



Shire of
Perenjori
Embrace Opportunity

Shire of Perenjori – Ordinary Council Meeting

MINUTES

Thursday 23rd February 2023



NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Council Member,

The next Ordinary Meeting of the Shire of Perenjori will be held on Thursday 23rd February 2023 in the Shire of Perenjori Council Chambers, 56 Fowler Street, Perenjori WA 6620, commencing at 3:00 pm.

A handwritten signature in black ink, appearing to read 'Paul Anderson', is positioned to the left of the typed name.

Paul Anderson
CHIEF EXECUTIVE OFFICER
Date: 14th February 2023

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Council Roles

Advocacy:

When Council advocates on its own behalf or on behalf of its community to another level of government /body /agency.

Executive/Strategic:

The substantial direction setting and oversight role of the Council e.g. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Legislative:

Includes adopting local laws, town planning schemes and policies.

Review:

When Council reviews decisions made by Officers.

Quasi-Judicial:

When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.

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

Disclaimer

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

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

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

Shire of Perenjori

Minutes for the Shire of Perenjori Ordinary Meeting of Council held on Thursday 23rd February 2023, at the Shire of Perenjori Council Chambers, 56 Fowler Street, Perenjori WA 6620, which commenced at 3:00pm.

1. Declaration of Opening/Announcement of Visitors:

The Shire President declared the meeting open at 3.00pm and welcomed those in attendance.

Acknowledgement of Traditional Custodians: -

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

I respectfully acknowledge the past and present traditional owners of the land on which we are meeting, the Badymia people. It is a privilege to be standing on Badymia country.

2. Opening Prayer:

The Shire President read the opening prayer.

Acknowledgment of Pioneers;

I acknowledge the pioneers who settled this country, developed the land and turned it into the productive country we know today.

3. Disclaimer Reading:

As printed.

4. Record of Attendance/Apologies/Leave of Absence:

4.1 Attendance:

Members:

Cr Christopher King

Cr Jude Sutherland

Cr Leslie Hepworth

Cr Andrew Fraser

Cr Colin Bryant

Cr Dael Sparkman

Cr Daniel Bradford

Staff:

Paul Anderson – Chief Executive Officer

Neville Binning – Manager of Infrastructure Services

Elinor Pitts – Executive Assistant

Distinguished Visitors:

Nil

Members of The Public:

Paddy King

Leave of Absence:

Nil

Apologies:

Nola Comerford – Manager of Corporate and Community Services

5. Public Question Time:

5.1 Response to Questions Taken on Notice:

Nil

5.2 Questions Without Notice:

Nil

6. Applications for Leave of Absence:

6.1 Application/s for Leave of Absence:

OFFICER RECOMMENDATION

Council Resolution Number: 230223.1

Moved: Cr Bradford

Seconded: Cr Sutherland

That Cr Dael Sparkman be granted leave of absence for the Ordinary Meeting of Council to be held on 23 March 2023.

Motion put and carried 7/0

7. Confirmation of Minutes of Previous Meetings:

7.1 Ordinary Council Meeting Held on 15 December 2022

Council Resolution Number: 230223.2

Moved: Cr Sutherland

Seconded: Cr Fraser

That the Minutes of the Ordinary Meeting of Council held on 15th December 2022, be confirmed as true and correct subject to no corrections.

Motion put and carried 7/0

7.2 Special Council Meeting Held on 23 January 2023

Council Resolution Number: 230223.3

Moved: Cr Sparkman

Seconded: Cr Bradford

That the Minutes of the Special Meeting of Council held on 23rd January 2023, be confirmed as true and correct subject to no corrections.

Motion put and carried 7/0

8. Announcements by Presiding Member Without Discussion:

Nil

9. Petitions/Deputations/Presentations:

Nil

10. Announcements of Matters for Which Meeting May Be Closed:

Nil

11. Declaration of Interest:

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

Cr Colin Bryant declared an Impartiality Interest in agenda item 13.2, pursuant to regulation 11 of the Local Government (Rules of Conduct) Regulation 2007, due to this wife being the Chair Person of the Perenjori CRC.

12. Finance:

12.1 MONTHLY FINANCIAL REPORT – DECEMBER 2022 AND JANUARY 2023

Applicant:	Shire of Perenjori
File:	ADM 0082
Date:	13 February 2023
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Glenn Nordsvan, Accwest Pty Ltd
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	12.1 Monthly Statement of Financial Activity for December 2022 and January 2023

Summary

This item recommends that Council receives the Financial Activity Statements for the period ending 31 December 2022 and January 2023.

Background

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

Recent changes to the Regulations require a focus on reporting and variance analysis by nature and type rather than by program. The Shire's reports have historically been prepared by both nature and type and program with the variance analysis done by program. All reports for 2022-23 to date have been prepared by both nature and type and program, but with the variance analysis being done by nature and type in compliance with the revised Regulations.

Statutory Environment

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

Policy Implications

Nil

Financial Implications

Shown in the attached data.

Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community
4.6. The organisation, assets and finances of the Shire are managed responsibly

Consultation

Nil

Officer Comment

This covering report is prepared noting the following:

- The 2021-22 year-end financial statements were finalised in January 2023, and the January report factors in the year-end adjustments, including the revaluation of many of the Shire's assets. The December report was prepared prior to the finalisation of the audit and does not factor in any of the final audit changes.
- The assets Ledger in the financial management system was finalised for 2021-22 in January 2023 when the final revaluations at 30 June 2022 were agreed on. The financial impact of this is that actual depreciation of fixed assets was applied for the first time in January 2023, the December report includes the budget amount.

All commentary relates to the January 2023 financial report.

The opening surplus for the year after the finalisation of the 2021-22 financial statements is \$4,619,000 and is closely aligned to the approved budget of \$4,640,000. As previously advised, this surplus is notionally deceiving as the State Government transferred 75% of its 2022-23 financial assistance grants (totalling \$2.125m) to the Shire in April 2022.

The 2022-23 general rates were raised and the income recognised in August. The impact of discounts on this revenue have now been realised, with savings taken up being \$21,000 more than budget and offset by unbudgeted ex-gratia rates of \$25,000.

Operating revenue YTD is \$4,666,000, better than budget by \$197,000. Key variances between the YTD budget and actuals are:

- Rates are higher by \$8,000 with discounts now taken up, unbudgeted interim rates, back rates and ex-gratia rates received.
- Operating grants are down by \$77,000. Advice was provided just after the approval of the budget of the amounts to be received in 2022-23. The amounts to be received are less than the budget by \$198,000 for the year, with the impact at 31 October being \$89,000 after receiving the first of 4 instalments.
- Fees and charges are better than budget by \$70,000 with housing revenue, planning fees and standpipe charges being the main contributors.
- Other revenue is better than budget by \$169,000 mostly as a result the final Cyclone Seroja insurance claim of \$212,000 being received. This gain is partially offset by recoveries yet to be invoiced.

Expenditure is \$5,488,000, better than budget by \$3,000. Variances both permanent and timing, and include:

- Underspends in law, order and public safety (\$72,000), education and welfare (\$52,000), community amenities (\$93,000) and other property and services (\$187,000) cover overspends in other program areas.
- Actual depreciation was run in January 2023 for the first time after the finalisation of asset revaluations. The upward revaluation of building and other infrastructure assets has resulted in higher depreciation expense. This is the prime reason for the over budget other property and services expenses, with the depreciation expense being \$216,000 more than the YTD budget.
- The overspend in housing is impacted by the costs associated with the post cyclone Seroja repair works being undertaken to which an insurance claim is applicable.
- The overspend in Recreation and Culture is a result of the repainting of the Tourist Centre.

Most non-operating grants are budgeted to be received in later months, with only the Regional Roads Group first instalment of \$238,000 being received.

Capital expenditure YTD is only \$1,813,000, with projects yet to commence. A new Capital Report has been prepared for this year's financial reports, identifying each project budgeted and the spend against each project.

Cash and restricted cash balances are currently high (currently \$8,170,000) with rate revenues now mostly received and amounts transferred to new term deposits.

OFFICER RECOMMENDATION

Council Resolution Number: 230223.4

Moved: Cr Bradford

Seconded: Cr Bryant

That the Monthly Financial Report to 31 December 2022 and January 2023 as attached be received.

Motion put and carried 7/0

12.2 SCHEDULE OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 DECEMBER 2022

Applicant:	Shire of Perenjori
File:	ADM 0082
Report Date:	13/01/2023
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Gypsie Douglas – Finance Officer
Responsible Officer:	Nola Comerford – Manager Corporate Community Services
Attachments:	12.2 (a) - Accounts for Payment December 2022 12.2 (b) - Corporate Credit Card Breakdown and Statement

Summary

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

Background

Council delegates authority to the Chief Executive Officer annually:

To make payments from Trust, Reserve and Municipal Fund;

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

Legal Compliance

Local Government Act 1995

S6.5. Accounts and records

Local Government (Financial Management) Regulations 1996

R11. Payments, procedures for making etc.

