50,000 can be provided each year with a minimum 25% contribution required as an overall cash contribution from the Local governments. The total budget will be \$98,000 which will provide a Club Development position with approx. 30 hours per week for the position. The total amount includes costs for, office space, travel and accommodation for the worker/s in cash and in-kind values. The details of how the position will work across the Shires will need to be addressed if funding is provided and can include a range of models from the employment of one person to each Shire employing locally.

The Regional Manager from DSR Geraldton had identified the North Midlands Region as a high priority area and encouraged the Shires to work together to submit an application. Council's CEO has worked with the scheme in other Local government areas and offered to collect information from each of the Shires and prepare the application for funding.

The Shire of Mingenew decided it would not require the program and thus is not included in the application submitted. The application involves the Shires of Three Springs, Morawa and Perenjori.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

If funding is offered by DSR and accepted by Council an annual cash contribution of \$8,333 would be required along with in-kind contributions of approx. \$6 500.

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.

Project 20: Sports Club Development Officer – Regional Project
MEDIUM PRIORITY

Scope statement

Many sporting clubs in the region are experiencing difficulties to develop their membership and volunteer base due to work pressures from the key industries of agriculture, mining and energy. Sport is a key developmental outlet for young people and as such this is seen as a key developmental activity for the population of 5 to 25 yr olds in the region.

Consultation

DSR

Club Development Scheme

Shires of Mingenew, Three Springs, and Morawa

Local Clubs

ECDC

Comment

Having worked with the scheme in the Gascoyne area, and witnessing firsthand the benefits from these dedicated resources being applied to Clubs, I support the scheme and the DSR initiative 100%. The capacity of Clubs, along with the capacity of smaller local governments like the North Midland Shires is not at the level Clubs often need to operate at a functional level. The clubs in Perenjori are no different from those in other areas, and could benefit a great deal from having a resource which provided information, supported and assisted needed changes and access to opportunities for players, coaches and committee members.

Voting Requirements – Simple Majority**Officers Recommendation – Item 14025.4**

That Council support the joint application from the Shire of Three Springs and Morawa for funding to the Department of Sport and Recreation's Club Development Officer Scheme for 2014 and 2015.

14025.5 MWRC – WINDING UP

APPLICANT: MWRC
FILE: ADM0055
DISCLOSURE OF INTEREST: NIL
AUTHOR: ALI MILLS - CEO
RESPONSIBLE OFFICER: ALI MILLS - CEO
REPORT DATE: 20 FEBRUARY 2014
ATTACHMENTS: MINUTES

Executive Summary

This report provides Council with information regarding the recent meeting of the MWRC.

Background

Council discussed the future of the MWRC at the meeting on the 19th December 2013 and made the following recommendation:

Council Resolution – Item 13129.4.3***Moved: Cr G Reid******Seconded: Cr L Smith***

- 1. That the Shire of Perenjori formerly advise the MWRC of its intention to withdraw from the MWRC, and thus for it to commence the process of dissolution.***
- 2. That the Shire of Perenjori commit in principal to working in cooperation with the Shire of Morawa and support the CEO to further explore the opportunities for shared servicing and resource sharing between the two Shires.***

Carried: 9/0

A MWRC meeting was held on the 4th February 2014 at the Shire of Mingenew. Cr Smith attended in the absence of Cr King and Cr Butler. The following decisions were made regarding the date of dissolution and cessation dates for staff:

COUNCIL RESOLUTION – ITEM 14022.2

Moved: Cr Treloar

Seconded: Cr Smith

The MWRC resolves to:

- a. Ratify the decision of member councils to dissolve MWRC and to officially cease to operate on 31 March 2014.*
- b. The ACEO is hereby authorised to apply the provisions under the establishment agreement read together with the LGA and finalise all matters as listed in Annexures 3 Assets and Annexure 4 Contracts, as soon as reasonably possible.*
- c. Staff be given notice of termination of their contracts of employment in terms of item 6.3.2 – Termination of Staff Employment.*
 - I. A/CEO 1 month notice, 1 March terminating 31 March 2014*
 - II. Accountant 2 weeks' notice, 14 March terminating 31 March 2014*
 - III. Administration Officer 2 weeks' notice, 14 March terminating 31 March 2014*
- d. In the event that the dissolution process is not finalised by 31 March 2014,*
 - ii. option 8.3.1. B – A/CEO and/or Accountants services are terminated and council appoints the four Member Shires CEO's to act and finalise any outstanding matters, for the period following 31 March 2014 to deregistration.*
- e. Notify the Minister of the decision of the council.*

Carried: 3/0 ABSOLUTE MAJORITY

Moved: Cr Smith

Seconded: Cr Treloar

Member Shire CEO's to discuss Annexure 3 and advise MWRC CEO within 10 days.

Carried: 3/0

Moved: Cr Treloar

Seconded: Cr Smith

MWRC A/CEO to auction Item 30 (2009 Toyota Prado) Annexure 3.

Carried: 3/0

Moved: Cr Smith

Seconded: Cr Treloar

Council delegates to the 4 Member Shire CEO's the authority to discuss and make a decision regarding officer redundancy or ex gratia payments as outlined in Annexure 4.

Carried: 3/0

A final meeting has been planned for the 25th March 2014 to be held at Three Springs.

Statutory Environment

Local Government Act 1995, Part 3 Functions of local governments, Division 4 Regional local governments, s3.63 Dissolution or partial dissolution of regional local government.

The Establishment Agreement June 2006 as amended by Deed of Variation 07 November 2007, Deed of Amendment 20 July 2011 and amended Establishment Agreement 2013. (Signed by four participating Shires, but unsigned by the Minister.) For purposes of this matter the 2006 Establishment Agreement, as amended, signed by the minister will be used as the source document.

