



Shire of
Perenjori
Embrace Opportunity

Shire of Perenjori – Ordinary Council Meeting

MINUTES

Thursday 27th April 2023



NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Council Member,

The next Ordinary Meeting of the Shire of Perenjori will be held on Thursday 27th April 2023 in the Shire of Perenjori Council Chamber, Perenjori WA 6620, commencing at 3:00 pm.

A handwritten signature in black ink, appearing to read 'Paul Anderson', is positioned above the printed name.

Paul Anderson
CHIEF EXECUTIVE OFFICER

Date: 20th April 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 27th April 2023, at the Shire of Perenjori Council Chambers, Perenjori WA 6620, which commenced at 3:00 pm.

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° 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 – President

Cr Jude Sutherland – Deputy President

Cr Colin Bryant

Cr Dael Sparkman

Cr Les Hepworth

Staff:

Paul Anderson – Chief Executive Officer

Neville Binning – Manager of Infrastructure Services

Nola Comerford – Manager of Corporate and Community Services

Elinor Pitts – Executive Assistant to CEO

Distinguished Visitors:

Nil

Members of The Public:

Nil

Leave of Absence:

Nil

Apologies:

Cr Daniel Bradford

Cr Andrew Fraser

5. Public Question Time:

5.1 Response to Questions Taken on Notice:

Nil

5.2 Questions Without Notice:

Nil

7. Confirmation of Minutes of Previous Meetings:

7.1 Ordinary Council Meeting Held on 23 March 2023

Council Resolution Number: 270423.1

Moved: Cr Sparkman

Seconded: Cr Bryant

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

Motion put and carried 5/0

8. Announcements by Presiding Member Without Discussion:

The Shire's Deputy President, Cr Jude Sutherland, read the proclamation for International Dark Sky Week on Saturday 22nd April 2023 which was also attended by AstroTourism WA.

9. Petitions/Deputations/Presentations:

Nil

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

Matters Behind Closed Doors

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

A matter that if disclosed, would reveal –

Information that has a commercial value to a person; or

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

11. Declaration of Interest:

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

Cr Jude Sutherland declared an impartiality and proximity interest in agenda item 13.1, pursuant to Sections 5.60B of the Local Government Act 1995, due to being a committee member of the Perenjori Agricultural Show.

12. Finance:

12.1 MONTHLY FINANCIAL REPORT – MARCH 2023

| | |
|-------------------------|---|
| Applicant: | Shire of Perenjori |
| File: | ADM 0082 |
| Date: | 14 April 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 March 2023 |

Summary

This item recommends that Council receives the Financial Activity Statements for the period ending 31 March 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 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

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

Officer Comment

This covering report includes the budget amendments approved by the Council on 23 February 2023.

The opening surplus for the year after the finalisation of the 2021-22 financial statements is \$4,649,000 and is closely aligned to the originally 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 \$4,986,000, better than budget by \$318,000. 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 \$89,000 after being adjusted for the change in financial assistance grants. This is timing and relates to the Mount Gibson Mining grant instalment of \$100,000 budgeted to be received in February but is yet to be invoiced.
- Fees and charges are better than budget by \$95,000 with housing revenue, planning fees and standpipe charges being the main contributors.
- Other revenue is better than budget by \$217,000 mostly as a result the final Cyclone Seroja insurance claim of \$212,000 being received, with unbudgeted workers compensation revenue mostly offsetting recoveries yet to be invoiced.

Expenditure is \$7,352,000, worse than budget by \$269,000. Variances are both permanent and timing, and include:

- Underspend in general purpose funding (\$27,000), law, order and public safety (\$85,000), education and welfare (\$32,000), community amenities (\$100,000) and other property and services (\$88,000). These mostly cover overspend in other program areas.
- Depreciation is worse than budget by \$59,000 after the upward revaluation of building and other infrastructure assets was completed post the 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 largest overspend is in Recreation and Culture (\$330,000), and is a result of the repainting of the Tourist Centre and outdoor facility maintenance.

Non-operating grants are worse than budget by \$217,000. This variance is timing and relates to the budgeted RRG instalments 2 and 3 not yet being received. Additional unbudgeted grants of \$52,000 have been received.

Capital expenditure YTD is \$2,506,000 with the revised year budget being \$5,483,000, the YTD spend being 46% of the year budget. The Capital Report identifies each project budgeted and the spend against each project.

Unrestricted and restricted cash balances are still high (currently \$6,336,000) with rate revenues now mostly received and amounts transferred to new term deposits.

OFFICER RECOMMENDATION

Council Resolution Number: 270423.2

Moved: Cr Hepworth

Seconded: Cr Bryant

That the Monthly Financial Report to 31 March 2023 as attached be received.

Motion put and carried 5/0

12.2 SCHEDULE OF FINANCIAL ACTIVITY FOR THE PERIOD ENDED 31 MARCH 2023

| | |
|-------------------------|--|
| Applicant: | Shire of Perenjori |
| File: | ADM 0082 |
| Report Date: | 04/04/2023 |
| 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 March 2023 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

Gypsie Douglas – Finance Officer

Officer Comment

Accounts paid for the month ending 31st March 2023

| Municipal Account | |
|----------------------|---------------------|
| EFT | \$632,287.84 |
| Direct Debits | \$139,267.35 |
| Cheques | \$0.00 |
| Corporate MasterCard | \$4,449.76 |
| Bank Fees | \$173.76 |
| Total | \$776,178.71 |

| 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 **\$776,178.71** from *Municipal* and *Trust Accounts* for the month ending **31st March 2023**.

OFFICER RECOMMENDATION

Council Resolution Number: 270423.3

Moved: Cr Sutherland

Seconded: Cr Sparkman

That the cheques and electronic payments as per the attached schedules of accounts for payment totaling \$776,178.71 (seven hundred and seventy-six thousand, one hundred and seventy eight dollars and seventy one cents) be accepted.