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

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

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

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

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

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

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

(a) the payee’s name; and

(b) the amount of the payment; and

(c) the date of the payment; and

(d) sufficient information to identify the transaction.

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

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

(i) the payee’s name; and

(ii) the amount of the payment; and

(iii) sufficient information to identify the transaction; and

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

Policy Implications

Nil

Council Policy Compliance

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

Financial Implications

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

Strategic Community Plan

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

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

Consultation

Paul Anderson – Chief Executive Officer

Gypsyie Douglas – Finance Officer

Officer Comment

Accounts paid for the month ending 31st December 2022

Municipal Account	
EFT	\$556,287.78
Direct Debits	\$96,187.20
Cheques	\$0.00
Corporate MasterCard	\$4,850.56
Bank Fees	\$246.73
Total	\$657,572.27

Trust Account – Mt Gibson Public Benefit Funds	
EFT – Transfer to another account (Close Term Deposit)	\$0.00
Cheques	\$0.00
Bank Fees	\$0.00
Total	\$0.00

Totalling **\$657,572.27** from *Municipal* and *Trust Accounts* for the month ending **31 December 2022**.

OFFICER RECOMMENDATION

Council Resolution Number: 230223.5

Moved: Cr Bryant

Seconded: Cr Hepworth

That the cheques and electronic payments as per the attached schedules of accounts for payment totaling \$657,572.27 (six hundred and fifty-seven thousand, five hundred and seventy two dollars and twenty seven cents) be accepted.

Motion put and carried 7/0

12.3 SCHEDULE OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 JANUARY 2023

Applicant:	Shire of Perenjori
File:	ADM 0082
Report Date:	7 February 2023
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Gypsie Douglas – Finance Officer
Responsible Officer:	Nola Comerford – Manager Corporate and Community Services
Attachments:	12.3 (a) - Accounts for Payment January 2023 12.3 (b) - Corporate Credit Card Breakdown and Statement

Summary

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

Background

Council delegates authority to the Chief Executive Officer annually:

To make payments from Trust, Reserve and Municipal Fund;

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

Legal Compliance

Local Government Act 1995

S6.5. Accounts and records

Local Government (Financial Management) Regulations 1996

R11. Payments, procedures for making etc.

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

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

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

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

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

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

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

(a) the payee's name; and

(b) the amount of the payment; and

(c) the date of the payment; and

(d) sufficient information to identify the transaction.

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

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

(i) the payee's name; and

(ii) the amount of the payment; and

(iii) sufficient information to identify the transaction; and

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

Policy Implications

Nil

Council Policy Compliance

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

Financial Implications

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

Strategic Community Plan

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

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

Consultation

Paul Anderson – Chief Executive Officer

Gypsie Douglas – Finance Officer

Officer Comment

Accounts paid for the month ending 31st January 2023

Municipal Account	
EFT	\$830,102.39
Direct Debits	\$138,068.33
Cheques	\$0.00
Corporate MasterCard	\$2,195.85
Bank Fees	\$362.36
Total	\$970,728.93

Trust Account – Mt Gibson Public Benefit Funds	
EFT – Transfer to another account (Close Term Deposit)	\$0.00
Cheques	\$0.00
Bank Fees	\$0.00
Total	\$0.00

Totalling **\$970,728.93** from *Municipal* and *Trust Accounts* for the month ending **31 January 2023**.

OFFICER RECOMMENDATION

Council Resolution Number: 230223.6

Moved: Cr Hepworth

Seconded: Cr Bradford

That the cheques and electronic payments as per the attached schedules of accounts for payment totaling \$970,728.93 (nine hundred and seventy thousand and twenty eight dollars and ninety three cents) be accepted.

Motion put and carried 7/0

12.4 2022-23 ANNUAL BUDGET REVIEW

Applicant:	Shire of Perenjori
File:	ADM 0339
Date:	14 February 2023
Disclosure of Interest:	Nil
Voting Requirements:	Absolute Majority
Author:	Glenn Nordsvan, Accwest Pty Ltd
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	12.4 - 2022-23 Annual Budget Review

Summary

Section 33A of the *Local Government (Financial Management) Regulations 1996* requires that a review of its annual budget is carried out between 1 January and 31 March of every year.

Background

The review has been carried out by senior staff responsible for budgets. Key areas where there have been changes in financial situation have been identified and changes to the budget recommended.

The Shire is required to provide a copy of the budget review to the Department of Local Government within 30 days after Council has made its determinations.

The more significant changes to income or expenditures are addressed in this report.

Statutory Environment

Local Government (Financial Management) Regulations 1996 Part 33A requires the Council to consider the review for the period from July to December of that financial year. The regulation also requires the Council to consider the local governments financial position, consider the options presented and decide whether to adopt the review as presented, any part of the review or any recommendations made in the review, and consider the outcomes that are forecast in the budget.

Policy Implications

Nil

Consultation

Paul Anderson – Chief Executive Officer

Nola Comerford – Manager of Corporate and Community Services

Neville Binning – Manager of Infrastructure Services

Financial Implications

Shown in the attached report, with no changes to the budgeted closing net surplus/deficit.

Strategic Community Plan

Area 5: Investing in Councils Leadership.

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

Officer Comment

The 2022-23 Budget was approved by Council in July 2022. At the time the budget was adopted, a comprehensive capital works program was forecast with new borrowings for new housing factored in. In addition, the amount of the remaining financial assistance grants was not known.

This budget review addresses the key changes in circumstances since the budget was approved. The key movements are:

- Reduction in financial assistance grants and the road grant after receiving advice of the final payments of \$192,000
- Removal of the \$800,000 loan for new housing which will not be required in 2022-23 with the corresponding reduction in loan repayments of \$37,000
- Deferral of capital grants and capital expenditure for the Wheatbelt Secondary Grain Freight Network of \$2,206,000
- Delay of the Community Hub project and Fowler St Landscaping projects of \$556,000 as significant works will not commence during the 2022/23 financial year
- Reduction of the additional housing project of \$400,000

As can be seen in the January Financial Report, with the exception of the financial assistance grants, operational income and expenditure is tracking very close to budget, and it is not considered necessary to make any further material adjustments to the operational budget.

Attached is the statutory budget review document which details the recommended budget adjustments. The net impact of the adjustment is to maintain the closing surplus/deficit at \$0.

OFFICER RECOMMENDATION

Council Resolution Number: 230223.7

Moved: Cr Sparkman

Seconded: Cr Sutherland

In accordance with Regulation 33A of the Local Government (Financial Management) Regulations 1996, Council adopts the 2022-23 Budget Review, and submits a copy of the adopted 2022-23 Budget Review to the Department of Local Government within 30 days of Council adoption.

Motion put and carried 7/0 by absolute majority

13. Community Development and Services:

13.1 LOCAL HERITAGE SURVEY

Applicant:	Shire of Perenjori
File:	ADM 0869
Date:	8 th February 2023
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Nola Comerford – Manager of Corporate and Community Services
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	13.1(a) Local Heritage Survey Report 13.1(b) Local Heritage List 13.1(c) Draft Local Planning Policy 13.1(d) Heritage Places Assessment Guidelines 13.1(e) Australian Charter for Places of Significance

Summary

For Council to review the draft Local Heritage Survey as attached and to commence a formal thirty (30) day advertising process for public submissions.

Background

In accordance with Part 8 of the *Heritage Act 2018* and the Planning and Development (*Local Planning Schemes Regulations 2015*), the Shire, in conjunction with Laura Gray of Heritage Intelligence has completed a review of its existing Municipal Heritage Inventory (updated term is now Local Heritage Survey). It is a requirement under the former and revised Heritage Act to undertake a review of the Local Heritage Survey every five years.

A requirement of the *Heritage Act 2018* is that the Shire prepares and maintains a survey of places within its district that in its opinion are, or may become, of cultural heritage significance. Cultural heritage significance is defined as meaning '*aesthetic, historic, scientific, social or spiritual value for individuals or groups within Western Australia.*'

The purposes of a local heritage survey include:

1. *Identifying and recording places that are, or may become, of cultural heritage significance in its district; and*
2. *Assisting the local government in making and implementing decisions that are in harmony with cultural heritage values; and*
3. *Providing a cultural and historical record of its district; and*
4. *Providing an accessible public record of places of cultural heritage significance to its district; and*
5. *Assisting the local government in preparing a heritage list or list of heritage areas under a local plan.*

The survey itself does not have statutory force and effect in terms of planning controls, although provides guidance to the Shire as to the importance of a place's cultural heritage significance and thereby providing information on which places may be worthy of built heritage conservation, and should be afforded statutory protection for conservation and retention, by inclusion on a heritage list or within a heritage area.