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

MWRC Members and CEO's

Comment

The time allocated for the staff to wind up the MWRC would seem to be generous and thus quite considerable time to attend to many of the matters for dissolution.

Voting Requirements – Simple Majority

Officers Recommendation – Item 14025.5
That Council receives the information and minutes provided regarding the dissolution of the MWRC.

14025.6 LOCAL GOVERNMENT STRUCTURAL REFORM

APPLICANT:	SHIRE OF PERENJORI
FILE:	ADM0056
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	ALI MILLS - CEO
RESPONSIBLE OFFICER:	ALI MILLS - CEO
REPORT DATE:	20 FEBRUARY 2014
ATTACHMENTS:	ARTICLES, LEGAL ADVICE, CARNAMAH COMMENTS

Executive Summary

This report seeks Council's endorsement to request the Northern Country Zone (NCZ) of the Western Australian Local Government Association (WALGA) approach WALGA State Council and Shane Love, MLA, Member for Moore seeking their support for voluntary amalgamations.

Background

The Local Government Metropolitan Structural Reform process has created significant dialogue amongst many and varied local government authorities, both metropolitan and non-metropolitan, over the past few months. The current concerns are in relation to the Poll provisions if boundary changes or amalgamations are proposed.

Clause 8 of Schedule 2.1. of the Local Government Act 1995 provides that:

8. Electors may demand poll on a recommended amalgamation

- (1) Where the Advisory Board recommends to the Minister the making of an order to abolish 2 (*emphasis added*) or more districts (the ***districts***) and amalgamate them into one or more districts, the Board is to give notice to affected local governments, affected electors and the other electors of districts directly affected by the recommendation about the recommendation.
- (2) The notice to affected electors has to notify them of their right to request a poll about the recommendation under subclause (3).
- (3) If, within one month after the notice is given, the Minister receives a request made in accordance with regulations and signed by at least 250, or at least 10%, of the electors of one of the districts asking for the recommendation to be put to a poll of electors of that district, the Minister is to require that the Board's recommendation be put to a poll accordingly.
- (4) This clause does not limit the Minister's power under clause 7 to require a recommendation to be put to a poll in any case.

The City of Subiaco has obtained legal advice (see attached) from McLeods Barristers and Solicitors. Their comments are as follows:

"the existing poll provisions cannot be invoked by affected electors in the case that one local government is proposed to be partitioned into two or more parts to be shared amongst neighbouring local governments by way of boundary adjustments. This is the very dilemma

that Cockburn now faces with the Minister's recent proposal to the LGAB to partition Cockburn into three parts to be distributed amongst the neighbouring local governments of Fremantle, Melville and Kwinana. The stark reality confronting the Cockburn community is that it cannot veto the implementation of the Minister's proposal by way of a poll should the LGAB recommend the Minister's proposal back to the Minister and he accepts it. The community's only redress is by way of submissions to the LGAB before it makes a final recommendation to the Minister.

A supplementary request for further legal advice has also confirmed " ...that a boundary change proposal that would absorb the whole of the City of Subiaco into the City of Perth, without abolishing the City of Perth, would fail to trigger off the poll provisions."

In other words it is open to the Minister right now to propose to the LGAB a 50% reduction in the number of local governments in Western Australia by way of "boundary changes" without being exposed to the veto powers of the existing poll provisions".

Local Governments who have a desire to remain independent are requesting for their communities to have a say in a proposed amalgamation or boundary change.

Statutory Environment

Local Government Act, 1995, Schedule 2.1, Clause 8

8. Electors may demand poll on a recommended amalgamation

- (1) Where the Advisory Board recommends to the Minister the making of an order to abolish 2 (*emphasis added*) or more districts (the **districts**) and amalgamate them into one or more districts, the Board is to give notice to affected local governments, affected electors and the other electors of districts directly affected by the recommendation about the recommendation.
- (2) The notice to affected electors has to notify them of their right to request a poll about the recommendation under subclause (3).
- (3) If, within one month after the notice is given, the Minister receives a request made in accordance with regulations and signed by at least 250, or at least 10%, of the electors of one of the districts asking for the recommendation to be put to a poll of electors of that district, the Minister is to require that the Board's recommendation be put to a poll accordingly.
- (4) This clause does not limit the Minister's power under clause 7 to require a recommendation to be put to a poll in any case.

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

CEO's

Comment

Up until now it seems amalgamation proposals have been voluntary. This could be the right time to test the State Government on whether we are operating in an environment where the amalgamation agenda is genuinely voluntary.

The question that remains is whether affected local communities should have a say in how their local governments are constituted.

Voting Requirements – Simple Majority

Officers Recommendation – Item 14025.6

Council request the Northern Country Zone (NCZ) of the Western Australian Local Government Association (WALGA) approach WALGA State Council and Shane Love, MLA, Member for Moore seeking the following commitments from both WALGA and The National Party of WA:

1. To reject any moves by the State Government to force the amalgamation of local governments by any means (e.g. full district amalgamation, boundary changes merges);
2. Pursue changes to the Local Government Act and associated Regulations to introduce poll entitlements for all community affected by any proposed boundary change structural reform;
3. Insist all proposed amalgamations, mergers and boundary changes are supported only if introduced and supported by the affected Local Governments and their communities.

14025.7 WORKFORCE PLAN 2013 - 2017

APPLICANT: SHIRE OF PERENJORI

FILE: ADM0473

DISCLOSURE OF INTEREST: NIL

AUTHOR: ALI MILLS - CEO

RESPONSIBLE OFFICER: ALI MILLS - CEO

REPORT DATE: 20 FEBRUARY 2014

ATTACHMENTS: PLAN

Executive Summary

This item seeks Council's endorsement of the Integrated Workforce Plan 2013 – 2017 is being sought so the plan can be implemented.

Background

As a part of the *Local Government (Administration) Regulations 1996* which were amended to require each local government to develop integrated plans an Integrated Workforce Plan links in with the Shires Community Strategic Plan and Corporate Business Plan.