Motion put and carried 5/0

12.3 FEES & CHARGES 2023-2024

| | |
|-------------------------|---|
| Applicant: | Shire of Perenjori |
| File: | ADM 0700 |
| Report Date: | 5 April 2023 |
| Disclosure of Interest: | Nil |
| Voting Requirements: | Absolute Majority |
| Author: | Nola Comerford – Manager Corporate and Community Services |
| Responsible Officer: | Paul Anderson – Chief Executive Officer |
| Attachments: | 12.3 - Proposed Fees & Charges for 2023-24 |

Summary

For Council to consider the proposed Fees & Charges for the 2023/2024 financial year.

Background

The 2023/2024 Schedule of Fees & Charges have been reviewed and prepared by the Administration to include the following changes. Generally, fees and charges have been increased by 5.25% in accordance with predictions of the WA Consumer Price Index (CPI) increasing for the coming financial year.

An explanation of changes, increases and alterations outside of the predicted 5.25% CPI for the Fees & Charges Schedule are as follows:

- Inclusion of free usage of Perenjori Pavilion and Latham Community Hall for funeral services and wakes.
- Waived entry fees for the Perenjori Aquatic Centre in anticipation of Council request as per Council decisions in 2021/22 and 2022/23 (Council Resolution numbers 161221.5 and 201022.4).
- In anticipation of Council request, entry fees are recommended to be waived for the Perenjori Gym for all Shire of Perenjori residents as per Council Resolution number 201022.4.
- Waived hire fees for community facilities for Shire of Perenjori not-for-profit organisations, Perenjori Primary School, and sporting groups as per Council Resolution number 201022.5.
- Subsidised community facility hire fees to Shire of Perenjori community organisations that receive external funding as per Council Resolution number 201022.5.
- Updated fees from the Department of Mines, Industry Regulation and Safety for building fees are yet to be advised. Being a statutory fee, Council is not required to set this as part of the Fees & Charges Schedule.

Statutory Environment

Local Government Act 1995

Subdivision 2 — Fees and charges

6.16. Imposition of fees and charges

- (1) A local government may impose* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.

** Absolute majority required.*

- (2) A fee or charge may be imposed for the following —
 - (a) providing the use of, or allowing admission to, any property or facility wholly or partly owned, controlled, managed or maintained by the local government;
 - (b) supplying a service or carrying out work at the request of a person;
 - (c) subject to section 5.94, providing information from local government records;

- (d) receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorisation or certificate;
 - (e) supplying goods;
 - (f) such other service as may be prescribed.
- (3) Fees and charges are to be imposed when adopting the annual budget but may be —
- (a) imposed* during a financial year; and
 - (b) amended* from time to time during a financial year.

** Absolute majority required.*

6.17. Setting level of fees and charges

- (1) In determining the amount of a fee or charge for a service or for goods a local government is required to take into consideration the following factors —
 - (a) the cost to the local government of providing the service or goods; and
 - (b) the importance of the service or goods to the community; and
 - (c) the price at which the service or goods could be provided by an alternative provider.
- (2) A higher fee or charge or additional fee or charge may be imposed for an expedited service or supply of goods if it is requested that the service or goods be provided urgently.
- (3) The basis for determining a fee or charge is not to be limited to the cost of providing the service or goods other than a service —
 - (a) under section 5.96; or
 - (b) under section 6.16(2)(d); or
 - (c) prescribed under section 6.16(2)(f), where the regulation prescribing the service also specifies that such a limit is to apply to the fee or charge for the service.
- (4) Regulations may —
 - (a) prohibit the imposition of a fee or charge in prescribed circumstances; or
 - (b) limit the amount of a fee or charge in prescribed circumstances.

6.18. Effect of other written laws

- (1) If the amount of a fee or charge for a service or for goods is determined under another written law a local government may not —
 - (a) determine an amount that is inconsistent with the amount determined under the other written law; or
 - (b) charge a fee or charge in addition to the amount determined by or under the other written law.
- (2) A local government is not to impose a fee or charge for a service or goods under this Act if the imposition of a fee or charge for the service or goods is prohibited under another written law.

Policy Implications

Nil

Financial Implications

Levels of income from fees and charges will be included in the 2023-2024 Annual Budget.

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

Paul Anderson – Chief Executive Officer

Neville Binning – Manager of Infrastructure Services

Glenn Nordsvan - ACCWest

Officer Comment

Each year Council is required to review the annual fees and charges which are incorporated into the Annual Budget.

Fees and charges were last reviewed for the 2022-2023 Annual Budget.

OFFICER RECOMMENDATION

Council Resolution Number: 270423.4

Moved: Cr Sutherland

Seconded: Cr Hepworth

Pursuant to Section 6.16 of the *Local Government Act 1995*, Council adopts the Fees and Charges Schedule as presented and incorporates these fees and charges within the 2023-2024 Annual Budget.

Motion put and carried 5/0 by absolute majority

12.4 COUNCIL MEMBER FEES, ALLOWANCES AND EXPENSES 2023/24

| | |
|-------------------------|---|
| Applicant: | Shire of Perenjori |
| File: | ADM 0744 |
| Date: | 14 April 2023 |
| Disclosure of Interest: | Nil |
| Voting Requirements: | Absolute Majority |
| Author: | Elinor Pitts – Executive Assistant |
| Responsible Officer: | Paul Anderson – Chief Executive Officer |
| Attachments: | Nil |

Summary

This report is for council to consider and approve the council member fees, allowances and expenses for the financial year 2023/24, which are to be incorporated in the 2023/24 budget once it has been endorsed.

Background

Under Section 7B(2) of the Salaries and Allowances Act 1975, the Tribunal must inquire into and determine the amount of:

- fees, or the minimum and maximum amounts of fees, to be paid under the *Local Government Act 1995* ('the LG Act') to elected council members for attendance at meetings;
- expenses, or the minimum and maximum amounts of expenses, to be reimbursed under the LG Act to elected council members; and
- allowances, or the minimum and maximum amounts of allowances, to be paid under the LG Act to elected council members.

The Shire of Perenjori is deemed a Band 4 Council.