Statutory Environment

Planning and Development (Local Planning Schemes) Regulations 2015

Heritage Act 2018

Policy Implications

Nil

Consultation

Elected Members
Paul Anderson – Chief Executive Officer
Laura Gray – Heritage Intelligence
Shire of Perenjori community members

Financial Implications

An allocation of \$17,500 was included in the 2022-23 Annual Budget

Strategic Community Plan

Goal 2: Eco-friendly, attractive and well-maintained towns, surrounded by outstanding natural beauty, landscapes, flora and fauna to be protected and enjoyed.

2.4. Local Aboriginal and non-Aboriginal stories, structures and places of interest are acknowledged, preserved and promoted as appropriate.

Officer Comment

Prior to publishing the final version of the draft Local Heritage Survey, the document requires formal adoption by Council which will involve:

1. Council endorsement and a formal thirty (30) day advertising period for public feedback;
2. Review of submissions following the closure of the advertising period and modifications to the draft document as relevant;
3. Council adopt the Local Heritage Survey; and
4. Publication and distribution of the Local Heritage Survey

OFFICER RECOMMENDATION

Council Resolution Number: 230223.8

Moved: Cr Fraser

Seconded: Cr Bryant

That Council, in accordance with Clause 8(1) of the Deemed Provisions for Local Planning Schemes (Schedule 2 of Planning and Development (Local Planning Schemes) Regulations 2015):

- Endorse the draft Shire of Perenjori Local Heritage Survey 2023 for the purposes of public consultation in accordance with Clause 8(3) of the above regulations for a period of thirty (30) days.

- Consider all submissions received following the conclusion of the advertising submission period.

Motion put and carried 7/0

13.2 PERENJORI COMMUNITY RESOURCE CENTRE SUB-LEASE REQUEST

Applicant:	Shire of Perenjori
File:	ADM 0500
Date:	13 February 2023
Disclosure of Interest:	Cr Colin Bryant – Impartiality Interest
Voting Requirements:	Simple Majority
Author:	Nola Comerford – Manager of Corporate and Community Services
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	13.2 - Letter of Sub-Lease Request

Summary

For Council to consider progressing with a lease agreement between the Shire of Perenjori and Perenjori Community Resource Centre (CRC) to include sub-leasing the CRC-run Wheatbean Café.

Background

Correspondence was received from the Perenjori CRC requesting permission to sub-lease the Wheatbean Café which is situated in the Council-owned building occupied by the CRC. The CRC operates the Wheatbean Café including employment and training of staff and stock management.

Sub-leasing is when a tenant rents out all or part of the property to someone else. The letting tenant becomes the head-tenant whose responsibilities include:

- Collecting money for rent, bond and other bills.
- Property condition reports and inspections.
- Organising repairs and maintenance.

Statutory Environment

Nil

Policy Implications

Nil

Consultation

Paul Anderson – Chief Executive Officer

Fiona Grgich – Partner, McLeods Lawyers

Ally Bryant – Chairperson, Perenjori CRC

Financial Implications

The CRC does not contribute financially for the use of the Council-owned building with Council undertaking maintenance on the building. The CRC pays for all utility charges.

Strategic Community Plan

Goal 2:

2.3. The Shire's buildings and leases are administered to an appropriate standard for the benefit of the community according to their need and use.

Officer Comment

Sub-leasing of the Wheatbean Café by the CRC would not impact on a lease agreement between the Shire of Perenjori and the Perenjori Community Resource Centre. However, further clarification on a proposed lease regarding responsibility for maintenance and repairs within the Wheatbean Café would need to be ascertained, particularly if the CRC have an expectation of a rental payment by the letting tenant.

The Wheatbean Café is currently managed by the CRC Manager which includes employment and training of staff and stock management. Difficulties in attracting and retaining hospitality staff has resulted in the management committee resolving to advertise the Café as an independent business and potentially providing incentive for an individual to take on the business as a profit-making venture.

OFFICER RECOMMENDATION

Council Resolution Number:

Moved:

Seconded:

That Council give approval for the Perenjori Community Resource Centre to sub-lease the Wheatbean Café subject to inclusion in an updated Lease Agreement between the Shire of Perenjori and the Perenjori Community Resource Centre.

Motion put and carried / lost

AMENDMENT TO OFFICER'S RECOMMENDATION

The reason for the amendment to this recommendation is because the Council wish to include a rates equivalent charge.

COUNCIL DECISION

Council Resolution Number: 230223.9

Moved: Cr Fraser

Seconded: Cr Bradford

That Council give approval for the Perenjori Community Resource Centre to sub-lease the Wheatbean Café subject to inclusion in an updated Lease Agreement, and the inclusion of a rates equivalent charge based on the floor area of the proposed sublease, between the Shire of Perenjori and the Perenjori Community Resource Centre.

Motion put and carried 7/0

13.3 REQUEST FOR FINANCIAL SUPPORT – PERENJORI ARTS & CRAFTS

Applicant:	Shire of Perenjori
File:	A159
Date:	10 February 2023
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Nola Comerford – Manager of Corporate and Community Services
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	13.3 - Correspondence – Robin Spencer, Perenjori Arts & Crafts

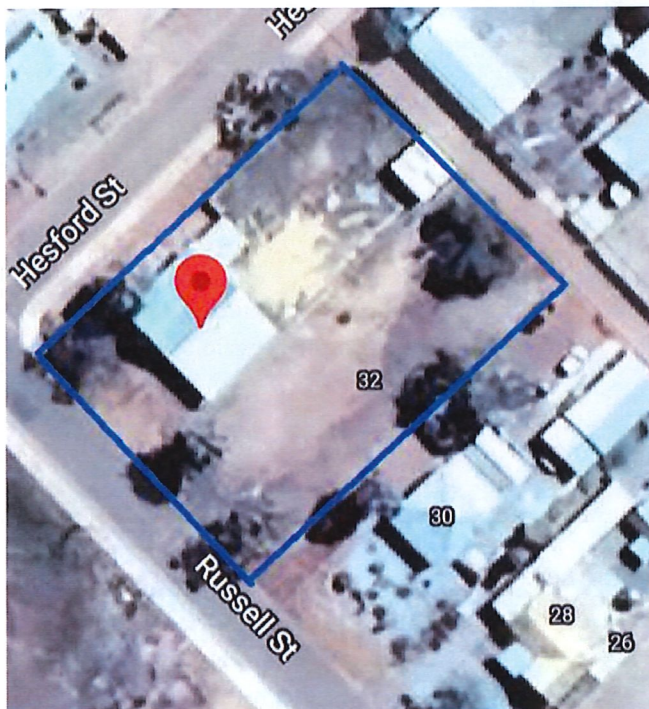
Summary

For Council to consider a request for financial assistance by the Perenjori Arts and Crafts Group in the form of payment for utility services at the old Returned and Services League of Australia (RSL) building.

Background

Recent negotiations between the Perenjori RSL sub-branch and Arts and Crafts Group have secured a verbal agreement for use of the disused RSL building located on a double lot at 34 Russell Street, Perenjori for the purposes of community use. RSL Western Australia have indicated that they would like to on-sell the property due to lack of sub-branch members in Perenjori. The property has a Crown Grant in Trust encumbrance which the RSL is proceeding to remove in order to offer for sale to Council.

The Arts and Crafts Group were previously located in the old WA Police-owned Police Station situated at 1 Russell Street which is an older building with structural and comfort issues. Whilst utilising this space, Council contributed to the group by payment of utility services including electricity, water and gas.



Above: location of RSL building at 34 Russell St, Perenjori

Statutory Environment

Nil

Policy Implications

Nil

Consultation

Paul Anderson – Chief Executive Officer

Robin Spencer – Perenjori Arts and Crafts Group

Nicole Houtby = Chief Financial Officer, RSL WA

Financial Implications

Unbudgeted expense for payment of utility and insurance costs for the Arts and Crafts Group.

Strategic Community Plan

Goal 1: An inclusive community and a great place to live for all ages and stages of life.

1.1. The community is active and has access to a range of sport and recreation facilities.

1.2. Community life is enhanced and nurtured with well supported clubs, community groups, and essential volunteer-based services.

1.3. Arts, culture, libraries and events create memorable experiences and enrich and strengthen the community.

Officer Comment

The Perenjori Arts and Crafts group is a voluntary incorporated organisation that has been proactive in securing a more suitable venue for their purposes, along with involving the community in busy bees to assist with making the space suitable for creative activities. The group have requested that Council cover the utility and insurance costs whilst they re-establish their membership base which will include annual membership fees to assist with future financial responsibilities.

The group have also requested that Council assist with public liability, building and contents insurance. Consultation with LGIS has confirmed that the Shire can insure neither buildings that are not vested in Council, nor community groups volunteering outside of Shire perimeters.