Section 5.56(1) and (2) of the Act requires that each local government is 'to plan for the future of the district', by developing plans in accordance with the regulations.

The new regulations specify what a 'plan for the future' should involve. In particular, local governments will be formally required to develop and adopt two new planning instruments:

- A Strategic Community Plan, and (adopted by Council 16th May 2013)
- A Corporate Business Plan (adopted by Council 18th July 2013)

The Mid West Regional Council provided a Consultant to assist with the development of an Integrated Workforce Plan. The Integrated Workforce Plan identifies and reports on the internal capacity to meet current and future goals and objectives of the Shire and the Community, both in capacity and capability. It identifies the gaps or surplus in human assets or financial resources and identifies strategies to deliver on expectations.

Aims and objectives of the Integrated Workforce Plan

This Workforce Plan aims to address the workforce needs of the Shire that arise from core operations, projects, strategic initiatives and priorities. It also aims to build capacity and resilience to enable the Shire to respond to the changing environment and to issues arising from external pressures and legislative compliance issues.

The Workforce Plan aims to ensure the Shire's workforce has the right skills, at the right time and in the right quantities to ensure sustainable service delivery in the future. It will address gaps between current and future workforce capability, identify areas of skills or capacity shortage, and outline strategies to address them.

Methodology

The methodology used will follow the practices and principles of the WA Department of Local Government's Workforce Planning Guidelines Toolkit -Ref: <http://integratedplanning.dlg.wa.gov.au>

Figure 1. The four steps of Workforce Planning

There are four distinct stages as outlined in the diagram from the toolkit below. The process was carried out in a consultative and capacity building manner to ensure ownership and sustainability. This plan will be used to guide recruitment, retention and growth in the workforce and any development or changes over the term of its life.



The following areas have been covered within the report:

- External

Employment Environments

- SOPJ Employment Environment
- Employment Costs
- Current workforce profile
- Assessment of employee satisfaction
- Implications from Community Strategic Plan
- Implications from Asset Management Plan
- Implementation of the Plan
- Sustainability in Workforce Planning
- Monitoring, Evaluation and Review

Summary of Workforce Issues and Risks

The following areas were identified as needing attention as risks and challenges are predicted:

- An ageing Workforce – there will be a need for succession planning and creative ways of encouraging younger people to the Shire
- Recruitment and Retention – difficulties in attracting suitably skilled staff and being able to be competitive in the market
- Skills Shortages – No alarming gaps at the moment, however the need for multiskilling and continued up skilling will be required.
- Flexible Work Arrangements – There will be a need to allow for different employment types and flexible work options in all areas.
- Long Service and Annual Leave Liability – this needs to be monitored and managed
- Human Resource Management and Systems – systems and processes need to be modernised and up to date.

Strategic Implications

Area 5: Investing in Councils Capacity – Our Leadership

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

Consultation

Staff

DLG

Comment

The Integrated Workforce Plan, provides good insight into our current situation and presents areas for consideration and potential strategies for the future. Our workforce is currently reasonably stable with good level of skills, knowledge and experience on board. There will be continuous challenges to maintain a skilled workforce in a competitive environment, and thus the need for flexibility, resource sharing with neighbouring Shires and close monitoring will be critical. I believe our strongest asset is people and as an organisation if we can attract and keep good workers this saves enormous amounts of time and money in the long run.

Voting Requirements – Simple Majority

Officers Recommendation – Item 14025.7
That Council adopts the Shire of Perenjori 2013 – 2017 Integrated Workforce Plan.

14026 PROJECT STATUS REPORT

APPLICANT:	SHIRE OF PERENJORI
FILE:	NIL
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	ALI MILLS–CEO
RESPONSIBLE OFFICER	ALI MILLS–CEO
REPORT DATE:	12th December 2013
ATTACHMENTS	PROJECT STATUS REPORT

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.

Officers Recommendation – Item 13126

Council accepts the Project Status Report as presented.

14027 STATUS REPORT

APPLICANT:	SHIRE OF PERENJORI
FILE:	NIL
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	ALI MILLS–CEO
RESPONSIBLE OFFICER	ALI MILLS–CEO
REPORT DATE:	12th December 2013
ATTACHMENTS	Status Report

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.

Officers Recommendation – Item 13127

Council accepts the Status Report as presented.

14028 OTHER BUSINESS

14028.1 MOTIONS OF WHICH DUE NOTICE HAVE BEEN GIVEN

14028.2 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

14028.3 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

14028.4 MATTERS BEHIND CLOSED DOORS

14028.5 CONFIDENTIAL ITEM – VILLAGE ACCOMODATION REVIEW & BUDGET AMENDMENT

14028.6 DATE OF NEXT MEETING / MEETINGS

The date of the next Council meeting will be held on Thursday 20th March 2014 at 1.30pm.

14028.7 CLOSURE



Perenjori
Embrace Opportunity

Draft Minutes

Ordinary Council Meeting
19th December 2013

Shire of Perenjori

MINUTES

Ordinary Council Meeting

Held in the Shire of Perenjori Council Chambers, Fowler Street, Perenjori on 19th December 2013, to commenced at 3.46pm.

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13121	PRELIMINARIES
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13121.1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

Cr C King declared the meeting open at 3.46pm.

13121.2 OPENING PRAYER

Cr J Cunningham led Council in the opening prayer.

13121.3 DISCLAIMER READING

Nil

Swearing in of Elected Member

Newly elected member Cr J Hirsch swore an oath, affirmation and declaration of allegiance (Form 7).

The CEO Ali Mills witnessed the declaration by Cr J Hirsch.