The SAT's current determination (published 7 April 2023) specifies the minimum and maximum payments. Please see the SAT's current determination below, as well as the 2022/23 payments. In 2022/23, the allowances and attendance fees were paid in two payments as per Council Policy No.9009.

| | SAT Minimum | SAT Maximum | 2022/23 Payments |
|--|----------------|----------------|---------------------|
| COUNCIL MEETING ATTENDANCE FEES – PER MEETING | | | |
| Council member who holds the office of President (Ordinary Meeting) | \$95 pm | \$510 pm | N/A |
| Council member other than the President (Ordinary Meeting) | \$95 pm | \$250 pm | N/A |
| Councillors including President (Committee Meeting) | \$50 pm | \$125 pm | N/A |
| COUNCIL MEETING ATTENDANCE FEES – ANNUAL IN LIEU | | | |
| Council member who holds the office of President | \$3,735 pa | \$20,325 pa | \$5,005.50 pa |
| Council member other than the President | \$3,735 pa | \$9,890 pa | \$7,306 pa |
| ANNUAL ALLOWANCES | | | |
| Council member who holds the office of President | \$535 pa | \$20,875 pa | \$20,565 pa |
| Council member who holds the office of Deputy President (25% of President) | \$133.75 pa | \$5,218.75 pa | \$5,141.25 pa |

Policy Implications

9009 – Elected Member Fees and Expenses

Policy Statement:

An elected member is entitled to be paid when attending meetings of the Council, Regional Councils and Council Committees. An elected member is entitled to be reimbursed for expenses incurred for activities approved by the Council and in accordance with the regulations. The Shire President is entitled to additional payments in accordance with the regulations.

Meeting fees are set within the Local Government Administration Regulations (Reg. 30) and minimum and maximum allowable payments are declared annually by the Salaries and Allowances Tribunal (SAT). Attendance fees are determined at the time of the annual budget adoption and take effect from the day after the date of adoption and are paid on a per meeting basis (Reg 30(1)).

The Council may also appoint other persons to be members of committees (eg. Audit Committee) and those persons are entitled to be paid as members. Any employee of the Council who is a member of the a committee is not entitled to be paid a fee as a member of the committee.

Fees are paid for;

- members attending a committee member (Reg.30(20).*
- Members attending other meetings such as WALGA Zone Meetings or Regional Road Group or other meetings determined under the Regulations (reg.30) (3A))*
- The Presidential allowance is paid at its maximum allowance in two payments (Reg.33(1) (b) (i)).*
- The Deputy President allowance is paid at the prescribed percentage of the Presidential Allowance being 25% and made in two payments (Reg33A).*

The kinds of expenses that are to be reimbursed are rental charges for one telephone and facsimile, childcare services and travel costs (Reg. 31).

Consultation

Paul Anderson – Chief Executive Officer

Financial Implications

Council member fees, allowances and expenses will be included in the 2023/24 draft budget considerations.

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

The Salaries and Allowances Tribunal Determination sets a range of fees and allowances for the Shire as a Band 4 Local Government and this allows the Council the flexibility to amend the fees and allowances annually, in order to maintain some contingency with the costs of being a council member.

Council is required to approve the reimbursement of expenses incurred by a council member, in accordance with the regulations and determinations set by the Salaries and Allowance Tribunal.

The Council resolution from the Ordinary Council Meeting held in June 2022 is as follows:

Council Resolution Number: 160622.6

Moved: Cr King

Seconded: Cr Bradford

That Council:

1. Adopt, in accordance with section 5.98, 5.99 and 5.99A of the Local Government Act 1995, annual attendance fees be paid to all Councillors in lieu of meeting fees and annual allowances in lieu of reimbursement of expenses.
2. Approve for inclusion in the 2022/2023 budget, the following entitlements for the 2022/2023 financial year payable three months in advance from 1 July 2022:
 - a. An annual attendance fee for the Shire President of 25% of the maximum fee set by the Salaries and Allowances Tribunal in April 2022 and in accordance with section 5.99 of the Local Government Act 1995.
 - b. An annual attendance fee for council members of 75% of the maximum fee set by the Salaries and Allowances Tribunal in April 2022 and in accordance with section 5.99 of the Local Government Act 1995.
 - c. An annual allowance for the Shire President of \$20,565 in accordance with section 5.98(5) of the Local Government Act 1995.
 - d. An annual allowance for the Deputy Shire President of \$5,141.25 in accordance with section 5.98A of the Local Government Act 1995.
 - e. Allowances and attendances fees to be paid in two payments as per Council Policy No. 9009.
3. Approve the reimbursement of expenses incurred by a council member in accordance with section 5.98(2)(b) and (3) of the Act and regulation 31(1)(b), 32,32(1) of the Local Government (Administration) Regulations 1996 and in accordance with the Salaries and Allowances Tribunal current Determination for 2022.
4. Include the proposed expenses in the 2022/2023 Draft budget deliberations.

Motion put and carried 6/1 by absolute majority

COUNCIL DECISION

Council Resolution Number: 270423.5

Moved: Cr Hepworth

Seconded: Cr Bryant

That Council suspend Standing Orders, Clause 9.5 Limitation on number of speeches to be suspended at 3.40pm for open discussion on item 12.4 of these minutes.

Motion put and carried 5/0

COUNCIL DECISION

Council Resolution Number: 270423.6

Moved: Cr Sparkman Seconded: Cr Bryant

That Council reinstates Standing Orders at 3.48pm.