OFFICER RECOMMENDATION

Council Resolution Number: 230223.10

Moved: Cr Sparkman

Seconded: Cr Hepworth

That Council resolve to cover utility costs of electricity, water and gas at the RSL building located at 34 Russell Street, Perenjori on behalf of the Perenjori Arts and Crafts Group for a period of 12 months commencing 1 March 2023.

Motion put and carried 7/0

14. Governance

14.1 WRITE OFF GENERAL RATES

Applicant:	The Shire of Perenjori
File:	ADM 0088
Date:	30 th January 2023
Disclosure of Interest:	Nil
Voting Requirements:	Absolute Majority
Author:	Louise Sequerah – Rates Officer
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	14.1(a) – Perenjori 05-G2022.5.pdf 14.1(b) – A354 Landgate ruling on Separate Valuation.pdf

Summary

This report seeks to waive the general rates levied for the 2022/2023 financial year on lots 1 & 3 Old Perth Road, Perenjori.

Background

Lot 1, 2 & 3 on Plan 154343 Old Perth Road, Bunjil, were previously owned by John Helmutas Hakelbergis. When the building became unfit for habitation he was moved into town. It was also observed that the buildings did not comply with building requirements and were built on the road reserve.

On the 5 May 2021 SHAYNE MARALISA AGNES WARMDEAN purchased the property for \$7,000, with the intension of living in the property. After considerable consultation with Ms Warmdean, In July 2022 Ms Warmdean gave Council approval to ".....Clean up the buildings up to your discretion.. was hoping to keep the main structure but I really don't think it's safe or healthy. So I give permission to remove any or all structures that are unsafe or derelict.."

This work was completed in August 2022, with the cost of \$6,600 being borne by Council.

As the buildings have been demolished and the assessment is now vacant land, a revaluation of the assessment for rating purposes was requested from Landgate. Landgate when revaluing the assessment on schedule G2022/5 have reduced its overall valuation from \$6032 to \$150, but in doing so have separately valued it as three assessments. An objection was lodged about separately valuing the lots, but Landgate have advised that vacant lots cannot be group rated. The impact of this is that instead of the original assessment being charged Rates \$534.34 and ESL \$93.00, Total Assessment \$627.34. Council is now required to Rate the three lots separately. Each lot will be charged the Minimum Rates Levy of \$374.00 and ESL \$93.00, the Total Assessment for the three lots will be \$1,401.00. It would be difficult to justify this increase to the ratepayer when the property is now vacant land.

Under Section 6.26 of the Local Government Act 1995, all privately owned land must be rated. Section 6.26 also allows for scenarios under which Council may approve a rating exemption. None of these exemptions are valid for these lots.

Statutory Environment

Section 6.12 (1)(c) of the Local Government Act 1995.

Policy Implications

Nil

Consultation

Paul Anderson – Chief Executive Officer

Louise Sequerah – Rates Officer

Financial Implications

No budget exists for Rates Written Off Expense in the 2022/2023. However, as the amount is immaterial the expense will be able to be absorbed when the Budget is reviewed.

Strategic Community Plan

Area: Investing in Council's 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.

Officer Comment

Due to the location of these lots, it would be unrealistic to think that Ms Warmdean will be able to sell them. As there are no services in this area it is not anticipated that she will develop the lots and reside in them. Ms Warmdean initially was making monthly payments to pay off the rates and charges, but since the buildings have been demolished has stopped making payments.

To minimise the on-going debt on these assessments it is requested that the General Rates for 2022/2023 on lots 1 and 3 Old Perth Road, Bunji, be written off under Section 6.12 (1)(c) of the Local Government Act 1995. Lot 2 will continue to be rated and ESL will be charged on all three lots. This situation can be reviewed each year, based on the ownership of the land.

6.12. Power to defer, grant discounts, waive or write off debts

(1) Subject to subsection (2) and any other written law, a local government may —

(c) write off any amount of money,

which is owed to the local government.

** Absolute majority required.*

OFFICER RECOMMENDATION

Council Resolution Number: 230223.11

Moved: Cr Hepworth

Seconded: Cr Fraser

That the General Rates Levied for 2022/2023 be written off on

- Assessment A15305 – Lot 1 Old Perth Road \$374.00

- Assessment A15306 – Lot 3 Old Perth Road \$374.00

That the General Rates due in future years, be assessed based on ownership of Lot 1, 2 & 3 Old Perth Road.

Motion put and carried 7/0 by absolute majority

14.2 RECALCITRANT RATES DEBTOR REPORT

Applicant:	The Shire of Perenjori
File:	ADM 0033
Date:	3 rd February 2023
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Louise Sequerah – Rates Officer
Responsible Officer:	Nola Comerford – Manager of Corporate and Community Services
Attachments:	14.2 – Recalcitrant Rates Debtors – as at 2023-01-31.pdf

Summary

This quarters Recalcitrant Rates Debtors report details:

- Non-pensioner assessments
- Not paying on an arrangement
- Not paying by instalments
- With a previous year's balance
- With a total amount outstanding of more than \$100

Background

It's best practice for Councils to have less than 4% of the rates levied outstanding at the end of the financial year. By monitoring overdue rate assessments this target can be achieved.

Statutory Environment

It is an offence for Council not to recover outstanding rates and charges.

6.57. Non-compliance with procedure in Act not to prevent recovery of rate or service charge in proceedings by or on behalf of a local government for the recovery of an amount due in respect of a rate or service charge, failure by the local government to comply in respect of the rate or service charge with the provisions of this Act, is not a defence, if it appears that it had the power to impose, and did in fact assent to the imposition of, the rate or service charge.

Policy Implications

Nil

Consultation

Louise Sequerah – Rates Officer

Nola Comerford – Manager of Corporate and Community Services

Bree Martin – Rates Management Specialist – AMPAC Rates Management

The above officers have had ongoing consultation as to the process and how best to manage the debt owed to the shire.

Financial Implications

There is a high risk that the debt on the following assessments will be unrecoverable.

Assess	Ratepayer	Total	Comments
A15005	TAYLOR, MRJ	6,441.69	Bankrupt estate.
A15006	TAYSIL PTY LTD	22,619.06	Deregistered company.
		29,060.75	

Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community

4.6. The organisation, assets and finances of the Shire are managed responsibly.

Officer Comment

Overall, the Shire manages its debt well. Assessments A15005 & A15006, both on England Crescent, are the only assessments of concern. We have obtained land valuations for these assessments and are currently seeking advice as to the costs involved in taking possession of the land under Section 6.71 of the Local Government Act 1995.

As at the 31 January 2023 the breakdown of balances on rates assessments is:

Details	Total Balance
Overdue Assessments	21,386.93
Recalcitrant Rates Debtors	29,961.52
Assessments in Credit	-45,011.31
Assessments with a Balance less than \$100	579.34
Assessments Paying by Instalments	54,700.74
Assessments Paying under payment plan	7,616.18
Pensioner/Senior Assessments	9,001.12
Total	78,234.52

Final notices were sent on 26 October 2022 to assessments that are considered overdue, recalcitrant, or paying under an arrangement. Generally, those assessments on the overdue assessment listing will pay their rates once they receive their grain payments for the year. Overdue interest of 7% per annum is currently being applied to these overdue balances. Final warnings will be sent to assessments that have not paid by the middle of February 2023.

Once all the in-house debt recovery options have been exhausted assessments will be referred to our Debt Collection Agent. However, previous years have shown that in-house debt recovery actions have been effective in collecting the outstanding debt.

OFFICER RECOMMENDATION

Council Resolution Number: 230223.12

Moved: Cr Hepworth Seconded: Cr Bryant

That the Recalcitrant Rates Debtor report totaling \$29,961.52 be received.

Motion put and carried 7/0

14.3 LOCAL GOVERNMENT ORDINARY ELECTION 2023

Applicant:	Shire of Perenjori
File:	ADM0845
Date:	8 th February 2023
Disclosure of Interest:	Nil
Voting Requirements:	Absolute Majority
Author:	Elinor Pitts – Executive Assistant
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	14.3 - Local Government Ordinary Election: 2023

Summary

This report recommends that Council appoint the Western Australian Electoral Commissioners to conduct the Shire of Perenjori election to be held on 21 October 2023, and that the election be held by postal ballot.

Background

The 2021 Council Election was conducted as a postal ballot by the WA Electoral Commission. This is the preferred methodology throughout Western Australia, with approximately 70% of local governments preferring postal voting in recent years. Historically, voter turnout has been significantly enhanced across the sector by postal voting. An absolute majority decision of council is required to appoint the WA Electoral Commission to conduct the poll by postal voting.

Four positions are up for re-election in 2023.

Statutory Environment

2.7. Role of Council

- (1) The Council –
 - (a) governs the local government's affairs; and
 - (b) is responsible for the performance of the local government's functions.
- (2) Without limiting subsection (1), the council is to –
 - (a) oversee the allocation of the local government's finances and resources; and
 - (b) determine the local government's policies.