13121.4 RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

Cr CR King
Cr LC Butler
Cr GK Reid
Cr JR Cunningham
Cr RP Desmond
Cr PJ Waterhouse
Cr JH Hirsch
Cr LJ Smith
Cr HC Wass
Ali Mills –CEO
Ken Markham - MIS
David Fong – SFO (Left at 3.54pm)
Sam Parker - ECDC (Left at 4.22pm)
Carla Parker – EO (Left at 4.22pm)

Leave of Absence

Nil

Apologies

Nil

13121.5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

13121.6 PUBLIC QUESTION TIME

Nil

13121.7 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.

13121.8 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

13121.9 CONFIRMATION OF MINUTES

Minutes of Special Council Meeting held 24th October 2013 are attached.

Minutes of Ordinary Council Meeting held 21st November 2013 are attached.

Council Resolution

Moved: Cr L Butler

Seconded: Cr Waterhouse

That the minutes from;

Special Council Meeting held on Thursday 24th October 2013,

Ordinary Council Meeting held on Thursday 21st November 2013,

be accepted as a true and accurate record.

Carried: 9/0

13121.10 ANNOUNCEMENTS BY PERSON PRESIDING WITHOUT DISCUSSION

Nil

13121.11 PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil

13122 FINANCE**13122.1 FINANCIAL STATEMENTS – NOVEMBER 2013**

APPLICANT:	SHIRE OF PERENJORI
FILE:	ADM 0081
DISCLOSURE OF INTEREST:	0
AUTHOR:	DAVID FONG – SENIOR FINANCE OFFICER
RESPONSIBLE OFFICER	PETER MONEY - MCDS
REPORT DATE:	10 December 2013
ATTACHMENTS	MONTHLY FINANCIAL REPORT

Executive Summary

The Financial Activity Statement Report is presented for the Month of 30 November 2013. 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 – 30 November 2013.

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, MIS, and External Contractor.

Comment

It is recommended that the Financial Activity Statement Report – 30 November 2013 be accepted.

Voting Requirements - Absolute Majority

Officers and Committees Recommendation – Item 13122.1
That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, accepts the Financial Activity Statement Report – 30 November 2013.

Council Resolution – Item 13122.1
--

Moved: Cr J Cunningham

Seconded: Cr L Smith

That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, accepts the Financial Activity Statement Report – 30 November 2013.

Carried: 9/0

13122.2 ACCOUNTS FOR PAYMENT

APPLICANT:	SHIRE OF PERENJORI
FILE:	1306P
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	DAVID FONG – SFO
RESPONSIBLE OFFICER:	PETER MONEY - MCDS
REPORT DATE:	10 December 2013
ATTACHMENTS:	ACCOUNTS FOR PAYMENT

Executive Summary

Recommendation - The Schedule of Accounts for 30 November 2013 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 Committees Recommendation – Item 13122.2	
That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 (as amended), confirms the accounts paid for 30 November 2013 as attached to and forming part of this report.	
<i>That the accounts paid to 30 November 2013 as listed in Schedule covering vouchers numbered from –</i>	
Municipal Account	
EFT	\$280,099.5
Direct Debits	\$57,175.15
Cheques	\$53,398.72
Corporate MasterCard	\$1,257.34
Bank Fees	\$1,564.23
Total	\$393,494.94
Trust Account	
EFT	\$820.00
Cheques	\$0
Bank Fees	\$0
Total	\$820.00
<i>Totalling \$394,314.94 from Muni and Trust Account for the month of November 2013.</i>	
..... (Author).(Manager/CEO)

Council Resolution – Item 13122.2

Moved: Cr J Cunningham

Seconded: Cr L Smith

That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 (as amended), confirms the accounts paid for 30 November 2013 as attached to and forming part of this report.

That the accounts paid to 30 November 2013 as listed in Schedule covering vouchers numbered from –

Municipal Account	
EFT	\$280,099.5
Direct Debits	\$57,175.15
Cheques	\$53,398.72
Corporate MasterCard	\$1,257.34
Bank Fees	\$1,564.23
Total	\$393,494.94

Trust Account	
EFT	\$820.00
Cheques	\$0
Bank Fees	\$0
Total	\$820.00

Totalling \$394,314.94 from Muni and Trust Account for the month of November 2013.

..... (Author).

.....(Manager/CEO)

Carried: 9/0

13122.3 FORMAL ENDORSEMENT OF MT GIBSON INFRASTRUCTURE RESERVE

APPLICANT:	SHIRE OF PERENJORI
FILE:	ADM0469
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	PETER MONEY - MCDS
RESPONSIBLE OFFICER:	ALI MILLS - CEO
REPORT DATE:	05 December 2013
ATTACHMENTS:	NONE

Executive Summary

This report recommends the endorsement by the Council for the creation of a Reserve Account for the holding of funds for the Public Infrastructure Fund Reserve as part of the Mount Gibson Mining Public Benefit Agreement.

Background

At a Special Meeting of the Council on 7th August 2008 the Council endorsed the Mount Gibson Mining Public Benefit Agreement between MGM and the Shire. This Agreement was subsequently signed on 17th September 2008.

Item 4 of this Agreement required the establishment of a Reserve fund by the Shire to be named the Public Infrastructure Fund Reserve which was to hold funds provided by MGM for the purpose of "supporting the acquisition, restoration, extension or improvement of assets including but not limited to public buildings, recreation facilities, parks and gardens, power supply, water supply, land, drainage or roads.

Though the Agreement was approved and signed off by the Shire, the formation of the Reserve was never actually documented and endorsed by the Council. The Shire auditors UHY Haines Norton have commented during their recent audit that this Reserve needs to be established and the funds held there and accountable in the usual reporting processes.

Previously the funds received under the Agreement were held in an external Trust Fund which was not in accordance with the Agreement and being Shire controlled funds, should have been held in a Shire controlled account. Endorsing of this Reserve Fund will allow the funds to be deposited in the Reserve Fund for distribution in accordance with the Agreement and which will be subject to the statutory Reserve reporting processes.