Motion put and carried 5/0

OFFICER RECOMMENDATION

Council Resolution Number: 270423.7

Moved: Cr Bryant Seconded: Cr Sparkman

That Council:

1. Adopt (*in accordance with section 5.98, 5.99 and 5.99A of the Local Government Act 1995*) annual attendance fees to be paid to all Councillors in lieu of meeting fees and annual allowances, in lieu of reimbursement of expenses.
2. Approve for inclusion in the 2023/24 budget, the following entitlements for the financial year payable quarterly from 1 July 2023:
 - a. An annual attendance fee for the Shire President of 25% of the maximum fee set by the SAT in April 2023, and in accordance with *section 5.99 of the Local Government Act 1995*.
 - b. An annual attendance fee for council members of 75% of the maximum fee set by the SAT in April 2023, and in accordance with *section 5.99 of the Local Government Act 1995*.
 - c. An annual allowance for the Shire President of \$20,875 in accordance with *section 5.98(5) of the Local Government Act 1995*.
 - d. An annual allowance for the Deputy Shire President of \$5,218.75 in accordance with *section 5.98A of the Local Government Act 1995*.
 - e. Allowances for the President and Deputy President are to be paid in two payments as per Council Policy No. 9009.
3. Approve the reimbursement of expenses incurred by a council member in accordance with *section 5.98(2)(b) and (3) of the Act and regulation 31(1)(b), and 32(1) of the Local Government (Administration) Regulations 1996*, and in accordance with the Salaries and Allowances Tribunal's current determination for 2023/24.
4. Include the proposed expenses in the 2023/24 draft budget.

Motion put and carried 5/0 by absolute majority

13. Community Development and Services:

13.1 PERENJORI AGRICULTURAL SHOW 2023

| | |
|-------------------------|---|
| Applicant: | Shire of Perenjori |
| File: | ADM 0408 |
| Date: | 3 rd April 2023 |
| Disclosure of Interest: | Cr Jude Sutherland – impartiality & proximity interest |
| Voting Requirements: | Absolute Majority |
| Author: | Nola Comerford – Manager Corporate and Community Services |
| Responsible Officer: | Paul Anderson – Chief Executive Officer |
| Attachments: | 13.1(a) Letter – Request for financial and in-kind support. 13.1(b) Letter – Request for additional financial support for entertainment. |

Cr Jude Sutherland declared an impartiality and proximity interest in agenda item 13.1, pursuant to Sections 5.60B of the Local Government Act 1995, due to being a committee member of the Perenjori Agricultural Show.

Cr Sutherland departed the Shire of Perenjori Council Chambers at 3.53pm.

Cr Sutherland left the chambers and did not participate in discussion or voting of the item.

Summary

For Council to consider sponsorship of the 81st Perenjori Agricultural Show, to be held Saturday 12th August 2023, in the form of financial and in-kind assistance.

Background

The Perenjori Agricultural Society is in the process of organising the 81st Perenjori Agricultural Show. Due to uncertainty around COVID-19 restrictions in 2020 and 2022, the Show did not go ahead. However, the 80th Show in 2021 drew record crowds and was considered a great success.

Correspondence was received from the Agricultural Society President, Phil Logue, requesting support as follows:

- 'Gold Donor Partnership' of \$10,000 (ten thousand dollars).
- Waived fees for Perenjori Pavilion, Stan Cannon Oval and associated facilities.
- Assistance with cleaning the Pavilion and ablutions during the Show.
- Providing free camping at the Caravan Park for attendees, including overflow area on adjacent vacant block.
- Providing free accommodation at the Caravan Park for approximately twelve entertainers.
- Providing use of various resources and in-kind assistance to set up and pack up.
- An additional \$5,000 (five thousand dollars) for entertainment.

Statutory Environment

Nil

Policy Implications

Council Policy No. 1011 – Donations and Grants

Consultation

Paul Anderson – Chief Executive Officer

Gaylea Dawson – Treasurer, Perenjori Agricultural Society

Financial Implications

Allocation of \$20,000 was included in the 2022/23 Annual Budget for community sponsorships. Additionally, budget allocation of \$12,000 was included for Youth Activities.

Offering free camping for attendees at the Perenjori Caravan Park will result in a loss of approximately \$2,400, along with associated cleaning fees.

An estimation of Council contribution based on previous Agricultural Shows and current requests is provided in the table below:

| ITEM | COUNCIL CONTRIBUTION | CASH/IN-KIND |
|--------------------------|----------------------|--------------|
| Gold Sponsorship | \$10,000 | Cash |
| Entertainment | \$5,000 | Cash |
| Pavilion Hire | \$500 | In-kind |
| Staff | \$3,773 | In-kind |
| Accommodation | \$3,286 | In-kind |
| Cleaning (accommodation) | \$2,160 | In-kind |
| TOTAL | \$24,719 | |

Strategic Community Plan

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

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

Officer Comment

The Perenjori Agricultural Show is a major event for the region, organised by volunteers from the Perenjori Agricultural Society. The Show attracts visitors from the region, bringing economic advantage to local retailers. Assistance from the Shire in previous years has included 'Gold Donor' sponsorship of \$10,000.

Availability of Shire Cleaners on Show Day is doubtful at this stage due to uncertainty of cleaning requirements at the Caravan Park. It is recommended that the Agricultural Society advertises for cleaners to attend to any cleaning duties required on the day.

Whilst provision of waived fees for Entertainers staying at the Caravan Park may be an incentive in attracting the entertainment and assists the Agricultural Society financially, there is no real economic benefit to Council or the community in providing free caravan and camping sites.

As per Council decision 201022.5 at the October Ordinary Council Meeting, hire fees of community facilities are waived for Shire of Perenjori not-for-profit organisations (excluding bonds).

It is recommended that the Agricultural Society apply for funding from outside sources for future Shows. Budget allocation for assistance in applying for grants by community groups will be presented to Council for consideration in the 2023/24 Annual Budget.

OFFICER RECOMMENDATION

Council Resolution Number: 270423.8

Moved: Cr Bryant

Seconded: Cr Sparkman

That Council:

- Endorse 'Gold Donor Partnership' donation of \$10,000 (ten thousand dollars) to the Perenjori Agricultural Society for the 81st Perenjori Agricultural Show to be held Saturday 12th August 2023.
- Waive charges for up to twelve (12) Accommodation Village single units for entertainers for 11th and 12th August.
- Offer in-kind support of Shire Staff members to assist with setting up during week commencing 7th August, and packing up on Sunday 13th August.
- Financial support of \$5,000 (five thousand dollars) for the purposes of entertainment.