Local Government Act 1995

4.20. CEO to be returning officer unless other arrangements are made

- (1) Subject to this section the CEO is the returning officer of a local government for each election.
- (2) A local government may, having first obtained written agreement of the person concerned and the written approval of the Electoral Commissioner, appoint* a person other than the CEO to be the returning officer of the local government for –
 - (a) an election; or
 - (b) all elections held while the appointment of the person subsists.

* *Absolute majority required.*

- (3) An appointment under subsection (2) –
 - (a) is to specify the term of the person's appointment; and
 - (b) has no effect if it is made after the 80th day before an election day.
- (4) A local government may, having first obtained the written agreement of the Electoral Commissioner, declare* the Electoral Commissioner to be responsible for the conduct of an election, or all elections conducted within a particular period of time, and, if such a declaration is made, the Electoral

Commissioner is to appoint a person to be the returning officer of the local government for the election or elections.

** Absolute majority required.*

- (5) A declaration under subsection (4) has no effect if it is made after the 80th day before election day unless a declaration has already been made in respect of an election for the local government and the declaration is in respect of an additional election for the same local government.
- (6) A declaration made under subsection (4) on or before the 80th day before election day cannot be rescinded after that 80th day.

[Section 4.20 amended: No. 64 of 1998 s. 19(1); No. 49 of 2004 s. 16(4) and 32(1)-(4).]

4.61. Choice of methods of conducting election

- (1) The election can be conducted as a –
Postal election which is an election at which the method of casting votes is by posting or delivering them to an electoral officer on or before election day; or
Voting in person election which is an election at which the principal method of casting votes is by voting in person on election day but at which votes can also be cast in person before election day, or posted or delivered, in accordance with the regulations.
- (2) The local government may decide* to conduct the election as a postal election.

** Absolute majority required.*

- (3) A decision under subsection (2) has no effect if it is made after the 80th day before election day unless a declaration has already been made in respect of an election for the local government and the declaration is in respect of an additional election for the same local government.
- (4) A decision under subsection (2) has no effect unless it is made after a declaration is made under section 4.20(4) that the Electoral Commissioner is to be responsible for the conduct of the election or in conjunction with such a declaration.
- (5) A decision made under subsection (2) on or before the 80th day before election day cannot be rescinded after that 80th day.
- (6) For the purposes of this Act, the poll for an election is to be regarded as having been held on election day even though the election is conducted as a postal election.
- (7) Unless a resolution under subsection (2) has effect, the election is to be conducted as a voting in person election.

[Section 4.61 amended: No.64 of 1998 s.25; No.49 of 2004 s.16(4) and 32(5).]

Policy Implications

Nil

Consultation

WA Electoral Commission

Financial Implications

An allocation of \$14,000 inc GST is included in the 2023/24 annual budget to meet all election costs inclusive of advertising, WA Electoral Commission charges and incidentals.

Strategic Community Plan

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

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

Officer Comment

There are a number of advantages to appointing the WA Electoral Commission to conduct the election using postal voting: -

- The Electoral Commissioner appoints the returning officer. Shire employees are still involved in helping electors with replacement ballot papers, with the independent Returning Officer providing the training and guidance as required;
- Removes any perception of bias if the election is run by the Chief Executive Officer;
- Every elector receives the ballot papers with clear instructions including a profile of each candidate;
- There is no inconvenience on election day if events occur that distract electors from attending the polling place/s
- Absentee owners that are registered on the Shire's electoral roll receive the ballot papers;
- Electors have the convenience of time to deliver the completed ballot paper to the post office or the Shire office;
- Candidates profiles are delivered to every elector with their voting package.

The estimated cost for the 2023 election if conducted as a postal ballot is \$14,000 inc GST, which has been based on the following assumptions:

- 300 electors
- Response rate of approximately 60%
- 4 vacancies
- Count to be conducted at the offices of the Shire of Perenjori
- Appointment of a local Returning Officer
- Regular Australia Post delivery service to apply for the lodgement of the election packages

An additional amount of \$75 will be incurred if Council decides to opt for the Australia Post Priority Service for the lodgement of election packages.

It is worth noting that this is an estimate provided by the Commission, and may vary depending on a range of factors.

Costs not incorporated in this estimate include:

- Any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission incurred as part of an invalidity complaint lodged with the Court of Disputed Returns
- The cost of any casual staff to assist the Returning Officer on election day or night
- Any unanticipated costs arising from public health requirements for the Covid-19 pandemic.

Should there be no election required after the close of nominations, the cost will be limited to the expenses incurred up until this time.

OFFICER RECOMMENDATION

Council Resolution Number: 230223.13

Moved: Cr Bradford

Seconded: Cr Sparkman

That Council:

- Declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2023 ordinary elections together with any other elections or polls which may be required.

- Decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the election will be as a postal election.

Motion put and carried 7/0 by absolute majority

14.4 AMENDMENT TO LEASE AGREEMENT - REED

Applicant:	Shire of Perenjori
File:	ADM 0803
Date:	12 January 2023
Disclosure of Interest:	Nil
Voting Requirements:	Absolute Majority
Author:	Nola Comerford – Manager of Corporate and Community Services
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	14.4 - Drafted Updated Lease Agreement

Summary

For Council to consider an updated Lease Agreement between the Shire of Perenjori and Regional Early Education and Development (REED) for the early learning centre located at 3 Loading Street, Perenjori.

Background

REED are a not-for-profit organisation, operating over twenty early learning centres throughout the Wheatbelt and Mid-West, including REED-Perenjori. Previously known as the Perenjori Early Childhood Centre and operated by the Shire of Perenjori, the service was merged with REED on 30 June 2022.

At the December 2021 Ordinary Council Meeting, Council endorsed a ten-year lease between the Shire of Perenjori and REED for the entire building which included a *Use by Others* clause to make the premises adjacent to REED available to Perenjori Playgroup for one day per week. However, REED have approached the Shire with a request to differentiate the uses of the building in order for the lease agreement to apply to only the section of the building that is used by REED. The following correspondence was received from Linda Bell, Corporate Services Manager at REED.

Hi Nola,

I hope you are well.

I am the Corporate Services Manager at REED and I've been asked to get in touch with you regarding our lease of the building at 3 Loading Street, Perenjori, where REED provides early education and development services.

Due to an oversight at the time of setting up the lease, we've noticed that REED is leasing the whole premises although we only use a portion of the building. The remainder of the building comprises a playgroup area, board room and offices and a public toilet.

At the moment, REED is paying all rates and utility costs for the building and is responsible for all cleaning.

We would like to enter into a new lease to better reflect REED's use of the building, ie, REED leases only the room it currently uses, as opposed to leasing the whole building. We propose that the rates and utility costs be reapportioned accordingly.

If you are agreeable, I will arrange for a revised lease agreement to be drawn up for your review.

*Kind regards,
Linda*

Statutory Environment

Nil

Policy Implications

Nil

Consultation

Paul Anderson, Chief Executive Officer
Linda Bell, Corporate Services Manager, REED

Financial Implications

The lease agreement was initially prepared, and remains, with nil rent payable to enable the service to continue to be sustainable as a valuable service to the community.

Council is currently responsible for building and garden maintenance on the building, and if the amended agreement is undertaken Council will also be responsible for additional associated costs including water, electricity and cleaning although these expenses are expected to be minimal.

Strategic Community Plan

Goal 1: An inclusive community and a great place to live for all ages and stages of life.

1.5. Early childhood services are provided in support of workforce participation and educational outcomes.

Goal 2: Eco-friendly, attractive and well-maintained towns, surrounded by outstanding natural beauty, landscapes, flora and fauna to be protected and enjoyed.

2.3. The Shire's buildings and leases are administered to an appropriate standard for the benefit of the community according to their need and use.

Officer Comment

An amendment to the Lease Agreement between the Shire and REED, taking into consideration the space unused by REED, would separate the building into two uses:

- Community use including Child Health Nurse and Playgroup.
- REED-Perenjori

An electrical sub-meter can be installed to provide separation of services for billing purposes. Likewise, Landgate can value the building as two separate entities for the purpose of rating.

OFFICER RECOMMENDATION

Council Resolution Number: 230223.14

Moved: Cr Sutherland

Seconded: Cr Bryant

That the Chief Executive Officer and Shire President be authorised to endorse the amended Lease Agreement, that differentiates uses of the building, between the Shire of Perenjori and Regional Education and Development for the property at 3 Loading Street, Perenjori with the Common Seal in accordance with the terms and conditions set out in the Lease.