Statutory Environment

Local Government Act 1995 S6.11 and

Local Government (Financial Management) Regulations, 1996 Regulations 8 and 17.

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

CEO

SFO

Comment

Nil

Voting Requirements – Simple Majority

Officer and Committees Recommendation – Item 13122.3

That Council endorses the establishment of the Public Infrastructure Fund Reserve for the purpose of supporting the acquisition, restoration, extension or improvement of assets in the Shire of Perenjori.

Council Resolution – Item 13122.3
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Moved: Cr G Reid

Seconded: Cr L Butler

That Council endorses the establishment of the Public Infrastructure Fund Reserve for the purpose of supporting the acquisition, restoration, extension or improvement of assets in the Shire of Perenjori.

Carried: 9/0

David Fong left the Council meeting at 3.54pm.

13123	COMMUNITY DEVELOPMENT
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13123.1	MOUNT GIBSON PUBLIC BENEFIT TRUST - ALLOCATIONS
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APPLICANT: SHIRE OF PERENJORI

FILE: ADM 0430

DISCLOSURE OF INTEREST: NIL

AUTHOR: SAM PARKER – ECDC

RESPONSIBLE OFFICER: SAM PARKER – ECDC

REPORT DATE: 04 December 2013

ATTACHMENTS: Minutes

Executive Summary

The purpose of this report is for Council to receive the minutes of the meeting held on 13th November 2013 and also to approve the establishment of a trust account.

Background

The Committee held a meeting as a result of the second funding round for 2013. The following applications were approved;

Latham Bowls Club - \$14,000 for shade sails and Shelter

North Midlands Bowling Club - \$3,800 for uniforms

Perenjori Primary School - \$25,000 for playground equipment

Perenjori Sports Club - \$2185 for pizza oven

Overall there were \$93,000 worth of applications for this funding round.

The Committee have an aim to ensure the sustainability of the fund for the community, beyond mining, and are looking to place unallocated funds in to a trust interest bearing account for future use.

The Committee will need to determine parameters and a process for the future use of these funds, which will further be presented to Council for approval.

Statutory Environment

Financial Management Regulations 1996.

Policy Implications

Nil

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

Mount Gibson Public Benefit Trust Committee

Auditors

SFO

Comment

With the committee looking at transferring any unallocated funds into the Interest Bearing Trust Account, this presents an opportunity to extend the life of the funding, which will provide further legacy from mining in the area.

Voting Requirements – Simple Majority**Officers Recommendation – Item 13123.1**

1. Council to receive the minutes of the meeting dated 13th November
2. Council approve the established trust account to contain unallocated Mount Gibson Public Benefit Trust funding.
3. MGPBTC will prepare a policy and process for the use of these unallocated funds, and present to Council for endorsement.

Council Resolution – Item 13123.1

Amendment – typo correction.

Moved: Cr P Waterhouse

Seconded: Cr H Wass

- 1. Council to receive the minutes of the meeting dated 13th November 2013.**
- 2. Council approve the establishment of a trust account to contain unallocated Mount Gibson Public Benefit Trust funding.**
- 3. MGPBTC will prepare a policy and process for the use of these unallocated funds, and present to Council for endorsement.**

Carried: 9/0

13123.2 PERENJORI PUBLIC BENEFIT TRUST – AGREEMENT AMENDMENT

APPLICANT:	SHIRE OF PERENJORI
FILE:	ADM 0430
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	SAM PARKER – ECDC
RESPONSIBLE OFFICER:	SAM PARKER – ECDC
REPORT DATE:	04 December 2013
ATTACHMENTS:	None

Executive Summary

Sinosteel has agreed to contribute \$40,000 a year towards to Perenjori Public Benefit Trust starting in January 2014. This item seeks Council's approval to appoint a Sinosteel Representative to the decision making committee, and to adjust the agreement accordingly to include Sinosteel.

Background

The Benefit Agreement was established with Mount Gibson Mining (MGM) in September 2008. The points below detail the content of this agreement relevant to the benefit fund.

3 PUBLIC BENEFIT FUND

- 3.1 *Subsequent to the Date of Execution, Perenjori will establish a special purpose bank account for the Public Benefit Fund.*
- 3.2 *During the Term, MGM will contribute \$50,000 to the Public Benefit Fund every 6 months in arrears.*
- 3.3 *The annual contribution specified in clause 3.2 relates to the mining of Hematite Ore from the Extension Hill Iron Ore Project.*
- 3.4 *Payments out of the Public Benefit Fund will be subject to the majority approval of a committee comprising:*
 - (a) *the Perenjori Shire President or in his absence the Perenjori Shire Deputy President;*
 - (b) *a resident living within the jurisdiction of Perenjori, as selected by Perenjori; and*
 - (c) *the MGM Representative.*
- 3.5 *Payments out of the Public Benefit Fund must only be made for the public benefit of the citizens of Perenjori.*

It is proposed to include Sinosteel as a further committee member, and that an individual agreement will be established between Sinosteel and the Shire of Perenjori, to be presented to Council at a further meeting.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Adjustment to the budget to include the additional income and expenditure, which will be dealt with in the 2013/2014 budget review process.

Strategic Implications**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

Mount Gibson Public Benefit Trust Committee, Sinosteel and the Shire of Perenjori CEO.

Comment

This is a great opportunity to engage with Sinosteel, and a terrific opportunity for the Perenjori community to receive further benefits from the additional funds.

Voting Requirements – Simple Majority**Officers Recommendation – Item 13123.2**

1. That the Shire of Perenjori agree to a Sinosteel representative being appointed to the Mount Gibson/Sinosteel Public Benefit Trust Committee, to commence in the first round of funding in 2014.