Motion put and carried 4/0 by absolute majority

Cr Sutherland returned to the Shire of Perenjori Council Chambers at 3.54pm.

13.2 LOCAL HERITAGE SURVEY

| | |
|-------------------------|---|
| Applicant: | Shire of Perenjori |
| File: | ADM 0869 |
| Date: | 3 April 2023 |
| Disclosure of Interest: | Nil |
| Voting Requirements: | Simple Majority |
| Author: | Elinor Pitts – Executive Assistant |
| Responsible Officer: | Paul Anderson – Chief Executive Officer |
| Attachments: | 13.2a – Local Heritage Survey Report |
| | 13.2b – Local Heritage List |
| | 13.2c – Draft Local Planning Policy |
| | 13.2d – Heritage Places Assessment Guidelines |
| | 13.2e – Australian Charter for Places of Significance |

Summary

For Council to note that no public submissions were received following the conclusion of the thirty (30) day advertising period, and to endorse the Perenjori Local Heritage Survey 2023 as attached.

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

Nola Comerford, Manager of Corporate and Community Services

Laura Gray, Heritage Intelligence

Shire of Perenjori community members

Financial Implications

An allocation of \$17,500 was included in the 2022-23 Annual Budget for Town Planning with \$6,262 being committed to this project.

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 the publication of the final version of the Local Heritage Survey, the document requires formal adoption by Council which will involve:

1. Council endorsement and a formal 30 (thirty) 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.

The thirty (30) day advertising period concluded on Monday 3rd April 2023 and the Shire received no public submissions.

OFFICER RECOMMENDATION

Council Resolution Number: 270423.9

Moved: Cr Hepworth

Seconded: Cr Sutherland

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):

- **Note that no submissions were received following the conclusion of the thirty (30) day advertising period.**
- **Adopt the Perenjori Local Heritage Survey 2023.**
- **Endorse the publication and distribution of the Local Heritage Survey 2023.**

Motion put and carried 5/0

13.3 MIGRATION EMPLOYMENT PROGRAM

| | |
|-------------------------|--|
| Applicant: | Shire of Perenjori |
| File: | ADM 0878 |
| Date: | 12 April 2023 |
| Disclosure of Interest: | Nil |
| Voting Requirements: | Simple Majority |
| Author: | Aluel Mading – Community Development Officer |
| Responsible Officer: | Paul Anderson – Chief Executive Officer |
| Attachments: | 13.3 – Migration Employment Program Report |

Summary

The Council consider the recommendation to proceed with a Migration Employment Program.

Background

The Shire engaged consultant, Economic Transitions, to undertake a Migration Employment job audit survey in 2022. The aim of the research was to identify “current and future employment job vacancies” and the community’s “willingness to participate” in a Migration Employment Program delivered by United in Diversity, in conjunction with the Shire of Perenjori.

The research undertaken by Economic Transitions incorporated the following:

- Job and skills audit of the community
- Desktop review of relevant primary and secondary sources to identify the Shire’s economic and industry profile, and regional governments which have encountered similar challenges,
- Assessed the housing availability in the Shire to support the potential increase from a migrant population.
- Services reviewed to establish employment opportunities within the community,
- Surveyed the Shire community to establish willingness to participate in a Migration Employment Program, areas of potential challenges that would need to be addressed for smooth integration of migrant communities, areas of opportunities, and potential employers within the community.

The survey went live in January 2023 and closed in March 2023. The survey was delivered to the community through the following mediums:

- Email to local businesses.
- Maildrop to Perenjori and Latham PO Boxes.
- Hardcopies at the Shire Administration Office, Post Office, and Latham Library.
- Shire’s website and Facebook
- Bush Telegraph.
- Posters on noticeboards.

There was a total of eighteen (18) participants that completed the survey: eleven (11) participants indicated their interest in the implementation of the program and six (6) participants indicated that they “currently have employment vacancies within their businesses.”

Statutory Environment

Nil

Policy Implications

Nil

Consultation

Paul Anderson – Chief Executive Officer

Nola Comerford – Manager of Corporate and Community Services

Kim Hewson – Economic Transitions

Financial Implications

Nil

Strategic Community Plan

Goal 3: Diverse economy, with flourishing businesses offering a suite of trades, services and retail offerings.

Strategic Objectives

3.1. Opportunities are maximised to promote economic growth and local development.

3.2. Visitors are welcomed and well-catered for.

Officer Comment

The attached report has taken into consideration the community's perceived challenges and opportunities to carry out the program in the Shire and recommends that Council engage United in Diversity to carry out the program.

The primary opportunities and challenges identified are as follows:

Opportunities

- Population growth
- Economic development
- Cultural diversity

Challenges

- Accommodation
- Language barriers
- Medical Services

Council endorsement of the report will positively contribute to the development of our community in areas of population growth, economic development and enhance the cultural diversity in our community.

OFFICER RECOMMENDATION

Council Resolution Number: 270423.10

Moved: Cr Hepworth

Seconded: Cr Sutherland

That Council endorse the following recommendations given by Economic Transitions:

- 1) Council progress the concept of the Migration Employment Program with United in Diversity.**
- 2) Council note the requirement from six (6) respondents within the community and their employment needs during 2023 and beyond.**
- 3) Continue discussions with United in Diversity to further establish and implement a program for migrant employment in the Shire.**

Motion put and carried 5/0

13.4 WILDFLOWER COUNTRY COMMITTEE MEMBERSHIP

| | |
|-------------------------|---|
| Applicant: | Shire of Perenjori |
| File: | ADM |
| Date: | 19 April 2023 |
| Disclosure of Interest: | Nil |
| Voting Requirements: | Simple Majority |
| Author: | Elinor Pitts – Executive Assistant |
| Responsible Officer: | Paul Anderson – Chief Executive Officer |
| Attachments: | 13.4 – Letter: Mia Maxfield, Wildflower Country Committee |

Summary

This report recommends that Council reconsider their membership in the Wildflower Country Committee.