Motion put and carried 7/0 by absolute majority

14.5 PROPOSED OUTBUILDING – 24 CARNAMAH-PERENJORI ROAD

Applicant:	Corrine Winter
File:	ADM
Date:	13 February 2023
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Simon Lancaster – Planning Advisor
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	14.5 – Received Application

Summary

Council is in receipt of an application for an outbuilding upon 24 (Lot 71) Carnamah-Perenjori Road, Perenjori. The proposed outbuilding floor area exceeds the delegated authority of Shire staff and is therefore presented to Council for determination. This report recommends that Council approve the application.

Background

Lot 71 is a 1.2141ha property located on the northern side of Carnamah-Perenjori Road at the western end of the Perenjori townsite.

Figure 14.5(a) – Location map for of 24 (Lot 71) Carnamah-Perenjori Road, Perenjori



Lot 71 contains a residence in the front, south-eastern corner of the property and the applicant seeks to construct a shed approximately 24m behind the residence and 4m from the nearest side (eastern) property boundary.

The colorbond outbuilding would be 12.186m x 9m (109.67m²) in area with a wall height of 3.6m, and total/gable height of 4.393m and clad in Ironstone colour wall and roof cladding with matching roller doors and frames.

A copy of the received site, floor and elevations plans have been provided as **separate Attachment 14.5** to this report.

Figure 14.5(b) – Aerial photo of 24 (Lot 71) Carnamah-Perenjori Road, Perenjori



The Shire of Perenjori Outbuildings Local Planning Policy sets a maximum 80m² outbuilding area that Shire staff can approve under delegated authority in the 'Residential' zone and given the proposed outbuilding is 109.67m² the application is required to be placed before Council for determination.

Figure 14.5(c) – View of Lot 71 looking north-east from Carnamah-Perenjori Road



Figure 14.5(d) – View of Lot 71 looking north-west from Carnamah-Perenjori Road



Statutory Environment

24 (Lot 71) Carnamah-Perenjori Road, Perenjori is zoned 'Residential R2.5' under the Shire of Perenjori Local Planning Scheme No.3 ('the Scheme').

The Scheme lists the objectives for the 'Residential' zone as being:

- *To provide for a range of housing and a choice of residential densities to meet the needs of the community.*
- *To facilitate and encourage high quality design, built form and streetscapes throughout residential areas.*
- *To provide for a range of non-residential uses, which are compatible with and complementary to residential development."*

Schedule 2 Part 9 Clause 67 of the *Planning and Development (Local Planning Schemes) Regulations 2015* lists the following relevant matters to be considered by local government in considering a development application:

- “(a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;...*
- ...(g) any local planning policy for the Scheme area;...*
- ...(m) the compatibility of the development with its setting, including –*
 - (i) the compatibility of the development with the desired future character of its setting; and*
 - (ii) the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;*
- (n) the amenity of the locality including the following –*
 - (i) environmental impacts of the development;*
 - (ii) the character of the locality;*
 - (iii) social impacts of the development;...*
- ...(p) whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;...*

- (s) *the adequacy of –*
 - (i) *the proposed means of access to and egress from the site; and*
 - (ii) *arrangements for the loading, unloading, manoeuvring and parking of vehicles;*
- (t) *the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;...*
- ...(w) *the history of the site where the development is to be located;*
- (x) *the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;...*
- ...(zb) *any other planning consideration the local government considers appropriate."*

Policy Implications

Schedule 2 Part 2 Division 2 Clauses 3-6 of the *Planning and Development (Local Planning Schemes) Regulations 2015* provides for Council to prepare a Local Planning Policy in respect of any matter related to the planning and development of the Scheme area.

Council has prepared Shire of Perenjori Local Planning Policy 1.4 – Outbuildings to guide assessment of applications and a copy of this policy can be viewed at the following link:

[shire_of_perenjori_outbuildings_local_planning_policy.pdf](#)

The Outbuildings Policy has the following objectives:

- "1 *To provide development standards for outbuildings specific to the Shire of Perenjori, as appropriate.*
- 2 *To provide a clear definition of what constitutes an "outbuilding".*
- 3 *To ensure that outbuildings are not used for habitation, commercial or industrial purposes by controlling building size and location.*
- 4 *To limit the visual impact of outbuildings.*
- 5 *To encourage the use of outbuilding materials and colours that complement the landscape and amenity of the surrounding areas.*
- 6 *To ensure that the outbuilding remains an ancillary use to the main dwelling or the principle land use on the property."*

"Height, Size and Setbacks

Outbuildings within the Residential or Rural Townsite zones shall;

- (a) *be single storey;*
- (b) *be located behind the Front Building Line of any dwelling on site;*
- (c) *meet all setback requirements set out in the Local Planning Scheme and this policy;*
- (d) *not be approved by the local government on a lot not containing a dwelling."*

The proposed outbuilding, being 109.67m² does not meet with the 80m² maximum total aggregate area for outbuildings in the 'Residential' zone set by the policy. The application is therefore unable to be determined by Shire staff under delegated authority and has been placed before Council for determination as it seeks variation to the Outbuildings policy.

A Local Planning Policy does not bind the local government in respect of any application for planning approval but the local government is to have due regard to the provisions of the policy and the objectives which the policy is designed to achieve before making its determination.

In most circumstances the Council will adhere to the standards prescribed in a Local Planning Policy, however, the Council is not bound by the policy provisions and has the right to vary the standards and approve development where it is satisfied that sufficient justification warrants a concession and the variation granted will not set an undesirable precedent for future development.

Consultation

Given the relatively minor variation to the Outbuildings Policy proposed by this application, and the larger scale of this particular residential property upon which the outbuilding would be sited, Shire staff have not recommended advertising the application in this instance.

However, the Outbuildings Policy does make allowance for Council to advertise the application for comment should it wish to do so, prior to making its determination:

“Applications that propose variation to any part of the Policy may require consultation with effected owners and/or occupiers, by means of the Shire writing directly to the surrounding landowners inviting comment, and placement of an advisory sign on-site for a period of not less than 14 days, prior to the application and any received submissions being placed before a meeting of Council for consideration.

Notes: The advertising of a received application that proposes variation to any part of the Policy is undertaken to make the proposal available for inspection in order to provide opportunity for public comment and it should not be construed that final approval will be granted.

The local government in determining the application will take into account the submissions received but is not obliged to support those views.”

Financial Implications

Nil

Strategic Community Plan

The Shire of Perenjori Strategic Community Plan 2022-2032 identifies the following strategic objective of relevance in Council’s consideration of this matter:

“2.2 Land use and building regulations are designed and administered to meet the current and future needs of the community.”

Officer Comment

Council may consider that the application should be supported based on the following:

- the shed would enable items to be stored securely, which would benefit the landowner, and not out in the open, which would also improve the visual appearance of the property, benefiting the surrounding residents.
- the total footprint of the built form upon the property would be approximately 384m² following the construction of the outbuilding (275m² existing residence + 109m² proposed shed) which represents only 3.16% of the property meaning that the visual appearance of Lot 71 would continue to be one of low-density development. The minor built form percentage would also provide for sufficient area to ensure stormwater runoff is controlled within the property and vehicle parking is conducted off-street.
- the 80m² maximum policy outbuilding area might be considered more appropriate for the standard 1,000m² townsite lots in the ‘Residential’ zone, than for this particular lot which is more comparable in size to a ‘Rural Residential’ lot where the policy allows for 240m² outbuildings to be approved under delegated authority.
- the outbuilding would be setback approximately 70m from the Carnamah-Perenjori Road carriageway and behind the residence which would reduce its impact upon the streetscape.
- the applicant has sought to lessen the visual impact of the outbuilding through the use of colorbond materials that will match the existing colorbond fence.
- the property contains established trees that will assist in softening the visual impact of the development.
- the 3.6m wall height and 4.393m total height of the proposed outbuilding complies with the Shire of Perenjori Outbuildings Local Planning Policy requirement of 4m wall height and 5m total height in the ‘Residential’ zone.
- Council has the ability to impose condition that the outbuilding is to be used for the storage of domestic items associated with the predominant residential use of the land, and not to be used for commercial/industrial purposes to protect the amenity for neighbouring residents.
- Council has the ability to impose condition that the area between the shed and the side property boundary be kept free of items that reduce visual amenity or contribute to fire hazard.

- Council has the ability to impose condition that all stormwater runoff from the shed be retained within Lot 71, noting also that the applicant seeks to site a rainwater tank immediately behind the proposed shed.