Council Resolution – Item 13123.2

Moved: Cr L Smith

Seconded: Cr J Hirsch

That the Shire of Perenjori agree to a Sinosteel representative being appointed to the Mount Gibson/Sinosteel Public Benefit Trust Committee, to commence in the first round of funding in 2014.

Carried: 9/0

13123.3 BLUES FOR THE BUSH

APPLICANT:	SHIRE OF PERENJORI AND BUSH HERITAGE AUSTRALIA
FILE:	ADM0469
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	SAM PARKER – ECDC
RESPONSIBLE OFFICER:	SAM PARKER – ECDC
REPORT DATE:	10th December 2013
ATTACHMENTS:	BLUES FOR THE BUSH BUSINESS PLAN, AND SHIRE OF PERENJORI/BUSH HERITAGE AUSTRALIA MOU

Executive Summary

This item is seeking Council's commitment to continue the Blues for the Bush and Community Open Day event in 2014, and to continue to 2015 and 2016.

Background

In 2013 the Shire of Perenjori in partnership with Bush Heritage Australia, organised and ran a Community Open Day and Blues for the Bush music event. The event sold out, with all 700 tickets being sold for the music event, and 250 people attending the open day.

The event was a success, meeting four out the five outcomes set out at the start of the project which are shown below. The only outcome that wasn't achieved was that total ticketing from the event which didn't represent a budgetary surplus, but measures have been put in place, for the future events as can be seen in the Business Plan attached to this item.

- Attract 200 guests to the Charles Darwin Reserve Open Day and 500 guests to the Blues for the Bush Concert
- 85% of event goers surveyed indicate they would attend the event again
- All stakeholders are satisfied by their return on investment
- Total ticketing Income from Blues for the Bush Concert represents a budgetary surplus
- Total recordable injuries are less than 1% of the attendance; Zero major incidents are recorded

There was an extensive feedback process used for the event, with feedback received from stakeholders, service suppliers, Councillors and visitors to the event. The data gathered from this feedback has been used to further develop the event and which has been reflected in the attached Business Plan.

Business Plan

The Business Plan has been developed, providing details of:

- Executive Summary
- Background and History
- Aims and Outcomes of the Event
- Methodology for Running the Event
- Three Year Commitment

- Proposed Revenue 2014-2016
- Risk Management and Governance (Including a comprehensive risk management plan Appendix 1)
- Communications Plan and Exposure
- Budget (Appendix 2)
- Recommendation

A detailed Risk Management Plan is attached as part of the Business Plan, in order to mitigate any risks to the Shire of Perenjori and Bush Heritage.

MOU Bush Heritage and Shire of Perenjori

Bush Heritage has provided a draft MOU for Council's consideration, with the opportunity to further continue this partnership with them. The Agreement will require a commitment for a three year period, and shared responsibility of any liabilities. The following points provide details of the roles of partners:

As the lead partner, and legal owner of the annual Charles Darwin Reserve Community Open Day and Blues for the Bush Concert, Perenjori Shire is responsible for:

1. Co-presenting the event with Bush Heritage Australia ;
2. Undertaking full legal ownership of the event;
3. Undertaking full financial control of the event;
4. Ensuring reporting procedures are implemented;
5. Lead an agreed project team approaches overseeing the management of the event to ensure good governance and risk management principles are followed.

The role of Bush Heritage Australia is as follows:

1. Co-Presenting the event with Perenjori Shire;
2. Providing In-Kind support to the event;
3. Providing a safe and accessible venue for the event;
4. Participate in an agreed project team approach overseeing the management of the event to ensure good governance and risk management principles are followed;
5. Share the financial liability (50%) with Perenjori Shire in the case the event make a financial loss.

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

Event Attendee's, Shire CEO, Shire Councillor's, Bush Heritage Australia.

Comment

The 2013 Blues for the Bush and Community Open Day, was a real success in showcasing the Shire and the unique environment we are lucky enough to be able to enjoy. The aim is to work towards making the event of State Significance, by offering a unique event within the Shire of Perenjori.

Voting Requirements – Simple Majority**Officers Recommendation – Item 13123.3**

- 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.**

Council Resolution – Item 13123.3
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Moved: Cr J Hirsch

Seconded: Cr L Smith

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.

Carried: 9/0

Sam Parker and Carla Parker left the Council meeting at 4.22pm.

13124 HEALTH BUILDING & PLANNING

No Report.

13125 PLANT AND WORKS

13125.1 ROAD MAINTENANCE NOVEMBER 2013

APPLICANT:	MANAGER OF INFRASTRUCTURE SERVICES
FILE:	NONE
DISCLOSURE OF INTEREST:	NONE
AUTHOR:	KEN MARKHAM - MANAGER OF INFRASTRUCTURE SERVICES
RESPONSIBLE OFFICER	KEN MARKHAM – MANAGER OF INFRASTRUCTURE SERVICES
REPORT DATE:	4TH DECEMBER 2013
ATTACHMENTS	MAP

Executive Summary

Listed are the roads graded for the month of November.

<i>Cannon Road</i>	<i>Solomon Road</i>
<i>Old Perth Road</i>	<i>Norrish Road</i>
<i>Syson Road</i>	<i>Keogh Road</i>
<i>Oversby Sth Road</i>	<i>Bestry Road</i>
<i>Spencer Road</i>	<i>Sharpe Road</i>
<i>Caron Road</i>	<i>Hill Road</i>
<i>Maya Coorow Road</i>	<i>Bowgada East Road</i>
<i>Rowe Road</i>	<i>Cunningham Road</i>
<i>Lochada Road</i>	<i>Payne Road</i>

Background

Nil

Statutory Environment

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

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Area 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

Nil

Comment

Nil

Voting Requirements – Simple Majority

Officers Recommendation – Item 13125.1

That the road maintenance report for November be accepted as presented.