Background

On the 13th April 2023, the Shire received the below correspondence from Mia Maxfield, the Chairperson of the Wildflower Country Committee, in regards to the chronic absenteeism by members of the committee. As a result, it has been suggested that the committee should be disbanded and the funds associated with it should be redirected back to the local governments in a manner to be determined.

Dear Local Government Chief Executive Officers

I am writing to bring to your attention the issue of chronic absenteeism by the members of the Wildflower Committee. The committee has been unable to form a quorum during scheduled meetings, despite two attempted Annual General Meetings on December 10th, 2022 and February 16th, 2023. This lack of action and political will is unacceptable and requires immediate attention.

To address this issue, I recommend the following actions:

1. The Wildflower Country Committee should be disbanded, and the funds associated with it should be redirected back to the local governments in a manner to be determined.
2. The contract with Flash Marketing should be terminated immediately, and the Facebook and the Wildflower website should be cancelled as it is futile to maintain an online presence for an inactive committee.

It is disheartening that the underlying issues associated with the committee cannot be resolved, and the benefits of continued membership are not seen as sufficient to justify the effort and costs. However, the consequences of continued inaction and indecision will only exacerbate the situation further, leading to a complete loss for all local governments involved.

I urge you to consider my recommendations and take action towards this issue. If you have any suggestions, they will only be considered if you are willing to commit to the Wildflower Committee and manage your recommendations, if approved. We cannot afford to continue in this state of inactivity any longer.

If I do not hear from the local governments by Friday 12 May 2023, I will proceed to cancel the contract with Flash Marketing and place the associated funds into reserve. Please send all responses to ceo@coorow.wa.gov.au and copy in cdo@threesprings.wa.gov.au

Sincerely,



Mia Maxfield

Chairperson

13 April 2023

Statutory Environment

Nil

Policy Implications

Nil

Consultation

Elected Members

Paul Anderson – Chief Executive Officer

Nola Comerford – Manager of Corporate and Community Services

Financial Implications

The annual membership costs the Shire \$4,950 pa.

Strategic Community Plan

Goal 4: A strong and diverse Council working closely with the community and its decision-making is transparent and accountable.

4.3. The Shire advocates and partners effectively on behalf of the community.

Officer Comment

The chronic absenteeism of the committee's members and inability to form a quorum during scheduled meetings has resulted in an inactive committee. As a result, the benefits of continued membership are not seen as sufficient to justify the efforts and the costs.

OFFICER RECOMMENDATION

Council Resolution Number: 270423.11

Moved: Cr Sparkman

Seconded: Cr Hepworth

That Council endorse the following actions:

- 1. The Wildflower Country Committee should be disbanded, and the funds associated with it should be redirected back to the local governments in a manner to be determined.**
- 2. The contract with Flash Marketing should be terminated immediately, and the Facebook and the Wildflower website should be cancelled.**

Motion put and carried 5/0

14. Governance

14.1 LICENCE TO OCCUPY – L3206-3 – PUBLIC TRANSPORT AUTHORITY OF WESTERN AUSTRALIA

| | |
|-------------------------|---|
| Applicant: | Public Transport Authority of Western Australia |
| File: | ADM 0273 |
| Date: | 5 April 2023 |
| Disclosure of Interest: | Nil |
| Voting Requirements: | Simple Majority |
| Author: | Elinor Pitts – Executive Assistant |
| Responsible Officer: | Paul Anderson – Chief Executive Officer |
| Attachments: | 14.1 – Licence to Occupy – L3206-3-Perenjori |

Summary

The Shire has been leasing a portion of railway reserve for community purpose for over forty (40) years. The Shire's tenure to the land expired in April 2022 and the Public Transport Authority (PTA) is proposing that a licence to occupy be prepared to allow the use of the land to continue.

Background

Over forty (40) years ago, the Shire of Perenjori entered into a lease with the Public Transport Authority (PTA). The purpose of the land as defined by the lease was for "Community Purpose". On the 21st March 2023, we received the below correspondence from Burgess Rawson:

Dear Sir/Madam,

RE: PTA LEASE L3206-3 – SHIRE OF PERENJORI – LICENCE TO OCCUPY

Please find enclosed the Licence to Occupy documentation in triplicate for the above PTA lease premises.

Kindly read all documentation thoroughly and return to this office the following:

1. Lease documents in triplicate signed by the appropriate signatories where indicated.

Upon receipt of the above-mentioned signed documents, we will arrange for the documents to be executed by the PTA. Once completed we will then forward a copy of the fully executed agreement for your safe keeping.

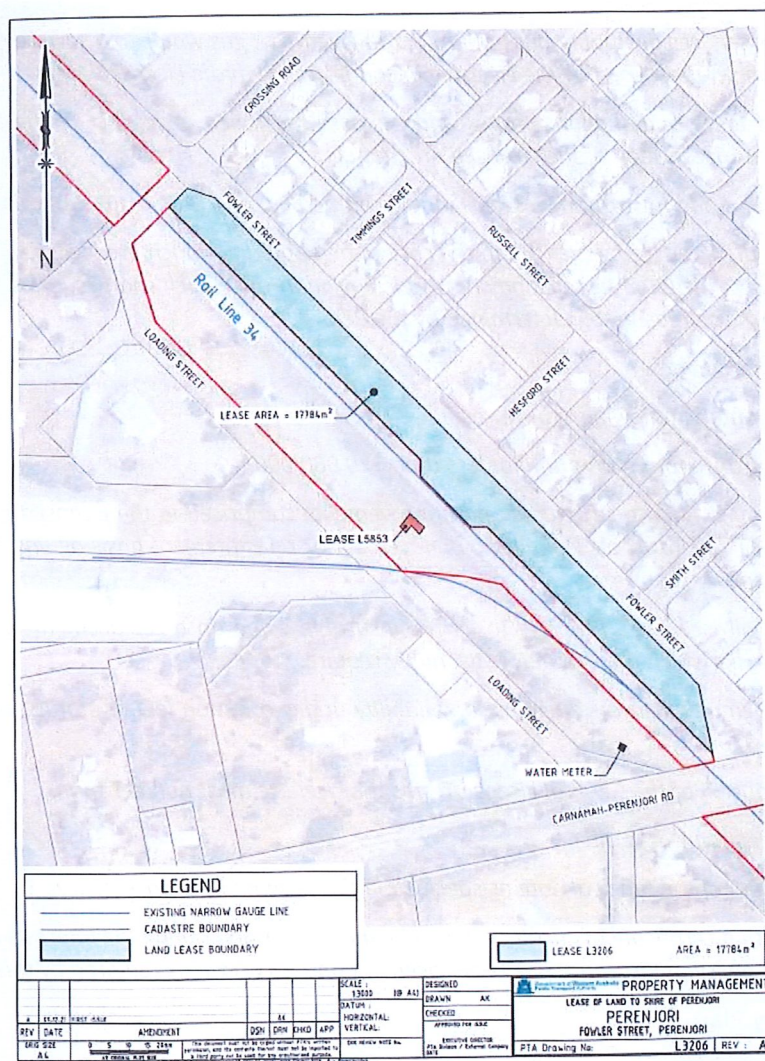
Look forward to receiving the above at your earliest convenience. In the meantime, should you, however, wish to discuss the matter, or any other real estate matter, please do not hesitate to contact me on 9288 0251.