OFFICER RECOMMENDATION

Council Resolution Number: 230223.15

Moved: Cr Fraser

Seconded: Cr Hepworth

That Council grant formal planning approval for the proposed 109.67m² shed upon 24 (Lot 71) Carnamah-Perenjori Road, Perenjori subject to compliance with the following:

Conditions

- 1 Development shall be in accordance with the plans and management statement included within Attachment 14.5 to the Council Agenda report and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government.**
- 2 Any additions to or change of use of any part of the buildings or land (not the subject of this consent/approval) considered by the Chief Executive Officer to represent significant variation from the approved development plan may require further application and planning approval for that use/addition.**
- 3 The outbuilding must not be used for habitable, commercial or industrial purposes.**
- 4 The use hereby permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason of the emission of smoke, dust, fumes, odour, noise, vibration, waste product or otherwise.**
- 5 The outbuilding shall be clad in colours that are complementary to the existing development, and be to a finish, to the satisfaction of the local government.**
- 6 All stormwater must be contained and disposed of on-site to the satisfaction of the local government.**
- 7 The area between the shed and the side property boundary shall be kept free of items that reduce visual amenity or contribute to fire hazard, and maintained, to the satisfaction of the local government.**
- 8 If the development/land use, the subject of this approval, is not substantially commenced within a period of two years after the date of determination, the approval shall lapse and be of no further effect.**

Notes

- (a) Where an approval has so lapsed, no development/land use shall be carried out without the further approval of the local government having first been sought and obtained.**
- (b) The applicant is advised that this planning approval does not negate the requirement for any additional approvals which may be required under separate legislation. It is the applicant's responsibility to obtain any additional approvals required before the development/use lawfully commences.**

- (c) The application has been determined by Council based upon its specific merit and this determination should not be deemed to create a precedent for future applications.
- (d) Should the applicant be aggrieved by this determination there is a right (pursuant to the *Planning and Development Act 2005*) to have the decision reviewed by the State Administrative Tribunal. Such application must be lodged within 28 days from the date of determination.

Motion put and carried 7/0

14.6 DECLARATION OF OPENING: COUNCIL AGENDAS AND MINUTES

Applicant:	Shire of Perenjori
File:	ADM
Date:	12 January 2023
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Elinor Pitts – Executive Assistant
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	Nil

Summary

The acknowledgement of the traditional owners of the land upon which the Shire of Perenjori is situated is important in demonstrating our respect for the original custodians. This Agenda Item is seeking endorsement in outlining how this acknowledgement is conducted during the declaration of opening at Council Meetings.

Background

Public feedback was received in November 2022 in regards to Council’s “Welcome to Country” included in the agendas and minutes, and the inclusion of the acknowledgement of pioneers, which was not part of the Council’s Policy 1021 (adopted in August 2015).

The heading “Welcome to Country” contained in the agenda and minutes template was incorrect, as the Council was not conducting a Welcome to Country Ceremony at the Council Meetings, but wished to acknowledge the traditional custodians of the land.

The ‘Acknowledgement of Pioneers’ is not included in the Council Policy, and was included in the agenda and minutes templates from 2019 onwards.

The Shire President and CEO met with Badymia elders to discuss the issues that had been raised and it was amicably agreed that the agendas and minutes be amended to the following:

1. Declaration of Opening/Announcement of Visitors:
 The Shire President to declare the meeting open and welcome those in attendance.

Acknowledgement of Traditional Custodians: -
 As per the Shire of Perenjori Policy (N^o 1021) we wish to acknowledge the traditional owners of the land upon which the Shire of Perenjori is situated and to demonstrate respect for the original custodians.
I respectfully acknowledge the past and present traditional owners of the land on which we are meeting, the Badymia people. It is a privilege to be standing on Badymia country.

2. Opening Prayer:
 The Shire President to read.
 Acknowledgment of Pioneers;
I acknowledge the pioneers who settled this country, developed the land and turned it into the productive country we know today.

The Shire of Perenjori is in Badymia Country with the traditional owners of the Mid-West being the Yamatji people. The area encompassed by the Shire of Perenjori has a significant Aboriginal cultural history and an active community. It is important to acknowledge the traditional Badymia owners on the land on which the Shire’s events and activities are conducted. The Acknowledgement of Country recognises the unique position of Aboriginal people in Perenjori’s culture and history.

Statutory Environment

Nil

Policy Implications

Welcome to Country Policy and Procedure

Consultation

Paul Anderson - Chief Executive Officer

Christopher King – President

Badymia representatives

Financial Implications

Nil

Strategic Community Plan

Goal 2: Eco-friendly, attractive and well-maintained towns, surrounded by outstanding natural beauty, landscapes, flora and fauna to be protected and enjoyed.

2.4. Local Aboriginal and non-Aboriginal stories, structures and places of interest are acknowledged, preserved and promoted as appropriate.

Goal 4: A strong and diverse Council working closely with the proactive and involved community.

4.4. The Shire works proactively with the Traditional Owners regarding sites and other matters of significance to the Badymia people.

Officer Comment

Welcome to Country is a ceremony conducted by traditional custodians to welcome onto land, in recognition of indigenous people as the original owners and inhabitants. Acknowledgement of Country is a statement that recognises the traditional owners and elders of the area in which an event is taking place.

It is recommended that the format of the agenda and minutes is changed to acknowledge the traditional custodians of the land, rather than incorrectly indicating a Welcome to Country ceremony is being undertaken.

The Council can acknowledge pioneers if it wishes, however, this should not be included in the same section as the Acknowledgement of Country. The acknowledgement of pioneers is not part of policy and in 2019 was added to the agenda and minutes templates without being adopted by Council.

OFFICER RECOMMENDATION

Council Resolution Number: 230223.16

Moved: Cr Hepworth

Seconded: Cr Fraser

That Council:

1. Endorse a change of format in the Council Agenda and Minutes templates as first printed in December 2022 Ordinary Council Meeting Agenda and Minutes as follows:

Acknowledgement of Traditional Custodians:

As per the Shire of Perenjori Policy (No. 1012) we wish to acknowledge the traditional owners of the land upon which the Shire of Perenjori is situated and to demonstrate respect for the traditional owners.

I respectfully acknowledge the past and present traditional owners of the land on which we are meeting, the Badymia people. It is a privilege to be standing on Badymia country.

Opening Prayer

Acknowledgement of Pioneers:

I acknowledge the pioneers who settled this country, developed the land and turned it into the productive country we know today.

2. That a review of the Councils policy 1021 *Welcome to Country Policy and Procedure* be undertaken in consultation with the traditional custodians, the Badymia people, to ensure the policy provides the appropriate respect, clear guidance and direction to the Council and administration.

Motion put and carried 7/0

14.7 LOCAL OPERATIONAL RECOVERY PLAN

Applicant:	Shire of Perenjori
File:	ADM 0618
Date:	14 February 2023
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Paul Anderson – Chief Executive Officer
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	14.7 - Draft Local Operational Recovery Plan

Summary

For Council to consider adoption of the Draft Local Operational Recovery Plan that was developed following the outcome of workshops held in May 2022.

Background

Severe Tropical Cyclone (STC) Seroja crossed the Western Australian coast south of Kalbarri on 11 April 2021, as a Category 3 system, bringing wind gusts of up to 170 kilometers per hour. STC Seroja is the strongest system recorded to have impacted the Midwest Gascoyne Region.

The cyclone impacted a population of almost 50,000 people and an area of more than 170,000 square kilometers and more than 16 local government areas.

The Shire of Perenjori experienced widespread damage across built and natural assets including significant impact on the townsite. The shire was without communication and power for many days and some areas experienced significant delays in power restoration.

State and nation-wide events, community priorities, and existing vulnerabilities continue to influence recovery. These include the complexity of insurance; sharing of data at local, state and federal levels; limited workforce accommodation; shortages in skilled tradespeople; COVID-19 restrictions; and seasonal weather patterns.

The role of the LRCG is to provide advice to the Council to inform regional recovery strategies as part of a community-led recovery process. In this case, the Shire of Perenjori Local Emergency Management Committee (LEMC) has taken on the role of an LRCG. This Local Operational Recovery Plan is the outcome of a workshop held with the LEMC, community and other stakeholders on 4 May 2022.

Statutory Environment

Nil

Policy Implications

Nil

Consultation

Shire of Perenjori
Department of Fire and Emergency Services
St John Ambulance
Red Cross
Rural Aid
WAPOL
Industry/local businesses
Community members/groups

Financial Implications

The financial implications of the Plan will be addressed in the Council's budget and grant funding may become available through the disaster relief fund to undertake some of these initiatives.

Strategic Community Plan

The Local Operational Recovery Plan is aligned and shares a number of initiatives with the Shire's adopted Strategic Community Plan.

Officer Comment

The Local operational recovery plan community consultation was undertaken in May 2022 and was overlapped by the Shires strategic community plan being completed in August 2022. The shire strategic community plan is a requirement of the local government act, whereas the Local operational operation plan has no legislative requirements.

The council can adopt the plan and use it as a guide to assist the long term recovery of the region both in an economic sense and from a disaster preparedness point of view.

Also following a recent meeting with the cyclone Seroja recovery team it is apparent that there is significant underspend in disaster funding, these funds may be released to undertake certain components of the adopted recovery plan.

The adoption of the plan may, once funding is available facilitate funds being available to undertake components of the plan.