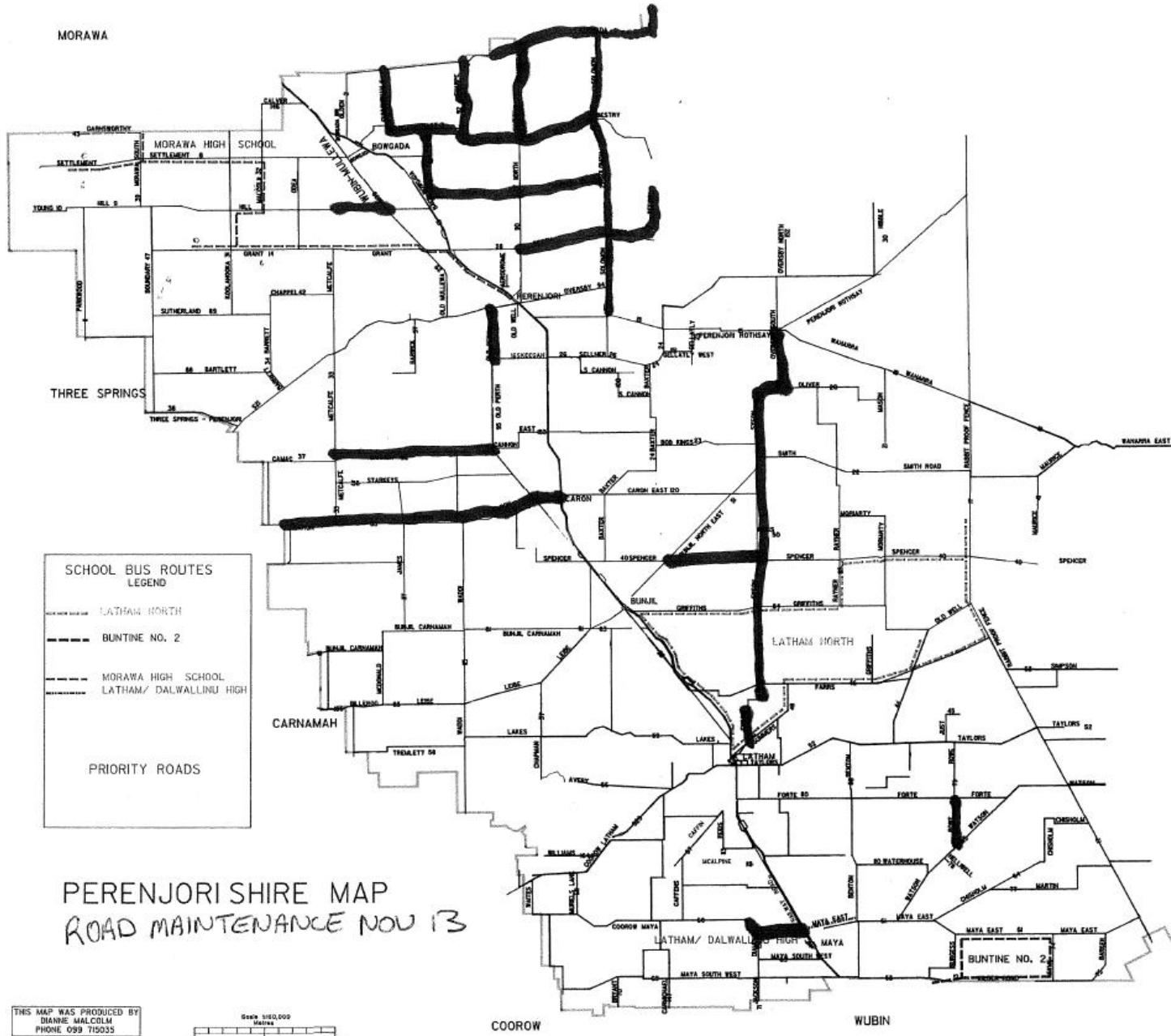
Council Resolution – Item 13125.1
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Moved: Cr L Butler

Seconded: Cr R Desmond

That the road maintenance report for November be accepted as presented.

Carried: 9/0



13125.2 SALE OF OLD ABLUTION FACILITY

APPLICANT:	MANAGER OF INFRASTRUCTURE SERVICES
FILE:	ADM 0127
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	KEN MARKHAM - MANAGER OF INFRASTRUCTURE SERVICES
RESPONSIBLE OFFICER	KEN MARKHAM -MANAGER OF INFRASTRUCTURE SERVICES
REPORT DATE:	4th DECEMBER 2013
ATTACHMENTS	Expression of Interest Offer

Executive Summary

The Shire advertised expressions of interest for the purchase and removal of the old ablution facility at the old works depot. One offer was received and seeks Council endorsement to accept the of

Background

The removal of the old ablution facility at the old Shire works depot has come about due to the redevelopment of the site. A new facility will be built.

Expressions of interest were advertised for the purchase and removal of the building from the site. One offer was received from GW & DS Stratton for \$1,000. All removal expenses are the responsibility of the purchaser.

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 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

Nil

Comment

The ablution facility requires extensive work to be done to it to make it serviceable and by selling it and ensuring all removal costs are the responsibility of the purchaser, the Shire has the building removed at no cost to itself.

Voting Requirements – Simple Majority**Officers Recommendation – Item 13125.2**

That the purchase price of \$1,000 from GW & DS Stratton for the purchase and removal of the Atco Abultion facility situated at the old Shire depot be accepted.

Council Resolution – Item 13125.2

Moved: Cr J Hirsch

Seconded: Cr J Cunningham

That the purchase price of \$1,000 from GW & DS Stratton for the purchase and removal of the Atco Abultion facility situated at the old Shire depot be accepted.