Yours faithfully,



Jacqui O'Rourke
Property Manager - PTA

The Licensed Area, the subject of this Licence, is located in the rail reserve at Perenjori and known as Fowler Street as identified on plan number L3206 Rev A (see below). The Licensed Area is shown green on the plan and is approximately 17,784 m². The Licensed Area includes any of PTA's Property situated in the Licensed Area.



Statutory Environment

The Shire would need to enter into a lease agreement (licence to occupy) with the PTA of Western Australia to secure the right to use the land.

Policy Implications

Nil

Consultation

Paul Anderson – Chief Executive Officer

Financial Implications

As stipulated in the Licence to Occupy:

Item 6 Licence fee

The licence fee payable by the Licensee for this Licence is \$1.00 each year payable if and when demanded by the Public Transport Authority of Western Australia;

Item 7 Outgoings

The Licensee must pay to the relevant supplier or Authority or as otherwise directed by the PTA before they become overdue:

- *All charges for services (including but not limited to electricity, gas water and sewerage and telephone and communication services) used by the Licensee in connection with the Licensed Area;*
- *Any rates and taxes and similar charges and assessments levied in respect of the Licensed Area or the Licensee's use or occupation of the Licensed Area; and*
- *Management and administration fees reasonably charged by the PTA in respect of this Licence,*
as invoiced to the Licensee by the PTA. In the case of any amounts which are levied on other land as well as the Licensed Area, the Licensee must pay reasonable proportion of such charges, rates, and taxes relevant to the Licensed Area as reasonably determined by the PTA.

Item 9 Insurance Requirements

The Licensee must take out the following insurances:

- (1) Public risk insurance for an amount not less than \$20,000,000.*
- (2) Insurance for all buildings, structures and improvements comprised in the Licensed Area and all the PTA's Property to their full insurable value on a replacement or reinstatement basis against those risks which the PTA may reasonably require.*
- (3) Insurance for all Licensee's Property to its full insurable value on a replacement or reinstatement basis against those risks which the PTA may reasonably require.*
- (4) Employer's indemnity insurance against any liability under common law or statute to pay damages to an employee.*

without limiting clause 5 of the General Licence Terms the Licensee must no later than:

- (1) The Commencement Date; and*
- (2) Each anniversary of the renewal date as specified in the relevant insurance policy,*

provide the PTA with a certificate of currency issued by the insurer and noting the interests of the PTA to confirm that each required policy of insurance has been taken out and is current as required by this Licence.

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.

2.3. 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

The leased area is still required and therefore it is recommended Council agree to enter into the proposed licence to occupy.

OFFICER RECOMMENDATION

Council Resolution Number: 270423.12

Moved: Cr Sutherland

Seconded: Cr Hepworth

That Council accept the offer from the Public Transport Authority of Western Australia to enter into a Licence to Occupy for the area located in the rail reserve as identified on plan number L3206 Rev A, ending on 31 March 2032.

Motion put and carried 5/0

14.2 PROPOSED SCHEDULE OF COUNCIL MEETING DATES FOR 2023/2024

| | |
|-------------------------|---|
| Applicant: | The Shire of Perenjori |
| File: | ADM 0214 |
| Date: | 14 th April 2023 |
| Disclosure of Interest: | Nil |
| Voting Requirements: | Simple Majority |
| Author: | Elinor Pitts – Executive Assistant |
| Responsible Officer: | Paul Anderson – Chief Executive Officer |
| Attachments: | Nil |

Summary

This item seeks council's endorsement of the proposed meeting dates until June 2024.

Background

Local Governments are required to advertise their schedule of meetings at least once per year. The proposed meeting dates and times for the next 12 months are set out below.

Statutory Environment

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

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

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

Policy Implications

Ensures compliance with the Local Government Act 1995.

Consultation

Paul Anderson – Chief Executive Officer

Financial Implications

Nil

Strategic Community Plan

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

4.1. The community is well-informed and engaged.

Officer Comment

The schedule of meetings for 2023/24 has taken into consideration the preparation time for report writing. Traditionally, Council meets at the Latham Community Centre in the month of March – this has been scheduled to be held on Thursday 21st March 2024.