OFFICER RECOMMENDATION

Council Resolution Number: 230223.17

Moved: Cr Sutherland

Seconded: Cr Sparkman

That Council adopt the Shire of Perenjori's Local Operational Recovery Plan, undertaken as a consequence of Cyclone Seroja, and incorporate the strategies into the Strategic Community Plan where applicable and undertake actions as funding and resources are allocated.

Motion put and carried 7/0

14.8 ANNUAL ELECTORS MEETING – 16 FEBRUARY 2023

Applicant:	Shire of Perenjori
File:	ADM 0381
Date:	17 February 2023
Disclosure of Interest:	Nil
Voting Requirements:	Simple Majority
Author:	Elinor Pitts – Executive Assistant
Responsible Officer:	Paul Anderson – Chief Executive Officer
Attachments:	14.8 – Minutes of Annual Electors Meeting held on 16 February 2023

Summary

The Annual Electors Meeting was held in accordance with the Local Government Act 1995 on the 16 February 2023 at the Perenjori Pavilion.

Background

A local government is required to prepare an Annual Report each year. The Annual Report provides an overview of the operations, activities and major projects undertaken by the Shire for the period. It also includes major initiatives that are proposed to commence or continue in the next financial year.

Once an Annual Report has been accepted by Council, an Annual Electors Meeting (AEM) is held within 56 days. As prescribed by *Regulation 15 of the Local Government (Administration) Regulations 1996*, the purpose of the AEM is to discuss the annual report for the previous financial year and any other general business. The AEM presents an opportunity for electors to ask questions of Council and propose motions (recommendations). Electors present are asked to vote on proposed motions. Motions that are carried are considered by Councillors at the next appropriate Ordinary Meeting of Council.

Statutory Environment

Local Government Act 1996

Policy Implications

Nil

Consultation

Paul Anderson – Chief Executive Officer
Cr Christopher King – President
Glenn Nordsvan – Accountant

Financial Implications

Nil

Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the proactive and involved community
4.2 The Shire listens to and works closely with the community and its decision-making is transparent and accountable.

Officer Comment

In accordance with the Local Government Act 1996 the Council is required to consider the motions that are carried at the Annual Electors Meetings. At the AEM held on the 16 February there was only one resolution which was the receiving of the Annual Report of the Shire of Perenjori, for the year ending 30 June 2022.

There were no motions from the meeting that were put forward for Council consideration.

OFFICER RECOMMENDATION

Council Resolution Number: 230223.18

Moved: Cr Sparkman

Seconded: Cr Bradford

That Council:

- Note the minutes of the Annual Electors Meeting held on 16 February 2023 at the Perenjori Pavilion.
- Note that there are no decisions to be considered from the minutes of the Annual Electors Meeting held on 16 February 2023 at the Perenjori Pavilion.

Motion put and carried 7/0

15. Confidential Reports:

15.1 COUNCIL DECISION TO GO BEHIND CLOSED DOORS PROCEDURAL MOTION

Council Resolution Number: 230223.19

Moved: Cr Fraser

Seconded: Cr Sparkman

That, in accordance with section 5.23 of the Local Government Act 1995, Council accept that the meeting is to be closed to all members of the Public.

Motion put and carried 7/0

COUNCIL DECISION

Council Resolution Number: 230223.20

Moved: Cr Sutherland

Seconded: Cr Bradford

That Council suspend Standing Orders, Clause 9.5 Limitation on number of speeches to be suspended at 4.16pm for open discussion on item 15.2 of these minutes.

Motion put and carried 7/0

COUNCIL DECISION

Council Resolution Number: 230223.21

Moved: Cr Bryant

Seconded: Cr Bradford

That Council reinstates Standing Orders at 4.29pm.

Motion put and carried 7/0

15.2 **CONFIDENTIAL ITEM** – DISPOSAL OF ASSETS**OFFICER RECOMMENDATION**

Council Resolution Number: 230223.22

Moved: Cr Bradford

Seconded: Cr Fraser

That Council:

1. On the basis of value for money, appoint Smith Broughton Auctioneers to manage the disposal of surplus equipment by public auction.
2. Approve the items in table 1 below to be auctioned, with the listed reserve prices and auction locations as detailed.

Table 1

Make	Model Desc	Manheim suggested reserve	Smith Broughton suggested reserve	Staff Recommended Reserve price	Smith Broughton Comments
Volvo	G930 Grader	\$75,000	\$95,000	\$95,000	Send to Perth
Noremat	Opti M57T Reach Mower	\$15,000	\$20,000	\$18,000	Send to Perth
Toro	Z Master 2000 Series Ride on Mower	\$3,500	\$18,000	\$15,000	Send to Perth
BJT	ATM 2600kg race car trailer	not provided	\$10,000	\$10,000	
Garbex	GB150 Cardboard Press	\$500	\$5,000	\$5,000	Send to Perth
Mitsubishi	Triton 4x2 tipping tray	not provided	\$7,000	\$7,000	
Holden	Captiva Auto, diesel	not provided	\$4,000	\$4,000	
Mitsubishi	D1450 tractor with attachments	\$2,000	Unreserved	\$2,000	
Unknown	Tandem Axle unfinished	\$400	\$1,500	\$1,500	
Tandem Axle	Tradie box trailer	\$800	\$1,500	\$1,500	
Trailer Factory signal trailer	Traffic Controller	unreserved	not provided	unreserved	
Turftec Australia	3 Phase Mower	\$300	not provided	unreserved	
Tamping	Honda GX 160 Compactor	\$200	not provided	unreserved	
Able	Diesel Powered Compressor	unreserved	not provided	unreserved	
4 X Advance	7.50 X 16 Compactor Unused roller tyres	unreserved	not provided	unreserved	
Allquip	Engineering Pressdown auger attachment	unreserved	not provided	unreserved	
Corghi	Artiglio Automatico Tyre machine	Unreserved	not provided	unreserved	
Fire Fighter	Honda GX 200	Unreserved	not provided	unreserved	
Flexitool	Honda GX160 trowl	Unreserved	not provided	unreserved	
11 X Assorted	Folding tables	unreserved	not provided	unreserved	
Jacobson	Tow mower	unreserved	not provided	unreserved	
Unknown	RED quad bike	unreserved	not provided	unreserved	
Unknown	Grader Spare Tyre Holder	unreserved	not provided	unreserved	
Unknown	Grader Mono Tyre Roller	unreserved	not provided	unreserved	
Southern Cross	Irrigation Traveller Rain Gun	unreserved	not provided	unreserved	
Scott Bonner Mower	3 Phase groomer	unreserved	not provided	unreserved	
2 X Petrol Powered pressure washes	Pressure washers	unreserved	not provided	unreserved	
Miscellaneous Mixed Pallets	Tools, parts, compressors, pumps etc	unreserved	not provided	unreserved	

Motion put and carried 7/0

15.3 CONFIDENTIAL ITEM – OUTSTANDING UTILITY CHARGES
OFFICER RECOMMENDATION

Council Resolution Number: 230223.23

Moved: Cr Sutherland Seconded: Cr Bradford

That Council:

- Accept payment of \$1,671.30 for reimbursement of electricity charges at 36 Livingstone Street, Perenjori.
- Waive outstanding fees of \$1,840.94 for electricity and water charges at 23 Hesford Street, Perenjori.

Motion put and carried 7/0

15.4 CONFIDENTIAL ITEM – PROVISION OF MEDICAL SERVICES
OFFICER RECOMMENDATION

Council Resolution Number: 230223.24

Moved: Cr Fraser Seconded: Cr Hepworth

That Council endorse the execution of a contract (as per attachment 13.1(a)) for the provision of medical services to the Shire of Perenjori, with Dr Christopher Bovell.

Motion put and carried 7/0

15.5 COUNCIL DECISION TO RETURN FROM BEHIND CLOSED DOORS

PROCEDURAL MOTION

Council Resolution Number: 230223.25

Moved: Cr Sparkman Seconded: Cr Bryant

That Council return to standing orders and re-open the meeting to the public.

Motion put and carried 7/0

16. Ordering the Common Seal:

Document	Organisation	Purpose	Date
Contract of the Provision of Medical Services	The Shire of Perenjori	Sealing the Contract of the Provision of Medical Services	23/02/23

17. Reports of Committees and Members:

Nil

18. Motions of Which Previous Notice Has Been Given:

Nil

19. Notice of Motions:

Nil

20. New Business of an Urgent Nature Admitted by Council:

Nil

21. Closure of Meeting:

The Shire President declared the meeting closed at 4.34pm and thanked those in attendance.

22. Next Meeting:

The Shire President advised that the date of the next Ordinary Meeting of Council will be held on Thursday 23rd March 2023 commencing at 3.00pm in the Latham Community Centre, Latham 6616.

I certify that this copy of the minutes is a true and correct record of the meeting held on 23 February 2023.

Signed: 

Presiding Elected Member

Date: 24/03/2023