Carried: 9/0

13126 GOVERNANCE**13126.1 LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS AND SUPPLEMENT**

APPLICANT:	COMMUNITY EMERGENCY SERVICES MANAGER (CESM)
FILE:	ADM 0093
DISCLOSURE OF INTEREST:	Nil
AUTHOR:	ALI MILLS - CEO
RESPONSIBLE OFFICER	ALI MILLS - CEO
REPORT DATE:	11th December 2013
ATTACHMENTS	<ol style="list-style-type: none"> 1. Local Emergency Management Arrangements Recovery Plan 2. Recovery Resource manual

Executive Summary

This item seeks Council to endorse the Local Emergency Management Arrangements Recovery Plan.

Background

The Local Emergency Management Committee made up of the following Shires Mingenew, Morawa, Perenjori and Three Springs have approved the attached Local Emergency Management Arrangements recovery plan. It is now necessary for Council endorsement of the recovery plan. Once the plans are endorsed the arrangements will go to the DEMC

(District Emergency Management Committee) then to the SEMC (State Emergency Management Committee) for endorsement.

The plan meets the current State Emergency Management guidelines and requirements and is implemented through the LEMC.

Policy Implications

Each Shire is required to prepare and maintain a LEMA Recovery Plan under the *Emergency Management Act 2005*.

Financial Implications

Nil

Strategic Implications

This will enable the Council to meet its obligations under the *Emergency Management Act 2005*.

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

Shires of Three Springs, Mingenew, Morawa and Perenjori.

DFES.

LEMC

DEMC

Prior Community Emergency Management Officer Tex McPherson

Comment

The arrangements are standard across LEMC's and do provide the necessary framework and guidelines for responding to emergencies which may arise in our communities. We are fortunate to have the assistance of the CESM and Department Fire and Emergency Services (DFES) to ensure the arrangements are adequate to cover all areas.

Voting Requirements

Simple Majority

Officers Recommendation – Item 13126.1

That Council endorses the Local Emergency Management Arrangements Recovery for 2013.
--

Council Resolution – Item 13126.1
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Moved: Cr J Hirsch

Seconded: Cr P Waterhouse

That Council endorses the Local Emergency Management Arrangements Recovery for 2013.

Carried: 9/0

13127 PROJECT STATUS REPORT

APPLICANT:	SHIRE OF PERENJORI
FILE:	Nil
DISCLOSURE OF INTEREST:	0
AUTHOR:	ALI MILLS–CEO
RESPONSIBLE OFFICER	ALI MILLS–CEO
REPORT DATE:	12th December 2013
ATTACHMENTS	PROJECT STATUS REPORT

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.

Officers Recommendation – Item 13127

Council accepts the Project Status Report as presented.

Council Resolution – Item 13127

Moved: Cr H Wass

Seconded: Cr G Reid

Council accepts the Project Status Report as presented.

Carried: 9/0

13128 STATUS REPORT

APPLICANT:	SHIRE OF PERENJORI
FILE:	Nil
DISCLOSURE OF INTEREST:	0
AUTHOR:	ALI MILLS–CEO
RESPONSIBLE OFFICER	ALI MILLS–CEO
REPORT DATE:	12th December 2013
ATTACHMENTS	Status Report

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.

Officers Recommendation – Item 13128

Council accepts the Status Report as presented.

Council Resolution – Item 13128
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Moved: Cr J Cunningham

Seconded: Cr L Butler

Council accepts the Status Report as presented.

Carried: 9/0

13129 OTHER BUSINESS

13129.1 MOTIONS OF WHICH DUE NOTICE HAVE BEEN GIVEN

Nil

13129.2 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

13129.3 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION

Nil

13129.4 MATTERS BEHIND CLOSED DOORS

13129.4.1 CONFIDENTIAL ITEM – VILLAGE ACCOMODATION REVIEW & BUDGET AMENDMENT

Council Resolution – Item 13129.4.1
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Moved: Cr J Cunningham

Seconded: Cr L Smith

That Council

approves the budget amendment for the 2013/14 Budget

of \$37,198.88 from accounts 04100 and 0452 as presented:

Account No	Account Name	Budget	Reduction	Balance
04100	MWRC Contribution	\$90,000	\$22,198.88	\$67,801.12

04252	Capital – CEO Vehicle	\$65,000	\$15,000	\$50,000
TOTAL			\$37,198.88	

Carried: 9/0 – By Absolute Majority

13129.4.2 CONFIDENTIAL ITEM – PERENJORI PARENTING AND EARLY CHILDHOOD CENTRE (PECC) – DESIGN AND CONSTRUCT RFT 05/2013

Council Resolution – Item 13129.4.2

Moved: Cr H Wass

Seconded: Cr J Cunningham

That Council endorses the following, meeting the Regulations as detailed in Section 3.57 Local Government Act 1995:

GERALDTON BUILDING SERVICES & CABINETS PTY LTD (ABN: 27 097 773 469) as the preferred tender for the PERENJORI PARENTING and EARLY CHILDHOOD CENTRE – DESIGN AND CONSTRUCT RFT 05/13 based on best value for money.

Carried: 9/0

13129.4.3 CONFIDENTIAL ITEM – MID WEST REGIONAL COUNCIL (MWRC) – REVIEW OF MEMBERSHIP

Council Resolution – Item 13129.4.3

Moved: Cr G Reid

Seconded: Cr L Smith

1. That the Shire of Perenjori formerly advise the MWRC of its intention to withdraw from the MWRC, and thus for it to commence the process of dissolution.
2. That the Shire of Perenjori commit in principal to working in cooperation with the Shire of Morawa and support the CEO to further explore the opportunities for shared servicing and resource sharing between the two Shires.

Carried: 9/0

13129.5 DATE OF NEXT MEETING / MEETINGS

The next Ordinary Council meeting will be held on the 20th February 2014 at 1.30pm.

13129.6 CLOSURE

Cr C King declared the meeting closed at 5.25pm.

I certify that this copy of the Minutes is a true and correct record of the meeting held on 19th December 2013.

Signed: _____

Presiding Elected Member

Date: _____