The public holidays from July 2023 and June 2024 are as follows:

Monday 25th September – King's Birthday

Monday 25th December – Christmas Day

Tuesday 26th December – Boxing Day

Monday 1st January – New Year's Day

Friday 26th January – Australia Day

Monday 4th March – Labour Day

Friday 29th March – Good Friday

Monday 1st April – Easter Monday

Thursday 25th April – Anzac Day

Monday 3rd June – Western Australia Day

The proposed schedule of council meetings is below:

| ORDINARY COUNCIL MEETINGS 2023/24 | | |
|--|------------|----------------------------|
| DATE | TIME | LOCATION |
| Thursday 20 th July 2023 | 3.00 pm | Perenjori Council Chambers |
| Thursday 24 th August 2023 | 3.00 pm | Perenjori Council Chambers |
| Thursday 21 st September 2023 | 3.00 pm | Perenjori Council Chambers |
| Thursday 26 th October 2023 | 3.00 pm | Perenjori Council Chambers |
| Thursday 23 rd November 2023 | 3.00 pm | Perenjori Council Chambers |
| Thursday 14 th December 2023 | 3.00 pm | Perenjori Council Chambers |
| January 2024 | NO MEETING | NO MEETING |
| Thursday 22 nd February 2024 | 3.00 pm | Perenjori Council Chambers |
| Thursday 21 st March 2024 | 3.00 pm | Latham Community Centre |
| Thursday 18 th April 2024 | 3.00 pm | Perenjori Council Chambers |
| Thursday 23 rd May 2024 | 3.00 pm | Perenjori Council Chambers |
| Thursday 20 th June 2024 | 3.00 pm | Perenjori Council Chambers |

OFFICER RECOMMENDATION

Council Resolution Number: 270423.11

Moved: Cr Hepworth

Seconded: Cr Bryant

That Council, in accordance with section 5.25(1)(a) of the Local Government Act 1995 and regulation 12 of the Local Government (Administration) Regulations, approve and advertise the following schedule of dates and venues for the holding of the ordinary council meetings for the 2023/2024 financial year.

| ORDINARY COUNCIL MEETINGS 2023/24 | | |
|--|------------|----------------------------|
| DATE | TIME | LOCATION |
| Thursday 20 th July 2023 | 3.00 pm | Perenjori Council Chambers |
| Thursday 24 th August 2023 | 3.00 pm | Perenjori Council Chambers |
| Thursday 21 st September 2023 | 3.00 pm | Perenjori Council Chambers |
| Thursday 26 th October 2023 | 3.00 pm | Perenjori Council Chambers |
| Thursday 23 rd November 2023 | 3.00 pm | Perenjori Council Chambers |
| Thursday 14 th December 2023 | 3.00 pm | Perenjori Council Chambers |
| January 2024 | NO MEETING | NO MEETING |
| Thursday 22 nd February 2024 | 3.00 pm | Perenjori Council Chambers |
| Thursday 21 st March 2024 | 3.00 pm | Latham Community Centre |
| Thursday 18 th April 2024 | 3.00 pm | Perenjori Council Chambers |
| Thursday 23 rd May 2024 | 3.00 pm | Perenjori Council Chambers |
| Thursday 20 th June 2024 | 3.00 pm | Perenjori Council Chambers |

Motion put and carried 5/0

15. Confidential Reports:

15.1 COUNCIL DECISION TO GO BEHIND CLOSED DOORS

PROCEDURAL MOTION

Council Resolution Number: 270423.13

Moved: Cr Sparkman

Seconded: Cr Bryant

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 5/0

COUNCIL DECISION

Council Resolution Number: 270423.14

Moved: Cr Bryant

Seconded: Cr Sutherland

That Council consider the officer's recommendation as contained within the confidential report 15.2.

Motion put and carried 5/0

15.2 *CONFIDENTIAL ITEM* WARRIEDAR COPPERMINE ROAD CONSTRUCTION WORKS 2023

OFFICER RECOMMENDATION

Council Resolution Number: 270423.15

Moved: Cr Bryant

Seconded: Cr Hepworth

That Council:

Note the request for a quotation process to be undertaken in accordance with the council resolution 230323.21 of March 2023, and authorise the additional expenditure of \$368,424.40 above the 2022/2023 council budget of \$551,500 for the following projects to be undertaken in the 2022/2023 financial year:

1. Upgrade of Warriedar Copper Mine Rd from gravel to bitumen seal (Slk 5.3 – 6.5)
2. Second coat bitumen seal of Warriedar Copper Mine Rd (Slk 2.9 – 5.3)

Motion put and carried 5/0

COUNCIL DECISION

Council Resolution Number: 270423.16

Moved: Cr Sutherland

Seconded: Cr Hepworth

That Council consider the officer's recommendation as contained within the confidential report 15.3.

Motion put and carried 5/0

15.3 *CONFIDENTIAL ITEM* OUTCOME OF DISPOSAL OF ASSETS

OFFICER RECOMMENDATION

Council Resolution Number: 270423.17

Moved: Cr Bryant

Seconded: Cr Sparkman

That Council note and endorse the disposal of assets via auction and the decision of the CEO to accept the highest bids for those items that failed to reach reserve, other than Lot 26 – Toro mower which is to be relisted for auction.

Motion put and carried 5/0

15.4 COUNCIL DECISION TO RETURN FROM BEHIND CLOSED DOORS

PROCEDURAL MOTION

Council Resolution Number: 270423.18

Moved: Cr Bryant

Seconded: Cr Sparkman

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

Motion put and carried 5/0

16. Ordering the Common Seal:

| Document | Organisation | Purpose | Date |
|----------|--------------|---------|------|
| | | | |

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:

COUNCIL DECISION

Council Resolution Number: 270423.19

Moved: Cr Hepworth

Seconded: Cr Sutherland

That Council accepts item 20.1 - 10 Year Plant Replacement Program.

Motion put and carried 5/0

20.1 *LATE ITEM* 10 YEAR PLANT REPLACEMENT PROGRAM

OFFICER RECOMMENDATION

Council Resolution Number: 270423.20

Moved: Cr Sparkman

Seconded: Cr Hepworth

That Council note the 10 year plant replacement program for the year 2023/24, include funding in the 2023/24 draft budget, and request the administration to review future years.

Motion put and carried 5/0

21. Closure of Meeting:

The Shire President declared the meeting closed at 4.33pm 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 18th May 2023 commencing at 3:00pm in the Shire of Perenjori Council Chambers, 56 Fowler Street, Perenjori WA 6620.

I certify that this copy of the Minutes is a true and correct record of the meeting held on 27 April 2023.

Signed: 
Shire President

Date: 22/05/23